

Class - XI ADMISSION – [2018-19]

1. Admission Policy & Procedure:

- a) Being a Christian Minority institution all Catholics seeking admission will be granted the same.
- b) 15% seats reserved for School Governing Body.
- c) Rest open for all and Admission List will be prepared on the basis of the following parameters:

SL.	Particulars	WEIGHTAGE (MAXIMUM)
1	Ward of Teacher/Staff	20
2	Ward of Alumni (NOSA)	10
3	Sibling of the present students (2 nd Child – 10, 3 rd Child – 05 points)	10
4	Ward of Managing Committee Member	10
5	Students with 90% and Above marks – 20 points 80% to 89% marks - 15 points 70% to 79% marks - 10 points	20
6	Submission of all documents	10
7	Students of Nazareth Academy (with good discipline & behaviour)	20

2. Need to submit the printed form of the application along with the required documents and acknowledgement slip within **03 days** of online submission. The form **in sealed envelope** can be **mailed** or sent to the **drop box** available at the school gate.
3. All the Original Documents / Certificates must be produced at the date & time of verification. Please submit self attested photocopies for office use when submitting application form.
4. It is the responsibility of the parents to see that the Application Form is complete in all respects. Incomplete / illegibly written / overwritten/ lack of supportive documents or certificates will lead to rejection of Application Form. False documents/ incorrect information found at any time, even after admission, will debar the candidate getting admission or pursuing studies.
5. All documents submitted at any time will become the property of the school and will not be returned.
6. Selection of the candidates will be done by the Admission Committee. **No correspondence will be solicited regarding selection and admission of a candidate.** Any recommendation, use of influence (direct or indirect), offer of donation, etc. will lead to cancellation of the Application Form/ admission of the candidate.
7. **Application Form Fee /Admission Fee will not be refunded in any circumstance**
8. If there are more applicants than the available seats in the merit list prepared on the basis of the given parameters, then selection of candidate will be done through lottery.
9. If selected, admission must be taken within the date and time given for admission. Thereafter, the candidate will forfeit the chance for admission.

10. Requirements of Documents

1. Duly filled in application form (details as per Board Registration)
2. Photocopy of the Marksheet (Internet information from the concerned Board)
3. Photocopy of Board Registration Card or Admit Card.
4. Identity Card of both the parents and Candidate (Aadhar Card). (at the time of admission)
5. Photocopy of Transfer certificate for Non-Nazareth Students.

11. Please abide by the Fee Payment mode set by the school. No cash transactions.

You may seek admission only if you are satisfied with the above given admission policy and procedure.