

ST. XAVIER'S SCHOOL

RAMPURA PHUL



TERMS & CONDITIONS

NURSERY and L.KG ADMISSION – 2025-2026

IMPORTANT INFORMATION REGARDING ADMISSION TO NURSERY AND L.KG – 2025-2026

1. **Time Span:**

Online Registration time span will be from **21st December 2024** to **09th January 2025**.

2. **Age Eligibility:**

The child seeking admission in the year 2025-2026 should follow the following criteria:

- **Nursery- Candidate with DOB from 01/04/2021 to 31/03/2022**
- **L.KG- Candidate with DOB from 01/04/2020 to 31/03/2021**

The candidate will NOT be eligible for admission if he/she is NOT within the specified age limit.

3. **Date of Birth Certificate:**

The original Date of Birth Certificate issued by Municipal Corporation/Baptism Certificate (in case of Christian children) along with a photostat copy duly attested by a gazetted officer must be submitted at the time of verification of the documents.

(Note: No Notary attested copy will be accepted)

4. **Photographs:**

The latest photograph (taken not more than a month before the date of application) of the candidate is to be uploaded in the space provided for it. Individuals photographs of the parents and a family photograph (showing the parents and the candidate) must be uploaded in the space. All the photographs should be with red background in JPG format with less than 20KB. Kindly bring the first two photographs at the time of verification of the documents.

5. **Parents' Qualification Certificates and Aadhaar Card Copy:**

The original qualification certificates and Aadhaar Card of both the parents along with a Photostat copy duly attested by a gazetted officer must be submitted at the time of verification of the documents.

6. **Residential Proof:**

Submit a Photostat copy of **any one** of the following documents duly attested by a gazetted officer at the time of the verification of the documents:

- **Voter ID card**
- **Last Electricity Bill**
- **Aadhaar Card**
- **Passport**
- **Rent Deed (submit affidavit of residence proof, if staying on Rent)**
- **Ration Card**

❖ **Note: The original certificate will be returned to the parents immediately after the verification of the documents.**

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7. Medical Fitness Certificate:

The original medical fitness certificate by a registered medical practitioner should be submitted.

8. Name and other particulars:

Fill the particulars of the candidate correctly (i.e., name, parents' name, date of birth). **The date of birth filled in the form must tally with the one written in the Date of Birth Certificate.** All the names should be spelt correctly in CAPITAL LETTERS as they will be required in all the legal papers and for CBSE records. No changes with regard to the Date of Birth whatsoever will be entertained once the admission to **Class – NURSERY/L.KG** or any subsequent classes are done.

9. Selection:

The school shall in its sole discretion have the right to grant priority in admission to persons fulfilling the following criteria:

- a) The children of Staff members of the school be considered for admissions provided other basic criteria for admission to the school are fulfilled.
- b) Being a Christian Minority institution, children belonging to that minority community will be considered for admission provided they meet the other requirements of the institution.
- c) Other applications will be considered for admission thereafter, by the **picking up of lots.**
- d) Once admission has been granted, all formalities including payment of the stipulated fees must be completed within the time assigned, failing which it will be deemed that the claim for admission has been forfeited.
- e) The Management of the School reserves all rights of admission or rejection and is not bound to give reasons for admission or rejection of any particular candidate.

10. Submission of Form:

The printed copy of the registration form must be submitted in the school on the date allotted at the time of the **ONLINE REGISTRATION.**

11. Rejection of Form:

A registration form is liable to be rejected in case of incomplete or incorrect information and no representation will be entertained thereafter. There is no formal interview of the parent as well as of the child.

12. Draw of Lots:

- a) Draw of Lots will be held.
- b) The Registration Number of the candidate whose slip is drawn will be announced during the draw.

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13. Admission Fee:

If your ward is selected for admission, you have to pay the admission fee in the school through Demand Draft (DD).

