Sanskriti School

Dr. S. RadhakrishnanMarg
Chanakyapuri, New Delhi -110021

ADMISSION TO PRE-SCHOOL FOR THE ACADEMIC YEAR 2027 – 28

Note:-

- From the Academic Year 2027-28, there will be three years of Pre-School i.e. Balvatika-1, Balvatika-2, Balvatika-3 as per NEP 2020. In this connection, please refer to **DoE circular no. DE.23(749)/Sch.Br./2025/976 dated 24.10.25**
- School timings of regular classes will be from **8.30 am to 12.30 pm** for pre-school
- For admission under the **EWS, DG & CWSN** category please follow website - www.edudel.nic.in

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

- The date of birth should be between **01st April 2023 to 31st March 2024** (both dates inclusive).
- Incomplete forms will be rejected (refer to Instructions points 09 to 15).
- Admission to shortlisted candidates will be confirmed subject to verification of required information / documents.
- Distance to school will be calculated as per **distance and area table according to shortest route on Google map**. 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/DG/CWSN category	38
2.	Government category	90
3.	Non – Government category	15
4.	Staff	07
	Total	**150**

Admission Schedule (2026 – 27)

S. No.	Particulars	Time schedule
1	Commencement of Uploading the criteria and their points (mentioned at point 11) along with the Format -1 (mentioned at point No. 5) in the module of the Department at the links provided.	23.11.2026 (Monday)
2.	Commencement of admission process and availability of forms **ONLINE ONLY**	01.12.2026 (Tuesday)
3.	Last date of submission of **ONLINE** application forms in schools.	28.12.2026 (Monday)
4.	Uploading details of children/applicants who applied to the school for admission under Open Seats along with the marks/points awarded to each child/applicant.	04.01.2027 (Monday)
5.	Resolution of queries/objection of parents, if any (by written/email/ verbal interaction) regarding allotment of points to their wards.	05.01.2027 (Tuesday) – 11.01.2027(Monday)
6.	Display and uploading of final marks/points (as per points system) awarded to each of the child after resolution of queries of parents who applied for admission under open seats.	12.01.2027 (Tuesday)
7.	The date for displaying the **first list of selected children** (including Waiting List, if any) along with marks/points awarded under school's point system	20.01.2027(Wednesday)
8.	Resolution of queries of parents, if any (by written/email/ verbal interaction) regarding allotment of marks/points awarded to their wards in the first list.	21.01.2027 (Thursday) – 28.01.2027 (Thursday)
9.	The date for displaying the **second list of children** (if any) of selected children (including Waiting list) along with marks/points awarded under school's points system.	05.02.2027 (Friday)
10.	Resolution of queries of parents, if any (by written/email/ verbal interaction) regarding allotment of marks/points awarded to their wards in the second list.	06.02.2027 (Saturday) – 12.02.2027 (Friday)
11.	Subsequent list of admission, if any	22.02.2027 (Monday)
12.	Closure of admission process	12.03.2027 (Friday)

Admission Criteria

a. Parameters for children whose parents belong 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 **on transfer** 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 whose parents belong to the Non – Government category

Parameters	Points
1. Distance - Distance will be calculated **STRICTLY** as per the **Area table and using shortest route on Google Maps**	0 to 30
2. Sibling currently studying in Sanskriti School	25
3. Parent/Parents, an Alumni of Sanskriti School	25
Total	**80**

Distance & Area table (Distances calculated as per shortest route using google maps)
In case your colony/house is not listed in the dropdown menu of online form, you may select the **NEAREST** area from the dropdown list in online form in the relevant distance range.

Distance	Area	Points
Upto10 Km	All areas in Chanakyapuri, Dhaula Kuan Enclave I & II, Dhaula Kuan, Moti Bagh North & South, Netaji Nagar, Satya Niketan, Shanti Niketan, Nanak Pura, Anand Niketan, R K Puram, West End, Meena Bagh, Safdarjung Enclave, Sarojini Nagar Baba Karak Singh Marg, Laxmibai Nagar, Munirka, AIIMS, Prithiviraj Rd, INA, New Rajinder Nagar, Rabinder Nagar, Lajpat Nagar, Aurangazeb Rd and adjoining areas, Kidwai Nagar (New Campus) East & West, Subramanium Bharti Marg, Jorbagh, Lodhi Colony, Lodhi Estate, Green Park, Vasant Vihar, Delhi Cantt, Humayun Road, Bharti Nagar, Khan Market, Ber Sarai, SDA, Mansingh Road, Sujan Singh Park, JNU Campus, Naraina Vihar, Sansad Marg, South Extension I & II, Gulmohar Enclave, Bapa Nagar, Gulmohar Park, Akbar Road, Old Rajinder Nagar, Patel Nagar, Janpath, Andrews Ganj, Hauz Khas, Pandara Rd, Pandara Park, Hauz Khaz Enclave, Golf Links, Shahajahan Rd, IIT, K G Marg, Kaka Nagar, Barakhamba Road, Niti Bagh, Dr.Zakhir Hussain Marg, Uday Park, Sadiq Nagar, Sarvodaya Enclave, Mansarovar Garden, Janak Puri Jail Road, Anand Lok, Vasant Kunj Fortis Hospital, Panchkuian Road, Sarvapriya Vihar, Karol Bagh, Chelmsford Rd, Defence Colony, Mahipalpur	30
Above 10 Km and upto 12 Km	Janak Puri beyond Jail Road, Subash Nagar, Inderpuri, Sunder Nagar, Nizamuddin, Rajouri Garden, Raja Garden, Greater Kailash, Nehru Place, Saket, Mehrauli, Tagore Garden, Rajghat	20
Above 12 Km and upto 14 Km	Delhi Gate, Airport, ISBT, Chattarpur Mata Mandir, Uttam Nagar, Punjabi Bagh, Palam Airport area	10
Above 14 Km	Other Areas not included in this table	0

Note: The points will be awarded by the system based on locality indicated by the applicant/parent. However, the actual point will be verified by the school at the time of verification of documents based on exact address of the applicant as per distance calculated by google map through shortest route. The decision of the school in this regard shall be final.

