



# D.A.V. PUBLIC SCHOOL

(Affiliated to Central Board of Secondary Education, New Delhi)

Main - 19, Sitaram Nagar, Velachery, Chennai – 600 042

Vatika – Plot No. 131 & 132 Bhuvanewari Nagar, 2<sup>nd</sup> Main Road, Velachery, Chennai – 42

(Under the Direct Control of D.A.V. College Trust and Management Society, New Delhi)

Affix Latest Stamp size Photo of Father	Affix Latest Stamp size Photo of Mother	Affix Latest Stamp size Photo of Student
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(Do Not Stick Passport Size photos)

## REGISTRATION / ADMISSION FORM FOR PRE-KINDER GARTEN FOR THE ACADEMIC YEAR 2015 – 16

FOR OFFICE USE -  Form is complete

Form is incomplete

Date of Registration :

Date of Submission of Registration Form :

Admission Number : \_\_\_\_\_

Date of Admission :

### INSTRUCTIONS : 1. Kindly fill the form in CAPITAL LETTERS & AVOID OVER WRITING.

2. Family Name / Surname / Father's name / initial should be written after Student's name.

3. If any field is left blank in the form or if any of the required document is not submitted, then the form will be viewed as 'incomplete' and will be rejected.

4. Fields with (\*) are required for the statistical data to be provided to the Government Authorities.

5. Parents 'on transfer' must fill only Chennai residential address, office address and phone no. in this form.

1. Student's Name :

2. Date of Birth (in figures):       3. Sex:  Male  Female 4. Blood Group :

Date Month Year

Date of Birth (in words) \_\_\_\_\_

5. Exact age as on 31.5.2015 :  Years  Months  Days

6. Nationality : Father \_\_\_\_\_ Mother \_\_\_\_\_ Student \_\_\_\_\_

7. Place of birth : **Student** : State \_\_\_\_\_ City \_\_\_\_\_

**Father** : State \_\_\_\_\_ City \_\_\_\_\_ **Mother** : State \_\_\_\_\_ City \_\_\_\_\_

8. Religion \* : Father \_\_\_\_\_ Mother \_\_\_\_\_ Student \_\_\_\_\_

9. Community \* :  OTHERS  SC  ST  BC  MBC  OBC  Denotified community

10. Mother Tongue of the Student : \_\_\_\_\_ Other Language(s) spoken at home 1. \_\_\_\_\_ 2. \_\_\_\_\_

11. Second Language:  TAMIL  HINDI.

Whether  Father  Mother  Both have studied Hindi in  School  College  Not studied Hindi

12. Is the child handicapped? If yes, specify the nature of handicap \_\_\_\_\_

13. Residence Address : \_\_\_\_\_

PIN 

6	0	0			
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14. Distance from Residence to School :  within 1 Km     1 - 3Kms     3 - 5 Kms  
 5 - 8 Kms     above 8 Kms

15. Mode of Transport likely to be used to commute to School :

School Transport     Walk     Two Wheeler     Own car     Hired Van / Auto

16. a) Has the candidate's Brother/Sister applied for Admission to any other class in this school:  Yes  No

b) If Yes – Name : \_\_\_\_\_ Class to which admission is sought: \_\_\_\_\_

17. ABOUT SIBLINGS (Do not give information about the cousins of your ward)

Sl. No.	Name of the own Brother / Sister	Class & Sec.	Studying in D.A.V.P.S. (✓)	Name of the School / College other than D.A.V.P.S.
1.				
2.				

18. PARENTS–ALUMNI OF D.A.V. PUBLIC SCHOOL, CHENNAI

a) Father  Yes  No 

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 Year of leaving School     Class Studied at the time of leaving

b) Mother  Yes  No 

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 Year of leaving School     Class Studied at the time of leaving

19. PARENTS – STAFF OF D.A.V. PUBLIC SCHOOL, CHENNAI

a. Father  Yes  No. Years of Service as on date \_\_\_\_\_

b. Mother  Yes  No. Years of Service as on date \_\_\_\_\_

20. INFORMATION ABOUT PARENTS (It is mandatory to fill up all the particulars of both the parents)

EMPLOYMENT OF PARENT				Please (✓) in appropriate column						
	Employed in State Govt.	Employed in Central Govt./Public Sector	Professional Practice- Doctor/C.A., Lawyer Any other	Employed in				If Employed in the field of Education (Specify)		
				Private Company	IT	Non-IT	Self Employed (Specify)	School	College	University
Father's Employment										
Mother's Employment										

21. Whether the Student has a 'Legal Guardian'  Applicable  Not-Applicable

a) If yes, does the child have a legal guardian in place of  Father  Mother  Both

b) If yes, please submit the legal documents of guardianship.

