



RCJK

RAJAGIRI CHRISTU JAYANTHI
KINDERGARTEN

A CMI Institution

Guidelines and Procedure to fill the Online Registration Form.

Age Limit for Pre-KG: Not below 3 years as on 01 June 2026 and not above 4 years as on 01 June 2026. The child should be born between 01 June 2022 and 01 June 2023.

You are advised to strictly follow the age criteria. If discrepancy is found, your application will be rejected.

Please keep the following documents ready before you proceed.

1. Birth Certificate (Page where the DOB, Name and Parents' names are mentioned)
2. Immunization Card (Page where the vaccination details are mentioned)
3. Aadhaar Card (optional)
4. Passport size photograph
5. Recent family photograph

(Only PNG and JPG formats are accepted. Maximum file size allowed is 1.5 MB)

Brief write up on the candidate by the Parents (less than 50 words) and brief profile of the Parents (less than 50 words) should be kept ready.

- Online registration will close on Thursday 14 August 2025 at 04.00 pm.
- Read the General Information carefully and click [**I Agree**] at the bottom of the page.
- The application form should be filled with utmost care, without spelling error.
- All fields marked with an asterisk* are mandatory. In case a field is not applicable, you may please mention "Not Applicable" (NA).
- Fill in the details completely and click [Submit].

Rajagiri Valley P. O., Kakkanad, Kochi - 682 039, Kerala, India.

Tel: +91 484 2426460, +91 9745711179 christugarden@gmail.com www.christujayanthi.ac.in




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- Submit the form only once. Wait for the submission status message. Submission might take longer depending on the size of the files to be uploaded.
- You will be redirected to the payment gateway to make the payment of the application fee of Rs.500/-.
- Upon successful payment, the application process will be completed. A success page will be displayed and a copy of the application form submitted will be sent to you in your given email-id. Please contact the school office if you do not receive the application form.
- You will receive another email mentioning the date and time for the admission meeting. You are requested to check your registered email-id regularly for all information and notifications related to admission. Do check the spam folder too.
- Incomplete application forms will not be accepted.
- The name of the applicant, father's name, mother's name, date of birth etc. should be spelt correctly in the form as it appears in the birth certificate. No corrections will be allowed later on.
- In case for some reason you are unable to submit the application successfully, you may write to "rcjk@christujayanthi.ac.in" with your payment transaction ID, registered email address, child's name and date of birth. We will revert within 24 hours and facilitate your resubmission.
- For queries please call on **9745711179, 9567155664 (08.00am – 03.00pm)**.


Mrs. Charmine Libera
Headmistress

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