

# **Don Bosco School**

**Kokar, Ranchi**

**23-10-2018**

## **ADMISSION NOTICE FOR 2019-2020**

### **GENERAL POLICY**

- 1) Don Bosco School, Khorhatoli, Kokar is a Catholic, Minority School for both boys and girls, owned and administered by the Salesians of Don Bosco of the province of New Delhi. Catholic, Christian and applicants from the tribal community are given preference for admissions in all classes. However, applications from all communities and from people of all walks of life are accepted.
- 2) Admission procedures are conducted by the Principal with the help of the Salesians of the School. No other person in the school or outside has any hand in the admission of new candidates for admission in the school.
- 3) No donations are accepted for admissions.
- 4) The school authorities will not meet anyone regarding admission except on days announced. All information available can be obtained from the school Notice-boards/school counter. No phone calls are entertained on this matter.
- 5) Recommendations are not welcome and can be detrimental to admission. Similarly, any attempt at seeking admission through dubious means, if discovered at any stage, will result in the cancellation of the admission.

### **ADMISSIONS TO LKG, UKG AND CLASS ONE**

- 1) The application forms for admission in the Class LKG, UKG & I is available at the school office from Monday, 1<sup>st</sup> October 2018 to Monday, 26<sup>th</sup> November 2018 on every working day of the school, between 08.30 a.m. and 01.00 p.m. Each form will cost Rs. 500/ (To be paid in cash – non-refundable). Applications forms are to be filled in and submitted with the required documents either then and there or by Tuesday, 27<sup>th</sup> November 2018.
- 2) Age Requirements For Admissions
  - a) The child to be admitted in L.K.G should be within the age limit of 3½ and 4½ years as on 1<sup>st</sup> April 2019.
  - b) The child to be admitted in U.K.G (PREPARATORY) should be within the age limit of 4½ and 5½ as on 1<sup>st</sup> April 2019.
  - c) The child to be admitted in Class 1 should be within 5 years and 6 years as on 1<sup>st</sup> April 2019.
- 3) All applicants shall be invited for an interaction / interview (candidate with parents). Parents are requested not to pressurize the child, coaching him/her for the admission. LKG and UKG candidates need not bring any writing materials on the day of interaction. Class I candidates will be tested and should bring writing materials. The dates for interaction will be fixed and informed through message.

- 4) The last date to submit the Application Form is Tuesday, 27<sup>th</sup> November 2018.
- 5) Requirements on the day of Interaction:
  - a) Originals of the Birth Certificate (Baptism Certificate / Hospital Discharge Certificate / Nursing Home Card) and Birth Registration with the Municipality / Panchayat. (Photocopies of these are to be submitted at the time of submitting the application form).
  - b) Name and the date of birth will be accepted as recorded in the certificate issued by the competent authority and no subsequent changes will be entertained.
  - c) A recent photograph of the Family (postcard size) and proof of Residential Address are to be submitted.
  - d) Medical certificate of health and Blood Group of the child to be admitted.

### **CHANCE VACANCIES: ADMISSIONS FOR CLASSES 2 TO 6**

For admission in Class 2 to 6, the information will be given afterwards.

### **ADMISSION NORMS**

- 1) The application and the admission forms must be accurate and correct.
- 1) All the required fees must be paid at the time of admission.
- 2) Parents / Guardians must be present with the child for the interaction /interview and Admission.
- 3) Admissions will be given to those found eligible with the combined results of the written and oral tests.
- 4) The Ultimate right of admission depends on the Principal and the Director of Don Bosco Institutions at Don Bosco, Kokar.

At the time of admission monthly fees of two months will need to be paid in advance.