1. Once the admission list is declared, concerned parents will be called for verification of **ORIGINAL** documents.
   a. Birth Certificate Issued by the Local Municipal Authority.
   b. Proof of Identity of Parents- (Passport / Unique Identity Card (Aadhaar Card)/ Voter I – card).
   c. Proof of residence (any two) - (MTNL Bill/Electricity Bill/Water Bill/ Passport/ Aadhar Card/ UID Card) (**Utility Bills issue date should be between 01/09/2026 to 30/11/2026**).

If any of the above required information/document is incorrect/altered, the school reserves the right to cancel admission at any time. Please note that the decision of the school management shall be final.

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Instructions to fill the online registration form

Kindly keep the below mentioned photos & documents ready before filling the registration form.

1. The name of the applicant, father's name, mother's name, date of birth etc. should be spelt/written correctly in the form as it appears in the relevant certificates/documents. 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 to you, please write NA (Not Applicable).
3. Photograph in JPG/JPEG format, not more than 20 KB should be uploaded.
4. Parents applying under **Government Category** are requested to upload:
    - Appointment Letter
    - Transfer Order issued by DOPT / Department, as applicable, **with name of the officer highlighted**.
    - They are also required to upload the Joining Report and certificate of current charge/charge assumption report the officer is holding from the respective Department.
5. Parents under **Non-Government category** are requested to upload:
    - Proof of residence (any two – combine two documents into one pdf and upload) - (MTNL Bill/Electricity Bill/Water Bill/Passport/Aadhar Card/UID Card) (**Utility Bills issue date should be between 01/09/2026 to 30/11/2026**).
6. Parents of Non-Government category are required to select area from the drop-down menu. In case the specific area is not available in the table, parent may select the **NEAREST** area from the drop-down menu. **School will follow shortest route as per Google maps & no other means of calculating the same will be entertained/accepted.**
7. Applicant's parent, who have studied in Sanskriti for **minimum 2 years** will be considered as **Alumni.**
8. For Alumni, parents have to upload relevant supporting documents (Transfer Certificate received from Sanskriti School).
9. An incomplete registration form will automatically be rejected. Please note that in case the **relevant documents are not submitted** or **registration fee is not paid**, the form will be considered as incomplete (Refer to point 15).
10. Uploading of **irrelevant documents/multiple copies of the same document and password protected documents** for registration of application will make it **liable to be rejected.**
11. **Do not submit duplicate forms. Multiple registrations will be rejected.**
12. If the applicant is selected for admission, parents will be required to submit documents (given below) as proof of residence and identity along with the documents uploaded while filing the registration form. Parents will be required to produce the originals along with the self-attested copies at the time of verification.
    - Photocopy of Birth Certificate issued by the Local Municipal Authority.
    - Photocopy of proof of Identity of Parents- (Passport / Unique Identity Card (Aadhar Card)/ Voter I – card).
    - Photocopy of proof of residence (any two) - (MTNL Bill/Electricity Bill/Water Bill/Passport/Aadhar Card/UID Card) - (Utility Bills issue date should be between 01/09/2026 to 30/11/2026).
13. Please apply under the correct category. Change of category will not be entertained at the time of admission. **Applications which do not qualify under the applied category will be summarily rejected.**
14. **The form can be edited at any stage except at the payment level.**
15. **Please note that you are required to pay a Registration Fee of Rs. 25/- for successful registration of the application.**

- After completing the form and receiving the ID & password to resume application, click on the "next" button. This will take you to the site to upload documents and on successfully uploading the documents, it will take you to the payment gateway to make the online payment. If at any stage the registration form is incomplete, you may login again using the 'resume the incomplete application' link with your user ID & password.

16. After completing the payment, registration form cannot be modified.
17. As an acknowledgement of final submission, you will receive an auto-generated Acknowledgement Receipt on your mentioned email id with a registration number and copy of documents uploaded, for further correspondence.
18. Take a print out of the Acknowledgement Receipt. You will be required to quote the registration number for all future correspondence with the school. Please note that you will receive a registration number **only after paying the registration fee** and the submission of application is not complete before that.
19. **Please note.**
    - only the receipt of the registration number confirms successful submission of the application form.
    - successful submission of application and acknowledgment does not guarantee admission.
    - if any of the required information / document is incorrect / altered, the school reserves the right to cancel admission at any time.

NOTE: FOR ANY TYPE OF ASSISTANCE REGARDING REGISTRATION YOU CAN CALL AT 01126883335-8 OR WRITE AN E-MAIL ON nurseryadmission27@sanskritischool.edu.in or admission@sanskritischool.edu.in