

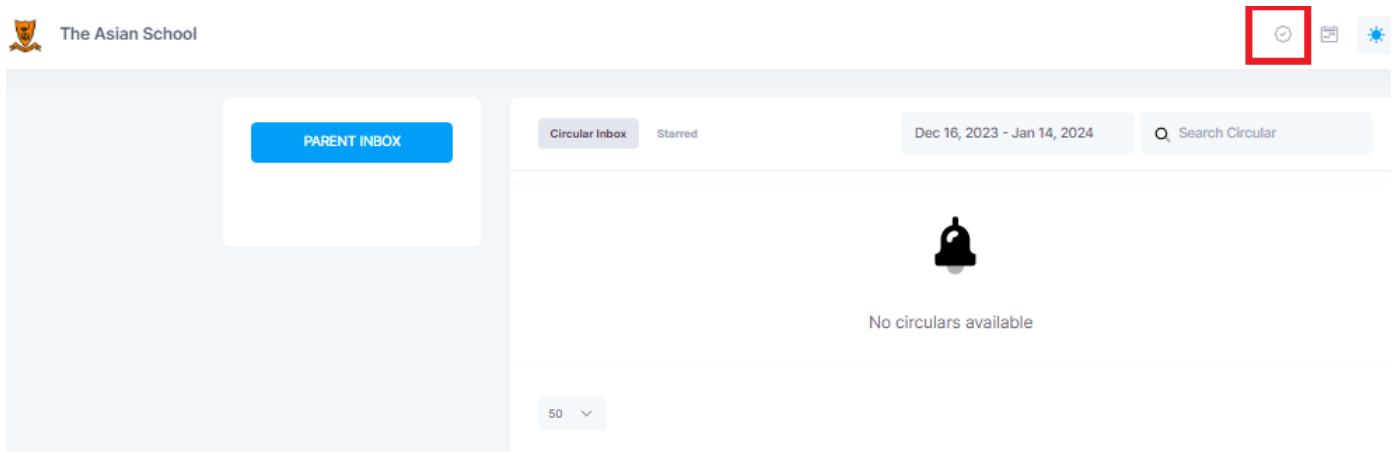


# Digital Campus Netra

Online Admission Portal

## Admission Portal – Online Admission Form

1. Login to Parent portal [asbdc.ethdigitalcampus.com](https://asbdc.ethdigitalcampus.com), with the member id and password sent by email.
2. Click on the option highlighted in the below screenshot for opening the admission portal.



3. Select the Grade in which the child has to be admitted and enter Date of Birth. Click on Continue.

The screenshot shows the 'Admission Prerequisite Form' page. The top navigation bar includes the school logo and three menu items: 'Dashboard', 'Admission Form', and 'Instructions'. The form itself has the following fields:

- Academic Year \***: A dropdown menu with '2024-2025' selected.
- Academic Grade \***: A dropdown menu with '-Select-' selected.
- Child DOB \***: A text input field containing 'Child DOB'.

At the bottom of the form is a blue 'Continue >' button.

#### 4. Step 1 Online Admission Form – Student Details

Enter all details in Capital letters. **CPR Number** and **Prospectus No** should match with the Prospectus which is purchased from school. Admission Form No. is mentioned in the acknowledgement slip, on the admission application form and on the back side of Prospectus. Make sure to enter Child's Name and Place of Birth as per **child's passport**. If Category is SC/ST/OBC, then community certificate has to be attached (option for uploading document is available in Step 3). If the required certificate is not available, then choose Category as General. Click on Continue button.

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**1**  
Step 1  
Online Admission Form- Student Details

**2**  
Step 2  
Online Admission Form-Parent Details

**3**  
Step 3  
Upload Documents

### Academic Details

Academic Year *	Standard *
<input type="text" value="2024-2025"/>	<input type="text" value="HKG"/>
CPR NO *	Admission Form No *
<input type="text" value="CPR NO"/>	<input type="text" value="Admission Form No"/>

### Personal Details

First Name (as per child's passport) *	Middle Name
<input type="text" value="First Name (as per child's passport)"/>	<input type="text" value="Middle Name"/>
Last Name (as per child's passport) *	Category *
<input type="text" value="Last Name (as per child's passport)"/>	<input type="text" value="Category"/>
Gender *	Birth Date *
<input type="radio"/> Male <input type="radio"/> Female	<input type="text" value="02-01-2024"/>
Place of birth (as per child's passport)	Religion *
<input type="text" value="Place of birth (as per child's passport)"/>	<input type="text" value="Select"/>

5. **Step 2 Online Admission Form – Parent Details**

Parent details will be automatically prefilled. Required changes can be made. Make sure that Father’s name and Mother’s name are entered as per **child’s passport.**

Father Details	
First Name (as per child’s passport) *	Middle Name
<input type="text" value="First Name (as per child’s passport)"/>	<input type="text" value="Middle Name"/>
<small>First Name (as per child’s passport) is required</small>	
Last Name (as per child’s passport) *	Father Job *
<input type="text" value="Last Name (as per child’s passport)"/>	<input type="text" value="Father Job"/>
<small>Last Name (as per child’s passport) is required</small>	<small>Father Job is required</small>
Father Company *	Flat No *
<input type="text" value="Father Company"/>	<input type="text" value="Flat No"/>
<small>Father Company is required</small>	<small>Flat No is required</small>
Building No. *	Road No. *
<input type="text" value="Building No."/>	<input type="text" value="Road No."/>
<small>Building No. is required</small>	<small>Road No. is required</small>
Block No. *	P.O.Box
<input type="text" value="Block No."/>	<input type="text" value="P.O.Box"/>
<small>Block No. is required</small>	
Office No	Area *
<input type="text" value="Office No"/>	<input type="text" value="Area"/>
	<small>Area is required</small>
Mobile No *	Email Id *
<input type="text" value="+973"/>	<input type="text" value="Email Id"/>

6. Click on Continue Button.

## 7. Step 3 – Upload Documents

Upload required documents

Step 1 Online Admission Form- Student Details

Step 2 Online Admission Form-Parent Details

Step 3 Upload Documents

STUDENT PHOTO [Attach file](#)  
Max file size is 1MB and max number of file is 1.

