

**GAUTAM SINGHANIA GLOBAL SCHOOL, THANE**

**Document Verification For Std. 1 and Std. 2**

Dear Parents,

You are requested to visit Smt. Sulochanadevi Singhania School, Thane on the day of the document verification along with your ward for whom you are seeking admission at GSGS, Thane.

In case of parents being unavailable on the date, please authorize the ward's grandparents/relative to accompany your ward along with the necessary documents on the assigned date for submission.

Parents of the provisionally selected children for Std. I and Std. II for the academic year 2023-24 based on random shortlisting will have to produce the following **documents for verification** in the school.

1. The **printout** of the online application form **strictly on the A4 size good quality paper**. Kindly do not fold the printout.
2. The original document and **one self-attested photocopy** of the **Birth certificate of the applicant**.
  - Gazette copy in case if any change/s in the name / spelling of the applicant other than mentioned in the birthcertificate.
  - Adoption Deed in **case of adopted children**.
3. The original document and **one self-attested photocopy** of the **proof of residence in the parent's name (any one from the following)**:
  - Latest Electricity bill
  - Latest Landline (not mobile) bill
  - Valid Passport
  - Ration Card (in case of parents staying in a jointfamily).
  - Aadhar Card
  - Copy of Agreement with the builder.
  - Possession letter from the builder.
  - Leave & License Agreement - registered rent / lease agreement receipts / copy in case parents staying in leasedapartments.
  - Company letter in case the accommodation is provided by the company of either of the parents.
4. The latest mark-sheet / report card of the last term / semester exam attended by your ward's current class in the present school for the academic year 2022-2023.
5. **Schedule of the Document Verification**

Day , Date	Classes & Time	Venue
28 <sup>th</sup> February, 2023	Std. 1 Document verification from 8:15a.m. to 11:15a.m.	Smt. Sulochanadevi Singhania School, Thane
1 <sup>st</sup> March, 2023	Std. 2 Document verification from 8:15a.m. to 11:15a.m.	Smt. Sulochanadevi Singhania School, Thane

6. It may be noted that the admission may be denied to provisionally admitted children on the following grounds:
  - Failure to submit one or more documents as required in original and with an attested photocopy.
  - Falsification of any documents/information.

By order  
Dr. Revathi Srinivasan  
GAUTAM SINGHANIA GLOBAL SCHOOL, THANE  
25<sup>th</sup> February, 2023