

# VISHAL BHARTI SR. SEC. SCHOOL PITAMPURA DELHI-34

## ADMISSION PROCESS 2025-26

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

### General Instructions

#### 1. Registration

Registration Forms for admission in General Category -

Form can be obtained & submitted offline at  
**School's reception on all working days between 9:00 am to 1:00 pm.**

#### 2. Total no. of Seats

<b>Class</b>	<b>No. of seats in General Category</b>
Pre-School	60
Pre Primary	40
Class-I	40

#### 3. CRITERIA FOR GENERAL CATEGORY ADMISSION

<b><u>S No.</u></b>	<b><u>Distance Criteria</u></b>	<b><u>Points</u></b>
1.	DISTANCE 0 – 1 KM	-- 80
	DISTANCE 1.1 – 3.0 KM	-- 60
	DISTANCE 3.1 – 6.0 KM	-- 40
	DISTANCE ABOVE 6.1 KM	-- 20
2.	Sibling	20
	<b>Total</b>	<b>100</b>

**4. Schedule for General Category Registration/Admission**

COMMENCEMENT OF ADMISSION PROCESS AND AVAILABILITY OF FORMS	28.11.2024 (THURSDAY)
LAST DATE OF SUBMISSION OF APPLICATION FORMS IN SCHOOL	20.12.2024 (FRIDAY)
DATE FOR DISPLAYING THE FIRST LIST OF SELECTED CHILDREN (INCLUDING WAITING LIST )	17.01.2025 (FRIDAY)
DATE FOR DISPLAYING THE SECOND LIST OF SELECTED CHILDREN (INCLUDING WAITING LIST )	03.02.2025 (MONDAY)
SUBSEQUENT LIST OF ADMISSION	26.02.2025 (WEDNESDAY)
CLOSURE OF ADMISSION PROCESS	14.03.2025 (FRIDAY)

**5. Age Criteria**

The age limit for the children to be admitted at the entry level classes as on 31-03-2024 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 downloaded Registration Form from school website 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 documents must be submitted at the time of registration:

1. Copy of Birth Certificate of the child issued by the MCD/appropriate authority duly attested by parent of child.
2. Passport size photo of child, mother and father.
3. Self-attested copy of anyone of the documents mentioned below shall be considered as proof of residence.
  - (i) Ration card issued on 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 or child.
  - (v) Aadhar Card / UID card issued in the name of any of the parents.
4. Sibling:- (Copy of School Identity card/ Report card/ Fee slip)
5. In case the child is first born, undertaking stating the same has to be given by the parents.
6. Alumni (Passing Certificate of having passed from (**Vishal Bharti Sr. Sec. School**))
7. Attested copy of Caste Certificate i.e. SC/ST/OBC issued by Revenue Department, if any.

**Kindly note:**

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

## **ADMISSION PROCEUDRE FOR CLASS 2<sup>nd</sup> ONWARDS**

1. Admission of new students to 2<sup>nd</sup> onwards classes is made in the month of February of preceding session upto 31<sup>st</sup> August depending on the availability of seats.
2. All admissions are subject to entrance test, interview/oral test of child and interview with the parents.
3. No admission is made after 31<sup>st</sup> August in the current year except:  
Children of transferable parents or any special case.

### **Documents to be submitted at the time of admission**

#### **❖ Refer the registration form**

1. Admission form duly filled.
2. School Leaving Certificate from govt. recognized school duly attested by education office