



## **ONLINE ADMISSION PROCESS FOR PUPILS SELECTED FOR NURSERY, 2021**

The list of candidates selected for admission in Nursery in La Martiniere College, Lucknow is available online through the College website <https://www.lamartinierelucknow.org/>

**THE NURSERY ADMISSION PORTAL SHALL OPEN AT MIDNIGHT ON THURSDAY 25, FEBRUARY 2021 AND CLOSE AT MIDNIGHT ON SUNDAY 07, MARCH 2021. PARENTS ARE REQUIRED TO COMPLETE THE PROCESS WITHIN THE STIPULATED TIME FRAME. NO EXTENSION SHALL BE PROVIDED THEREAFTER.**

Parents of candidates selected for admission are to follow the following process:

1. Download the Medical fitness form, from the College website from the link provided - <http://www.lamartinierelucknow.org/school-updates/medical-fitness-form>
2. Click a Passport size colour photograph of your son in La Martiniere College, summer uniform (Maroon check shirt (short-sleeved) – S. Kumar’s – Uniform co-ordinates – No. 11) available at all leading uniform stores.
3. **Once this is completed, keep a copy of the medical fitness and photograph ready on your desktop before proceeding to complete the admission formalities.**
4. **NOW** click on the link provided [https://lmclko.edunify.in/nursery\\_admission](https://lmclko.edunify.in/nursery_admission)
5. The Admission Form displayed contains some pre-filled fields, selected from the information provided by you in the Application. **These entries cannot be altered presently.**
6. The fields that are blank are to be completed by the parent. In each field there is a drop down menu/prompt for your assistance. Fields that do not require to be filled up are already marked in grayscale to avoid any confusion.

**7. Fees payable at the time of Admission**

- i. The total fees payable at the time of admission is Rs 95,500/- (Rupees Ninety Five thousand only).

Admission fees : Rs 50000/- NOT REFUNDABLE

Caution Money Deposit : Rs 45000/- REFUNDABLE at the time of applying for Transfer Certificate in accordance with the Fee Regulation Act 2018.

Annual Examination Fees: Rs 500/- NOT REFUNDABLE

**Kindly Note:** Fees once paid shall not be refunded in case of withdrawal of the pupil, except for Caution Money, which shall be refunded as per the provisions of the Fee Regulation Act, 2018.

- ii. Method of deposit: Parents shall be prompted by the links appearing on the portal through the stages of the admission process

**8. Fees payable from April, 2021**

Composite Annual Fees is payable beginning from April, 2021. This is NOT TO BE CONFUSED WITH THE FEES PAID AT THE TIME OF ADMISSION.

- i. Composite Annual Fees (commencing from April 2021) shall be deposited online by clicking on <https://lmclko.edunify.in/fees>
- ii. Parents may click on the monthly option they choose to pay.
- iii. Selecting the start and the end month to pay for multiple months at the same time.
- iv. Parents choosing to pay in monthly instalments must do so between the 1st and the 15th of the current month).
- v. A late fee of Rs 100/- per day shall be automatically generated from the 16th of every month.

9. Upon the payment of amount payable at the time of Admission (Rs 95,500/-) a receipt shall be generated on line. This may be downloaded and printed for your record.

10. **PERSONAL NUMBER:** The Unique College Personal Number (5 Digits) shall be issued via this receipt. **THIS NUMBER IS TO BE USED IN ALL DEALINGS WITH THE COLLEGE HEREAFTER.**

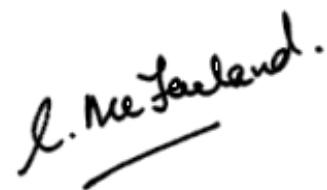
11. A copy of the receipt of the transaction (Rs 95,500/-) is to be forwarded **via WhatsApp** for confirmation of enrolment to +91 9454469203.

12. The telephone numbers originally recorded in the Application Form (Mother and Father separately) shall be registered to the Parents' WhatsApp Group only after a copy of the receipt is received. (Changes in WhatsApp numbers may be made later, for a nominal fee, through the College ERP system. This can be done by the parent by clicking on 'Update Contacts' button on Fees Dashboard).

13. The Nursery session is scheduled to commence on Friday 08 April, 2021. This shall only be physically possible following the instructions of the Government, related to the pandemic.
14. Prior to the commencement of classes but not later than Friday 08 April, 2021, parents shall receive, by WhatsApp message the login ID and Password for the academics portal of the College. The portal is <http://lmcacademics.in/>. It shall only be accessible when you receive the login ID and Password. This platform shall be used for all academic related matters throughout your son's tenure in the College.
15. In case of any difficulties related to the uploading of the Admission Form, kindly send a message to the Help Desk at +91 9454469203. Kindly note: ONLY WHATSAPP MESSAGES SHALL BE RECEIVED. THERE IS NO PROVISION FOR VOICE CALLS. A response to your message of enquiry shall be provided during working hours and on working days.

#### **FOR FUTURE REFERENCE**

- I. All communication related to academic matters are to be addressed to [lmcnursery@gmail.com](mailto:lmcnursery@gmail.com)
- II. All other correspondence shall be addressed to [principal@lamartinierelucknow.org](mailto:principal@lamartinierelucknow.org)
- III. All notices and College updates related to the Class and Section shall be posted in the Class Specific WhatsApp group.
- IV. To be fully informed about events, news and notices, you are advised to add the website to your browser - <https://www.lamartinierelucknow.org>
- V. To be included in the Facebook updated, you are advised to click the *like* option of the College official Facebook page – <https://www.facebook.com/lamartinierecollegelucknow>



(C. A. McFarland)  
Principal

No. Nursery/2021-2022/16

Date: Saturday 20, February 2021

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Phone College Central office 9454469226 or 9919342299 or 9919382299  
Phone number Preparatory Department – 9721459425