ST. THOMAS SCHOOL , INDIRAPURAM

GUIDELINES FOR FILLING-UP THE ONLINE REGISTRATION FORM
FOR NURSERY ADMISSION: 2022 -23

Dated: 27.07.2021

ONLINE REGISTRATION: 02nd August to 08th August 2021

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY BEFORE FILLING-UP THE FORM

1. **Eligibility criteria**: **3 YEARS to 4 YEARS** as on **31st March 2022 (born between 01-04-2018 and 31-03-2019)**
2. **Forms will not be available from the School**. Each form will be issued a unique Registration number after the submission of the Form. **Please retain a copy of completed Registration Form for future reference.**
3. The Registration Form may flicker to refresh. Please **DO NOT** enter or select any data till refreshing is completed, as it may lead to loss of entered or selected data.
4. Do not press the **ENTER** key to move from one field to another. Use the **TAB** key or the mouse for the same.
5. After completing the Registration Form, please click on the **SUBMIT FORM** button. You will be directed to **PAYMENT OPTION** for registration fee.
6. **DO NOT SUBMIT** more than one Form for one applicant.
7. All fields are mandatory. Incomplete Forms will not be accepted by the system.
8. Please enter your contact number and email id correctly, as the same will be used for future communication.
9. The Registration process may take more time if you have a slow or poor internet connection.
10. In case, no page is displayed after submission of Registration Form, you can click < **Proceed for Payment, if form already filled option**> given the upper right corner of the page. Enter your application No. received in your mail id and procced for payment.
11. **Registration fee of Rs. 700/- to be paid is non-refundable.** *(Payment Mode- Debit/Credit Card/Internet Banking).*
12. For any queries, feel free to contact us at - **stthomas.irpm@gmail.com**
13. The details of the Candidates' names along with the dates of informal parental interaction will be available on the school website on **12th August 2021 at 2.00 p.m.** You are requested to visit our website for all latest updates regarding admission.
14. **AVAILABLE SEATS = 200 nos**

DOCUMENTS TO BE SCANNED AND UPLOADED ALONG WITH REGISTRATION FORM

1. **Birth Certificate** issued by the Municipal Corporation or any other competent authority. *(Affidavit or Hospital Certificate will not be accepted.).* (Max 500 Kb)
2. SC/ST/OBC Certificate (if applicable). (Max 500 Kb)
3. **PASSPORT Size** Photos of **Both parents** (1 each) (Max 500 Kb)
4. **Combined Postcard** size **Family Photograph**. (Max 500 Kb)
5. **Passport size photograph** of the **student** (Max 500 Kb)
6. **Immunisation Certificate** of the Child. (Max 500 Kb)
7. **Residence Proof**. (Rent Deed, Registration of the House, Electricity/Telephone Bill/ Passport/ Lease Deed / Electoral Card/ Aadhar Card/ Driving License etc.)

ROUTES/LOCATION COVERED BY SCHOOL TRANSPORT	
1.	**All areas of Indirapuram, Kaushambi, Vasundhara, Vaishali, Seemant Vihar**

Note:
1. *Decision taken by the concerned authorities regarding admission will be final.*
2. *Online submission of Registration Form does not confirm admission.*