22. Whether Student is an 'Adopted child'  Applicable  Not-Applicable

If yes, please submit the 'Legal Documents' of Adoption

23. INFORMATION ABOUT PARENTS (It is mandatory to fill up all the particulars of both the parents)

Particulars	Father		Mother	
a) Name as stated in the Birth Certificate of the child / other proof				
b) Age	<input type="text"/>	Years <input type="text"/>	<input type="text"/>	Years <input type="text"/>
c) Educational Qualification (Specify Degree)				
d) Name of the Organization				
	Designation	Department	Designation	Department
	<input type="checkbox"/> Gazetted	<input type="checkbox"/> Non-Gazetted	<input type="checkbox"/> Gazetted	<input type="checkbox"/> Non-Gazetted
e) Business Specify the nature of business	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> YES	<input type="checkbox"/> NO
f) Office Address / Business Address	<p>_____</p> <p>_____</p> <p>Chennai - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>		<p>_____</p> <p>_____</p> <p>Chennai - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	
Chennai Office Phone :	044 - _____		044 - _____	
Mobile No :				
E-mail ID :				
g) Income :	Rs. _____ Per month		Rs. _____ Per month	

24. **TO BE FILLED IN BY PARENT AND VERIFIED BY THE SCHOOL OFFICE**

Xerox copies of the following documents Attested by a Gazetted Officer has been submitted along with the “Registration Form”.

	TO BE FILLED BY PARENT		OFFICE VERIFICATION	
	Submitted	Not applicable	Submitted	Not submitted
i) <b>Birth Certificate</b> for admission to all classes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ii) Passport / Voter ID Card / Electricity Bill / Telephone bill / Aadhar Card / Ration Card / Rental Agreement / Sale Deed for <b>Proof of residential address</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iii) <b>Identity card</b> , if sibling is already studying in D.A.V. Public School, Chennai	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
iv) Transfer Certificate of the parent in case parent is Alumni of D.A.V.P.S.,	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
v) Community Certificate in the name of Student	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
vi) Graduate / Post Graduate degree of Father	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mother	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
vii) <b>Proof of Hindi studied by either Father or Mother in School or College</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
viii) If employed in an Institution of Central Govt. / T.N. Govt. Defence, then attach copy of Identity card / letter from the concerned Dept. Head.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ix) <b>Legal documents</b> in support of ‘ <b>legal guardianship</b> ’ (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
x) <b>Legal documents</b> in support of ‘ <b>adoption</b> ’ (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
xi) Latest <b>stamp size photo of student</b> – pasted on the Registration Form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
xii) Latest <b>stamp size photo of Father</b> – pasted on the Registration Form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
xiii) Latest <b>stamp size photo of Mother</b> – pasted on the Registration Form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
xiv) Legal Guardian’s <b>stamp size</b> photo – pasted on the Special Form (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
xv) Local Guardian’s <b>stamp size</b> photo – pasted on the Special Form (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Verified by :		<div style="border: 1px solid black; width: 100%; height: 20px;"></div>	
			(Full Name)	

25. DECLARATION BY THE PARENT(S)

- a) I/We hereby declare that all information furnished in this form are true to the best of our knowledge. The Name and the Date of Birth in respect of our ward furnished by me / us in item No. 1, 2 and 5 are 'Correct' and I / We will not demand any change in it at a later date.
- b) I / We shall abide by Rules and Regulations of the School.
- c) I understand that filling up of 'Registration Form' does not confirm the admission of my ward.

\_\_\_\_\_  
Signature of Legal Guardian  
(if applicable)

\_\_\_\_\_  
Signature of Mother

\_\_\_\_\_  
Signature of Father

Date : \_\_\_\_\_

- a)  The student has qualified for admission and fees can be remitted on submission of the following documents-
  - 1) Original Birth Certificate for admission to Pre. K.G.
  - 2) Xerox Copy of Community Certificate of Student (if applicable)
- b)  **Not qualified for admission**

\_\_\_\_\_  
Admission In-Charge (Full Name)

\_\_\_\_\_  
Principal

26 a) Fees Remitted on \_\_\_\_\_ Vide Tuition Fees Challan No. \_\_\_\_\_  
Building Fund Receipt No. \_\_\_\_\_  
Development Fund Receipt No. \_\_\_\_\_

- i) Submitted Original Birth Certificate No. \_\_\_\_\_ Dated \_\_\_\_\_  Yes  Not Applicable
- ii) Submitted Copy of Community Certificate No. \_\_\_\_\_ Dated \_\_\_\_\_  Yes  Not Applicable

27. Admission granted to Class \_\_\_\_\_ Section \_\_\_\_\_

\_\_\_\_\_  
Accountant (Full Name)

\_\_\_\_\_  
Principal

**TEMPORARY ISSUE OF ORIGINAL BIRTH CERTIFICATE TO THE PARENT AFTER SEEKING ADMISSION**

This is to acknowledge that I have received the Original Birth Certificate of my ward \_\_\_\_\_  
Studying in Class \_\_\_\_\_ Section \_\_\_\_\_ on \_\_\_\_\_ required by me for

I shall return the same on \_\_\_\_\_ to School Office.

Issued by \_\_\_\_\_  
(Full Name)

\_\_\_\_\_  
Signature of Father / Mother / Guardian / Authorised Person

Date of Return : \_\_\_\_\_

Full Name : \_\_\_\_\_

Residential Address : \_\_\_\_\_

Received by \_\_\_\_\_  
(Full Name)

Pin : \_\_\_\_\_

Mobile Phone : \_\_\_\_\_