

24.05.2022

**NOTICE: ISC – XI ADMISSION 2022 – 2023 SESSION.
FOR STUDENTS OF OTHER SCHOOLS.**

Stream : Humanities [SCIENCE & COMMERCE STREAM NO VACANCY]

THE PRELIMINARY APPLICATION FORM FOR XI 2022 – 2023 SESSION IS AVAILABLE ON THE WEB PORTAL .

**** INTERESTED STUDENTS CAN AVAIL AND UPLOAD THE APPLICATION FORM ONLINE.**

**** KINDLY NOTE THE FOLLOWING PROCEDURES :**

- [1] THE PRELIMINARY APPLICATION FORM IS TO BE FILLED-IN AND UPLOADED.. NO PHOTOGRAPHS TO BE PASTED ONLINE.
- [2] AFTER ONLINE SUBMISSION OF THE PRELIMINARY APPLICATION FORM , YOU ARE REQUESTED TO IMMEDIATELY TAKE A PRINT OF THE FILLED- IN FORM AND THE PROSPECTUS. PLEASE PASTE THE REQUIRED RECENT PHOTOGRAPH ON THE PRINT OUT OF THE PRELIMINARY APPLICATION FORM.
- [3] THE FILLED IN FORM WILL NOT BE AVAILABLE ON THE PORTAL LATER.
- [4] **THE PRINT OUT OF THE ONLINE PRELIMINARY APPLICATION FORM, THE PROSPECTUS DULY SIGNED ALONGWITH THE XEROX COPIES OF THE FOLLOWING DOCUMENTS WILL BE REQUIRED FOR SUBMISSION TO THE SCHOOL OFFICE COUNTER FROM 9.00AM TO 11.00AM. [MONDAY TO FRIDAY]**

DOCUMENTS TO BE SUBMITTED TO THE SCHOOL OFFICE COUNTER :

- [i] Filled in Preliminary Application Form
- [ii] Prospectus duly signed by both parents
- [iii] Xerox copy of Classes VIII & IX Report cards .[X report card to be submitted later]
- [iv] Xerox copy of Class IX Council Registration Card[to be submitted later]
- [v] Xerox copy of Class X Admit Card[to be submitted later]
- [vi] Filled in Marks Record Form.
- [vii] Rs.550/- (non-refundable) towards the cost of the form

THE ABOVE MENTIONED DOCUMENTS ARE TO BE SUBMITTED IN A TRANSPARENT FILE LABELED IN BLOCK LETTERS WITH FORM NO. , STREAM AND NAME OF THE CHILD ON THE TOP OF THE FILE.

THE XEROX COPIES DO NOT REQUIRE ATTESTATION.

THE ORIGINALS OF THE XEROX COPIES WILL BE VERIFIED ,WHEN REQUIRED.

Details regarding Admission & Registration into Class XI will be intimated on the school website. Kindly keep in touch with the website from time to time.

Students are requested to upload the admission form for class XI and follow the admission procedure. Due to no other reason or specific case will the student be excused and allowed admission later, those who fail to abide by the admission procedures shall lose their chance of admission to St. Agnes' Convent School, Howrah.

**** NO QUERIES WILL BE ANSWERED OVER THE TELEPHONE OR EMAIL.**

