

School Bus Conveyance Registration 2020-21

Information & Instructions

The Bus Registration Website will be available from 6th to 30th April 2020

For Bus Registration Please visit the website
www.rajagirihss.ac.in

- ❖ On the Front page of the Website, at the top, click on the ICON “BUS REGISTRATION”
- 1. Proceed to click on the **Moving “ICON” ‘Instructions For Online Bus Fees Payment’** located in the middle of School Bus Conveyance Registration 2020-21 Window.
- 2. Start the REGISTRATION only after confirming the Route – Bus No – Boarding point (Bus Stop).
- 3. Click on the Arrow at the right end of the ‘**SELECT ROUTE**’ Column. “Search Here” image will be exhibited. Type the “Boarding Point” according to your choice. **Example :**
(1) **Athani Road, Kakkanad** (2) **Atlantis, Thevara..... Etc.** Now the Bus Number, Route, Name of Stop, Time, Bus Fees & Number of seats available will be exhibited.
- 4. Select the school (**RHSS/ Rajagiri Public School / RKG**).
- 5. In the ‘**Student Name Column**’ ‘Type’ **Full Name** of the student.
- 6. Select the **Gender (Boy / Girl)**
- 7. Select the **Promoted class**.
- 8. Type the **Guardian Name**.
- 9. Type the **Address of Guardian**.
- 10. Type the **Mobile No**.
- 11. Type the **Email address**.
- 12. **Fill in with your own User Name & Password**.
- 13. Now continue to click on the ‘**SUBMIT**’ Button.
- 14. The Payment Gate way will be opened. Select the Debit, Credit Card, Visa Etc....
- 15. When you have done the Payment successfully, a payment receipt and **BUS PASS** will be generated. Make a print out of the BUS PASS, affix a Photograph on it. Please keep the BUS PASS in custody by the student, for verification on travel by the school bus.
- 16. **Login, using your own Username & Password through the Login Button given at the top of the Registration window (Right Corner) . This is for the recovery of PAYMENT RECEIPT, BUS PASS etc** if there is any internet failure.
- 17. For any clarification please be in touch with 0484-2911401, 0484-2911402.