

PAWAR PUBLIC SCHOOL, DOMBIVALI
(Affiliated to the Council for the Indian School Certificate Examinations, New Delhi
vide Affiliation No – MA208/2017)

Admission Notice for Grade 9 for the Academic Year 2021-2022

1. Eligibility Criteria for Admission:

Grade	Eligibility Criteria
9	Merit List based on the Entrance Test in English, Second Language (Hindi/Marathi), Mathematics–20 marks each and passed and promoted certificate of the previous Grade from the previous school.

2. Preference for Admission : Residents of Dombivali

3. Admission Process :

- The Online Admission Forms for Grade 9 will be available from 10:00 a.m. on **Monday, 4th January, 2021** to ***ALL ELIGIBLE*** candidates on **www.ppsdombivali.com**.
- The online Admission Form Fee is **₹ 500/- (Non – refundable)**.
- After filling up the online admission form and making the payment for the form, a single PDF file will be generated and emailed to you within two working days containing the Administration Copy and the Teacher's Copy of the filled form along with the Medical History Sheet Form and the Parental Consent Form. A payment receipt will also be generated. **Kindly download and save the Admission Form and the Payment Receipt and print them subsequently.**
- There will be an Entrance Test for students seeking admission to Grade 9. The Entrance Test will be for English, Second Language (Hindi/Marathi) and Mathematics. Each paper will be of 20 marks. The Entrance Test will be based on the previous Grade's syllabus. Admissions to Grade 9 will be based on the performance in the Entrance Test and an Informal interaction with the Principal.
- The Date and Time for the Entrance Test are given below :

Day, Date & Time of the Entrance Test	Intimation of selected candidates through an email	Document Submission and the Payment of Fees
Saturday, 13 th February, 2021 from 9:00 a.m. to 11:00 a.m. Reporting Time : 8:30 a.m.	Thursday, 25 th February, 2021	Monday, 1 st March, 2021 to Wednesday, 3 rd March, 2021 between 9:00 a.m. and 12 noon
Saturday, 20 th February, 2021 from 9:00 a.m. to 11:00 a.m. Reporting Time : 8:30 a.m.		

- The syllabus for the Entrance Test is displayed on the school website.
- Candidates will have to show the receipt of the online payment for the Admission Form to appear for the Entrance Test.
- The result of the Entrance Test will be informed through an email on **Thursday, 25th February, 2021.**
- Parents of selected candidates will have to visit the school administration office with the hard copies of the completely filled Admission Form (Administration Copy and Teacher's Copy), the Medical History Sheet with Stamp and Signature of the Medical Practitioner, the Parental Consent Form, the Cancellation of Admission and Refund Policy and all the required documents for the payment of fees. If the documents do not fulfill the eligibility criteria, the school will have the right to reject the admission.
- Admission will not be given / will be cancelled if the documents are not valid and do not fulfill the eligibility criteria, even if the pupil passes the Entrance Test.
- Admission to Grade 9 will be treated as provisional till the receipt of the original School Leaving Certificate and the self-attested copy of final report card from the previous school. The last date for submission of the same is **Friday, 23rd April, 2021.**

4. Subjects Offered in Grade 9 and 10:

There are 3 Groups of Subjects in Grade 9 and 10 which are as follows:

Group I:

- 1) English (Compulsory Subject)
- 2) Hindi or Marathi (Any one subject can be selected)
- 3) History, Civics & Geography (Compulsory Subject)

Group II (Any one combination can be selected):

- 1) Mathematics and Science (Physics, Chemistry and Biology)
- 2) Mathematics and Commercial Studies
- 3) Commercial Studies and Environmental Science (EVS)

Group III (Any one subject can be selected):

- 1) Art
- 2) Commercial Applications
- 2) Computer Applications
- 3) Home Science
- 4) Physical Education

The Final decision on the subjects selected by the child from the list given above will be taken by the Principal after seeing the child's performance in the Entrance Test and the previous school's report cards.

