ADMISSION POLICY

DAV Mukhyamantri Public School, Bhatko have provision of running Classes from LKG to Class- XII, subject to minimum of 2 sections and maximum of 90 students per class. Out of 90 seats in class 60 seats will be filled through direct admission by the school authority. Remaining 23 seats and 07 seats will be filed by students under RTE Quota and Govt. Quota respectively. Every academic session will be form 1st April to 31st March. Parents interested for admission in the school are advised to contact school office for admission formalities.

***APPLICATION FORM & REGISTRATION***

Application forms for admission to different classes are available in the school office from first week of January. Cost of Form/prospectus is Rs.100 /-. Interested parents are informed to submit the forms duly filled in all respect and obtain the registration receipt from school.

Parents are requested to go through the details in the prospectus /admission form carefully before filling the admission form. Students along with parents will be called for admission after registration.

***ADMISSION PROCESS***

List of all selected candidates will be displayed on the notice board of the school. The parents of these candidates will be required to contact the school office for the completion of admission formalities by depositing the required fee and other charges along with the necessary documents.

***DOCUMENTS TO BE SUBMITTED AT THE TIME OF ADMISSION.***

1. School leaving/transfer certificate fin original rom the previous school
2. Report Card of passing the class(Mandatory for students seeking admission in class II onwards)
3. Birth Certificate, in original, to be brought for verification for Class LKG to Class-I only.
4. Caste certificate in case of SC/ ST/ OBC candidates
5. Aadhar Card
6. 4 Nos. recent passport size colour photograph of the candidate.

**Note**: Admission will stand cancelled if any deviation found between the particulars filled in the Registration Form and the documents submitted for admission.

***OBSERVATION-CUM-INTERACTION FOR ADMISSION***

Admission to different classes will be granted on the basis of the Observation-cum-interaction. Both father and mother should remain present at the time of interaction. Since seats are limited for Class LKG onwards, admission will be given to the students on first cum first serve basis.

***GENERAL RULES***

* Payment of admission fee to be made through crossed cheque / demand draft/ cash.
* The amount deposited towards registration and admission for a particular year is neither refundable nor transferable to any other year.
* In case, for any reason, a student after taking admission in the school wishes to withdraw, admission fee will not be refunded.
* Admission to different classes will be taken on the basis of vacant seats available in each class.
* No admission will be taken in class X and XII

***FEE STRUCTURE FOR THE SESSION 2024-2025***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| REGISTRATION AND PROCESSING CHARGES | | | | |
| 1 | Registration and Processing Fee | One Time | At the time of Purchase of Admission Form | Rs 100/- | |
| AT THE TIME OF ADMISSION | | | | |
| 1 | Admission Fee | One Time | At the Time  of Admission | Rs 8000/- |
| 2 | Development Fee | One Time | At the time of admission and every subsequent year | Rs 7000/- |
| 3 | Tuition Fee | Monthly | At the time of admission and every subsequent month | Monthly |
| KG I TO KG II | Rs 1000/- |
| I TO V | Rs 1500/- |
| VI TO VIII | Rs 1750/- |
| IX TO X | Rs 1850/- |
| XI TO XII | Rs 2000/- |

**Class wise and Quota wise availability of Seats**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Class** | **Allotted seats** | **RTE Quota** | **GOVT Quota** | **DAV Quota** |
| LKG | 90 | 23 | 7 | 60 |
| UKG | 90 | 23 | 7 | 60 |
| Class 1 | 90 | 23 | 7 | 60 |
| Class 2 | 90 | 23 | 7 | 60 |
| Class 3 | 90 | 23 | 7 | 60 |
| Class 4 | 90 | 23 | 7 | 60 |
| Class 5 | 90 | 23 | 7 | 60 |
| Class 6 | 90 | 23 | 7 | 60 |
| Class 7 | 90 | 23 | 7 | 60 |
| Class 8 | 90 | 23 | 7 | 60 |
| Class 9 | 90 | 23 | 7 | 60 |
| Class 10 | 90 | 23 | 7 | 60 |
| Class 11 | 90 | 23 | 7 | 60 |
| Class 12 | 90 | 23 | 7 | 60 |

Ref: DAV CMC Administrative manual