

Sita Ram and welcome to our Vishnu Boys Hindu College family.

This letter serves to guide you through our registration process which comprises of two (2) parts:

- 1) Online Registration
- 2) Physical Registration

1) ONLINE REGISTRATION

Steps involved in the online registration process:

- i. Log on to <http://vishnuboyshinducollege.online>
- ii. Choose student portal
- iii. Log in with your child's information.
- iv. Enter your child's Student ID.# (given below) as well as their SEA number as their password.

Username:

Password: Your son's birth PIN number / SEA number

- v. Choose EDIT/VIEW REGISTRATION
- vi. Fill out all the fields for: STUDENT DATA, FAMILY DATA, MEDICAL DATA & OTHER DATA
- vii. Upload the required document in the following formats:
 - a. Birth Certificate (PDF format)
 - b. Immunization Card (PDF format)
 - c. SEA Placement Slip (PDF format)
 - d. Passport size photo (JPEG format)
- viii. Click on COMPLETE, check the I agree box and GENERATE REGISTRATION FORM.
- ix. Print the completed form and submit to the school on Friday 8th July, 2022
A detailed tutorial on the online registration process can be found on the Vishnu Boys Hindu College Facebook page.

2) PHYSICAL REGISTRATION (Friday 8th July, 2022.)

Parents are asked to walk with:

- i. Completed Registration form
- ii. Copies and Originals of :
 1. Birth Certificate
 2. SEA Placement Slip
 3. Custody Agreements and Documentation for existing Medical conditions (if any*)
- iii. Registration FEE (\$1500.00) which covers:
 1. Registration Package
 2. Security Fees
 3. Lab Fees
 4. PTA Contributions
 5. Physical Education uniforms.
- iv. Valid Identification documents of parents (ID / DP / PP)