5. Documents to be submitted along with the completely filled and signed printouts of the Online Admission Form:

- A self-attested copy of the Birth Certificate.
- A self-attested copy of the residence proof. Residence proof should be strictly in the name of the father, mother or grandparents of the child seeking admission.
Any **ONE** of the following documents can be produced as proof of residence:
 - a. Passport (Recent)
 - b. Electricity Bill (Recent)
 - c. Telephone Bill (Land Line)
 - d. Unique I. D (Aadhaar) Card
 - e. Registered Sale / Rent Agreement Copy
 - f. Bank statement for the current month.Please Note - Ration Card **will not** be accepted as a proof of residence.
- A self-attested copy of the mark-sheet of the previous grade from the previous school. (Whichever latest mark-sheet of the previous grade is available).
- **The Medical Certificate** provided in the printout of online Admission Form has to be completely filled, signed and stamped by a registered medical practitioner.
- The Cancellation of Admission and Refund Policy signed by both the parents/whosoever has signed the admission form.
- Two latest colour photographs of the child properly affixed on the place provided on the printout of the Admission Form.
- Children who have the Aadhaar Card received from the Government of India can submit a self-attested copy of the same.
- Parents from the Reserved Caste Category, who want the caste to be entered in the school register should submit a self-attested copy of the Caste Certificate in the name of the student and issued by the concerned Municipal Authorities.

6. Payment of Fees:

- Please see the Fee Structure for the academic year 2020-2021 uploaded on our school website.
- Fee Structure for the academic year 2021-2022 will be uploaded on **Tuesday, 24th November, 2020.**

7. Cancellation of Admission and Refund Policy:

a) In case of cancellation of new admission before 1st April, 2021:

- Those parents who wish to cancel the admission of their ward should give a written application signed by both the parents/ whoever signed the admission form, seeking cancellation of admission.
- Caution Money Deposit and Fees other than the Admission Fee will be refunded to those who seek cancellation of admission within 10 working days, from the receipt of the application.

b) In case of cancellation of new admission, after the academic year begins:

- The Application for withdrawal has to be made in writing 30 days in advance, before the actual date of withdrawal, failing which, one month's fee, has to be paid as notice fee. If the pupil has attended even one day in the months of April or October, then the parent is liable to pay the Term Fee for that term along with the Tuition Fee. The school fee for the ongoing academic year till the date of application for withdrawal should be cleared, even if the student has not attended the school, since the seat is occupied by the student.
 - The application for withdrawal has to be accompanied with an application for the refund of caution money signed by both the parent along with the original caution money receipt stating the name in which the refund cheque, has to be issued. The School Leaving Certificate and the Caution Money will be refunded to the applicant within 10 working days, from the receipt of the application /the last day attended by the pupil, whichever is later.
 - Refund of Caution Money and the School Leaving Certificate will be issued only to those who have cleared the dues as mentioned by the school and the parents are requested to abide by the same.
- c) If the caution money receipt is lost / misplaced, then the applicant needs to submit an Indemnity Bond by paying a stamp duty of Rs.500/- stating that he/she has lost the receipt. Parents should contact the school to understand the process for the same.
- d) The application for withdrawal of admission will not be accepted or processed during the vacation period.
- e) The Cancellation and Refund Policy should be accepted and signed by both the parents/whoever signed the admission form while securing the admission.

8. Opening Day, Summer Vacation Schedule and Re-opening Day after the Summer Vacation:

Grade	Opening Day	Last Working Day before the Summer Vacation (Attendance is mandatory)	Summer Vacation	Re-opening Day after the Summer Vacation (Attendance is mandatory)
9	Monday, 5 th April, 2021	Friday, 30 th April, 2021	Saturday, 1 st May, 2021 to Tuesday, 1 st June, 2021	Wednesday, 2 nd June, 2021

9. School Timings:(Monday to Friday)

8:15 a.m. to 3:45 p.m. (Reporting Time for Pupils: 8:10 a.m.)

Late mark : 8:11 a.m. onwards

House Activity:

2:45 p.m. to 3:45 p.m. (Once a week. The day will be notified at the time of admission)

10. Kindly Note:

- The School Management does not accept donation of any kind whatsoever. Neither does the Management authorize any person to do so.
- In case any person claims to secure a seat in our school through influence or consideration please bring it to the notice of the administration for suitable action.
- The School will not entertain any correspondence, discussion, telephones or personal inquiries regarding the admission process.



Mrs. Ishita Chowdhury
Principal

Date :15/10/2020