



BCM ARYA INTERNATIONAL SCHOOL

SHASTRI NAGAR, LUDHIANA

CAMBRIDGE INTERNATIONAL CENTRE NO.IN169

REGISTRATION PROCEDURE

1. Select Class

2. Select Session

3. ENTER DETAILS

Start entering details in the Registration Form. You will have to move step-wise Only. Click on **SAVE AND MOVE TO NEXT** at end of each step.

All fields marked with * are Mandatory, no changes will be permitted after submission of form.

Mobile No. (For WHATSAPP/SMS/Login ID) filled by you will ONLY be used for all future communications. All messages related to Registration and Admission will be sent as TEXT MESSAGES (SMS) and not as WhatsApp messages.

Fill a **valid email ID** as it will be carried forward to the Child's Profile after Admission.

4. MAKE PAYMENT

Before Payment, your **Login ID and Password** will flash on the screen. **Do SAVE it for all future Login**. Your password will also be sent through an SMS.

Check details and Make Payment using Credit card/ Debit Card/ Net Banking/UPI.

After you make the payment successfully, click '**Save and Move to Next**' button.

5. ONLINE FORM SUBMISSION AND PRINTING

Go through the declaration, meticulously preview the form as editing will not be possible after submission. Click on "**FINAL SUBMIT BUTTON**". **You will receive your Password and Login ID through an SMS on successful submission of the Form. (For status check, use the same Login ID and Password)**

After you submit the form, take a Print out of the filled Registration Form on a single A4 sheet. Note the Registration Form No. as you will need it later to check your ward's Admission Status.

Put Signatures on the Printed Form. **Signatures of both father and mother are compulsory except for single parent**. Paste the Photographs at the designated places. Write the Form No. and name of the child at front bottom of the photograph.

Attach a self-attested copy of each Document with the Registration Form (arranged in the order given in list of Documents for Verification; Required to be submitted at the time of admission)

6. ENTRANCE TEST AND DOCUMENT VERIFICATION

Entrance test will be held for classes EY-3 (U KG) to A level(XII). The information for the same will be shared later.

NOTE: THERE WILL BE AN INTERACTION ROUND FOR THE PRE EARLY YEAR COURSE(PRE-NURSERY)/ EY-1(NURSERY)/EY-2 (LKG) STUDENTS.

7. The selected candidates will be informed through SMS/Email.

The Management reserves the right to check the authenticity of all the submitted Documents. If at any Stage (even after Admission) any document is found to be false/fake, the Registration/Admission would stand cancelled.