

## **NURSERY (BALVATIKA 1/ PRE SCHOOL 1) ADMISSION**

### **(Session 2026-2027)**

Salwan Public School, Rajendra Nagar, established in the year 1953 is a co-educational Senior Secondary School affiliated to the Central Board of Secondary Education. The institution occupies a place of eminence among the premier schools of the country.

Guided by the values of our founder the great visionary Late Pt. Girdhari Lal Salwan, the school offers "Quality Education for All ". The school is spread over an area of ten acres in the heart of the city, with a current enrolment of about 3500 students. The school endeavours to provide a conducive learning environment with state-of-the-art infrastructure, technology enabled classrooms and latest facilities for holistic development of the students.

### **IMPORTANT INFORMATION**

#### **ALLOTMENT OF SEATS**

	NO. OF SEATS	Percentage
Open Seats under General Category	102	55%
Management Quota Seats (These are indicative and right to admission will be extended from day-1 to all General Category seats including these)	37	20%
EWS/DG/CWSN Quota	46	25%
Total number of seats for admission in Nursery(BV 1/PS 1)	185	100%

#### **ADMISSION TIMELINE**

S.No.	Particulars	Dates
1.	Commencement of online registration	Thursday, 04.12.2025
2.	Last date for online registration	Saturday, 27.12.2025
3.	School to upload points given to the registered applicants under OPEN SEATS (General Category) on the Website of DoE (only for DoE records)	Friday, 09.01.2026
4.	School to upload points given to the registered applicants under OPEN SEATS (General Category) on the School Website	Friday, 16.01.2026
5.	Display of the First List of Selected Candidates (including the First Waiting List)	Friday, 23.01.2026
6.	Resolution of queries of parents, if any	Saturday, 24.01.2026 to Tuesday, 03.02.2026 (Appointment will be confirmed by the school)
7.	Display of the Second List of selected candidates (including the Second Waiting List), if any	Monday, 09.02.2026
8.	Resolution of queries of parents, if any	Tuesday, 10.02.2026 to Monday, 16.02.2026
9.	Subsequent list of admission, if any	Thursday 05.03.2026
10.	Closure of Admission Process	Thursday 19.03.2026

The Admission Schedule followed is strictly in **accordance** with the guidelines issued by the Directorate of Education (Order No. F.DE.15(172)/PSB/2016/9179-9188 dated 22.11.2025).

### **SCHOOL SPECIFIC CRITERIA**

S.No	Criteria	Specifications	Points
1.	<b>Neighbourhood</b>  (By aerial distance between the school and residence of the applicant.)	<ul style="list-style-type: none"> <li>Upto 8 kms</li> </ul> OR The specified areas mentioned in the form for which the school is provisionally providing transport facilities.	<b>60</b>
		<ul style="list-style-type: none"> <li>From 8.1 kms &amp; above</li> </ul>	50
2.	<b>First Born Child/Girl Child</b>	Points will be allotted to either of the two categories. (In case, a Girl Child applicant is also a First Born, points for only one category will be awarded)	<b>10</b>
3.	<b>School Alumni</b>	Parents who have passed Class XII from SPS RN/ erstwhile GD SPS.	<b>10</b>
4.	<b>Recognition/Achievement in the field of Research</b>	Parents who have achieved any of the following recognitions: <ul style="list-style-type: none"> <li>Published original research work in any field.</li> <li>Publication, Book, Article, Blog on any recognized online/Print portal.</li> </ul> (along with the details of RNI or ISSN number)	<b>10</b>
5.	<b>Recognition/Achievement in the field of Sports/Culture</b>	Parents have received International, National, or State-level recognition or achievements in any of the following areas: <ul style="list-style-type: none"> <li>Sports, Theatre, Art, Literature, Dance, Music, Environmental Conservation, or Rural/State development initiatives.</li> </ul> (Conducted by recognized bodies of the Government of India, GNCT of Delhi, other State Governments, or bodies recognised/registered with them.)	<b>10</b>
<b>Total</b>			<b>100</b>

**\*If the number of applicants with the same points exceeds the number of seats, then a draw of lots will be conducted to determine the order of applications.**

**The Date for Draw of lots (if applicable) will be intimated to the parents via email.**

## **FAQs (FREQUENTLY ASKED QUESTIONS)**

### **1. How can I fill the registration form?**

**Answer:** All registrations are accepted online, and can be accessed via the link available on the school website <https://salwanpublicschool.edu.in/>. Your registration will be complete upon submitting the form, uploading all required documents and payment of registration charges of Rs.25.

