

## **Documents Required at the time of admission**

The applicants shall produce the following documents in original at the time of verification along with a set of SELF ATTESTED photocopies listed below:

- ▶ **Original Date of Birth Certificate of the Child (showing the child's name)**  
(issued by Municipal Corporation)
- ▶ **Proof of residence**
- ▶ **Transfer Certificate (original) : countersigned by Directorate of Education**
- ▶ **Aadhar Card of the student, Father and Mother (Mandatory at the time of verification of the documents).**
- ▶ **Latest Passport size Photograph** of Each of the Child, Mother and Father.
- ▶ **FOR SIBLING:** (Only Real brother or sister studying in this school)

Attach: Identity Card / Latest Fee Bill of the sibling issued by the school office for **2017-18**.

- ▶ **Medical certificate and records of the child** (vaccination card copy)

You are requested to declare correct medical status vis-a-vis special needs, if any, in the application form. This has to be accompanied by a complete medical report from a CBSE approved Doctor / Institute / Government Hospital. Failure to declare correct medical status will automatically disqualify the child EVEN IF ADMISSION HAS BEEN GRANTED.

▶ **If you are the Guardian please enclose all the following:**

- i. Authority letter by the parent(s) or an affidavit.
- ii. Your recent photograph.
- iii. Proof of residence (please see point 2 above)

- ▶ **For Single Parent** – Relevant legal documents certifying the same.

**Note:** Admission to the school is subject to verification of the documents listed above and self-attested by both the parents.

- ▶ **The school has an authority to cancel the admission, if at any given time the information or document submitted is found to be wrong/fake/untrue.**