

**KINDLY READ ALL THE INSTRUCTIONS BEFORE YOU CLICK ON 'PROCEED' AT THE BOTTOM.**

## **GUIDELINES FOR NURSERY TO CLASS VII ONLINE REGISTRATION SESSION 2026 - 2027**

1. Nursery-VII classes are currently being conducted only (Applicants [Parents] from Mount Assisi School, Poreyahat may register for admission).
2. It is mandatory to provide a personal Email ID and mobile number for communication purposes.
3. The Registration Form will be accepted only after the successful online payment of the Registration Fee.
4. On successful submission of your Registration Form, the system will automatically generate:
  - An Acknowledgment Receipt with a Registration Number which you would need for all further correspondence. (**Kindly ensure that the pop – up blocker is turned off**).
  - Username and Password will be mentioned in the Acknowledgement Receipt for viewing and printing your Form.
5. Kindly upload a recent passport-size colour photograph of the child and the parents.
6. A copy of the following documents must be submitted in person at the school with the candidate (child) on the date and time specified in the Registration Form to complete the registration process:
  - Self – attested printout of the Registration Form in A4 size paper.
  - Copy of the Acknowledgement Receipt (2 copies).
  - One postcard size (4" x 6") photograph of the child with the parents.
  - Photocopy of the Birth Certificate from Municipal Corporation.
  - Photocopy of Aadhaar of the child & parents.
  - Photocopy of the Caste Certificate of parents, if SC, ST or OBC.
  - Photocopy of the marksheets / ID card of the sibling (own brothers / sisters only) studying in Mount Assisi School.
  - Students PEN Number (Permanent Education Number) for Class I to VII
7. Fill in the particulars of the child (i.e., name, parents' name, date of birth and other details) correctly.
8. The date of birth entered in the Form must correspond with the date of birth on the child's Birth Certificate.
9. Incomplete Registration Forms and those containing incorrect information will be rejected.
10. Charges for Card Transactions and Net Banking will be levied extra as per the bank regulations. These charges are added to the Registration Fee of the respective payment mode in the payment portal.
11. The School Management reserves all rights regarding the admission or rejection of the candidate and is not obliged to give any reason.
12. ***The date and time of the Result will be communicated through SMS.***