

INFORMATION REGARDING AVAILABILITY AND SUBMISSION OF REGISTRATION FORM FOR NURSERY (PRE-SCHOOL) ADMISSION – SESSION 2020-2021

- Registration Form can be downloaded from the school website from **Friday, 29th November 2019 to Friday, 27th December 2019.**
- Duly completed Registration Form along with the **relevant documents*** must be submitted in the school office **between 8:00 a.m. to 12:00 noon from Monday, 02.12.2019 to Friday, 27.12.2019 (on working days only).**
- The Receipt and Acknowledgement for the Registration will be provided after the submission of the form in the school office.

AGE ELIGIBILITY

The upper age limit as per Directorate of Education **Order No. F.DE.15(172)/PSB/2016/12671-81 dated 13.11.2019** should be Less than 04 years as on 31st March 2020.

(i.e born between 1st April 2016 and 31st March 2017)

ALLOTMENT OF SEATS

	%	NO. OF SEATS
Open seats under General Category	75%	131
EWS and Disadvantaged Group	25%	44
Total number of seats for admission in Nursery	100%	175

ADMISSION SCHEDULE

Admission schedule for Pre-School (Nursery) for the session 2020-2021 is as follows:

S.no.	Particulars	Dates
1.	Commencement of admission process and availability of registration forms	Friday, 29.11.2019
2.	Last date of submission of Registration forms in the school	Friday, 27.12.2019
3.	Uploading points given to the registered applicants under OPEN SEATS (General Category) on the Website of DoE.	Friday, 17.01.2020
4.	Display of List of Selected Candidates (First List & Waiting List)	Friday, 24.01.2020
5.	Resolution of queries of parents, if any	Monday, 27.01.2020 to Monday, 03.02.2020
6.	Display of Second List of selected candidates (2 nd Waiting List), if required	Wednesday, 12.02.2020
7.	Resolution of queries of parents, if any	Thursday, 13.02.2020 to Wednesday, 19.02.2020
8.	Subsequent list of admission, if any	Friday, 06.03.2020
9.	Closure of Admission Process	Monday, 16.03.2020

The Admission Schedule followed is in accordance with the guidelines issued by the Directorate of Education.

***LIST OF DULY ATTESTED DOCUMENTS TO BE ATTACHED WITH THE REGISTRATION FORM AT THE TIME OF SUBMISSION:**

- **Birth Certificate** of the child with name printed on it issued by MCD or competent authority.
- **Residence Proof** (any one of the following)
 - Ration Card/Smart Card issued in the name of the parents (Mother/Father having name of the child)
 - Domicile Certificate of the child or of his/her parents
 - Voter I-Card (EPIC) of the parents
 - Electricity Bill/MTNL Telephone Bill/Water Bill/Passport in the name of the parents or child
 - Aadhaar Card/ UID Card issued in the name of the parents
- **First Born Child:** Declaration by the parents on Rs.10/- non-judicial stamp paper (format attached with the Registration Form)
- **School Alumni: Class XII** School Leaving Certificate / Mark sheet of Salwan Public School, Rajendra Nagar
- Documents to substantiate parameters of **Serial Numbers 5, 6 & 7** of the Registration Form, if applicable

NOTE:

- Admission will be based on the information furnished, documentary evidences attached and verification of the original documents.
- The parents will be notified the dates for verification of the original documents at the time of submission of the Registration Form.
- Information regarding parents' profession and educational qualification is not part of the admission criteria. It will be used only for school data processing.
- Admission for the General Category of seats will be based upon the criteria as per school's policy for which points will be given. If there is a tie in the points for any seat/s to be allotted, there will be a draw of lots to finalize the sequence in which the admission would be offered.
- **Parents who have more than two children including whose admission is sought, need not apply.**
- Incomplete forms will not be considered for admission.