

Admission Procedure

Session 2027-28

Admissions are open for the classes Nursery to IX

KINDLY NOTE THE FOLLOWING BEFORE FILLING THE FORM

- ❖ Forms will be available **ONLINE ONLY** from Monday, **14th September, 2026** onwards.
- ❖ Enter mobile no., then click on 'Generate code' option for the password. The code will be sent to the same mobile no. which is being used as password for login.
- ❖ Fill form online and pay the processing fee of Rs.1000/ (non-refundable) using Credit /Debit card.
- ❖ Read all instructions given on the page carefully.
- ❖ Parents of eligible candidates will be called for further interaction.
- ❖ Date and time of interaction is informed to Parents either telephonically or through email.
- ❖ Parents are advised to check the transport facility before applying for admission.
[Click the link given below to check Bus Routes - Click here](#)
(for Nursery, LKG, and UKG) before filling the Transport form.
- ❖ For any transport query (9878907874, 9871317247) Helpline No. 8796182220
- ❖ After interaction, short listed students will have to pay the admission fee (non-refundable) before the due date to secure admission.
- ❖ Registration forms are to be filled in and submitted at the school reception before the end of the registration period i.e., 3 days after downloading the form.
- ❖ Incomplete or illegible Registration forms, without photographs will not be processed / accepted.
- ❖ Dates for test / interviews / interaction will be given at the time of registration. The school authorities reserve the right to change the date and time of the interview.

- ❖ Parents are advised to check the transport facility before applying for admission.

Click the link given below to check Bus Stop for classes I to XII

[Click here before filling the Transport form.](#)

ADMISSION CRITERIA

Age (in years)	Grade	Born Between
3 +	Nursery	01/08/2023 – 31/07/2024
4+	LKG	01/08/2022 – 31/07/2023
5 +	UKG	01/08/2021– 31/07/2022
6+	Grade I	01/08/2020 – 31/7/2021
7+	Grade II	01/08/2019 – 31/7/2020

- ❖ **The following documents to be attached with the hard copy of the Registration Form:**

- Self-attested Photo copy of Birth Certificate with NAME issued by Municipal Corporation or concerned civic authority must accompany the Registration Form for all classes.
- Photocopy of Progress card of previous two years must be attached with the Registration Form for classes UKG & above.
- Self-attested Residence Proof of both the parent (Parent Aadhaar Card, Passport, Electricity Bill or Driving License, Voter ID Card).
- Transport form, Medical form, I- Card Performa (Download from login window).
- Proof of alumni (if applicable) (Class X- or XII-Mark sheet or Pass Certificate).
- Sibling Proof (attach fee receipt or Progress Card).
- Self-attested Aadhaar Card of both the parent and child.
- Transfer Certificate, PEN Number, APAAR ID to be provided at the time of joining class i.e. April.

*** Documents to be Uploaded**

- Child's photograph (size should be 100 KB)
- Mother's photograph (size should be 100 KB)
- Father's photograph (size should be 100 KB)

Entrance Tests / Interview / Interaction

- ❖ There will be a written test for students seeking admission to classes UKG (Pre Primary) upwards. Only those candidates who clear the written test will be given admission.
- ❖ Results will be shared through e-mail.

Steps to be Followed

Step 1: Online Registration

- ❖ Please enter the details on the form. Note down the registration number and password for future correspondence and follow up.

Step 2: Online Payment

- ❖ Use a Credit/Debit Card only to make the payment online as the Registration/processing fee.

Step 3: Printing the completed form

- ❖ Take out a colored print (on **Executive bond paper**) of the completed application form along with the online transaction details for documentation.
- ❖ Incomplete applications will be rejected.

Step 4: Submission of the form at the school

Bring the completed application along with a copy of:

- The proof of residence (Parent Aadhaar Card, Passport, Electricity Bill, Voter ID Card or Driving License)
- Attested copy of the child's birth certificate with NAME (self-attested)
- Transport form, Medical form ,I- Card Performa (Download from login window)
- Proof of alumni (if applicable) (Class X or XII Mark sheet or Pass Certificate)
- Aadhaar Card of both the parent and child on the date of submission of the form to the school.
- Check the bus route from the list mentioned for those who are opting for school transport.

- Child is not required to come to the school on the date of submission of form.
- The signature of both the parent is mandatory on the form.
- Form will be strictly accepted only through the parent, on the date of submission.
- Parents are requested to cater for a time span of at least an hour to complete the mandatory formalities on the first visit to the school.

Step 5: Interaction

- ❖ Date of interaction for short listed candidates will be emailed on registered email-id.
- ❖ Both the parent needs to attend the interaction for Nursery/LKG / UKG class.

Step 6: Deposition of fee

- ❖ The admission fee (non-refundable) must be deposited within 5 days of declaration of the result or else the offer of admission will be declared null and void. In such a case, the child's seat will be offered to the next candidate on the list.

❖ To download form, click here: [Link:](#)

Note: Registration does not guarantee admission.

Admission will be based on merit basis and availability of seats.