



# NEW HORIZON PUBLIC SCHOOL

CBSE Affiliation No. 1130164  
Sector -13, Khanda Colony, New Panvel, Navi Mumbai -410206  
Tel No. 022-27461567 / 68



**Student Information for the year 2023-24 is to be updated online.**

Parents are requested to update their ward's details, if any, on 1NH latest by 29-03-2023 to facilitate the issuing of ID cards for the Academic Year 2023-24.

**Note :** 1. Pls. read all the steps carefully before filling the information.

2. 1NH App Login & Parent Login is same, no need to register with different ID & Password for these logins.

3. **Only after providing all the information**, click on **Update** button. Otherwise you will not be able to change any other information later.

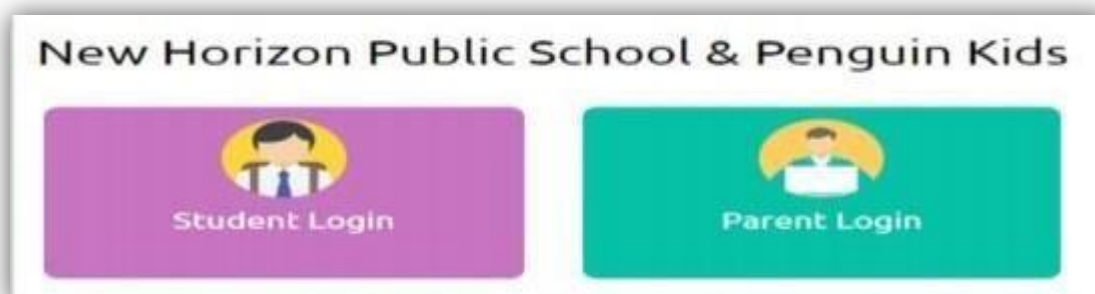
4. Please note if Updated data is not filled in the stipulated time, then ID card will not be generated for the student.

## 1. A Steps to Register for 1NH App Login Or Parent Login.

1) Go to school website [www.nhpspanvel.com](http://www.nhpspanvel.com) from your PC/Tablet/Mobile then click on **1NH Login**.

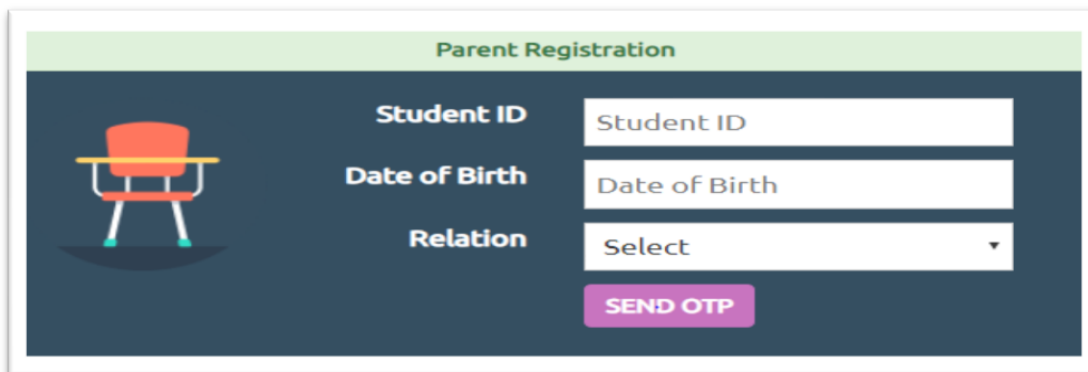


2) Click on **Parent Login**.



3) If you have already registered before then go to step 2. A Steps to upload Photos & Details of Student & Parent. Otherwise click on **Register Now** and complete the Parent Registration steps.

- 4) Enter Student ID :- **NHPSPSTD\_\_\_** & Select **Date of Birth** of your child as per school record.  
(As mentioned on the ID Card of Student)  
Select Relation :- **Father / Mother / Guardian**. Click on **Send OTP**.



The form is titled "Parent Registration" and features a green header bar. On the left, there is an icon of a red school chair. The form contains three input fields: "Student ID" with the placeholder text "Student ID", "Date of Birth" with the placeholder text "Date of Birth", and "Relation" with a dropdown menu showing "Select". Below these fields is a purple button labeled "SEND OTP".

