



CARMEL SCHOOL, HAZARIBAG

A Christian Minority School Affiliated to CICSE, New Delhi

Affiliation No: JH 077, Post Box – 54, Hazaribag, Jharkhand – 825 301

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Tel: 06546-226078 (Office)

INSTRUCTIONS TO FILL ONLINE APPLICATION FORM (OAF) FOR ADMISSION TO THE KG.I (LKG):

Important Note:

- Please read the instructions carefully before filling in the OAF.
- Parents can only apply Online from *27th September 2019 to 20th October 2019* by filling the Online Application Form (OAF) and after payment of requisite fee. **Please fill the form only in CAPITALS.**

Instructions:

1. We recommend that you use Google Chrome / Mozilla Firefox browser for filling the OAF. The OAF will cost Rs. 700/- + transaction charges.
2. You need access to Debit/Credit Card, Net Banking etc. to make payment online.
3. Minimum Age should be 3½ Years and Maximum 4½ Years as on 31.03.2020.
4. Make sure that the names (child, father and mother) & date of birth are entered as per the Municipal/Hospital's Birth Certificate ONLY. In any case AFFIDAVIT will not be accepted. No change will be made later.
5. **You would be required to download the Dully Filled in Registration Form and to be returned with following supporting documents:**
 - a. Please affix One recent Coloured Photograph of both the parents with the candidate in between. [Size (in cm) : (10.5 X 5.5)]
 - b. Municipal Birth Certificate of Child.
 - c. Baptism certificate of the child seeking admission– in case of Christians only.
 - d. AADHAR Number of Child (if available), Father and Mother.

Note:

- i. Duly filled in Registration Form to be returned as per the following schedule to the KG Block office.

Date	Time	Category
28.10.2019 (Monday)	9:00 a.m – 11:00 a.m	All Categories

- ii. The School would like to meet the student and her parents for an informal interaction.
- iii. The Interaction schedule will be provided through SMS or the School Website. Kindly note that the Interaction date and time allotted cannot be changed. It is important to be on time for the interaction.

4. Requirements at the time of the interaction:

- a) Downloaded copy of Online Registration Slip.
- b) Originals of the Birth Certificates (Hospital Discharge Certificate/Nursing Home Card) and Birth Registration Certificate with the Municipality.
- c) Child's Immunization record (Original and Photocopy).
- d) Proof of Residential Address (Original and Photocopy).
- e) AADHAR CARD (Original and Photocopy).
- f) For Christians: Baptism Certificate (Original)

5. The selection is based on the interaction with the child along with the parents and verification of documents.

6. The result of the selection process will be intimated to you later through the school website.