

Documents to be produced for the LKG & HKG Admissions 2025 – 2026

- 1. Certificate of studying Nursery** – (Regular Certificate / Bonafide certificate / Transfer Certificate and PEN (Permanent Education Number)
- 2. PEN- Permanent Education Number is mandatory for admission. In case it is not available declaration by previous school on letterhead is required.**
- 3. Date of Birth Certificate:** Copy of Candidate's Birth Certificate from Municipal Corporation **with name**. It must be in English or Bi-lingual with correct spelling of the candidate and parents. No correction will be accepted afterwards. (Defaulter's form will be rejected).
- 4. Aadhar Card of Candidate, Mother and Father.**
- 5. Baptism Certificate (Only for Christians) :** Copy of Candidate's Baptism Certificate and Church member-ship card.
- 6. Proof of Residence :** Copy of the residence proof i.e. *Kirayanama* / Aadhar Card / Ration Card / telephone bill / electricity bill or Passport etc.
- 7. Qualification of Parents :** Copy of Pass Certificates or Mark Sheets of **only highest qualification of Parents.**
- 8. Proof of Private and Government Employee:** ID card / Salary Slip of November or December 2024 / Letter of appointment.
- 9. Proof of Sibling: (If applicable)** Print-out of latest Half yearly result (2024-25) if the child's real brother or sister is studying in this school.
- 10. Proof of Alumni: (If applicable)** Copy of T. C. / Mark sheet / Passing certificate to prove that you have passed out (**X and XII only**) from this school.
Registration for the Alumni is must
- 11. Proof of Caste (Only for ST/ SC/ EWS /OBC (latest)) :** Copy of the Caste Certificate of candidate or his father from the relevant authority i.e. Collectorate.
- 12. Proof of Minority (Only for Christians / Muslims / Jains/ Buddhists/ Zoroastrians (Parsis)/ Sikhs) :** Copy of the candidate's or father's Minority Certificate from the relevant authority i.e. Collectorate.
- 13. Proof of Income:** Copy of Parent's Income Certificate (Latest)/ previous year's Income Tax Return 2023-24 / Form 16 or Salary Slips (Nov or Dec 2024).
- 14. Proof of Single Parent (If applicable) :-** Court decree or any other certificate from the relevant authority.
- 15. Proof of Gallantry/ National / State Award (If applicable) :** Copy of the same should be attached. **16. Proof of any serious medical illness / Permanent disability (If applicable).**

No form shall be accepted without the above **self-attested documents** for Registration for admission L.KG & HKG. and incomplete forms will automatically be disqualified from the admission process. All the original documents will be cross verified with concerned departments and institutions.