



St. Xavier's School, Rajkot.

(Affiliated to CBSE Board)

Guidelines For Online Registration Form- Pre.KG & LKG **(2026-2027)**

Pre.KG & LKG OnlineRegistration Forms for Boys & Girls for the academic session 2026-27will be available from 1stDecember 2025 at 08:00 am to 3rdDecember 2025, 08:00pm.

The registration form will be available on School Website i.e.,**www.stxaviersrajkot.org**

Please ensure that you have the following details ready with you before the registration:

1. Recent Passport size photographs of the Child, Father and Mother separately (in Jpeg/Jpg format for uploading, Size shall not exceed 20KB).
2. Child's Birth Certificate, issued by Municipal Corporation with the name of the child printed on it and its clear Image (in Jpeg, Jpg format for uploading, Size Shall not exceed 100KB).

Special Note:

1) Age Criteria

- **Pre.K.G**→Children Born between 01.06.2022 – 31.05.2023 are only eligible for applying.
- **L.K.G** →Children Born between 01.06.2021– 31.05.2022 are only eligible for applying.

2) The selection of the students is the prerogative of the school management and it reserves its right and is not bound to give reasons for admission or non-admission of any applicant.

3) The school management does not accept any donation for admission from anyone. Kindly be vigilant that you are not cheated by anyone.

4) Incomplete registration forms and forms providing incorrect information will be automatically rejected.

5) Registration ChargesRs. 500/- (Five Hundred Only) to be paid Online (Non-refundable).

6) Step for filling online registration form:

- ❖ Go to School Website:**www.stxaviersrajkot.org**
- ❖ You will be able to see pop ups regarding admission.
- ❖ Click on the button **Online Registration Form.**
- ❖ **Before filling the form, please read all the instructions** then, tick on" I Agree" and click on Proceed.
- ❖ Please fill all the mandatory details.

- ❖ Kindly fill the child, parent's name, surname and DOB details as per the child's birth certificate. PLEASE DO NOT WRITE FULL NAME IN ANY FIELD.

For e.g. Pupil's name: DHARTI

Father name: DHARMESH

Mother name: DRISHA

Surname: SHARMA

- ❖ Please check all the details you have filled in the Registration form before submitting. Then Click on **"Submit"**. Please note that you won't be able to Edit the form after the Submission.
- ❖ Make Online Payment of Registration Fees after the submission of the Registration Form.
- ❖ Please download and get a **print-out of the Registration form and acknowledgment receipt** once you submit your online registration Form. **This Form and receipt shall be produced at the time of interaction and verification of documents.**

- 7) In case of any error/technical problem faced during payment or not able to download Registration Form and acknowledgment receipt do not fill the new form **INSTEAD** go to **VIEW SUBMITTED FORMS** **BUTTON**, select your class, write child name (for e.g. PRIYA) and DOB of child as per filled in registration form.

8) **Special Instructions:**

- ❖ Kindly bring the print out of the Registration Form, acknowledgement Receipt, Child's Original and photocopy of Birth Certificate and Parents (both) Education Certificate which is mentioned in the registration form (Original or Photocopy) at the time of Interaction and Verification of documents with self-attested signature. (Original documents will be returned to the parents immediately after the verification).
- ❖ **Interaction and verification of documents date and time will be noted in the acknowledgement receipt. The presence of both parents and the child is compulsory on the given date and time. The date and time cannot be rescheduled.**

- 9) For any "QUERY REGARDING THE ONLINE REGISTRATION FORM", you may please contact at Help Line Number: 011-49215200. Or School Admin Office 8128272158 during School Hours (8:00am to 12:30 pm). **The venue of interaction and verification of documents will be at St. Xavier's School, Rajkot, P.B.No.26, Near Wockhardt Hospital, Opp. KKV Hall, Kalawad Road, Rajkot-1.**

Principal