


# Nursery Admissions

2020-21

## FAQs

Q1.	I wish to admit my child in your School. What is the procedure?						
Ans.	You are required to register your child online. The form for the same is available on the school portal. The registration process consists of two steps <ul style="list-style-type: none"><li>➤ Filling of the Application Form</li><li>➤ Registration fee payment (non-refundable) of ₹ 25/-</li></ul>						
Q2.	What is the last date of registration?						
Ans.	The application forms are available on the portal from Friday, 29/11/19 to Friday, 27/12/19, till 3:00 p.m.						
Q3.	What is the age limit?						
Ans.	<table border="1"><thead><tr><th></th><th>MINIMUM AGE</th><th>MAXIMUM AGE</th></tr></thead><tbody><tr><td>For Pre-School (Nursery)</td><td>03 years as on 31 March 2020</td><td>Less than 04 years as on 31<sup>st</sup> March of the year in which the admission is sought.</td></tr></tbody></table>		MINIMUM AGE	MAXIMUM AGE	For Pre-School (Nursery)	03 years as on 31 March 2020	Less than 04 years as on 31 <sup>st</sup> March of the year in which the admission is sought.
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Q4.	What if my child is a little over/under age?						
Ans.	The age relaxation will be only upto 30 days granted at the level of Head of School in the maximum as well as minimum age limit for Nursery & Prep, Class-I as per DOE order. However a request letter for the same should be sent to the school through an email at <a href="mailto:nursery@dpsrohini.com">nursery@dpsrohini.com</a>						
Q.5	What is the procedure for applying for age relaxation criteria?						
Ans.	Please send a mail at <a href="mailto:nursery@dpsrohini.com">nursery@dpsrohini.com</a> specifying your application number. Kindly ensure that you send the mail on the day you are submitting the form.						
Q6.	What are the admission requirements?						
Ans.	Fill up the Application Form online Upload the scanned copies of the following documents:- <ul style="list-style-type: none"><li>• Birth Certificate that carries the name of the child issued by Municipal Corporation / equivalent authority.</li><li>• Photograph of Applicant</li><li>• Medical Document/Certificate (if belongs to Special Needs )</li><li>• Residence Proof (Ration Card/Smart Card issued in the name of parents (mother/father having name of the child), Domicile Certificate of child or his/her parents, Voter Identity Card / EPIC of any of the parents, Electricity bill/ MTNL telephone bill/Water bill/Passport in the name of any of the parents or child, Aadhaar Card / Unique Identity Card of Mother / Father issued by the Government of India.)</li><li>• Proof of Sibling (Copy of School ID Card of Sibling [2019-20] )</li><li>• Alumni proof of Father / Mother /Both ( School Leaving Certificate / Marksheet )</li></ul>						

Q7.	Will there be a formal interview of the child or the parents?				
Ans.	No				
Q8.	Will Rent Agreement be accepted as residence proof?				
Ans.	No				
Q9.	What is the procedure if I have no documents as proof of residence?				
Ans.	<ul style="list-style-type: none"> <li>• Apply for them immediately and attach the acknowledgement slip for the time being.</li> <li>• However, at the time of verification, the original document should be available.</li> </ul>				
Q10.	What is the distribution of seats for a given academic year?				
Ans.	<p>The seats are divided into the following categories:</p> <ul style="list-style-type: none"> <li>✓ General</li> <li>✓ EWS / DG</li> <li>✓ Management Quota</li> <li>✓ Staff Quota</li> </ul>				
Q11.	Does the school cater to children with Special needs?				
Ans.	<p>Yes-</p> <table style="border: none;"> <tr> <td style="padding-right: 10px;">Low Vision</td> <td rowspan="2" style="font-size: 2em; vertical-align: middle;">}</td> <td rowspan="2" style="vertical-align: middle;">Subject to furnishing proper medical certificate</td> </tr> <tr> <td>Locomotor disability</td> </tr> </table>	Low Vision	}	Subject to furnishing proper medical certificate	Locomotor disability
Low Vision	}	Subject to furnishing proper medical certificate			
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Q12.	I have made a wrong entry, what do I do?				
Ans.	Mail to us on the given email id immediately ( <a href="mailto:nursery@dpsrohini.com">nursery@dpsrohini.com</a> ) and apply afresh. Please mention incorrect Application Number and also the correct Application Number in the mail. You will have to pay the registration fee again.				
Q13.	Can I edit/rectify my form after submitting?				
Ans.	No. Forms once submitted cannot be edited or rectified. You will have to apply afresh. You will also have to notify the school if you are applying again immediately through mail at <a href="mailto:nursery@dpsrohini.com">nursery@dpsrohini.com</a> .				
Q14.	Can the School make corrections in my form ?				
Ans.	No. You will have to apply afresh.				
Q15.	Any information that is not possible to fill but is mandatory in the form, how do I proceed?				
Ans.	Please write NA and proceed.				
Q16.	Do I have to bring original or photocopies of documents for verification?				
Ans.	Original as well as attested photocopies of documents need to be brought for verification.				
Q17.	What if my child's Birth Certificate does not carry his/her name?				

