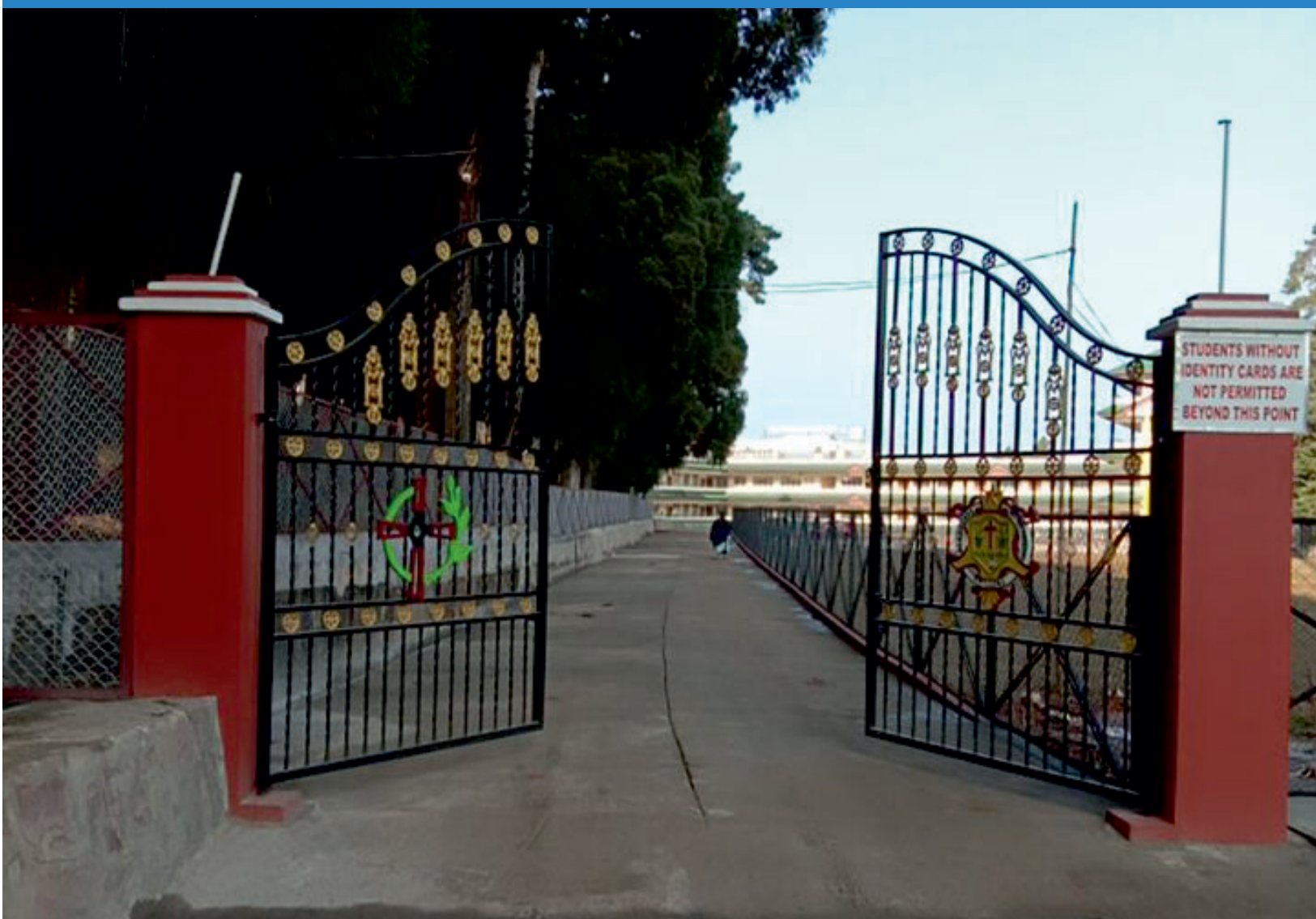


ST. EDMUND'S HIGHER SECONDARY SCHOOL

A CHRISTIAN BROTHER INSTITUTION



Leading the way into the future

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FORM

:



