

ST. MARY'S SR. SEC. SCHOOL, MAYUR VIHAR-III, DELHI-96
KG ADMISSION 2023-2024

St. Mary's Senior Secondary School is a Christian Minority Institution under the Delhi Catholic Archdiocese.

Age: 4+ as on 31.03.2023 (Born between 01.04.2018 and 31.03.2019)

Application form will be available on school website (www.smsmayurvihar.org) from 1.12.2022 to 23.12.2022. Take a print out of the application form available on the school website on an A4 size white sheet of paper.

Mode of distribution : Online only

Receipt of filled-in forms

5th December 2022 – 16th December 2022 [Mon-Fri] between 08:30 a.m. -10:00 a.m.

19th December 2022 – 21st December 2022 between 08:30 a.m. – 12:30 p.m.

23rd December 2022 between 08:30 a.m. – 12:30 p.m. [Last date of submission]

Kindly hand over the filled in forms along with Rs.25/- registration fee in the office to a responsible person only.

List of supporting documents (self-attested photocopies) to be submitted along with the form:

- 1) **Computerised Birth Certificate of the child from the Municipality with the child's name printed on it. If computerised birth certificate is not attached, the application form will be rejected.**
- 2) a) **Aadhar Card of both the parents and child is compulsory [can be considered as address proof]**
b) **Voter ID Card of both the parents [can be considered as address proof].**
- 3) **Address Proof:**
 - i) Ration Card/Smart Card issued in the name of parents (Mother/Father having the name of child)
 - ii) Domicile certificate of child or of his/her parents.
 - iii) Recent Electricity Bill/MTNL telephone Bill/Water Bill or Passport in the name of any of the parents.
(Rent deed will not be considered as proof of residence)
- 4) **Christians:**
 - (i) Baptism Certificate of both the parents and child
 - (ii) Membership Certificate from the Parish Priest

Note: Recent Passport Size Family Photograph (Father, Mother & children together in one photo with date printed on it) to be pasted in Application Form and Counter Foil.



[Sample Photo]

THE SCHOOL RESERVES THE RIGHT TO REJECT THE APPLICATION FORMS WITH INCOMPLETE OR FALSE INFORMATION.

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PRINCIPAL



ST. MARY'S SENIOR SECONDARY SCHOOL, DELHI-96

Schedule for Draw & Admission to KG 2023-2024

Sl. No	Description	Date	Time
1	Commencement of availability of Application Forms for Admission on School Website (www.smsmayurvihar.org)	1 st December 2022	
2	Submission of Forms Duly Filled in	5 th – 16 th December 2022 [Monday to Friday only] 19 th – 21 st December 2022	8:30 a.m. to 10:00 a.m. [Monday to Friday only] 8:30 a.m. to 12:30 p.m.
3	Last date for submission of filled in application form	23 rd December 2022	8:30 a.m. to 12:30 p.m.
4	a) Display of 1 st Shortlist (along with marks allotted under point system) b) List for Draw, if required c) Resolution of Queries	20 th January 2023 20 th January 2023 21 st January to 30 th January 2023	4:00 p.m. 4:00 p.m. 8:00 a.m. to 10:00 a.m.
5	a) Display of 2 nd Shortlist & Waiting List b) Resolution of Queries	6 th February 2023 8 th February to 14 th February 2023	10:00 a.m. 8:00 a.m. to 10:00 a.m.



ST. MARY'S SR. SEC. SCHOOL MAYUR VIHAR PHASE- III

K.G ADMISSION 2023-2024

St. Mary's Sr. Sec. School, Mayur Vihar-III, Delhi, is a Recognised Unaided Catholic Minority School, under the Management of Delhi Catholic Archdiocese. Provisions of RTE are not applicable to Minority Schools.

1. Total Seats 160 (Normally 80 seats for Girls and 80 seats for Boys)
2. Catholics and Christians (Christians of recognized church denominations) within the zone as per the Archdiocesan policy shall have the first preference in admission. **The remaining seats, if any, will be treated as Open/General Seats.**
3. Admission Criteria
 - i) Children born between 1st April 2018 and 31st March 2019
 - ii) Point allocation on 100-point scale for Open/General seats:

SL NO.	LOCALITY	POINTS
1) (a)	Mayur Vihar-III: LIG Flats (Pkt A1 & A2), Mini MIG and SFS Flats (Pkt C & D)	30
(b)	Mayur Vihar-III: SFS Flats Pkt(A & B), LIG Flats Pkt A3, Janta Flats(Pkt B1 to B8, C1 & C2), MIG Flats (Pkt 1 to 6), Mix Housing Flats Near MIG New Kondli (Pkt C1), Jay Ambey Appt., G.D Colony, Police Colony Kondli (near Ruchika Petrol Pump)	20
2)	Staff child	50
3)	Sibling (Real Brother/Sister studying in St. Mary's School MV-3)	20

Admission Schedule

1. Last date for registration & submission of form : 23rd December 2022 (8.30 – 12.30 p.m.)
2. First shortlist & list of draw (if required) : 20th January 2023 (4:00 p.m.)
3. Second shortlist and waiting list (if required) : 6th February 2023 (10:00 a.m.)



