

## Procedure for Registration / Admission in Class Pre-School (LKG)

Session : 2014-2015

### 1. General Information :

(a)

Total Number of Seats	160
25% Seats for EWS / Disadvantaged Group	40
5% Seats for Staff Quota	8
5% Seats for Girls Quota	8
65% Open Seats	104

(b) **Age : 3+ as on 31<sup>st</sup> March 2014.**

### 2. Admission Schedule :

Commencement of admission process	Tuesday, 21 January, 2014
Commencement of availability of admission application	Tuesday, 21 January, 2014
Last date of submission of admission application in schools	Wednesday, 05 February, 2014
The date for displaying the first list of selected children including EWS & Disadvantaged Group Category	Friday, 28 February, 2014
The date for displaying the second list (if any) (including waiting list)	Saturday, 15 March, 2014
The date for displaying subsequent list (if any)	Monday, 17 March, 2014 to March 31, 2014
Closure of admission process	Monday, 31 March, 2014

### 3. Registration :

- (i) Registration forms shall be available at the school from 21.01.2014 to 05.02.2014 (on all working days) between 8:30 a.m. and 1:00 p.m. on payment of Rs.25/- only.
- (ii) For EWS / Disadvantaged category the common application form prescribed by the Directorate of Education shall be available free of cost.
- (iii) The filled in forms should be deposited in the school on all working days between 8:30 a.m. and 1:00 p.m. upto 05.02.2014.

4. **Fixed parameters and points for admission against open seats as prescribed by Directorate of Education :**

S.No.	Parameters / Criteria	Points
1	Neighbourhood up to 8 kms.	70
2	Sibling studying in school	20
3	Parent Alumni of school	05
4	Inter-State Transfer case	05
	<b>Total</b>	<b>100</b>

**Neighbourhood**

Localities and areas based on the radial distance marked on the Google Map of Delhi.

**Sibling**

Only real brother or sister of existing students of SPS Rohini will be considered.

**SPS Alumni**

Alumni of SPS Rohini only – Father / Mother / Both

**Inter-State Transfer**

Transfer from anywhere in India and abroad to Delhi after April 2013 will be considered.

5. **Neighbourhood criteria for seats under EWS and Disadvantaged Group :**

- (i) Admission shall first be offered to eligible students belonging to EWS and Disadvantaged Group residing within 1 km. of the school.
- (ii) In case the vacancies remain unfilled, students residing within 3 km. of the school shall be admitted.
- (iii) If there are still vacancies, then the admission shall be offered to other students residing within 6 kms. of the school.
- (iv) Students residing beyond 6 kms. shall be admitted only in case vacancies remain unfilled even after considering all the students within 6 kms. area.

(v) Areas as per above criteria:

	<b>Residing within (kms.)of the school</b>	<b>Areas Covered</b>
First Priority	1 Km.	Rohini Sector-9, 13, 14, 15 & Prashant Vihar
Second Priority (if required)	3 Kms.	Rohini Sector-3, 4, 5, 6, 7, 8, 11, 16, 17,18, 19 and Pitampura
Third Priority (if still required)	6 Kms.	Rohini Sector-1, 2, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30 & Shalimar Bagh
Next Priority (if still required)	Beyond 6 Kms.	Remaining Areas

6. School Transport is available only in Rohini and Pitam Pura.
7. If required, draw of lots will be held under the supervision of Directorate of Education's representative for finalizing the list of selected / waitlisted candidates under the EWS / Disadvantaged Group.