St Edmund's Higher

Secondary School – 793003

MEGHALAYA,

Application Form for the Year

2021

In

ARTS/COMMERCE/SCIENCE

Affix

Student's

Photograph

- 1] Student's Name (in BLOCK letters):
- 2] Date of Birth: Date..... MonthYear
- 3] Gender: Male [] Female []
- 4] Class X : Name of Board Year of Passing
- 5] Name of School last attended
- 6] Meghalaya SC/ST: Yes No (Specify)
- 7] Other State SC/ST (Specify)
- 8] Religion: Catholic [] Christian [] Hindu [] Muslim [] Others (Specify)
- 9] Disability : Physical [] Visual [] Hearing [] (Attach Certificate)

FOR OFFICE USE ONLY

Year of Passing	Meghalaya S.T. Yes/No	Catholic Yes/No	Aggregate (Best of 5 Subject%)	English (For All Students)	Maths (For Com & Sc)	Science (Only Science)	Grand Total Marks

St Edmund's Higher Secondary School- 793003

ACKNOWLEDGEMENT – SLIP.

FORM Number

Received the application form from (Name) for admission into Class XI Course in session, 2021 of St. Edmund's Higher Secondary, School.

Date:

.....

For Principal

St. Edmund's Higher Secondary.

The Admission list will be displayed on:

Kindly do not lose this Acknowledgement Slip

Admission cannot be given without this slip

10] Excellence in Sports: Yes [] No [] (Attach certificate)

11] Home Address (Permanent)

.....

12] Contact Number

13] Father's Name 14] Mother's Name:

Father's Occupation Mother's Occupation

Father's Office Address: Mother's Office Address:

.....

Phone: Phone:

Signature of Father Signature of Mother:

15] Choice of Subjects

16] Date: [17] Student's Signature:

Enclosures to be submitted with the Application Form:

1. An attested copy of the student's Marksheet.
2. An attested copy of the Student's Scheduled Tribe/ Caste Certificate (For Meghalaya Scheduled Tribe/Caste only).
3. An attested copy of the Student's Baptism Certificate. (For Catholic Students Only).
4. Xerox Copy of Class X Admid Card.

ST. EDMUND'S HIGHER SECONDARY SCHOOL
BLESSED EDMUND IGNATIUS RICE
FOUNDER OF THE CHRISTIAN BROTHERS



Edmund Ignatius Rice was born in Callan, Ireland, in 1762. Edmund had the good fortune of being brought up in relative comfort while the majority of his countrymen were relegated to near destitution due to the policy of religious persecution of the occupying British Government. At the age of seventeen, after a childhood spent on the family farm, he was apprenticed to his uncle a merchant in Waterford, South-East Ireland. Edmund prospered and became the owner of the business and at the age of twenty five he married Mary Elliot. Two years later she died leaving him an invalid daughter for whom he cared lovingly throughout his life.

As a widower Edmund was known for his spirit of prayer and he practiced charity. It was through a conversation with a friend and the example of Nano Nagle, Foundress of the order of Presentation Sisters, that God was calling him to work for destitute ignorant people, especially youth.

Throughout his life Edmund spent himself in helping the poor personally. He undertook legal proceedings to ensure that money left to help them went to them and not to dishonest officials. He regularly visited the prisons consoling the condemned.

Though Edmund helped the poor in numerous ways, he saw a holistic value-based education as the best means of making them aware of their human and spiritual dignity as children of God. In 1802, at the age of forty, he sold his business and unassisted, opened his first school in a converted stable in Waterford. His courageous example attracted followers. In 1808, with six companions, he made vows as a religious Brother, marking the foundation of the Congregation of Christian Brothers.

In the beginning the Brothers owed obedience to the local Bishop, being known as presentation Brothers. In 1822, Edmund and most of the Brothers adopted a central organization and the Christian Brothers rule of life approved by Pope Pius VII. Those Brothers who remained Diocesan retained the name, Presentation Brothers.

Edmund was a strong rounded personality, intelligent and practical. He was balanced in temperament and appreciated the efforts of others. He was remarkable for his trust in Divine Providence. He died in 1844. Till today in many places around the world and on the six continents he is venerated for the holiness of his life. His remains rest in the Chapel of the Blessed Sacrament, Mount Ston, Waterford.

In his life time his work spread throughout Ireland and to England, Gibraltar and Australia. Today his Brothers continue his mission in over 400 foundations in thirty countries. Edmund Ignatius Rice was Beatified by his holiness Pope John Paul II on 6th October, 1996.

