

Guidelines & Procedure for online admission

The schools open online registration for new admissions on 1st January, 2018. Prospectus can be obtained by paying Rs. 300/- (Non-refundable) and submit a printed copy of Admission Form at Vidyasagar Public School for AHMPS, RHKFS, VPS and the common counter at Navnidh Girls School for MGPS & NHLPS.

ELIGIBILITY

PRE-NURSERY TO Std. I

CLASS	AGE	AS ON	BORN BETWEEN
◆ Pre-Nursery	2 years	30 th June, 2018	01-10-2015 to 30-06-2016
◆ Nursery	2½ years	31 st March, 2018	01-10-2014 to 30-09-2015
◆ KG I	3½ years	31 st March, 2018	01-10-2013 to 30-09-2014
◆ KG II	4½ years	31 st March, 2018	01-10-2012 to 31-03-2013
◆ Std. I	5 years	31 st March, 2018	01-04-2013 to 31-03-2012

ONLINE ADMISSION FORM AVAILABLE
LOGON TO SCHOOL WEBSITE

www.vpsbhopal.com

(For Pre-nursery to KG-II)

www.mithipublicschool.com

(For Boys : Std. I to IX & XI)

www.navnidhbhopal.com

(For Girls : Std. I to IX & XI)

Documents required at the time of admission -

1. Copy of Online filled form.
2. Copy of Birth Certificate issued by MUNICIPAL CORPORATION
3. Copy of Aadhar Card
4. Copy of SSSM ID.
5. Self attested copy of Caste Certificate for ST/SC/OBC applicants
6. Two latest Passport size photos of the applicant.

Note :- Failing to present any of the above mentioned documents will subject to cancellation of registration.

Points to be remembered -

1. Submission of registration form is not an assurance of admission.
2. CHANGES / CORRECTIONS in the entries will NOT be accepted under any circumstances after filling / submitting ONLINE REGISTRATION FORM.
3. School Management reserves the right to judge the eligibility of students, as per the information furnished in the online registration form.
4. All the desired original documents should be presented at the time of admissions for verification. Furnishing fake information will lead to cancellation of registration / selection of the child.
5. School Management reserves the right of cessation of the admission at any stage in case of any discrepancy in information and details.
6. Registration forms without proper and complete documents will not be accepted.
7. The admission fees must be paid within 3 days of the selection. Admission fees once paid will not be refunded in any case.

Std. II TO IX

Admission will be granted only against transfer and vacant seats in the month of April 2018.

REPORT CARD

Self attested copy of the report card or mark sheet of the last examination passed, should be submitted by 30th June' 2018, without fail.

TRANSFER CERTIFICATE

Admission will be confirmed on the submission of the T.C. from the heads of recognized institutions, duly counter-signed by the competent authorities. The last date for submission of T.C. is 30th June, 2018 without exception, otherwise the child will not be allowed to continue from 1st July, 2018 onwards.

Std. X & XII

Direct admission in std. X & XII is not granted.

Selection Criteria



PRE-NURSERY & NURSERY

An informal interaction with parent of the child by the Head of the Institution.

KG I & KG II

Written test and a formal interaction with child by the selection committee.

Std. I to VIII

Simple test to assess the reading, writing, arithmetic, computational skills and understanding of the child. Admission will be granted on the basis of the merit list prepared by the Admission Committee as per the marks obtained in this test & keeping in view the availability of seats.

Std. IX

Written test- English, Hindi, Maths, Social Science & Science.

- It is mandatory for the child to get the minimum pass marks of 50% in written test in each subject.
- The written test will be followed by an interview of the child.
- The test syllabus based on NCERT will be provided along with the admission form.

Std. XI

Eligibility criteria for selection of stream in Std. XI -

- 1) For Science Stream : The child must have scored 65% & above in the X Board Examination and have obtained 60% & above in Mathematics & Science subjects.
- 2) For Commerce Stream :The child must have scored 60% & above in the X Board Examination and have obtained 60% & above in Mathematics subject for opting Commerce with Mathematics.

RESULT DECLARATION

The result of admission test will be displayed on the notice boards of the schools. No correspondence/ representation whatsoever, will be entertained in this regard.

ADMISSION FEES

After the result declaration, parents are required to deposit the admission fee by Demand Draft within 3 days without fail, otherwise admission will not be considered.

WELCOME SESSION

After admission, an introductory and welcome session for the parents to know the schools and their systems and procedures will be arranged.

UNIFORM

Parents are requested to contact admission counter for prescribed uniform where a sample of the particular uniform will be available on display.

