

Instruction for Filling Student Registration Sheet (SRS) for School

 **Instructions :** Prepare separate SRS for each class & also for each stream in case of 11 & 12.

Coding to be done as per following:

⇒ Coding for Class:

Class	Code
8	08
9	09
10	10
11	11
12	12

⇒ Coding for Stream:

Stream	Code
8, 9 & 10*	0
11 & 12 (Maths)	1
11 & 12 (Bio)	2

*For Class 8, 9 & 10 Stream shall be common.

Roll Nos. are of 12 digits & to be provided to the students as per following:

1	9	—	—	—	—	—	—	—	—	—	—
Year Code (Fixed)		School Code (to be allotted by Resonance)				Class Code		Stream Code		Sr. No. of Student	

Example-1: Suppose School Code of a particular school is 0035 then the first student of Class: 12 (Maths) of that school will be given following Roll No.

1	9	0	0	3	5	1	2	1	0	0	1
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Example-2: Suppose School Code of a particular school is 8395 then the 146th student of Class: 9 of that school will be given following Roll No.

1	9	8	3	9	5	0	9	0	1	4	6
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Format for Filling the details of Student is given on the back side it is being illustrated in the example below:

S. No.	ResoSTEP Roll No.	Name of Student (in Capital Letters)	Class	Stream	Mobile No. of Student / Parent	Student e-mail ID
	1 9 0 0 3 5 1 2 2 0 0 1	JITENDRA SHARMA	12	Bio	8 5 0 5 0 9 9 9 7 2	

- Note:**
1. Format of SRS given on the back page is to be filled separately for each class & each stream. In case of more SRS required, School Co-ordinator can get the photo-copies of the format given on the back page.
 2. Schools should keep a photocopy of filled-in SRS for their records also.