ONLINE ADMISSION PROCESS

INSTRUCTION

Please read the below mentioned instruction and follow the steps

- Admission will only made in online mode. The Following Documents will be required for online admission Portal: - Original Transfer Certificate issued by last school with Permanent Education Number. In case the TC is from other than CBSE schools, the same is required to be countersigned by the concerned education authority for all classes (except CBSE affiliated Schools).

- Report Card/ Marksheet.

- Aadhar Card and Birth Certificate.

- Serving Certificate with Part II number From Present Unit.

- Passport size photograph.

Step to Login

- The details are to be filled step wise. You are not allowed to click second step until you fill up details in previous step.

1. Admission Enquiry

- Step 1: Enter the URL **https://erp.awesindia.edu.in** in address bar to open Login Page.

- Step 2: Select Admission then Apply for Admission.

- Step 3: Enter Location, Zone and Class.

- Step 4: After verifying the details filled by you, click on Search button.

- Step 5: Proceed to Admission with Army Public School Jodhpur.

- Step 6: Update the required Information - Select Academic Session

  (a) Class applying   (b) Admission Type   (c) Previous School Type
  (d) Priority   (e) Student Full Name   (f) Gender
  (g) Date of Birth (dd-mm-yyyy)   (h) Parent in Defence?
  (j) Service Status   (k) Contact Person Name (l) Mobile Number & Email ID
  (m) Permanent Education ID

- Step 7: Proceed on Submit & Generate OTP.

- Step 8: After Submitting you will get OTP on Email/Mobile Number.

- Step 9: After OTP Verification click on NEXT with Continue to Admission.

2. Application Form

- Step 1: Fill the Basic Information and update.

- Step 2: Fill Previous school details.

- Step 3: Fill Father's, Mother's details & Guardian details.

- Step 4: Save & continue.

3. Documents Upload
- **Note: Max File Size 1.5 MB, Allowed Files PDF, JPG, PNG**
- Step 1: Upload Student Photo.
- Step 2: Upload Birth Certificate.
- Step 3: Upload Previous School Transfer Certificate.
- Step 4: Upload Father Signature.
- Step 5: Upload Serving Certificate from Present Unit
- Step 6: Upload Student Aadhar Card.
- Step 7: Previous/ Current class Report Card/Marksheet.
- Step 8: Save & continue.

4. Confirm Details
- Step 1: Verify the Basic Information.
- Step 2: Verify the Previous School details.
- Step 3: Verify the father's, Mother's details & Guardian details.
- Step 4: Check all the required inputs fields correctly.
- Step 5: Click on **Declaration,** Save and continue.

5. Make Payment
- Click on Pay Now and Pay Fees Rs 50/-
- After Successful payment take screenshot.

6. Print Application form and submit alongwith documents in School.

Note: In case of any assistance and queries regarding filling up the details, you may call on below mentioned phone number during office hours on working days or send email.

Mobile No – 9414005442

Tele No – 0291-2510559 (Civ)

Army No – 6930 & 6931 (Mil)

E-mail – apsjodhpur1992@gmail.com

THANK YOU