



# St. Stephen's School, Keorapukur

DIOCESE OF BARRACKPORE (C.N.I.)

President : The Bishop of Barrackpore

Keorapukur Mission

P.O.- Haridevpur

Kolkata - 700 082

Phone : 9836016002

E-mail Id - sschool.keorapukur@gmail.com

Ref. No. : .....

Date : 21-07-2025

## NOTICE FOR ADMISSION

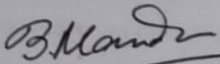
### CLASSES - PRE-NURSERY TO V - (SESSION 2026 – 2027)

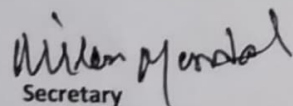
We are pleased to announce that the Application Form for admission in to Classes Pre-Nursery to V for the Session '2026-27' will be available from the School Office on and from **1<sup>st</sup> August 2025** onwards between 9.00 a.m. to 12.00 noon on all working days.

APPLICATION FORM FOR CLASS	PRE-NURSERY TO V
COST OF PROSPECTUS & FORM	RS. 400/- (Rupees Four Hundred only)
From where the Admission Form will be collected?	Office of ST. STEPHEN'S SCHOOL, KEORAPUKUR Keorapukur Mission P.O- Haridevpur Kolkata-700082
TIMINGS	9.00 A.M. TO 12.00 NOON
DOCUMENTS REQUIRED (During purchase of Admission Form)	BIRTH CERTIFICATE OF THE CHILD

#### Note:

1. Please read the instruction carefully before filling-up the Admission Application Form.
2. **The Admission will be taken on first come first basis.**
3. Please enclose necessary relevant documents self-attested by parent/guardian such as Date of Birth, Caste Certificate, if any, PAN Card, Aadhar Card of both parent and child, if available, and Income Proof Certificate/Documents.
4. Separate passport size photographs of child and both parents to be pasted on the Form during the time submission.
5. Both the parents along with child must be present on the date of interview-cum admission compulsorily.

  
Principal  
St. Stephen's School, Keorapukur

  
Secretary  
St. Stephen's School, Keorapukur

Copy to:

1. President, M.C.
2. Secretary, GBFB
3. File

Principal  
ST. STEPHEN'S SCHOOL  
Keorapukur

Secretary  
ST. STEPHEN'S SCHOOL  
Keorapukur

## INSTRUCTIONS FOR FILLING THE APPLICATION FORM

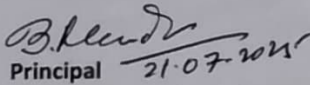
1. Please read the Application Form carefully before fill-up.
2. Admission Application Form is applicable for Classes Pre-Nursery to V and the age criteria is as on 1<sup>st</sup> April 2026 must be as per following: -

PRE-NUR	NUR	K.G.	I	II	III	IV	V
3 (THREE) YEARS	4 (FOUR) YEARS	5 (FIVE) YEARS	6 (SIX) YEARS	7 (SEVEN) YEARS	8 (EIGHT) YEARS	9 (NINE) YEARS	10 (TEN) YEARS

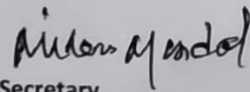
3. Parents / Guardians willing to get their ward/(s) admitted in the school are requested to collect the Prospectus and Application Form from the School Counter and **must bring Birth Certificate along with two (2) passport size photographs of the child/children.**
4. After filling-up the Admission Application Form submit the same in the **Office** at St. Stephen's School, Keorapukur, Keorapukur Mission P.O- Haridevpur Kolkata-700082.
5. You are required to attach following documents along with the filled-in Admission Application Form.
  - a. Photocopy of Birth Certificate from Municipality / Panchayat.
  - b. Christian candidates must submit a copy of Baptism Certificate and Membership Certificate from the Church duly attested by Presbyter In-charge / Parish Priest.
  - c. Parents/Guardians have to submit income proof (Salaried – Form 16 or equivalent document from employer), Self-employed or Business (Income Tax Return or Personal statement of yearly income).
  - d. Caste Certificate, if any.
  - e. Candidates seeking admission from Class II (Two) onwards, have to submit Mark-Sheet / Report Card showing Promotion of last school attended. Also, the original Transfer Certificate has to be submitted on or before first day of the academic session 2026 – 2027. **(Candidates failing to submit the above mentioned/stated documents will be treated as Candidature Cancelled and admission fees will not be refunded).**
  - f. All the documents (photocopies) attached with the Admission Application Form must be self-attested by the parent/guardian of the candidate/(s).
6. There will be NO INTERVIEW for candidates applying for Classes Pre-Nursery to K.G.
7. Candidates applying for admission for Classes I to V have to appear before Interview Board / written examination for Subjects: English, Math & General Science, based on previous class syllabus.
8. The list of candidates short-listed for Admission / Interview will be displayed and notified on the School Notice Boards and School Website respectively. Parents/Guardians must verify the same accordingly. **Selected candidates along with both parents / guardians are required to attend the Admission interview as per scheduled date and time.**

### NOTE:

The School Authority reserves the right to reject any application/(s) without giving any reasons. Enquiry for rejection of any application/(s) will not be entertained in any manner.

  
Principal 21-07-2024  
St. Stephen's School, Keorapukur

Principal  
St STEPHEN'S SCHOOL  
Keorapukur

  
Secretary  
St. Stephen's School, Keorapukur

Secretary  
St. STEPHEN'S SCHOOL  
Keorapukur