



CARMEL CONVENT SCHOOL, SECTOR 9B, CHANDIGARH

(A Private Unaided Christian Minority Institution)

ADMISSION NOTICE 2021-2022

POLICY FOR APPLICATION FOR ADMISSION TO LOWER KINDERGARTEN 2021-2022

PLEASE READ THE INSTRUCTIONS CAREFULLY BEFORE FILLING THE APPLICATION FORM.

Carmel Convent School is an all - girls, English Medium, private unaided Christian Minority Institution which has 120 seats at the LKG level. As such the norms of the minority institution are applicable in the admission process. The school imparts education to the Christian community around and extends its service to the members of other communities to the extent possible.

Application forms will be available on the website www.carmelconvent.org from 3rd December 2020 to 16th December 2020.

Kindly note: No forms will be available at the school. **The complete online form must be downloaded and duly filled and uploaded with the payment and supporting documents.**

Disclaimer: The school will not be held liable in case there are any server/internet problems resulting in an inability to access/upload the form.

Eligibility:

Only girls born between April 01, 2016 and March 31, 2017 are eligible. Others need not apply.

There will be no screening of the children or their parents.

Duly filled **completed** application forms along with the scanned copies of relevant documents are to be uploaded from **Thursday 3rd December, 2020 to Wednesday 16th December 2020. (BOTH DAYS INCLUSIVE).**

Preference will be given to Christians, Siblings, wards of Alumni, Management and wards of Staff. Conditions apply. **Kindly Note: Preference does not guarantee admission.**

Fee Structure: The current fee structure for the year 2020-2021 is available on the school website. Fees may be increased for the year 2021-2022 and likewise for the subsequent years the fees may be increased vis-à-vis prevalent in the immediately preceding year. Parents are requested to check the current fee structure from the website www.carmelconvent.org and apply only after they are satisfied that they can meet the fees. The admission fee Rs.30,000/- .

Please Note: Carmel Convent School is a private, Un-aided institution that receives no grant from the Government and therefore, it is imperative that the full fees be paid from time to time, as per schedule.

No requests for fee concessions or waiver of fee will be considered.

With the firm belief that children should not be exposed to the stress of long journeys, parents are advised to opt for neighbourhood schools.

The school is not responsible for providing transport facilities. There are, however, a few private contractors plying buses, under contract with the school. The buses are being run on pre-designated routes. The routes on which the buses are plying are available on the school website. Parents are therefore advised to apply to neighbourhood schools. Please note that parents will be responsible for arranging transportation for their child if no seat is available on the buses or the child stays outside the already designated routes. Please note: NO REQUESTS FOR NEW ROUTES/CHANGE IN ROUTES WILL BE ENTERTAINED.

Please note parents using other means of transport barring the buses which are currently on contract with the school, will be responsible for making safe arrangements of transportation for their children. This includes verification of drivers of the vehicle and all other requirements as directed by the CCPCR, CBSE, Central Government and Administration, Hon'ble Punjab and Haryana High Court etc. Parents are therefore advised to take admission in schools near their residence.

The school has already implemented numerous safety and security measures which are detailed on the school website www.carmelconvent.org. Parents are requested to please go through the safety and security measures and apply only after they are satisfied with the measures in place. No objection to the measures will entertained once a child has been admitted into the school.

Please note that at the time of admission and at all times thereafter, the medical details and record of the child shall be disclosed to the school keeping in the best interests and welfare of the child. Any previous medical history/or any other information pertaining to the child's physical, emotional and mental health must be disclosed. Please note parents are requested to disclose all information as they may be vital in case of an emergency and in the handling of your child. Parents will be expected to submit an undertaking to the effect that no medical issue is being withheld from the school.



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Please note that at the time of admission and at all times thereafter, the medical details and record of the child shall be disclosed to the school, keeping in mind the best interests and welfare of the child. **Any previous medical history/or any other information pertaining to the child's physical, emotional and mental health must be disclosed.** Please note: parents are requested to disclose the information as they may be vital in case of an emergency and in the handling of your child. Parents will be expected to submit an undertaking to the effect that no medical issue is being withheld from the school.

