

Sri Ram Narayan Singh Memorial High School.

ADDRESS:1582/7 Rajdanga Main Road,

Kolkata-700107

Academic Session 2022-2023

**ADMISSION APPLICATION FORMS
For Classes: Nursery to IX & Class XI
Academic Session: 2022-2023
Available**

To Buy Admission Application Form, Please show

- i) Original Birth Certificate**
- ii) And Last Report Card, if Admission is sought for Class I Onwards.**

The New Session will commence from April 2022.

Admission Age Criteria

Class	Age Group
Nursery	3 Years
Lower Infant	4+
Upper Infant	5+
Class I	6+
Class II	7+
Class III	8+
Class IV	9+
Class V	10+
Class VI	11+
Class VII	12+
Class VIII	13+

School Timings

	Time
Classes Nursery	9A.M. To 11 A.M.
Lower Infants	8A.M. To 10.50 A.M.
Upper Infants	8A.M. to 11.50 A.M.
Classes I & II	8A.M. To 12.30 P.M.
Classes III To V	8 A.M. To 1.15 P.M.
Class VI onwards	8.A.M. to 1.55 P.M.

ADMISSION PROCEDURE

List of selected candidates will be put up on the Notice Board at the Administrative Office.

- 1. Fee slip will be issued to parents or local / legal guardian of selected candidates against Parent Card ID Card.**
- 2. The admission procedure will be intimated to the parents of the selected candidates along with fee slip. It is mandatory for both the parents and/or local /legal guardian to be present to complete various admission formalities.**
- 3. For students seeking admission in Class I onwards, it is mandatory to submit Transfer Certificate (Original) from the last school attended.**
- 4. Fees, once paid at the time of admission, are not refundable in any case except the caution money (refundable) in case of withdrawal.**
- 5. The management reserves the right to have the last word in all matters relating to admission.**

Assessment / Observation / Interaction / Interview

- 1. During assessment / observation / interaction / interview, Student's Admit Card I & II and the Call Letter has to be produced.**
- 2. There will be assessment on intimated date for students seeking admission to Class I onwards and during the assessment, presence of both the parents will be mandatory.**
- 3. For admission to Nursery & LKG, there are no tests or interviews. The teacher observes /interacts with the child along with the parents. For admission to UKG, an observation / interaction will be held on the same day. Both parents should be present.**
- 4. No request for the change of dates for assessment / observation / interaction /interview will be entertained.**
- 5. Student Admit Card II has to be submitted at School, once the assessment / observation /interaction / interview is done.**

Rules and Regulations

Filling up the Registration Form:

Thank you for your interest in Sri Ram Narayan Singh Memorial High School, Kolkata.

Please read the following Rules and Regulations, enter the Registration Form accordingly.

- 1. Registration Form has to be filled in Capital Letters & in blank ink.**
- 2. It is mandatory that Parents should fill the Registration Form themselves.**
- 3. Age criteria should be strictly maintained. In any case, if the child's age does not match with the admission criteria of the class, the management holds the right to cancel the Registration Form (Refer Age Criteria).**
- 4. At the time of submission of Registration Form the parents or local / legal guardian are requested to bring the Original Money Receipt (issued at the time of purchase of Registration Form).**

Attach one photocopy, of the child's Birth Certificate issued by Municipal Corporation or proof of birth shown in the Passport, self attested by parents. Do not enclose Birth Certificate issued by Nursing Home / Hospital.

- 5. Paste one latest identical passport size coloured photographs of the child on the child's Admission, Registration & Student's Admit Card Forms. Also paste latest passport size coloured photograph of parents and local / guardian, if applicable, on the Admission Application Form.**
- 6. At the time of submission of Registration Form the parents or local/legal guardian are requested to bring the Original Money Receipt (issued at the time of purchase of Admission Form).**
- 7. Date of assessment / observation / interaction / interview will be given at the time of registration or intimated to the parents later on. The same may be subject to change.**
- 8. Admission is subject to the assessment procedure and availability of seats.**
- 9. Applications must be complete and information mentioned in the Registration Form should be true. In case of any discrepancy with the facts, management holds the right to cancel the Registration Form as well as the Admission of the child.**