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LAXMAN PUBLIC SCHOOL

Hauz Khas Enclave, New Delhi 110016
Ph: 26963240, 26865095 Fax: 26524432

APPLICATION FORM FOR PRE SCHOOL (2010-2011)
Please refer to annexure I for more details. Fill the form fully.

Please affix latest photograph (Child)

Please affix latest photograph (Mother)
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Please affix latest photograph (Father / Guardian)
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Last column
to be filled by
school office
only
(Bracketed
portion
indicates
weightage
points)

1. **Applicant's Name (in block letters)** _____

2. **Date of birth** (figures) DD

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 MM

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 YYYY

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(in words) _____

Age as on 31.03.2010

Years	Months	Days

3. **Gender** Boy

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 Girl

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4. **Mother Tongue**

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Nationality

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5. **First Child**

YES	NO
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6. **Scheduled Caste / Tribe**

YES	NO
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7. **Details of Parents**

a. **Father's/Guardian's Name**

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Age

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Profession: (Tick whichever applicable)

Business	Self Employed	Private Sector	Public Sector	Govt. Service
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Designation (if applicable): _____

Office Address: _____

Residential Address: _____

Pin: _____

Tel. No. (Residence) _____ **Mobile:** _____

Tel. No. (Office) _____ **Email:** _____

5 for girl child

10

b. **Mother's Name** Age

Profession: Self Employed / Home maker Business Private Sector Public Sector Govt. Service
 (Tick whichever applicable)

Designation (if applicable): _____

Office Address: _____

Residential Address: _____
 _____ Pin: _____

Tel. No. (Residence) _____ Mobile: _____

Tel. No. (Office) _____ Email: _____

8. **State the distance from your residence to the school:** _____ km

30

9. **Single Parent**
 (Tick if applicable)

Yes No

5

10. **Sibling in Laxman Public School**, if any
 (real brother/ sister only)

Yes No

Name	Class & Section	Admission No.

10

11. **School Alumni** (only Class XII pass from LPS)

	Yes	No	Year of passing class XII
Father			
Mother			

5
(one or both)

12. **Transfer case** [If transferred to Delhi in last 6 months. Tick if applicable]

Yes No

15

13. **Educational Qualification of parent**

	Graduate & above (Please specify subject / course , university)	Undergraduate (Please specify subject / course , board)
Father		
Mother		

20

14. **Transport:**

Is the school transport required?

YES	NO
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 (tick whichever is applicable)

If no, are you in a position to provide personal transportation to the student to and from the school?

Please note: No pooled taxi or RTV allowed.

YES	NO
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 (tick whichever is applicable)

15. **Medical information:** Does the child have special medical needs?

YES	NO
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If yes give details: _____

16. **Economically Weaker Section:** Is the admission sought under seats reserved for EWS?

YES	NO
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If yes, state Total Annual Income of parent: _____

GENERAL INFORMATION

i. What type of education do you think is relevant and meaningful to your child in today's scenario?

ii. Why did you make Laxman Public School one of your preferences for your child's schooling?

UNDERTAKING FROM PARENTS

We hereby certify that the above information provided by us is correct and we understand and accept that if information is found to be incorrect or false, our ward shall be automatically debarred from selection / admission process without any correspondence in this regard. We also understand that the application registration / short listing does not guarantee admission to my ward. We accept the process of admission undertaken by school and we abide by the decision taken by the school authorities.

Signature of the mother

Signature of the father

FOR OFFICE USE ONLY

Total Points

100

Signature of Headmistress

Admission: Granted / Not Granted

Signature of Principal

ANNEXURE I

A. List of supporting documents (attested photocopies) to be attached with the Registration Form. Original documents to be produced by parents when invited for interaction with the Principal prior to admission

1. Date of Birth Certificate of the child
2. Proof of Residence – Voter Identity Card/ Ration Card / Passport
3. Proof of Occupation – Identity Card / Letter from office
4. Copy of Scheduled caste / tribe certificate (if applicable)
5. Proof of Transfer (if applicable) – letter of transfer
6. Proof of Sibling (if applicable) – latest receipt of payment of fee at LPS
7. Proof of Alumni (if applicable) – CBSE XII Pass Certificate from LPS
8. Proof of graduation – as required Degree or Senior Secondary School leaving certificates
9. For EWS – copy of Ration Card and Certificate from SDM stating annual income

Admission Process 2010-2011

B. Instructions and procedure for filling the Admission Form

General Instructions

- Please fill up this form very carefully as admission will be based on the contents of this form.
- Use only black ballpoint pen to fill the form.
- The form should be filled by a parent in own handwriting.
- Kindly submit the duly completed form to Laxman Public School Fee Office latest by 12.30 pm on 15th Jan 2010
- You are advised to keep a photocopy of the filled form.
- **For any further communication with parents, the school will cite only the Registration Number given on this form**
- Attach the following photostat documents with the form (i) Certificate of Birth (ii) Proof of Residence (iii) Others as stated above [Annexure I section A]
- Children who complete 3 yrs as on 31/03/2010 are eligible for admission for the academic session 2010-11
- The number of seats available for admission to Pre-School is 150 (One hundred and fifty), including 20% seats reserved for Management Quota, 10% for EWS (Only the children from the three slums adopted by the school will be eligible for EWS quota) and 5% for school staff.
- You are advised to fill in only one form to avoid cancellation.

The admission process has been carefully designed to provide equal opportunity to all and to maintain transparency. As per the recommendations of Government of National Capital Territory of Delhi, Education Department the following criteria have been kept in mind for the allocation of points that will add up to form the final score of your application.

Admission Criteria

S No.	Criteria	Specification	Range of Points	Total Points (100)
1.	Neighbourhood	0 – 6 km	30	30
		6 – 12 km	20	
		Beyond 12 km	10	
2.	Sibling (one or more – real brother or sister)		10	10
3.	Alumni (one or both – XII CBSE from LPS)	Father / Mother		5
4.	Single parent		5	5
5.	First child		10	10
6.	Girl Child		05	05
7.	Transfer Case (within 6 months)		15	15
8.	Educational qualification of parent (one or both)	Graduate and above	20	20
		Undergraduate	10	
TOTAL				100