Selection for free and open seats, if available, after allocation of other seats, will be made by draw of lots on Friday, 22nd January, 2021 virtually at the school premises.

SC Judgement: The Hon'ble Supreme Court of India has held in the case of Society for Unaided Private Schools of Rajasthan v/s. U.O.I. & others Writ Petition © No.95 of 2010, that the provisions of the Right of Children to free and Compulsory Education, Act 2009 (RTE) shall not apply to Unaided Minority Educational Institutions. The National Commission for Minority Educational Institutions, Government of India, New Delhi has declared Carmel Convent School, managed by the Congregation of The Apostolic Carmel Sisters in India to be a Minority Educational Institutions within the meaning of Section 2(g) of the National Commission for Minority Educational Institutions Act, 2004 ('NCMEI Act'). Carmel Convent School, Sector 9B, Chandigarh, therefore being a certified Christian Minority, Unaided Educational Institution, does not Reserve 25% seats for the E.W.S (Economically Weaker Sections) as mandated in the right of children to free and Compulsory Education, Act 2009.

Being a Christian Minority Educational Institution and in imitation of Jesus, who made a preferential option for the poorest of the poor of society, the school has independently been educating children from the E.D.G.(Economically Disadvantage Group) since 1959. **Kindly note:** This is an entirely voluntary exercise as the school being a Christian Minority, Private, Unaided school does not come under the purview of the RTE in the matter of 25% reservation for the seats for E.D.G.

ONLY ONE application form per child is to be submitted online. In the event of it being discovered that more than one application has been submitted for a child, all such forms will stand rejected and the candidate shall be disqualified and not be considered for the Draw of Lots.

At the time of uploading of form a sum of Rs.100/- is to be deposited with each uploaded form.

After the online submission of forms:

- There will be preliminary examination of the forms. All forms found incomplete/ with documents missing/ with incorrect information /ineligible will not be accepted.
- The accepted forms will, thereafter, be subjected to further detailed scrutiny after which the final list for eligible candidates for the draw of lots will be drawn up.
- Kindly bring along an Original Date of Birth Certificate for verification purposes, if you are called to the school.

The final list of eligible candidates for the draw of lots will be put up on Friday, 15th January, 2021 on the school website.

Please ensure that the acknowledgement slip that is generated online, is retained and produced whenever you come to the school regarding all future dealings pertaining to admissions.



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DOCUMENTS (SOFT COPIES) TO BE UPLOADED WITH THE APPLICATION FORM

Please note: CARMEL CONVENT SCHOOL IS AN ALL GIRLS' 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 upload any one of the documents listed below showing identification proof of parents. Please upload any one of the following:**

(i) Voter Card (ii) Passport (Valid) (iii) Driving License (Valid) (iv) Aadhaar Card (v) Any other Govt. Identification

Please Note: Details on the parents identity documents must exactly match those on the child's Date of 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):**

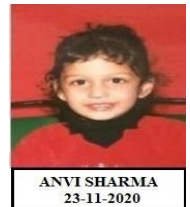
- (i) Class 10 pass certificate/marks sheet.
- (ii) Membership card of CESA.
- (iii) List detailing how you have been engaged with CESA.
- (iv) List detailing how you have been engaged with Carmel Convent School.
- (v) Letter from the Secretary CESA verifying membership.

5) **Sibling in school:** Birth certificate of sibling with parents' names clearly indicated. 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 1 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)

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

- i) Valid Passport.
- ii) Valid Visa + Residential Permit or PIO Card/OCI Card.

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

- i) The 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) **Schedule Caste / Schedule Tribe/ Other Backward Class:**

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.

(i) **Schedule Caste:**

SC Certificate of the Child issued by the appropriate authority.

(ii) **Schedule Tribe:**

ST Certificate of the Child issued by the appropriate authority.

(iii) **Other Backward Class:**

OBC Certificate of the Child issued by the appropriate authority.

KINDLY NOTE:

a) 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.

23.11.2020