



# ST. LAWRENCE HIGH SCHOOL

27, Ballygunge Circular Road, Kolkata - 700019

Website: [www.stlawrencehighschool.edu.in](http://www.stlawrencehighschool.edu.in) email: [admissions@stlawrencehighschool.edu.in](mailto:admissions@stlawrencehighschool.edu.in)

Contact WhatsApp No: 9874055002; 033 24751959



Date: 6<sup>th</sup> September, 2021  
Ref: SLHS/FJK/PR/ADM/2021/38

## GUIDELINES FOR OFFLINE APPLICATION FORMS

**Eligibility for Class U.K.G:** Candidates should have been born on or between 1<sup>ST</sup> January 2017 and 31<sup>ST</sup> Dec. 2017.

**Eligibility for Class 1:** Candidates should have been born on or between 1<sup>ST</sup> January 2016 and 31<sup>ST</sup> Dec. 2016.

**Eligibility for Class 2:** Candidates should have been born on or between 1<sup>ST</sup> January 2015 and 31<sup>ST</sup> Dec. 2015.

**Please fill in the Application Form carefully and accurately in CAPITAL LETTERS.**

Register the same mobile number as your contact and WhatsApp number for correspondence with the school.

**Please attach the following documents along with the completed Application Form and Submit it at the School Gate:**

1. Self-attested photocopy of the Birth Certificate of the candidate issued by a Municipal Corporation.  
Self-attested photocopy of the Baptism Certificate of the candidate (if the candidate is a Christian).
2. Employer's certificate of income, of both parents, if applicable. Persons who are self-employed or who have their own business must submit a copy of their income tax returns or audited accounts statement of their yearly income. Those who are unable to provide a copy of their income tax returns must submit a Self Declaration of their monthly income on their company letter head or A4 size paper.
3. Photocopy of a valid residential /address proof of the parents in Kolkata at present.  
Parents' residential/address proof may include any one of the following documents: Aadhaar Card, Driving License, Electricity Bill, Passport, Telephone Bill, Voter Identity Card.
4. Self-attested photo copy of Aadhaar Card of the candidate if available.
5. Please affix one passport size colour photograph of the candidate, his father and mother separately, and a postcard size photo of the parents with the candidate are to be affixed on the Application Form at designated places.
6. Application fee payment receipt with details of bank payment.

### **PLEASE NOTE:**

- **St. Lawrence High School is an English medium school, affiliated to West Bengal Board of Secondary Education, applied for affiliation to ICSE.**
- **The medium of instruction is English.**
- **The applicants may choose Hindi or Bengali as their Second language.**
- **This is only an Application Form for admission. Successful submission of the Application Form does not directly result in admission to St. Lawrence High School.**
- **In the event of withdrawal of the candidate after the completion of admission, no refund will be made under any circumstances.**

Any misrepresentation in the Application Form will disqualify the candidate for admission. Such misrepresentation will result in the dismissal of the candidate at a later date, even if admitted.

**The procedure and date for verification will be informed by phone or WhatsApp message. Following the covid protocol, no admission list will be published. The admission process is expected to be completed by 30<sup>th</sup> November, 2021.**

St. Lawrence high school does not admit candidates based on any recommendations. Be aware of touts/middlemen who claim to represent the school for admissions. The school will not be responsible for those who are deceived by such people. The decision of the principal is final in matters of admission.

Principal

Fr. Francis Jimmy Keepuram S.J.



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Ref No: SLHS/FJK/Fee Notice /PR/ADM/2021/39  
Date: 06.09.2021

## **ADMISSION FOR UKG, CLASS 1 & 2 - ACADEMIC SESSION 2022**

Fee payable at the time of admission at **Canara Bank Branch at St. Lawrence High School**

1. Admission Fee	:	Rs.35,000.00
2. Tuition Fee (monthly)	:	Rs. 1,980.00
3. Yearly Session Fee	:	<u>Rs. 6,420.00</u>
Total	:	<u>Rs. 43,400.00</u>

TUITION FEES AND OTHER FEES INDICATED ABOVE ARE BEING CHARGED AT 80% OF THE ACTUAL FEES OF 2019, AS PER THE DIRECTION OF THE HONOURABLE HIGH COURT OF CALCUTTA. THIS IS SUBJECT TO REVISION, AS PER THE DIRECTION OF THE HONOURABLE HIGH COURT OF CALCUTTA. FEES FOR JERSEY, BADGE, BELT, TIE, ID, ESCORT CARDS, GAMES & SPORTS AND OTHER FEES AS APPLICABLE WILL BE CHARGED ONCE PHYSICAL CLASSES BEGIN. THE ACTUAL FEE STRUCTURE OF 2020 IS DISPLAYED ON THE SCHOOL WEBSITE.

PAYMENT MAY BE MADE IN CASH OR DEMAND DRAFT (IN FAVOUR OF ST. LAWRENCE HIGH SCHOOL, PAYABLE AT KOLKATA).

**CAVEAT:** In the event of withdrawal of the candidate after the completion of admission, no refund will be made under any circumstances.

For further details kindly check the Notice Board or call the school office between 9 a.m. and 3 p.m. on 033-2475 -1959 or 9874055002. You may also check the school website. Website: [www.stlawrencehighschool.edu.in](http://www.stlawrencehighschool.edu.in)

Fr. Francis Jimmy Keepuram, S.J.  
**Principal**