GUIDELINES & PROCEDURE FOR ONLINE ADMISSION: 2027-28

The school opens online registration for new admission on 1st December 2026. Prospectus can be obtained by paying Rs.500/- (non-refundable) and submitting a printed copy of Admission Form at Vidyasagar Public School for AHMPS, RHKFS & VPS.

Age Criteria (Pre-Nursery to KG-II)

CLASS	AGE	AS ON	BORN BETWEEN
Pre-Nursery	2 Years to 3 Years	31/07/2027	01/08/2024 to 31/07/2025
Nursery	3 Years to 4½ Years	31/07/2027	31/01/2023 to 31/07/2024
KG - I	4 Years to 5½ Years	31/07/2027	31/01/2022 to 31/07/2023
KG - II	5 Years to 6½ Years	31/07/2027	31/01/2021 to 31/07/2022

ONLINE ADMISSION FORM AVAILABLE
LOGON TO SCHOOL WEBSITE

www.vpsbhopal.com

(For Pre-Nursery to KG-II)

Documents Required at the Time of Admission:

1. Copy of online Filled Form
2. Copy of the student's Birth Certificate issued by Municipal Corporation
3. Copy of Aadhaar Card of the student & his/her parents
4. Copy of SSSM ID
5. Self-attested copy of Caste Certificate (for SC/ST/OBC students)
6. Four latest passport-size photographs of the student

Points to be Remembered

1. Submission of registration form is not an assurance of admission.
2. Any CHANGES / CORRECTIONS in the entries will NOT be accepted under any circumstances after submitting ONLINE REGISTRATION FORM.
3. School Management reserves the right to assess the eligibility of students based on the information provided in the online registration form.
4. All the required original documents must be presented at the time of admission for verification. Furnishing false information will lead to cancellation of registration / admission of the child.
5. School Management reserves the right of cessation of the admission at any stage in case of any discrepancy in the submitted documents/details.
6. Registration form without proper and complete documents will not be accepted.
7. The admission fee must be paid within 3 days of the selection. Admission fees once paid will not be refunded under any case.

SELECTION CRITERIA:

PRE-NURSERY & NURSERY

A formal interaction with parents of the child by the Head of the Institution.

KG I & KG II

Written test and a formal interaction with the child by the selection committee.

RESULT DECLARATION

The result of the admission test will be displayed on the School Notice Board.
No correspondence/representation whatsoever, will be entertained in this regard.

ADMISSION FEES

After result declaration, parents are required to deposit the admission fees by Cash/UPI or online deposit in the official bank account within 3 days without fail, otherwise admission will not be considered. The admission fee is non-refundable.

WELCOME SESSION

After admission, an introductory and welcome session for the parents to know the school and their systems and procedures will be arranged.

UNIFORM

Parents are requested to contact the admission counter for the prescribed uniform where a sample of the particular uniform will be available on display for purchase of cloth/stitching from any shop of their choice.

Fees Structure

ADMISSION FEE

- For students seeking admission from Pre- Nursery to Std. XII, admission fee of ₹15,000 (Non-Refundable) is payable only once, at the time of admission to VPS/RHKFS/AHMPS/MGPS/NHLPS.
- Parents are kindly advised to confirm the requirement of bus transportation before depositing the admission fee.
- The admission fee must be deposited within 3 days of selection either through bank transfer to the official school account or by cash payment at the school fee counter.
- Please note that once paid, the admission fee is strictly non-refundable under any circumstances.

SCHOOL	CLASSES	TUITION FEES QUARTERLY	TUITION FEES YEARLY	ACTIVITY FEES QUARTERLY	ACTIVITY FEES YEARLY	TOTAL FEES QUARTERLY	TOTAL FEES YEARLY
AHMPS	PRE- NURSERY	5700	22800	1350	5400	7050	28200
RHKFS	NURSERY	5700	22800	1350	5400	7050	28200
VPS	KG-I & KG-II	6600	26400	1500	6000	8100	32400

NOTE: All fees, including all applicable components, are to be paid quarterly in advance, on or before the 15th of the first month of each quarter. **Late Fee Policy:** A late fee of ₹200/- will be imposed if the quarterly fee is not paid by the 15th of the first month of the respective quarter. This fine will remain applicable up to the 15th of the next month. After this period, an additional fine of ₹200/- per month will be levied for delays in subsequent months of the same quarter.

Illustration: For example, if the fee for the April–June quarter is not paid by 15th April, a ₹200/- fine will be imposed till 15th May. If payment is made on or after 16th May, an additional ₹200/- (total ₹400/-) will be imposed. Likewise, a fine of ₹200/- per month will continue to accumulate for further delays. **Important:** If the fees remain unpaid for one full quarter, without any valid and written justification, the school reserves the right to strike off the student's name from the rolls and issue a Transfer Certificate (T.C.). **DEPOSIT OF ONLINE FEES :** All fees (Activity, Tuition & Bus) must be deposited online through internet banking only. Parents are requested to make payments via the SBI Collect portal by accessing the link: **https://onlinesbi.sbi.bank.in/sbicollect.** No other mode of payment will be accepted. In exceptional or extreme circumstances, fees may be deposited by cash at the school fee counter.

Bus Fare

The Society provides bus facility for the students of AHMPS, RHKFS & VPS. Charges are as follows:

ROUTE	STOPPAGE	MONTHLY	YEARLY
1	➢ Sant Hirdaram Nagar, Behind Shikhar Hotel.	1000	10000
2	➢ Chirayu Hospital, Nai Basti, Bhainsakhedi, Bairagarh Kalan. ➢ Vijay Nagar, Lalghati Square, Halapura.	1400	14000
3	➢ CTO, Mathai Nagar, Kailash Nagar, Sai Residency, ➢ Green Acres, Jain Nagar, Ramanand Nagar, Nevri Mandir.	1500	15000
4	➢ Indraprasth, Sun City, Panchwati, Data Colony. ➢ Koh-E-Fiza, Idgah Hills, State Bank Square, Royal Market, Imami Gate, Peer Gate, Curfew Mata Mandir, Moti Masjid. ➢ Khajuri.	1900	19000
5	➢ Nadra Bus stand, Sindhi Colony, Shahjahanabad, Teela Jamalpura, DIG Bunglow, Nariyal Kheda.	2400	24000

RULES FOR SCHOOL BUS USERS:

- ❖ The bus fare shall be payable for all the months except vacation period (i.e. May & June) in advance, along with school fees. Full month's fees is payable even when the facility is availed even for a single day in that particular month.
- ❖ The buses will pick up the students from allotted bus stops and drop them, after the school hours, at the same stop. The school does not take any responsibility for the child to reach home after he/she is dropped at the allotted bus stop.
- ❖ If the student discontinues the facility & wants to re-avail it after some time, during the same academic year, he/she will have to make payment for the gap period also.
- ❖ Buses do not ply according to individual convenience. If parents change their address after admission, the school will make changes in the bus routes or stoppages as per convenience of the school. It will not be a binding on the school to provide bus facility on change of address of the student.