



St. Thomas' Church School

3, Church Road, Howrah - 711 101

(DIOCESE OF CALCUTTA, CNI)

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

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



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Website : www.stcsh1860.org

20 September 2022

ADMISSION NOTICE (FIRST ROUND)

APPLICATION FOR ADMISSION: LOWER NURSERY TO CLASS II FOR THE ACADEMIC SESSION 2023-2024

Application Forms for admission to classes **LOWER NURSERY TO II** will be available at the school website www.stcsh1860.org from **25 September 2022**.

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 **10 October 2022 to 10 November 2022** 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 2019 - 30 September 2020
Upper Nursery	3 years 6 months	01 October 2018 - 30 September 2019
K.G	4 years 6 months	01 October 2017 - 30 September 2018
I	5 years 6 months	01 October 2016 - 30 September 2017
II	6 years 6 months	01 October 2015 - 30 September 2016

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 personal. The school will not be responsible for mis-interpretation and mis-information 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 limited number of vacancies it may not be possible to admit all candidates who satisfy the prescribed conditions. Admissions will be carried out on the basis of 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 2023-2024 will be notified.
KINDLY CHECK THE SCHOOL NOTICE BOARD ON 21 NOVEMBER 2022.

Application Forms for admission to **Classes Lower Nursery to II (Second Round)** will be available at the school website www.stcsh1860.org from **21 November 2022**


(P. S. Daniels)
Principal

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

20 September 2022





ST. THOMAS' CHURCH SCHOOL, HOWRAH

APPLICATION FOR ADMISSION IN THE ACADEMIC SESSION 2023-2024 (FIRST ROUND)

To,
The Principal
St. Thomas' Church School
3, Church Road
Howrah - 711 101.

Passport
Photograph
of
Father

Passport
Photograph
of
Mother

Passport
Photograph
of
Candidate

Dear Sir/Madam,

I would like to admit my son/daughter in Classin the academic session 2023-2024 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 2023) _____ 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 Presbyterian-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.