



# Bharatiya Vidya **Bhavan's** RAJAJI VIDYASHRAM

"Bhavani Campus" No. 6, Kilpauk Garden Road, Kilpauk, Chennai – 600 010

## ADMISSION TO LKG-2025-2026

### PLEASE READ THE INSTRUCTIONS CAREFULLY BEFORE ONLINE REGISTRATION

#### IMPORTANT INSTRUCTIONS:

1. Registrations are to be done only through online.
2. **Children born between 1<sup>st</sup> December 2020 (01.12.2020) and 30<sup>th</sup> November 2021 (30.11.2021) are only eligible to apply.**
3. The applicants should reside within 3 KMs radius of the school.
4. The BIRTH CERTIFICATE uploaded must have been issued within one year from the birth of the child.
5. The parents must have been the residents in the given address for not less than 6 (six) months on the date of registration.
6. When the other child is studying in a school other than B.V. Bhavan's Rajaji Vidyashram, the Management reserves its right to reject the application.
7. There will be a physical verification of the details given in the Registration Form by a person authorised by the school. No prior intimation will be given about the date and time of verification. Three chances will be given for address verification.

#### Kindly go through the following points in detail which will ease out online registration:

1. Recent individual photographs for uploading (not older than one month) of parents and ward(s) registering for in JPG or PNG format with date appearing on the photograph.
2. The following information of your ward(s) are to be provided:
  - a. Height-in Centimeters/ Feet/Inches
  - b. Weight-in Kgs.
  - c. Blood Group
3. Parents should have a working mobile number to which a verification code will be sent during the registration process.



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4. Email address of both parents should be provided. Downloadable registration form will be sent to this email once the registration process is complete. Please be sure to enter your correct email address.
5. For Existing Parents (only own sibling) please keep the existing student's ID number.
6. Scanned picture of any one of the below for age proof and address proof in JPEG / PNG format.

### **For Age Proof (any one)**

- a. Birth Certificate
- b. Hospital / Auxiliary and Midwife register
- c. Anganwadi record

### **For Address proof (any one)**

**(all relevant documents must be obtained minimum six months prior to the date of registration for admission)**

- a. Family card
  - b. Voter ID card
  - c. Aadhar ID card
  - d. Driving license
  - e. Bank Passbook
  - f. Telephone Bill
  - g. Gas Bill
  - h. Passport
  - i. Certificate of Residence issued by VAO
  - j. ID card issued by State Govt. / Central Govt. /Public Sector Undertakings.
7. For Children with special needs - a medical certificate to support this should be available in JPG or PNG format.
  8. If you belong to any category other than OC / FC you are to upload the relevant community certificate in JPG or PNG format.



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9. Parents seeking admission under RTE must apply through the Government RTE Online Portal only.
10. No further enquiries will be entertained after you have received the rejected mail.

## **GENERAL INFORMATION:**

1. To complete the entire Registration process, it may require about 30 minutes of your time.
2. Please ensure that the file size of each uploaded photo or document is less than 2 MB. If you need to reduce the size of the picture or document you can use the website [www.compressnow.com](http://www.compressnow.com) to reduce the size and then upload the picture or document as it would be faster.
3. Please have Adobe reader installed on your system and ensure that it is working. The submitted application form will be available for download in Adobe PDF format upon completion. You can download Adobe Reader from the following link <http://get.adobe.com/reader/>
4. Please upload photographs and documents in proper orientation. Uploading a horizontal picture will be difficult for authorities to process.
5. The preferred browser is Chrome.

## **IMPORTANT DATES TO REMEMBER:**

1. Online Registration : Friday, 3<sup>rd</sup> January 2025  
&  
Saturday, 4<sup>th</sup> January 2025

## **NOTE:**

**PROVISIONALLY SHORTLISTED CANDIDATES FOR DOCUMENT VERIFICATION WILL BE INTIMATED INDIVIDUALLY THROUGH EMAIL ON OR BEFORE 20<sup>th</sup> JANUARY 2025.**

**STATUS OF OTHER CANDIDATES WILL ALSO BE INTIMATED INDIVIDUALLY THROUGH EMAIL ON OR BEFORE 15<sup>th</sup> FEBRUARY 2025.**