



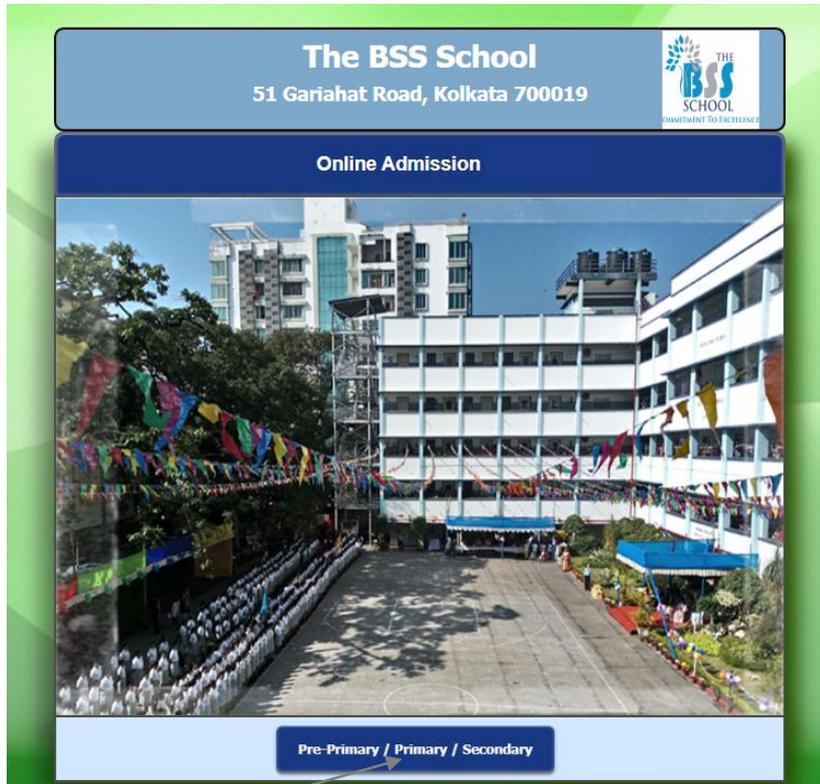
# The BSS School

## Manual for Online Admission

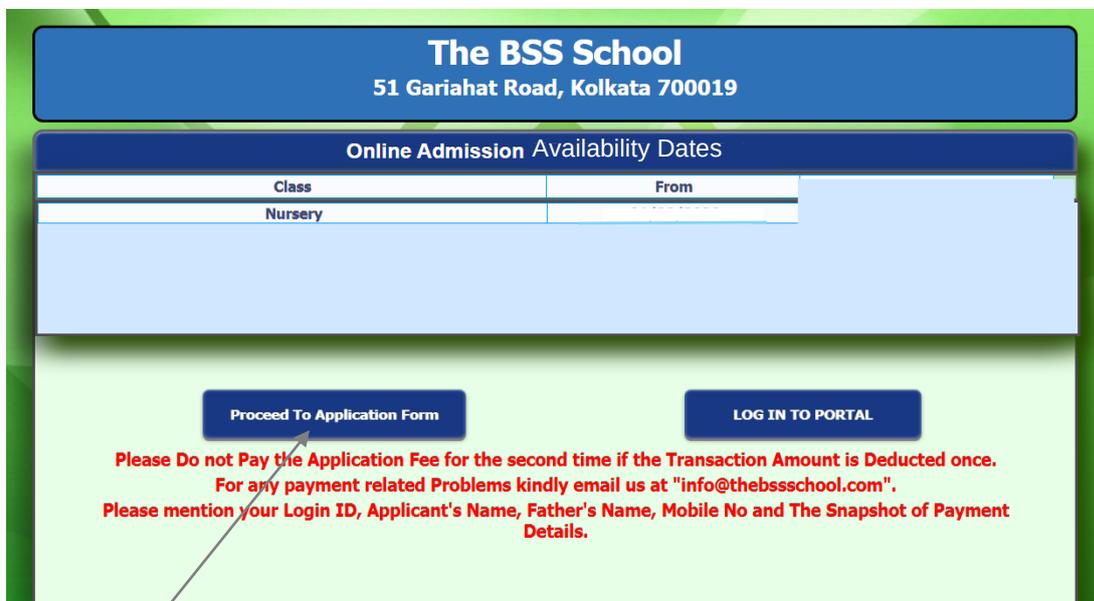
Go to the link :

<https://50.116.42.106:8443/hrclIRP/ManageSchAdmApplicationFormadminAction.do?method=initializeschadmallink>

(the following screen will appear)



❖ Select "**Primary**" (a new window will open and the following screen will appear)



❖ Select "**Proceed To Application Form**" (a blank Form will be open as under and you have to fill-up the Application Form)

