

**ST. PAUL'S SR. SEC. SCHOOL**  
**SHASTRI NAGAR, JODHPUR**

**ADMISSION PROCESS**  
**FOR CLASSES NURSERY & L.K.G.**

1. The Admission Process in St. Paul's School, Shastri Nagar, Jodhpur for **Nursery and L.K.G. has begun from 11<sup>th</sup> January 2021**. Registration Forms are available at the school office and also online from 11<sup>th</sup> Jan. to 16<sup>th</sup> Jan. 2021. The School Office timings will be from 8.30 a.m. to 12.30 p.m. This Registration Form is **Non-Transferable**.
2. Registration is **open to both boys and girls**, irrespective of caste, colour and creed. Registration is not a guarantee for admission. It is only a process.
3. The **Age limit for Admission** to Class Nursery is 2 ½ years to 3 ½ years and for L.K.G., it is 3 ½ years to 4 ½ years as on 1<sup>st</sup> April 2021.
4. For the online applicants, the **Date and time for Submission of Documents** will be intimated through individual SMS and through the school web site and for offline applicants, this will be intimated at the time of obtaining the Registration Form from the office.
5. There are **NO DONATIONS LINKED WITH ADMISSIONS**. Beware of unscrupulous intermediaries, who, for their personal gain, offer to intervene on your behalf. If you involve yourself in any such activities, you could be deprived of the admission of your ward as well as your hard-earned money.
6. List of **supporting documents to be attached** along with this Registration Form:

*(Self attested Xerox copies only. Bring the originals separately for verification.  
Documents submitted along with this registration form will not be returned)*

1. Birth Certificate : Issued by the Nagar Nigam/Gram Panchayat.
2. Proof of the previous school attended if any.
3. Pass Certificate of the Parents: (Academic and professional qualification)
  - a. Father:
  - b. Mother:
4. Proof of Alumni: School leaving certificate/mark sheet/certificate (Any one)
5. Proof of Sibling (real brother or sister studying in this school): Progress Report Card of March 2020.
6. Proof of Single Parent: Divorce Papers or Death Certificate.
7. Copy of Adhar Card of Father

8. Copy of Adhar Card of Mother
  9. Copy of Adhar Card of Candidate (Optional)
7. Those who do not possess these documents, **kindly get them ready** as soon as possible before the date of Submission of Documents.
  8. A **Print Out of the filled-in Registration Form** or the filled-in Registration Form given in the offline Prospectus, along with all the above mentioned documents is to be submitted at the school office at the date and time mentioned in the SMS, which will be sent to you from the school or mentioned in the school web site or mentioned in the offline Registration Form. **Both the parents along with the child should be present at the time of Submission of Documents** and for the subsequent brief interaction with the Principal / Vice Principal on the same day.
  9. After the Interaction and Scrutiny of the documents, the **List of Selected Candidates** will be released later on a specified day on the school website mentioning your Registration Form No. and also through individual SMS to parents.
  10. Once the Candidate is selected for Admission, parents should come to school office on a stipulated day, (which will be intimated to you at the time of declaration of Selected candidates) to **fill in the Admission Form** with both parents' signatures, deposit the required Fees and to **complete the admission process**, failing which the admission to be granted will be automatically cancelled. Fees once paid will not be refunded.

11. **ADMISSION FEE STRUCTURE:**

<b>Class of Admission</b>	<b>Registration Fee</b> <i>(To be paid at the time of receiving Registration Form)</i>	<b>Admission Fee and Annual Fee</b> <i>(One Time Fee)</i>	<b>1<sup>st</sup> Instalment Fee</b> <i>(Out of 4 instalments in a year)</i>	<b>Total Fee to be paid at the time of Admission in 2 D.D.s*</b>
Nursery & L.K.G.	Rs. 300/-	Rs.25,000/- + Rs, 400 /- <hr/> Rs.25,400/-	Rs.12,300/-	Rs. 25,400/- + Rs. 12,300/- <hr/> Rs. 37,700/-

\* **Note about D.D.s:** - The first D.D. for Rs. 25.400 /- is to be made in favour of

**ST. PAUL'S SR. SEC. SCHOOL, SHASTRI NAGAR, JODHPUR**

- The second D.D. for Rs. 12,300 /- is to be made in favour of **R.C. DIOCESAN SOCIETY, ST. PAUL'S SCHOOL, SHASTRI CIRCLE, JODHPUR**

12. The **Registration Fee is Rs. 300/-** (non-refundable), which you can pay online after filling in the Registration Form online. Your Form will be successfully submitted online only after paying the Registration Fee online. For the offline applicants, this Registration Fee will be collected in cash at the school office counter at the time of obtaining the Registration Form.
13. Registration Forms will not be available online or offline after the stipulated dates (11<sup>th</sup> Jan. 2021 to 16<sup>th</sup> Jan. 2022) or after issuing a particular number of Forms.
14. Those parents, who cannot fulfil all the conditions of the Admission Process, should not try to register for admission.
15. Parents, please note and be clear in your mind that it is **much easier to get admission for your ward in the starting class** (Nursery and LKG this year and only in Nursery next year) than in any other class. **Girls will be given preference** for admission in Nursery and LKG on a priority basis. **No seats will be available in any other class** this year or in coming years. Therefore, do not wait to take admission in any higher class later. Now is the time for your little kids to enter into good schools.

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