ID CARDS

ID cards for all students and for parents (MANDATORY)

The process of applying for a Student ID Card is an online system. Parents are required to provide correct and updated information and **upload a latest photograph of your child/children in the online portal.**

*****The below mentioned website is for students of NHVM only**

Please log on to www.eidcms.com and input the following data:

user name - nhvm

password – 123

Please go through the following points for smooth processing

1. Please enter correct details in the form and fill up all the fields.

2. Please select Class & Section with respect to the academic Year 2022-23.

3. Please keep a scanned photo or digital photo of your child ready for uploading (the size of the photo should not exceed 2 MB) The photo should be taken with the child wearing a white shirt **or** the regular uniform (white and black frock for girls and white collared shirt for boys)

4. Uploading parent's photos is also **compulsory**. Guardian photos are optional. A single parent can upload the same photo for both the photo fields (Father& Mother)

5. To upload the photo, click attach under upload images which is on the right side of the screen. Please wait till the photo is displayed in the box completely and then add the next photo.

6. Please verify the entered information before saving.

7. Press SAVE to complete the process. Closing the window/logging out without saving will not save the record for printing.

8. Please keep the order number & password with you for future reference & editing if required.

9. If you need to make any changes to the saved data, log onto the website using the username and password provided by the school (User name: NHVM and password: 123). A blank data entry page will open. Click on Load earlier data (Icon is present on the bottom left side of the page) and use the order number and the password generated when you had uploaded the data and make the necessary changes.

10. **Access to the website will be open only between the dates: 1st April 2022 to 25thApril 2022.**

For any clarifications/technical queries regarding ID card, please mail at eidcms@gmail.com

NOTE: The data entered by any parent will be accessible ONLY by the school's administration department. Confidentiality of data will be strictly maintained.

Please fill in your child's information carefully, upload a clear photograph taken in the school uniform, save the record and log out.

- The cost of the ID card for a student is INR 100 and the parent card is also INR 100/- for the academic year 2022-2023. Payment to be made through cash at the counter by filling up a challan on or before collecting books at the campus.
- **The student ID card is mandatory for all the students (existing and new admissions)**
- The 2nd or subsequent copies for guardians/caretaker/drivers/other day care attenders will cost INR 150/- (Rupees one hundred and fifty only).
- If lost or damaged, a duplicate copy will be issued at the price of INR 150/- (Rupees one hundred and fifty only).
- The ID cards will be issued on the re-opening day provided the details have been uploaded correctly and on the dates mentioned above.