



St Francis de Sales Hr Sec School, , Bahalpur

Admission Notice: 2024 - 2025 Session

General Policy

1. St Francis de Sales Hr Sec School, Bahalpur, is an unaided, private, Catholic Minority School established in 2003 and as such the norms of Minority Institutions are applicable in the admission procedure. Catholic applicants are given preference for admission. However, applications from all communities and from people of all walks of life are also accepted.
2. The school reserves the right to increase the fees at any time of the year if an increment is deemed necessary.
3. Admission procedure is conducted by the Principal with the help of the Vice-principal, Headmistress and other staff from the management of the School. No other person in the School or outside has any hand in the selection of candidates for admission to the school.
4. The school does not accept donations for admission. Be careful of those known and unknown people who pose to be intermediaries in the admission process. Do not pay any money to them. Please avoid any third party that may approach you in connection with admission nor should you approach any third party for admission.
5. The final selection is based on an interaction, verification and lottery conducted by the Principal in the presence of the members of the Managing Committee of the School and other invitees. **The interaction will take place on 10th & 11th November 2023 and the final results will be declared on 14th November 2023 at 12.00 pm.**
6. Neither the child nor the parents need any special training for the interaction at the Admission process. **Any attempt at seeking admission through dubious means, even if discovered subsequently, will result in cancellation of admission.**
7. Those interested in seeking admission are requested to go through the prospectus at the school website and apply only if you are satisfied with the system of education imparted at SFS Bahalpur.

St Francis de Sales Hr Sec School, Bahalpur

Admission to the

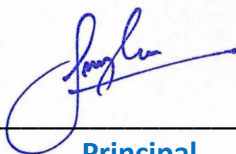
NURSERY

1. **APPLICATION FORM:** The Application Form is available at the school website.
Nursery – From 1st November to 6th November 2023
2. **AGE GROUP:** Application for
NURSERY - Children aged between 3 to 4 years as on 01/04/2024
3. Kindly log on to www.sfsbahalpur.ac.in. The process is simple and self explanatory.
 - a. Scroll down to the bottom of the notice and on having agreed to the clauses, you are asked to fill in the Application Form online. **Second Language once selected, cannot be changed later. No changes in Second Language will be entertained once the Application Form is submitted.**
 - b. **Before filling the form validate Date of Birth of the Applicant for eligibility.** If the child is eligible you will get, **Click to Apply** button and you can proceed to fill the form. **Fill the Application Form and proceed to make the payment (online) of Rs. 300/- for Application Form.**
 - c. Having completed the payment download the submitted Form
 - d. On submission, a PDF format of the completed application will be generated along with the Fee Slip and you will receive an e-mail at the email address you gave.
Note: All further communication will be sent via SMS and WhatsApp.
 - e. Get a print-out of the Form, together with the payment slip **on a white A4 size paper.** (Print Orientation: Portrait) **The printed Application Form duly filled in along with the required documents should be submitted on 7th November 2023. Failing to submit the Application Form on On 7th November 2023 before 2.00 pm will be treated as Invalid.**
 - f. Having submitted the Application Form, the applicants will receive a WhatsApp message informing the Date and Time for the Interaction. Alternatively, one may also log on to the school website to know these details (use your Mobile number and Date of birth of the child).
4. We are pleased to hold an interaction with all the valid applicants (**child with his/her father and mother**). This will be on **10th & 11th of November, 2023**. Both parents only, no other person, shall accompany the child. Therefore, it is important to be on time.
NB: Both the parents need to be present for the interaction.

5. **Photocopies of the Documents to be submitted along with the Application Form. (Please bring all the original documents for verification.)**
- a. The online Application Form, once properly filled out, must be printed and submitted.
 - b. A recent passport-size photograph of the student.
 - c. A recent photograph of the Family (Father, Mother and all children) (postcard size) is to be pasted on the Application Form.
 - d. Birth Certificate
 - i) Hospital Discharge Certificate/Nursing Home Card
 - ii) Birth Registration Certificate with the Municipality / Panchayat.
 - e. Child's Immunization record.
 - f. Proof of names of both parents (attach any one of the photocopies of Pan card/passport / birth certificate/matriculation certificate/ Voter ID)
 - g. Proof of Income. (Self-attested)
 - h. Blood Group certificate (Photocopy)
 - i. Aadhar Card child (Optional) and parent (Compulsory & Self-attested)
 - j. **Medical – Please submit documents if the child is undergoing/undergone treatment for Autism, Speech problem, Asthma and Hyper Activity Disorder.**

(SELF ATTESTED PHOTOCOPIES OF THE ABOVE DOCUMENTS ARE TO BE SUBMITTED ALONG WITH THE APPLICATION FORM).

6. The selection is based on the interaction, verification and a lottery conducted by the Principal in the presence of the members of the Managing Committee of the School and other invitees.
7. **The list of the selected candidates will be published on 14th November 2023 at 12.00 pm.**
8. Admission will take place on **16th & 17th November 2023.** (Fee payment online/Bank).
9. **Please note:**
- a. **Going through the above formalities does not ensure automatic admission.**
 - b. **Apply only if you have read the School Prospectus, are satisfied with the system of education imparted here and the admission procedure mentioned above.**



Principal

St Francis de Sales Hr Sec School, Bahalpur
Dhubri - 783371