

# CARMEL JYOTHI EDUCATION SOCIETY'S ST.THERESE CONVENT HIGH SCHOOL

## ADMISSION NOTICE FOR STD IV TO VII ACADEMIC YEAR 2025-2026

### Eligibility Criteria for Admission

- There are no seats available for **Grade 4 to 7**. Those who are desirous of keeping their ward's name in the waitlist for seeking admission to **Grade 4 to 7** for the academic year 2025-2026 are requested to submit the online admission registration form.
- An Entrance Test will be conducted for the students based on English Language, Mathematics and EVS/Science.
- Each paper will be of 20 marks. The Entrance Test will be **based on the previous Grade's syllabus**.
- **Admissions will be based on the performance of the students in the Entrance Test.**
- **Please note, vacancies, if any, will arise only in case of withdrawal/ cancellation of existing students.**

### Submission of Online Application Form

- The online admission Registration Forms for **STD 4 to 7** will be available on school website ([www.sttheresedomnivli.org](http://www.sttheresedomnivli.org)) on **12<sup>th</sup> March 2025, Wednesday** at 10 am onwards to all eligible candidates which should be duly filled and submitted online. **Please note, vacancies, if any, will arise only in case of withdrawal/ cancellation of existing students.**
- The Print out of the same with signature of parents should be submitted to the school office on **19<sup>th</sup> March 2025, Wednesday** between **2.00 pm to 2.30 pm** with required documents.
- Online forms will be blocked after a restricted number of forms.
- Incomplete forms will be rejected.
- A Registration Fee of **₹200/-** (Non-refundable) should be paid at the time of online form submission.

### Following documents to be submitted along with the form:-

- A self-attested copy of the birth certificate in English.
- Copy of current year/semester report cards.
- A self- attested copy of the Residence proof. Residence proof should be strictly in the name of the father, mother or grandparents of the child seeking admission.
- One latest colour photograph of the child.
- A self-attested copy of the Aadhaar Card of your ward.

### • **Entrance Test Date For Students**

GRADE	ENTRANCE EXAM DATE	TIME
STD 4 to 7	15 <sup>th</sup> April 2025, Tuesday	9.00 am

## Admission Process:-

- The Pupils who pass the Entrance test will be kept on a merit based waitlist. The school will intimate the parents whose wards will be placed on the merit based waitlist to complete the admission formalities. **Please note, vacancies, if any, will arise only in case of withdrawal/ cancellation of existing students.**
- The short listed candidates of the Entrance Test will be informed through an email within 7 days after the entrance test. The candidates who clear the Entrance Test will be kept on a merit based wait list. If there is any vacancy due to withdrawal of an existing student, the school will inform the waitlisted parent through an email to visit the school administration office to complete the admission process.
- An Informal observation of the child in a class room set-up followed by an informal interaction of both the parents and the child with the Principal. Parents are requested to carry hard copies of their ward's report card of the previous years and current year's first semester for the interaction. **The date and time of the informal interaction will be intimated to the parent through an email.**

## Fees payment:-

- Fees payment date for the selected candidates will be informed within 7 days after the interaction.
- Admission will be confirmed only after payment of fees and with the eligible documents.
- Admission will not be given / will be cancelled if the documents are not valid and do not fulfill the eligibility criteria, even if the pupil passes the Entrance Test.

## Cancellation of Admission and refund policy:

Those parents who wish to cancel the admission of their ward should give a written application signed by both the parents / whoever signed the admission form while securing the admission.

## In case of cancellation of new admission on or before 31<sup>st</sup> May 2025:

Those parents who wish to cancel the admission of their ward should give a written application signed by both the parents / whoever signed the admission form while securing the admission.

Term fees and tuition fees will be refunded within 15 working days from the receipt of the application to those who seek cancellation of admission. **Admission fees and Non-refundable deposit will not be refunded.**

## \*\*Kindle Note:

- The School Management does not accept donation of any kind whatsoever. Neither does the Management authorise any person to do so.

- In case any person claims to secure a seat in our school through influence or consideration please bring to the notice of the administration for suitable action.
- The school will not entertain any correspondence, discussion, telephones or personal inquiries regarding the admission process.
- The school management has the right in its sole discretion to accept or reject any application.