



Evergreen Public School

Vasundhara Enclave, Delhi-110096

PRE-SCHOOL ADMISSION

SESSION (2025-26)

DETAILS OF SEATS & ELIGIBILITY

Pre-School – Age 3 years to 4 years

(Born between 1st April, 2021 & 31st March, 2022)

Total No. of seats	90
General Category [55%]	54
EWS (Economically Weaker Section) [25%]	23
Management Quota [20%]	13



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DOCUMENTS REQUIRED

General Category Session – 2025-26

1. **Birth Certificate of the child from Municipal Corporation (Hospital Certificate will not be acceptable)**
2. **Address proof (any one of the following documents showing the updated current address)**
Copy of passport / Aadhar Card/ Copy of Voter ID Card/ Electricity bill / MTNL telephone bill / Water bill / Rent agreement.
3. **Photocopy of Child's and Parents (Both Father & Mother) Aadhar Cards.**
4. **Proof of sibling (biological brother/sister studying in this school) If applicable-latest fee Receipt.**
5. **Medical fitness certificate issued by an MBBS /MD doctor and Immunization Record of the child.**
6. **In case of SC/ST/OBC/Minority, kindly provide documents validating the same.**
7. **Proof of Alumni (if applicable)-School Leaving Certificate/Sr. Secondary Board Certificate.**

Note for Shortlisted Candidates:

- * **Self attested photocopy of the above documents is to be submitted for the completion of admission formalities at the time of admission. (originals will also be checked at the time of admission).**
- * **In case, the required documents corresponding to the point criteria are not presented, the respective point will be nullified.**
- * **Kindly submit 1 photograph each of child & both parents at the time of admission.**



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The following parameters will be adopted while finalizing the list of admission:-

S.NO.	PARAMETERS/ CRITERIA	POINTS	SPECIFICATIONS
1	Neighbourhood	60	(0-6) kms.
		40	(6.1-8) kms
2	Sibling studying in school (Only applicable for biological brother / sister studying in this institution)	20	Fee receipt of the sibling studying in this institution.
3	First Born Child	10	Affidavit
4	School Alumni	10	School leaving certificate / Sr. Secondary Board Certificate.
	Total	100	



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ADMISSION SCHEDULE

[SESSION 2025-2026]

FORMS WILL BE AVAILABLE FROM NOVEMBER 28, 2024

on the school website www.epsdelhi.com as well as at the school gate from 8:30 am to 1:00 pm
& 2:30pm to 5:00 pm)

LAST DATE FOR SUBMISSION OF FORMS:

DECEMBER 20, 2024

S.NO.	PARTICULARS	SCHEDULE
1.	Uploading the criteria and their points in the module of the Department at the link mentioned at point No. 7	25.11.2024 (Monday)
2.	Commencement of admission process and availability of forms	28.11.2024 (Thursday)
3.	Last date of submission of application form in school	20.12.2024 (Friday)
4.	Uploading details of children who applied to the school for admission under 'Open Seats'	03.01.2025 (Friday)
5.	Uploading marks (as per point system) given to each of the children who applied for admission under 'Open Seats'.	10.01.2025 (Friday)
6.	Draw of lots. (if any)	11.01.2025 (Saturday)
7.	The date for displaying the First List of selected children (including waiting list) (along with marks allotted under point system)	17.01.2025 (Friday)
8.	Resolution of queries of parents, if any (by written/email/verbal interaction) regarding allotment of points to their ward in the first list	18.01.2025 to 27.01.2025
9.	The date for displaying the Second List of selected children (if any) (including Waiting List) (along with marks allotted under point system)	03.02.2025 (Monday)
10.	Resolution of queries of parents, if any (by written/email/verbal interaction) regarding allotment of points to their ward in the second list.	05.02.2025 to 11.02.2025
11.	Subsequent list of admission, if any	26.02.2025 (Wednesday)
12.	Closure of admission process	14.03.2025 (Friday)



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FEE STRUCTURE

FOR

PRE SCHOOL & PRE PRIMARY

Monthly Fee : Rs. 7475

Quarterly Fee : Rs. 22425

Consolidated amount (inclusive of 1st quarterly fees) to be paid at the time of admission: Rs 23,380/-