

ST. STEPHEN'S SENIOR SECONDARY SCHOOL, AJMER
(A Minority Educational Institution)
NOTICE

Admission to Class L.K.G.
(Session 2018-2019)

Registration cum Admission Form for Class L.K.G. will be available in the School Office from **5 to 7 February 2018**.

Time : From 8.30 a.m. to 11.30 a.m.

Admission Policy

- Age : The date of birth of the child should be between 01/10/2013 & 30/09/2014
- Total Number of seats 160
 Reserved Seats 20
 Open Seats 140
- Admission will be granted on a 100 point scale comprising the following specifications for Open seats.

Neighbourhood, Sibling, School Staff, Alumni, Christian, Government/Semi Government Servant, Private Sector, Self Employed, Girl Child, Single Parent.

- Parents are requested to bring the child seeking admission to Class L.K.G. at the time of submission of the Form.
- Parents must bring Original Documents of all the self-attested copies of documents attached with the form for verification. Failing which the form will not be accepted.
- The list of selected children will be displayed on the notice board on **Thursday, 8 March 2018**.

List of documents to be attached with the Registration cum Admission Form in the following order –

- A self-attested photocopy of the Date of Birth Certificate issued by the Municipality/Competent Authority.
- A self-attested photocopy of the Aadhar Card of Child and Parent.
- A self-attested photocopy of the Caste Certificate (SC/ST/OBC/SBC) issued by competent authority (if applicable)
- A self-attested photocopy of the Minority Certificate issued by competent authority / self declaration by parent, if applicable.
- A self-attested photocopy of the Baptism Certificate (if Christian).
- Certificate of employment of parent from the present employer.
- A self-attested photocopy of the Income Certificate of parent i.e. ITR/Income certificate from present employer/Income Declaration / *Aay Udhghoshna Patra* (duly filled)
- Proof of Residence (self-attested photocopy of any **ONE** of the following documents) :-
Aadhar Card / Voter ID / Ration Card / Telephone Landline Bill / Electricity Bill / Water Bill / Passport / Bank Statement / Bank Passbook.
- Proof of single parent (Court order or any other certificate from relevant authority).
- Proof of Alumni (A self-attested photocopy of the Marksheet of Class X or XII, if father/mother has graduated from our school).
- Proof of sibling (Real sister/brother studying in our school). Attach a self-attested photocopy of the report card of the current academic session (2017-18)
- Any other document, if applicable.

Incomplete forms in any respect and forms without supporting documents will not be accepted.

Duly filled form will only be accepted on **Friday, 23 February, 2018 between 8:30 a.m. and 12:00 noon.**

NOTE : (1) Parents are requested to bring the child seeking admission to Class L.K.G. at the time of submission of the Form along with all documents in original for verification.

(2) The School does not accept any type of donation for admission. Beware of mediators.

(3) The Management reserves the right to reject any application without assigning any reason. The decision of the Management regarding admission will be final & binding.