

**Instructions for Online Registration and Admission to
Classes Pre Primary - X
(2022-23)**

Few seats are available for admission in Classes Pre Primary - X. Parents are requested to register for admission via **Online Registration Form** available on the **school website**.

Commencement of online registration - 7th February, 2022 (Monday)

Click on the 'Registration link' to start online registration.

- Complete the registration form as directed.
- Click on 'Submit' to complete online process. You will receive a registration no. on successful submission. Please take a printout of the Registration Form and deposit this at the time of admission along with the documents mentioned below.

Documents Required at the time of Admission :

Attach the Self-Attested Scanned Copies of the documents given below with the Registration Form:

- Previous School Annual Report Card (if not available then Term-1 report card).
- Date of Birth Certificate from MCD (Date of Birth cannot be changed after admission)
- Passport size photo of Father, Mother and Child.
- Address Proof and Aadhar Card of Father, Mother and Child with same Address.
- School Leaving Certificate / Transfer Certificate of the last school attended (original attested by Directorate). It can be submitted at the time of Final Admission.

Please note:

- Final admission will be given after verification of the original documents.
- Admission is subject to availability of seats.
- Candidates/Parents of children appearing for admission to classes Pre Primary-X will have to appear for the Offline Interaction which will be scheduled and you will be informed regarding the same.

Important information regarding Fees

MODE OF PAYMENT OF SCHOOL FEES:

Parents are hereby informed that the school fee for new admission can be deposited through any of the following options:

- Cash
- Debit / Credit Card
- Paytm/ UPI
- Cheque or Pay Order of SBI Bank only (in favour of Principal, DLDAV Model School, Shalimar Bagh, Delhi)

NOTE: -

- (a) Only State Bank of India account Cheques are acceptable. Those who are already existing SBI Account holders may fill the Standing Instructions Form available at the school reception. (For future payment of School Fee)
- (b) Those who do not have account in SBI, may kindly get the account opened in any branch of SBI or visit its branch located in school premises for future payment of School Fee. After opening the account parents are required to fill the Standing Instructions Form for for payment of school fee at the time of admission.

- **In future, fee would be accepted using the below mentioned options:**

- **NACH/ Standing Instruction Form (for SBI account holders only)/ Online/ Pay order.**
- **If you have a State Bank of India account anywhere in India, then kindly fill the Standing Instruction Form for future fee payment.**
- **At the time of admission, fees shall be charged, which includes three months monthly charges, admission, annual and one time charges. Detailed fee receipt will be issued after the payment.**

D.L.D.A.V. MODEL SCHOOL, SHALIMAR BAGH, DELHI- 110088
STANDING INSTRUCTION

The Branch Manager
State Bank of India
D.A.V. School Campus
Shalimar Bagh, Delhi -110088

Dear Sir/ Madam,

DEDUCTION FOR SCHOOL FEES

S.B. A/C NO. :

- 1) I/ We hereby authorise you to debit my/ our above account with a maximum limit of Rs.25,000/- (Rupees Twenty five thousand only) every month on account of payment of School Fee of my/our ward and credit the same to School Account No. 51025607495 with you commencing from the month of _____2021 till it is cancelled.
- 2) I/We hereby declare that this authority shall not be revoked by me/us as long as my/our ward is studying in D.L.D.A.V. Model School, Shalimar Bagh, Delhi.
- 3) I/We also authorise D.L.D.A.V. Model School, Shalimar Bagh, Delhi to submit this standing instruction to the bank on my/our behalf.

Yours faithfully,

(Signature of account holder)

Name:_____ ID No. of Student:_____

Address:_____

Name:_____ Class & section:_____

Note

1. In case of joint a/c, signature of both the account holders are required.
2. Rs. 25,000/- is the maximum limit for debit of your account but fees will be charged as per the actual fee structure of the school per month.