

ADMISSION SCHEDULE & ADMISSION CRITERIA

ADMISSION PROCESS FOR PRE- SCHOOL, PRE-PRIMARY & CLASS I

ADMISSION SCHEDULE

Session 2024-25

Commencement of admission process and availability of forms	23.11.2023 (Thursday)
Last date of submission of application forms in schools	23.12.2022 (Thursday)
Uploading details of children who applied to the school for admission under Open Seats.	29.12.2023 (Friday)
Uploading marks (as per point system) given to each of the children who applied for admission under Open Seats.	05.01.2024 (Friday)
The date for displaying the first list of selected candidates (including waiting list) along with marks allotted under point system	12.01.2024 (Friday)
Resolution of queries of parents, if any (by written/email/verbal interaction) regarding allotment of points to their ward in the first list	13.01.2024 to 22.01.2024
The date for displaying the second list of selected candidates (If any) (including waiting list) along with marks allotted under point system	29.01.2024 (Monday)
Resolution of queries of parents, if any (by written/email/verbal interaction) regarding allotment of points to their wars in the second list.	31.01.2024 to 06.02.2024
Subsequent list of admission, if any	21.02.2024 (Wednesday)
Closure of Admission Process	08.03.2024 (Friday)

TOTAL NO. OF SEATS

CATEGORY	PRE-SCHOOL SEATS	PRE-PRIMARY SEATS	CLASS I SEATS
TOTAL NO. OF SEATS	110	70	70
GENERAL SEATS	82	70	70
EWS/DG SEATS	28	0	0

AGE ELIGIBILITY

CLASS	AGE
For Pre- School	Age 3+ as on 31st March 2024
For Pre-Primary	Age 4+ as on 31st March 2024
For Class I	Age 5+ as on 31st March 2024

ADMISSION CRITERIA

S. No.	Admission Criteria	Marks
1	Neighborhood Distance (0-3 km)	60
2	Neighborhood Distance (6.5-9.0 km)	50
3	Neighborhood Distance (3.5-6 km)	40
4	Neighborhood Distance (9.5 km Onward)	30
5	Soldier children (Air Force/ Navy/ Army)	5
6	Siblings	5
7	Girl Child	10
8	Single Parent (Divorced/ Unmarried/ Widower/ separated)	10
9	Alumni of the School (Mother/Father)	10

REGISTRATION PROCESS/ ADMISSION PROCESS OF GENERAL CATEGORY STUDENTS

INSTRUCTIONS:-

1. The Registration Form is available free of cost at the School reception from 8:30 a.m. to 1:00 p.m. on the School website (www.mapsnarela.com) from 23rd November,2023 and an amount of Rs. 25/- will be paid at the time of Registration.
2. Duly filled registration form should be submitted at the School reception on or before 15th December, 2023.
3. Please fill the form carefully as the School will not entertain any changes once the form is submitted.
4. Any information found incorrect at the time of admission will result in the cancelation of Admission.
5. Latest photograph of the child and parents should be affixed at the space provided in the admission form.
6. Self attested photocopies of all the documents must be attached with the form at the time of registration.
7. Incomplete or incorrect forms are liable to be rejected.
8. Fee will be deposited at the reception at the time of registration.
9. The list of short listed candidates will be displayed at the school website and the school notice board as per schedule.

DOUCMENTS REQUIRED AT THE TIME OF REGISTRATION

1. Residential Proof:-
 - ✓ Aadhar card/ UID card/ Voter ID card/Passport/ MTNL telephone bill/ Water Bill in the name of parents.
 - ✓ Electricity Bill in the name of any of the parents (Bill should not be older than 3 months)
 - ✓ Ration Card in the name of any of the parents having the name of the child.
2. MCD Birth Certificate of the child with its name.
3. Appropriate documentation in case of Single Parent/ Alumni (12th Class passing certificate)/ Sibling (student I-Card of the school)/ Soldier I-Card.
4. Appropriate documentation in case of change in the name of mother/father after marriage, divorce, adoption.
5. Aadhar Card of mother, father and child.

6. ID proof of parents, guardian other than residential proof.
7. OBC/SC/ST Certificate if child belongs to Disadvantage Group.

DOCUMENT REQUIRED AT THE TIME OF ADMISSION

1. All the original documents which are attached with the admission form at the time of registration.
2. 3 copies of the latest passport size photograph of the child and parents.
3. Registration Receipt.
4. Other documentation as per the requirement of admission formality.

EWS/DG CATEGORY

- Kindly visit Directorate of Education site (www.edudel.nic.in) for detailed information, instructions and online registration.
- The DOE will conduct computerized draw of lots centrally and send the list of successful candidate to the school.

ADMISSION PROCESS FOR CLASSES II TO IX AND XI

Admission to classes II to IX and XI will be made as per availability of seats.

AGE ELIGIBILITY: - For II Class-6+ (Similarly for all the classes with the difference of one year.)

REGISTRATION PROCESS/ ADMISSION PROCESS OF STUDENTS

INSTRUCTIONS:-

1. The admission form for registration is obtained at R. 25/- form the School reception from 8:30 A.M. to 1:00 P.M. The same can be obtained from the School website (www.mapsnarela.com).
2. Duly filled registration form should be submitted at the School reception.
3. Please fill the form carefully as the School will not entertain any changes once the form is submitted.
4. Any information found incorrect at the time of admission will result in the cancelation of Admission.
5. Latest photograph of the child and parents should be affixed at the space provided in the admission form.
6. Self attested photocopies of all the documents must be attached with the admission form at the time of registration.

7. Incomplete or incorrect forms are liable to be rejected.
8. Fee will be deposited at the reception at the time of registration.
9. A return test will be conducted and the list of short listed candidates will be displayed at the school reception.

DOUCMENTS REQUIRED AT THE TIME OF REGISTRATION

1. Residential Proof:-
 - ✓ Aadhar card/ UID card/ Voter ID card/Passport /MTNL telephone bill/ Water Bill in the name of parents.
 - ✓ Electricity Bill in the name of any of the parents (Bill should not be older than 3 months)
 - ✓ Ration Card in the name of any of the parents having the name of the child.
2. MCD Birth Certificate of the child with its name.
3. Appropriate documentation in case of Single Parent.
4. Appropriate documentation in case of change in the name of mother/father after marriage, divorce, adoption.
5. Aadhar Card of mother, father and child.
6. ID proof of parents, guardian other than residential proof.
7. TC/SLC and previous class Report Card.
8. OBC/SC/ST Certificate if child belongs to Disadvantage Group.

DOCUMENT REQUIRED AT THE TIME OF ADMISSION

1. All the original documents which are attached with the admission form at the time of registration.
2. 3 copies of the latest passport size photograph of the child and parents.
3. Registration Receipt.
4. Other documentation as per the requirement of admission formality.