

ONLINE APPLICATION PORTAL

PRE-PRIMARY (LKG & UKG) ADMISSIONS 2026-2027

SCHOOL TIMINGS FROM 12:45 PM TO 4:30 PM ONLY (SHIFT II ONLY)

DETAILS, INSTRUCTIONS AND PROCEDURE FOR LKG & UKG ADMISSIONS 2026-2027

- THE APPLICANTS MUST FILL THE ONLINE APPLICATION FORM, WHICH WILL BE AVAILABLE ON WWW.ARNOLDCENTRALSCHOOLPUNE.EDU.IN
- THE ONLINE APPLICATION FORM FOR LKG & UKG 2026-2027, WILL BE AVAILABLE FROM **01/03/2026 TO 10/03/2026** ONLY. IT MUST BE DULY FILLED AND SUBMITTED ONLINE **BEFORE 10/03/2026**, WITH ALL THE APPROPRIATE DETAILS
- AFTER **10/03/2026**, THE PORTAL WILL BE CLOSED (DISABLED) AND NO FORM WILL BE ENTERTAINED FOR SELECTION
- THE FORM CHARGES OF RS. 300/- SHOULD BE PAID ONLINE AT THE TIME OF ONLINE SUBMISSION OF LKG OR UKG FORMS
- ON **11/03/2026 & 12/03/2026**, THE PRINTED HARD COPY OF THE FORM, DULY SIGNED BY PARENTS, NEEDS TO BE SUBMITTED TO THE SCHOOL OFFICE BETWEEN 8:15 A.M. TO 9:30 A.M. ONLY
- THE SCHOOL WILL CONDUCT A SHORT VERIFICATION PROCESS PHYSICALLY OF BOTH DOCUMENTS AND CANDIDATES **BETWEEN 14TH TO 19TH MARCH**, (DATE AND TIMINGS WILL BE E-MAILED TO YOUR REGISTERED E-MAIL ID. KINDLY KEEP CHECKING THE MAILS INCLUDING SPAM FOLDERS TOO).
- THE SCHOOL WILL BE DECLARING THE NAMES/FORM NUMBERS OF THE SELECTED 160 STUDENTS (PLUS 10 OF WAIT LIST IN SEQUENCE) ON **21/03/2026 (SATURDAY), BY 5:00 P.M.** ONLINE, ON THE SAME ADMISSION PORTAL.
- THE ADMISSION OF THESE SELECTED STUDENTS WILL BE CONFIRMED ONLY AFTER THE PAYMENT OF FEES, BETWEEN **26TH MARCH TO 28TH MARCH 2026** (PLEASE NOTE – THE SCHOOL WILL NOT BE TAKING ANY FEES BEFORE THIS DATE)

IMPORTANT DATES & DEADLINES:

DATE	TIME	DESCRIPTION
01-03-2026	8:00 AM	LKG & UKG II SHIFT ADMISSION PORTAL OPENS
10-03-2026	10:00 PM	LKG & UKG II SHIFT ADMISSION PORTAL CLOSES
11-03-2026	8:15 TO 9:30 AM	<u>DAY-1</u> : SUBMISSION OF THE HARD COPY OF ADMISSION FORM TO THE SCHOOL OFFICE
12-03-2026	8:15 TO 9:30 AM	<u>DAY-2</u> : SUBMISSION OF THE HARD COPY OF ADMISSION FORM TO THE SCHOOL OFFICE
14-03-2026 TO 19-03-2026	TIMINGS WILL BE E-MAILED	DOCUMENT VERIFICATION OF SELECTED FORMS
21-03-2026	5:00 PM	PUBLISHING THE NAMES/FORM NUMBERS OF 160 SELECTED CANDIDATES – ONLINE
26-03-2026	8:30 AM TO 1:00 PM	<u>DAY-1</u> : ADMISSION PROCESS IN SCHOOL OFFICE
27-03-2026	8:30 AM TO 1.00 PM	<u>DAY-2</u> : ADMISSION PROCESS IN SCHOOL OFFICE
28-03-2026	8:30 AM TO 1:00 PM	<u>DAY-3</u> : ADMISSION PROCESS IN SCHOOL OFFICE

DOCUMENTS REQUIRED TO BE UPLOADED ON THE ONLINE PORTAL:

