

SCHOOL ADMISSION & REGISTRATION GUIDELINES

Information Bulletin for Parents

1. Registration Details

- The Prospectus and Registration Form is available in the School Office between 9:00 a.m. and 4:00 p.m. daily.
- **Prospectus Fee:** Rs. 100/-
- Note: Purchase of the Prospectus does not imply admission.
- The Principal reserves the right to refuse admission to a child.

2. Documents Required at Admission

- Transfer Certificate (TC) from the last school attended.
- Detailed mark sheet.
- Photocopy of Birth Certificate.
- Proof of residence.

3. Age Eligibility (as on 1st April)

Procedure for Play Group Classes – Pre-nursery, Nursery, KG-I and KG-II

Class / Group	Age Criteria (as on 1st April)
Play Group	2 years 6 months to 3 years
Nursery	3 to 4 years
LKG (Lower Kindergarten / KG-I)	4 to 5 years
UKG (Upper Kindergarten / KG-II)	5 to 6 years

4. Interaction Process

- Registered parents will be duly notified for an interaction with the Principal.
- **Important:** Both parents and the child must be present for the interaction.