

From

The District Education Officer,
UT, Chandigarh

To

The Heads of all Govt. School,
In UT, Chandigarh

Memo No. DEO/UT/CA/2021/ 23079-80
Dated Chandigarh, the

02-12-21

Subject Admission to Pre- Nursery/ Nursery Classes for the year 2022-23.

Please refer to the subject cited above.

After deliberations, it was decided that the following instructions may be issued to all the Govt. Schools for admission to Pre-Nursery/Nursery classes for the year 2022-23.

1. Admission will be done by draw of lots.
2. Minimum age:-
For Pre-Nursery class:- The child should have completed 3 years as on March, 31st 2022.
For Nursery class: The child should have completed 4 years as on March 2022.
3. The children will be admitted in the school from the neighbourhood area. As, Such for eligibility for admission of a child in a particular school, the parents should be the resident of that area (list of allocated area is attached).
4. Application form is to be submitted alongwith self attested photocopies of the following documents:
a) Proof of date of Birth b) Proof of residence c) Proof of reserved categories.
5. Recent passport size photograph of the child is to be on the affixed on the application form.
6. If excess applications are received in a school than the number of available seats, in those situation, children will be admitted on the basis of draw of lots.
7. The schedule of the admission are as under:-

a)	Display of information relating to Admission by each school on the notice board and website of the school (Information should be given for dates of admission, total no. of seats, age requirement, fees structure, admission criteria, documents required, date of draw etc.)	Before 6 th December,2021 (Monday)
b)	Issue and receipt of Admission forms Forms would be available free from the school website	From 7 th December,2021 (Tuesday) to 18 th December, 2021 (Saturday)
c)	List of Eligible Candidates to be displayed (On notice board as well as on school website)	By 14 th January, 2022 (Friday)
d)	Finalization and display of selected candidate and waiting list	By 1 st February, 2022 (Tuesday)

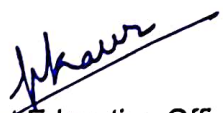
8. Maximum strength of each section of Pre-Nursery/Nursery class will be 45.
9. Distribution of seats per section in different categories will as follows:
 - i) General : 37(30% seats reserved for girl student. minimum11)
 - ii) Schedule caste : 06
 - iii) Wards of Teacher : 02
 - iv) physically Challenged : Admission will be given over and the above mentioned seats.

10. Bank Account No. is desirable but not mandatory
*(proof of residence : Driving licences/ passport/ Bank copy/ Rent Deed (for last six months/ any other).
Application form will also be available on school website

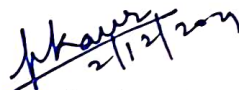
In addition to above it was also decided that the area and the school allotted will be same as per last year . Heads of all Govt. Schools may also be directed to provide the admission form as well as application form for admission to Pre-Nursery/ Nursery Classes as per previous practice.

CC:

The Director School Education, Chd Admn. for information please.


District Education Officer
UT, Chandigarh

27/12/21


District Education Officer
UT, Chandigarh

2/12/21

EDUCATION DEPARTMENT, U.T., CHANDIGARH



ADMISSION FORM

ADMISSION/ RE-ADMISSION TO CLASS _____

Affix Passport
Size
Photograph

1. Name of the Student : _____
 2. Gender : Male/Female/Transgender
 3. Date of Birth (Christian era) (in figures) : _____
(in words) : _____
 4. Mother's Name : _____
 5. Father's Name : _____
 6. Guardian's Name : _____
 7. Class Passed : _____ (Session) _____
 8. Name of the school last attended : _____
 9. Category : General/SC/ST/BC/OBC (TICK ANY ONE)
 10. Residential Address with Phone No. : _____

Phone No. _____
- | | | | |
|---------------------------|-----------------|-----------------|------------------|
| 11. Profession/Occupation | Father's _____ | Mother's _____ | Guardian's _____ |
| | | | (if applicable) |
| | Office Address | Office Address | Office Address |
| | _____ | _____ | _____ |
| | _____ | _____ | _____ |
| | Phone No. _____ | Phone No. _____ | Phone No. _____ |
12. Annual family income (from all sources) : _____
 13. Aadhaar Card No. (student) : _____
 14. Name and Account No. of Nationalized Bank (student) : _____
 15. Medium of Instruction : ENGLISH / HINDI
 16. First Language : PUNJABI / HINDI
 17. School Leaving Certificate Attached (SLA) : YES / NO
 18. Migration attached : YES / NO
 19. Vaccination : _____
 20. Whether suffering from any chronic disease ? : YES / NO
If yes, give details _____
 21. Is any brother/sister of the student studying in this school ? : YES / NO
If yes, Name _____ Class _____

