

ST. XAVIER'S SCHOOL, BOKARO



A Jesuit, Christian Minority School
Affiliated to CISCE: School Code: JH 006
Sector 1/C, Bokaro Steel City, Jharkhand - 827001
Phone-06542-246259

Email: stxaviersbokaro@gmail.com; Website:www.stxaviersbokaro.com

ADMISSION TO THE PREPARATORY CLASS OF 2020-21

Before you start, please note:

- This document contains five pages: the first two are *instructions*; they are followed by the *Application Form* in three pages.
- Please read the instructions carefully before filling in the form. Colour print of the form is NOT required.
- The duly filled form with all the required documentation and the application processing fee, 500/- in cash, should be **submitted** at the school office: **September 18 - 20 (Wed - Fri), Time: 8:30 - 11:30 a.m.**

INSTRUCTIONS

Parents who wish to educate their children at St. Xavier's are expected to acknowledge the Christian Minority status of the school and be willing to share the values, vision and mission of the School.

For the Preparatory Class usually there are several candidates applying for every available seat. To minimize the chances of elimination of their children from the admission process parents should adhere to the time schedule and provide true, accurate and complete information in the application form and the attached documents.

The candidates applying for admission are expected to have rudimentary literacy, verbal skills, quantitative reasoning and social skills appropriate for children of about five years of age. Those who have completed the level of pre-schooling equivalent to that offered in the Prep Class (e.g. UKG) will not be eligible for admission.

Age: Between 4 years and six months and 5 years and six months on April 1, 2020.

Date of Birth Certificate:

- A birth certificate issued by the relevant government agency *from the place of birth of the child* is required.
- *Birth certificates obtained after six months of birth will not be considered.*
- If the birth was not registered and the certificate issued within six months of the child's birth, credible documents to authenticate the given date should be submitted. Baptism certificates of Catholic candidates will be accepted as credible documents.
- Affidavits will not be accepted in lieu of birth certificates.

Documents Required of All

- a) Two passport size photographs of the child taken after 01/09/2019. The child's name and the date of taking the photo should be printed (not written or pasted) on the photograph.
- b) Date of birth certificate, and an authenticating document, if applicable as mentioned before.
- c) A certificate issued by the head of the pre-school where the child has been studying stating the date of admission and the date of birth entered in the admission register.
- d) A copy of the most recent progress report from the child's present pre-school.
- e) A copy of at least one of the parents' photo ID (with present address) issued by a government agency (e.g. Aadhaar Card, Voter Id, Driving License, Passport, Employment Certificate, Bank Passbook issued at least six months earlier, etc.)

Documents as Applicable for Special Categories

- a) Caste/ income/ disability certificate.
- b) A baptism certificate and a letter from the Pastor/Parish Priest to certify that the candidate is a practising Christian.
- c) Receipt of Life Membership in BOXA.

Please note:

- a) Applications will not be issued or accepted outside the dates and times mentioned here or on the school website or bulletin boards.
- b) The school authorities or staff will not entertain admission related matters outside the school offices.
- c) Applications of the candidates who had applied previously will not be considered.
- d) Care should be taken to provide all the information asked for in the form and to write clearly and accurately the child's name and date of birth.
- e) Forms with incomplete information and/or those submitted without the required documents and signatures will be rejected.
- f) Only photocopies, not original documents, should be attached to the application form.
- g) The date of birth registered at the time of admission will not be altered. The school will not entertain requests for such change throughout the school life of the candidate.
- h) Candidates, on whose behalf attempts to influence the admission process have been observed, may be disqualified.
- i) Incorrect declarations of age or any other matter will disqualify a candidate for admission. Subsequent discovery by the school authorities of wrong declarations may lead to cancellation of admission.

AFFIX A
PASSPORT SIZE
PHOTOGRAPH
WITH NAME
AND DATE
STAMP
(Taken in
September 2019)



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**FOR OFFICE
USE ONLY**

Form . No.

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(Note: All the three pages of this form should be completely filled)

APPLICATION FOR ADMISSION
PREPARATORY CLASS 2020-21

I. STUDENT INFORMATION

1. Name of the Candidate: _____ 2. Sex : M F
(In BLOCK LETTERS) (Tick one)

3. Date of birth: _____ (dd/mm/year) In words _____

_____ Aadhaar No _____

4. Caste: SC ST OBC GEN (Tick one) _____ (Specify caste /tribe)

5. Present Address:

Permanent Address:

Tel. No. (O) _____ (R) _____ Cell. No. _____

Distance of residence from the School _____ km.

6. Religion: Hindu Muslim Sikh Jain Sarna Other (Tick one)

Christian: ____ (Y/N) Catholic: ____ (Y/N)

7. Class Last Attended/ Presently Attending: Class: _____ Promoted: ____ (Y/N)

8. Schools attended by the Candidate:

Name of the School

Place

Years

Classes

9. The Student lives with: Both parents One parent Local Guardian (Tick one)

10. a). Details of disabilities, if any: _____

b). Health concern, if any: _____

Mention if any medical intervention has been done: _____

- c). Mental health concern, if any: _____
Mention if any medical intervention has been done: _____
(Please attach relevant documents for a), b) c) above)

II. FATHER'S INFORMATION

1. Father's Name _____
2. Name of Last School _____
3. Examination Passed _____
4. Name of Last College _____
5. Examination Passed _____
6. Address _____
City _____ State _____ Pin Code _____
Phone (R) _____ Mobile _____ E-Mail: _____
Aadhaar Number: _____

Work Details.

7. Type of Organisation: Government NGO Business Professional Not Applicable (*Tick one*)
8. Name of Organisation _____
9. Designation / Work Profile _____
10. Office Address _____
_____ Office Phone _____

III. MOTHER'S INFORMATION

1. Mother's Name _____
2. Name of Last School _____
3. Examination Passed _____
4. Name of Last College _____
5. Examination Passed _____
6. Address _____
_____ City _____ State _____ Pin Code _____
Phone (R) _____ Mobile _____ E-Mail: _____
Aadhaar Number: _____

Work Details

- 7. Type of Organisation Government NGO Business Professional Not Applicable (Tick one)
- 8. Name of Organisation _____
- 9. Designation / Work Profile _____
- 10. Office Address _____
 _____ Office Phone _____

IV. SIBLINGS AT ST. XAVIER'S (Please Mention the candidate's own brother/sister only, not cousins)

Name	Registration No	Class
1. _____	_____	_____
2. _____	_____	_____

V ALUMNI/ALUMNAE INFORMATION (For Son/ Daughter of Former Students)

Name of the Alumnus/Alumna	Year of Admission	Year of Leaving School	Classes Attended
_____	_____	_____	_____
_____	_____	_____	_____

DECLARATION BY THE PARENTS/ GUARDIAN

I wish to have my child/ward educated in accordance with the aims, policies and values of St. Xavier's School, Bokaro Steel City. Further, I declare that:

- (a) The data provided on this form and in the attached documents are true and correct. The documents accompanying this form are authentic. I understand that even later discovery of any incorrect declaration or information provided here may deprive my child/ward of the right to continue his/her education at St. Xavier's Bokaro.
- (b) I clearly understand that during his school years my child/ward is liable to appropriate disciplinary action for misconduct. I promise to abide by the judgment of the school authorities in all matters concerning his/her school life.
- (c) The candidate is of sound physical and mental health, and will take full part in all the school activities including the games programmes.
- (d) I will pay before the due date the school fees, which is likely to be revised every year.
 [Please strike off what does not apply in (a), (b), (c), (d)]

Signature of Father :.....

Signature of Mother:.....

Date :