

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. will begin from 2nd February 2026**. Registration Forms will be available ONLINE from 2nd Feb. to 7th Feb. 2026. This Registration Form is **Non-Transferable**.
2. Registration is **open to both boys and girls in Class Nursery and LKG**, 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 3 years to 4 years and for L.K.G., it is 4 years to 5 years as on 1st April, 2026. (**Those born between 1st April 2022 and 31st March, 2023 for Nursery Admission and those born between 1st April, 2021 to 31st March, 2022 for LKG admission**). Children with proper age limit will be considered for admission.
4. 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.
5. List of **supporting documents to be attached** along with this Registration Form:

(Attach 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 (Transfer Certificate).
3. Pass Certificate of the Parents: (Highest 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 2025.
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 (or at least the receipt of application for the same)
10. UDISE PEN (Permanent Education No.) of child for class LKG and above.

6. Those who do not possess these documents, **kindly get them ready** as soon as possible before the date of Submission of Documents.
7. **A Print Out of the filled-in ONLINE Registration Form** along with all the above mentioned documents is to be submitted at the school office at the date and time mentioned in the Registration Form. **Both the parents along with the child should be present at the time of Submission of Documents on the same day.**
8. After the Interaction and Scrutiny of the documents, the **List of Selected Candidates** will be declared later on a specified day on the school website mentioning your Registration Form No. and also School notice board.
9. 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.
10. The **Registration Fee is Rs. 500/-** (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.

11. ADMISSION FEE STRUCTURE:

| Class of Admission | Registration Fee (To be paid at the time of Registration) | Admission Fee and Annual Fee(One Time Fee) | 1st Instalment Fee(Out of 4 instalments in a year) | Total Fee to be paid at the time of Admission in 2 D.D.s* |
|---------------------------|--|---|--|--|
| Nursery | Rs. 500/- | Rs.25,000/- + Rs. 500 /- Rs.25,500/- | Rs.18,300/- | Rs. 25,500/- + Rs. 18,300/- Rs. 43,800/- |
| LKG | Rs. 500/- | Rs.25,000/- + Rs. 500 /- Rs.25,500/- | Rs.18,700/- | Rs. 25,500/- + Rs. 18,700/- Rs. 44,200/- |

***Note about D.D.s:** -The first D.D. for Rs. 25,500 /- is to be made in favour of **ST. PAUL'S SR. SEC. SCHOOL, SHASTRI NAGAR, JODHPUR**

- The second D.D. for Rs. 18,300/- (For Nursery Admission), and Rs. 18,700/- (For LKG admission) is to be made in favour of **R.C. DIOCESAN SOCIETY, ST. PAUL'S SCHOOL, SHASTRI CIRCLE, JODHPUR**

12. **Fees once paid will not be refunded.** The Registration Fee and the Admission Fee once paid will not be refunded at any cost. The Quarterly Instalment Fee will not be refunded after 1st April 2026.
13. Registration Forms will not be available online or offline after the stipulated dates (2nd Feb. 2026 to 7th Feb. 2026) 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** (Class Nursery) 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.
