



TAGORE INTERNATIONAL SCHOOL
(REGISTERED AND GOVERNMENT RECOGNISED)
PASCHIMI MARG, VASANT VIHAR, NEW DELHI – 110057
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ADMISSION TO PRE-SCHOOL (NURSERY)

SESSION 2024-25

GUIDELINES FOR FILLING ONLINE REGISTRATION FORM

➤ **CHILDREN BORN BETWEEN 1 MARCH 2020 AND 30 APRIL 2021 ARE ELIGIBLE FOR ADMISSION TO PRE-SCHOOL (NURSERY)**

- It is compulsory to fill all columns marked with asterisk (*).
- Fill the Form in CAPITAL LETTERS.
- An incomplete registration form will be automatically rejected.
- After completing the registration form, click on SUBMIT to upload the form. You will get an auto generated acknowledgement receipt with user ID and password on it. These are to be used for future reference.
- Print the filled copy of the form along with the acknowledgement receipt.
- Attach photocopies of the required documents (self-attested, mentioned below) and the Acknowledgement Receipt with the **printed copy** of the form and **submit it to the school office by 15 December 2023 till 12 noon**
- **Forms can be submitted on all working days.**

➤ **List of Documents to be attached:**

1. Date of Birth Certificate of the Child (Affidavit will not be accepted)
2. **Proof of residence (any TWO different types of proof):**
 - a) Ration Card/ Smart Card (issued in the name of Parents bearing the name of the child)
 - b) Voter Id–Card
 - c) Passport in the name of any of the parent /child
 - d) Aadhaar Card
 - e) Phone bill (MTNL) / Electricity Bill/ Water Bill / IGL Bill (Name of any of the parent)
 - f) Driving License
 - g) Registered Rent agreement

Please Note:

- **Address proof of the same type (i.e. Ration Card/ Aadhaar Card) of both the parents will be considered as one Proof only.**
- **Bank documents will not be accepted.**
- **If only one proof of residence is submitted, the form will be disqualified.**
- **If the same type of residence proof is given, then application will be considered invalid, for e.g. Passports of parent and child will not be accepted. The second proof should be of a different type from the first one.**
- **The residence proofs should be in the name of mother or father ONLY.**

3. Affix one passport size photograph of the child and one of each parent on the form.

4. Proof of alumnus status, any ONE of the following (if applicable).

a) Class XII Marksheet

b) Class XII Passing Certificate

5. Medical certificate and records of the child (only for children with special needs).

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

6. In case of Guardian please enclose the following documents:

a. Authorization letter by the parent(s)

b. Recent photograph of the Guardian (attested by the parents).

c. Proof of residence of the Guardian (as mentioned in point no. 2 above)

NOTE:

i. Insufficient or invalid documents will lead to disqualification.

ii. It is mandatory to submit the printed copy of the Online filled form, along with the required documents, in the school office for further processing.

iii. Verification of documents attached, will NOT be done, at the time of submission of the registration form in the school office.

iv. Registration is NO Guarantee of Admission.
