



Sanskriti School
Dr. S. Radhakrishnan Marg
Chanakyapuri, New Delhi -110021

ADMISSION TO PRE-SCHOOL FOR THE ACADEMIC YEAR 2019-20

Note:-For EWS admission please follow www.edudel.nic.in website of DoE.

Please read the instructions carefully before filling the form to avoid rejection.

- The date of birth should be between 1st April 2015 to 31st March 2016 (both dates inclusive).
- School timings will be from 8.30 am to 12.30 pm for Nursery.
- Incomplete forms will be rejected.
- Admission will be confirmed subject to verification of required information / documents.
- Distance to school will be calculated as per distance and area table. The areas / localities / colonies within the range of the school are mentioned in the distance and area table.

Seats for Admission in Pre - School

S No	Category	No. of seats
1.	EWS category	38
2.	Government category	90
3.	Non - Government category	15
4.	Staff	07
	Total	150

Admission Schedule (2019 - 2020)

S No	Particulars	Time Schedule
1.	Uploading of criteria and their points	14/12/2018
2.	Commencement of admission process and availability of application forms (online only)	15/12/2018
3.	Last date of submission of application forms	07/01/2019
4.	Uploading details of children who applied to the School for admission under open seats	21/01/2019
5.	Uploading marks (as per point System) claimed by each of the children who applied for admission under open seats	28/01/2019
6.	The date for displaying the First list of selected candidates (Including waiting list) (along with marks allotted under point system)	04/02/2019
7.	Resolution of queries of parents if any (regarding the first list) regarding allotment of points to their ward in the first list	05/02/2019 to 12/02/2019
8.	The date for displaying the Second list of selected candidates (if any) (Including waiting list) (along with marks allotted under point system)	21/02/2019
9.	Resolution of queries of parents if any (regarding the second list) regarding allotment of points to their ward in the Second list	22/02/2019 to 28/02/2019
10.	Subsequent list of admission , if any	15/03/2019
11.	Closure of admission process	31/03/2019



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Admission Criteria

a. Parameters for children belonging to the Government category

1. As per the orders of Hon'ble Supreme Court of India in SLP(C) 35077/2015 dated 21/01/2016, the four sub-Categories for eligibility in Government category are as follows:
 - All India Service Officers coming on transfer to Delhi on Central Deputation under the Central Staffing Scheme.
 - Indian Foreign Service Officers coming to Delhi to man the posts in the Ministry of External Affairs.
 - Other eligible Central Service Officers (Group A) on transfer to Delhi under the Central Staffing Scheme.
 - Officers from the Defence and other officers coming to Delhi on transfer.

b. Parameters for children belonging to the Non - Government category

Criteria	Points
1. Distance will be calculated as per the Distance and Area table	0 to 30
2. Sibling studying in Sanskriti School	20
3. Parent, an Alumni of Sanskriti School	20
4. Girl Child	20
Total	90

Distance & Area table(Distances calculated as per School bus routes)

