

The BGES School(ICSE)
12B Heysham Road,
Kolkata – 700 020

19 Apr 2021

ALL PARENTS ARE REQUESTED TO PRINT THE NOTICE BELOW AND STUDY CAREFULLY THERE AFTER FOLLOW IT POINT WISE WITHOUT MISSING ANY POINT. NOT FOLLOWING THE SAME WILL CANCEL THE ADMISSION.

Admission for Academic Year 2021-22 Classes Nursery onwards List No 4

The following students are offered admission and being allotted Registration No. for their future correspondence:-

APP NO	REGN NO	STUDENT'S NAME			CLASS	SEC	HOUSE
21-22/0183	3594	RAGHAV		ROY	NURSERY	A	
21-22/0184	3595	ANIKA		SHUKLA	KG	B	
21-22/0186	3596	KHYATI		JAISWAL	KG	B	
21-22/0172	3597	AARUSH	AMEET	DOMADIA	I	B	GANDHI
21-22/0159	3598	NANDISH		SINGH	II	A	GANDHI
21-22/0171	3599	AVANI		SINGH	II	A	TAGORE
21-22/0189	3600	LAVANYA		SARAF	III	B	NEHRU
21-22/0188	3601	ARHAM		HUSSAIN	V	A	TAGORE
21-22/0178	3602	RISHIKA		MAHATO	VI	B	PATEL
21-22/0187	3603	DEBDUT		DAS	VII	B	PATEL
21-22/0190	3604	SHIVRAJ		SARAF	VII	B	NEHRU
21-22/0169	3605	BHAVYA		PATEL	VIII	A	GANDHI
21-22/0182	3606	JIGNESH		DESAI	VIII	B	TAGORE
21-22/0185	3607	BHAVYANSHI		SANGHVI	VIII	B	NEHRU

Parents are requested to follow the under mentioned instructions to complete the Admission procedure of their wards before Saturday **24 April 2021**.

- Scan the following documents in a single PDF file:
 - Child's Birth Certificate(Municipal Corporation only)
 - Parent's Residence Proof(e.g. Voter id, Passport, Electricity bill, Nationalised Bank's passbook)
 - Child's Blood Group Certificate.**(Follow para 8 in the sequence of para numbers)**
- Open the website www.thebgesschool.com.
- Click on Student Login in the top menu.
- Follow the instruction given below
 - Click Are you a **STUDENT**
 - Type under User **Regn No.(eg. 2222)**
 - Type under Password **Date of Birth (eg. dd/mm/yyyy {21/07/1997})**
 - Click on **Log In**.
- Change password as instructed on the page and Re login. This will be the students Portfolio in the school management System known as SS 13.1 for the entire duration of stay in the school. All school related work will be done through this.
- Click on the "Fees" menu .To pay online click "Pay Online By (Credit card/ Debit Card/ Net banking)" button and follow the instructions or else click "Save & Go to Bank for Pay" button, print the challan and pay the money in the Federal Bank, 4/1 Lala Lajpat Rai Sarani, Kolkata-700020. **LAST DATE IS 24 APR 2021.**

7. NOTE: It is compulsory to print “**Print/ Download Joining Instructions**” after the challan print.
8. Click on the “Upload Docs” menu and upload the above PDF file. A pop up message will come as “Message sent to mail” which indicates file has been uploaded. This can only be used once during the entire stay of child in school.
9. Print the Indemnity form. Please read carefully.(Copy with you is not to be submitted to school)

10. INSTRUCTIONS FOR PHOTOGRAPH FOR ID CARD

1. Immediately the student is required to get his photograph taken as under:-
 - a. Mr Nilesh Ashara,
Colorena & Co.,
156A Rash Behari Avenue,
opp Priya Cinema, Kolkata-700029.
Ph- 24660987(8100155554)
Timings Monday to Saturday 1000h to 1400h and 1500h to 1800h.
 - b. Cost to be paid Rs 35/- for photo to be sent to school. Additional services if any utilized have to be paid separately to the photographer. The payment has to be made to the photographer and receipt retained by you as proof.
 2. School dress of various sizes is available with the photo studio.
 3. This will facilitate the admission procedure and issue of permanent I Card right at the beginning of the Academic Year.
11. **Original Transfer Certificate (applicable from Admissions to Class 2 onwards)** to be deposited in the school before child can be allowed to attend classes.
 12. On submission of all the above valid documents, Student’s ID Card will be issued No request for issue will be entertained if all the above valid documents are not deposited.
 13. Parents/ Guardian may visit school on **27 Apr 2021(9am to 12 pm)** to deposit above documents and collect ID Card.
 14. Student will only be allowed entry into Class with ID Card issued by school authorities.
 15. School opens for session 2021-22 **is notified on website notice board.**
 16. **PAYMENT NOT MADE BY LAST DATE AS INDICATED WILL BE CONSTRUED AS NO LONGER SEEKING ADMISSION IN THIS SCHOOL.**
 17. Admission procedure as per para1 initiated after **Saturday 24 Apr 2021** will be considered invalid.Last date of payment of fees is **24 Apr 2021** irrespective of validity of challan.
 18. Candidates applying for admission to a particular class while waiting/studying in previous class may in good faith be granted provisional admission on basis of application and information furnished to school. However final admission to the class will be subject to fulfilling the complete eligibility criteria for the class in which admission is sought. Class of Admission once applied cannot be changed.
 19. Admission to The BGES School (ICSE) is not available for students who have not cleared the passing examination of the class for which admission sought, either for retention in the same class or for promotion to the next class.
 20. Conditional promotion is not accepted by The BGES School (ICSE) as having cleared the passing examination of the class for which admission sought.
 21. To familiarise yourself to the running of the school and rules and instructions you are requested to go through in details all the tabs of the school website www.thebgesschool.com.



Brij Bhushan Singh
Principal