Ans.	Please ensure that the Birth Certificate carries the name of the child as entered in the Application Form. If the Birth Certificate does not carry the name of the child, kindly apply for the same and produce it at the time of verification.
Q18.	I tried submitting the filled online application, but I got a blank page. I waited for 10 minutes but nothing happened. Please look into my concern and help.
Ans.	<p>Try any one of the following :</p> <ul style="list-style-type: none"> <li>• While uploading the scanned copies of the documents, make sure that all the <b><u>documents are in PDF format</u></b> whereas all the <b><u>photographs are in JPEG format.</u></b></li> <li>• <b><u>The file size of each upload should not exceed 250 KB.</u></b></li> <li>• Ensure a stable internet connection with good speed while uploading the documents and payment of application fee online.</li> <li>• If you have received Application Number after filling up of the form, your form is submitted. But the application process is not complete till you have made the payment.</li> <li>• The Application Form works best in updated version of Google Chrome.</li> </ul>
Q19.	If I have received an Application Number after filling up of the form, is my registration process complete?
Ans.	<p>Your application will be considered only after successful payment. So please make sure that you have successfully made the payment and received a confirmatory mail with the link of the filled form in the attached pdf. Your confirmation mail will say :</p> <div data-bbox="304 1079 1369 1581" style="border: 1px solid gray; padding: 10px; margin: 10px 0;"> <p><b>Dear Applicant</b></p> <p>Your Application No. is 194452. Please check the portal on the date given in the schedule for the list of shortlisted students.</p> <p><b>Thanks &amp; Regards</b></p> <p><b>Admin</b> <b>DPS Rohini</b></p> <hr/> <div style="border: 1px solid gray; padding: 5px; margin: 5px 0;"> <p><small>Dear Applicant</small></p> <p><small>Your Application No. is 194452. Please check the portal on the date given in the schedule for the list of shortlisted students.</small></p> <p><small>Thanks &amp; Regards</small></p> <p><small>Admin</small></p> <p><small>DPS Rohini</small></p> </div> <p> pdf-document.pdf</p> </div>
Q20.	How do I know that my application has not been successfully submitted and received?
Ans.	You will not receive a confirmatory e-mail if the transaction fails. You are advised to try again.
Q21.	After successful submission of the form, I did not receive the acknowledgement mail.
Ans.	Please send an email to <a href="mailto:nursery@dpsrohini.com">nursery@dpsrohini.com</a> . Mention the application number in the email.
Q22.	Do I need to submit the hard copy of the Application Form and the documents in the School now?

Ans.	You need not submit the hard copy in school now. If shortlisted and called for verification, then you need to get the hard copies of the form and the documents.
Q23.	Kindly give criteria for checking the distance (Aerial distance or Road length)?
Ans.	Aerial distance will be considered. Calculation of the same can be done as given in the instructions as well as the application form.
Q24.	Do I need to fill separate forms for twins/triplets?
Ans.	Yes. Separate Application Forms should be filled up for twins/triplets.
Q25.	I am looking for the admission form for Prep /Class 1. I am not able to find it, if you direct me it would be helpful.
Ans.	Kindly scroll down the homepage of the school website, click on ADMISSION link to view the information on admission class-wise.
Q26.	How do I calculate the Aerial distance from my residence to your school?
Ans.	<p>Step 1: Right Click on the red pin on the Google Map named Delhi Public School Rohini</p> <p>Step 2: Select Measure Distance which is the last option on the Menu.</p> <p>Step 3: Move the map so that the black circle, or crosshairs, is on the next point i.e. the area of your residence.</p> <p>Step 4: At the bottom, you'll see the total distance in miles (mi) or kilometers (km). Choose the kilometres value.</p> <p>Step 5: Optional: To remove the point you added, tap Undo ↶</p>
Q27	My ward passed out of DPS Rohini 1/2/3... years ago. Will I be eligible for sibling points?
Ans.	No, sibling weightage will be given to the applicant whose siblings have still not passed out of school.
Q28	Which are the DPS Core schools?
Ans.	<p>There are 11 Core schools :</p> <ol style="list-style-type: none"> <li>1. DPS MATHURA ROAD</li> <li>2. DPS R.K. PURAM</li> <li>3. DPS NOIDA</li> <li>4. DPS VASANT KUNJ</li> <li>5. DPS FARIDABAD</li> <li>6. DPS GREATER NOIDA</li> <li>7. DPS BULANDSHAHAR</li> <li>8. DPS ROHINI</li> <li>9. DPS DWARKA</li> <li>10. DPS NAVI MUMBAI</li> <li>11. DPS INTERNATIONAL, SAKET</li> </ol>