



## **DELHI PUBLIC SCHOOL, DWARKA**

**Admission Process: Class-III**

**Academic Session 2022-2023**

### **GUIDELINES FOR FILLING THE REGISTRATION FORM UNDER GENERAL CATEGORY FOR CLASS-III**

Delhi Public School, Dwarka welcomes you to the Admission process for class-III for the Academic Session 2022-23.

#### **1. General Information:**

<b>Class-III</b>	
<b>Session</b>	<b>2022-2023</b>
<b>Eligibility</b>	<b>Must be a bonafide student of class II during the session 2021-2022</b>
<b>General Category Open Seats</b>	<b>09</b>
<b>Management Quota</b>	<b>02</b>
<b>Total seats</b>	<b>11</b>

- 2. The Online Registration Form will be available on the school website [www.dpsdwarka.com](http://www.dpsdwarka.com) from Tuesday, 22 March 2022 (06:00 a.m.) to Sunday, 27 March 2022 (11:59 p.m.)**

You are advised to fill only one form.

### 3. Admission Parameters for General Category (Open Seats) :

S. No.	Criteria	Specification	Points	Max. Points
1	<b>Neighbourhood</b> (By aerial distance between the school and residence of the applicant.)	<b>0-5 km</b>	45	<b>45</b>
		<b>Beyond 5 kms</b>	35	<b>35</b>
2	<b>Sibling</b>	Real brother/ sister of applicant studying in DPS Dwarka during the academic session 2020-2021	<b>35</b>	<b>35</b>
3	<b>Alumni</b>	Offspring of pass out students of Delhi Public Schools wholly owned by the DPS Society. (DPS Core Schools only)	Mother / Father : 10 points each	<b>20</b>
	<b>Total</b>			<b>100</b>

4. Final scores will be calculated automatically by the software.
5. List of all the registered applicants with points claimed will be displayed on the school website on Monday, 28 March 2022 by 04:00 p.m.
6. In case of registered applicants getting identical total points in the cut-off score, a limited use of the lottery system would be adopted, subject to availability of seats.

#### 7. Guidelines for Filling ONLINE Forms

- This is an electrometric registration form for Delhi Public School, Dwarka only. Please read the instructions carefully before filling in the details.
- Please upload latest colour passport size photograph of the child in the space provided for the same. The photograph should be:
  - Taken within the last 3 months.
  - Clicked in the white background.
  - In .jpg/jpeg format less than 50 kb.
- You may access the **Google map** for referring to the aerial distance between the school and your residence.
- **Non-refundable Registration Fee**
  - (a) Arrange Bank Draft of Rs. 25/- drawn in favour of DPS Dwarka
  - (b) Mention the details of Draft/Pay Order in the Registration Form.
  - (c) Quote the Registration No. on the reverse side of the Bank Draft
  - (d) Dispatch the Draft/Pay Order to DPS Dwarka, Sector – 3, Phase 1, Dwarka New Delhi 110078 by Registered/Speed Post.

- After completing the Registration form, click on the '**SUBMIT FORM**' button for final registration. A Registration Number will be generated. Take a print out as a proof and quote this Registration Number for all further correspondence with the school.
- **Email:** Copy of the registration form will be sent to the Email Id mentioned in the form for communication purpose.
- **SMS Service:** On final submission of the registration form besides the email confirmation, an SMS will also be sent to the mobile number entered for communication purposes.
- **Kindly Note:**
  - Incomplete forms will not be accepted by the system.
  - Only one registration form will be accepted for one applicant.

### 8. Schedule of the Admission Process : General Category (Open Seats)

ACTIVITY	DAY & DATE
Commencement of Online Registration	Tuesday, 22-03-2022 (06:00 a.m.)
Last date for Online Registration	Sunday, 27-03-2022 (11:59 p.m.)
Display of list of registered applicants with points as claimed by the applicant (as per point system).	Monday, 28-03-2022
Draw of lots (if required) and / or Verification of documents.	Tuesday, 29-03-2022 and Wednesday, 30-03-2022
Display of first list of selected applicants (including Waiting List).	Thursday, 31-03-2022
Resolution of queries of parents, if any	Friday, 01-04-2022
Admission formalities.	Monday, 04-04-2022 and Tuesday, 05-04-2022

**9. Parents are requested to keep checking the school website on a regular basis for new updates. No separate communication will be sent via sms or any other modes of communication.**

The following documents in original are required to be presented for verification along with a set of self attested photocopies.

#### 1. Age:

- ❖ Original Birth Certificate of the child issued by Municipal Corporation or equivalent authority.

**2. Sibling:**

- ❖ Fee receipt of March 2022 of the sibling studying in DPS Dwarka.

**3. Alumni:**

- ❖ Copy of AISSCE (Class XII) Board Pass certificate/ Marks Statement of the parent(s)

**4. Present School & Class:**

- ❖ Report card/ Identity Card/ Fee booklet of the child of academic session 2021-2022 issued by the present school.

**5. Address:**

**Documents showing the address mentioned at the time in the registration form will only be considered for verification. Some indicative documents which can be submitted as proof of residence (any two proofs of the following)**

- Some indicative documents which can be submitted as proof of residence (any two proofs of the following): \*\*
  - i) Ration card/Smart Card issued in the name of Parents (Mother/Father having name of child)
  - ii) Domicile certificate of child or of his/her parents.
  - iii) Voter-I Card (EPIC) of any of the parent.
  - iv) Latest Electricity bill/MTNL bill/Water bill/Passport in the name of any of the parent or child.
  - v) Aadhar card/UID card issued in the name of any of the parent.

**\*\* The School also reserves the right of Home visit, if required**

**6. Medical Fitness:**

- ❖ Medical fitness certificate of the child issued by a Medical Officer.

**Please note that Self Attested photocopies of the above documents are to be submitted. No undertaking regarding the documents mentioned above will be accepted at the time of verification of documents.**

**Principal**