NO DONATION IS TAKEN BY THE SCHOOL AGAINST ADMISSION AND IF ANY BODY IS AWARE OF IT, HE/SHE HAS TO REPORT IT TO THE SCHOOL MANAGEMENT.

14. Regarding Inquiry:

In case you have a query or need any help, kindly email us at xavier.rampura@gmail.com. The relevant queries will be replied as soon as possible. For any query, please contact 97805-22079 and 92572-70004.

15. Registration Fee:

Registration fee will be accepted in the school through DD of Rs. 1000/- in favor of St. Xavier's Kindergarten Payable at Rampura Phul along with the Registration form. Else, the registration form will not be accepted.

16. Fee Structure:

For fee structure, kindly refer to the school website www.xavierrampura.com

17. Acknowledgement Receipt:

Once the payment is done successfully, you will get an Acknowledgement Receipt in a new window stating the date and time of submission of documents. Kindly print this Acknowledgement Receipt and bring it on the date and time of the submission of documents in the school. Please retain the slip to check your ward's selection status. No selection list will be displayed in the school.

18. In case a single parent, the following documents will have to be furnished:

- Divorce: Divorce Decree
- Separated: Legal Separation Document
- Widow/Widower: Death Certificate of the spouse
- The above legal documents must clearly mention the name of the custodian of the child.

Important

- Only one form per candidate will be accepted.
- Duplicate forms will be rejected.
- School does not provide any transportation.
- In case you fail to turn up on the day of verification of documents you will not be entertained later.

19. Regarding NEP 2020:

The school will not be responsible if any candidate is found underage during any stage of schooling as per the **New Pedagogical & Curricular Structure /Age Policy** according to the NEP 2020.

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NOTE:

The status of admission could be checked online after 18th January 2025 by logging in the school website.

Caution:

The school does not accept any donation for admissions. Parents should beware of third parties making false claims of procuring admission in the school. Any transaction between the parents and the third party will be done at their own risk and the school shall not be responsible for the same. Admission process is precise, transparent and fair as per the parameters designed by the school. Recommendation through any intermediaries will not be accepted.

PRINCIPAL

Note: After reading Terms and Conditions, kindly go back to page "Guidelines for Admission".

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NOTICE




NURSERY and L.KG Admission of the Academic year 2025-2026

Commencement of online application – 21st December 2024 (Saturday) 09:00 a.m.

Closure of online application – 09th January 2025 (Thursday)

User Guide for Registration of your Child/Ward for Admission to NURSERY and L.KG:

Please read carefully and follow the instructions given below to successfully register your Child/Ward:

1. Access the school website - www.xavierrapura.com
2. Click on the link to 
3. You will be taken to the new page where  button will appear.
4. Click on  Button.
5. Read the Guidelines and Terms & Conditions carefully.
6. Fill the form carefully with all the authenticated details.
7. Upload the following scanned photographs with red background: -
 - Candidate's Photograph
 - Family photograph of the candidate with parents
8. The Candidate's photo and Family photo should be in JPG format with size less than 20 KB.
9. After the successful submission of the form, print the Registration Form and Acknowledgement Receipt with username and password mentioned on it. The acknowledgement receipt will mention the date for the physical submission of the Registration Form to the school office. The receipt will also list the documents, copies of which are submitted to the school office.
10. You are requested to print two copies of the Acknowledgement Receipt.

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11. You should retain one copy of the Acknowledgement Receipt for your perusal and submit the other copy to the School Office on the indicated submission date, along with the documents as indicated on the receipt.
12. In case you have a query or need help, kindly email us at xavier.rampura@gmail.com. The relevant queries will be replied as soon as possible. Telephonic query will be entertained on Mobile No. 92572-70004.
13. Registration fee will be accepted in the school through DD of Rs. 1000/- in favour of St. Xavier's Kindergarten payable at Rampura Phul along with the registration form. Else, the registration form will not be accepted.
14. If your ward is selected for admission, you have to pay admission fee through DD.
15. After logging click on **PAYMENT DETAILS** for further details.

PRINCIPAL