# THE BSS SCHOOL

51 Gariahat Road, Kolkata 70019

## Application Form for Session

### Personal Details

Student's Name\* :   
Admission To Class\* :  DOB\* :  Age as on : Y  M   
(As given in Municipal Certificate)  
Vernacular\* :  Religion\* : Humanity  Gender\* : Female  Nationality\* :   
Student Picture\* :   Picture size not exceeding 50 KB may be uploaded. Aadhaar No. :   
School & Class in which candidate is studying at present :  
Name of the School :  Class :  Parent as Ex-Student :

### Brothers / sisters of student and school attended :

Srl	Sel	Name of Sibling(s)	Relation	Code No	Age	Class	Section	Name of School	Other School

### Health of the Candidate :

Blood Group\* :  Physical Impairment If Any :   
History of Illness :  Major Operation If Any :

### Address Details :

Residential Address\* :  Pin\* :  Contact No. :   
(SMS)\* :   
District\* :  Area\* :  City\* :   
Distance From School\* :

Parents\* :

### Father's Details :

Father's Name\* :  Father's DOB\* :   
Weight (Kg) :  Height (Cm) :  Blood Group\* :   
Aadhaar No.\* :  Academic Qualification\* :   
School :  College :  Occupation / Designation :   
Company Name :  Address :   
Mobile\* :  Phone :  E-mail\* :   
Picture\* :   Picture size not exceeding 50 KB may be uploaded. Father Annual Income\* :

### Mother's Details :

Mother's Name\* :  Mother's DOB\* :   
Weight (Kg) :  Height (Cm) :  Blood Group\* :   
Aadhaar No.\* :  Academic Qualification\* :   
School :  College :  Occupation / Designation :   
Company Name :  Address :   
Mobile\* :  Phone :  E-mail\* :   
Picture\* :   Picture size not exceeding 50 KB may be uploaded. Mother Annual Income\* :

Annual Family Income\* :  Guardian\* :

### Guardian's Details (Other Than Parents)

Relationship\* :  Guardian's Name :   
Academic Qualification :  School :   
College :  Occupation / Designation :   
Company Name :  Office Address :   
Mobile\* :  Phone (O) :   
E-mail\* :  Picture :    
Residential Address :  Guardian Annual Income\* :

### Contact Persons (In case of Emergency)

Name\* :  Relation\* :   
Mobile No.\* :  Phone (O) :  Phone (R) :   
Doctor Name\* :   
Mobile No.\* :  Phone (O) :  Phone (R) :

Show Interest in Others(Languages/Sports/Other Activities) :   
What would you like your child grow up to be?  
(Express in Brief)\* :

### Login Details

Login Type :  Login Id :  Password :

- SELECT
- FATHER MOBILE
- FATHER EMAIL
- MOTHER MOBILE
- MOTHER EMAIL

Submit

❖ Fill-up this Form with 'Login Details' → "Submit"

- ❖ After successful submission of the above 'Application Form' the following screen will appear → Select "[Login To Portal](#)" → (A online payment gateway will open and you have to pay Rs.500/- as 'Registration Fee').

Online Admission	Availability Dates
Class Nursery	From

[Proceed To Application Form](#) [LOG IN TO PORTAL](#)

**Please Do not Pay the Application Fee for the second time if the Transaction Amount is Deducted once.  
For any payment related Problems kindly email us at "info@thebssschool.com".  
Please mention your Login ID, Applicant's Name, Father's Name, Mobile No and The Snapshot of Payment Details.**

- ❖ After successful payment of the above Rs.500/- ('Registration Fee') you have to login with your 'Username' & 'Password'. (the following screen will appear)



- ❖ Select "[Student Console](#)" → "[Parent Documents Upload](#)" (you have to upload the specified documents as mentioned).
- ❖ We will verify your documents and you can get an interview date in your mobile number.
- ❖ After successful interview is done and final selection you can get message for payment the "Admission Fees".

