

M.M. PUBLIC SCHOOL

Vasudha Enclave, Pitampura, Delhi-110034

ADMISSION PROCESS 2020-21

FOR PRE SCHOOL (LKG), PRE PRIMARY (UKG) & CLASS I

General Instructions

1. Registration

Registration Forms for admission in General category -

- i) Can be obtained from School reception & submitted on **all working days** between **8:30 a.m.** to **2:30 p.m.**
- ii) Can also be obtained & submitted online on school's website (www.mmpublicschool.com).

2. Total no. of Seats

| Class | General | EWS | Total |
|--------------|----------------|------------|--------------|
| Pre-School | 48 | 16 | 64 |
| Pre Primary | 6 | 2 | 8 |
| Class-I | 12 | 4 | 16 |

3. CRITERIA FOR GENERAL CATEGORY ADMISSION

| <u>S.No.</u> | <u>Parameters/Criteria</u> | <u>Points</u> |
|---------------------|--|----------------------|
| 1. | Neighbourhood 0 - 12 kms | 50 |
| 2. | Girl Child | 20 |
| 3. | Sibling studying in M.M. Public School | 10 |
| 4. | First Born Child | 10 |
| 5. | Parent Alumni of M.M. Public School | 10 |
| | Total | 100 |

4. Schedule for General category Registration /Admission

| | |
|--|---|
| Commencement of Admission Process | 29-11-2019 (Friday) |
| Registration forms available online & offline from | 29-11-2019 (Friday) to 27-12-2019 (Friday) |
| Last date of submission of offline & online Registration forms | 27-12-2019 (Friday) |
| Date of displaying the list of eligible candidates for draw on School's website. | 15-01-2020 (Wednesday) |
| Date & time of draw of eligible candidates. | 18-01-2020 (Saturday) Pre-School (LKG) - 09:00 am Pre-Primary (UKG) - 11:00 am Class (I) - 12:00 noon |
| List of Selected candidates including First waiting list can be checked on school website. | 24-01-2020 (Friday) |
| Resolution of queries, verification of originals & submission of fee for First List. | 27-01-2020 (Monday) to 03-02-2020 (Monday) 8:00 a.m. to 12:30 p.m. |
| Second list, if any, including waiting list can be checked on school's website. | 12-02-2020 (Wednesday) |
| Resolution of queries, verification of originals & submission of fee for Second list. | 13-02-2020 (Thursday) to 19-02-2020 (Wednesday) 8:00 a.m. to 12:30 p.m. |
| Closure of admission process | 16-03-2020 (Monday) |

5. Age Criteria

The age limit for the children to be admitted at the entry level classes as on 31-03-2020 is as under:

| | | |
|-----------------------------|----------|--------------------------|
| For LKG/ Pre-School | : | Between 3-4 years |
| For UKG/ Pre-Primary | : | Between 4-5 years |
| For Class I | : | Between 5-6 years |

6. **Hard copy of the online filled Registration Form must be submitted at the time of Admission along with the documents.**

7. **Documents to be submitted at the time of registration (offline).**

The following self-attested documents to be submitted at the time of registration:

1. Birth Certificate issued by the MCD/appropriate authority.
2. Any one of the documents mentioned below, shall be considered as proof of residence.
 - (i) Ration card issued in the name of Parents (mother/father bearing name of the 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/ Aadhar card/ UID card issued in the name of any of the Parents or child.
3. Sibling:- (Copy of School Identity card/ Report card/ Fee slip)
4. In case the child is First born, undertaking stating the same has to be given by the parents.
5. Alumni (Passing Certificate of having Passed Class XII from M.M. Public School)

Kindly note:

1. Information filled in admission form must strictly match / in sync with the supporting documents.
2. All documents in original must be brought for verification at the time of admission.