



St. Stephen's School, Dum Dum

03325296670

principalssscool@gmail.com

www.ststephensschool.co.in

PROVISIONAL ADMISSION TO CLASS 11

Dated : 9th July, 2020.

Dear Parents and Students of ICSE 2020,

*In view of the announcement of **Fresh LockDown** Guidelines to arrest the spread of COVID-19, Provisional Admission to Class 11 (Science, Commerce and Humanities Streams) will be conducted Online.*

ONLINE ADMISSION PROCEDURE :

Candidates selected for Provisional Admission to Class 11 will be notified via SMS from School.

(1) You should take a print out of the Undertaking Form attached below and read the terms very carefully before putting your Signatures and Phone Numbers. A pdf of the signed Undertaking Form should be mailed to principalssscool@gmail.com

The phone number provided shall be used for official correspondence with the School.

Failure to submit the same within the deadline shall invite Cancellation of Provisional Admission.

(2) Admission Fees as per Revised Fees Structure should be Paid Online within the given dates from 'Check Your Application Status' under Admission Form Menu of the school website - www.ststephensschool.co.in

IMPORTANT POINTS TO BE FOLLOWED STRICTLY :

(1) Admission for Students of the School as well as External Candidates is strictly provisional and subject to verification of Original Pre Board/ Selection Test Marksheets. Any discrepancies found will result in immediate cancellation of Admission.

(2) Failure to meet the desired criteria in ICSE 2020 Results will invite immediate cancellation of Provisional Admission.

(3) Dates for start of Online Classes for Class 11 will be notified shortly.

(4) Choice of Optional Subjects will be done once Students are linked to the Online Class Forums. For Mathematics as Optional Subject in Commerce/ Humanities Streams, the candidate must have secured atleast 50% Marks in the subject in the Pre Board/ Selection Test Results.

(5) Any requests for change in Stream/ Optional Subjects will be entertained only after Official Publication of ICSE 2020 Results.

(6) There may be another round of Admissions to Class 11, St Stephen's School, Dum Dum, Kolkata - 700028 after Official Publication of ICSE 2020 Results.

(7) Fees once paid cannot be refunded and no pleas regarding the same will be entertained.

(8) The School Authorities decision regarding Admissions is Final and Binding on all candidates.

Provisional Admission to Class 11 is being conducted as per Council Guidelines. You are urged to strictly adhere to the dates and timings notified.

We look forward to welcoming you onboard for Virtual Classes.

By Order -

**REV. DAVID ROY
SECRETARY, M.C.**

**MRS. ELA CHOWDHURY
ACTING PRINCIPAL**

UNDERTAKING

To,
The Principal,
**St. Stephen's School,
Dum Dum**

Date :

I Mr./Mrs. hereby declare that if my ward
..... is admitted in Class
of St. Stephen's School, Dum Dum, I and my ward shall be bound to follow the rules enlisted below :

1. The Rules and Regulations as given in the School Diary are to be strictly followed.
2. A minimum of 90% attendance in theory classes and 100% attendance in practical classes are to be maintained.
3. All internal Examinations, Class Tests and Project Works are to be attended / submitted in time without fail.
4. Leave, if required, must be authenticated by the Parents/Guardians.
5. All fees must be paid in time and defaulters will not be allowed to sit for any examination.
6. Damages caused to any asset and property of the School must be duly compensated in cash instantly. Fines will be duly imposed.
7. Students are not allowed to take private tuition/coaching from the teachers of this school. If this rule is violated, the candidate's provisional admission may be cancelled as per school policy.
8. Parents and Guardians will have to respond in person, if and when called.
9. At any point of time if misconduct/misbehaviour is observed on part of the student towards teachers/ staff or School Management would lead to termination of his/ her admission.
10. I will strictly abide by the rules and regulations of the School as declared by the School Management.

Signature of Parent/Guardian

Signature of Candidate

Phone Nos. _____