

St. Joseph's Convent Sr. Sec. School Sagar

Nursery Registration

Session – 2025 - 2026

Date: 28 – Dec – 2024

Time: 11:00 a.m. onwards

Registration Link:

<https://www.sjcsagar.net>

St. Joseph's Convent Sr. Sec. School Sagar

Nursery Registration

Session – 2025 - 2026

Age Criteria

- **Age – 3 years as on date 31-Mar-2025**
- **DOB between 01-Jan-2022 to 01-Jun-2022**

Registration Link:

<https://www.sjcsagar.net>

St. Joseph's Convent Sr. Sec. School Sagar

DECLARATION OF FINAL LIST

FOR

NURSERY ADMISSION - 2025 - 2026

Date: 18 – Jan – 2025

Time: 11:00 a.m.

For Result visit School Website

<https://www.sjcsagar.net>

St. Joseph's Convent Sr. Sec. School Sagar

NURSERY ADMISSION - 2025 - 2026

***Admission Fee payment by**

Date: 28 – Jan – 2025

***Parents has to pay a total of ₹40545/-
(Admission Fee ₹35000/- + 1st Installment ₹5545/-)**

Note:

- 1. Admission Fee can only be paid after the Declaration of Final List of selected candidates for Nursery Admission.**
- 2. Fee payment can be done only in online mode.**
- 3. The link to pay Admission Fee will be available on school website**

<https://www.sjcsagar.net>

- 4. Kindly keep the copy of Transaction Receipt as a proof of payment along with the Registration Receipt.**
- 5. In case of non generation of Payment Receipt and successful deduction of amount, kindly bring the bank transaction statement as proof of payment at the time of admission.**
- 6. For more details kindly visit the school website.**

St. Joseph's Convent Sr. Sec. School Sagar

NURSERY ADMISSION - 2025 - 2026

Documents to be submitted along with the Registration Form / Receipt at the time of Offline Admission:

1. Copy of the receipts of Online Registration and Payment.
2. Copy of Birth Certificate (issued by local Municipal Corporation. Birth certificate should have all the particulars written in both Hindi and English Language.)
3. Copy of Child Samagra ID (SSSM – ID).
4. Aadhar Card copy of child.
5. Copy of Bank Account Passbook of child.
6. Latest Passport Size Photograph of the child (Only one).
7. Copy of Caste Certificate for SC/ST/OBC.
8. Photocopy of documents supporting educational qualification of Father and Mother.
9. Copy of the report card of the previous years of own sister/ brother studying at St. Joseph`s Convent Sr. Sec. School.
10. All Christian candidates must bring a letter from their respective parish priest / pastors, testifying to the membership and practicing of their faith.
11. One recent postcard size family photo.
12. Proof of Residence (Voter ID Card, Driving License, Electricity Bill)
13. Vaccination card / Medical or Fitness Report of the child, along with the blood report (Blood Group).
14. Attested copies of legal documents, if the child is being brought up by a single parent issued by CARA or Court.
15. For parents to be considered alumni, required to submit attested photocopy of marksheets (Class X & XII).

St. Joseph's Convent Sr. Sec. School Sagar

NURSERY ADMISSION - 2025 - 2026

Important Instructions:

- **Failure to submit the required documents may lead to cancellation of registration and subsequently rejection of admission.**
- **Birth Certificate issued / updated after 1 year from the Date of Birth of the child should be attested.**
- **It is compulsory to be present at the given date and time in the receipt along with all necessary documents for the Offline Admission Process.**
- **Rescheduling of the date and time for offline admission is not permitted.**
- **Kindly bring all the document in original along with photocopies for verification.**

ST. JOSEPH'S CONVENT SR. SEC. SCHOOL SAGAR

Nursery Admission - Session 2025-2026

Terms and Conditions of Admission:

1. The age of child should be at least **3 years** as on **date 31-Mar-2025**.
2. **Age Criteria** – Date of Birth of the child between **01-Jan-2022 to 01-Jun-2022**.
3. Birth Certificate prepared after **1st December 2022** will not be accepted for admission for the session 2025-2026.
4. Date of interaction will be intimated through SMS. Both Parents (Father & Mother) along with the child should be present during interaction. Interaction details will also be made available in the registration receipt after the selection.
5. Registration receipt will be generated later after the selection of the student for further admission process and on receiving the intimation SMS.
6. **Submission of registration form and calling for interaction is not an assurance/security for admission.**
7. The selection of the students will be done as per the information furnished during the submission of registration form.
8. The registration ceases at any stage of admission if dissatisfied by the management, without assigning any reason.
9. All the desired **original documents** should be presented at the time of admission for verification. **Improper documents and wrong information will result in cancellation of registration and rejection of admission.**
10. St. Joseph's Convent Sr. Sec. School, Sagar reserves the right for selection of students, as per the information furnished in the online registration form.
11. No correction in the name and Date of Birth will be entertained once the entry is made in the Admission Register.
12. Selected candidates will be informed through SMS.
13. St. Joseph's Convent Sr. Sec. School, Sagar does not entertain any middle man/agent in the admission procedure.
14. The school does not accept donations for admission. Be careful of those known and unknown people who post to be intermediaries in the admission process. **DO NOT PAY MONEY TO THEM.**
15. **The Registration Fee and Admission Fee is not refundable.**

