

Online Admission & Payment Process

- Once a parent has filled the Google form for admission (Available on the respective School Page in the Website) and submits the same after making online payment (there itself) of Rs. 1000- through QR Code /NEFT/RTGS, the following details will be obtained to the Admission In-charge (over 7311102712) through the Google form
 - Student's Name
 - Class & Sec
 - Father's Name
 - UTR Number / Transaction ID (for the online payment mode)
 - Amount
 - Transaction Date

- Admission In-charge on receiving the Google form gets the transaction confirmation from the Accounts Department. Thereafter, he gets in touch with the Applicant and sends him thank you letter bearing date and time for the admission test and interface (one child at a time) and also sends the pattern paper.
- Once the admission test and interface is over corrections will be done and result decided and if admission is granted then the same is to be informed and admission process initiated. The soft copy of the Google Form Version of the Red and White form will e-mailed / Whatsapp to the parent and the same has to be filled back & sent across and the fee counter has to file it for records.
- The payment details will be sent across and online payment done to complete the admission process.
- Once the soft copy of the Google Form Version of Red and White Form is received, the Fee Counter will initiate the registration process and inform the Academic Head.
- Registration number will be allotted and the child will be added to the next session's Google Classrooms.
- The parent has to fill up the physical 4 page color form and Red and White form on his first visit to the school and also has to complete all other admission formalities. The Admission kit will also be handed over at that point of time.

Bank Details

Account Name	-	Sunbeam English School Annapurna
Account Number	-	287010100017639
IFSC Code	-	UTIB0000287
Bank Name	-	Axis Bank Ltd.
Branch Name	-	Sigra, Varanasi, U.P. (221002)