ST.ANNE'S CONVENT SCHOOL

SECTOR 32-C, CHANDIGARH

(A Private Unaided Christian Minority Institution)

ADMISSION NOTICE 2027-2028

Submission of Application Form does not guarantee Admission

POLICY FOR APPLICATION FOR ADMISSION TO NURSERY 2027-2028

PLEASE READ THE INSTRUCTIONS CAREFULLY BEFORE FILLING THE ONLINE FORM

St. Anne's Convent School is a Co-Educational English Medium, Private Unaided Christian Minority Institution which has 160 seats in Nursery. As such the norms of the Minority Institutions are applicable in the admission process. The school imparts education to the Christian community around and extends its service to the members of other communities to the extent possible.

Application form link will be available from 9th December 2026 (Wednesday) to 22nd December 2026 (Tuesday) on the school website www.sacschd.in.

Kindly Note: No forms will be available at the school. The complete form must be filled online and the required documents should be uploaded. Reg. fee of ₹ 150/- to be paid online which is non-refundable.

Disclaimer: The school will not be held liable in case there are any server/internet problems resulting in an inability to access the online form.

ELIGIBILITY

Only **children** born between **01st April, 2023 and 31st March 2024** are **eligible**. Others need not apply.
There will be no screening of the children or their parents.

Duly filled completed application forms along with the scanned copies of relevant documents are to be uploaded from Tuesday 9th December, 2026 to Monday 22nd December, 2026. (BOTH DAYS INCLUSIVE).

Preference will be given to Christians, Siblings, Wards of Alumni, Management and Wards of Staff. Conditions apply.
Kindly Note: Preference does not guarantee admission.

Fee Structure: - The admission fee is **₹.40,000/-(admission fee once paid is non-refundable)** The current fee structure for the year 2026-2027 is available on the school website. https://sacschd.in Fees may be increased for the year **2027-2028** and likewise for the subsequent years, the fees may be increased vis-a-vis prevalent in the immediately preceding year. Parents are requested to check the current fee structure from the website and apply only after they are satisfied that they can meet the fees.

With the firm belief that children should not be exposed to the stress of long journeys, parents are advised to opt for neighbourhood schools.

The school is not responsible for providing transport facilities. However, there are a few private contractors plying buses for the school under an agreement with the school. The buses are being run on pre-designated routes. The routes on which the buses are plying are available on the school website. Parents are therefore advised to apply to neighbourhood schools. Please note that parents will be responsible for arranging transportation for their child, if no seat is available on the buses or the child stays outside the already designated routes.

Please Note: No Requests For New Routes/Change In Routes Will Be Entertained.

Please Note: Parents using other means of transport barring the buses which are currently on contract with the school will be responsible for making safe arrangements of transportation for their children. This includes verification of drivers of the vehicle and all other requirements as directed by the CCPCR, CBSE, Central Government and Administration. Hon'ble Punjab and Haryana High Court etc,.Parents are therefore advised to take admission in a school near their residence. The school has already implemented numerous safety and security measures which are detailed on the school website. Parents are requested to please go through the safety and security measures and apply only after they are satisfied with the measures in place. No objection to the measures will be entertained once a child has been admitted to school.

Please note that at the time of admission and at all times thereafter, the medical details and record of the child shall be disclosed to the school keeping in the best interests and welfare of the child. Any previous medical history or any other information pertaining to the child's physical, emotional and mental health must be disclosed. Please note Parents are requested to disclose all information as they may be vital in case of an emergency and in the handling of your child. Parents will be expected to submit an undertaking to the effect that no medical issue is being withheld from the school.

Selection for free and open seats, if available, after allocation of other seats, will be made by draw of lots on Saturday, 23rd January 2027 at 10.00 AM. Draw of lots will be conducted on YouTube live. Link will be displayed on our school website to attend the entire process.

SC Judgement: The Hon'ble Supreme Court of India has held in the case of Society for Unaided Private Schools of Rajasthan v/s U.O.I. & Others Writ Petition (C) No. 95 of 2010, that the provisions of the Right of Children to Free and Compulsory Education, Act 2009 (RTE) shall not apply to **Unaided Minority Educational Institutions**. The National Commission for Minority Educational Institutions, Government of India, New Delhi has declared **St. Anne's Convent School, managed by the Simla Chandigarh Educational Society, Chandigarh, India, to be a Minority Educational Institution within the meaning of Section 2(g) of the NCMEI Act. St. Anne's Convent School, Sector 32, Chandigarh, therefore, being a certified Christian Minority, Unaided Educational Institution, does not have to reserve 25% seats for the E.W.S. (Economically Weaker Section) as mandated in the Right of Children to Free and Compulsory Education, Act 2009.**
Being a Christian Minority Educational Institution and in imitation of Jesus, who made a preferential option for the poorest of the poor of society, the school has independently been educating children from the E.D.G (Economically Disadvantaged Group) since 1977 and currently has nearly 200 students from this category in the school. **Kindly Note:** This is an entirely voluntary exercise as the school being a Christian Minority, Private, Unaided school does not come under the purview of the RTE in the matter of 25% reservation for seats for E.D.G.

