

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

25 Mar 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 3

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
21-22/0055	3581	REYANSH		SAHA	NURSERY	A	
21-22/0157	3582	REYANSH		PANDEY	KG	B	
21-22/0160	3583	JİYAL	SAMEER	BODAR	KG	B	
21-22/0164	3584	ADITI		RAJ	KG	B	
21-22/0166	3585	SAURJYESH		DAS	KG	B	
21-22/0167	3586	TRISHA		SHARMA	KG	B	
21-22/0150	3587	PRANVI		DAGA	I	B	TAGORE
21-22/0161	3588	JASLEEN		KAUR	II	B	NEHRU
21-22/0148	3589	TAMANNA	KUMARI	SINGH	III	A	TAGORE
21-22/0174	3590	JAGVANDITI		NATH	III	B	PATEL
21-22/0149	3591	IDITRI		SAHA	V	B	GANDHI
21-22/0163	3592	SOMIT		RAJ	V	A	NEHRU
21-22/0156	3593	MOHSEEN		HOSSAIN	VI	A	PATEL

Parents are requested to follow the under mentioned instructions to complete the Admission procedure of their wards before Saturday **3 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 03 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 **06 Apr 2021(9am to 1 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 03 Apr 2021** will be considered invalid.Last date of payment of fees is **03 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