

STELLA MARIS INTER COLLEGE

Sector H, LDA Colony, Lucknow

ADMISSION PROCESS 2024–2025

APPLICATION FORMS FOR

NURSERY (2024-2025)

(Only limited seats)



Link of the applications forms for Nursery will be available on the school website-

www.stellamarislucknow.in

(Only) on 04th January, 2024

Between 10:00 am – 12:00 noon

Application Fees: Rs.1000.00

(To be submitted online, amount will not be refunded)

ELIGIBILITY FOR ADMISSION

Date of birth between 1st April 2020 to 31st March 2021

YOU MUST HAVE THE FOLLOWING WITH YOU AT THE TIME OF REGISTERING ONLINE:

- A Valid Mobile no.
- A Valid E-Mail ID.
- DOCUMENTS THAT MUST BE UPLOADED AS PART OF THE APPLICATION FORM
- A recent passport size Photograph of the Child, Father, Mother and Family in jpg format and size of the photo should not be more than 20 kb.

STEPS TO FILL THE FORM AND SUBMIT THE SAME (OFFLINE) WHICH IS COMPULSORY:-

Step1: Read the instructions carefully and click on the I AGREE button then click on PROCEED.

Step2: The Online Application Form will appear, read and fill the Application Form carefully and properly. Fields marked in “*” are mandatory. (Incomplete forms will not be accepted by the software).

Step3: For sibling, type the Admission Number and Press Enter. Details will automatically get fetched.

Step4: Click on submit; an acknowledgement slip will be generated for your record, with your User-Id and Password. Please ensure you allow the pop-up blocker and also note that Form once filled cannot be edited. You will also receive the User Id and Password through an SMS on your registered mobile number. If your Application Form is successfully uploaded the computerized system will generate an acknowledgement receipt with the Application number which you must use in all further correspondence.

Step5: Log-in using the User-Id and Password and take two print outs of the Form in A4 sheets only (after receiving the Acknowledgement slip) and then submit it in the school office on the date of submission.

SUBMISSION OF THE APPLICATION FORM IN THE SCHOOL OFFICE:-

The Nursery application form along with the following documents (duly self attested) needs to be submitted in the school office on the date mentioned in the acknowledgement slip.

1. Printout of the duly filled and signed online application form and Acknowledgement receipt.
2. Birth Certificate from the Municipal Corporation or Registrar of Deaths & Births (mandatory). No affidavit will be accepted.
3. Photocopy of Residence Proof (latest electricity Bill, Aadhaar Card, Telephone Bill (BSNL), Passport or Rent Agreement, Voter I Card).
4. Photocopy of the Aadhaar Card of the child.
5. Photocopy of the Baptism certificate & letter from the Parish Priest. (Only for Christian Applicants).
6. In case of single parent (document verifying the same) is to be attached with the form.
7. In case either Parent is an Alumnus of Stella Maris Inter College, a proof is to be attached with the form.
8. Caste Certificate (In case of SC, ST and OBC)

APPLICATIONS WHICH DO NOT CONTAIN THE ABOVE DOCUMENTS SHALL BE REJECTED.

****NOTE:** The pupil appearing for the interaction should be accompanied by his/ her parents.



INTERACTION SESSION

- The parents who will submit the Application form OFFLINE in the school office will be ELIGIBLE for interactive session.
- Acknowledgment Slip will need to be produced at the time of Interaction.

NOTE:

- STELLA MARIS SCHOOL IS A CHRISTIAN MINORITY SCHOOL AND PREFERENCE IS GIVEN TO CHRISTIANS, IF THEY MEET THE REQUIREMENTS.
- NEIGHBOURHOOD APPLICANTS TOO WILL BE GIVEN PRIORITY.
- 50% OF SIBLINGS WILL BE ADMITTED ON PREFERENTIAL BASIS AS WELL AS CHILDREN OF THE ALUMNI.

RULES AND REGULATION FOR ADMISSION

1. The Management reserves to itself the right of admission.
2. Before a pupil can be considered for admission, the Admission Pro-Forma duly filled and signed by one of the parents, must be deposited to the school. If neither of the parents is alive or present, the lawful guardian of the child shall sign the form..
3. Admission is finalized strictly on the basis of interaction as per the decision of the Management and payment of the prescribed fee made thereafter.
4. Due to the limited number of seats available, the management regrets that all registering for admission cannot be accommodated. If elder brothers and sister are studying, Parents must not take for granted the admission of younger siblings.
5. Fill in the particulars of the child (i.e. name, parent's names, and date of birth) correctly. **The date of birth filled in the form must tally with the one recorded in the Date of Birth certificate issued from the Municipal Corporation or Registrar of Deaths & Births / Local Body.**
6. Date of Birth once registered cannot be changed [As per U.P.G.O No. 1101/-1(5)]

