

# NOTICE

ADMISSION TO LKG FOR THE YEAR 2022-2023

Dated- 01.01.2022

**Please treat this as important:**

1. The Christian/Catholic parents are requested to bring along the Baptismal Certificate in Original and an **attested** Photostat Copy of the Date of Birth Certificate of your ward without fail.
2. Other parents to bring the Original **Date of Birth Certificate** issued by Municipal Corporation and a photocopy of the same duly attested by **Class A** gazetted officer.

**(Note: Notary attested copy will NOT be accepted)**

3. An **affidavit of Rs. 50/-** duly attested by the **Executive Magistrate** is to be submitted by the parents of selected wards. The affidavit should state:
  - The **Date of Birth** certificate that we have submitted is correct and no change has been made in the **Date of Birth** to seek admission to this school.
  - We will **not file any case** against the school to change the **Date of Birth** at any point of time after the child's admission in the school.

**(Please follow the sample format given below)**

4. On the day of admission **both the parents along with their child** should be present. The measurement of the child for uniform will be taken on the same day.
5. The school does not provide any transport facility.

**YOU WILL BE INFORMED REGARDING DATE, TIME AND FEE SOON.**

Sr Ophilia Lobo  
Principal

**NOTICE**

Dear Parents

01.01.2022

Kindly be informed that you are requested to submit a printed application in duplicate, mentioning your **Permanent Residential address** and the current address in case it is not the same as the permanent address. In the likelihood of a change of residence kindly mention the new address and a tentative date of shifting.

You are also required to submit your **PAN** number. The **Residential address** and **PAN** number must be mentioned in bold type in the application to be submitted and duly signed by both the parents. Please follow the given format.

Sr Ophilia Lobo

.....  
The Principal  
St Joseph’s Convent School  
Civil Lines  
Bathinda

Dated: .....

Subject: Details of Residential Address and PAN number.

Respected Sister

We, Mr ..... Mrs ..... parents  
of ..... hereby make known that our name and  
residential address is .....

.....

PAN number (Father): .....

PAN number (Mother): .....

Our Current Residential address is the same as Permanent Address (Yes/No)

Our Current Residential Address is .....

.....

We shall be moving into a different locality within ..... months.  
(Write NA in fields that are not required)

Yours sincerely

(Signature of father) .....

(Signature of mother) .....

# Sample Format

## Affidavit

PUNJAB

We,.....S/o ..... &  
..... W/o ..... R/o  
....., Bathinda do hereby solemnly affirm and declare as  
under;

1. That the Date of Birth our daughter ..... is  
..... and the date of Birth certificate we have submitted is  
correct and no change has been made in the Date of Birth to seek admission  
to this school.
2. That we will not file any case against the school to change the date of Birth  
at any point of time after the child's admission in the school.

Deponent

Verification:

Verified that the above contents of this affidavit are true and correct to the best of our  
knowledge and belief nothing has been concealed therein.

Verified at Bathinda dt.

Deponent.

**Affidavit Attestation**

Id No		Entry date
Stamp paper no		Photograph of parents
Name		
Father/Husband Name		
Address		
Identity		
Facilitation Charge		
The above person appeared and deposed before me		
		Executive Magistrate Bathinda