

# SACRED HEART CONVENT SCHOOL

SEC – 39, URBAN ESTATE, CHANDIGARH ROAD, LUDHIANA

## Important Information for Existing students

1. Admission fee slips are available at the Main Office for those who would like to continue in the school w.e.f. 22<sup>nd</sup> March, 2021. Admission will be on *First Come, First Served basis*.
2. Admission will start from 22<sup>nd</sup> March, 2021 and will remain open till 15<sup>th</sup> April, 2021. Parents can visit the Main Office for Admission between 8:30 a.m. to 12 noon.
3. After making the payment of Admission Fee you are requested to fill the admission form either on the same day or the very next day.
4. For Humanities Stream : If the school gets minimum 15 students, we will continue with the stream otherwise the stream will be cancelled.

## Documents Required at the time of Admission for Class - 11

### **1. Compulsory Photocopy Documents :**

- Date of Birth Certificate issued by the Municipal Corporation.
- Applicant's Aadhar Card.
- Applicant's class – 10<sup>th</sup> Admit Card.
- Statement of Marks & Pass Certificate (10<sup>th</sup> Board Examination).

### **2. If you belong to SC, ST or OBC bring the Applicant's Caste Certificate Photocopy (Compulsory).**

### **3. Any of the Address Proof photocopy (Father or Mother) :**

- A) Aadhar Card
- B) Rent Agreement

### **4. It is mandatory to carry :**

- A) Admission Receipt (Parent's Copy - Paid)
- B) One Family Photo passport size (Updated)
- C) One passport size photo of Applicant (Updated)

### **Important Note :**

- You are requested to fill your personal data in Admission Form **as per your class 10<sup>th</sup> Admit Card details**.
- All Photocopies should be attested. Attestation can be done from any Gazetted Officer like:

- |                       |                           |
|-----------------------|---------------------------|
| 1. Corporate Officers | 2. Govt. School Principal |
| 3. Govt. Doctors      | 4. Councillors / MLAs     |

**No Notary Attestation will be accepted**

**Note :** Statement of Marks & Pass Certificate (10<sup>th</sup> Board Examination) can be submitted after the Result declaration.