

Kindly read all the instructions carefully before you click on **PROCEED** at the bottom of this page

Guidelines for Online Registration

Academic Session: 2025-26

Registration Procedure and Rules

(Note: Incomplete registration forms will **not** be accepted / processed)

- The particulars of the child (i.e name, date of birth, parents' names) should be filled in correctly. The date of birth filled in the form must be the same as the one mentioned on the Birth Certificate issued by the Municipal Authority. **No change whatsoever will be made after the completion of the admission process.**
 - Once your registration form is successfully uploaded, you will receive an auto- generated "Acknowledgment Receipt" with a reference number which must be used for further correspondence.

The Acknowledgement Receipt will also generate a USER ID and PASSWORD. (**To get the Acknowledgement Receipt please make sure "pop- up blocker" is turned off.**)
- It is **mandatory** to present a hard copy of the Acknowledgement Receipt to the School Authorities during the admission process.
 - The Registration fee is **non- refundable**.
 - Registration **DOES NOT** guarantee admission.

Admission Procedure

Step 1: Online

Registration

Please enter the details in the form carefully.

Step 2: Online payment

Use a Credit Card/ Debit Card/ Net Banking to make the payment of Rs. 1000/-

Step 3: Documents to be uploaded

The photograph of the child, father and mother (in Jpeg, Jpg format) of size not exceeding 20 kb to be uploaded in the relevant space.

The child's Aadhar card and birth certificate of size not exceeding 200 kb are to be uploaded in the relevant space.

Step 4: Click on **LAGREE button and then, **SUBMIT** button for completing the registration successfully**

Step 5: Verification of Documents

Within 7-10 working days of successful registration, you will be intimated called for an Interaction with Principal.

It is mandatory for both the parents along with the child to attend the interaction on the assigned date and time given by School Authorities.

For Classes I and above: Parent will be informed about the admission process via email / phone call.

Please Note: Transport will be available in limited areas. Please check our website or contact transport department before Registration.

In case of any technical query, please feel free to contact the Parent Help-Desk (Reception) between 8:00 am to 4:00 pm on +91-120-4844772 / +91-8448992087.

Email id: enquiry@lotusvalleynoidaextension.com

**In case of any admission query please
contact: Contact No: +91-120-4844771 /
9821694492**

Email id: admissions@lotusvalleynoidaextension.com

Note: A particular class may not be listed on the drop down menu due to non-availability of seats in that class. The class will re-appear in the dropdown menu as and when there are vacancies.