STUDENT PASSPORT (First and Last page only) \* [Attach file](#)  
Max file size is 1MB and max number of file is 1.

SC/ST/OBC CERTIFICATE (if applicable) [Attach file](#)  
Max file size is 1MB and max number of file is 1.

TRANSFER CERTIFICATE FROM THE PREVIOUS SCHOOL (if applicable) [Attach file](#)  
Max file size is 1MB and max number of file is 1.

CPR SMARTCARD DATA or CPR (front and back) \* [Attach file](#)  
Max file size is 1MB and max number of file is 1.

PROGRESS REPORT FROM THE PREVIOUS SCHOOL (if applicable) [Attach file](#)  
Max file size is 1MB and max number of file is 1.

IMMUNIZATION RECORDS [Attach file](#)  
Max file size is 1MB and max number of file is 1.

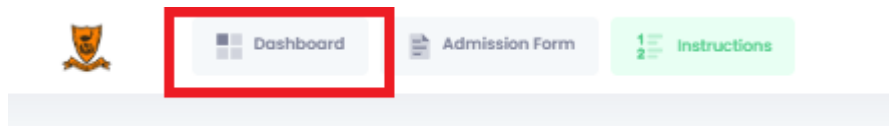
[Back](#) [Submit](#)

- Student Passport and CPR Smartcard data are the mandatory documents to upload. Click on Attach file button to upload the required documents.
- After uploading mandatory and required documents click on Submit button.

## 8. Form Status

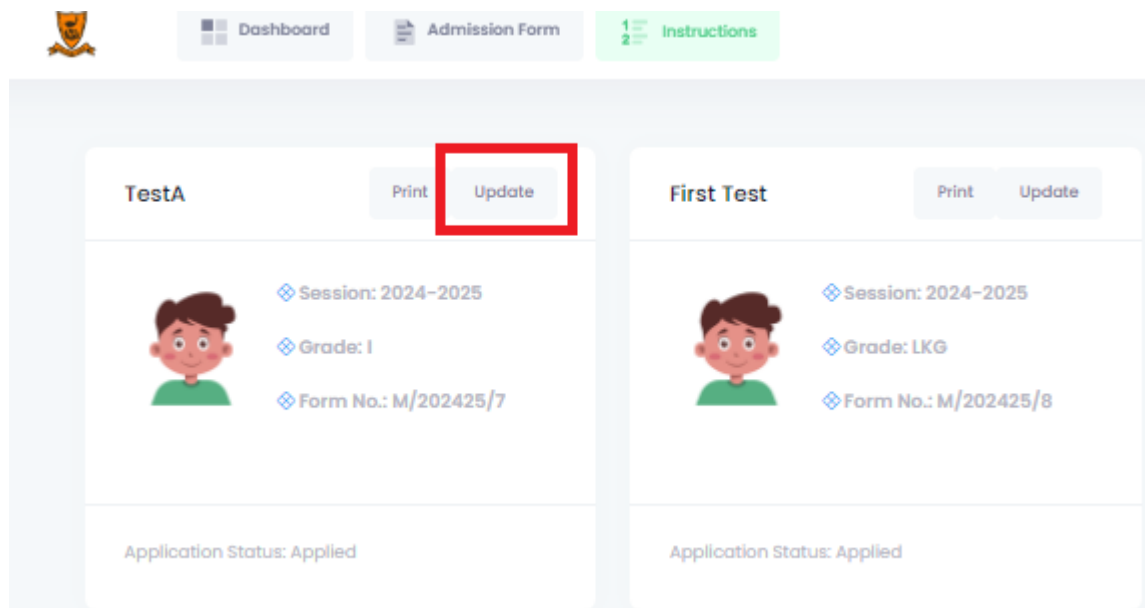
Your application will get submitted successfully and acknowledgement email will be sent to your email.

9. Click on the Dashboard to view the submitted form.



10. To enter another admission form, click on Admission Form option next to Dashboard and do the above steps

11. To edit the submitted form, click on Update.



The screenshot displays a user interface with a top navigation bar and two main content panels. The navigation bar includes a logo on the left and three menu items: 'Dashboard', 'Admission Form', and 'Instructions'. The 'Instructions' item is highlighted in green. Below the navigation bar, there are two panels. The left panel is titled 'TestA' and contains a 'Print' button and an 'Update' button, which is highlighted with a red rectangular box. Below the buttons is a profile card for a child with a green shirt, showing details: 'Session: 2024-2025', 'Grade: I', and 'Form No.: M/202425/7'. At the bottom of the panel, it says 'Application Status: Applied'. The right panel is titled 'First Test' and contains 'Print' and 'Update' buttons. It also features a profile card for a child with a green shirt, showing details: 'Session: 2024-2025', 'Grade: LKG', and 'Form No.: M/202425/8'. At the bottom of the panel, it says 'Application Status: Applied'.