



INDIRA NATIONAL SCHOOL
S.No.111/1/2 Opp. Indira Institute,
Tathawade, Pune- 411 033
Phone 020 66731626 / 707



Online Admission Procedure

The school philosophy, program and facilities are available on the school website.

Class Strength: The Class strength is 42 (Science) and 45 (comm. & Humanities)students

Timing: School Timings for Grade XI will be 7:30am to 1:30pm. 2nd & 4th Saturday's will be working for students. Timings 7:30am to 12:30pm.

Eligibility: Class X passed for the A/Y 2017-18.

Online Admission: The online admission procedure details are given below.

Please DO NOT use Internet Explorer as a Browser for filling the Admission Form.

Step 1 – User Registration

- After opening the link you are required to click on “**Applicant Student Registration**”
- Parents will need to register using Student first name, last name. Parent Email-ID & mobile number.
- After registration the admission form opens and you will also receive an SMS & Email about Login Credentials.

Step 2 – Admission form filling

- Parents are required to fill the student personal details, previous school details and medical history.
- Submit all information correctly and upload a recent student passport size photo (in casual dress).
- Once the form is filled and submitted, you will get a Payment Button for Registration Fees. You will be required to pay the Registration fees of Rs. 300/- online ONLY.
- The Registration Fees can be through **Net Banking / Debit Card / Credit Card**.
 - Net Banking charges per transaction are
₹17 + 18% (of ₹17) GST for HDFC Bank, SBI, AXIS Bank
₹12 + 18% (of ₹12) GST for other Banks.
- After online payment, the Print Form button will be activated. When you click on it a PDF file of the form is generated. You are required to take a COLOUR print of the Form. The print can be taken at a later time too, but before the physical Form submission date.

- The printout will include the Admission form, Health History Form and Declaration by parents.
- Parents will need to get the Health History Form duly filled (non-INS), signed and certified by a doctor beforehand.

Step 2 – Uploading of Documents

- When parents receive an SMS for “Call for Admission”, you are required to login using the same credentials and upload the following: –
 - Father & Mother Photos (Mandatory)
 - Student Birth Certificate (Mandatory)
 - Student Aadhar Card, if available
 - Student / Father’s Caste Certificate, if applicable
 - Student Valid Visa document and Passport, if student is NRI.
 - **Learning or Physical disability certificate, if any**

Step 3 - Scrutiny of Documents

- Parents will be required to come to INS with the following on the dates as per the SMS sent.
 - Colour Printed Admission Form
 - Health History Form, duly filled & certified by doctor
 - Original & Photocopy of Birth Certificate
 - Original & Photocopy of Aadhar card
 - Original & Photocopy of Student Passport & Visa, if NRI
 - Original & Photocopy of Caste Certificate
 - Learning disability/Physical disability certificate, if applicable
 - 2 Passport sized photographs
- The Admission Form details will be verified with the documents submitted.

Step 4 – Payment of Fees and Admission Confirmation

- After the scrutiny of the form, parents will be required to pay an **ONETIME** amount of Rs. 75,000/- (Rupees Seventy Five Thousand only) other than INS students as per the breakup below –

- Admissions fees (One time) - Rs. 20,000/- (Non-refundable) (non-INS students)
 - Caution deposit (One time) - Rs. 3,000/- (Refundable) (non-INS students)
 - Annual School fees -Rs. 52,000/-(subject to the decision of the appropriate authorities)
- The school fee does not include uniform, books, transportation and food.
 - Food and Transport are optional services.
 - Admission Fees and Caution Deposit is a onetime fee. While continuing the admission for A.Y. 2019-20 the annual fees will not include admission fee and caution deposit.
 - The payment transaction needs to be made at school itself after the form scrutiny.
 - The payment is required to be made ONLINE only using the login credentials as given in Step 1.
 - The onetime online payment can be through **Net Banking / Debit Card / Credit Card.**
 - The charges will be as follows –
 - Net Banking charges per transaction are
 - ₹17 + 18% (of ₹17) GST for HDFC Bank, SBI, AXIS Bank
 - ₹12 + 18% (of ₹12) GST for other Banks.
 - ** **Note: Citibank & ICICI Bank are not available under Net Banking.**
 - Credit card- 1.00% Debit Card for amount below Rs 1000 – 0.25 %
 - Debit Card for amount between Rs 1000 to Rs 2000 – 0.50 %
 - Debit card for amount above Rs 2000 – 1.00 %
 - Once the payment is made, the system generates the online receipt.
 - As a confirmation of Admission, parents will be given the Class, Section & House of the child. The same details will be sent through SMS on a later date.
 - House – For Sports activity
The students are distributed into 4 houses for sports activities. The Sports T-shirts are to be bought as per the House name allocated. Once allocated the students remains in the same House till he/she graduates out of school. The house names and colours are as follows: –

▪ Ajanta	-	Green
▪ Charminar	-	Blue
▪ Konark	-	Yellow
▪ Taj	-	Red

PLEASE CLICK ON THE LINK TO SUBMIT THE ADMISSION FORM

For Science : [Click Here](#)

For Commerce : [Click Here](#)

For Humanities : [Click Here](#)

We promise you and your ward an enriching and empowering experience at INS.