### **2. What are the documents required while filling the Nursery Registration Form?**

**Answer:** Scanned/digital copy of the following documents to be uploaded to complete your submission:

- |   |                                      |
|---|--------------------------------------|
| ● Child's Photograph  | (jpeg or png file of maximum 500 KB) |
| ● Father's Photograph   | (jpeg or png file of maximum 500 KB) |
| ● Mother's Photograph   | (jpeg or png file of maximum 500 KB) |
| ● Residence Proof   | (pdf of 1 MB size)                   |
| ● Birth Certificate of the Child  | (pdf of 1 MB size)                   |
| ● Recognition/Achievements of Parent(s)<br>in the field of Research (where applicable)      | (pdf of 1 MB size)                   |
| ● Recognition/Achievement of Parent(s)<br>in the field of Sports/Culture (where applicable) | (pdf of 1 MB size)                   |
| ● Proof of School Alumni (where applicable)   |                                      |
| ● Proof of Sibling (where applicable)   | (pdf of 1 MB size)                   |
| ● Undertaking / Declaration Form<br>(Affidavit on a non-judicial stamp paper)               | (pdf of 1 MB size)                   |

**Birth Certificate** with name of the child issued by MCD or a competent authority.

**Residence Proof** (any one of the following)

- Ration card issued in the name of parent
- Domicile certificate of child or parent
- Voter I-Card (EPIC) of the parent/s
- Electricity bill/MTNL telephone bill/Water bill/Passport in the name of the parent/s or child
- Aadhaar Card/UID card of the parents

**First Born Child:** Self-attested declaration (Affidavit) on a non-judicial stamp paper of Rs. 10/-, to be signed by both parents (Format attached).

Note : Affidavit to be submitted in original at the time of verification

**School Alumni:** Class XII School leaving certificate/ mark sheet of Salwan Public School, Rajendra Nagar/ GD SPS of either or both parents

**Girl Child:** Birth certificate of the child

**Sibling.** Fee Receipt/Marksheet of sibling

**Please Note:** *If information is found to be false, the school authorities reserve the right to cancel the admission.*

### **3. How do I know if my form has been submitted successfully?**

**Answer:** A confirmation message and email will be sent to the registered email id/contact number. You can also check the status on the School Website as per timeline mentioned.

### **4. What happens after I submit the form online?**

**Answer:** Once you have completed the online registration process, you will receive an invitation via email within 10 working days, to submit a hard copy of the form **along with self-attested photocopies of the documents uploaded**. You must carry all original documents with you on this date for reference. The same

will be returned to you after verification and the copy of the form and attested documents will be retained by the school. (The First born affidavit, in original, will be retained by the school)

**Please Note:** Submission of *multiple forms of the same applicant will result in cancellation of all the forms.*

#### 5. Is admission confirmed upon verification?

**Answer: No.**

Submission of online registration form/verification signifies the acceptance of the form by the school.

Admission to class Nursery undergoes the following steps:

- Publishing of the name of applicant in the selection list (First/Waiting/Second)
- Fee is deposited by the parent and admission formalities are completed

#### 6. What is the age criterion for admissions?

**Answer:** The age eligibility for admission in class Nursery (Balvatika 1/ Pre-school 1) as per the Directorate of Education **Order No. DE.23(749)/Sch.Br./2025/976 dated 24.10.2025** is as under:

- Minimum age - 3 years as on 31<sup>st</sup> March 2026.

**(i.e. born between 1<sup>st</sup> April 2022 and 31<sup>st</sup> March 2023)**

- Upper age limit should be less than 04 years as on 31<sup>st</sup> March 2025. ( 30 days age relaxation has been granted as per the Directorate of Education **Order No. DE.23(749)/Sch.Br./2025/976 dated 24.10.2025.**

#### 7. My child does not meet the age criteria. Is age relaxation given for admission and how much?

**Answer:** As per the Directorate of Education, age relaxation of 30 days in the minimum and upper age may also be granted. Parents seeking age relaxation may write to us along with a copy of the Birth Certificate of the child at [nurseryadmissions@salwanpublicschool.com](mailto:nurseryadmissions@salwanpublicschool.com) on commencement of online registration.

