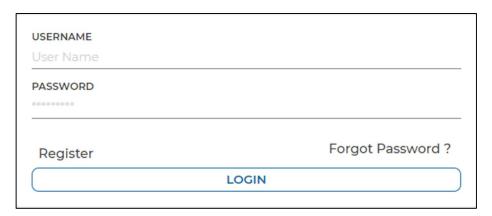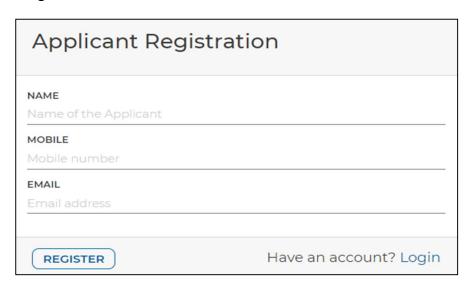# Guidelines for Parents

Dear Parents, kindly open the Internet Browser (preferably Google Chrome or Firefox) and enter the URL **npsuttarahalli.edchemy.com** in the main address tab.
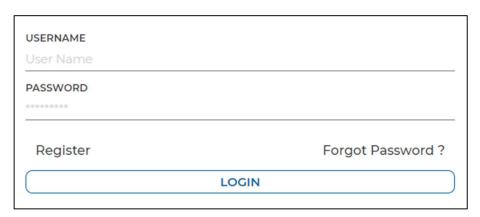
Steps to Register

- Click on Register Link

USERNAME
User Name

PASSWORD
****

Register   Forgot Password ?

LOGIN

- Enter the Name, Mobile number, Email and click on **Register** button. Click on **Login** button to login.

Applicant Registration

NAME
Name of the Applicant

MOBILE
Mobile number

EMAIL
Email address

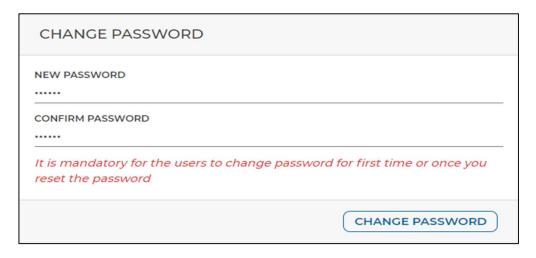REGISTER   Have an account? Login

Steps to Login

- Enter the Username and Password which has sent to Mobile number / Email and click on **Login** button.
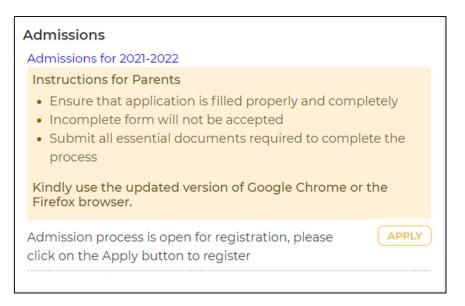

- After login, enter your New Password and the same password in the Confirm Password field and click on **Change Password** button

Steps to apply for Application Form online

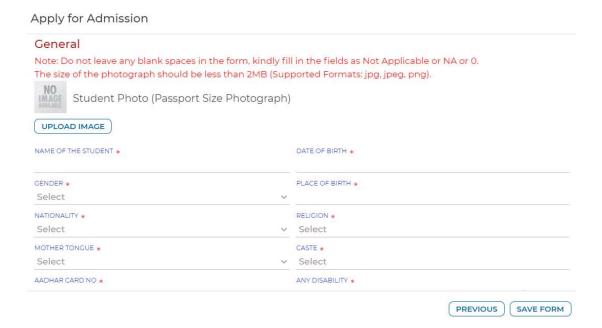- After login click on **Apply** button

- Select the grade and click on **Next** button

- Enter all the details in the form and click on **Save Form** button

- Click on the Print icon to view the details filled in the Application Form