

MATA JAI KAUR PUBLIC SCHOOL

ASHOK VIHAR, PHASE – III, DELHI – 110052

PHONE: 27244590/27221674: Website:www.mjksdelhi.com

INSTRUCTIONS FOR ADMISSION TO PRE-SCHOOL (NURSERY): 2020-21

1. Please read the instructions / information given below carefully before filling up the form.
2. Please retain the ACKNOWLEDGEMENT issued against the receipt of Registration Form for future reference.
3. **AVAILABILITY OF SEATS:**
 - A. Total no. of seats : 160
 - B. No. of seats under General Category : 120 (75%)
 - C. No. of seats under Staff Quota : 08 (5%)
 - D. No. of seats under Management Quota : 32 (20%)
4. **AGE:** Between 3 years to 4 years till 31.03.2020. Candidates born between 1st April 2016 and 31st March 2017.
5. **ADMISSION SCHEDULE:**

Particulars	Date	Time
Distribution & Submission of duly completed Registration forms (Only on School working days)	29.11.2019 to 27.12.2019	8:30a.m.–1:00 p.m.
Last date of acceptance of duly filled Registration Forms	27.12.2019	3:00 p.m.
Uploading details of children who apply for admission under open seats.	10.01.2020	02.30 p.m.
Uploading marks (as per point system) given to each of the children who applied for admission under open seats	17.01.2020	2:00 p.m.
Display of First List of selected candidates for General category (including waiting list) (along with marks allotted under point system)	24.01.2020	2:00 p.m.
Resolution of queries of parents, if any, regarding allotment of points to their ward in the first list	27.01.2020 to 03.02.2020	8:30 a.m. to 11:30 a.m.
Draw of lots for General category (if needed)	04.02.2020	02:30 p.m.
Display of SECOND LIST (if any) (including waiting list) (along with marks allotted under point system)	12.02.2020	2:00 p.m.
Resolution of queries for parents, if any regarding allotment of points to their ward in Second List	13.02.2020 to 19.02.2020	8:30 a.m. to 11:30 a.m.
Subsequent list of admission, if any	06.03.2020	02:30 p.m.
Closure of admission process	16.03.2020	2:30 p.m.

6. CRITERIA / PARAMETERS (GENERAL CATEGORY)

SL NO.	DETAILS	POINTS		
1.	NEIGHBOURHOOD	55		
	CATEGORY		DISTANCE	POINTS
	A		0 – 06 Kms	55
	B		06 – 08 Kms	45
	C	MORE THAN 08 Kms	25	
2.	SIKH COMMUNITY	15		
3.	SIBLING (For real brother / sister currently studying in MJKPS)	15		
4.	SCHOOL ALUMNI (For Father/Mother/Both)	15		

7. ORIGINAL DOCUMENTS TO BE PRODUCED AT THE TIME OF VERIFICATION FOR THE GRANT OF ADMISSION:

FOR GENERAL CATEGORY
<p>REGISTRATION SLIP ALONG WITH:</p> <p>A. Birth Certificate of the Child</p> <p>B. Aadhar Card of the Child</p> <p>C. Proof of Residence –</p> <ul style="list-style-type: none"> • Ration Card issued in the name of parents (Mother/Father having name of the child) • Domicile Certificate of child or of his/her parents. • Voter I-Card (EPIC) of any of the parents. • Electricity bill/MTNL telephone bill/Water bill/Passport in the name of any of the parents or child. • Aadhar Card/UID Card issued in the name of any of the parents. <p>D. Proof of Sibling – Report Card/I-Card of the child studying in MJKPS.</p> <p>E. Proof of Alumni – X / XII CBSE Certificate and/or MXSA Registration Card.</p> <p>F. Proof of being from Sikh community - Certificate issued for the child by Delhi Sikh Gurdwara Management Committee, Gurdwara Rakab Ganj Sahib, New Delhi only.</p>

8. Please note that:

- 1) Registration Form found incomplete in any respect shall be rejected without any intimation. Registration of your child does not guarantee any right/claim for selection for grant of admission.
- 2) No UNDER-TAKING regarding the documents mentioned above shall be accepted at the time of verification of documents.
- 3) Any earlier request application submitted to the school for admission purpose in any class stands void.
- 4) For allocation of points in distance criteria, calculation of distance will be made ONLY as per google map distance (by car) with school Main Gate No. 1 as the starting point.
- 5) **Attach the photocopies of the listed documents along with the registration form at the time of its submission.**
- 6) Bring original documents, three passport size photographs of the candidate and a joint photograph of the candidate with both the parents (5X6 c.m.) at the time of verification of documents
- 7) Any discrepancy, if noted, in the promulgated **LIST** (First / Second) to be brought to the notice of the Principal in writing within 48 hours (during school hours) of its publication, failing which no representation shall be entertained thereafter.
- 8) All documents submitted must be self-attested, with date, by the parents.
- 9) **SCHOOL BUS FACILITY IS NOT AVAILABLE FOR THE STUDENTS.**
- 10) For allocation of points the school's decision will be final & binding.

