

Admission Notice for Grade 2 to 9 for the Academic Year 2019-2020

1. Those desirous of admitting their wards in Grade 2 to 9 for the academic year 2019-2020 are requested to submit the admission form online. The online candidates will be admitted based on merit and availability of seats. The parents whose wards are being admitted will be intimated to complete the admission formalities.

2. **Eligibility Criteria for Admission:**

Grade	Eligibility Criteria
Grade 2 to 9	Merit List based on the Entrance Test - English, Second Language (Hindi/Marathi), Mathematics - 25 marks each and passed and promoted certificate of previous Grade from previous school.

3. Admission Process: The Online Admission Forms for Grade 2 to 9 will be available from **9:00 am. on Thursday, 10th January, 2019** to ALL ELIGIBLE candidates on www.ppschandivali.com. The online Admission Form Fee is ₹500/- (Non - refundable).
4. After filling up the online admission form and making the payment for the form, a single PDF file will be generated and emailed containing the Administration Copy and the Teacher's Copy of the filled form along with the Medical History Sheet Form and the Parental Consent Form. A payment receipt will also be generated. Kindly download and save the Admission Form and the Payment Receipt and print them subsequently.
5. There will be an entrance exam for students seeking admission to Grade 2 to 9. The Entrance Exam will be for English, Second Language (Hindi/Marathi) and Mathematics. Each paper will be of 25 marks. The Entrance Exam will be based on the previous Grade's syllabus. Admissions to Grade 2 to 9 will be based on the performance in the Entrance Test.
6. The Date and Time for the Entrance Exam are given below:

Day, Date & Time of Entrance Exam	Intimation of selected candidates through an e-mail	Document Submission and Payment of Fees
Saturday, 9 th February, 2019 between 9:00 a.m. and 11:00 a.m.	Wednesday, 20 th February, 2019	Tuesday, 26 th February, 2019 to Thursday, 28 th February, 2019 between 9:00 a. m. and 12 noon

- The syllabus for the Entrance Exam will be displayed on the school website **on 19th January, 2019**.
- Candidates will have to show the receipt of ₹500/- to appear for the Entrance Exam.

- Parents of candidates who clear the Entrance Exam will be informed through an email.
- Parents of selected candidates will have to visit the school administration office with the hard copies of the completely filled Admission Form (Administration Copy and Teacher's Copy), the Medical History Sheet with Stamp and Signature of the Medical Practitioner, the Parental Consent Form and all the required documents for the payment of fees. If the documents do not fulfill the eligibility criteria, the school will have the right to reject the admission.
- Admission to Grade 2 to 9 will be treated as provisional till the receipt of the original School Leaving Certificate from the previous school. The last date for submission of the same is **Friday, 29th June, 2019**.

7. Documents to be submitted along with the completely filled and signed printouts of the Online Admission Form :

- A self-attested copy of the Birth Certificate.
- A self-attested copy of the residence proof. Residence proof should be strictly in the name of the father, mother or grandparents of the child seeking admission. Any ONE of the following documents can be produced as proof of residence:

a. Passport (Recent)	b. Electricity Bill (Recent)
b. Telephone Bill (Land Line)	d. Unique I. D (Aadhar) Card
c. Registered Sale / Rent Agreement Copy	f. Bank statement for the current month

Please Note - Ration Card **Will Not** be accepted as a proof of residence.

- A self-attested copy of the marksheet of the previous grade from the previous school. (Whichever latest marksheet of the previous grade is available).
- The **Medical Certificate** provided in the printout of Online Admission Form has to be completely filled, signed and stamped by a registered medical practitioner.
- Two latest colour photographs of the child properly affixed on the place provided on the printout of the Admission Form.
- Children who have the Aadhaar Card received from the Government of India can submit a self-attested copy of the same.
- Parents from the Reserved Category, who want the caste to be entered in the school register should submit a self-attested copy of the Caste Certificate in the name of the student and issued by the concerned Municipal Authorities.

8. Payment of Fees:

- Fees will not be accepted without submission of all the required documents.
- Fees have to be paid through a **Demand Draft or Pay Order only** in the administration office of the school at the time of submission of the printouts of the Admission Form and the other documents. Cheques/Cash/Bank transfer is not permitted.

Two Demand Drafts have to be submitted in favour of 'Pawar Public School' payable at Chandivali/Mumbai.

- a) Refundable Caution Money Deposit: **₹35,000/-**.
- b) School Fees like Admission Fee, Tuition Fee for the First Quarter, Term Fee and Library and Laboratory Fee for the First Term etc. amounting to **₹23,900/-**.

9. Cancellation of Admission :

- Those parents who wish to cancel the admission of their ward should give a written application signed by both the parents/ whoever signed the admission form, seeking cancellation of admission.
- Fees other than the Caution Money Deposit **will not** be refunded to those who seek cancellation of admission.
- The application for withdrawal has to be accompanied by an application for the refund of caution money along with the original caution money receipt stating the name in which the refund cheque has to be issued. The caution money deposit amount will be refunded to the applicant within 10 working days, from the receipt of the application.

10. Re-opening Day: School will re-open for the academic year 2019-2020 on the dates mentioned below:

Grade	Day	Date
2 to 9	Tuesday	2 nd April, 2019

11. School Timings:

GRADE 2 TO 5

Days	Timings	Reporting Time	Late Mark
Monday to Friday	8 a.m. to 2:15 p.m.	7:50 a.m.	7:55 a.m.

GRADE 6 TO 10

Days	Timings	Reporting Time	Late Mark
Monday, Wednesday and Thursday	8 a.m. to 2:15 p.m.	7:50 a.m.	7:55 a.m.
Tuesday and Friday	8 a.m. to 3:15 p.m.	7:50 a.m.	

12. Kindly Note:

- The School Management does not accept donation of any kind whatsoever. Neither does the Management authorize any person to do so.
- In case any person claims to secure a seat in our school through influence or consideration please bring it to the notice of the administration for suitable action.

V. J. Mingal.
Principal

Date: 07 January, 2019

PAWAR PUBLIC SCHOOL CHANDIVALI

IMPORTANT DATES FOR GRADE 2 TO GRADE 9 FOR THE ACADEMIC YEAR 2019-2020

SCHEDULE FOR ONLINE ADMISSION 2019-2020

	Start date and time	End date & time
Filling up of Online Admission Forms	Thursday, 10 th January, 2019	Thursday, 31 st January, 2019
Selected candidates will be informed by School	Wednesday, 20 th February, 2019	Thursday, 21 st February, 2019
Submission of documents and Payment of Fees	Tuesday, 26 th February, 2019 between 9:00 a. m. and 12 noon	Thursday, 28 th February, 2019 between 9:00 a. m. and 12 noon

V. J. Mingal.