INSTRUCTIONS FOR ONLINE REGISTRATION FORM FOR K.G ADMISSION 2023-2024

NOTICE

1. Parents are requested to go through the admission notice carefully and download the KG Registration form available online.
2. Take a print out of the registration form on an A4 size white paper and submit the filled in form at St. Mary's Sr. Sec. School, Mayur Vihar Phase-III, with a registration fee of Rs.25/-.

3. Date & Time for Submission of filled in forms: -

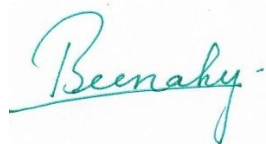
5th - 16th December 2022 [Mon-Fri]: from 8.30.a.m to 10.00.a.m.

19th - 21st December 2022 : from 8.30 a.m. to 12.30 p.m.

[Last date of submission]

23rd December 2022 from 8.30 a.m. to 12.30 p.m.

4. Any alteration on printed Registration form will not be accepted and will be treated as cancelled.



PRINCIPAL



COUNTER FOIL FOR KG 2023-2024

Registration Number

Name of the Child

S/o/ D/o.....

**Recent Passport Size
Family Photograph**
(Father, Mother & child/children
together in one photo)

Submission of filled in forms

5th – 16th December 2022 from 8:30 a.m. – 10:00a.m. On all working days [Mon-Fri]

19th December 2022 – 21st December 2022 from 8:30 a.m. – 12:30 p.m.

23rd December 2022 from 8:30 a.m. – 12:30 p.m. (Last date of submission)

Kindly bring Rs.25/- change

Signature of Admission Incharge

St. Mary's Sr. Sec. School

Mayur Vihar-3, New Delhi-110096

(Christian Minority Institution run by Delhi Catholic Archdiocese)

ADMISSION FOR CLASS K.G 2023-2024

APPLICATION FORM

Recent Passport Size
Family Photograph
(Father, Mother & children together in one photo)

(Paste)

Passport Size Photo of
the Candidate

(Paste)

FOR OFFICE USE ONLY

Registration No.
K.G 2023-2024

INSTRUCTIONS: All the information to be filled in Block Letters. Please answer all questions completely and accurately as possible. Wherever applicable, please tick (✓) the box required that accurately reflects your answer. Incomplete and erroneous information shall lead to automatic disqualification.

1. Name of the child:

2. Gender Girl Boy

3. Date of Birth :

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Day Month Year

4. Religion: a) Christian Hindu Sikh Muslim Others

b) Denomination (if Christian)

5. Father's Name :

6. Mother's Name :

7. Residential Address:

Tel. No. Mobile

8. Distance from St. Mary's School (in Kms.)

9. Sibling (Real Brother/Sister studying in St. Mary's School) if Yes, please provide the following information: Yes No

Name	Admn. No.	Class &Sec

P.T.O

For office only

10. **Father's Occupation/ Profession;**
 a) Govt. /Private
 b) Transferable/Nontransferable
11. **Office Address & Telephone No. :**
12. **Mother's Occupation /Profession;**
 a) Govt. /Private
 b) Transferable/Nontransferable
13. **Office Address & Telephone No.**
14. **Annual Income**
15. **No. of Children..... Boys..... Girls.....**

DECLARATION BY THE PARENTS

I(Name), Father/Mother of (name of the child) hereby certify that the above information provided by me is correct and I understand that if the information is found to be incorrect or false or incomplete the ward shall be automatically debarred from selection / admission process without any correspondence in this regard. I also understand that the application / registration/ short listing does not guarantee admission to my ward. I accept the process of admission undertaken by the school which is a Christian Minority Institution and I will abide by the decision taken by the school authorities.

Date [Signature of the Mother] [Signature of the Father]

The following documents (Self attested photocopies should be submitted) are to be attached along with application form. Please Note, Serial No.1 is mandatory, if not attached the application form will be rejected.

1. **Computerised Birth Certificate of the child from the Municipality with the child's name printed on it.**
2. **Aadhar Card of both the parents and child is compulsory [can be considered as Address Proof].**
3. **Voter ID Card of both the parents is compulsory [can be considered as Address Proof].**
4. Domicile certificate of child or of his/her parents.
5. Recent Electricity Bill/MTNL telephone Bill/Water Bill or Passport in the name of any of the parents.
6. Baptism certificate of the child and both the parent & Membership Certificate from Parish Priest
(For Christians only)

Rent deed will not be considered as proof of residence

Submission of filled in forms

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