GUIDELINES FOR PRE-SCHOOL ADMISSION

ADMISSION TO PRE-SCHOOL FOR ACADEMIC SESSION 2018-19

Please read the instructions carefully before filling the form to avoid rejection.
1. After completing the form, press the "SUBMIT" button at the bottom of the page.
2. Take a print out of the entire application form duly filled by you.
3. Sign the form and affix OR upload a recent photograph of your child.
4. Carry relevant supporting documents as required (without the supporting documents your form will be
     rejected). Bring the self-attested photocopies of the following documents along with the printout
     a. A recent passport size Photograph of the Father, Mother & Child one each.
     b. Photocopy of the birth certificate from the Municipal Corporation/Local Body
     c. Photocopy of proof of residence (latest electricity bill, telephone bill or Aadhaar Card).
5. Submit the entire set of documents (application form and supporting document) to the school office within
     seven days. (no forms sent by post or proxy will be entertained).
6. Obtain an acknowledgment slip after submitting registration fee from the school as proof that your application has
     been received by the School Office.
7. Children born between 01st Dec 2013 to 31st March 2015 will be given preference for Pre-School Admission.

8. Criteria for <u>selection</u> to Pre-School class:

S. No.	Criteria	Points	
1	Neighbourhood	Up to 1km	50
		1.1km-3km	40
		3.1km-5km	30
		5.1km-8km	20
2	Sibling studying in school	20	
3	Alumni	10	
4	Girl Child	10	
5	Staff Ward	10	

Time Schedule:-

Sr.No	Particulars	Time Schedule
1	Availability of application forms for admission	27-12-2017
2	Last Date of submission of application forms	17-01-2018
3	First list of selected Candidates	15-02-2018
4	Resolution of queries of parents(If Any?)	18-01-2018 to 22-01-2018
5	Second list of selected candidates	28-02-2018
6	Subsequent list of admission, if any?	15/03/2018
7	Closure of admission process	31-03-2018