

## List Of Documents

| SR.NO. | TITLE OF DOCUMENT   | COPIES |
|--------|---|--------|
| 1      | Original Online College Admission Form  | 01     |
| 2      | Original Plus 3 Photocopies Of S.S.C Marksheet  | 01+03  |
| 3      | Photocopies Of S.S.C Passing Certificate  | 03     |
| 4      | Original Plus 3 Photocopies Of School leaving Certificate   | 01+03  |
| 5      | Original Plus 3 Photocopies Of Migration Certificate<br>(For Other Than Maharashtra State Board Students) | 01+03  |
| 6      | Photocopies of Conversion Marksheet (If Required)   | 03     |
| 7      | Photocopies Of Aadhar Card  | 03     |
| 8      | Original Plus 3 Photocopies Of Gap Affidavit<br>(In case there is more than 6 months of gap in Education) | 01+03  |
| 9      | Photocopy of Caste certificate (if applicable)  | 01     |
| 10     | Recent Passport Size Photograph   | 04     |
| 11     | Any Other Certificate Applicable For Admission  | 01     |

## Dress code

- The institution will have its prescribed set of uniform which has to be worn everyday to college.
- He/ She will need to purchase/ stitch the uniform as per information.
- Violation of dress code shall result in strict disciplinary action.

## Code Of Conduct

The following are the broad rules of discipline which will have to be scrupulously observed by all students.

- Students must maintain silence during online / offline lectures. They should be punctual, regular and polite in speech. Any attempt to interrupt teaching is severely discouraged.
- Students must attend all the lectures, tutorials regularly according to the time table. Students failing to have minimum 75% attendance in each lecture will not be allowed to appear for the examination as per the guidelines laid down by the authorities.
- Students should actively participate in all activities whether online or offline.
- Students must take care of the college property and help the college authorities in keeping the premises neat and clean. Any damage done to the college property is a breach of discipline and will be severely dealt with.
- College administration will not be responsible for loss of any personal belongings.
- They shall do nothing either outside or inside the college that will interfere with its orderly administration or effect its public image.
- Guardians/ Parents are expected to have agreed to the rules while allowing their ward to join the college.
- In all matter of discipline, the Principal's decision is final.



# HOLY INFANT EDUCATION SOCIETY ST. ANTHONY'S HIGH SCHOOL & JUNIOR COLLEGE

Nagindaspada, Nallasopara (East)  
District – Palghar – 401209

Website : [www.stanthonyhighschool.in](http://www.stanthonyhighschool.in)  
Contact : +91 9004756444



## College Management

Mr. Jose Thomas  
Mrs. Charlotte Gabriel  
Mr. Jemu Thomas  
Mrs. Marilyn Parakel  
Mr. Robin Cosesao

Chairman  
Secretary  
Trustee  
Trustee  
Trustee

## Administration

Mrs. Charlotte Gabriel  
Mrs. Marilyn Parakel  
Mr. Rakesh Rambhiya  
Mr. Jemu Thomas  
Mrs. Sejal Parikh  
Mrs. Rajeshree Natarajan

Principal (School)  
Principal Junior College  
Vice — Principal Junior College  
Co-ordinator  
Supervisor Junior College  
Supervisor School

## Faculty

Mrs. Rajashree Natarajan  
Mrs. Namita Raut  
Mrs. Vandana D'souza  
Mrs. Sejal Parikh

Ms. Shruti Sureshkumar  
Mr. Rakesh Rambhiya  
Mr. Pradeep Solanki  
Mr. Vivek Tiwari



## About Us

- **ST. ANTHONY'S HIGH SCHOOL, Nallasopara (East)** is a private institution recognized by the Ministry of Education, Government of Maharashtra, established in the year 1997, and having completed its 25 years of yeomen service successfully. From humble beginning to the present structure, the school has steered a long course, celebrating periodic chronological succession.
- Today this institution of reckoning and repute, which has also become a landmark in the history of Nallasopara (East) is a second home to many students providing eminent education irrespective of any discrimination and stands triumphantly as a pious and sacred entity.
- Immense faith in God, trust in **ST. ANTHONY**, wishes from family and friends and the goodwill of many has made this institution surge ahead confidently to start **ST. ANTHONY'S JUNIOR COLLEGE**, this academic year 2021 – 2022.