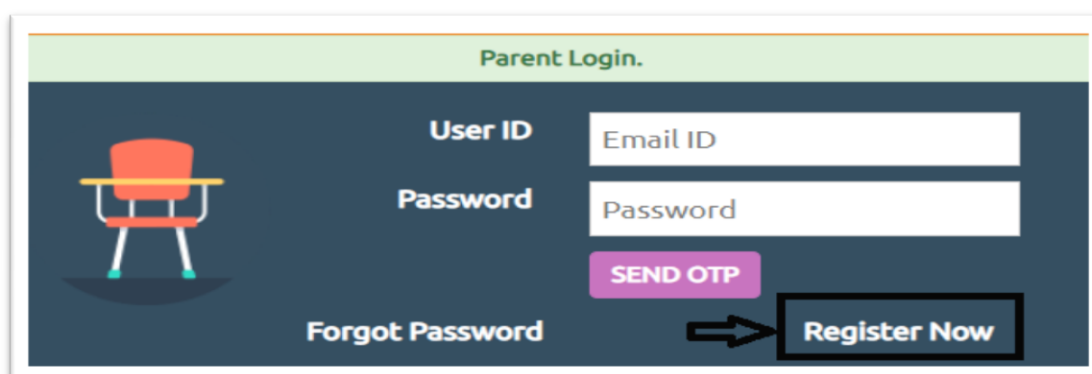
**User ID** (This is the Email ID given by parents at the time of Admission) would be prepopulated by the system. Enter **Password** and **Confirm Password**. Then **Verify OTP**: Enter the OTP sent to the Mobile number or Email, which is already in school records. Click on **Verify & Proceed**. Your registration is successful.



This is the same "Parent Registration" form as above, but with the following data entered: "Student ID" is "NHPSPSTD1234", "Date of Birth" is "01/01/2001", "Relation" is "Mother", "User ID" is "abc.xyz@gmail.com", "Password" is "Password", "Confirm Password" is "Confirm Password", and "Verify OTP" is empty. The purple button is now labeled "VERIFY & PROCEED (12)".

## 2. A Steps to upload Photos & Details of Student & Parent.

- 1) Enter your registered **Email ID & Password** for Parent Login.



The form is titled "Parent Login." and features a green header bar. On the left, there is an icon of a red school chair. The form contains two input fields: "User ID" with the placeholder text "Email ID" and "Password" with the placeholder text "Password". Below these fields is a purple button labeled "SEND OTP". At the bottom left, there is a link "Forgot Password". At the bottom right, there is a black button labeled "Register Now" with a white arrow pointing to it from the "Forgot Password" link.

2) Go to **Student Profile** after logged in to Parent Login.



3) Student details screen will be displayed. Any changes in Student's information can be done here.

**(Only in Aadhaar Card No, Pupil's Photo & Residential Address)**

If parent want to change their ward's photo they can click on **"Choose File"**

Attach Student Photo and click on **Upload Button**. Image gets successfully uploaded'



**Please Note :-**

- a. Make sure the photo is in **Red background** with the child dressed neatly in **School Uniform**.
- b. Face of the child should be clearly visible.
- c. Size of the photo should be less than 2MB.
- d. Photo image format should be .jpg or jpeg only.

4) Select **Guardian Details**. The screen showing Father's, Mother's and Guardian's details can be seen.

- To upload Father's photo, click on **Choose File** in front of Father's Photo
- Attach Father Photo and click on **Upload Button**. Image gets successfully uploaded.
- To upload Mother's photo, click on **Choose File** in front of Mother's Photo
- Attach Mother Photo and click on **Upload Button**. Image gets successfully uploaded.
- Preview of the photo can be seen in **View Uploaded file**.

Similarly, Guardian's photo can also be uploaded.

- If there is any change in mobile number of father/mother/guardian, please update the change. Note that at least 1 mobile number and 1 email address of father/mother/guardian is mandatory. This will be used for future school communication. We recommend providing an email address that you check regularly.
- Only after providing all the information**, click on **Update** button.

Student's information gets saved successfully.

### Please Note:

- The photo must have a **red background**.
- Face of the parent /guardian should be clearly visible.
- Size of the photo should be less than 2MB.
- Photo image format should be .jpg or .jpeg only.
- No selfie is allowed to be uploaded.
- If ID card is lost, charges will be levied on issuance of new ID card.
- Parents should take utmost care while filling their as well as students details as the school will not be held responsible for the same.

**3. Residential Address:** Edit the residential address only if there is any change.

**4. Blood Group :** Those who have not filled the blood group of the ward, should fill this column.

**5. Medical History :** It is mandatory to fill Medical details of the students by clicking on Medical Records.

