

DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FORM

CHECK LIST : Kindly tick off the documents being submitted along with your student's/ward's form

Please ensure that all documents (where applicable) are legible and are attested by a gazetted officer or 1st class magistrate. The attestation must not be more than 6 months old. Please note: SELF ATTESTED FORMS WILL NOT BE ACCEPTED.

Please Note : ST. JOHN'S HIGH SCHOOL IS AN ALL BOYS' SCHOOL

1) Birth certificate

Birth certificate of the child issued in accordance with the provisions of the Registration of Births & Deaths Act, 1969 with the child's name and the parents' names on it. Please note: The parents' names must **exactly match** the names on the applying child's Date of Birth Certificate. No alteration will be permitted in any of the names once the same has been submitted. Hence you are strongly advised, if you so desire, that the necessary rectifications like addition/deletion of the name/surname/parent's name/s is done legally from the Issuing Authority before submission of the Registration Form.

2) Please attach any one of the documents listed below showing identification proof of parents.

Please attach one for each parent.

(i) Passport (valid) (ii) Driving License (valid) (iii) Voter I. Card (iv) Pan Card

(v) Aadhar Card (vi) Any other Govt. identification document

Please note: Details on the parents' identity documents must exactly match those on the child's Birth Certificate

3) Christians must attach both:

(i) Baptism certificate/Dedication Certificate of the child.

(ii) A letter from the respective parish Priest/Pastor testifying to the membership of their parish and their active involvement in the church.

4) Alumni (All five) :

(i) School leaving certificate/Class 10 pass certificate

(ii) Membership cards of (a) SJOBA and (b) SJOBA Foundation

(iii) List detailing how you have been engaged with SJOBA

(iv) List detailing how you have been engaged with St. John's High School

(v) Letters from the current (a) Secretary SJOBA and (b) Secretary SJOBA Foundation verifying membership.

5) Sibling in school: (i) Birth certificate of sibling with parents' names clearly indicated.

(ii) "No Dues" Certificate from the school for the sibling currently studying in the school. (to be applied on the school website, from the "tab" marked "No Dues Certificate")

Please Note: The parent's names in the sibling's DOB certificate must exactly match the names on the applying child's Date of Birth Certificate

6) Single parents: Suitable supporting documentation indicating legal custody of the child

by the applicant. e.g.: Divorce papers/court order/death certificate etc.

7) Legal Guardian (if any) : Suitable documents indicating legal custody of the child.

8) a) Recent Passport sized photograph of the child (not more than one month old) with the **child's name and date of taking the photograph printed below (as per sample shown)**

b) Postcard sized latest photograph of the parents (only) with the child and siblings. (not more than one month old)



ANGAD DEV SHARMA
02-03-2021

9) If foreign national, please attach the following documents:

i) Valid Passport.

ii) Valid Visa and Residential Permit or PIO Card/OCI Card.

10) Children who are differently abled and can be mainstreamed: ¹

i) A learning Disability Certificate issued by the certifying authority designated under sub-section 1, Section 57 of the Rights of Persons with Disabilities Act 2016. The certificate must clearly state the nature and percentage of disability.

ii) Detailed assessment report, indicating that the child can be mainstreamed

11) Documents issued by the government displaying each parents'/ Legal Guardian's signatures.

Kindly note: The information asked for below is for our information only and has no relevance to the admission which is by draw of lots.

12) Schedule Caste / Schedule Tribe/ Other Backward Class:

SC/ST/OBC Certificate issued by the appropriate authority in the child's name only.

TOTAL NUMBER OF DOCUMENTS ATTACHED :

KINDLY NOTE :

a) All forms submitted along with the accompanying documents and photographs shall become the property of the school and will not be returned.

b) Contact numbers/Email IDs given must be permanent, valid and working. In the eventuality that the school is unable to reach you at the number(s) given, the school will not be held responsible for the consequences.

Dated : 6th April, 2021

Signature :

Father's

Mother's

Legal Guardian's (if any)

Kindly note that all admissions are done ONLY by the school. NO ONE has been authorised to give admission/assurance regarding admission.

Please read the following instructions carefully before attaching the documents to the Application Form.

Kindly note that there are 7 pages in the form..