Edmund's Charism continues to inspire many men and women around the world. Fired by his spirit they carry his message to the youth of today. Besides the Congregations of the Presentation Brothers and the Christian Brothers the worldwide Edmund Rice Network focuses the zeal and enthusiasm of many who wish to commit their talents and time to the work started by Edmund.

In this year of the 258th Birth anniversary of Blessed Edmund Rice, we have an opportunity to reconnect ourselves to his spirituality that of brothers and sister who break the "Word of God" experienced in their lives to each other in community, a spirituality especially relevant to our world today.

History of the Higher Secondary School

The Christian Brothers were invited to Shillong in 1915 and St. Edmund's College began in 1916. On 24th May, 1923 the College started Inter- Arts and Inter-Science classes, and affiliation to Calcutta University, for these courses was received in 1923. The first classes of the University section of St. Edmund's College opened in 1924. Bro. J E McCann was the first Principal of the College (he was also the Principal of the School at this time). Bro. O'Leary was the first Principal of the College (separate from the School).

St. Edmund's College, Shillong, is one of the premier institutions of the North East of India and Meghalaya in particular. Since 1924, till the present date, St. Edmund's College has maintained its excellence by regularly introducing new courses, updating its infrastructure, achieving the highest academic records and inculcating a spirit of discipline and academic enquiry among its students.

From 1924 to 1936, St. Edmund's College was a junior college for Intermediate Arts and Science. Later St. Edmund's College was affiliated for these Pre-University courses by the Gauhati University and then the North-Eastern Hill University. In 1995, when the Pre-University was discontinued in the Universities, the College was affiliated to the Meghalaya Board of School Education for the Higher Secondary courses.

With effect from the year, 2010, the Higher Secondary classes, have been segregated from the Degree Section of the College. This is to ensure more personal attention to the students (60 students per class) with teachers dedicated to this section of students, while availing of the facilities of the College (well established laboratories). In addition, admission will be open to boys and girls in all the streams (Arts, Commerce and Science). On the 22nd of August 2019, the feast of Mary immaculate Queen we dedicated our New Building to God Our Father and Mary our Mother for the education of the young people of the North East.

From its inception, the Higher Secondary has endeavored to instill in its students a love for excellence. integrity, concern for one's fellow human beings and the preservation of the environment in an atmosphere conducive to the awareness of God. The Higher Secondary creates an environment where the all-round development of the individual is promoted with dignity, principally through right relationships with God, with others and with the whole of creation.

It is our attempt at St. Edmund's to encourage our students to use their imagination and intuition as tools to initiate change. Sensitization towards a need to bring about equality and change in society and the world at large are modes of interest instilled in the minds of our students, hence making them more responsible citizens.

Higher Secondary Motto :
FACTA NON VERBA :DEEDS NOT WORDS

EDUCATIONAL GOALS AND OBJECTIVES

We, the staff of St. Edmund's Higher Secondary, believe that education has the potential to transform society and so we commit ourselves to:

- « Working together to create a 'new society' where all accept each other as 'brothers' and 'sisters' under the common parenthood of God.
- « Accepting religious and cultural pluralism in the conviction that 'Unity in diversity' is part of God's plan for humanity.
- « Creating an environment where the all-round development of the individual is promoted with dignity, principally through right relationships with God, society and the whole of creation.
- « Collaborating with all people of good will in order to usher in a more just, peaceful and compassionate climate in society.
- « Empower and assist the poor and oppressed in their own advancement and development.

Inspired by this Vision and energized by the conviction that God invites us to partner Him in the creation of this 'new society' we will endeavour to:

- « Share this vision with our students, parents and staff members so that the Higher Secondary community has a common motivation.
- « Through Value Education sensitize our students to social needs.
- « Promote inter-religious and inter-cultural understanding and harmony.
- « Sensitize our students towards ecological preservation and restoration.
- « Provide opportunities to our students to reach out to the under-privileged, the marginalized and those oppressed by social and gender restrictions.
- « Provide Counseling and Outreach programmes.
- « Encourage creativity and innovativeness in our teaching and study methods to stimulate and motivate our students to achieve their academic potential.

COURSES OF STUDY FOR HIGHER SECONDARY

The Higher Secondary conducts courses in Commerce, Arts and Science.

The duration of the Higher Secondary Course is TWO years. The Final Higher Secondary Examination will be conducted by the Meghalaya Board of Higher Secondary Education. Class XI students who have passed the promotion examination will move on to class XII after the Class XI Promotion Examination Results are declared.

