

Estd : 1860



# St. Thomas' Church School

(DIOCESE OF CALCUTTA, CNI)

(Affiliated to the Council for the Indian School Certificate Examination, New Delhi WB - 079)

**MAIN SCHOOL :**

3, CHURCH ROAD,  
HOWRAH - 711 101  
Phone : 033 2641 2138 / 033 2641 3590  
          : 9831230823  
E-mail : [stcsh1860@gmail.com](mailto:stcsh1860@gmail.com)  
Website: [www.stcsh1860.org](http://www.stcsh1860.org)



**BRANCH :**

BARABAZAR, CHINSURAH,  
HOOGHLY-712101  
Phone : 033 2680 0322  
          : 9932341248  
E-mail : [stcschinsurah@gmail.com](mailto:stcschinsurah@gmail.com)  
Website: [www.stcsh1860.org](http://www.stcsh1860.org)

*P. C Daniels M.A, B.Ed, T.T.C*  
**Principal**

30 July 2024

**ADMISSION NOTICE**  
**(FIRST ROUND)**

**APPLICATION FOR ADMISSION: LOWER NURSERY TO CLASS II  
FOR THE ACADEMIC SESSION 2025-2026**

Application Forms for admission to classes **LOWER NURSERY TO II** will be available at the school's website [www.stcsh1860.org](http://www.stcsh1860.org) from **01 August 2024**.

Duly filled in Application forms along with necessary attachments as per the **ADMISSION FORMAT** with a recent passport size photograph (coloured) of the candidate and parents separately affixed, should be dropped in the **School's Submission Box**, provided near the Principal's Office, from **01 August 2024 to 31 August 2024** on all working days (except Saturdays, Sundays & Public Holidays) between **9:00 a.m. and 4:00 p.m.**

The Application must be sealed in an envelope super scribing '**ADMISSION IN CLASS .....**' as applicable.

**Incomplete application and / or late submission thereof will not be considered.**

The age eligibility for a child to get admission to Classes Lower Nursery to II is as follows:

Class	Age eligibility	Period of Birth
Lower Nursery	2 years 6 months	01 October 2021 - 30 September 2022
Upper Nursery	3 years 6 months	01 October 2020 - 30 September 2021
K.G	4 years 6 months	01 October 2019 - 30 September 2020
I	5 years 6 months	01 October 2018 - 30 September 2019
II	6 years 6 months	01 October 2017 - 30 September 2018

## St. Thomas' Church School

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### KINDLY NOTE:

- a. The school does not accept any sort of donation in lieu of admissions.
- b. Any attempt to influence the decision of the Principal will adversely affect the candidate's chances of being selected for admission.
- c. No telephonic queries regarding any admission matter will be entertained by any school personnel. The school will not be responsible for misinterpretation and misinformation to any verbal queries from any school personnel or by any person claiming to act on behalf of the school authorities.
- d. As there is a limited number of vacancies it may not be possible to admit all candidates who satisfy the prescribed conditions. Admissions will be carried out based on merit.
- e. The school reserves the right to reject any application without assigning any reasons. No enquiries regarding rejection of any application will be entertained.
- f. The Principal's decision is final and binding in all stages.
- g. **REGISTRATION FOR ADMISSION DOES NOT GUARANTEE THE RIGHT TO ADMISSION.**

Candidates selected to appear for an interview /interaction for admission in classes Lower Nursery to II in the academic session 2025-2026 will be notified.  
**KINDLY CHECK THE SCHOOL'S NOTICE BOARD ON 10 SEPTEMBER 2024 (AFTER 2:00 P.M.)**

  
(P.C. Daniels)  
Principal  
Principal

St. Thomas' Church School  
3, Church Road, Howrah -711101



30 July 2024

# ST. THOMAS' CHURCH SCHOOL

APPLICATION FOR ADMISSION IN THE ACADEMIC SESSION 2025-2026



To,  
The Principal  
St. Thomas' Church School  
Howrah / Chinsurah

Passport  
Photograph  
of  
Father

Passport  
Photograph  
of  
Mother

Passport  
Photograph  
of  
Candidate

Dear Sir/Madam,

I would like to admit my son/daughter in Class .....in the academic session 2025-2026 in your school. Furnished below, please find the details for your perusal.

