

**ST. THOMAS SCHOOL SAHIBABAD**

**ADMISSION NOTICE (2020-2021)**  
**GUIDELINES FOR FILLING ONLINE REGISTRATION FORM**

A few seats are available in **classes NURSERY to V** for meritorious students for the academic session 2020-2021. Parents seeking admission for their wards are requested to fill the **Online Registration form** available on the school website.

**ONLINE REGISTRATION STARTS FROM 20<sup>th</sup> FEBRUARY 2020 TO 28<sup>th</sup> FEBRUARY 2020.**

**Please read the instructions carefully before filling the Online form.**

**Age Criteria (as on 31<sup>st</sup> March, 2020)**

Class NUR. -	(Born between	1 <sup>st</sup> April, 2016	to	31 <sup>st</sup> March, 2017)
Class PREP.-	(Born between	1 <sup>st</sup> April, 2015	to	31 <sup>st</sup> March, 2016)
Class I -	(Born between	1 <sup>st</sup> April, 2014	to	31 <sup>st</sup> March, 2015)
Class II -	(Born between	1 <sup>st</sup> April, 2013	to	31 <sup>st</sup> March, 2014)
Class III -	(Born between	1 <sup>st</sup> April, 2012	to	31 <sup>st</sup> March, 2013)
Class IV -	(Born between	1 <sup>st</sup> April, 2011	to	31 <sup>st</sup> March, 2012)
Class V -	(Born between	1 <sup>st</sup> April, 2010	to	31 <sup>st</sup> March, 2011)

- ❖ Admission forms for the above mentioned classes can be downloaded from **20<sup>th</sup> Feb. to 28<sup>th</sup> Feb. 2020** from the school website [www.stthomasghaziabad.org/sahibabad](http://www.stthomasghaziabad.org/sahibabad) OR [sahib.stthomasghaziabad.org](http://sahib.stthomasghaziabad.org).
- ❖ **WRITTEN TEST** for Classes Prep. to class V will be conducted on **29<sup>th</sup> Feb., 2020**, Timing: **08:30am – 10:30am**.  
***It is mandatory to produce the Registration Slip at the time of written test.***

**Subjects for Entrance Test:** - Class Prep: English, Maths      **Classes I to V:** English, Maths & Hindi (NCERT Based).  
***(Written test will be based on the syllabus of the present class, i.e. for admission to class II, the syllabus of class I will be applicable).***

- ❖ Each form will be issued with a unique Registration number after its submission. Kindly take a print out of the receipt for any further correspondence.

- ❖ After completing the application form, kindly click on the SUBMIT FORM Button, after which, you will be directed to the PAYMENT OPTION.
- ❖ **To avoid rejection, DO NOT fill more than one form for one applicant.**
- ❖ All fields are mandatory. Incomplete forms will not be accepted by the system.
- ❖ **A NON-REFUNDABLE Registration fee of Rs. 700/- (Rupees Seven Hundred only) is to be paid online at the time of Registration.**
- ❖ For any queries please write to [stssahibabad@gmail.com](mailto:stssahibabad@gmail.com) or contact us on 0120-2630677, 2631336.

### **DOCUMENTS TO BE SCANNED AND UPLOADED ALONG WITH REGISTRATION FORM**

1. **Birth Certificate obtained from Municipal Corporation/ Nagar Nigam/ Gram Panchayat.**  
(Affidavit or Hospital Certificate will not be accepted.)
2. Latest Family photograph (**Post card size**, combined one). Photograph clicked on any other occasion will not be entertained.  
(Size below 500 KB)
3. SC/ST/OBC Certificate (if applicable).
4. **STUDENT'S PHOTOGRAPH - PASSPORT SIZE. (On white background - Size below 500 KB)**
5. Parent's Passport Size Photograph. (Size below 500 KB)

### **IMPORTANT NOTE (FOR PARENTAL INTERACTION)**

1. The names of shortlisted candidates along with the intimation of dates for parental interaction will be displayed on the school website ([sahib.stthomasghaziabad.org](http://sahib.stthomasghaziabad.org)), as well as on the school notice board on **02<sup>nd</sup> March, 2020 (Tuesday) at 03:00 p.m.**
2. **SHORLISTED CANDIDATES ALONGWITH THEIR PARENTS WILL BE CALLED FOR PARENTAL INTERACTION**
3. **REGISTRATION SLIP** generated online along with the print out of REGISTRATION FORM and the documents mentioned below **should be brought at the time of Parental Interaction.**

**Final admission is subject to the verification of the Following documents (IN ORIGINAL) and photocopies of the same to is be submitted along with the REGISTRATION FORM.**

1.	<b>Birth Certificate</b> obtained from Municipal Corporation/Nagar Nigam/Gram Panchayat. (Affidavit or Hospital Certificate will not be accepted.) Any change in Date of Birth on later stage will not be accepted.
2.	<b>Residence proof.</b> (Rent Deed, Registration of the House, Electricity/Telephone Bill/ Passport/ Lease Deed / Electoral Card/ Aadhar Card/ Driving License etc.)
3.	<b>SC/ST/OBC Certificate</b> of the father (if applicable).
4.	<b>Latest Family photograph</b> (Post card size, combined one). Photograph clicked on any other occasion will not be entertained (Original to be submitted).
5.	<b>Baptism Certificate</b> & a letter from the Parish Priest. (For Christian Minority Students Only).
6.	<b>Recent passport size photographs</b> of the candidate at the designated places on the form.
7.	<b>Medical Certificate</b> of the Child.

4. **IT IS MANDATORY FOR BOTH THE PARENTS TO COME FOR PARENTAL INTERACTION.**
5. In case you fail to take admission on the date specified, the seat will be offered to the next candidate in the waiting list. No claim for admission will be entertained subsequently.
6. **Decision by the management will be final regarding Selection & Admission.**
7. **Mere Registration does not guarantee admission.**

#### **LOCATION COVERED BY THE SCHOOL TRANSPORT**

1. All Areas of Shalimar Garden, DLF
2. All Areas of Sahibabad, Sahibabad Village, Mohan Nagar
3. Vasundhara, Karehra & selected sectors of Rajnagar Extn.
4. All Sectors of Rajendra Nagar



**PRINCIPAL**