All Higher Secondary students must have four elective subjects in addition to English, Environmental Science, Alternative English / MIL.

ADMISSION SELECTION

- (A) Candidates to the Congregation of Christian Brothers and other Catholic Religious (Brothers and Sisters) and Priestly Congregations shall be given priority for admission into the Higher Secondary for the various streams provided they have the minimum qualifications of 50% aggregate.
- (B) All Catholic students will get +10 points provided they attach the xerox copy of their Baptism Certificate; Meghalaya SC/ST will get +5 points provided they attach their SC/ST Certificate And a penalty of -3 points if you passed out in the year 2019; -6 points if your year of passing is 2018....
- (C) Students from our sister schools run by the Christian Brothers from out-station will be given due consideration provided they fulfill the basic minimum Admission criteria for each
For Science stream the student should have obtained at least a pass percentage of 60% aggregate with a minimum of 75% marks in Mathematics; 75% marks in Science and 75% in English.
For Commerce stream the student should have obtained at least a pass percentage of 60% aggregate with a minimum of 60% marks in Mathematics and 70% marks in English.
And for Arts stream the student should have obtained at least a pass percentage of 60% aggregate with a minimum of 70% marks in English.
- (D) Consideration will be given ONLY for the daughters and sons of the Staff of St. Edmund's Higher Secondary and not for their friends or acquaintances.
- (E) Bringing third party recommendation letters or pressures from Fathers, Brothers, Sisters, Officials... etc would ensure automatic cancellation of your seat.
- (F) Since St. Edmunds Higher Secondary follows the MBOSE Board which gives due weightage to the written Examination marks, Students coming from other Boards please note that to ensure fair admission process for all concerned, it will be your written Exam Marks (SA Marks) that will be taken into consideration and NOT the INTERNAL marks given by your school in which you were studying.

CRITERIA FOR SPOT ADMISSIONS.

Kindly Note that:

- 1) Spot Admissions are ONLY valid for the FIRST Day of Admissions.
- 2) If you qualify for Spot Admission and are selected, then you are expected to pay the 1st instalment of the fees on the Spot – within TWO Hours of getting the admissions. Otherwise your seat will get automatically cancelled by our Computer system at 5:00pm of the first day of Admissions and then you are expected to follow the normal admission procedures.

3-A] Spot Admission Criteria for SCIENCE Students:-

- (a) 80% Marks in Science.

- (b) 80% Marks in Mathematics.
- (c) 75% Marks in English.
- (d) 80% Aggregate – Best of Five Subjects which includes English, Maths & Science.

3-B] Spot Admission Criteria for COMMERCE Students:-

- (a) 70% Marks in English.
- (b) 60% Marks in Mathematics.
- (c) 65% Aggregate – Best of Five Subjects which includes English and Maths

3-C] Spot Admission Criteria for ARTS Students:-

- (a) 70% Marks in English.
- (b) 70% Aggregate – Best of Five Subjects which includes English
 - « In case of withdrawal of admission, fees shall not be refunded.
 - « The seats falling vacant after spot admission shall be filled on merit.
 - « 60% of all seats shall be reserved for the applicants belonging to the Meghalaya tribal communities.
 - « For the Science Stream merit will be judged on the basis of Overall %, Maths , Science & English marks.
 - « For the Commerce Stream merit will be judged on the basis of overall % and Maths marks & English marks.
 - « For the Arts Stream merit will be judged on the basis of overall % and English marks.
 - « In all streams a 10 point weightage will be given to Catholic applicants Baptism certificate needs to be produced

ADMISSION PROCEDURE FOR HIGHER SECONDARY

Prospectus and Application Form for admission shall be available in the Higher Secondary Office w.e.f. 1st April, each year.

The applications for admission, on prescribed form, will be accepted immediately after the announcement of the Class X Examination Results of the MBOSE Board.

Please Note:

- (i) There will be no reservation or quota for ICSE, CBSE or any of the other Boards.
- (ii) The admission process starts the day MBOSE results are declared.
- (iii) All admission process ends three days after the MBOSE results are declared

Each Application must be accompanied by:

- i) An attested copy of the mark sheet of the last examination passed (Class X * Internet copy will be accepted till the original mark sheet is made available)
- ii) A recent passport size photograph of the student, father and mother
- iii) ST, Baptism Certificates (Xerox copy duly attested)
- iv) Admit Card (Xerox copy duly attested)

When a student is admitted, then the Admission Form must be accompanied with:

- a) A testimonial of character from the Principal of the School last attended.
- b) An attested copy of the mark sheet of the last examination passed (Class X)
- c) A recent passport size photograph of the student, father and mother
- d) The ORIGINAL Transfer Certificate from the School last attended.
- e) An ST certificate for Meghalaya Tribal Students.
- f) Catholic students should submit a Xerox copy of their Baptism Certificate by their Parish Priest.

