



# St. John's High School

(A Private Unaided Christian Minority Institution)

ADMISSION NOTICE 2025-2026

## POLICY FOR APPLICATION FOR ADMISSION TO UPPER KINDERGARTEN 2025-26

Please read the instructions carefully before filling the Application Form

St. John's High School is an all-boys, English Medium, Private Unaided Christian Minority Institution which has 160 seats at the UKG level. As such, the norms of the Minority Institutions 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.

**Note:** Kindly download the application form from 5<sup>th</sup> to 20<sup>th</sup> December, 2024 till 10.00 a.m. Duly completed forms along with attested documents will be accepted in the school office only from 7<sup>th</sup> to 20<sup>th</sup> December, 2024 from 9:00 a.m. to 11.00 a.m. Online submission of form will not be entertained.

**Application forms will be available only on the school website [www.stjohnschandigarh.com](http://www.stjohnschandigarh.com)**

**No form will be available at the School. There are five pages in the form. The complete form must be downloaded, duly filled in and submitted in HARD COPY along with supporting documents.**

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

### **ELIGIBILITY :**

- Only **boys** born between **01<sup>st</sup> April, 2019 and 31<sup>st</sup> March 2020** are eligible. Others need not apply.
- There will be no screening of the children or their parents.
- Hard copies of duly filled **completed** application forms along with photocopies, **attested by a Gazetted Officer or by a 1st Class Magistrate or by Oath Commissioner or Notary (the attestation must not be more than 6 months old)**, of relevant documents are to be submitted in the School from **7<sup>th</sup> December 2024 to 20<sup>th</sup> December 2024 (BOTH DAYS INCLUSIVE), between 9:00a.m. And 11:00a.m.** No entry will be permitted for submission of forms under any circumstances after the given date and time.
- 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 Admission Fee is Rs.34,500/-. The current fee structure for the year 2024-25 is available on the School website. Fees may be increased by 8% for the year 2025-26 and likewise for the subsequent years the fees may be increased vis-a-vis the fees prevalent in the immediately preceding year. Parents are requested to check the current fee structure from the website [www.stjohnschandigarh.com](http://www.stjohnschandigarh.com) and apply only after they are satisfied that they can meet the fees. **St. John's High School is a Private, Unaided institution that receives no grant from the Government and, therefore, it is imperative that the full fees be paid, 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 neighborhood schools.

**The School is not responsible for providing transport facilities.** There are, however, a few private contractors plying buses which are being run on pre-designated routes. The routes on which the buses are plying are fixed by the private contractors and 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 being run by the private contractors or the child stays outside the already designated routes.

The school simply facilitates the transport and has no financial dealings whatsoever with the contractors.

**NO REQUESTS FOR NEW ROUTES/CHANGE IN ROUTES WILL BE ENTERTAINED BY THE SCHOOL AS THE ROUTES ARE FIXED BY THE PRIVATE CONTRACTORS.**

Please note, parents using other means of transport, barring the buses run by the private contractors, 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 UT 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.stjohnschandigarh.com](http://www.stjohnschandigarh.com). 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 be entertained once a child has been admitted into 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 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.

**Only ONE application form per child is to be submitted physically in the school office. 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 submission of forms:**

- At the time of submission of forms, a sum of ₹ 150/- is to be paid as registration fee (Non-refundable).
- Kindly bring along an **Original Date of Birth Certificate** for verification purposes, if you are called to the School. The same will be returned immediately.
- There will be a preliminary examination of the forms. All forms found incomplete/with documents missing/unattested/with incorrect information/ineligible will be rejected.
- The accepted forms will, thereafter, be subjected to further detailed scrutiny after which the final list of eligible candidates for the draw of lots will be drawn up.

**The final list of eligible candidates for the draw of lots will be put up on Tuesday the 14<sup>th</sup> January 2025 outside the School and on the School website.**

**Selection for open seats, if available, after allocation of other seats, will be made by draw of lots on 18<sup>th</sup> January 2025 at 10:00 a.m. at the School premises. Only one parent is allowed to attend the draw of lot**

**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 (C) 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 **St. John's High School, managed by the Congregation of Christian Brothers in India, to be a Minority Educational Institution within the meaning of Section 2(g) of the NCMEI Act. St. John's High School, Sector 26, Chandigarh, therefore, being a certified Christian Minority, Unaided Educational Institution, does not have to reserve 25% seats for the E.W.S. (Economically Weaker Section) 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 Disadvantaged Group) since 1996 and currently has nearly 270 students from this category in the school. **For the year 2025-26, the children from the E.D.G. have already been admitted** as the School's policy is to admit these children one year earlier at the preparatory level. **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 Act in the matter of 25% reservation for seats for E.D.G.

**Please ensure that the acknowledgement slip that will be given to you is retained and produced whenever you come to the School regarding all future dealings pertaining to admissions.**

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Please ensure that all documents (where applicable) are legible and are attested by an Oath Commissioner, Gazetted Officer or 1st Class Magistrate or Notary. The attestation must not be more than 6 months old. Please note: SELF ATTESTED FORMS WILL NOT BE ACCEPTED.

## ST. JOHN'S HIGH SCHOOL IS AN ALL BOYS' 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 attach any one of the documents listed below showing identification proof of parents. Please attach **one for each parent**.

(i) Passport (valid) (ii) Driving License (valid) (iii) Voter I. Card (iv) Pan Card  
(v) Aadhar Card (vi) Any other Govt. identification document

**Please note: Details on the parents' identity documents must exactly match those on the child's 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) School leaving certificate/Class 10/12 pass certificate  
(ii) Membership cards of (a) SJOBA and (b) SJOBA Foundation  
(iii) List detailing how you have been engaged with SJOBA  
(iv) List detailing how you have been engaged with St. John's High School  
(v) Letters from the current (a) Secretary, SJOBA and (b) Secretary, SJOBA Foundation verifying membership.

### 5) **Sibling in School**:

(i) Birth certificate of sibling with parents' names clearly indicated.  
(ii) "No Dues" Certificate from the School for the sibling currently studying in the School (to be applied on the School website, from the "tab" marked "No Dues Certificate").

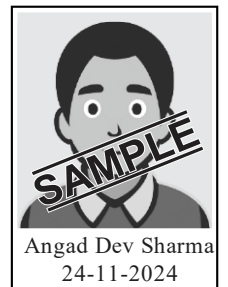
**Please Note:** The parent's names in the sibling's DOB certificate must **exactly match** the names on the applying child's Date of Birth Certificate.

### 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 one month old) with the **child's name and date of taking** the photograph printed below (as per sample shown below)

### 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 and Residential Permit or PIO Card/OCI Card.

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

i) A 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) Documents issued by the government displaying each parents'/Legal Guardian's signatures.

**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.**

### 12) **Schedule Caste / Schedule Tribe/ Other Backward Class**:

SC/ST/OBC Certificate issued by the appropriate authority in the child's name only.

### **KINDLY NOTE** :

a) **All forms submitted along with the accompanying documents and photographs shall become the property of the School and will not be returned.**

b) **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.**

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