**CANDIDATE'S NAME** (In Block Letters) \_\_\_\_\_  
First Name Middle Name Last Name

**DATE OF BIRTH** \_\_\_\_\_ **AGE** (as on 31 March 2025) \_\_\_\_\_ Yrs \_\_\_\_\_ Months \_\_\_\_\_ Days . **Sex** \_\_\_\_\_

**FATHER'S NAME** \_\_\_\_\_

**QUALIFICATION** \_\_\_\_\_ **OCCUPATION:** SERVICE /BUSINESS (Kindly tick)

If in SERVICE : Where employed \_\_\_\_\_  
Post/Designation \_\_\_\_\_  
Monthly Salary \_\_\_\_\_

If in BUSINESS: Name/Nature of Business \_\_\_\_\_  
Address \_\_\_\_\_  
Monthly Income \_\_\_\_\_

**MOTHER'S NAME** \_\_\_\_\_

**QUALIFICATION** \_\_\_\_\_ **OCCUPATION:** SERVICE /BUSINESS (Kindly tick)

If in SERVICE : Where employed \_\_\_\_\_  
Post/Designation \_\_\_\_\_  
Monthly Salary \_\_\_\_\_

If in BUSINESS: Name/Nature of Business \_\_\_\_\_  
Address \_\_\_\_\_  
Monthly Income \_\_\_\_\_

**RELIGION** \_\_\_\_\_ **NATIONALITY** \_\_\_\_\_ **MOTHER TONGUE** \_\_\_\_\_

**Caste:** (Kindly tick) General  SC  ST  Others  Specify sub-caste \_\_\_\_\_

RESIDENTIAL ADDRESS (In Block Letter) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone (R): \_\_\_\_\_ (M) \_\_\_\_\_ (O) \_\_\_\_\_

E-mail I.D: \_\_\_\_\_

Previous School attended \_\_\_\_\_

Give reason for leaving the school \_\_\_\_\_

Is there any brother / sister studying in St. Thomas' Church School? YES/NO

If Yes : Name \_\_\_\_\_ Class \_\_\_\_\_ Sec \_\_\_\_\_  
(Kindly attach a photocopy of the fee book for reference)

Is the Father/Mother an Ex-student of St. Thomas' Church School? YES/NO  
If Yes kindly enclose a photocopy of the School Leaving Certificate.

Any other information \_\_\_\_\_

We hereby declare that all statements made in this application and all attached documents are true, complete and correct in all respects. We understand that in the event of any information being found false, incorrect or incomplete at any stage, the candidature of our ward, for admission in St. Thomas 'Church School, is liable to be cancelled.

\_\_\_\_\_  
Signature of Mother  
(Female Guardian)

\_\_\_\_\_  
Signature of Father  
(Male Guardian)

Date: \_\_\_\_\_

*Enclosures:*

Attested photocopy of Birth Certificate from Panchayat/Corporation/Municipality/State hospital or an affidavit is to be enclosed. The photocopy must be duly attested by a competent authority.

Christian candidates must submit a photocopy of the Baptism certificate duly attested by the Presbyter-in-charge/Parish Priest along with a bonafide membership certificate and an evidence of up to date clearance of Church dues.

The certificate of income of Parents or Guardian, if applicable, is to be attached. Those who are self-employed or who have their business must submit a personal statement of their yearly income along with a photocopy of the Income Tax return.

Photocopy of Residential Address Proof and Aadhaar Cards of both parents.

Candidates seeking admission for Class K.G onwards will be required to submit a Transfer Certificate from his/her previous school at the time of admission if selected.