



# ST. XAVIER'S SCHOOL, DORANDA, RANCHI

(Affiliated to the Council for the Indian School Certificate Examinations, New Delhi)

## Apply Online for Admission to PREP (2024-25)

### A. Filling Online Application Form for PREP at St. Xavier's School, Doranda, Ranchi -

#### **Eligibility:**

**Age: - 4 ½ Years and 5 ½ Years as on 1<sup>st</sup> April 2024.**

**(Born in between 01/10/2018 to 01/10/2019)**

- **Please be ready with the following before filling up the APPLICATION FORM online.**
  - i. A soft copy of the passport size photograph of the child.
  - ii. A soft copy of the family photograph (Father, Mother and Child).
  - iii. A soft copy of the Birth Certificate of the Child.
  - iv. A soft copy of the proof of your relevant category given below.
- **Rs. 2000/-** [(Two Thousand Only) (NON-REFUNDABLE)] will be charged for the APPLICATION FORM.
- Payment link will be available in the process of filling up the Application Form itself.
- Application Form will be filled in and submitted '**ONLINE**' on the school website: [www.stxaviersschool.com](http://www.stxaviersschool.com)

**Time: - 00.01 hrs -24.00 hrs:**

strictly on the **DATES** mentioned below:

Sl. No.	Date	Categories	Documents to be Submitted along with Hard Copy of Application Form
01	September 23, 2023	Children of SXD Staff	Submit proof of employment at SXD
		Sibling studying in SXD	Proof of ID 2023-24
		Doranda Old Xaverians	Submit any proof
02	September 24 - 28, 2023	All Categories	
03	September 29 - 30, 2023	All Scheduled Tribes	Proof should be submitted
		Christians	Submit a letter from the Parishes

### B. **Submission of a Hard Copy of the Application Form:** - Once the Online Application Form has been successfully filled and submitted, a print out of the same must be taken.

- The print out of the **Application Form** must be submitted mandatorily to the school on the dates mentioned bellow along with hard copies of the following:
  - i. Proof of Documents required under different categories as mentioned above.
  - ii. One Photocopy of Birth Certificate obtained from Municipality / Hospital / Church.
  - iii. Two recent Passport size colour photographs of the child.
  - iv. A family photograph of child with his parents (Father, Mother and Child).
  - v. A copy of the present Residential Address proof (UID/Electricity bill/Phone bill)

- Date for submitting the hard copy of the Application Form along with the necessary documents to the school office (School Auditorium in the Junior Section Campus): -

Date/Date	Time	Form Nos.	Date/Date	Time	Form Nos.
September 26, 2023 (Tuesday)	9:00 a.m.	6001-6050	September 29, 2023 (Friday)	9:00 a.m.	6701-6750
	10:00 a.m.	6051-6100		10:00 a.m.	6751-6800
	11:00 a.m.	6101-6150		11:00 a.m.	6801-6850
	12:00 p.m.	6151-6200		12:00 p.m.	6851-6900
September 27, 2023 (Wednesday)	9:00 a.m.	6201-6250	September 30, 2023 (Saturday)	9:00 a.m.	6901-6950
	10:00 a.m.	6251-6300		10:00 a.m.	6951-7000
	11:00 a.m.	6301-6350		11:00 a.m.	7001-7050
	12:00 p.m.	6351-6400		12:00 p.m.	7051-7100
	1:30 p.m.	6401-6450		1:30 p.m.	7101-7150
September 28, 2023 (Thursday)	9:00 a.m.	6451-6500	October 03, 2023 (Tuesday)	9:00 a.m.	7151-7200
	10:00 a.m.	6501-6550		10:00 a.m.	7201-7250
	11:00 a.m.	6551-6600		11:00 a.m.	7251-7300
	12:00 p.m.	6601-6650		12:00 p.m.	7301-7350
	1:30 p.m.	6651-6700		1:30 p.m.	7351-7400

- C. Those who are not able to submit on the specified DATE and TIME may submit the printed Application Form from 12:30 p.m. – 1.00 p.m. on any of the specified dates given above. The forms will not be accepted after 03 October 2023.
- D. **Date and Time for Interactive Sessions** shall be allotted to you from the School office after the verification of the hard copies of Application Form and other necessary documents on the **day of submission** of the Hard Copy of the Application Form.
- E. The School will not conduct any ‘ENTRANCE TEST’ and ‘INTERVIEW’ for the children and their Parents respectively. However, there will be **Interactive Sessions** with the parents and their children in groups.
- F. Please Note that: - Submitting the Application Form does not guarantee the Admission.

Fr. Ignatius Lakra, S.J.  
PRINCIPAL