

## Important Documents Required for School Admission

To ensure a smooth admission process at our school, please prepare the following documents. It is advisable to bring both original documents for verification and one set of photocopies for submission.

### **I. For all Admissions (Nursery to Class 12)**

1. **Duly Filled Admission Form:** The completed application form provided by the school.
2. **Recent Passport-Sized Photographs:**
  - 2 photographs of the student.
  - 1 photograph of each parent/guardian.
3. **Birth Certificate:** Original and photocopy of the student's Municipal Birth Certificate.
4. **Aadhaar Card:** Photocopy of the student's Aadhaar Card.
5. **Parent's/Guardian's ID Proof:** Photocopy of Aadhaar Card or any other valid government-issued ID (e.g., Passport, Driving License) of both parents/guardians.
6. **Proof of Residence:** Photocopy of any one of the following:
  - Aadhaar Card
  - Passport
  - Electricity Bill
  - Ration Card
  - Driving License
7. **Medical Fitness Certificate:** A certificate from a registered medical practitioner stating the student's general health and any specific medical conditions or allergies.
8. **Immunization Record:** Photocopy of the student's complete immunization record.

### **II. Additional Documents Required Based on Class**

#### **A. For Nursery to Class 1**

- No additional documents beyond the general requirements.

#### **B. For Class 2 to Class 9**

1. **Transfer Certificate (TC):** Original Transfer Certificate from the previous school, duly counter-signed by the relevant education authority (e.g., District Education Officer - DEO), if applicable.
2. **Previous Academic Report Card:** Photocopy of the last academic year's report card/mark sheet.

### **C. For Class 10**

1. **Transfer Certificate (TC):** Original Transfer Certificate from the previous school, duly counter-signed by the relevant education authority (e.g., DEO).
2. **Previous Academic Report Cards:** Photocopies of Class 8 and Class 9 academic report cards/mark sheets.
3. **CBSE/ICSE Registration Card (if applicable):** Photocopy of the registration card from the previous board.

### **D. For Class 11 and Class 12**

1. **Transfer Certificate (TC):** Original Transfer Certificate from the previous school, duly counter-signed by the relevant education authority (e.g., DEO).
2. **Previous Academic Report Cards:** Photocopies of Class 9 and Class 10 academic report cards/mark sheets.
3. **Class 10 Board Mark Sheet:** Original and photocopy of the Class 10 Board Examination Mark Sheet.
4. **Class 10 Board Pass Certificate:** Original and photocopy of the Class 10 Board Examination Pass Certificate.
5. **Migration Certificate (if applicable):** Original Migration Certificate for students transferring from a different board (other than CBSE/ICSE, if the school is affiliated with these).

#### **Please Note:**

- All photocopies should be self-attested by the parents/guardians.
- The school reserves the right to ask for any additional documents as deemed necessary.
- Incomplete applications will not be processed.

For any queries, please contact the school admission office during working hours.