



## INFORMATION ON ADMISSIONS 2026-2027

### I) AGE GROUP:

Class	Eligible Date of Birth	Age (as on 01/04/2026)
Nursery	Children born between 01/04/2022 and 31/03/2023	3+
Lower KG	Children born between 01/04/2021 and 31/03/2022	4+
Upper KG	Children born between 01/04/2020 and 31/03/2021	5+
Class One	Children born between 01/04/2019 and 31/03/2020	6+

### II) IMPORTANT DATES & TIME:

1	Online Registration Form Activation	04/08/2025 onwards	24 hours open
2	Online payment of registration charges in Admission Tree Portal	04/08/2025 onwards	24 hours open
3	Online submission of Registration Form in School's Portal	04/08/2025 onwards	24 hours open
4	Upload the documents: (file size of the image must be less than 100kb for each document.) i. Birth Certificate of the child ii. Photographs (one each for the child, the child's mother and the child's father) iii. Proof of Residential Address. iv. Proof of Income.	04/08/2025 onwards	24 hours open
5	Submission of Registration form along with the relevant documents at the school office	18/08/2025 to 29/08/2025	Only on working days between 9:30 a.m. and 11:00 a.m.
6	Offline interaction	02/09/2025	Parents will be allotted the interaction date and time on the date of submission of documents.
7	Candidates selected for admission will get information through email and SMS	12/09/2025	Parents will get the information on their registered email id and through SMS on their registered phone number.
8	Parents of selected candidates will be able to pay the admission charges online	12/09/2025 to 15/09/2025	<a href="https://www.mckv.edu.in/schooladmission/">https://www.mckv.edu.in/schooladmission/</a> (registered mobile number and payment Transaction ID).

### **III) REGISTRATION CHARGES:**

Rs. 1000/-+ convenience charges as applicable. **This is to be paid only once per child and is non-refundable.**

### **IV) DOCUMENTS REQUIRED AT THE TIME OF SUBMISSION OF REGISTRATION FORM FOR ADMISSIONS:**

**(Original along with Xerox copies of the following documents)**

- Stamp-size colour photographs (child, mother and father).
- Birth certificate of the child from the Municipal Council/Municipal Corporation/Panchayat.
- Immunization Card of the child.
- The laboratory blood group report specifically indicating the name of the child.
- Caste certificate of the child (if any).
- Aadhar Card of the child (optional) and parents (compulsory).
- Residential address proof.
- Parents' ITR/ Form 16/ Recent Salary slip.
- Any legal document pertaining to marriage status or adoption of child (if applicable).
- Legal documents pertaining to legal guardianship status (if applicable)

### **V) Please Note:**

- Payment of the registration charges for the online application does not guarantee an invitation for an admission-related interaction.
- The registration process will be considered complete only after successful online payment, submission of the completed registration form and all required documents on the admissions portal, and physical submission of the same documents at the school office.
- In case of withdrawal of admission, the fee is non-refundable, regardless of whether the student has attended classes. Fees once paid are not refundable under any circumstances. Only the security deposit will be refunded, subject to clearance of all dues to the school.

**DIRECTOR**