1. Filled in application forms along with attested photocopies of relevant documents will be accepted from **7th to 20th April, 2021 between 9.00 am to 1.00 pm.**
2. There will be a preliminary examination of the forms. All forms found incomplete/ with documents missing/ unattested/ with incorrect information will not be accepted.
3. **Incomplete forms/those filled with incorrect information/unattested forms or forms without all the required documents, will NOT be considered for admission.**
4. **No enquiries will be entertained at the reception counter at the time of submission of forms.**
5. Name and Date of birth of the student and parents' names filled in the application form should be in complete accordance with the class X documentation. No alteration can be permitted at the time of admission and thereafter.
6. No alteration will be permitted in the application form once the same has been submitted. Hence you are strongly advised, if you so desire, that the necessary rectifications like addition/deletion of the name/surname/parent's name/s is done legally from the Issuing Authority **before** submission of the application form.

Kindly note the CBSE Rule : "Application regarding changes in name or surname may be considered, provided the changes have been admitted by the Court of Law and notified in the Govt. Gazette before the publication of the result of the candidate."

7. In case it comes to the knowledge of the management, at any point, that the information furnished is incorrect or wrong, the admission will stand cancelled without having any right to claim the refund of the fee paid.
8. The admission process will be considered complete only on completion of all formalities of admission and payment of fees within the stipulated time.
9. **Both parents must be present with the student on the day of admission** as the signatures of both are imperative.
10. Originals of all documents must be produced at the time of admission, to permit verification. In case, on verification, any document is found to be fabricated, forged or tampered with, the management reserves the right to cancel the admission.
11. Please note: The school does not take responsibility for providing transport facilities for the children. Parents are responsible for the same. However, there are a few private contractors plying buses for the school under an agreement with the school. Students may avail of this, seats permitting. Bus routes will not be changed to suit the individual's convenience. Parents are advised to take admission in schools near their residence. It will be the responsibility of the parent/guardian to drop and collect the child from the specified bus-stop.
12. The School being a minority institution reserves its Constitutional Right to give preference to children from the Christian Community. Preference may be given to Siblings, Wards of Alumni, Management and Wards of Staff . (As regards the wards of Alumni, preference will be given to those Alumni who have been active members of SJOBA and SJOBA Foundation for ideally of 5 years.and who have been supportive of the school.) Conditions apply.

Kindly Note : Preference does not guarantee admission.

13. Only ONE application form per student will be accepted. If it is found that more than one application has been submitted, all the applications submitted will stand cancelled.
14. Forms and all the accompanying documents/photographs, once submitted, will become the property of the school and **shall not be returned.**
15. In the eventuality that parents are unable to pay their son's fee, they will withdraw him from the school and will not seek a concession as the school already shoulders the expenses for the EDG children enrolled in the school.
16. Please ensure that the acknowledgement slip that will be given to you, is retained and produced whenever you come to the school regarding all future dealings pertaining to admissions.
17. A sum of Rs.100/- is to be deposited at the time of submission of the form. You are requested to bring a single Rs.100 note as the School cannot furnish change for large denomination notes.

I hereby certify that I have carefully read all the above instructions and agree to abide by them.

Date :

Signatures :

_____ **Father's**

_____ **Mother's**

_____ **Legal Guardian's (if any)**

Dear Parents,

Please read the following instructions carefully before filling up the Application Form:

Due to the constraints of the limited number of seats in each stream admission is granted purely on merit basis (the grades are specified below) Merit consideration will be based on academic performance of class X but equal weightage is given to the observance of the general code of conduct and participation in activities of the school also where the school looks for 'A' grades in attitudes and values and other spheres. The Class IX results is the other factor which will also be taken into consideration. especially regarding allocation of streams

COMMERCE STREAM IDEALLY

With Maths :

Minimum A2 grade in English
A1 grade in Maths & Social Science

Without Maths :

Minimum A2 grade in Maths & English
A1 grade in Social Science

HUMANITIES STREAM IDEALLY

Without Maths :

Minimum A2 grade in Maths & English
A1 grade in Social Science

With Maths :

A1 grade in Maths
A2 grade in English
A1 grade in Social Science

Performance till Preboard

Grading Scale :

Grade

A1

A2

Percentage of Marks

91-100

81-90.5

FOLLOWING ARE THE SUBJECT COMBINATION OF VARIOUS STREAMS:

COMMERCE	HUMANITIES
English	English
Business Studies	Psychology
Accountancy	Pol. Science
Economics	Sociology/Economics
Maths/Phy. Edu./IP**/Legal Studies	Phy. Edu./IP**/Legal Studies/Maths

* Computer Science ** Informatics Practices

Choice of stream (please tick in the appropriate box)

