



Registration Form For Classes Nursery to V 2025-26

Registration Form No.

Academic Year : 2025-26

Applying for Class :

1. Name of the Child (as per Birth Certificate)	
2. PEN No. (Permanent Education Number) for L.KG to Class V	
3. Gender	
4. Date of Birth	
5. Date of Birth in words	
6. Nationality	
7. Religion	
8. Category	
9. Permanent Address	
10. Present Residential Address	
11. Distance from Residence	
12. SMS Alert Mobile No.	
13. Other Contact No.	
14. Email ID	
15. Minority	
16. Aadhaar No.	
17. Sibling (Yes/No)	
18. Single Parent (Yes/No)	
19. Staff Ward (Yes/No)	



Father's Details

1. Father's Name	
2. Educational Qualification	
3. Name of the Degree	
4. Occupation Type	
5. Occupation	
6. Name of the Designation	
7. Annual Income	
8. Aadhar No.	
9. Office Address	
10. Office Contact No.	
11. Alumni (Yes/No)	
12. Awards	

Mother's Details

1. Father's Name	
2. Educational Qualification	
3. Name of the Degree	
4. Occupation Type	
5. Occupation	
6. Name of the Designation	
7. Annual Income	
8. Aadhar No.	
9. Office Address	
10. Office Contact No.	
11. Awards	



DECLARATION BY PARENTS/GUARDIANS

Dear Manager,

I/we wish to apply for a place in your institution for my Son/Daughter/Ward for academic year (2025-2026) for which:

1. I/we have supplied all the information requested in the attached form. I/we declare that it is true and accurate and agree that if it is later discovered that any information has been suppressed or found to be incorrect, this application may be rejected..
2. I/we fully appreciate the fact that acceptance of this application is left entirely to the discretion of the school authorities, and does not in any way guarantee admission.
3. I/we hereby state that signing of this application form implies unconditional acceptance of the school's admission procedures and process, rules, regulations and fee structure in force and as may be changed from time to time.
4. I/we am conscious of and acknowledge the Constitutional Right of the management to administer this Minority Educational Institution according to their choice, and accept their decision on the admissions, favourable or otherwise as final and binding.
5. I/we further accept that trying to bring influence in any form or from any quarter shall summarily disqualify my ward's candidature to admission.
6. I/we have taken note of the long-standing stated Policy of the school banning donations linked with admission and to prevent unscrupulous individuals and intermediaries taking such advantage, I/we will bring any such information and details to the notice of Management.
7. I/we agree to the fact that after the list of selected candidates is displayed on the website, I/we should fill in the Admission Form and deposit the fee before the stipulated date failing which my ward's admission will automatically be cancelled.

Yours faithfully,

Mother's Signature	Father's Signature



Documents to be produced for the Admissions 2025 – 2026

(Photo copy of all the original documents mentioned below)

1. Certificate of studying in Previous Class – **For Class LKG to V** (Regular Certificate / Bonafide certificate/Mark Sheet / Transfer Certificate and PEN (Permanent Education Number)
2. PEN- Permanent Education Number is **mandatory** for admission. In case it is not available (**for Class L.KG & H.KG**) declaration by previous school on letterhead is required.
3. Date of Birth Certificate: (**For Clas Nursery to II**) 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 membership 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 Annual 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 (Jan or Feb 2025).
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 and incomplete forms will automatically be disqualified from the admission process. All the original documents will be cross verified with concerned departments and institutions.



INTIMATION FOR ADMISSION TO NURSERY TO V FOR THE SESSION 2025-2026

- 1- Only children aged between 3 to 4 years on 31st March, 2025 will be considered for **admission to NURSERY (Those born between 1st April, 2021 and 31st March, 2022).**
- 2- Only children aged between 4 to 5 years on 31st March, 2025 will be considered for **admission to LKG (Those born between 1st April, 2020 and 31st March, 2021).**
- 3- Only children aged between 5 to 6 years on 31st March, 2025 will be considered for **admission to HKG (Those born between 1st April, 2019 and 31st March, 2020).**
- 4- Only children aged between 6 to 7 years on 31st March, 2025 will be considered for **admission to I (Those born between 1st April, 2018 and 31st March, 2019).**

Registration Form, which is filled must be deposited, along with all the supporting documents at the school office between **9:30 a.m. and 11:30 a.m. from 20th to 25th March, 2025** only. No form will be accepted after this date

The fee structure

The fee structure for Nursery Admission (2025-2026) is as follows:-

Admission Fee (at the time of Admission) :	Rs. 20,000.00
1st Term Fee (for 4 months Rs.4950 X 4) :	Rs. 19800.00
Annual Fee (Yearly) :	Rs. 1000.00
Cost of Admission Form :	Rs. 200.00
Grand Total to be paid at the time of admission :	<u>Rs. 41000.00</u>

The fee structure for LKG and HKG Admission (2025-2026) is as follows:-

Admission Fee (at the time of Admission) :	Rs. 20,000.00
1st Term Fee (for 4 months Rs.5775 X 4) :	Rs. 23100.00
Annual Fee (Yearly) :	Rs. 1000.00
Cost of Admission Form :	Rs. 200.00
Grand Total to be paid at the time of admission :	<u>Rs. 44,300.00</u>

The fee structure for I to V Admission (2025-2026) is as follows:-

Admission Fee (at the time of Admission) :	Rs. 25,000.00
1st Term Fee (for 4 months Rs.5580 X 4) :	Rs. 22,320.00
Annual Fee (Yearly) :	Rs. 1000.00
Cost of Admission Form :	Rs. 200.00
Grand Total to be paid at the time of admission :	<u>Rs. 48,520.00</u>



Fees Receipt

Name of the Child.....

Applied for Class.....

Gender.....

Date of Birth.....

Father's Name.....

Mother's Name.....

SMS Mobile No.....

Amount Paid. : Rs. 800/- (Eight Hundred Only)

Your form has been submitted in the school office. Date and time of your form verification (Class Nursery to H.KG) & (Class I to V) entrance exam will be informed through your SMS on mobile given. It is compulsory to bring this slip on the Form Verification Day. Admission of the your ward is confirmed only after the verification/entrance exam through sms.

The syllabus of the entrance exam is of the previous standard in which your ward has appeared.

Subjects: English, Science/EVS and Maths

Time: 1Hour 30 Minutes

Date:.....

Receiver