



# ST.ALOYSIUS ORPHANAGE & DAY SCHOOL

## ADMISSION NOTICE

### 2024 – 2025

#### General Policy

1. St. Aloysius Orphanage & Day School, Howrah, is an unaided, private, Christian Minority, under the Anglo-Indian Board established in 1845.
2. The school reserves the right to enhance the fees at any time of the year if such is deemed necessary. Annually ten to fifteen percent tuition fee are enhanced.
3. The school does not accept donations for admission. Be careful of those known and unknown people who pose to be intermediaries in the admission process. Do not pay any money to them. Please avoid any third party that may approach you in connection with admission nor should you approach any third party for admission. No outsider/agent are involved in the Admission procedure of the school.
4. The final selection is based on an interaction and verification by the school authorities. The interaction will take place in November, 2023
5. Neither the child nor the parents need any special training for the interaction at the Admission process. Parents are warned not to approach persons who promise to get admission for your son in return of money or favour. Any attempt at seeking admission through dubious means, even if discovered subsequently, will result in cancellation of admission.
6. Those interested in seeking admission are requested to go through the prospectus at the school website and apply only if you are satisfied with the system of education imparted at St. Aloysius.

# ST. ALOYSIUS ORPHANAGE & DAY SCHOOL

## Admission to the

### 1. PRE - NURSERY

### 2. NURSERY

### 3. K.G.

#### 1. AGE GROUP: Application for

Pre - Nursery - Children born between 01.10.2020 and 31.03.2021
Nursery - Children born between 01.10.2019 and 30.09.2020
K.G. - Children born between 01.10.2018 and 30.09.2019

Kindly log on to [www.staloysiushowrah.com](http://www.staloysiushowrah.com) the process is simple and self explanatory.

- a. Scroll down to the bottom of the notice and on having agreed to the clauses, you are asked to fill in the Application Form online. Second Language once selected, cannot be changed later. No changes in Second Language will be entertained once the Application Form is submitted.
- b. **Before filling the form validate Date of Birth of the Applicant for eligibility.** If the child is eligible you will get, **Click to apply online** button and you can proceed to fill the form. Fill the Application Form and proceed to make the payment (online) of **Rs. 500/-** for Application Form.
- c. Having completed the payment download the submitted Form
- d. On submission, a PDF format of the completed application will be generated along with the Fee Slip and you will receive an e-mail at the email address you gave.  
**Note:** All further communication will be sent via SMS or E-mail.
- e. Get a print-out of the Form, together with the payment slip **on a white A4 size paper.** (Print Orientation: Portrait) The printed Application Form duly filled in along with the required documents should be submitted on the interaction date as follows. (Both the parents need to be present on the interaction date Failing to submit the Application Form on the given dates will be treated as Invalid.

#### 3. Photocopies of the Documents to be submitted along with the Application Form. (Please bring all the original documents for verification.)

- a) Application Form duly filled in with a recent passport-size photograph affixed on the Form.
- b) A recent photograph of the Family (Father, Mother and all children) (postcard size) is to be pasted on the Application Form.
- c) Birth Certificate
  - i) Birth Registration Certificate with the Municipality / Panchayat.
- d) Doctor's fitness certificate.
- e) Applicant's copy of the fee slip. (Photo copy)
- f) Proof of Income. (Self attested)
- g) For Christians: Baptism Certificate and a letter of Introduction from the Parish Priest.
- h) Medical – Please submit documents if the child is undergoing/undergone treatment for Autism, Speech problem, Asthma and Hyper Activity Disorder.  
(SELF ATTESTED PHOTOCOPIES OF THE ABOVE DOCUMENTS ARE TO BE SUBMITTED ALONG WITH THE APPLICATION FORM).

4. The selection is based on the interaction and verification conducted by the Principal in the presence of the School, Coordinators.
5. The result of the selection process will be intimated to you in *December, 2023* through your email address or you may log on to the School website through the username and the password given to you earlier. An orientation for the parents of the selected students will be held in *February 2024*.
6. Admission Procedure will be published in the website after paying the fee online.

**7.** Please note:

- (a) Going through the above formalities does not ensure automatic admission.
- (b) Apply only if you have read the School Prospectus, are satisfied with the system of education imparted here and the admission procedure mentioned above.



**(Fr. Devraj Fernandes)**  
**Principal**