

GENERAL INSTRUCTIONS FOR FILLING OMR APPLICATION FORM

USE ONLY BLACK / BLUE BALL POINT PEN TO DARKEN CIRCLES

CORRECT METHOD



INCORRECT METHOD



1. Candidate has to use only **ORIGINAL** application form. **Photocopy** or **Form downloaded from internet** will **NOT** be accepted.
2. Use **Black/Blue pen** only to write and darken the circles.
3. Fill all columns neatly in **CAPITAL** Letters only.
4. Incomplete / unsigned/ wrongly filled and without photograph forms shall be rejected without intimation.
5. There are four choices available under the Column “School Applied For”. Choice 1 indicates the School in which a candidate seeks admission. Other three choices are to be filled **IF AND ONLY IF**, a candidate is willing to be considered for admission in any other Sainik School where a vacancy may be available.
6. Paste one recent passport photograph firmly (**DO NOT STAPLE OR PIN UP**) in the space provided.
7. In first field fill clearly name of the candidate as mentioned in the birth certificate.
8. Give one box gap between First / Middle / Surname.
9. In second field mention your Date of Birth as mentioned in the birth certificate.
10. In third field mention code for State/UT of domicile. For State/UT code please refer to the table 1.
11. In fourth field mention class in which you wish to apply for (Class VI OR IX).
12. In fifth field mention the category in which you wish to apply for.

13. In sixth field mention the category (**HOME STATE OR OTHER STATE**) you wish to apply for.
14. In seventh field mention your working mobile number for further correspondence. It is the responsibility of the candidate to ensure that this is a valid number on which SMS or Voice call can be received.
15. In eighth field mention your mailing address and also mention your e-mail address.
16. In ninth field affix one recent passport size photograph. **DO NOT STAPLE THE SAME ON THE FORM.**
17. In tenth field mention father's name as mentioned in the certificate.
18. In eleventh field mention father's Aadhaar number.
19. In twelfth field mention mother name as mentioned in the certificate.
20. In thirteenth field mention mother's Aadhaar number.
21. In fourteenth field mention school code applied for – Choice 1, choice 2, choice 3, choice 4 (Ser 4 of these instructions also refers). For codes please refer to the table 1.
22. In fifteenth field mention exam center code – choice 1 and choice 2. For code please refer to the table 1. Please note that any of the proposed exam centres may be changed or cancelled if enough candidates are not available.
23. In seventeenth field mention medium for question paper. (Applicable only for class VI).
24. Declaration will be given by the parents/guardian.
25. Signature of Candidate and parent/guardian are required in the space provided.
26. For any assistance candidate can call on the helpline number **7840014449** from Monday to Saturday between 9:00 AM to 5:00 PM.
27. Candidate can also contact to school telephone number (02162) 235860 / 238122 or visit school website (www.sainiksatra.org) for any assistance or query.
28. For online registration candidates may visit **sainikschooladmission.in**