



## ADMISSION PROCEDURE



St. Anthony's Convent School helps to mould wholesome personalities of self-respecting and self-reliant young men and women. Disciplined in themselves, education to excel in physical, intellectual, moral, social and cultural realms.

✓ Follow these easy steps to be a part of the Anthonites family

### **1 STEP 1: ADMISSION ENQUIRY**

Submit the online Enquiry Form from this link <http://anthonitesjdpr.com/OnlineRegistration.aspx> or visit the school office. Our school Front Office In-charge will get back to you to answer your questions and collect the required information.

### **2 STEP 2: REGISTRATION**

The parents are requested to visit the school office, fill the registration form and purchase the school prospectus and fulfil the registration formalities.

### **3 STEP 3: KNOWING THE CHILD**

Aptitude Test shall be conducted for the admission for any classes and it will be subjected to seats available only. Admissions will be awarded on merit list. The exact date and time of this will be informed to the parents at the time of submission of the Registration Form.

### **4 STEP 4: FORM SUBMISSION & INTERACTION WITH THE PRINCIPAL**

A meeting can be scheduled with the Principal, so parents can have an interaction with the Head of the school, ask questions and collect any information they require. This can be done by fixing a prior appointment with the front office in-charge.

The parent needs to fill up the admission form and ensure all documents are in order.

### Eligibility criteria:

CLASS	ENTRY AGE
Class I	5+
Class II	6+
Class III	7+
Class IV	8+
Class V	9+

### List of documents required at the time of admission:

1. Copy of the Birth Certificate
2. Copy of Report Card of previous year (only needed for admission to class I onwards)
3. 2 photographs of the student
4. 1 Family Photograph (Mother, Father & Child)
5. Original TC from the previous school (for students seeking admission from class II onwards)
6. Original Certificates may be produced at the time of admission for verification
7. Photocopy of Aadhar Card.
8. The Admission documentation must also be completed and duly signed by both Parents. It contains information which will assist you in your relationship with the School.
9. **Kindly note that Mobile No. , Whatsapp No. of parents / guardians are mandatory to be filled in admission form and if any change in contact nos. Inform the front office for the same.**

### Acceptance of Admission:

- ✓ Students are admitted on First Come, First Served basis depending on vacancies
- ✓ Selected candidates will be required to make the fee payment within 7 days of the declaration of the result.
- ✓ The school reserves the right to admissions. In all matters pertaining to admission, the decision of the school management will be final.
- ✓ Once the Fee and documents are submitted, you will be informed about further formalities, to be completed, if any.
- ✓ Your ward will be allotted the section & house on the day of admission. The time table for your ward will be handed over to your ward by the Class Teacher.