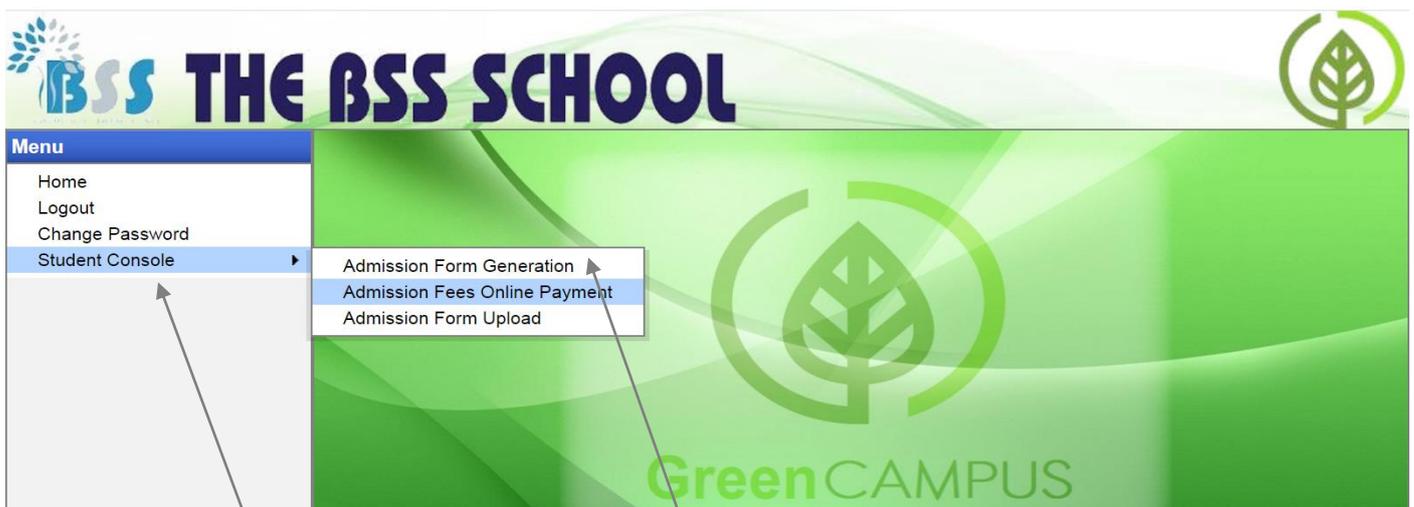
❖ Go to the student's portal, login with your 'Username' & 'Password'. (the following screen will appear)



❖ Select "Student Console" → "Admission Fees Online Payment"  
(the following screen will appear)



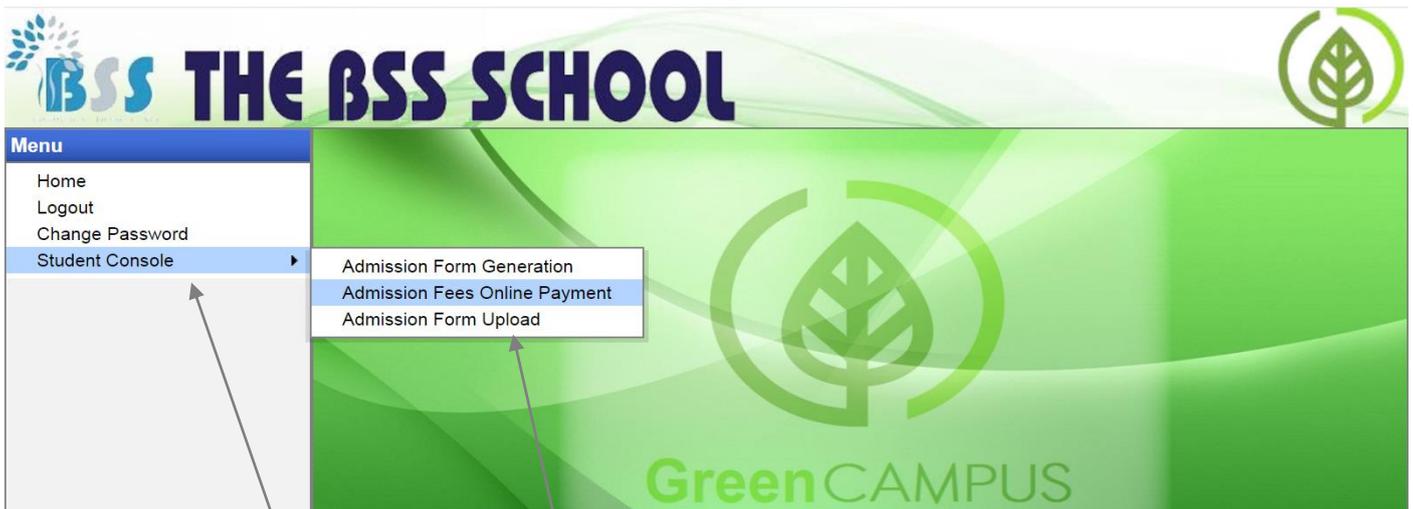
❖ Total 'Admission Fees' with 1<sup>st</sup> three months fees will appear here → Click on "Make Payment" (a online payment gateway will be open and make payment like other online payment).  
❖ After the above 'Admission Fees' payment go to the student's portal, login with your 'Username' & 'Password'. (the following screen will appear)



❖ Select "Student Console" → "Admission Form Generation" (the following screen will appear)



❖ Download the Admission Form & Fees Receipt → Print the Admission Form → Signature by Parent on the Admission Form → Finally upload the Admission Form in the portal in the following way.



- ❖ Select "Student Console" → "Admission Form Upload"
- ❖ Upload the signed Application Form & the admission process will be completed.

~: Thank You :~