

# St. Xavier's School

Senior Wing Junior Wing  
Model Town, Phase II, Power House Road,  
Bathinda, Punjab - 151001 Bathinda, Punjab - 151001  
Tel: 0164 2211800 Tel: 0164 2240260

www.XavierBathinda.com  
Email: XavierBathinda@gmail.com



CBSE Aff No 1630073  
School code 20068

## TERMS & CONDITIONS

### LKG ADMISSION - 2024-2025

#### IMPORTANT INFORMATION REGARDING ADMISSION TO LKG – 2024-2025

- Age Eligibility:** The candidate seeking admission to LKG in the year 2024-2025 should be born between 01/01/2020 and 31/12/2020. The candidate will **NOT** be eligible for admission if he/she is **NOT** within the specified age limit.
- Date of Birth Certificate:** The original Date of Birth Certificate issued by the Municipal Corporation, Baptism Certificate (in case of Christian children only) along with a photostat copy duly attested by a **Class A** gazetted officer must be submitted at the time of verification of the documents. **(Note: No Notary attested copy will be accepted)**
- Parents' Qualification Certificates and Aadhar Card Copy:** The original qualification certificates and Aadhar card of both the parents along with a Photostat copy duly attested by a **Class A** gazetted officer must be submitted at the time of verification of the documents. **(Note: No Notary attested copy will be accepted)**
- Proof of residence of the parents:** Submit a photostat copy of any one of the following documents duly attested by a **Class A** gazetted officer at the time of verification of the documents: **(Note: No Notary attested copy will be accepted)**
  - Voter ID Card
  - Electricity Bill
  - Aadhaar Card
  - Ration Card
  - Passport
  - Rent Deed (If Staying on Rent)

**Note: The original certificate will be returned to the parents immediately after the verification. Submit photocopy attested by Class A gazette officer only. No Notary attested copy will be accepted.**

- Name and other particulars:** Fill in 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 D.O.B Certificate.** All names should be spelt correctly in capital letters as they will be required in all the legal papers and **CBSE** records. No changes with regard to Date of Birth whatsoever will be entertained once the admission to LKG or any subsequent classes are done.

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6. **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. Individual photographs of the parents and a family photograph (showing both the parents and the candidate) must be uploaded in the space. All the photographs should be with red background and in JPG format with size less than 20KB. Kindly bring the first two photographs at the time of the verification of documents.
7. **Selection:** After having set aside, a quota of seats to be filled on the recommendation of the management, the school shall in its sole discretion have the right to grant priority in admission to persons fulfilling the following criteria:
  - i. The children of Staff Members of the school will be considered for admissions provided other basic criteria for admission to the school are fulfilled.
  - ii. 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.
  - iii. Other applications will be considered for admissions thereafter, by the picking up of lots.
  - iv. 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.
  - v. 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.
8. **Draw of Lots:**
  - i. Draw of lots to be held online.
  - ii. The Registration Number of the candidates whose slip is drawn will be announced during the draw.
9. **Rejection of Form:** A registration form is liable to be rejected incase of incomplete or incorrect information and no representation will be entertained thereafter.

**Caution: The School does not accept any donation for admissions. Parents should be aware of third parties collecting money on behalf of the School and making false claims of procuring admission. If the parents enter into any transaction with such parties, they will be doing so at their own risk and the School shall not be responsible for it.**
10. **Regarding Enquiry:** In case you have a query or need any help, kindly email us at [contactsaintxaviersbathinda@gmail.com](mailto:contactsaintxaviersbathinda@gmail.com). The relevant queries will be replied as soon as possible.



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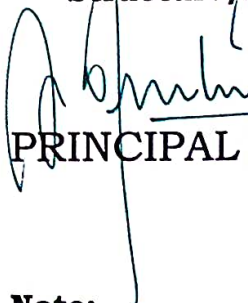
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11. **Registration Fee:** Rs.1000/- is to be paid online and is nonrefundable.
12. **Fee Structure:** For fee structure, kindly refer to the school website  
[www.xavierbathinda.com](http://www.xavierbathinda.com)
13. **Acknowledgement Receipt:** Once the online 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 Junior Wing of the School. Please retain the slip to check your ward's selection status. No selection list will be displayed in the school.
14. **In case of a single parent/adopted child, the following documents will have to be furnished:**
  - Divorce: Divorce Decree
  - Separated: Legal Separation Document
  - Widow/Widower: Death Certificate of the spouse
  - Adoption: Adoption DecreeThe 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.
  - Incase you fail to turn up on the day of verification of documents, you will not be entertained later.
15. **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.

  
PRINCIPAL



**Note:**

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