



St. Joseph's Co-ed School



E-6, Arera Colony,
Bhopal-462016



Tel: + 91 755 2565434
+ 91 755 4295084



E-mail: info@stjosephcoed.org
Website: www.stjosephcoed.org

ONLINE REGISTRATION FORMS

for Admission in class **KG-I** [session 2025-26] will be available from
16th - 30th November, 2024.

Kindly Note:

- Online registration form should be filled properly with correct information and also should tally with the documents being submitted.
- Desired age limit for KG-I admission is **minimum 4 years and maximum 5 years on 31st July 2025.**

Documents required to fill the registration form :

1. **Latest Passport size photo** of the candidate
2. **Birth Certificate*** issued within stipulated period as mentioned in the Registration of Births and Deaths Act 1969.
 - Birth Certificate should be with complete details i.e. name along with Surname of father, mother and the child (no nick name / pet name / abbreviations)
 - Parents' names in Birth Certificate should be same as in their photo IDs, office documents, bank documents, policies, fund investments, marksheets etc.
 - Birth Certificate prepared after **5th Nov. 2024** will not be accepted for admission for the session 2025-26.
 - At the time of registration if the details are not proper in the Birth Certificate, kindly get it updated / corrected before the process of filling the admission form.
3. **Copy of Aadhaar Card** of the candidate. (for Name & DOB verification only)
4. **Copy of SSSMID** of the candidate
5. **Letter from the Nursery school studied stating name, class, DOB and Session**
6. Original copy of the Medical Fitness Certificate of the child.
7. If the child is specially abled, that is to be certified.
8. Copy of previous session **Report Card** of **sibling studying** in this school, if any
9. Both parents' **PAN Cards, Aadhar Cards, Office IDs and Class X & Class XII marksheets and the last qualification acquired.**
10. **Passport** of the child and/or the Parents' (if available)
11. **Caste Certificate in student's name** (if applicable)

Points to be remembered while filling online registration form

1. All the entries should correspond with the documents being submitted.
2. **No CHANGES / CORRECTIONS** in the entries will be accepted under any circumstances after filling / submitting ONLINE REGISTRATION FORM.
3. Birth Certificate prepared after **5th Nov. 2024** will not be accepted for admission for the session 2025-26.
4. There should not be any discrepancies in the parents' details and documents, **if the candidate's sibling(s) is already studying** in this school.
5. Once the child is admitted in school, the change in candidate's / Parents' Name and Candidate's Date of Birth, will not be accepted under any circumstances. **Therefore, kindly update the documents as desired before filling the Registration and / or Admission Form.**
6. Registration forms with improper and incomplete documents will not be accepted.