

# DELHI PUBLIC SCHOOL

(A Unit of Mahesh Shikshan Sansthan & Delhi Public School Pvt. Ltd.)

Campus: Mahesh Shikshan Sansthan, Langer Road Barmer

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## Admission Procedure & Fee Structure for the Session 2018-19

DPS Barmer welcomes applications for admission from all students regardless of religion, cast or gender.

To seek Admission in Delhi Public School, Barmer **Registration** is required to be done first.

Registration is accepted through the online (on school website www.dpsbarmer.com)/ offline process.

Fill all the entries and submit the form. After the submission of the registration form, take a print out and submit it to the school **Office**.

The registered students will be asked to appear in the admission test, the schedule of which will be intimated to registered candidates telephonically.

### **The registration does not guarantee admission.**

The admission will be subject to availability of seats in respective classes and performance of the student in the admission test.

### **THE SELECTED CANDIDATES:**

1. Will get a copy of **Prospectus (on payment of Rs 1000.00)** along with Admission form from the school office.
2. Admission form is to be filled in & submitted in the school's office within five working days of issue of the form along with the copy of challan of fee paid in bank.

The following documents have to be submitted in Administrative office along with dully filled admission form:

- A. Four recent Passport size coloured photographs
- B. One recent Passport size photograph each of both the parents.
- C. Proof of Date of Birth (Issued by Municipal Corporation or other authorized competent authority.)
- D. Photocopy of present school's Exam report card / Midterm report card (**Not applicable for LKG**)
- E. Transfer Certificate (Original) of the school last studied.
- F. Copy of Caste/ Category Certificate.
- G. Copy of Aadhar Card.

(A) **One Time Fee** (only at the time of admission)

	For LKG- VIII	
<b>Admission Fee</b>	Rs. 15,000/-	Non Refundable

(B) **Annual fee Includes Tuition Fee, Activity Fee, Computer Fee, Labs and Examination Fee.**

Class	Annual Fee
LKG & UKG	Rs.36000
I to II	Rs.39000
III to V	Rs.40800
VI to VIII	Rs.45000
IX	Rs. 49500

Note:-

1. A Rebate of Rs.5000/- in admission fee will be given to one sibling of a student studying in DPS Barmer.
2. School fee includes the fee for all facilities in school like Swimming, Skating, Sports, Dance, Music and other extra-curricular activities provided during regular school hours.
3. Board exam fee, other activities (from outside agencies) fee if any will be paid by parent provided the student is willing to take part in such activities.
4. A rebate of 5% in annual fee will be given on depositing full fee in one installment before 15<sup>th</sup> April.
5. In Case late deposition of fee after due dates, a penalty of Rs. 30/-Per day will be chargeable.

**(Incomplete forms without the necessary documents/ information will be rejected.)**

1. Admission to LKG will be First come - First Serve **Basis**.
2. Admission to class **UKG will be through Observation / Interaction**. Dates of interaction will be intimated.
3. Admission to class 1<sup>st</sup> onwards will be through a written Admission test. The selection of the candidates will depend upon the child's performance in the Test / Interview and availability of seats in the concerned class.
4. The result date of the Admission test & the last date for the submission of fee will be specified at the time of the test / interview.
5. The School reserves the right to admit any student who is found fit for admission or refuse admission without assigning any reason. For all matters related to admissions, the decision of the Principal will be final.

**AT THE TIME OF ADMISSIONS:**

1. The list of the selected students as per the admission procedure will be displayed on the notice board, website and will be intimated through SMS to selected candidates.
2. Students offered admission must complete the following formalities within one week time otherwise the offer will stand cancelled and the seat will be passed on to the next student in the 'Waiting List' admission.

**3. The following documents are to be submitted at the time of admission:**

- Submission of the evidence of 'Date of birth'.
- Evidence of passing the last class or promotion to present class. **(Not applicable for LKG)**
- Original Transfer Certificate from the previous school, which should be a recognized school, affiliated to the All India Board or a State Board of Education. **(Not applicable for Nursery & Prep) (If Transfer Certificate is issued by other state, it must be duly signed by DEO/ Regional Office of CBSE.)**
- 4 Passport size photographs; one photograph of parents/ guardian.
- Proof of residence of the child (Copy of Ration card/ Passport or Voter's ID of the parents).
- In case a child is adopted, parents will have to submit attested copy of the adoption certificate issued by the competent authority. In case of divorce/separation, the parent who is admitting the child will have to submit copy of custody of child certificate issued by the competent law officer.
- A medical certificate from a qualified registered doctor showing the record of vaccination/ immunization, blood group etc. as well as mention any particular ailment or health condition about which the school ought to know.



**PAYMENT OF FEE:**

1. The fee payable is subject to change from time to time. Parents will however be informed of any such changes. Admission will be valid only if the fee is paid by the due date along with the necessary documents and certificates as mentioned above and on completion of all formalities. Admission to DPS implies on the part of student and parents willingness to comply with the requirements, rules and regulations of the school.

**Payment Schedule**

Payment to be made in three installments as shown

Class	Fee Installments		
	I	II	III
	At the time of admission (Along with the admission fee)	Due on (from 01.08.18 to 15.08.18)	Due on (01.11.18 to 15.11.18)
LKG & UKG	Rs.12000	Rs.12000	Rs.12000
I to II	Rs.13000	Rs.13000	Rs.13000
III to V	Rs.13600	Rs.13600	Rs.13600
VI to VIII	Rs.15000	Rs.15000	Rs.15000
IX	Rs. 16500	Rs. 16500	Rs. 16500

Payment to be made at the time of admission = Admission Fee + 1<sup>st</sup> Installment.

2<sup>nd</sup> & 3<sup>rd</sup> Installments will be paid online, the procedure of which will be intimated to parent after admission is done. No Cash fee will be accepted in the school office. Instalment