### Mission

Integrity in Education' through holistic teaching is the prime mission of this institute. This institution aims at providing sound education based on moral and ethical values like (love, service, honesty, non-violence, tolerance) and helps every child to develop life skills and bloom into ideal citizens and dynamic leader of resurgent India.



### Vision

Intending spirit, commitment to accomplish the task of imparting education to the masses, with the beacon of spreading fine knowledge and to march ahead in the competitive World of Education...

## Quality Policy - Aims / Objective

- Educate students for future success.
- To inculcate a sense of belonging among students and staff for the smooth and successful functioning of the institution.
- To enhance self – esteem and the ability to value each person's own worth through a happy, caring, enriching, and secure environment.
- To develop sense of awareness of self-confidence.
- A creative and enquiring mind, committed to lifelong learning.
- To encourage students to aspire for higher achievements and help them unleash their talents/abilities and realize their cherished goals.
- To ensure justice and fair play in academic and non-academic matters affecting students and staff.
- To impart value-based quality education.



## Courses Offered

| Sr. No. | Year       | Stream   | Class           | No. of Divisions | Intake |
|---------|------------|----------|-----------------|------------------|--------|
| 01.     | 2021-2022. | Commerce | F.Y.J.C. ( XI ) | 03               | 180.   |



## Subjects Offered

- **English**
- **Hindi**
- **Economics**
- **Book Keeping & Accountancy**
- **Organisation of Commerce & Management**
- **Secreterial Practice / Mathematics & Statistics**
- **Environmental Education**
- **Physical Education**

**Subjects opted by students at F.Y.J.C level must be continued in S.Y.J.C, as per norms of the board. Change in subjects will not be considered in any circumstance at S.Y.J.C**

## Fee Structure

|   |                                |
|---|--------------------------------|
| English   | English                        |
| Hindi   | Hindi                          |
| Economics   | Economics                      |
| Book Keeping  | Book Keeping                   |
| Organisation Of Commerce & Mathematics & Statistics | Secreterial Practice           |
| Environmental Education                             | Environmental Education        |
| Physical Education                                  | Physical Education             |
| <b>Total Fee : RS 18,500/-</b>                      | <b>Total Fee : RS 16,000/-</b> |

### NOTE

**Fee once paid will not be refunded in any circumstances, except the guidelines, if any issued by the Department of Education, Government of Maharashtra**



## Guidelines For Admission

- The Process of admission for the first year of secondary education will be conducted as per the guidelines issued by the Government of Maharashtra.
- The admission of the candidate will be confirmed after the verification of documents submitted by the students.
- The Principal reserves the right to modify the guidelines when the amendments and modifications are directed by the authorities.



## Eligibility

- As per the guidelines issued by the Government of Maharashtra. A student must have passed S.S.C (Secondary School Certificate Examination) conducted by any statutory board.
- The admission of a student belonging to the state other than Maharashtra state will be confirmed after submitting certificate of Migration and Eligibility Certificate issued by the Divisional Secretary.
- It should be noted that the candidate has to deposit prescribed fee for getting Eligibility Certificate from the office of the Maharashtra State Board of Secondary and Higher Secondary Education.
- Students seeking admission are required to note that admission is as per merit as decided by the college management



## Examination

- Examination will be conducted as per the norms issued by the Government and the Maharashtra State Board of Secondary and Higher Secondary examination.
- External and Internal examination of F.Y.J.C will be administered by the college.
- In the pandemic situation of Covid 19 it may be possible that the teaching\ learning and the examination process will be conducted through online mode as per the guidelines issued by the Department of Education, Government of Maharashtra.
- Students must submit their given assignments suggested by faculty members on time.

## College & Office Timings

|                              |  |
|------------------------------|--|
| <b>College Timing</b>        | 07 : 00 AM - 12 : 00 PM (Monday to Friday)   |
| <b>Office Administration</b> | 08 : 30 AM - 11 : 30 AM (Monday to Saturday) |