COMMERCE	HUMANITIES***	
	Category 1	Category 2
Physical Education <input type="checkbox"/>	Sociology <input type="checkbox"/>	Physical Education <input type="checkbox"/>
IP <input type="checkbox"/>	Economics <input type="checkbox"/>	IP <input type="checkbox"/>
Maths <input type="checkbox"/>		Legal Studies <input type="checkbox"/>
Legal Studies <input type="checkbox"/>		Maths <input type="checkbox"/>

*** Please choose one subject from each category under Humanities Stream

- ❖ No transfer certificate will be issued for local migration once the admission is materialised officially.
- ❖ **75% attendance is compulsory in Class XI and XII. Please refer to circular No.CBSE/Coord/ROs/2019. Attendance on all exam days is compulsory.**
- ❖ **33% of marks are mandatory in all assessments for promotion to Class XII.**
- ❖ Parents are advised to be clear-cut while finalizing the subject/stream at the time of application.
- ❖ **Adhere to uniform as well as pupil's code of conduct.**
- ❖ Both parents along with the candidate are required to be present at the time of counselling and admission failing which his application can be rejected.
- ❖ **Students are not legally authorised to drive any motor vehicle. Apart from this the school prohibits the same to ensure the safety of our children within the school premises.**
- ❖ **A student carrying mobile phone/s to school will have to deposit it/them with to their respective class teachers before the school starts. In case he fails to deposit it/them, then his mobile phone/s will be confiscated and will not be returned during the academic session under any circumstances.**

TO BE FILLED IN BY THE CANDIDATE

Name : _____

Father's Name : _____

Mother's Name : _____

Are you staying with your Parents? : Yes No

If not, with whom and why? : _____

Stream Opted : _____

Why did you opt for this stream? : _____

Have you read the conditions of admission? What are those? : _____

Are you willing to abide by the school rules and regulations? Yes No

Are you willing to follow the dress code of the school? Yes No

Have you ever been reprimanded or punished for indiscipline or
Breaking the code of conduct during the past 5 years of schooling? Yes No

If yes, state when, how often and why? : _____

Have you been caught using unfair means in the exams
over the last three years. Yes No

If yes, state when, how often and why? : _____

(attach a separate sheet, if necessary)

Which is your favourite subject? : _____

What are your hobbies? : _____

Undertaking : My ward will not drive any motor vehicle to the school.

Date :

Signature :

CANDIDATE

FATHER

MOTHER

LEGAL GUARDIAN, IF ANY

Declaration by the Parents

I/We, Parents/Guardian of _____ do hereby declare that the above information provided by me/us is correct and I/we understand that if the information is found to be incorrect or false, my/our child/ward shall be automatically debarred from the selection/admission process without any intimation in this regard. In case it also comes to the knowledge of the management, on detailed verification of the documents submitted, or at any point thereof, that the information furnished is incorrect or wrong, or the documents submitted have been forged/fabricated/tampered with, the admission will stand cancelled forthwith, without any notice and without having any right to claim a refund of the fee paid. The Management also reserves the right to initiate appropriate proceedings in case of any of the above contingencies. I/We also undertake to indemnify the school, its staff, its management and all people claiming under it from any action, issue or damage that may arise, irrespective of it being criminal or civil, due to the information having been provided by me/us being false.

I/We accept the process of admission undertaken by the school and acknowledge the school's right to deny admission to the children/wards of persons working against the interests of the school/management. I/we know that this school is a Private Unaided Christian Minority Institution. I/We also understand that the application/registration/ short listing does not guarantee admission to my child/ward. I/we will abide by the decision taken by the school authorities. No claim in this regard will be entertained at a later stage for any mistake made by me/us.

That I/we am/are fully aware of the school's fee structure for the year 2021-22 and I/we understand that the fees may be increased. I/we accept the same and further I/we also understand that there are ancillary expenditures which arise from time to time and I/we undertake to pay the same. I/we also accept that in the eventuality that I/we am/are unable to pay my/our son's fee, I/we will withdraw him from the school and will not seek a concession as I/we understand that the school already shoulders the expenses for the EDG children enrolled in the school. I/we further declare that I/we have not submitted any other form.

The Safety and security measures of the school have also been viewed by me/us and I/we are satisfied with the same. I/We also undertake that the medical information provided by me/us regarding my/our child/ward is correct and nothing has been concealed therefrom and that in case any issue or action or damage arises due to our concealment of such medical facts, the school will not be held responsible and we undertake to indemnify the school, its staff and its management and all people claiming under it against any such actions, issues or damages.

I/We am/are fully aware that the practical classes will be held and will ensure that my son will attend all the practical classes as they are mandatory.

Date : _____

Signature: _____ (Father) _____ (Mother) _____ (Legal Guardian, If any)