PLEASE NOTE

- « Many applications are received for admission. The seats available in the Higher Secondary are: Science: 240; Arts: 180; Commerce: 120 (Each class will have 60 students)
- « Classes are held between 8.00 am and 3.00 pm.
- « The ORIGINAL Migration Certificate for those students coming from Boards other than the Meghalaya Board of School Education is to be handed over to the office not later than one month from the date of admission.
- « The ORIGINAL mark sheet is **NOT** to be handed to the office under any circumstances.
- « The Higher Secondary reserves the right to refuse an application for admission without assigning any reasons for the same.
- « When admission is granted, the prescribed fees must be paid and the admission form must be deposited at the Higher Secondary office within 24 hours, otherwise the admission will stand cancelled.
- « Application forms not having all the required documents will not be considered.
- « As a recognized Catholic Minority Institution, Catholic students applying for admission will be given a 10 point weightage in the selection process for the Higher Secondary Classes.

CLASS XI SCIENCE

Subjects Offered :

English, Environmental Science, Alternative English/MIL, Physics, Chemistry, Mathematics, Biology or Computer Science.

CLASS XI ARTS

Subjects Offered :

English, Environmental Science, Alternative English/MIL, Geography 120 seats or Education 60 seats, Economics or Sociology, Political Science or Computer Science, History or Mathematics

CLASS XI COMMERCE

Subjects Offered :

English, Environmental Science, Alternative English/MIL Economics, Accountancy, Business Studies, Computer Science or Mathematics or Entrepreneurship.

PLEASE NOTE:

1. **ONLY ONE** of the following subjects is to be taken for MIL: Khasi or Hindi. Unless there are more than twenty students opting for Hindi as MIL in Class XI Science, Arts or Commerce stream the same will not be offered in this section.
2. Mathematics is only available for those students in the:
 - « Arts stream who have secured at least 70% in Maths in Class X
 - « Commerce stream who have secured at least 70% in Maths in Class X
3. Those that opt for Computer Applications should have secured at least 60% in Maths in Class X or have had Computers as a subject in Class X.
4. Students taking Geography or Computer Applications or both have to pay laboratory fees and computer fees, respectively, as per the schedule.

HIGHER SECONDARY FEE SCHEDULE

		2021-2023
A	Admission Fees (Class XI)	Rs. 2000.00
	Registration Fee (Class XII)	Rs. 500.00
B	Tuition Fee per month * (2020-2022 session)	Rs. 4180.00
C	MBOSE Fees (will be charged as per the direction of the Board)	
	a) Registration Fee	to be notified
	b) Centre Fee	to be notified
D	Tuition & Activities - per academic year*	
	Higher Secondary Tests and Exam fees	Rs. 1230.00
	Library	Rs. 1100.00
	Co-curricular Fee	Rs. 1500.00
	Magazine	Rs. 485.00
	TOTAL	Rs. 4315.00
E	Development & Maintenance - per academic year*	
	Development Fee	Rs. 1445.00
	Building Fund	Rs. 2200.00
	Maintenance Fee	Rs. 870.00
	TOTAL	Rs. 4515.00
F	Laboratory Fees: per subject, per academic year*	
	a) Laboratory Fees	Rs. 2685.00
	b) Laboratory Expendables	Rs. 1330.00
G	Computer Application- Per academic year*	
	a) Laboratory Fees	Rs. 2685.00
	b) Laboratory Expendables	Rs. 1285.00
H	FIELD STUDY/ EXCURSION amount to be paid before the event and includes the actual cost of the trip and the fare and expenses of the accompanying members of the staff. FIELD STUDY trips are part of the prescribed syllabus and all students are required to attend. EXCURSIONS are optional.	

INFORMATION ON FEES

Fees will be charged for 24 months for the Higher Secondary course. Each student will receive a fee book at the beginning of the academic year and the amounts and dates by which the installments are to be paid should be followed.

