



NEW HORIZON SCHOLARS SCHOOL

Kolshet, Hiranandani Estate, Ghodbunder Road, Thane (West) 400607
CBSE Affiliation NO: 1131249

Admission Notice: 2025 – 2026

Online Registration starts for grades: - **Playgroup, Nursery, Jr.KG, Sr.KG and Grades I to IX**
Date: - **19th November 2024** onwards

Admission Timings:

Monday – **Saturday: 9:00 am – 3:00 pm**

Sunday: **9:00 am - 12:00 noon**

A. Age Criteria & Eligibility:

Sr No	Grade	Particulars
1	Play Group	Children born between 1 st October 2022 to 31 st December 2023
2	Nursery	Children born between 1 st October 2021 to 31 st December 2022
3	Jr. KG	Children born between 1 st October 2020 to 31 st December 2021
4	Sr. KG	Children born between 1 st October 2019 to 31 st December 2020
5	Grade I	Children born between 1 st October 2018 to 31 st December 2019
6	Grade II & above	Children must have successfully completed the previous class & promoted to the next class.

B. Documents required at the time of Admission

Sr No	Grade/Class	Documents
1	Nursery	<ol style="list-style-type: none"> 1. Original/Notarized Copy of Birth Certificate. 2. Copy of Aadhaar Card of both parents & child. 3. Address Proof: Electricity bill copy (Own house)/Rental agreement copy/Aadhaar Card 4. 1 Passport Size Photographs of each, the student and both the parents with Red Background. 5. Copy of Caste Certificate of child if applicable (In case of SC / ST / OBC / SBC / NT / Other).
2	Jr.KG., Sr.KG. & Grade I	<ol style="list-style-type: none"> 1. Original/Notarized Copy of Birth Certificate. 2. Copy of Report Card of the last grade attended 3. Bonafide certificate of last school. 4. Copy of Aadhaar Card of both parents & child. 5. Address Proof: Electricity bill copy (Own house)/Rental agreement copy/Aadhaar Card 6. 1 Passport Size Photographs of each, the student and both the parents with Red Background. 7. Copy of Caste Certificate of child if applicable (In case of SC / ST / OBC / SBC / NT / Other).
3	Grade II & above	<ol style="list-style-type: none"> 1. Original/Notarized Copy of Birth Certificate. 2. Original Leaving Certificate. (Student ID and UDISE Number must be cited in leaving certificate) <p>Students studying outside Maharashtra must counter sign the School Leaving Certificate by the Education Officer/ Competent Authority of that area.</p> <ol style="list-style-type: none"> 3. Copy of Report Card of the last grade attended 4. Copy of Aadhaar Card of both parents & child. 5. Address Proof: Electricity bill copy (Own house)/Rental agreement copy/Aadhaar Card 6. 1 Passport Size Photographs of each, the student and both the parents with Red Background. 7. Copy of Caste Certificate of child if applicable (In case of SC / ST / OBC / SBC / NT / Other)
<p>*For students who are not Indian citizen in addition to the above set of documents photocopy of First 2 pages & last 2 Pages of Passport of Country of citizenship + Valid visa copy is mandatory</p>		
<p>All documents are Mandatory at the time of admission.</p>		

C. General Guidelines

1. For registration login to our school website www.nhssrodas.com or visit the school.
2. Registration is not a confirmation of Admission. Admission to any Grade is subject to vacancy.
3. **Your provisional admission stands cancelled if all required documents are not submitted on time to school admission department.**
4. The date & time of interaction/admission will be conveyed on the day of registration.
5. Presence of both the parents along with the child is mandatory at the time of interaction/admission to initiate Parent Pass and Student ID Card.
6. Any Medical need & Medical issue of child must be informed to Admission Counselling otherwise parents are responsible for the same.
7. One must adhere to the given schedule of admission.
8. Pre-Primary Section is in below shifts: -

