

SUNNY DALE HIGHER SECONDARY SCHOOL



NONGTHYMMAI, NONGSHILIANG, SHILLONG - 793 014



PROSPECTUS

ARTS

ADMISSION PROCEDURE FOR HIGHER SECONDARY

Prospectus and Application Form for admission shall be available in the School Office w.e.f. first week of May each year.

The applications for admission, on prescribed form, will be accepted immediately after the announcement of the Class X Examination Results of the respective Boards (ICSE, CBSE, MBOSE etc.).

Each Application must be accompanied by:

1. An attested copy of the mark sheet of the last examination passed (Class X * Uploaded Online will be accepted till the original mark sheet is made available for verification)
2. A recent passport size photograph of the student

A personal interview will be held by the Principal with the parents and the student seeking direct admission or preferential admission under the given criteria at the time of submission of the application form.

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) Self attested copy of the Marksheet and Admit Card of the-last examination passed (Class X)
- c) A recent passport size photograph of the student.
- d) The ORIGINAL Transfer Certificate from the School last attended.

PLEASE NOTE:

Many applications are received for admission. The seats available in the school for Higher Secondary Arts is 50 (Fifty). Due to the present Pandemic situation (*and as per instruction from the District Administration from time to time*) School Administration Office will be open thrice a week i.e. MON, WED and FRI from 10:00 am to 1:00 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 School reserves the right to refuse an application for admission without assigning any reasons for the same.

When admission is granted/ accepted, the prescribed fees must be paid and the admission form must be deposited / Online at **the Punjab National Bank, Laitumkhrah Branch**, Account No. **4205002100001382** IFSC Code **PUNB0420500** within **7 days from the date of declaration of results** (*as per Instruction from the Education Department, Govt of Meghalaya No. EDU.40.2020/64, dated 4th August 2021*), otherwise the admission will stand cancelled.

Fees are to be paid on or before 15th of every installment, after the bill book has been countersigned by the dealing officer at the office.

1	First installment at the time of Admission / August 2021	Rs.11,000/-
2	Second installment on November 2021	Rs.9,510/-
3	Third installment on January 2022	Rs.9,000/-

Fee Book is to be submitted in the school office after payment of each installment.

Application forms not having all the required documents will not be considered.

ADMISSION SELECTION

➤ Students from Sunny Dale Schools shall be given Direct admission subject to their having the minimum school criteria for admission in the respective streams.

➤

DIRECT ADMISSION is also given as per the following criteria:

- ARTS : 70% aggregate.

Direct admission is only applicable until the last date for submission of forms. Applicants admitted through Direct admission/ Online must pay all fees within the specified period of time (24 hours).

- In case of withdrawal of admission, fees shall not be refunded.
- The seats falling vacant after Direct admission shall be filled on merit
- 60% of all seats shall be reserved for the applicants belonging to the Meghalaya tribal communities.
- For the Arts Stream merit will be judged on the basis of overall %.
- A 5point weightage will be given to Sunny Dale Students

COURSES, OF STUDY FOR HIGHER SECONDARY

The School conducts courses in Arts we have discontinued Science for this year 2021.

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.

If vacancies exist, admission may be given to students from other institutions for Class 12 provided they passed the Class XI

Class XI ARTS

Minimum Requirement: A candidate seeking admission to the Class XI Arts should have obtained at least a Second Division (aggregate 45%) in the Class X Board Examination.

SUBJECTS OFFERED:

English, Environmental Science, Alt. English **OR** MIL (Kh), Education, Sociology, Political Science,

Additional: Economics / Elective Khasi / History

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 75% 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 Marksheet.

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

CONDUCT OF STUDENTS

Students are to abide by the rules and regulations of the school.

They are to attend their classes regularly and shall sit in all the tests/examinations conducted during the academic session.

Students are to participate in the various academic, cultural, curricular, co-curricular, extension activities organised by the school.

