# ADMISSION PROCEDURE

DPS Pali Road, Jodhpur welcomes applications for admission from all students regardless of nationality, religion, caste or gender.

To seek Admission in Delhi Public School, Pali Road, Jodhpur **On-Line Registration** is the must.

Online Registration is open for Nursery to class XII (Science, Commerce & Humanities)

Fill all the entries and submit the form. After the submission of the registration form, take a print out and the same has to be submitted to the school office along with the registration fee.

## Student Registration Fee - 1000 /-

**Please Note: Any cause for failure in reporting school office within 48 hrs will not be entertained. The registration does not guarantee admission.**

## AFTER REGISTRATION:

1. After registration, you will get a copy of Prospectus along with Application form from the administration office.

2. The application form is to be filled & submitted in the school's administrative office within two working days of issue of the form.

3. Admission to Nursery, KG and Prep will be on First come - First Serve Basis.

4. Admission to class 1st onwards will be through a written Admission test. The selection of the candidates will depend upon the child's performance in the Test / Interview and availability of seats in the concerned class.

5. Assessment of the child for admission is also based on the following factors:
   - Academic readiness and motivation.
   - Social and emotional development.
   - The ability of the school to serve the needs of the child.

6. The result date of the Admission test & the last date for the submission of the fee will be specified at the time of the test / interview.

## AT THE TIME OF ADMISSION:

1. The list of the selected students as per the admission procedure will be displayed on the notice board & website.

2. Students offered admission must complete the following formalities within one week time otherwise the admission will stand canceled and the seat will be passed on to the next student in the 'Waiting List'.

3. The following documents are to be submitted at the time of admission:

A. Four Passport size recent coloured photographs

B. One recent Passport size photographs each of both the parents.

C. Copy of Date of Birth Certificate (Issued by Municipal Corporation or other authorised competent authority.)

D. Copy of Student Aadhar Card.

E. Proof of residence of the child **(Copy of Aadhar Card / Electricity Bill / Passport / Ration card / Voter's ID of the parents).**

F. Evidence of studying in the present class is to be submitted with Admission form. (Photocopy of half yearly report card/ mark sheet or photocopy of school ID Card). **(Not applicable for Nursery)**

G. Submission of the present class final report card before joining the school. **(Not applicable for Nursery)**

H. Original Transfer Certificate from the previous school, which should be a recognized school, affiliated to the All India Board or a State Board of Education. **(Not applicable for Nursery) (If Transfer Certificate is issued by other states, it must be duly signed by DEO.)**

I. In case a child is adopted, parents will have to submit an attested copy of the adoption certificate issued by the competent authority. In case of divorce/separation, the parent who is admitting the child will have to submit a copy of custody of child certificate issued by the competent law officer.

- Incomplete forms without the necessary documents/information will be rejected.

- The School reserves the right to admit any student who is found fit for admission or refuse admission without assigning any reason. For all matters related to admissions, the decision of the Principal will be final.