

# **Bal Bharati Public School, Navi Mumbai**

## **Admission (2022-2023) for Pre-School**

### **Procedure for admission confirmation**

- ❖ Parents of the selected candidates must collect the admission form from school gate once the list of the selected candidate is been displayed. The filled up forms along with the below mentioned documents must be submitted at the time of admission.
- ❖ To follow Covid-19 protocol it is suggested that only one parent is permitted to complete the admission process.
- ❖ Parents of selected candidates will have to pay fees (as specified below) and submit documents (as specified) as per the date and time schedule given in the final list. If any vacancy exists at the end of above time window, then such vacancy would be offered strictly as per position in the Waiting List.
- ❖ **Admission is subject to verification of documents.** If any document appears to be doubtful or incorrect, then the candidate's claim will be rejected and the wait listed candidate(s) would be called strictly as per their wait list position to avail admission. There will be no consideration for any relaxation.
- ❖ **Proof of employment:**
  - 1) All employment certificates shall specifically certify the current employment status of the parent.
  - 2) CIDCO employees applying for consideration under Obligatory Quota shall submit employment certificate (original) from the Manager (Personnel) of CIDCO (*as informed to the school by the CIDCO*).
  - 3) Employees of Central Govt. and of State Govt. or its undertakings shall submit employment certificate (original) from the respective department heads.
  - 4) PAPs shall produce proper PAP certificate issued by relevant revenue authority of the Govt. of Maharashtra and the said certificate shall be as accepted by CIDCO.
- ❖ The school will not entertain any request for reconsideration if a candidate is disqualified upon verification of documents. No new documents would be allowed to be produced after the verification stage.
- ❖ Original birth certificate in the name of applicant student must be produced for verification. **Without original Birth Certificate, no claim for admission will be entertained.**
- ❖ If student's name is not there in the Birth Certificate, then a Notarized Affidavit in original has to be produced.
- ❖ **Parents are advised and informed that no correction in the date of birth will be entertained after admission or at any time thereafter.** Any such future request will mean that the date of birth submitted at the time of admission in Preschool was false and fabricated. School will report such matters to the police / education authorities.

- ❖ Self-attestation of documents is accepted. However, attestation by a Gazette officer / class I officer is advised.

List of documents to be submitted if selected for Admission	
1. Municipal Birth Certificate (attested copy). <b>Original BC shall be produced for verification.</b>	
2. Proof of Residential Address (attested copy)	
3. Proof of employment of parent(s) in original (Certificate issued by the organization)	
4. Proof of PAP (Project affected persons) status (attested copy)	
5. Proof of Sibling (latest fee receipt)	
6. Copies of Certificate of caste and AADHAR card of the child	
7. Copy of Immunization Record	
8. Medical Certificate in original	
9. One Passport size photograph of the child	In an envelope with child's name, Reg. No., class, Parent's name and mobile number
10. One Passport size photograph of each parent	
<b>Admission is subject to verification of the documents</b>	

### Availing school bus facility

- Presently, school bus facility is suspended due to CoVid-19 pandemic. It would be provided only when normalcy is restored.
- School bus facility is entirely optional.
- The facility will be provided subject to availability of seats in the requested and existing bus route. No bus route will be extended on any account, nor will any new stop be added.

### Fee Payment Details

- School Fees for the year 2022-23 is to be paid for the whole academic year.
- Upon selection by lottery, parent will have to pay an amount of Rs. 97,852/- along with requisite documents to confirm admission.
- **The above said amount of Rs. 97,852/- will be payable only by demand draft / pay order.**
- The Demand Draft / Pay Order for the amount is to be paid in favour of "**Bal Bharati Public School Fund A/C**".

Date: February 09, 2022



For BAL BHARATI PUBLIC SCHOOL, NAVI MUMBAI

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Principal