The following rules and regulations of the School are to be strictly adhered by the students:-

1. Must always carry the school Identity card and produce the same as and when asked for by the school authority.
2. Must attend all the scheduled lectures. Those having less than **75%** attendance in the class shall be debarred from appearing in the examination. Any student who is absent from the classes for more than three consecutive days without intimation from her parents/guardian shall not be allowed to continue classes.
3. Must attend all programs/talks/seminars/workshops as and when notified by the School Authority,
4. Must not indulge in any unfair means at the time of examination. If anyone is found resorting to unfair means, they shall be expelled. Such students shall not be re-admitted the following year.
5. Must be polite, obedient and respectful towards the staff.
6. Must be modest and decent in matters of dress and general behaviour must be maintained.
7. Must not litter, damage School property.
8. Use of mobile phone, drugs, chewing betel nut and tobacco is prohibited within the School campus.

Non-compliance to the rules and regulations of the School, violation of any of the conduct on any act of indiscipline is liable to penal action in terms of fine and/or even expulsion from the school if the Discipline Committee of the school decides that way.

RAGGING

As per direction of the Hon'ble Supreme Court of India, the Government has banned ragging completely in any form physical, verbal and mental inside and outside of the campus and the Institute authorities are determined not to allow any form of ragging. Whoever directly or indirectly commits, participates in abets or instigates ragging within or outside any educational Institution shall be suspended, expelled or rusticated from the Institution and shall also be liable to fine which may extend to Rs 10,000/-.

The punishment may also include cancellation of admission, suspension from attending the classes, withholding/withdrawing fellowship/ scholarship and other financial benefits, withholding or concealing the result. The decision shall be taken by the Head of the Institution. The candidates as well as their parents, at the time of admission of the students to the institute, will be required to furnish an undertaking that the candidates will not indulge in any form of ragging.

DRESS CODE

All students are expected to dress 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 School. Students must wear their Identity Cards in the school Campus. Given that the school is coeducational, male and female students are to so dress and behave so that they do not cause offence to others.

The school Higher Secondary Uniform:

BOYS	GIRLS
School Blazer	School Blazer
Light Grey shirt	
Grey flannel pants	Light Grey Salwar
School sock	School sock
Laced black shoes	Laced black shoes
School tie	

Sweaters, Sport vest, track suit, school bag tie and socks will be available at the school office and the rest students are free to purchase their uniforms from a shop of their choice.

Please Note: Students shall be required to wear their Blazers on formal occasions.

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

1. Hair should be cut appropriately, combed and tidy.
2. Face rings, nose rings and lip rings are not to be worn.
3. The wearing of earrings by boys is discouraged. Should boys wear earrings because of cultural tradition such students must have the written permission of the Principal. The rings should conform strictly to the particular cultural norms.
4. 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.

The world has made wonderful strides in the development of Mobile communication systems. However, given the purpose of sunny Dale, **mobile phones are not to be brought to school.** Parents may contact their children in an emergency through the office. Mobile phones in the possession of students on Campus shall be confiscated and returned only after the MBOSE HSSLC results are declared.

Mobile Phones / Ear phones / Ipods / MP3 / MP4 players are not to be bought to the School Campus.

EXPECTATIONS OF THE PUPIL/ STUDENTS

A. God expects that you will:

1. Develop your relationship with Him through prayer and participation in the life of the institution.
2. Behave in a God like way, in your dealings with others modeling His tolerance, fairness, respect and honesty at all times.

B. The Educational Authorities require that you will:

1. Attend School regularly
2. Come to School on time
3. Attend all the classes organized for you
4. Respect the property of the institution

C. The School Community expects that you will:

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

D. Your Lecturers expect that you will:

1. Show them courtesy and respect at all times.
2. Accept their authority and responsibility and their right to give instructions.
3. Listen when Lecturers or other students are speaking. Indicate your desire to contribute by raising your hand.
4. Avoid distracting behavior during the classes.

E. Your fellow students expect that you will:

1. Not interfere with their person by bulling or violence
2. Not detract from their good name by insults or spreading rumors.
3. Not interfere with their chance to learn by causing disturbance during the lectures.
4. Speak to others with courtesy and respect.
5. Be responsible for your actions and accept the consequences of them.

