



# Sarala Birla Public School

Birla Knowledge City, Ranchi – Purulia Highway, Village – Ara, P.O. – Mahilong,  
Ranchi – 835103 (Jharkhand)

Provisional Admission (2019-2020)

Notice (Std. II to Std. IX)

Ref. No.: SBPS/18-19/991

Date: 15.01.2019

Dear Parents,

Please note the following:

- The list is arranged alphabetically.
  - Documents to be submitted at the time of admission
    - Printout of duly filled in Registration form.
    - Xerox copy of Birth Certificate (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). It is mandatory to carry the original Birth Certificate for verification.
    - Original T.C. & Xerox of Report Card from previous school if applicable.
    - Xerox copy of highest qualification of parents.
    - Xerox copy of Id. Card of sibling studying in this school.
    - Xerox copy of Id. proof of the parents.
    - 2 copies of the photographs of the child, mother & father each. (same as uploaded in the registration form).
    - Xerox copy of Aadhaar Card.
    - Xerox copy of Medical Certificate with Blood Group.
    - Caste Certificate (if applicable).
    - Copy of payment receipt generated from the website.
    - Print out of Admit Card.
  - Admission is subject to submission & verification of documents.
  - The selected candidates will be required to take provisional admission from 16<sup>th</sup> Jan. 2019 to 19<sup>th</sup> Jan. 2019 (10:00 am to 1:00 pm) on payment of the admission fees.
- Amount to be paid for provisional admission:**
- Std. II - ₹ 35,000/-
  - Std. III – IX - ₹ 40,700/-

- **Admission will be confirmed on payment of the fee (remaining amount) as per the fee structure after submitting report card and the original TC of the previous school (latest by 25<sup>th</sup> March 2019).**
- Payment will be accepted only Through Demand Draft favouring 'Sarala Birla Public School' payable at **Ranchi**.
- In case the child detains in the previous class the provisional admission would stand cancelled.
- The amount paid at the time of Provisional Admission will be refunded only to those who do not meet the said criteria.
- No admission will be entertained after 19<sup>th</sup> Jan. 2019.
- 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**