#### 8. NEP 2020 is implemented in Delhi w.e.f session 2026-2027. How does this impact my application for Nursery admissions?

**Answer:** The guidelines of NEP 2020 will be applicable on all Nursery entry level admissions.

- Entry at Nursery level will be at 3+. i.e. a child must be **3 years old by 31st March 2026** for **Nursery admission** in the academic year **2026-27**. (With concession of one month as provided under the Directorate of Education, GNCT of Delhi Order No. DE.23(749)/Sch.Br./2025/976 dated 24.10.2025)
- The NEP structure **5+3+3+4** will be applicable, with the **Foundational Stage** covering **three years of Pre-school (Balvatika 1, Balvatika 2 and Balvatika 3)** equivalent to **Nursery, LKG, and UKG** followed by **Classes 1 and 2**.

#### 9. If my children are twins and firstborn, what is their selection procedure?

**Answer:** Both twins qualify for points for the Firstborn. In case of draw of lots and the Twin Siblings, if the first child gets selected the second child will automatically be eligible for admission.

#### 10. How will points be calculated for the Admission List?

**Answer:** The points will be generated automatically, but are subject to the verification of documents. The admission procedure is conducted under the supervision of an Admission Committee. The decision of the Admission Committee in this regard will be final and binding.

#### 11. How will the school calculate the distance? Is it Road distance or Aerial Distance?

**Answer:** The list of areas is mentioned on the basis of the aerial location of the school.

<https://maps.app.goo.gl/h1Lw8kzu9wcLP5u36>

**12. How will I get to know whether my child has been admitted to the school or not?**

**Answer:** The school will upload the list of selected candidates as per the DOE timeline. The list of candidates who qualify will be placed in order of points.

**13. What happens when 2 or more applicants get the same points? What is the Lottery System?**

**Answer:** DOE has defined an authentic and 'surveillance lottery system' in which a draw of lots is conducted to determine the order of applications for admission. This is followed by the school in case more than required applications make it to the cut off points category. The Date, time and venue of draw of lots (if required) will be intimated on the school website.

**14. Does the school provide a transport facility?**

**Answer:** The school offers a provisional transport facility on specific routes and designated stops. Independent routes are run for the students of Nursery-Pre-Primary. The routes are subject to modifications at the sole discretion of the school management.

**15. My Child falls under the category of children with special needs; can I apply for admissions under 'General category' seats?**

**Answer:** For children with special needs, parent needs to apply on the Department of Education DoE portal under the children with special needs- CWSN category.

**16. Does the school facilitate intake of children with special needs ?**

**Answer:** While the school is not a special school but like all CBSE schools as an Inclusive school it accommodates the 2% reserved quota for children with special needs -CWSN which is allocated by Department of Education DoE.

**17. What facilities are available for children with special needs ?**

**Answer:** The school has a Special Education Centre and can cater to students with Physical Disability/ HI/SLD/LD/ ID/ASD/Multiple Disabilities and mild Autism meets the standard disability guidelines mandated for schools.

**18. How can I apply, if I belong to the EWS/ DG/CWSN category?**

**Answer:** To apply under the EWS/DG category, please visit the website of the Department of Education, Delhi – [www.edudel.nic.in](http://www.edudel.nic.in)  
No application under this category will be accepted by hand/post/e-mail or any other means by the school.

**19. Can I visit the school campus for a school tour?**

**Answer:** On request on-site visits can be arranged after submission of the registration form. You can message to book your slots by mentioning your registration number on 8800593456 or write to us at [info@salwanpublicschool.com](mailto:info@salwanpublicschool.com)/ [nurseryadmissions@salwanpublicschool.com](mailto:nurseryadmissions@salwanpublicschool.com). Virtual tour can be taken on the website

**\* Please write to the school @ [info@salwanpublicschool.com](mailto:info@salwanpublicschool.com),  
[nurseryadmissions@salwanpublicschool.com](mailto:nurseryadmissions@salwanpublicschool.com) for any query related to admissions.**