

ST. FRANCIS CONVENT SCHOOL,
UPSIC ROAD, SIKANDRA, AGRA

INFORMATION REGARDING ADMISSION TO LKG (2025 - 2026)

1. Application Form for Registration to LKG Class will be available ONLINE only on the school website: www.stfrancissikandra.org
2. Online Registration link for LKG Class will be activated from 26th October, 2024, 10.00 a.m and will close on 27th October, 2024, 10.00 p.m.
3. Submission of application with supporting documents will be on the given date in the acknowledgement form.
4. The child should be born between 01.06.2020 and 31.05.2021.
5. Incomplete forms will be rejected.
6. Filling the Registration Form does not guarantee admission.
7. No recommendation letters / telephone calls will be entertained.
8. We neither accept donations in any form or kind, nor entertain mediator/ agent.

Documents to be submitted along with Registration Form (self-attested)

- a) Photocopy of the Birth Certificate of the child issued by Nagar Mahapalika, registered at the time of birth (Name is mandatory).
- b) If Christian, Photocopy of Baptism Certificate also.
- c) Id and Address Proof (Photocopy of anyone of these – Aadhaar Card, Passport, Electricity Bill, Driving License, Voter Id of the parents).
- ❖ You are requested to bring a Demand Draft of Rs.500/- drawn in favour of St. Francis Pre-Primary School, Sikandra towards the Registration Fee.

Instruction that you must read before you fill in/ submit the application

- Log on through website www.stfrancissikandra.org
- Open the Online Registration Link available on the website which will be activated from 26th October, 2024, 10.00 am and will close on 27th October, 2024, 10.00 p.m.
- Go through the terms and conditions and then click 'Proceed with Online Registration.'
- Fill in the application form carefully with the details. Once the application is filled in completely, click "Submit" button.
- Then click "Download" and take the print out of the Registration Form.
- After the click: Go to acknowledgement and take the **Print out of the Registration Acknowledgement Slip also.**
- Use the created user-ID and password to obtain the filled form for your child and current admission status.
- Take a printout of the duly filled in Registration Form on A4 size paper (both sides) & attach a recent passport size photograph of the child taken along with parents.
- **Submit the hard copy of the online Registration Form with the supporting documents in the school on the given date in the acknowledgement form.**
- **Selection:** The Management of the school reserves the right of admission or rejection and is not bound to give any reason for admission or rejection of any particular candidate.
- Parents whose wards are already studying in the school should attach a **photocopy of the Latest Report Card.**