शाला में प्रवेश हेतु नियम व शर्तः—

1. **31 मार्च 2025** की गणना के अनुसार बच्चे की आयु **3 वर्ष** होना चाहिए।
2. आयु मापदंड के अनुसार बच्चे की जन्मतिथि **01 जनवरी 2022 से 01 जून 2022** के बीच होनी चाहिए।
3. **1 दिसम्बर 2022** के बाद बना हुआ जन्म प्रमाण-पत्र वैध नहीं माना जावेगा।
4. साक्षात्कार की तिथि एवं समय एस.एम.एस. के द्वारा बताई जायेगी। साक्षात्कार के लिए माता-पिता को बच्चे के साथ उपस्थित होना अनिवार्य है। साक्षात्कार का विवरण रजिस्ट्रेशन रसीद में भी उल्लेख किया जावेगा।
5. साक्षात्कार के लिए रजिस्ट्रेशन रसीद SMS प्राप्त होने के उपरान्त ही मिल सकेगी।
6. रजिस्ट्रेशन फार्म का सफलतापूर्वक भरा जाना एवं साक्षात्कार के लिए बुलाया जाना, बच्चे का विद्यालय में एडमिशन सुनिश्चित नहीं करेगा।
7. रजिस्ट्रेशन फार्म में भरी गई जानकारी के अनुसार ही विद्यालय में बच्चे के प्रवेश हेतु चयन किया जावेगा।
8. स्कूल प्रबंधन बिना कारण बताये किसी भी असंतुष्टि हेतु बच्चे के रजिस्ट्रेशन को रद्द कर सकता है।
9. बच्चे के एडमिशन के समय सभी मौलिक दस्तावेजों के सत्यापन के लिए विद्यालय में प्रस्तुत करना अनिवार्य है। गलत जानकारी एवं अनुचित दस्तावेजों के होने पर रजिस्ट्रेशन एवं एडमिशन रद्द कर दिया जावेगा।

10. रजिस्ट्रेशन फार्म में दी गई जानकारी के अनुसार बच्चे का विद्यालय में प्रवेश हेतु चयन का अधिकार सिर्फ सेन्ट जोसफ कॉन्वेंट सी. से. स्कूल, सागर के पास है।
11. बच्चे का विद्यालय में प्रवेश सुनिश्चित होने के बाद नाम एवं जन्मतिथि में किसी भी प्रकार का सुधार स्वीकार नहीं किया जावेगा।
12. विद्यालय में बच्चे के सफलतापूर्वक चयन की जानकारी एस.एम.एस. के माध्यम से दी जावेगी।
13. एडमिशन प्रक्रिया हेतु सेन्ट जोसफ कॉन्वेंट सी. से. स्कूल, सागर, किसी भी प्रतिनिधि को मान्यता एवं अनुमति प्रदान नहीं करता है।
14. विद्यालय में प्रवेश हेतु किसी भी प्रकार का डोनेशन स्वीकार नहीं किया जावेगा। यदि कोई व्यक्ति डोनेशन के माध्यम से विद्यालय में प्रवेश दिलाने का प्रलोभन देता है तो यह पूर्णतः असत्य है।
15. रजिस्ट्रेशन फीस एवं एडमिशन फीस किसी भी स्थिति में वापिस नहीं की जावेगी।

Important Note:

- Without Online Registration, Admission Forms will not be given to any parents.
- **Online Registration should be done only once. If the child's name comes on the portal more than once the registration will be cancelled.**

Admission Charges	
Online Registration Fee (Non Refundable)	₹1000/-
Admission Fee (Non Refundable)	₹35000/-

Documents to be submitted along with the Registration Form / Receipt and at the time of Offline Admission:

1. Copy of the receipts of Online Registration and Payment.
2. Copy of Digital Birth Certificate (issued by local Municipal Corporation. Birth certificate should have all the particulars written in both Hindi and English Language.)
3. Copy of Child Samagra ID (SSSM – ID).
4. Aadhar Card copy of child.
5. Copy of Bank Account Passbook of child.
6. Latest Passport Size Photograph of the child (Only one).
7. Copy of Caste Certificate for SC/ST/OBC.
8. Photocopy of documents supporting educational qualification of Father and Mother.
9. Copy of the report card of the previous years of own sister/ brother studying at St. Joseph`s Convent Sr. Sec. School, Sagar
10. All Christian candidates must bring a letter from their respective parish priest / pastors, testifying to the membership and practicing of their faith.
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14. Attested copies of legal documents, if the child is being brought up by a single parent issued by CARA or Court.
15. For parents to be considered alumni, required to submit attested photocopy of marksheets (Class X & XII).

Note:

- **Failure to submit the above-mentioned documents may lead to cancellation of registration and subsequently rejection of admission.**
- **Birth Certificate issued / updated after 1 year from the Date of Birth of the child should be attested by the competent authority.**
- **It is compulsory to be present at the date and time mentioned along with all necessary documents for the Offline Admission Process. Rescheduling of the date and time for offline admission is not permitted.**

ADMISSION FEES

- ✓ **Parents has to pay a total of ₹40545/-
(Admission Fee ₹35000/- + 1st Installment ₹5545/-)**
- ✓ **Kindly keep the online admission payment receipt and submit the same at the time of offline admission in the school office.**
- ✓ **In case of deduction of amount and non-generation of the receipt kindly bring the copy of bank transaction as the proof of payment.**
- ✓ **Fee payment by 28-Jan-2025 is mandatory.**