JAYPEE PUBLIC SCHOOL

G – BLOCK, JAYPEE GREENS, GREATER NOIDA – 201310
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School code: 60790   Affiliation No: 2131872

GUIDELINES FOR ONLINE REGISTRATION FOR ACADEMIC SESSION 2025 – 2026

• **Eligibility Criteria**
Age of child as on 31 March, 2025.

Class Years

Pre School 1 - 3 years as on 31st March 2025
Pre School 2-   4 years as on 31st March 2025
Pre School 3-   5 years as on 31st March 2025
Grade I -   6 years as on 31st March 2025

• The particulars of the child (i.e name, DOB, parents' names) should be filled in correctly. The DOB (date of birth) filled in the form must be the same as the one mentioned on the Birth Certificate issued by the Municipal Authority. **No change whatsoever will be allowed after the completion of admission process.**

• Once your registration form is successfully uploaded, you will receive an auto generated "Acknowledgement Receipt" with a reference number which must be used for further correspondence. The Acknowledgement Receipt will also generate a USER ID and PASSWORD. **(To get the Acknowledgement Receipt please make sure "pop- up blocker" is turned off.)**

• It is mandatory to present a hard copy of the Acknowledgment Receipt to the School Authorities during the admission process.

• The Registration fee is non- refundable.

• Registration for admission is not confirmation of admission of the child

• Incomplete registration forms will not be accepted / processed.

• The short listed candidates will be informed through SMS/E-mail.

• All fields marked with ***** are mandatory. All the columns of the form except E-mail id should be filled in **CAPITAL LETTERS** only.

Admission Procedure

Step 1: Online Registration -please enter the details in the form carefully.

Step 2: Online payment Use a **Credit Card/ Debit Card/ Net Banking** to make the payment of **Rs. 1000/-.**

Step 3: Documents to be uploaded are the photograph of the child, father and mother (in Jpeg, Jpg format) of size not exceeding 20 kb to be uploaded in the relevant space.

Step 4: Click on **I AGREE** button and then, **SUBMIT** button for successful registration.

Step 5: Verification of Documents for Pre School 1, Pre School 2 and Pre School 3.

• Within 10 working days of successful registration, you will be called for Verification of Documents and Interaction with Principal.

• **Kindly bring the following documents:**
    1. Original and photocopy of the Birth Certificate issued by Municipal Corporation or concerned civic authority.
    2. Residential proof
    3. Aadhar card and Immunization card
    4. Report card from previous school for admission in classes I-XII.
    5. Photograph of the child and parent "four copy each". It is mandatory for both the parents along with the child to come to the school on the assigned date and time givenby School Authorities.

Step 6: Admission Test would be conducted for admission in classes I-XII.

For Classes I &onwards: Parent will be informed about the admission process via email.