

NEW GREEN FIELD SCHOOL SAKET NEW DELHI

Scheme for Admissions to Pre-school (Nursery) 2017-18

Registration for admission to Pre-school (Nursery) for academic session 2017-18 shall be **made online** for the convenience of the parents of the children seeking admission. Payment of rupees Twenty Five (Rs. 25/-) as registration charges shall have to be made while submitting hard copy of the Registration form alongwith requisite documents.

The number of vacancies for the academic session 2017-18 are as under :

a).	Total number of seats	180
b).	Number of seats earmarked for students belonging to disadvantaged group and EWS Category	45
c).	Management Quota seats	27
d).	Staff Quota seats	6
d).	Number of seats available for General Category	102

The proposed Tuition fee for Pre-school (Nursery) session 2017-18 is Rs. 3300/- p.m.

Criteria for preparation of merit list (General Category) shall be based on points system. The points shall be awarded on the following basis :

	PARAMETERS	POINTS
a).	*Neighborhood/ Distance factor	50
	0 – 08 Km	50
	8 Km onwards	40
b).	Sibling studying in school	20
c).	Parent Alumni of the school	20
d).	First born child	10

If there is tie on points scored by the candidates, selection shall be made on the basis of draw of lots. **The date and time of draw of lots for general category shall be available on school website www.ngfssaket.com on 8.02.2016 and shall also be displayed at the school notice board.**

Information regarding nursery Registration (General Category)2017-18

The Registration for admission to Nursery class for the Academic session 2017-18 shall be open from **2nd January to 23rd January, 2017**. Registration will be done online through school's website. The last date for submission of Hard copy of Registration form filed online and payment of registration fee of Rs.25/- shall also be **23.1.2017 upto 2 p.m. only**

The minimum age for Nursery is **3+ as on 1st April, 2017 i.e. born on or before 31.03.2014**. Upper age limit is 4years as on 31.3.2017. A printed copy of the online submitted form, together with a self attested copies of the documents mentioned below be deposited in the office of the school along with prescribed registration fee within the prescribed time limit. The office shall remain open for deposit of Registration

forms on all working days from **9 a.m. to 12 noon** except on 23.1.2017 when forms shall be accepted upto 2 p.m.

- (a) The details of points scored by the child who had applied in accordance with the scheme shall be available on the school Website on 06.02.2017.
- (b) First List of selected candidates as also the waiting list shall be displayed on the school's Website on 15.02.2017
- (c) Queries of the parents shall be resolved on 16th, 17th and 18th February 2017 from 9.00 am to 12.30 pm. The parents may visit the school during specified time.

PLEASE NOTE :

- Do not use Symbols like - / or ' or " or : or (etc. While filling the form online as these symbols cannot be accepted by the software.
- Fill up the form completely before taking a print out.
- Incomplete form/ documents shall stand rejected.
- **Non-deposit of form print out and prescribed fee and documents will mean non-participation in the admission process.**
- To know the result of your ward check the school's website on 15th February, 2017 after 4 p.m.
- To check the list of eligible candidates visit the school's website on 31.1.2017 after 4 p.m.
- Draw of lots for the second list if required shall be held on 27.02.2017 at 11 am in the school campus.
- Second List shall be displayed on 28.2.2017 after 4 pm.

DOCUMENTS REQUIRED FOR VERIFICATION

Copies of Documents to be submitted alongwith hard copy of the form submitted online :

1. Birth Certificate (self attested copy)
 2. Photograph of the child (passport size).
 3. Proof of residence – ration card/ voter I-card / Adhaar Card/ Passport/ Domicile certificate/ Electricity bill/ MTNL bill / Rent Deed.
 4. Proof of Sibling – latest fee slip.
 5. Proof of Alumni –Sr. Sec. Board Certificate. (self attested copy)
 6. Affidavit in support of First born .
- **Admission shall not be granted if the information given at the time of online registration is found to be incorrect.**

EWS and Disadvantaged group : Only children sponsored by the Directorate of Education shall be offered admission.

* **Distance Chart** incorporating colonies covered is enclosed and shall be the basis for award of points on account of Neighborhood/Distance factor. The distance chart has been prepared with the information available on www.rome2rio.com and shall not be subject to challenge.

NEW GREEN FIELD SCHOOL SAKET NEW DELHI
RE-REVISED SCHEDULE OF ADMISSION
NURSERY 2017-18

GENERAL CATEGORY

Online Registration	:	Upto 14.02.2017
Last date of Submission of Registration form alongwith requisite documents and payment of Registration Fee	:	14.02.2017 on all working days between 9 a.m. to 12 noon upto 2 p.m. only on 14.02.2017
List of validly registered Children To be updated on website	:	21.02.2017
Updating of points scored by Registered Children	:	28.02.2017
Display of Notice of draw for first List (if required)	:	03.03.2017 (after 4.00 p.m.)
Date of Draw of Lots for First List(if required)	:	06.03.2017 (at 11.00 a.m.)
Display of 1 st List of selected candidates And waiting list	:	07.03.2017 (after 4.00 p.m.)
Resolution of queries of parents made in writing	:	08.03.2017 to 10.03.2017
Display of Notice of draw for Second List (if required)	:	10.03.2017 (after 4.00 p.m.)
Date of Draw for preparation of Second list (if required)	:	16.03.2017
Display of 2 nd List (if required)	:	17.03.2017 (after 4.00 p.m.)

Revision has been made in accordance with the instructions issued by the Director of Education.