Distance	Area	Points
0 - 8 km	All areas in Chanakyapuri, DhaulaKuan Enclave I & II, Dhaula Kuan, Moti Bagh North & South, Netaji Nagar, Satya Niketan, Shanti Niketan, Nanak Pura, Anand Niketan, RK Puram, West End, Meena Bagh, Safdarjung Enclave, Sarojini Nagar Baba Karak Singh Marg, Laxmibai Nagar, Munirka, AIIMS, Prithiviraj Rd, INA, Rabinder Nagar, Aurangzeb Rd and adjoining areas, Kidwai Nagar East & West, Subramanium Bharti Marg, Jor bagh, Lodhi Colony, JNU Campus, Lodhi Estate, Green Park, Vasant Vihar, Delhi Cantt, Humayun Road, Bharti Nagar, Khan Market	30
Above 8 km upto 10 km	SDA, Mansingh Road, New Rajinder Nagar, Sujan Singh Park, Naraina Vihar, Sansad Marg, South Extension I & II, Gulmohar Enclave, Bapa Nagar, Gulmohar Park, Akbar Road, Old Rajinder Nagar, Janpath, Andrews Ganj, Hauz Khaz, Pandara Rd, Pandara Park, Hauz Khaz Enclave, Golf Links, Shahajahan Rd, IIT, KG Marg, Kaka Nagar, Barakamba Rd, Niti Bagh, Dr.ZakhirHussain Marg, Uday Park	20
Above 10 km upto 12 km	DESU Colony (C4, C5), Sadiq Nagar, Sarvodaya Enclave, Mansarovar Garden, Janak Puri (Aditi Apartment), Subash Nagar, Anand Lok, Sunder Nagar, Nizamuddin East & West, Vasant Kunj (B9, B10, B11, C1, C2, C3, C4, C5, C6, C7, C8, C9, B1, B2, B3, B4, B5, B6, D3, D4, D6, D7, D8), Rajouri Garden, Panchkuan Rd, Sarvapriya Vihar, Karol Bagh, Chemsford Rd, Raja Garden, Defence Colony, Tagore Garden, Inderpuri, W.E.A	15
>12 km	Other Areas not included in this table	0

1. Age Criteria: - The child should have completed 3 years on or before 31st March, 2019.
2. Once the admission list is declared, concerned parents will be called for verification of ORIGINAL documents.
 - a. Attested photocopy of Birth Certificate Issued by the Local Municipal Authority.
 - b. Attested photocopy of proof of Identity - (Passport / Unique Identity Card (Aadhaar Card)/ Voter I - card).
 - c. Attested photocopy of proof of residence- (MTNL Bill / Domicile Certificate / Electricity Bill / Water Bill).
 - d. Kindly submit Fitness Certificate of the student at the time of admission.

If any of the above required information / document is incorrect / altered, the school reserves the right to cancel admission at any time.



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Instructions to fill online registration form

1. The name of the applicant, father's name / mother's name, date of birth etc. should be spelt correctly in the form as it appears in the certificates. No corrections will be allowed later.
2. It is mandatory to fill all fields which are marked (*) in red. If any field is not applicable for you, please write NA (Not Applicable).
3. Photograph in JPG format not more than 20Kb should be uploaded.
4. Parents applying under Government Category are requested to upload **Transfer Order** issued by DOPT / Department, as applicable (PDF files not more than 2MB only). They are also required to upload the **Joining Report** from the respective Department (PDF files not more than 2MB only).
5. An incomplete registration form will automatically be rejected. Do not submit duplicate forms. Multiple registrations will be rejected.
6. If the applicant is selected for admission, parents will be required to submit documents as proof of residence and identity. Please note that only documents dated prior to date of submission of application will be accepted as proof. Parents will be required to produce the originals along with the copies at the time of verification.
7. Please note that all seats under the Government category are as per the Supreme Court order - SLP(C) 35077/2015, **for officers coming to Delhi on transfer**. All applications in the government category will be verified strictly as per this norm and any application that does not qualify according to the documents provided, will be moved to the Non-Government category.
8. Change of Category – All requests for change of category will be at the discretion of the school or the approval of the Directorate of Education, on a case to case basis.
9. In case of a change in category, sibling points will only be awarded at the discretion of the school and / or approval from DOE if applicable, on a case to case basis.
10. **Please note that you are required to pay the Registration Fee of Rs. 25/- for a successful registration of the application.**
 - After completing the form, click on the "Submit" button. This will take you to payment gateway to make the online payment. If the payment is not made successfully, you may login again using the already registered link with your user ID & password.
11. After completing the form, click on 'Submit' button at the bottom of the page. You will receive an auto-generated Acknowledgement Receipt (as popup from the site) with a form number for further correspondence (Please enable popup for the site before final submission of form).
12. The registration form once submitted cannot be modified later.
13. As an acknowledgement of submission, you will receive an SMS with the form number for further correspondence.
14. Take a print out of the Acknowledgement Receipt. You will be required to quote the form number for all future correspondence with the School.
15. **Please note that successful submission of application and acknowledgment does not guarantee admission.**