

ST. MARY'S CONVENT SCHOOL, TANDA

STEPS OF ONLINE REGISTRATION NURSERY-VIII

SESSION: 2022-2023

1. Open your web browser like "Google Chrome", "Mozilla Firefox" or "Internet Explorer"
2. Type on address bar "www.smtcampuscare.in". Then press enter.

Or

Open the School's website link "stmarytanda.in".
3. Click on "Online Registration" link.
4. Read the guidelines carefully. After that click on "I agree" check box then click on "proceed".
5. Now fill all the mandatory fields in the registration form. Photo upload and Document upload is mandatory. The size of photo should be less than 20 KB and document size less than 200 KB. Use bulkresize.com website to reduce the image size.
6. After filling the form, fill your email id and click on "proceed to payment". You will redirect to online payment gateway. You can make online payment through credit card, debit card or net banking.
7. After successful payment, take coloured print of application form and fee receipt for future reference.

Note-

1. The registration will start from 08-Dec-2021 to 30-Jan-2022. After 30-Jan-2022, no registration will be considered.
2. Registration fee is non-refundable.

REGISTRATION FOR CLASS NURSERY-VIII

2022-23

[Read the instructions carefully before filling up the form](#)

GUIDELINES FOR FILLING ONLINE REGISTRATION FOR CLASS NURSERY-VIII

For Nursery-VIII class, Registration will start on 08-Dec-2021 till 30-Jan-2022

All Fields marked * on registration form are compulsory.

- Date for visit to the school with the child will be informed through SMS.
- Recommendations or pressure tactics will lead to disqualification of the candidate.
- An incomplete registration form will **automatically be rejected**.
- After completing the registration form, click on **SUBMIT** to upload the form and then click on **PRINT FORM** to take the print (ONLY COLOR PRINT) of filled registration form.
- The duly filled form is to be submitted in the school as per specified schedule along with the attested photo copy of required documents. Counseling related Information will get through SMS.
- After Registration, Further communication will be done through SMS.
- **For Nursery Class-** Only interview will be conducted on specific date which will later inform you through SMS. Presence of Father and Mother would be mandatory along with Child.
- **For LKG-VIII Class-** Entrance exam date related information will be given through SMS. Syllabus, You can collect from School but after receive the info message.

For any type of assistance regarding registration you can call on-

01886-222722(Senior Office), 77400-58784(Senior Office), 77400-65346(Junior Office)

from 10:00 am to 1:00 pm. (Sunday Off)

Documents to be submitted at school:

For Nursery Class-

1. Date of birth certificate of the child should be in English and it should be clearly showing the child's name.
(Affidavit will not be accepted)
2. Aadhar Card of the child.(UID)
3. Payment receipt which you get online after successfully online payment.
4. Proof of residence.
5. Three passport size photo of the child, one passport size photo of father and mother and one group photo of Parents and Child.
6. Supporting documents for the single parent. (If Applicable)
7. Proof of Sibling (Only real brother or sister studying in this school) Attach: Latest fee bill of the sibling issued by the school office for 2021-22.
8. In case of a Guardian please enclose all the following documents :
 - a) Authority letter by the parent (s) or an affidavit.
 - b) Your recent photograph.
 - c) Proof of residence (please see point 4 above).

For LKG-VIII Class-

1. Date of birth certificate of the child should be in English and it should be clearly showing the child's name. (*Affidavit will not be accepted*)
2. Aadhar Card of the child.(**UID**)
3. Payment receipt which you get online after successfully online payment.
4. Proof of residence.
5. Three passport size photo of the child, one passport size photo of father and mother and one group photo of Parents and Child.
6. Supporting documents for the single parent. (*If Applicable*)
7. Proof of Sibling (Only real brother or sister studying in this school) Attach: Latest fee bill of the sibling issued by the school office for 2021-22.
8. In case of a Guardian please enclose all the following documents :
 - a) Authority letter by the parent (s) or an affidavit.
 - b) Your recent photograph.
 - c) Proof of residence (please see point 4 above)
9. At the time of Registration form submission, Bonafide Certificate is mandatory.
10. School leaving Certificate along with e-Punjab is must at the time of Admission.

NOTE:

Registration is no guarantee of admission and Principal's decision will be final.

Registration fee will not be refunded.

Please check on I have read the above guidelines & then click on Proceed at bottom right corner.