Déclaration by the Parents/Guardian

Certified that the above given particulars are correct to the best of my knowledge and belief and the date of birth is accordance with Municipal or Chowkidar's record. I will not apply for change of date of birth subsequently under any circumstances.

(Signature of the father/mother/guardian)

EDUCATION DEPARTMENT, U.T., CHANDIGARH

The Principal/Headmaster/Headmistress,

I request for admission of my daughter/son/ward whose name is _____
_____ Necessary information has been given on the
reverse.

I certify that he/she was never admitted in any recognized school before.

Or

I am submitting his/her School Leaving Certificate.

Dated _____

(Signature of Father/Mother/Guardian)

CHECK LIST

DOCUMENTS-ATTACHED

1. Date of Birth Certificate from Municipal Corporation/Panchayat
(Self attested photo copy)
2. Report Card of last class passed (Self attested photo copy)
3. Character Certificate (original)
4. School Leaving Certificate (original)
(Counter Signed by DEO for students from outside Chandigarh)
5. Migration Certificate (original)
(for students from schools other than CBSE)
6. Aadhaar Card (Self attested photo copy)
7. First page of student's Bank Pass Book (Self attested photo copy)

(For Office Use only)

Verification by Teacher-in-charge

Admission No. Allotted By The School

Signature of the Teacher-in-charge
Name (in Block Letters) _____

Signature Admission Withdrawal-in-charge
Name (in Block Letters) _____

(Signature of the Head of the Institution)
Seal

Note :

- (A) The date of birth is not liable to change subsequently under any circumstances.
- (B) If the information relating to the income proves to be false suitable action will be taken.



EDUCATION DEPARTMENT CHANDIGARH ADMINISTRATION

ADMISSION FORM

TO

The Principal/Headmaster/Headmistress

R/Sir/Madam,

I request for admission of my daughter/son/ward whose name is _____ class _____

Necessary information has been given on the reverse

- 1. (i) I certify that he/she was never admitted in any recognized school before and I am submitting his/her Date of birth certificate.**
- (ii) - I do not have his/her date of birth certificate but I am submitting my statement /affidavit about his/her date of birth.**

OR

- 2. I am submitting his/her School leaving certificate.**

Dated: _____

Signature of father/Mother/Guardians)

1. Admisslon /Re-admission to class _____
2. Name of the Student _____
3. Father name _____
4. Mother's name _____
5. Date of birth (Christian ERA) (in figures) _____
(In words) _____
6. Class Passed _____ In session _____
7. Name of the school last attended _____
8. Category _____ General/SC/ST/OBC _____
9. Profession of father's _____ Mother's _____

Address (Residential) Father's official Address Mother's official Address

Ph. _____ Ph. _____ Ph. _____

10. Monthly family income from all sources _____
11. Medium of instruction _____
12. 1st language _____
13. Vaccination _____
14. Whether suffering from any chronic disease? Yes/No
If yes, give details _____
15. If any brother/sister of the student studying in this school?
If yes, Name _____ Class _____

DECLARATION BY THE PARENTS /GUARDIANS

Certified that the above given date of birth is correct to the best of my knowledge and belief and also in accordance with Municipal or Chowkidar's record. I will not apply for change of date of birth subsequently under any circumstances

(Signature of the father/mother/guardian)

FOR OFFICE USE ONLY

verification by the teacher-in-charge	Admission no. Allotted by the school
Signature of the Teacher In-Charge Name (in Block letter) _____	Signature of the Admission Withdrawal-In-Charge Name (in block letters) _____

(Signature of the Head of the Institution)

Note:

- (A) The data of birth is not liable to change subsequently under any circumstances.
- (B) If the information relating to the Income proves to be false, suitable action will be taken.