

ST.THOMAS SCHOOL,SAHIBABAD

GUIDELINES FOR ADMISSION –PREP. (2018-‘19)

Dated: 09.10.2017

Parents seeking admission for their children should note the following to avoid inconvenience:-

1. Eligibility Criteria: **For PREP.** :- Children born between **1st Nov., 2012 to 30th Sep.,2013 (4.6yrs. to 5.5 yrs. as on 31.3.2018).**
2. The Form of a child whose age is lesser than/more than above mentioned age, will not be accepted.
3. Registration forms can be downloaded from the school website(www.stthomasghaziabad.org/sahibabad) from **10th Oct. – 22nd Oct.’17. Forms will not be available from the school.**
4. Duly filled Registration Form and relevant documents must be submitted in the school office from **25th Oct.-27th Oct.’17(Timing: 08.30am – 12.30pm). Incomplete form will not be accepted.**
5. Change in the date and time of submission of forms in any case will not be entertained. No form shall be accepted before or after the given date and time on any ground.
6. Registration fee at the time of submission of Registration Form is **Rs. 500/- (Rupees Five Hundred only)**. This amount is to be paid in **cash** along with the Registration Form and is *non - refundable*.
7. Birth Certificate obtained from the Municipal Corporation /Municipality/Panchayat is mandatory. (At the time of interaction original certificate is necessary for verification.)
8. **Decision by the management will be final regarding Selection & Admission.**
9. **Mere Registration does not guarantee admission.**
10. **No recommendation will be entertained.**
11. **Incomplete registration form will be rejected.**

Documents to be submitted along with the Registration Form:-

1. Self attested copy of the Birth Certificate obtained from Corporation/Municipality/Panchayat. (Affidavit or Hospital Certificate will not be accepted.) **Any change in Date of Birth on later stage will not be accepted.**
 2. Family photograph (**Post card size**, combined one). Photograph clicked on any other occasion will not be entertained.
 3. Baptism Certificate & a letter from the Parish Priest. (For Christian Minority Students Only).
 4. Certified copy of BPL Card issued by the Magistrate. (for BPL Category only).
 5. SC/ST/OBC Certificate (if applicable) to be submitted.
 6. Affix recent passport size photograph of the candidate at the designated place on the form.
 7. Residence proof. (Aadhar Card, Voter Id, Rent Deed, Registration of the House, Electricity/Telephone Bill etc.)
- *Documents once submitted along with the registration form will not be returned.**

Documents needed at the time of interaction:-

1. Medical Fitness Certificate of the candidate.
2. **Originals of all the documents attached (It will be verified at the time of interaction).**


PRINCIPAL