

**M.M. PUBLIC SCHOOL**  
Vasudha Enclave, Pitampura, Delhi-110034

**ADMISSION PROCESS 2019-20**  
**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](http://www.mmpublicschool.com)).

**2. Total no. of Seats**

<b>Class</b>	<b>General</b>	<b>EWS</b>	<b>Total</b>
Pre-School	48	16	64
Pre Primary	14	5	19
Class-I	21	7	28

**3. CRITERIA FOR GENERAL CATEGORY ADMISSION**

<b><u>S.No.</u></b>	<b><u>Parameters/Criteria</u></b>	<b><u>Points</u></b>
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
	<b>Total</b>	<b>100</b>

#### 4. Schedule for General category Registration /Admission

Commencement of Admission Process	15-12-2018(Saturday)
Registration forms available online & offline from	15-12-2018(Saturday) to 07-01-2019(Monday)
Last date of submission of offline & online Registration forms	07-01-2019(Monday)
Date of displaying the list of eligible candidates for draw on School's website.	21-01-2019(Monday)
Date & time of draw of eligible candidates.	<b>24-01-2019(Thursday)</b> 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.	04-02-2019(Monday)
Resolution of queries, verification of originals & submission of fee for First List.	05-02-2019(Tuesday) to 12-02-2019(Tuesday) 8:00am to 12:30 p.m.
Second list, if any, including waiting list can be checked on school's website.	21-02-2019(Thursday)
Resolution of queries, verification of originals & submission of fee for Second list.	22-02-2019(Friday) to 28-02-2019(Thursday)
Closure of admission process	31-03-2019(Sunday)

#### 5. Age Criteria

The age limit for the children to be admitted at the entry level classes as on 31-03-2019 is as under:

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

6. **Hard copy of the online filled Registration Form will be submitted at the time of Admission.**

7. **Documents to be submitted at the time of admission.**

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

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 in the name of any of the Parents/ Aadhar card/ UID card issued in the name of any of the Parents.
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)

**(Parents are required to bring all documents in original for Verification)**

---