

# BUNTS SANGHA'S S.M. SHETTY HIGH SCHOOL & JR. COLLEGE

## Steps for ONLINE Admission form:

Go to website [www.smsheettyinstitute.org](http://www.smsheettyinstitute.org)

Click on **SSC Board In house Admission (Sr. Kg. to I) and (Std IV to V)**

Click **LINK FOR INHOUSE ADMISSION (SR. KG TO I) AND (STD IV TO V)** for Existing child

Enter your mobile number on which you have received message. Then enter Security code which you have received on SMS.

You will see your child name in grid. Then click on Edit icon from action column. If you have 2 children then you need to fill entire form twice for both children.

Then fill entire form and pay form fees of Rs. 300/-plus gateway charges. After successful payment you will not be able to make any changes. You need to print admission form and submit along with required documents.

- This application form is in 5 parts;
  - Student's Details
  - Father's/Guardian's Details
  - Mother's Details
  - Ward's Previous Academic Details
  - Sibling Details
- After filling each part, Parents are advised to check all the details before moving on to the next part.
- Do not press ENTER Key or REFRESH key while filling the form.
- After completing the application form, kindly verify the form before paying registration fees.
- You will not be able to make any changes in admission form after successful payment and form submission.
- You can take a print out of admission form and receipt after successful payment of registration fees.
- Each form will be issued a Unique Enquiry Reference Number after the submission of the form which will be used for any further correspondence regarding the admission process.
- Submit the completed application form along with a copy of documents (Self attested) in the school office on the date of submission of form.

## **Please Note:**

- Incomplete forms or forms without proper documents will not be accepted.
- Please provide copy of Caste Certificate in the Child's name in case of **reserved category**.

In case of any query regarding online admission please call on 022-61327373/09