There will be approximately a 10 % increase in the fees from one year to the next. However, fees may be enhanced even during the year to meet rising prices and enhance staff salaries.

All fees have to be paid in Corporation Bank, Laitumkhrah, Shillong, in C.A. No. 510101002658762- CCBI St. Edmund's Higher Secondary Fee Collection a/c, by the due date else a late fee will be levied.

PAYMENT OF FEES

Fees are paid in five installments for the year 2021 and six installments for the year 2022

- « 1st installment: (at the time of admission) Rs. 19220/- (Admission Fee + 4 Months Tuition Fee + Lib. caution & Form
- « 2nd installment: (to be paid by 15th July 2021) Session Fee Rs. 4315/- + Laboratory Fees to be added as per subject combination.
- « 3rd installment: (to be paid by 10th September 2021)
Rs. 12540/- (3 months Tuition Fees + Development & Maintenance Fees)
- « 4th Installment (to be paid by 12th November 2021) Rs. 12540/- (3 months Tuition Fees)
- « 5th Installment (to be paid by 7th December 2021) Rs. 8360/- (2 months Tuition Fees) + MBOSE fee to be added.

*** The amount noted is for the 2021-2023 session**

Concessions are available for economically poorer students - after the August Unit Test, provided (i) the student has passed in all his exams and (ii) A verified monthly income statement is attached along with the application form seeking concessions.

PLEASE NOTE

All fees may be enhanced even during the year to meet rising prices and enhance staff salaries.

EXAMINATIONS & ATTENDANCE

Regular tests will be conducted during the term. These tests are conducted with the view to ascertain if the students are coping with the matter taught and to prepare the students for their Board Examinations. Report cards are given periodically and after every major exam. Parents are urged to attend the scheduled Parent-Teacher meetings and collect the Report Cards. The marks obtained in these tests are taken into consideration at the time of Selection for the Board Examination.

Students are required to be present and on time on all class days. Students who are absent for even a day, are to bring a leave note written by their parents and show their class teacher. For a longer absence parents are requested to meet the Class Teacher and/or Principal. Attendance is taken very seriously and a MINIMUM OF 80% ATTENDANCE is required if a student is to be sent up for the Board. A student having less than the required percentage of attendance is liable to be debarred from the Board Examination. Parents are requested to check with the Class Teacher from time to time regarding the attendance of their children. The attendance is also noted on the Report card.

Any student, who is absent for two successive calendar weeks without prior permission, will have his/her name deleted from the Admission Register.

Any student whose name has been struck off the register may be re-admitted at the discretion of the Principal if a vacancy exists in the class on payment of arrears and fines in full and a re-admission fee.

ANTI-RAGGING CELL

Ragging of freshers /juniors in many institutions is a matter of social concern. Ragging in any form (Physical, Verbal and Mental) is totally prohibited in this institution. Anyone found guilty of ragging and/or abetting ragging, whether actively or passively is liable to be punished in accordance with the "UGC Regulations on curbing the Menace of Ragging in Higher Educational Institutions, 2009"

Helpline: (0364) 2500010

Email: sechs2011@yahoo.in.

Child Protection Policy

All institutions under the Christian Brothers in 33 different countries globally have implemented a Child Protection Policy which aims at ensuring that the learning environment for the child is safe and friendly. The Higher Secondary Section feels it is of utmost importance to have good systems for protecting children and safeguarding their welfare, throughout all the activities which the school undertakes. In light of the above a Child Protection Officer has been appointed by this institution. They are Ms. ZEBELDA (the H.S. Counselor) and in her absence Ms. PIYALI (the Economics Teacher).

DRESS CODE

All students are expected to attend classes dressed in the Higher Secondary uniform. This uniform must be as per regulations and must be clean and worn smartly at all times even on the way to and from the Campus. Students must wear their identity card at all time while the on campus. No Students will be permitted to enter the campus without an identity card. Given that the Higher Secondary is co-educational, male and female students are to dress and behave so as to not cause offence to others.

Boys uniform:

H/S uniform shirt, H/S pullover or blazer, grey pant, white socks, black shoes

Girls uniform:

H/S uniform kameez. H/S pullover or blazer, white salwar, white socks, black shoes The choice of the distinctive H/S uniform has been made in consultation with H.U. Textiles (G.S. Road, Shillong). While students are free to purchase their uniforms from a shop of their choice, the uniform must strictly adhere to the samples on display in the office.

