



## ST. XAVIER'S SCHOOL

ABL TOWNSHIP, BIDHANNAGAR  
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ST. XAVIER'S SCHOOL, DURGAPUR  
BIDHANNAGAR, PO: ABL TOWNSHIP, DURGAPUR - 713 206  
CONTACT NOS: 7319404207 / 7319404208

### PROCEDURE FOR ONLINE APPLICATION FOR ADMISSION IN KG [2023-24]

Name of the Applicant, his Father and his Mother must be entered in the same way as it is entered in the Applicant's **Birth Certificate**.

\* Age Limit: The Child's date of birth must be between 01-10-2017 and 30-09-2018

\*\* For Online Application please visit School Website: [www.sxsdgp.edu.in](http://www.sxsdgp.edu.in)

1. KG in St. Xavier's School is equivalent to KG-2 or UKG of other schools.
2. Please submit this Application Form **latest by Thursday, 15<sup>th</sup> October, 2022** with the following documents:
  - (a) A photocopy of the Birth Certificate (as registered in the register of the State Govt/Municipal Corporation).
  - (b) A photocopy of the Discharge Certificate, indicating the date of birth & time issued by the hospital/nursing home.
  - (c) A photocopy of a valid document to prove the residential address of the parent (**any one of the following documents**: Aadhar Card / Voter Card / Driving License / Passport)
  - (d) A photocopy of the ST / SC / OBC Certificate if applicable and Baptism Certificate for Christian Applicants.
  - (e) A photocopy of the Pay-slip OR Employer's Pay-certificate to authenticate the job/ profession of the parent(s).
  - (f) For Businessmen: Photocopy/s of ITR Acknowledgement or Self Declaration of monthly income.
3. Date of verification (interview) will be intimated through your registered WhatsApp Number at the earliest.
4. Verification process will start from 7<sup>th</sup> November 2022
6. On the day of verification both the parents should be present with the child in School.
7. Original documents will be verified at the time of verification.
8. The Principal's decision is final in all matters of admission.
9. Any recommendation by a third party will **automatically lead to the cancellation** of the application form.
10. There are persons who promise to get children admitted to St. Xavier's School by taking money from the guardians in advance and claiming proximity to the Principal and promising to return money if the child is not admitted. There are no such authorized persons. Please do not be misled by such touts.
11. Any fraudulent practice for admission or any misrepresentation of information will lead to cancellation of admission even at a later date.
12. Admission Results will be communicated to you through your WhatsApp Number FOR SELECTED CANDIDATES ONLY by 10<sup>th</sup> December, 2022.

St. Xavier's School

  
Principal

Fr. Zenith William, SJ  
Principal  
St. Xavier's School, Durgapur  
30<sup>th</sup> September, 2022

