



SARALA BIRLA
PUBLIC SCHOOL

(SARALA BIRLA GROUP OF SCHOOLS)

SARALA BIRLA PUBLIC SCHOOL

Birla Knowledge City, Ranchi-Purulia Highway, Village – Ara,

P.O. - Mahilong, Ranchi – 835 103, Jharkhand



ADMISSION PROCEDURE (Pre-Nursery, KG I & KG II)

ACADEMIC YEAR 2022-23

1. The registration form needs to be filled and submitted online only through the school's official website till 09th February 2022.
2. Online payment of ₹1800/- is to be made through the payment gateway.
3. Admission is granted strictly on the basis of vacancy and eligibility.
4. The eligible age for admission to a respective class is :-
 - a) Std. Pre-Nursery – 3 yrs. to 4 yrs. as on 31st March 2022. (The Date of Birth of the applicant should fall between 31.03.2018 and 31.03.2019).
 - b) Std. KG I – 4 yrs. to 5 yrs. as on 31st March 2022. (The Date of Birth of the applicant should fall between 31.03.2017 and 31.03.2018).
 - c) Std. KG II – 5 yrs. to 6 yrs. as on 31st March 2022. (The Date of Birth of the applicant should fall between 31.03.2016 and 31.03.2017).
5. After Registration, the child is required to appear for an observation/interaction/age verification/document verification on 12th February 2022. (Reporting Time: 08:30 am). Apart from the documents mentioned in Appendix-I on the day of observation, candidates need to be ready with: -
 - a) Original copy of Birth Certificate for verification. (The birth certificate should be made from the Municipal Corporation within a period of 1 year of the child's birth. Any affidavit or other evidence is not acceptable).
 - b) Original copy of Aadhar Card of the child and parents for verification.
 - c) Copy of payment receipt generated from the website.
 - d) Print out of Admit Card.
6. All the details in the application form should be as per the list of documents to be verified at the time of admission. (Refer to Appendix-I)
7. Admission is subject to verification of the documents.
8. Bus facility will be provided if there is vacancy.
9. Admission once taken will not be cancelled under any circumstance.
10. The School Management reserves the right to add, alter, amend or cancel any of the rules, procedures prevailing at any time which will be binding on the students, parents/guardian.

Principal