In addition to the uniform, the following code should be adhered to:

- « Hair should be cut appropriately, combed and tidy.
- « Face rings, nose rings and lip rings are not to be worn.
- « The wearing of earrings by boys is discouraged.
- « Caps must not be worn in classrooms and should otherwise be removed deferentially when greeting a member of the Staff. Woolen caps may be worn during winter and when religious purposes require the shaving of the head.

Books :-

All text books can be purchased from:

MEGHALAYA BOOK CENTRE

Nazareth Point

Opposite Up Town Closet

Laitumkhrah Shillong - 3

**Students are not permitted to bring mobile phone to school.
If a students is found with a mobile phone, the phone will be confiscated.**

The world has made wonderful strides in the development of the mobile communication system. However, given the purpose of St. Edmund's, mobile phones are not permitted in the school. Mobile phones in the possession of students on campus will be confiscated and student penalized according to the rules of the institution.

Similarly, earphones, iPods, Mp3 and Mp4 players, Tablets and other such devices are not to be brought to the Higher Secondary School.

THE LIBRARY

Students will have Library classes as part of their regular class time table. This is to inculcate in the students the habit of reading. Besides their Library periods students are encouraged to use the Higher Secondary Library.

The H.S. has a well-equipped library for the young academician. It has a good collection of books both primary sources and secondary sources. the library also maintains national and international journals/magazines and newspapers (local, regional and national) and has easy accessibility for the students. Question banks are stacked on racks for quick reference and as modes of practice to the students.

A Library Caution Fee of Rs.300/- is to be deposited before an admission form is issued from the office and is refundable on production of the Caution Money Receipt at the end of the course of study.

The students are also provided with internet facilities that would enable them to search for reading materials related with their course of study. A nominal charge will be taken for the use of the internet.

Each student will be issued 4 (four) Library Cards which will have a record of the books borrowed. These cards will be issued at the beginning of the course on producing the H/S identity card signed by the Principal and the Caution deposit Receipt.

Students will be allowed a maximum number of 4 (four) books at a given time from the Library. A student may keep a book for a maximum of 14 (fourteen) days only for reference books and 7 (seven) days only for text books, after which it will have to be returned to the library, Rs.2 per day per book shall be charged as late fee.

SCHOLARSHIPS

- A. **Scholarships Criteria :** The respective Governments/ Agencies awarding scholarships have their specific norms regarding eligibility of applicants for receipt of scholarships. Applicants for scholarships are responsible for knowing the criteria. Should applicants give false information, the Higher Secondary cannot bear any responsibility as the institution is not informed of the changing circumstances, say, of the applicant's family and financial situation. Anyone receiving a scholarship by submitting wrong information is duty bound to return the same to the issuing authority.
- B. **Scholarships available :** Students may apply for the various types of scholarships to the Government/ Agency. etc., through the Higher Secondary. The following are the scholarships (list not exhaustive) availed by students of the Higher Secondary.
 - « Post-Matric, Book Grant, Free Studentship: available to those students belonging to the category of Scheduled castes and Tribes and other backward classes.
 - « National Scholarships.

- « State Merit Scholarship.
- « Stipend/Book Grant.
- « Financial Assistance such as for those whose parents are employed in the Armed Services.
- « Coal India Rajiv Gandhi Scholarship.
- « National Council of Education Research and Training Scholarships.
- « Jagdish Bose National Talent Science Search Scholarships.
- « North Eastern Council Stipend and Book Grant.

C. Criteria for availing of the Scholarships:

Having collected the scholarship form from either the H.S. office or the respective Government/Agency office (when the same is not available in the office) the required information should be filled and handed over to the Counter concerned with Scholarships. The Principal will forward the Scholarship forms which have been filled-in correctly and submitted on time.

Some of the criteria for being eligible for receiving a scholarship are:

- « Income of the parents/guardians specified by the Government/Agency norms.
- « Students' attendance for classes in the previous academic year.

NOTE : The Higher Secondary does not guarantee the grant of Scholarship by the Government/Agency, to those who apply for the same.