Fee Structure

ADMISSION FEE

- Pre-nursery to Std. XII Rs. 10000/- .
- Please be assured about the bus facility before depositing admission fee.
- The admission fee must be deposited by Demand draft within 3 days of the selection.
- Admission fee once paid will not be refunded in any case.

ANNUAL FEES

CLASSES	ACTIVITY FEES		TUITION FEES		TOTAL FEES	
	QUARTERLY	YEARLY	QUARTERLY	YEARLY	QUARTERLY	YEARLY
PRE-NURSERY & NURSERY	750/-	3000/-	3300/-	13200/-	4050/-	16200/-
KG-I & KG-II	900/-	3600/-	3900/-	15600/-	4800/-	19200/-
I-IV	1125/-	4500/-	5250/-	21000/-	6375/-	25500/-
V-VIII	1275/-	5100/-	5850/-	23400/-	7125/-	28500/-
IX-X	1650/-	6600/-	6150/-	24600/-	7800/-	31200/-
XI-XII (COMMERCE)	1800/-	7200/-	6450/-	25800/-	8250/-	33000/-
XI-XII (SCIENCE)	1950/-	7800/-	7200/-	28800/-	9150/-	36600/-

- Tuition & Activity fees will be payable for **12 months** by Cheque/Demand draft/INB in favour of **respective school**.
- All fees, clubbed together, are payable quarterly, in advance, by the 10th of each quarter i.e. April, July, October and January.
- In case the fees is paid from 11th to 15th, a late fee of Rs. 25/- will be charged. If fees is not paid up to 15th, it will attract a fine of Rs. 100/- .
- A fine Rs.100/- per month will be recovered on cumulative basis if the fees is not paid in subsequent months also.
- After the 10th, cheques will be accepted with late fee only.
- If the cheque is bounced, a fine of Rs. 250/- or bank charges- which ever is higher- will be charged excluding late fee.
- After default of one quarter, the name of the student will be struck off from the school at the discretion of the management.
- In case of re-admission of such student, not only the entire arrears of the fees along-with the fine but also the admission fees will be payable.

Bus Fare

The Society provides bus facility for the students. Charges are as follows :

STOPPAGES	QUARTERLY		
	April	July, Oct & Jan	YEARLY
Inside the township (Sant Hirdaram Nagar)	650/-	1950/-	6500/-
Nayi Basti (Bhesa Kheri)	750/-	2250/-	7500/-
CTO, Kailash Nagar, 3EME Centre, OM Nagar, Vijay Nagar, Ramanand Nagar, Lalghati	925/-	2775/-	9250/-
Sai Residency, Panama Canteen (3EME Centre)	1050/-	3150/-	10500/-
Indraprasth, Sun City, Koh-e-fiza, Idgah Hills, State Bank Square, Royal Market, Imami Gate, Peer Gate	1250/-	3750/-	12500/-
By Pass Road Gandhi Nagar	1500/-	4500/-	15000/-
Shahjahanabad, Sultania, Tilajamalpur, Nariyalkhera, Sindhi Colony, DIG Bungalow, Sant Kanwar ram Colony,	1500/-	4500/-	15000/-
Moti Masjid, Itwara, Budhwara, Poly-Technic, New Market, Jawahar Chowk, Gandhi Nagar	1500/-	4500/-	15000/-
Sanjeev Nagar, New Jail, Jahangirabad (Gurudwara), Lily Talkies	1500/-	4500/-	15000/-
Vaishali Nagar, Nehru Nagar, Shastri Nagar, Kotra, Tulsi Nagar, Apsara, Govindpura	1500/-	4500/-	15000/-

Please make a note of the following important points before availing the bus facility to avoid any inconvenience/grievances :-

- The Society / School is not bound to give bus facility to every student.
- If the Society is not able to provide the bus facility, parents can not force to avail it as per their discretion.
- Before seeking admission, please confirm that the school bus route covers the given address / required stoppages.
- In kindergarten classes admissions are preferably granted to pupils residing within the parameters of 5 km (from school). Bus facility will not be provided for long routes.
- Parents staying at long distance are advised to take admission in a nearby school in the good interest of children.
- If a student changes his/her address after admission then the school will not make any changes in the bus routes or stoppages.
- The buses will pick up the students from allotted bus stops and drop them after the school hours at the same stop.
- The school does not owe any responsibility for the child to reach home after he/she is dropped at the allotted bus stop.
- If student discontinues the facility & wants to re-avail it after some time, during the same academic year, he/she will have to make payment for the gap period also.
- The bus fare shall be payable as mentioned above, in advance, along with school fees.
- The stoppages given above are fixed stoppages. Buses do not ply according to individual convenience.
- Bus fare will be payable for **10 months** by Cheque/Demand draft/INB in favour of **Shaheed Hemu Kalani Educational Society**.