- 1) **BIRTH CERTIFICATE OF THE CHILD (MANDATORY)**
SCANNED PDF OF THE BIRTH CERTIFICATE
HOWEVER, THE ORIGINAL BIRTH CERTIFICATE NEEDS TO BE SUBMITTED TO THE SCHOOL OFFICE AT THE TIME OF ADMISSION OR AT A LATER DATE, IF THE SITUATION DEMANDS. (THE ORIGINAL BIRTH CERTIFICATE WILL BE RETURNED TO THE STUDENT ONLY AT THE TIME THE STUDENT LEAVES THIS SCHOOL)
- 2) **AADHAR CARD (IF AVAILABLE)**
SCANNED PDF OF AADHAR CARD COPY
IF IT IS NOT AVAILABLE AT THE TIME OF ADMISSION, THE PARENTS ARE REQUESTED TO SUBMIT A COPY IN THE SCHOOL OFFICE AS AND WHEN IT IS READY (ATLEAST BEFORE THE STUDENT REACHES GRADE-1)
- 3) **STUDY CERTIFICATE/BONAFIDE CERTIFICATE, PROGRESS CARD OF THE PRESENT CLASS, EITHER NURSERY/LKG WHICHEVER THEY ARE STUDYING**
- 4) **CASTE CERTIFICATE**
IF AVAILABLE IN THE NAME OF THE CHILD – FOR SCHOOL RECORDS
- 5) **BAPTISM CERTIFICATE & LETTER FROM PARISH PRIEST**
MANDATORY FOR CHRISTIAN MINORITY STUDENTS
- 6) **STUDENT PHOTOGRAPH**
THE MOST RECENT PASSPORT SIZE PHOTOGRAPH (COLOUR) NEEDS TO BE UPLOADED ON THE SPACE ALOTTED FOR PHOTO. IF IT IS NOT UPLOADED THEN PASTE THE PRINTED PASSPORT SIZE PHOTOGRAPH ON THE HARD COPY, WHICH NEEDS TO BE SUBMITTED TO THE SCHOOL OFFICE.
- 7) **FAMILY PHOTOGRAPH**
FAMILY PHOTOGRAPH OF THE CHILD WITH PARENTS AND SIBLINGS (IF ANY) HAS TO BE UPLOADED ON THE SPACE ALOTTED FOR FAMILY PHOTO. IF IT IS NOT UPLOADED THEN PASTE THE PRINTED FAMILY PHOTOGRAPH ON THE SPACE FOR FAMILY PHOTO ON THE HARD COPY, WHICH NEEDS TO BE SUBMITTED TO THE SCHOOL OFFICE.
- 8) **HIGHEST EDUCATIONAL QUALIFICATION OF PARENTS**

KINDLY NOTE WHILE SUBMITTING THE HARD COPY OF THE DOWNLOADED FORM TO THE OFFICE ON 11TH MARCH OR 12TH MARCH, YOU ARE ALSO SUPPOSED TO SUBMIT THE COPY OF THE BIRTH CERTIFICATE AND IN CASE THE CHILD IS A CHRISTIAN MINORITY CHILD ALSO SUBMIT THE COPY OF THE BAPTISM CERTIFICATE AND A LETTER FROM THE PARISH PRIEST
KINDLY ALSO NOTE, NO OTHER DOCUMENTS ARE REQUIRED TO BE SUBMITTED AS HARD COPY TO SCHOOL OFFICE, BUT THE ORIGINALS NEED TO BE CARRIED ONLY AT THE TIME OF VARIFICATION.

AGE CRITERIA FOR LKG ADMISSIONS 2026-27:

- ❖ CHILDREN BORN BETWEEN 1ST JULY 2021 TO 30TH JUNE 2022

AGE CRITERIA FOR UKG ADMISSIONS 2026-27:

- ❖ CHILDREN BORN BETWEEN 1ST JULY 2020 TO 30TH JUNE 2021

FEE STRUCTURE:

- **TOTAL FEE FOR THE ENTIRE YEAR FOR LKG OR UKG – RS. 68,300/- ONLY**
- **THIS TOTAL FEE CAN BE PAID IN THREE INSTALLMENTS OR TOTAL FEE AMOUNT OF RS. 68,300/- IN FULL, AS ONE-TIME PAYMENT DURING THE ADMISSION ITSELF.**

INSTALLMENT DETAILS AS FOLLOWS:

- **FIRST INSTALLMENT : Rs. 33,900/- (at the time of Admission in March 2026)**
- **SECOND INSTALLMENT: Rs. 18,050/- (by 10th August 2026)**
- **THIRD INSTALLMENT : Rs. 16,350/- (by 10th January 2027)**
- Payment of First Instalment to be made only in DD (Banker's Cheque), drawn in favour of **DIVINE WORD NURSERY, PUNE.**
- Provision for Online Payment of Fees will be made available for second instalment onwards.
- No cash transactions will be entertained.
- Fees paid during the Admission will not be refunded.

IMPORTANT CONSIDERATIONS TO BE NOTED:

- **Please note, the school has limited seats, i.e., 160 seats only for LKG and 160 seats only for UKG, and it is only for Shift II. (Timings between 12:45 PM to 4:30 PM) For the morning shift we do not have any seats available and application in this portal will not be considered for the morning shifts at all.**
- **Since we have limited seats, no explanation will be given for the rejection (for not getting selected) of applications at any further stage, because we can accommodate only 160 seats in LKG and 160 seats in UKG.**
- **Form submission and even publishing of the selected forms doesn't guarantee admission till all the steps are completed by the parents, whose forms are selected.**
- **School Management does not entertain any form of influence or recommendations from any person whatsoever for the purpose of admission.**
- **Please do not fall prey for any fraudulent persons, who assure or promise admissions for any classes in St. Arnold's Central School (including pre-primary).**
- **You can be 100% sure that School has no role with anyone whatsoever, who claims that he can promise you seats. There are no agents or intermediaries for admission to any classes.**
- **School does not accept any donations or favours in whatever form towards the admissions.**
- **School is never responsible or involved in any fraudulent practices, bribes or corruption of any kind. If any of the applicant finds himself in such**

inducement by any party, the applicant can pursue legal action on such fraudulent persons.

CONTACT DETAILS

➤ In case of any query, please mail to:
principal@arnoldcentralschoolpune.edu.in
school@arnoldcentralschoolpune.edu.in

OR

➤ Contact on: 9422874530 / 8805410295 / 8554978240
8:30 a.m. to 3:00 p.m. (Only during school working hours)

Fr. Sunil Menezes, SVD
Principal