D. Mode of Withdrawal :

- « When the Government/Agency sends the money to the Higher Secondary, the same will be intimated to the students who have been granted the Scholarship through a notice displayed on the Notice Board.
- « Students are to present at the time of collection, their Identity Card and Fee Book for verification.
- « Scholarships will be issued by cheque and only to the recipient named in the Scholarship order.
- « In no case will the scholarship be disbursed unless the student has fully cleared the previous year's fees.
- « In case the recipient is unable to collect the scholarship in person, an authorized person may collect the scholarship on his/her behalf, subject to the Government/Agency authorization of the substitute person. The authorization should be in writing with the seal of the respective disbursing officer of the Government/Agency.
- « There will be no deduction or adjustment of fees from Scholarships.
- « No unauthorized deductions from the scholarship sanctioned shall be made.

AMENITIES

A. Magazine:

The Annual Magazine is one platform that allows teachers and students to work together. This magazine showcases the talents and interests of the student and teaching community. It invites and encourages students and teachers towards activities that would nurture their creativity as well as enliven their talents.

B. Co-curricular Activities:

Resides their studies students are encouraged to discover and develop their other talents. With a view to assisting students in this self-discovery and development they will be encouraged to be involved in various co-curricular activities. Such activities will be organized from time to time. It is essential that each student participates in at least two such activities.

C. Sports:

St. Edmund's Higher Secondary is blessed with a large infrastructure for Games and Sports. There is space for outdoor games. Indoor games like table tennis, Badminton, caroms and chess are also available. Each class will have PT periods as part of their regular time-table. In addition, all students will be encouraged to participate in inter-class tournaments.

D. Audio-Visual Facilities:

Keeping up with modern technology, St. Edmund's Higher Secondary provides its teachers and students with modern techniques of imparting knowledge to the students. Each class room is equipped with LCD projectors used for power point presentations by teachers regularly.

E. Counseling:

A valued tradition at St. Edmund's is the close bond between students and teachers. This has been formalized in recent years into a regular mentoring programme. This one on one interaction between the teachers and the students is highly regarded. This has proved successful in providing students with opportunity to share with a responsible and concerned adult their views and opinions with regards to their academic, social and even individual concerns. This has further enhanced the teacher-student bond. Trained counselors are available should the need be felt for personal counseling.

G. Canteen:

The canteen is open from 7.30 am to 3.00 pm. Students are encouraged to spend their free time in the College Library, while making adequate use of the canteen facility for social interaction

AWARDS

The following Awards have been instituted in the Higher Secondary:

1. The Edmundian of the Year Award

The Award is the most coveted honour bestowed on the most outstanding graduating student of the Higher Secondary.

Nomination :

Nomination for this award is made by Class Teachers on the basis of the overall performance of the student spanning the two years in the Higher Secondary Section. While nominating, the merit of the student is judged on the basis of his/her academic grades, extra-curricular activities. Behavior, manners and performance in the classroom, relationship with staff and peers and how he/she has impacted the community life in the College.

EXPECTATIONS OF THE PUPIL

A. God expects that you will:

- « Develop Your relationship with God through prayers and participation in the life of the institution,
- « Behave in a God like way, in your dealing with others modeling God's tolerance, fairness, respect and honesty at all times.

B. The Educational Authorities require that you will

- « Attend Classes Regularly
- « Come to Higher secondary on time
- « Attend all the classes organized for you
- « Respect the property of the institution

C. The Higher Secondary Community expects that you will

- « Take advantage of every chance to learn
- « Not take part in unacceptable behavior such as swearing, spitting, fighting and damaging institution property.
- « Show respect for your physical well being by not smoking and not taking alcohol or other drugs,
- « Show pride in your Higher Secondary and present a good image by behaving yourself in public and when travelling
- « Be co-operative with the members of the staff
- « Show a strong spirit by participating in the Higher Secondary activities.

D. Your Lecturers expects that you will:

- « Show them courtesy and respect at all times.
- « Accept their authority and responsibility and their right to give instructions.
- « Listen when lecturers or other students are speaking. Indicate your desire to contribute by raising your hand.
- « Avoid distracting behavior during the classes.
- « Not interfere with their person by bullying or violence
- « Not detract from their good name by insults or spreading rumors.
- « Not interfere with their chance to learn by causing disturbance during the lectures.
- « Speak to others with Courtesy and respect.
- « Be responsible for your actions and accept the consequences of them.



**That Edmunds' Life may
Still enkindle our hearts with fire!**

*Drawn by Mystery
Destined for Life*

God uses broken things. It takes broken soil to produce a crop, broken clouds to give rain, broken grain to give bread, broken bread to give strength. It is the broken alabaster that gives forth perfume.

