



Bunts Sangha's
S M Shetty High School & Junior College
ISO 9001:2015 CERTIFIED

ADMISSION OF SSC BOARD – 2019-2020

NEW ADMISSION – NOTICE

Dear Parents,

Status of Seats Availability

Class	Availability
Nursery, Std I , II, IV& V	Few seats Available - Selection on Random basis
IX & X	Registration to be done online

Admission procedure

Parents wishing to admit your ward, for the above mentioned classes for academic year 2019-2020 , it is compulsory that registration for admission to be done online through the school website www.smsheettyinstitute.org against a payment of **Rs. 500/-** through the payment gateway provided on the school website. Payment can be made either using a credit card, debit card without any gateway charges, for net banking option gateway charges are applicable. Please check the school website for the procedure and instructions.

The registration fee Rs. 500 is non-refundable

- ❖ **Admissions to the classes are subject to vacancies available.**
- ❖ Receiving / Submission of the Admission form or going through the admission procedure does not guarantee admission. The admission of the child depends on availability of seat in a particular Std/Class. The admission is based on successfully completing certain admission formalities and procedures.
- ❖ The Online Admission form must be filled in as per instructions given on the website. After filling in the Online Admission form, you need to take a print copy of the same along with the payment acknowledgement receipt on **white legal size paper 75 gsm (good quality)**.
- ❖ Parents are requested to submit the printed copy of the Admission form along with copies of all the requisite documents at the school office between 10:00 a.m and 12:30 p.m on working days.

B. Admission for Std IX & X: - Admission for IX & X classes are purely on MERIT. Parents are requested to fill registration form, upload the registration form along with scanned mark sheet on website. The forms will be shortlisted according to the merit and parent will receive SMS to fill the admission form. After receiving SMS shortlisted parents has to follow the same procedure mentioned above for Std I & Std II.

Seema Sabhlok
Principal

NURSERY (2ND ROUND)



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Bunts Sangha's S M Shetty High School & Junior College is glad to inform you that the admission procedure for Pre-Primary Section (2019-2020) is available through school website www.smsheettyinstitute.org

You are requested to note down the information that is given below and follow the instruction accordingly.

The Age criteria for the children to be admitted to the Pre-Primary Section are as follows:

Nursery: Children born between 01/10/2015 and 30/09/2016

Jr.Kg : Children born between 01/10/2014 and 30/09/2015

Sr.Kg : Children born between 01/10/2013 and 30/09/2014

Parents are requested to note that the Pre-Primary Section runs in two shifts and the decision on the allocation of the shifts by the Principal is final binding on all the parents.

School Timings:

First Shift	: 8:00 am to 11:00 am	} PRE-PRIMARY
Second Shift	: 12:00 noon to 3:00 pm	
Std I to V	: 1:00 pm to 6:15 pm	
Std VI to X	: 7:00 am to 12:30 pm	

- **Cousins Will Not be considered as siblings.**
- Admission will be confirmed only after **payment of fees.**
- In case fees are not paid as per the schedule, the admission stands cancelled and the school will be free to allot the seat as per its discretion.
- Registration for Admission, Receiving the Admission form or going through the admission procedure does not guarantee admission. The admission of the child depends on availability of seat.
- School does not take any donation. Do not be deceived by others.
- Any wrong information on the application form will amount to disqualification.
- Applications submitted before or after date and time schedule will not be accepted.
- The Admission Committee reserves its rights on issues regarding admission.

Seema Sabhlok
Principal

- **DOCUMENTS TO BE ATTACHED ALONG WITH THE ADMISSION FORM**



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1. Admission Forms (duly filled & signed by parents) along with recent coloured passport size photograph(to be affixed on the form) at the designated place.
 2. Photocopy of Birth Certificate
 3. Original Fitness Certificate from your family doctor stating that the child is medically fit to join school.
 4. Photocopy of Aadhaar Card
 5. In case of sibling applicants, photocopy of the identity card
- Incomplete forms will not be accepted.

- **DOCUMENTS TO BE SUBMITTED FOR CONFIRMED ADMISSION**

PRE-PRIMARY (Nursery, Jr.kg, Sr.kg)

1. Original Birth Certificate.(Only the Birth Certificate obtained from the Municipal Corporation or competent authorities is valid and the Birth Certificate issued by Nursing Home/Hospitals will not be valid)
 2. Original Birth Certificate: In case of certificate in languages other than English/Hindi, Marathi, please bring a notarized copy of the certificate translated in English.
 3. Parents from Reserved Category, who want the caste to be entered in the school register should submit the attested true copy of Caste Certificate in the name of the students and issued by concerned Municipal Authorities along with the admission form.
- **Note:**
 1. Original birth certificates will remain in the school as a permanent record.
 2. Original birth certificates will be returned only if the child leaves the School before taking admissions in Std I.

INSTRUCTIONS: PRIMARY SECTION (STD I TO IV)

A) Documents to be attached/Instructions to be followed with the admission form

1. Photocopy of Birth Certificate for admissions to Std I
2. Photocopy of first terminal result and birth certificate for admissions to Std II to Std IV
3. Fitness certificate from the Doctor (Mentioning that the child is physically and mentally fit to join school)
4. Recent Passport size colour photo to be affixed on form
5. Incomplete forms will not be accepted
6. Issue of this application form does not guarantee admission

B) Documents to be submitted/Instructions to be followed for confirmed admission.

1. For admission to Std I Original Birth Certificate.(Only the Birth Certificate obtained from Municipal Corporations or other competent authority is valid and the Birth Certificate issued by Nursing Home/Hospitals will not be valid)
Original Birth Certificate will remain with school as a permanent record. It will not be returned even if the ward leaves the school. School will issue a Leaving Certificate when the student leaves the school.
2. For all other classes excepting Std I, Original Leaving Certificate from previous school indicating the recognition number, should be submitted.
3. In case of previous school being outside Maharashtra State, the Leaving Certificate should be countersigned by the Education Department of the concerned state.



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4. In case of CBSE/ICSE Board schools, the Leaving Certificate will be countersigned by Inspector for CBSE/ICSE Boards, even for schools within Maharashtra.
5. Admission is subject to the students getting promoted to the next class by the previous school.
6. Format & spelling of Surname, Name & Fathers name will be mentioned in all our school records as written in the Leaving Certificate submitted by the Parent/Guardian. This cannot be changed unless a court order is obtained by the parent.

INSTRUCTIONS: SECONDARY SECTION (STD V TO X)

A) Documents to be attached/Instructions to be followed with the admission form

1. Photocopy of first terminal result
2. Fitness certificate from the Doctor (Mentioning that the child is physically and mentally fit to join school)
3. Recent Passport size colour photo to be affixed on form
4. Incomplete forms will not be accepted
5. Issue of this application form does not guarantee admission

B) Documents to be submitted/Instructions to be followed for confirmed admission.

1. Original Leaving Certificate from previous School, Indicating the recognition number, should be submitted.
2. In case of previous school being outside Maharashtra State, the Leaving Certificate should be countersigned by the Education Department of the concerned state.
3. In case of CBSE/ICSE Board schools, the Leaving Certificate will be countersigned by Inspector for CBSE/ICSE Boards, even for schools within Maharashtra.
4. Admission is subject to the students getting promoted to the next class by the previous school.
5. Attested copy of final report card
6. Format & spelling of Surname, Name & Fathers name will be mentioned in all our school records as written in the Leaving Certificate submitted by the Parent/Guardian. This cannot be changed unless a court order is obtained by the parent.