

How to proceed for an ONLINE APPLICATION

- Open the school website **STANSELMSPINKCITY.IN** on your computer / laptop.
- Click on the link [Admission Form]
- Create a new user account on the left by clicking on the link – **[Create New User Account Here]**
Before proceeding verify the age criteria (click link)
Create a new user account by entering the mobile number, Enter the OTP received and confirm the same
- Next fill the registration form by entering the same Mobile number and OTP and click on [Sign in]
- Select Category General / Christians / Sibling / Alumni / Reserved
- Select the required Class (LKG / HKG / I)
- Click [New] Form
- Enter details CAREFULLY
- Upload a Passport Size photo of the applicant. Digital, Max. file size 256Kb, .JPG format only
- Upload a DATE OF BIRTH certificate of the applicant. Digital, Max. file size 1024Kb, .JPG format only
- At the bottom of the form select AGREE to display the [SUBMIT] button.
- Click the [**SUBMIT**] button to SAVE the form and display the [Pay Registration Fee Online] button. You may take a print to verify details.
- Next Click the [**Pay Registration Fee Online**] button and make the payment online through UPI / DEBIT card / *Credit card / *RTGS/NEFT / *Net Banking (*charges applicable)
- Print Acknowledgment Receipt (this may not generate if firewall / antivirus is on)
- On the main application page, the checklist on the Right would be all set to YES
- Return to the form and take the Final print.
- At the time of INTERACTION bring the Final form printout on the date as mentioned, in the school along with all supporting documents.

Please note: Fill the form on your computer / laptop to view all fields and for printouts.

Class	as on 01	Apr	2023
	from	Age	to
LKG	3½ 01-Oct-19	4 2019	4½ 30-Sep-18
HKG	4½ 01-Oct-18	5 2018	5½ 30-Sep-17
I	5½ 01-Oct-17	6 2017	6½ 30-Sep-16