

**LAKSHMIPAT SINGHANIA ACADEMY**  
**12-B, ALIPORE ROAD, KOLKATA – 700 027**

**ADMISSION NOTICE – SESSION 2018-2019**  
**FOR CLASS PRE-SCHOOL I**

Kindly follow the sequence of formalities to be completed for **Offline** registration:-

Sl.		Dates
1a.	<b>Prospectus containing registration forms shall be available at the School Office</b>	Wednesday, August 16 <sup>th</sup> , 2017 to Monday, August 28 <sup>th</sup> , 2017 from 10:00 am to 1:00 pm on all working days.
1b.	<b>Submission of registration forms at the school office and collection of Admit Card</b>	Thursday, August 17 <sup>th</sup> , 2017 to Thursday, August 31 <sup>st</sup> , 2017 from 10:00 am to 1:00 pm on all working days*
2	<b>Meeting with Parent &amp; Child</b>	Monday, September 4 <sup>th</sup> , 2017 onwards (as per the date / time mentioned in the admit card).
3	<b>ESSENTIAL DOCUMENTS</b>	a) Duly attested (by Gazetted Officer or Notary) copy of Birth Certificate of the child, issued by a Municipal Corporation or a competent Registering Authority. b) Two recent passport size photographs of the child to be pasted on the registration form. c) Photocopy of proof of residence d) One passport size photograph each of both parents attached to the form e) Other documents as specified in the registration form.
4	<b>AGE REQUIREMENT</b>	<b>The child must be born on / between 1<sup>st</sup> April, 2014 and 31<sup>st</sup> March, 2015.</b>
5	<b>NOTE :</b>	a) The above pre-requisites must be carefully complied with in order to avoid disqualification at any stage before or after admission. b) All the admission formalities must be completed by the <b>PARENTS</b> only. <b>c) Registration is not to be taken as an assurance for admission.</b>
For admission to <b>any other class</b> , please drop an application along with the last report card (photocopy) in the <b>School Drop Box</b> . Registrations will be open to these classes subject to vacancy.		

- \* IMPORTANT NOTES :**
1. **NON-WORKING DAY : SATURDAY, 26<sup>TH</sup> AUGUST, 2017**
  2. **REGISTRATION FORMS MUST BE SUBMITTED WITHIN 3 DAYS OF COLLECTION.**
  3. **PLEASE CHECK THE SCHOOL WEBSITE [www.lsakolkata.com](http://www.lsakolkata.com) FOR ONLINE REGISTRATION**

**Meena Kak**  
**10<sup>th</sup> August, 2017**