

SOUTH DELHI PUBLIC SCHOOL

(Recognised and Affiliated to C. B. S. E)

D-Block, Defence Colony, New Delhi-110024

Web : www.southdelhipublicschool.com E-mail ID : sdpschooldefcol@gmail.com**INFORMATION FOR PARENTS REGARDING ADMISSION TO PRE – SCHOOL****Session 2024 – 2025**

1. Total No. of seats available : 120
2. Total No. of seats to be filled from the children of economically weaker section of society and disadvantaged group (25% of total seats) : 30
3. Total No. of seats to be filled from the children of staff quota (5% of total seats): 6
4. Total No. of seats to be filled from the children of Management quota (20% of total seats) : 24
5. Total No. of seats to be filled from open seats (50% of total seats) : 60
6. Admission criteria : The admission to open seats shall be made only on the basis of fixed parameters and points prescribed as under:

S.No.	CRITERIA	SPECIFICATION	POINTS
1.	Neighbourhood (Maximum point for distance : 40)	0 – 3 Kms	40
		3 – 6 kms	30
		6 – 9 Kms	20
		9 & Above	10
2.	Sibling	* Real brother / sister studying at present in SDPS Defence Colony	30
		* No extra points will be given for more than one sibling in the school.	
3.	School Alumni	Father	15
		Mother	15
		Both	30
Total Points			100

7. The minimum age of the child should be 3 (Three) & maximum 4 (Four) years as on 31.03.2024.
8. Date, place, mode of Distribution and receipt of Registration Forms :
The Registration Forms will be distributed and collected from the Reception counter as per schedule given against item No. 14 below.

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9. Infrastructural facilities available in the school :
Spacious & Airy classrooms, Toys, Musical Instruments, Teaching Aids Equipments, T.V, Games, Puzzles, Cutouts, DVD Player, Charts, Library, Play Field, Labs (Physics, Chemistry, Bio, Computer, Maths & Social Science), Transport facility available.

10. Details of faculty :

Principal	1
PGT	11
TGT	17
AT / Primary Teacher	15
Pre – Primary Teacher	5
Librarian	1
Language Teacher (Hindi, Sanskrit, German, French)	5
PET	3
Music Teacher	1
Dance Teacher (Part Time)	1
Mass Media Teacher - PGT (Part Time)	1
Computer Teacher - PGT	1
Drawing Teacher (Part time)	1
Admn. / Ministerial Staff	13
Staff Nurse	1
Class IV employees/Ayas/Drivers/Guards (On Contract)	41

11. Existing Fee structure for Pre – School to V :

Registration Fee	Rs. 25/-
Admission Fee	Rs. 200/-
Caution Money (Refundable)	Rs. 500/-
Annual Charges (New Admission)	Rs. 19895/-
Tuition Fee (Per month)	Rs. 4092/-
Development Fund (Per month)	Rs. 558/-
Transport Charges (Conveyance Fee) – According to distance	Rs. 1609/-, Rs. 2196/- & Rs. 2413/-

Note : Rates of fee for the academic year 2024 – 2025 to be revised which will be uploaded accordingly.

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12. Past year performance of the School in different fields :	XII	X
(A) Academic Board results :	99.1%	99.1%
No. of distinctions	260	184
Distinctions in 5 subjects	21	17
Distinctions in 4 subjects	12	06
Distinctions in 3 subjects	19	09
Distinctions in 2 subjects	15	14
Distinctions in 1 subjects	20	20

13. List of documents to be produced by the parent at the time of admission : As per Registration Form

14. Whether interview of parent/students will be conducted or not : No

15. **Schedule of admission process :**

a.	Availability of forms	23.11.2023 (Thursday)
b.	Last date of submission of application forms in school	15.12.2023 (Friday) upto 04:00 P.M.
c.	Display of list of selected candidates according to criteria	
(i)	The date for displaying the First list of selected children (including Waiting List)	12.01.2024 (Friday)
(ii)	Resolution of queries of parents, if any (by written/email/verbal interaction) regarding allotment of points to their wards for the first list	13.01.2024 (Saturday) to 22.01.2024 (Monday)
(iii)	The date for displaying the Second list of selected children (if any) (including Waiting List)	29.01.2024 (Monday)
(iv)	Resolution of queries of parents, if any (by written/email/verbal interaction) regarding allotment of points to their wards for the first list	31.01.2024 (Wednesday) to 06.02.2024 (Tuesday)
(v)	Subsequent list of admission, if any	21.02.2024 (Wednesday)
d.	Closure of admission process	08.03.2024 (Friday)

16. Refund of Fee :

- (a) For ineligible candidates : All charges except registration fees
- (b) In case of withdrawn after admission within one month : All charges except admission fee and one month's tuition fees.

17. Admission criteria : Attached with the Registration Form.

Principal