

PAWAR PUBLIC SCHOOL, CHANDIVALI
Admission for the Academic Year 2019 – 2020
Nursery

1. Seat Availability:

- Total Seats : 160
- Seats Reserved as per Right to Education Act* : 40
- Seats Available For Present Admission Process : 120

(*The Right to Education Act is an Act passed by the Government of India and it is mandatory for all Non-minority educational institutes to adhere to it. These seats are to be allotted as per the government regulations and therefore the school has no jurisdiction over these seats.)

2. Eligibility Criteria:

- Age: All children born between **1st October 2015 and 30th September 2016 (inclusive of both the dates)**
- Area: All children residing in Chandivali, Powai, Kanjur Marg (W), Vikhroli (W), Ghatkopar (W), Marol and Saki Naka
- Siblings: Only age criteria is applicable to siblings
- Age criteria as per the Maharashtra Government Resolution No. MISC 9814/PRA.KRA.160/S.D.1 dated 21/01/2015 and 25/01/2017.

3. Admission Process:

- The Online Admission Forms for Nursery will be available from 8 a.m. on Friday, 9th November, 2018 to 8 p.m. on Saturday, 17th November, 2018.
- The Online Admission Forms will be available to all eligible candidates on **www.ppschandivali.com** on online payment of ₹ 500/- (Non-refundable).
- After filling up the Online admission form a single pdf file will be generated containing the Administration copy and the Teacher's copy of the filled form along with the Medical History Sheet Form, the Parental Consent Form, the Undertaking and a payment receipt. Kindly download and save the Admission Form and payment receipt and print them subsequently.
- Parents of selected candidates decided by a Lottery system will be informed via an email/ telephone call by Thursday 6th December, 2018.
- 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, the Undertaking, Payment Receipt, Demand Drafts and all the required documents as mentioned in point no. 6.

4. Admission Confirmation:

- Admission will be confirmed only after the payment of school fees.
- In case the fees are not paid as per the schedule, the admission will stand cancelled and the school will be free to allot the seat as per its discretion.
- **School Timings for Nursery Section: 11 a.m. to 2:10 p.m.**

5. Admission Process for Jr. KG to Grade 9:

- In case the admitted student has older sibling seeking admission to the Higher Grades, the admissions will be subject to availability of seats.
- Higher Grades (Jr. KG to Grade 9) are requested to give a written application to the school office or mail us at **onlineadmission@ppschandivali.com** mentioning the Name of the student, Date of Birth, Name of the present school, Residential Address and Contact number of the parents.
- The details of the admission to the Higher Grades will be intimated in the month of February, 2019.

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

- Self Attested copy of the Child's Birth Certificate in English (In case of certificates in languages other than English, please bring the original notarized certificate translated in English) along with the original for verification.
- Self Attested Copy of the 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 a proof of residence:
 - a) Passport (Recent)
 - b) Electricity Bill (Recent)
 - c) Telephone Bill (Recent)
 - d) Unique ID (Aadhar) Card
 - e) Registered Sale / Rent Agreement Copy
 - f) Bank statement of the current month**Please Note:** Ration Card **Will Not** be accepted as a proof of residence.
- Medical Certificate provided in the printout of the 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.
- A Self Attested copy of Aadhaar card of the child received from the Government of India.
- 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.

7. Preference for Admission:

- Seats are reserved **ONLY** for **Direct Siblings** (upto second child) of our existing students who fall in the right age group and who have completed the application process as per the schedule given above. Cousins **Will Not** be considered as siblings.
- All other seats will be filled as per **Random Selection or Lottery System**.

8. Payment of Fees:

- Fees will not be accepted without submission of all the required documents.
- Details of fee structure for the Academic Year 2019-2020 are displayed on the school notice board.
- 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.
- **Two Demand drafts** have to be submitted in favour of **Pawar Public School**
 - a. Refundable Caution Money Deposit: **₹ 35,000/-**
 - b. School fees like Admission fee, Tuition fee, for the First Quarter, Term fee 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 paid for the first quarter at the time of admission will not be refunded except the Caution Money Deposit in the event of cancelling the admission during the first quarter.
- 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:

- Parents are requested to note that the school will commence its new academic session on **Tuesday, 2nd April, 2019**. Attendance is mandatory on the opening day.
- Summer Vacation will be from **Monday, 29th April, 2019** to **Monday, 3rd June, 2019**.
- The School will re-open after the summer vacation on **Tuesday, 4th June, 2019**. Attendance on the re-opening day and the last working day is mandatory.

11. Special Notice:

- Priority for admission will be given to the children of staff members and siblings.
- The School will not entertain any correspondence, discussion, telephonic or personal inquiries regarding the admission process.
- Any intervention or pressure in the normal admission process will lead to immediate disqualification of the application.
- Genuine queries may be directed to **onlineadmission@ppschandivali.com ONLY**. Information received by you from any other source may not be reliable and the school will not be responsible for the same. Parents are requested to communicate via the above e-mail ID.
- The school regrets its inability to address parental inquiries on an individual basis. All information required is available in the website (www.ppschandivali.com).
- Admissions will be through **Random Selection** i.e. lottery system only and our software does not permit selective admissions.
- **Please note that the School Management does not accept donation of any kind whatsoever. Neither does the Management authorize any person to do so.**
- **The school does not reserve any seats on any grounds other than that for direct siblings.** In case any person claims to secure a seat in our school through influence or consideration please bring it to the notice of administration for suitable action.

S. Mukherjee

Mrs. Sarabjit Mukherjee
Chief Admin Officer

V. J. Mirgal

Mr. Vijay Mirgal
Principal