

Kindly read the instructions carefully before filling/submitting the application form:

1. **SC Judgement:** The Hon'ble Supreme Court of India has held in the case of society for Unaided Private School of Rajasthan V/s U.O.I & other Writ petition Â© No. 95 of 2010 that the provisions of the Right of Children to Free and compulsory Education, Act 2009 (RTE) shall not apply to Unaided Minority Educational Institutions.
2. **There are 4 printed pages in the form along with one general instructions sheet.** Kindly ensure you have downloaded all the pages.
3. There will be no screening of the children or their parents.
4. Selection for free and open seats, **if available** after the allocation of other seats will be made by draw of lots on **22 January 2022** in the school premises at 3:00 pm . Only a parent or an adult representative (one only), carrying the acknowledgement slip will be permitted to attend the draw of lots. Kindly do not bring children along. **Kindly contact the school office 0172-2232007/08, 7589315746 between 10:00 am to 12:00 Noon on 20 January 2022 for further updates.**
5. **Age:** The age of the child seeking admission to LKG in the academic session 2022-23 should be between 3 Years 6 months and 4 Years 6 months as on 31 March 2022 (born between 01.10.2017 to 30.09.2018), if your child is not within the specified age limit, he/she will **NOT** be eligible for admission.
6. Date of Birth :
 - a. Submit (self attested) authentic Date of Birth Certificate, if any discrepancy found, the registration form will be rejected.
 - b. Once the Date of Birth is entered in school records, no changes will be made in future.
 - c. In case of Catholics/Christian
Submit:
 - i. A photocopy of Baptism Certificate.
 - ii. A letter from the respective parish priest/pastor testifying the membership of the parish.
7. Filled in application forms along with self attested photocopies of relevant documents will be accepted from 22 November 2021 to 17 December 2021 between 08:30 am and 10:00 am at the school reception (excluding Sundays and holidays).
8. Incomplete forms (filled with incorrect information, unattested or without all the required documents) will NOT be considered for admission.
9. If the name and surname given in the registration form do not match with the birth certificate of the child, the registration form will be considered incomplete and will NOT be considered for admission.
10. No alteration will be permitted in the registration form once the same has been submitted. If you so desire, it should be done legally from the concerned authority before submission.
11. In case, it comes to the knowledge of the management, at any point, that the information furnished is incorrect or wrong, the admission will stand cancelled without having any right to claim the refund of the fee paid.
12. Registration/Draw does not guarantee admission. The admission process will be considered complete only on completion of all the formalities of admission and payment of fees within the stipulated time.

13. Both parents must be present with the child on the day of admission as the signatures of both are imperative.
14. Originals of all documents must be produced at the time of admission, for verification. In case, any document is found to be fabricated, forged or tampered with, the management reserves the right to cancel the admission.
15. Please ensure that the acknowledgement slip that will be given to you at the time of registration is retained and produced whenever you come to school regarding the future dealings pertaining to admissions.
16. **Please note:** The school does not take responsibility for providing transport facilities for the children. Parents are responsible for the same. However, there are a few private contractors, plying buses for the school under an agreement with the school. Students may avail this facility.
17. The school being a minority institution reserves its constitutional right to give preference to children from the Christian Community. Being a Christian minority education institution and in imitation of Jesus, who made a preferential option for the poorest of the poor of society, the school has independently been educating children from weaker section of the society since 2008. Being a Christian Minority unaided school, it does not come under the purview of the RTE.
18. Preference will also be given to siblings, management and wards of staff.
19. Only **ONE** application form per child is to be submitted. In Case, it is found that more than one application form has been submitted for a child, all the forms will stand rejected and the candidature will be cancelled.
20. Forms and all the accompanying documents/photographs, once submitted, will become the property of the school and shall not be returned.
21. In case of single parent, submit suitable supporting documents indicating custody of the child by the applicant e.g. Divorce papers / Court Order / Death Certificate.
22. Kindly bring all the following documents in original and one set of attested photocopy at the date time of submission of registration form.
 - a. Registration form (A sum of Rs.250/- is to be deposited with each form)
 - b. D.O.B. Certificate / Baptism Certificate
 - c. Proof of Current Residence
 - d. Report Card of Sibling (if any)
 - e. SC / ST / OBC Certificate (if any)
 - f. Suitable supporting documents for single parent (if any)
 - g. Aadhaar Card
 - h. One recent photograph of child (size: 3.5x4.5 cm) and recent family photograph (size: 6x4 cm)
 - i. Blood Group Report
 - j. Minority Certificate (if any)