Only ONE application form per child is to be uploaded. In the event of it being discovered that more than one application has been uploaded for a child, all such forms will stand rejected and the candidate shall be disqualified and not be considered for the Draw of Lots.

1. **At the time of online submission of forms, a sum of ₹ 150/- is to be paid online as registration fee (Non-refundable)**

   After the online submission of forms:

a) There will be a preliminary examination of the forms. All forms found incomplete/ with documents missing/unattested/ with incorrect information/ ineligible will not be accepted.

b) The accepted forms will, thereafter, be subjected to further detailed scrutiny after which the final list for eligible candidates for the draw of lots will be drawn up.

c) Kindly bring along an Original Date of Birth Certificate for verification purpose, if you are called to the school.

The final list of eligible candidates for the draw of lots will be put up outside the school and on the school website. https://sacschd.in on January 16, 2027

Please ensure that the acknowledgement slip that is generated online is retained and produced whenever you come to the school regarding all future dealings pertaining to admissions.

Draw of lots will be conducted online. Link will be displayed on our school website to attend the entire process on Saturday, 23rd January 2027 at 10.00.AM. Parents of the first 500 registered candidates (reg No 1-500) shall come to the school to witness it.

PLEASE READ THE INSTRUCTIONS CAREFULLY BEFORE UPLOADING THE DOCUMENTS

DOCUMENTS TO BE UPLOADED WITH THE APPLICATION FORM

Please ensure that all documents (where applicable) are legible and are Notarized /attested.

1) Birth certificate

Birth certificate of the child issued in accordance with the provisions of the Registration of Births & Deaths Act, 1969 with the child's name and the parents' names on it. Please note: The parents' names must **exactly match** the names on the applying child's Date of Birth Certificate. No alteration will be permitted in any of the names once the same has been submitted. Hence you are strongly advised, if you so desire, that the necessary rectifications like addition/deletion of the name/surname/parent's name/s is done legally from the Issuing Authority before submission of the Registration Form.

2) Proof of current residence: Any one of the following with the **present** residential address: ***(if the parents are living in two separate accommodations, kindly tick both proofs of residence and write against the ticked option which one is for which parent.)***

(i) Latest Electricity/water Bill
(ii) Latest Landline Telephone Bill
(iii) Aadhaar Card of Father/Mother
(iv) Rent agreement signed in the last six months
(v) Valid Passport of Father/Mother
(vi) Driving License (valid)
(vii) Voter Id of Father/Mother
(viii) Any other Govt. identification document

3) Christians must attach both:

(i) Baptism certificate/Dedication Certificate of the child.
(ii) A letter from the respective parish Priest/Pastor testifying to the membership of their parish and their active involvement in the church.

4) Alumni *(both)* **:**

(i) School leaving certificate/Class 10 pass certificate **ii)** Membership card of SAOSA.

5) Sibling in school: A copy of ID/any other proof of the ward already studying in the school

Kindly note: The information asked for below is for our information only and has no relevance to the admission which is by draw of lots.

6) Single parents: Suitable supporting documentation **indicating legal custody of the child** by the applicant. e.g.: Divorce papers/court order/death certificate etc.

7) Legal Guardian (if any): Suitable documents indicating legal custody of the child.

8) If foreign national, please attach the following documents:

i) Valid Passport. ii) Valid Visa + Residential Permit or PIO Card/OCI Card.

9) Children who are **differently abled and can be main streamed** : Authenticated documents to be submitted.

i) Medical /Learning Disability Certificate from PGI/Sector 32 Hospital/ Sector 16, Hospital/a Govt. Hospital.
Please Note: The learning Disability Certificate must be from the Psychiatric Department of the PGI.
ii) Detailed assessment report.

10) Recent passport size photograph of the child/father/mother (not more than 1 month old)

KINDLY NOTE :

a) All forms uploaded along with the accompanying documents and photographs shall become the property of the school and will not be returned.
b) Contact numbers/Email IDs given must be permanent, valid and working. In the eventuality that the school is unable to reach you at the number(s) given, the school will not be held responsible for the consequences.
a) Aadhaar Card of the ward is required at the time of admission.

4th December 2026