

ADMISSION PROCEDURE & CRITERIA FOR ACADEMIC SESSION 2018-19

- 1) **Registration:-** Registration Forms are available at the school reception which have to be submitted with the non-refundable, non-transferable registration fee as per schedule mentioned below:-
- Issuance of Registration Forms with effect from 27.12.2017 to 17.01.2018 between 8.30 am to 11.30 a.m. for general category.
 - Receipt/Submission of Registration Forms with effect from 27.12.2017 to 17.01.2018 between 8.30 am to 11.30 a.m. for general category.
 - Date of publication and commencement of admission after the first list is declared - 15.02.2018 (General Category) including 1st waiting list.

- 2) **Number of seats** (tentative) for admission at Entry Level i.e., Pre-School (Nursery):-

Class	Total No. of Seats
Pre-School (Nursery)	184

- 3) **Age as on 31.03.2018:-** 3 or above 3 years.
- 4) **EWS/DG Quota:-** School shall not process the admission of EWS/DG category students manually. (Ref. Dept. of Edu. Circular No.F.DE.(172)/PSB/2016/21112 dated 19th December 2017) .

- 5) **Admission Criteria:-**

For General Category - According to parameters given below and draw (if required):-

S.NO.	Parameters	Points
1.	Distance upto 8 Km from school	50
2.	Sibling (Real Brother/Sister studying in school)	20
3.	Girl Child	20
4.	Alumni (Passout Class XII)	10

- 6) List of supporting documents (duly attested) to be submitted by the parent at the time of submission of registration form:-
- a) Date of Birth Certificate (Child name should be mentioned).
 - b) Aadhaar/UID Card of child.
 - c) Residential address proof (any one):-
 - i) Ration card issued in the name of parents (Mother/Father having name of child).
 - ii) Domicile certificate of child or of his/her parents.
 - iii) Voter I-Card (EPIC) of any of the parents.
 - iv) Electricity Bill/MTNL telephone bill/Water bill/Passport in the name of any of the parents.
 - v) Aadhaar card/UID card issued in the name of any of the parents.
 - d) Proof of Sibling (Recent Report-Card/Fee-Receipts)
 - e) Proof of Alumni (Class XII Mark-Sheet/Pass Certificate)
 - f) 1 passport size photograph (Coloured).

Note:- The above mentioned registration details is subject to change as per latest orders by Directorate of Education, Delhi.

(Admission Head)