

ST. MARY'S SR. SEC. SCHOOL, MAYUR VIHAR-III, DELHI-96
KG ADMISSION 2025-2026

St. Mary's Senior Secondary School is a Christian Minority Institution under the Delhi Catholic Archdiocese.

Age: 4+ as on 31.03.2025 (Born between 01.04.2020 and 31.03.2021)

Application form will be available on school website (www.smsmayurvihar.org) from 28.11.2024 to 20.12.2024. Take a print out of the application form available on the school website on an A4 size white sheet of paper.

Mode of distribution : Online only

Receipt of filled-in forms

28th November 2024 – 13th December 2024 between 08:30 a.m. -10:00 a.m. on all working days [Mon-Fri]

16th December 2024 – 20th December 2024 between 08:30 a.m. -11:00 a.m. on all working days [Mon-Fri]

Kindly hand over the filled in forms along with Rs.25/- registration fee in the office to a responsible person only.

List of supporting documents (self-attested photocopies) to be submitted along with the form:

- 1) **Computerised Birth Certificate of the child from the Municipality with the child's name printed on it. If computerised birth certificate is not attached, the application form will be rejected.**
- 2) a) **Aadhar Card of both the parents and child is compulsory.**
b) **Voter ID Card of both the parents are compulsory.**
- 3) **Address Proof:**
 - i) Aadhar Card and Voter ID
 - ii) Ration Card/Smart Card issued in the name of parents (Mother/Father having the name of child)
 - iii) Domicile certificate of child or of his/her parents.
 - iv) Recent Electricity Bill/MTNL telephone Bill/Water Bill or Passport in the name of any of the parents.
(Rent deed will not be considered as proof of residence)
- 4) **Christians:**
 - (i) Baptism Certificate of both the parents and child
 - (ii) Membership Certificate from the Parish Priest
- 5) **Alumni: BB No./Adm. No. of alumni parent and copy of Class X and XII certificate.**
- 6) **Letter from Nursery school in original to be submitted along with form.**

Note: Recent Passport Size Family Photograph (Father, Mother & children together in one photo with date printed on it) to be pasted in Application Form and Counter Foil.



[Sample Photo]

THE SCHOOL RESERVES THE RIGHT TO REJECT THE APPLICATION FORMS WITH INCOMPLETE OR FALSE INFORMATION.

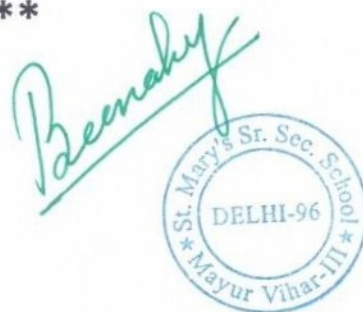
PRINCIPAL



ST. MARY'S SENIOR SECONDARY SCHOOL, DELHI-96

Schedule for Draw & Admission to KG 2025-2026

Sl. No	Description	Date	Time
1	Commencement of availability of Application Forms for Admission on School Website (www.smsmayurvihar.org)	28 th November 2024	
2	Submission of Forms Duly Filled in	28 th Nov – 13 th Dec 2024 & 16 th Dec – 20 th Dec 2024	8:30 a.m. to 10:00 a.m. [Monday to Friday only] 8:30 a.m. to 11:00 a.m. [Monday to Friday only]
3	Last date for submission of filled in application form	20 th December 2024	8:30 a.m. to 11:00 a.m.
4	a) Display of 1 st Shortlist (along with marks allotted under point system) b) List for Draw, if required c) Resolution of Queries	17 th January 2025 17 th January 2025 18 th to 27 th January 2025	4:00 p.m. 4:00 p.m. 8:00 a.m. to 10:00 a.m. (Monday to Friday)
5	a) Display of 2 nd Shortlist & Waiting List b) Resolution of Queries	29 th January 2025 5 th February to 11 th February 2025	4:00 p.m. 8:00 a.m. to 10:00 a.m.



ST. MARY'S SR. SEC. SCHOOL MAYUR VIHAR PHASE- III

K.G ADMISSION 2025-2026

St. Mary's Sr. Sec. School, Mayur Vihar-III, Delhi, is a Recognised Unaided Catholic Minority School, under the Management of Delhi Catholic Archdiocese. Provisions of RTE are not applicable to Minority Schools.

1. Total Seats 160 (Normally 80 seats for Girls and 80 seats for Boys)
2. Catholics and Christians (Christians of recognized church denominations) within the zone as per the Archdiocesan policy shall have the first preference in admission. **The remaining seats, if any, will be treated as Open/General Seats.**
3. Admission Criteria
 - i) Children born between 1st April 2020 and 31st March 2021
 - ii) Point allocation on 100-point scale for Open/General seats:

SL NO.	LOCALITY	POINTS
1) (a)	Mayur Vihar-III: LIG Flats (Pkt A1 & A2), Mini MIG and SFS Flats (Pkt C & D)	30
(b)	Mayur Vihar-III: SFS Flats Pkt(A & B), LIG Flats Pkt A3, Janta Flats(Pkt B1 to B8, C1 & C2), MIG Flats (Pkt 1 to 6), Mix Housing Flats Near MIG New Kondli (Pkt C1 to C5), Jay Ambey Appt., G.D Colony, Police Colony Kondli (near Ruchika Petrol Pump)	20
2)	Staff child	40
3)	Alumni	10
4)	Sibling (Real Brother/Sister studying in St. Mary's School MV-3)	20

Admission Schedule

1. Last date for registration & submission of form : 20th December 2024 (8.30 – 11.00 a.m.)
2. First shortlist & list of draw (if required) : 17th January 2025 (4:00 p.m.)
3. Second shortlist and waiting list (if required) : 29th January 2025 (4:00 p.m.)

