

BAL JYOTI

Run by S.F.C.E.C Society, Jwalanagar, Shahdara, Delhi – 110 032

NOTICE

Pre-School admission for the Academic Year 2025-26

Dear Parents,

Admission Schedule for Pre-School for the academic year **2025-2026** is as follows:

Commencement of admission process	28.11.2024(Thursday)
Availability of admission forms (only through online process)	28.11.2024 to 20.12.2024 www.sanjohn.org
Submission of hardcopy of online registration form along with relevant documents to school office	28.11.2024 to 20.12.2024 Time 9 am to 11 am (only on school working days)
Last date for Submission of online application	20.12.2024 (FRIDAY)
The date for displaying the first list of selected children	17.01.2025 (FRIDAY) Time :03.00 P.M
The date for displaying the second list (if any) (including Waiting List)	03.02.2025(MONDAY)
Closure of admission process	14.03.2025 (FRIDAY)

Please Note well:

1. Admission process will be based on hundred point system.
2. Registration Fee Rs.25/-

3. The child should have completed 3 years on 31st March 2025.(born between 1.04.2021 to 31.03.2022)

CRITERIA FOR ADMISSION TO PRE-SCHOOL (LKG only)
FOR THE ACADEMIC YEAR 2025-2026

CRITERIA	POINTS	
1	CHILDREN OF NEIGHBOURHOOD	40
	Upto 1.5 KM = 40 points	
	Above 1.5 KM upto 3 km = 35 points	
	Above 3 km upto 5 km = 20 points	
	Above 5 km upto 10 km = 10 points	
2	CHRISTIANS	30
3	SIBLING Real Brother/Sister studying in St.John's Academy only	20
4	Staff Ward (inSt.John's Academy only)	5
5	Alumni	5
	Total	100

Total number of seats available : 150

St.John's Academy is an unaided Christian minority Educational institution situated on a free hold land, and therefore there will not be EWS quota .

PRE-SCHOOL (LKG) ADMISSION INSTRUCTIONS (2025-2026)

- Please read the instructions carefully before online filling. Once you submit, you cannot edit.
- This Registration Form is for class Pre-School (LKG) only. Please do not use it for any other class.
- The Registration forms will be available on our website www.sanjohn.org from **28.11.2024** from **9.00 a.m** to **20.12.2024** till **12.00 Noon**.
- **The hardcopy of online Registration Form and required documents along with one recent photograph of the candidate is to be submitted in the school office from 28th November,2024 to 20th December, 2024 between 9.00 a.m to 11.00 a.m on all working days from Monday to Friday.**
- An incomplete Registration Form will be discarded. Handwritten registration form will not be accepted.
- The children born between **01.04.2021 and 31.03.2022** are eligible for registration for the academic year 2025-2026.
- The Copy of Birth Certificate from Municipal Corporation/Panchayat only will be accepted at the time admission. No other document will be accepted for the purpose.
- The parents are responsible for the correctness of data entered in the Registration Form. Registration and even admission will be cancelled if any information recorded therein is found to be false.
- Please note that the school does not provide any transport facility for the students. Those admitted will have to make their own arrangements for transportation.
- The list of students eligible for admission/lottery will be displayed on **17.01.2025** (Friday) at 03.00 P.M on school notice board as well as on the school website (Along with marks allotted under point system)
- All the grievances will be entertained **from 18.01.2025 to 27.01.2025** between 09.00 a.m to 11.00 a.m
- Second list /waiting list (if any) will be displayed on **03.02.2025**.
- Closure of admission process :**14.03.2025**.

Documents to attach with hardcopy of registration form to the school office:

- The parents are required to attach a self attested photocopy of their ward's **Birth Certificate**. Affidavit in place of Birth certificate will not be accepted.
- Please attach a self attested photocopy of **residence proof** (any one) : Voter ID card/Passport/Aadhar Card of applicant's father (in case of single parent partner's name should be mentioned in the Aadhar Card)/ Electricity Bill /MTNL Land Line Phone Bill/Rent agreement approved by SDM.

Letter from Parish Priest / Paster in-charge (Only for Christians.)

- Original documents must be produced for verification at the time of Admission of the child, once the selection for admission is confirmed by school.
- All documents submitted at any time will become the property of the school and will not be returned.
- All selections and admissions are done on the basis of the information given in the Registration Form and the documents submitted along with it. If, at any stage the information is found to be incorrect, the admission of the child will be cancelled. The school reserves the right to reject Registration Form with either incomplete and / or forged documents.