<u>Grade</u>	<u>Timings</u>
Play Group	09:00 AM to 11:00 AM
Nursery to Sr.KG	08:30AM to 11:30AM

9. School Timings for Primary & Secondary Section (Grade I to X):

<u>Grade</u>	<u>Timings</u>
I to X	7:30 AM to 1:30 PM

10. Guidelines about the School Opening Date, Parents Orientation Program and other details will be updated on www.nhssrodas.com.
11. **Student ID, UDISE Number, PEN Number & Aadhar Card Number must be cited in the Original School Leaving Certificate. (Applicable for Grade II & above)**

Once admission is confirmed it cannot be transferred to any other branches

D. Details of Registration & Admission:

1. Parents who would like to seek admission for their ward must visit the school website www.nhssrodas.com/admission. Click on '**Admission Tab**'.
2. Follow the following steps
 - Click on '**Click Here to Register**'
 - Then click **Registration** put **Mobile Number & Email Id**
 - Then select **Generate Code** (You will get code on your mobile as well as email)
 - Put code you have received and click (**Verify security code**)
 - Enter all the necessary details and **submit**.
3. Parents/Guardians must submit the printout of the Registration

Acknowledgment at the Fee Counter for remitting Registration Fees and collect the Registration Kit (Medical History Form, School Transport Enquiry Form & Guidelines for Admission).

4. The Registration Acknowledgement must be submitted at the Fees Counter within a day of online registration.
5. Admissions are done on first come first serve basis only.
6. Confirmation of admission is subject to realization of cheques and submission of duly filled in Admission Form along with prescribed documents.

E. School Fees:

1. Fee structure is put up on the School Notice Board.
2. School Fees can be paid by Card/ NEFT / UPI / Cheque. Fee paid through cheques are subject to realization.
(Note: Registration fee, Admission fee & 1st instalment should be paid by Card / NEFT / UPI only. 2nd and 3rd instalment can be paid through PDC)
3. School Fees can be paid in full or can also be paid in three Installments if so desired:

INSTALLMENT SCHEDULE		
Fee Instalment	FOR GRADE I TO X	FOR PREPRIMARY (PG, NUR, JR.KG0, SR.KG)
Instalment I	On the Day of Admission	On the Day of Admission
Instalment II	1 st -10 th July (PDC On the Day of Admission)	1 st -10 th September (PDC On the Day of Admission)
Instalment III	1 st -10 th November (PDC On the Day of Admission)	1 st -10 th January (PDC On the Day of Admission)

Note: Admission will only be confirmed if the entire year fees or the 1st Instalment amount + 2 PDC (for II & III instalment) are received by the school at the time of admission.

4. Details to be written on the cheque will be given at the time of admission.
5. Dishonored cheques would lead to cancellation of admission
6. **All Fees once paid are non-refundable and non-transferable.**

F. School Transport:

1. Parents must fill up the Bus Form if they opt for Bus Facility for their ward after they complete the school admission process.
2. For the details of Bus Route & School Transport Fee, parents must contact the school Bus Department.
3. After ensuring that there is availability of bus service & seat for the desired route parent must fill up the Bus Form & pay the necessary Fees.

4. Full Bus fees for the year need to be paid by cheque/Card Swipe/QR Code/UPI/NEFT in one shot in order to confirm the seat.
5. Fees should be paid only after seat availability is confirmed by the Bus Department.
6. Fees paid through cheques are subject to realization.
7. School Bus service is voluntary and subject to availability. Bus service will be availed to only those parents who clear the Academic fees.
8. **All Fees once paid are non-refundable and non-transferable.**
 - **Bus Department contact number-** 9372745092
 - **Email ID-** nhssr.transport@newhorizonsms.org

Contact:

- **Admission Counselling:** +91 8828029777 / 7718815333/ 8976790333
- **Email id:** nhssr.admission@newhorizonsms.com
- **For details visit us at** www.nhssrodas.com.