

HOLY FAMILY CONVENT SCHOOL, LILUAH



55/4 Rabindra Sarani, Liluah, Howrah

Affiliated to the council for Indian school Certificate Examinations, New Delhi. Reg. No. WB357]

Admission Notice 2024– 2025 Session

GENERAL POLICY

1. Holy Family Convent School, Liluah is an unaided, private, Catholic, Minority School run by the Sisters of Congregation of Holy Family with a vision of creating a better world of enlightened and integrated citizens and mould ideal families by imparting knowledge of God and value-based education.
2. The Principal with the help of the Managing Committee conducts Admission procedures. No other person in the School/outside has any hand in the selection of new candidates for Admission to School.
3. The School does not accept **donations** for Admissions. 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 the Admission nor should you approach any third party for admission.
4. Recommendations are not welcome and can be detrimental to Admission. Similarly, any attempt at seeking Admission through dubious means, even if discovered subsequently, will result in the cancellation of the Admission.
5. The school reserves the right to increase the fees at any time of the year if an increment is deemed necessary. Ten to fifteen percent annual increase in the tuition fee or any other fee is normal.

Admission to Class

1. NURSERY

2. LOWER K.G.

3. UPPER K.G.

AGE GROUP: Application for

NURSERY -	Children born between 01.10.2020 and 31.03.2021.
CLASS LKG-	Children born between 01.10.2019 and 30.09.2020.
CLASS UKG-	Children born between 01.10.2018 and 30.09.2019.

The Enrollment Forms will be available in the School office (*only on School working Days*) as well as **ONLINE** through <https://holyfamilyliluah.org> from 3rd **October 2023** at the payment of Rs.600/- (*non-refundable*).

Admissions to Nursery & LKG

We are pleased to hold an interaction with all the valid applicants (**Child with his/her father and mother**). Both parents only, no other persons, shall accompany the child.

It is important to be on time. Parents are requested not to pressurize the child with special coaching for this interaction.

All applicants (children as well as both parents) will appear for an interaction with the Principal and the members of the School Committee on 18th November, 2023 from 9.00 am to 10.00 am.

Submit the enrollment form in the School Office along with the required documents on the same day.

Result Declaration: 21.11.2023

Admission on: 02.12.2023 from 9.00am – 12.00 pm

Admissions to U.KG

Submission of the Duly Filled Forms: 31.10.2023 Timing:-9.00 am – 11.00 am.

Admission Test: 04.11.2023 Time: 8.30 am – 10.00 am.

Result Declaration: 08.11.2023 at 10.30am

Admission on: 12.11.2023 from 9.00am to 12.00 pm.

Requirements at the time of submission of the form:

- a) Application Form duly filled in with a **recent passport-size photograph affixed in the Form.**
 - b) A recent photograph of the Family (Father, Mother and all children) (Postcard size) is to be attached on the Application Form.
 - c) Xerox copy of **Birth Certificate** from the municipality/ Panchayat or corporation. (Kindly note that the Corporation birth Certificate should be Registered in the Corporation within one year from the date of birth of the child)
 - d) Blood Group certificate (Photo copy)
 - e) Aadhar Card child (Optional) and parent (Compulsory & Self attested)
 - f) Proof of names of both parents (attach photocopy of: Pan card / passport / birth certificate / matriculation certificate)
 - g) Child's Immunization record. (Xerox copy)
 - h) For Christians: Baptism Certificate and a letter of Introduction from the Parish Priest.
(SELF ATTESTED PHOTOCOPIES OF THE ABOVE DOCUMENTS ARE TO BE SUBMITTED ALONG WITH THE APPLICATION FORM). Kindly bring all original documents for verification at the time of Admission.
6. The selection is based on the interaction & verification conducted by the Principal along with School Committee.
 7. The result of the selection process will be intimated to you through the **SMS, Email** as provided in the application form. Result can also be viewed from school website.
 8. **Please note:**
 - a) Going through the above formalities does not ensure automatic Admission.
 - b) Apply only if you have read the School Prospectus, (Please visit the website: holyfamilyliluah.org) are satisfied with the system of education imparted here and the admission procedure mentioned above.
 - c) Admission fee non-refundable.
