



# **POLICE DAV PUBLIC SCHOOL** **POLICE LINE, CIVIL LINES LUDHIANA**

## **ADMISSION SCHEDULE**

**For Session 2026-2027**

**Classes - NURSERY**

<b>Age Limit for Nursery/Balvatika-I</b>	<b>03 years as on 01.04.2026.</b> (Children born between 1 <sup>st</sup> April, 2022 and 31 <sup>st</sup> March, 2023 are eligible)
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### **ADMISSION SCHEDULE**

<b>ONLINE REGISTRATION</b> <i>Registration Fee- Rs. 600/- (Non-refundable)</i>	<b>18/09/2025 TO 24/09/2025</b>
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- Parents whose wards fulfill the age criteria can apply for admission of their ward through online admission form available on the school website (<http://www.policedavldh.org/>).
- The steps for filling the online application and other important instructions are given in **Annexure A**
- After successful submission of the online application and Registration Fee, parents will receive a registration slip declaring the time slot by email for verification of documents.
- ***Incorrect or incomplete forms will be rejected.***

### **VERIFICATION OF DOCUMENTS**

- Please bring the original and photocopy of DOB certificate of the Child, Highest qualification certificates of parents, aadhar card and address proof of the parents for verification. Also, carry 2 passport size photographs of the child as per time slots allotted at the time of registration.
- Parents must check email after submission of Online Registration Form for getting the time slots for verification.
- Confirmation of admission will be sent only at the registered email of the parents.

## ***FEE STRUCTURE***

1.	ADMISSION FEE (ONE TIME)	Rs.18900/-
2	SECURITY (REFUNDABLE)	Rs.1620/-
3	ANNUAL CHARGES (ANNUALLY)	Rs.6650/-
4	DEVELOPMENT FEE (ANNUALLY)	Rs.5175/-
5	TUITION FEE (MONTHLY)	Rs.2805/-
6	INTERACTIVE AV TEACHING AID FEE (MONTHLY)	Rs.80/-
	TOTAL	Rs.35230/-

- Admission Dues payable at the time of admission – **Rs.35230/-**

## ***DOCUMENTS to be uploaded:***

1. A photocopy of Date of Birth certificate of the child attested by the parents.
2. Photograph of the applicant child(In JPEG/JPG format, max size. 4 MB)
3. Photograph of the applicant child with both the parents/ parent in case of single parent category(In JPEG/JPG format, max size. 4 MB)
4. Self-attested proof of Residence (A Photocopy of the Electoral Card / Passport / Driving License / Telephone Bill / Aadhaar Card.) In case of rented accommodation rent deed attested by Executive Magistrate.
5. A proof of the highest educational qualification of the parents. No excuse for loss of documents, if any, will be entertained by the school.
6. Scanned Signature of Mother, Father and/or Guardian.
7. In case of an adopted child, a copy of the registered adoption deed.
8. Self-attested copy of father/mother's identity card issued by the Punjab Police department.(In case of ward of police personnel)
8. In case of single parent, only the qualification of the parent who has the custody of the child will be considered and the following documents have to be furnished:

1. Divorced	Divorce decree
2. Separated	Certified court order of custody and certified copy of proceedings of the case
3. Widow / Widower	Death certificate of the spouse

## ***Important***

*Parents are advised to ensure that the Registration process is completed well in time to avoid any last time technical glitch.*

***The Management holds the right to increase or decrease the no. of seats without assigning any reason whatsoever.***

## **ANNEXURE - A**

### ***Steps to be followed for successful submission of Online Registration Form:***

1. Visit school website ([www.policedavldh.org](http://www.policedavldh.org)) through a browser on your computer. **Avoid using a smart phone / tablet / iPad etc. for online registration.**
2. Go to **Notice Board** on the homepage of the school website for the Online Registration Form.
3. Select class and fill valid email id of **either of the parents** and the 'date of birth' of the applicant child to open the form.
4. You will get an email regarding initiation of the form. Fill the form with correct information and upload all requisite documents (List is attached in the main document.)
5. Click 'Next' to go to the payment page. Make payment of Rs.600/-, Registration Fee (Non-Refundable). Payment can be made through Debit Card/Credit Card/Net Banking.

The **Date of Birth** filled in the form must tally with the one written in the D.O.B. Certificate issued by the Municipal Corporation / Municipal Council / Gram Panchayat etc. with complete and correct name of Child, Father and Mother.

**No request for change of Date of Birth and Name of Child / Father / Mother will be considered once the admission is granted.**

### ***Email Id:***

Fill your correct email id in the admission form as all correspondence from the school will be done at that email id only. In case of any discrepancy, parents will not receive further information from the school, for which school cannot be held responsible.

**School Website:** [www.policedavldh.org](http://www.policedavldh.org)

**Contact No. 9041585855,  
From 8:00 am to 2:00 pm on all working days**

**Admission Team**  
**POLICE DAV Public School**  
**Police Line, Civil Lines,**  
**Ludhiana**