Beena



**INSTRUCTIONS FOR ONLINE
REGISTRATION FORM FOR K.G ADMISSION
2025 - 2026**

NOTICE

1. Parents are requested to go through the admission notice carefully and download the KG Registration form available online.
2. Take a print out of the registration form on an A4 size white paper and submit the filled in form at St. Mary's Sr. Sec. School, Mayur Vihar Phase-III, with a registration fee of Rs.25/-.
3. Date & Time for Submission of filled in forms: -

28th - 13th December 2024: from 8.30.a.m to 10.00.a.m.
16th December-20th December 2024: [Mon-Fri]
from 8.30 a.m. to 11.00 a.m.

[Last date of submission]
20th December 2024 from 8.30 a.m. to 11.00 a.m.
4. Any alteration on printed Registration form will not be accepted and will be treated as cancelled.

PRINCIPAL

Beena K



COUNTER FOIL FOR KG 2025-2026

Registration Number

Name of the Child

S/o/ D/o.....

Recent Passport Size
Family Photograph
(Father, Mother & child/children
together in one photo)

Submission of filled in forms

28th November – 13th December 2024 from 8:30 a.m. – 10:00a.m. [Mon-Fri]

16th December – 20th December 2024 from 8:30 a.m. – 11:00 a.m. On all working days [Mon-Fri]

20th December 2024 from 8:30 a.m. – 11:00 a.m. (Last date of submission)

Kindly bring Rs.25/- change

Signature of Admission Incharge

St. Mary's Sr. Sec. School

Mayur Vihar-3, New Delhi-110096

(Christian Minority Institution run by Delhi Catholic Archdiocese)

ADMISSION FOR CLASS K.G 2025-2026

APPLICATION FORM

Recent Passport Size
Family Photograph
(Father, Mother & children together in one
photo)

(Paste)

Passport Size Photo of
the Candidate

(Paste)

FOR OFFICE USE ONLY

Registration No.
K.G 2025-2026

INSTRUCTIONS: All the information to be filled in Block Letters. Please answer all questions completely and accurately as possible. Wherever applicable, please tick (✓) the box required that accurately reflects your answer. Incomplete and erroneous information shall lead to automatic disqualification.

1. Name of the child:

2. Gender Girl Boy

3. Date of Birth:
Day Month Year

4. Religion: a) Christian Hindu Sikh Muslim Others

b) Denomination (if Christian)

5. Father's Name:

6. Mother's Name:

7. Residential Address:

Tel. No. Mobile

8. Distance from St. Mary's School (in Kms.)

9. Sibling (Real Brother/Sister studying in St. Mary's School) if Yes, please provide the following information: Yes No

Name	Admn. No.	Class & Sec

10. Alumni Parent's name and Admission No./BB No.

For office
use only

11. **Father's Occupation/ Profession;**
 a) Govt. /Private
 b) Transferable/Nontransferable
11. **Office Address & Telephone No.:**
12. **Mother's Occupation /Profession;**
 a) Govt. /Private
 b) Transferable/Nontransferable
13. **Office Address & Telephone No.**
14. **Annual Income**
15. **No. of Children..... Boys..... Girls.....**

DECLARATION BY THE PARENTS

I(Name), Father/Mother of (name of the child) hereby certify that the above information provided by me is correct and I understand that if the information is found to be incorrect or false or incomplete the ward shall be automatically debarred from selection / admission process without any correspondence in this regard. I also understand that the application / registration/ short listing does not guarantee admission to my ward. I accept the process of admission undertaken by the school which is a Christian Minority Institution and I will abide by the decision taken by the school authorities.

Date [Signature of the Mother] [Signature of the Father]

The following documents (Self attested photocopies should be submitted) are to be attached along with application form. Please Note, Serial No.1, 2, 3 & 4 is mandatory, if not attached the application form will be rejected.

1. Computerised Birth Certificate of the child from the Municipality with the child's name printed on it.
2. Aadhar Card of both the parents and child is compulsory.
3. Voter ID Card of both the parents is compulsory.
4. Letter from Nursery school in original to be submitted compulsory.
5. Domicile certificate of child or of his/her parents.
6. Aadhar Card, Voter ID, recent Electricity Bill/MTNL telephone Bill/Water Bill or Passport in the name of any of the parents.
7. For Alumni parents: BB No./Admission No. and copy of Class X and XII certificate.
8. Baptism certificate of the child and both the parent & Membership Certificate from Parish Priest (For Christians only)

Rent deed will not be considered as proof of residence

Submission of filled in forms

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