



# STANFORD BRITISH SCHOOL

(RECOGNISED BY THE DIRECTORATE OF EDUCATION, NCT OF DELHI)  
(REG. NO. 20133171) MAIN GURUGRAM ROAD, CHHAWLA,  
NEW DELHI - 110071 EMAIL: [STANFORDBRITISHSCHOOL1@GMAIL.COM](mailto:STANFORDBRITISHSCHOOL1@GMAIL.COM),  
[TEL:9971659878](tel:9971659878), WEBSITE: [www.sbsdellhi.in](http://www.sbsdellhi.in)

## GENERAL INFORMATION FOR ADMISSION IN CLASS NURSERY / PRE-SCHOOL (ENTRY LEVEL) SESSION – 2025 – 2026

- ELIGIBLE AGE CRITERIA : **Less than 04 years as on 31<sup>st</sup> March 2025**  
(Child born between April 01, 2021 to March 31, 2022)
- ADMISSION UNDER EWS/DG CATEGORY : For information and online registration regarding EWS/DG Category admissions please follow website- [www.edudel.nic.in](http://www.edudel.nic.in) of DoE, New Delhi  
(As per the directions of DOE)
- ADMISSION UNDER GENERAL SEATS: Registration form available through following Options  
(Choose any one):
  - Offline form - available at School Reception
  - Online form - link available on School Website  
(The filled form must be submitted in school along with Documents)

4. ADMISSION CATEGORY:

NO.	CATEGORY	TOTAL PERCENTAGE	NO. OF SEATS
1	GENERAL CATEGORY	75%	45
2	EWS/DG CATEGORY	25%	15
TOTAL		100%	60

5. ALLOTMENT OF SEATS : **First Come First Serve Basis**

6. ADMISSION CRITERIA :

S. NO.	PARTICULARS	RANGE OF POINTS	100 POINTS
1	NEIGHBOURHOOD UP TO 6 km	50 POINTS	
2	SIBLING REAL BROTHER/SISTER	20 POINTS	
3	GIRL CHILD FIRST BORN	15 POINTS	
4	ALUMNI REAL CHILD	15 POINTS	

7. **ADMISSION PROCESS** : Admission is open to any applicant who meets the age eligibility of less than 04 years as on March 31, 2025.

8. **ADMISSION SCHEDULE (UNDER GENERAL CATEGORY)**

S. NO	PARTICULARS	DATES
1	Commencement of admission process & availability of registration forms	Thursday, 28.11.2024
2	Last date for submission of application forms in school	Friday, 20.12.2024
3	Uploading details of applicant who applied to the school for admission under Open Seats	Friday, 03.01.2025
4	Uploading marks (as per point system) given to each applicant who has applied for admission under open seats	Friday, 10.01.2025
5	Date for display of first list of selected candidates (Including Waiting List along with marks allotted under point system)	Friday, 17.01.2025
6	Resolution of queries of parents (if any) (by written/ email/ verbal interaction) regarding allotment of points to their wards in the first list	Saturday, 18.01.2025 to Monday, 27.01.2025
7	Date for display of second list of candidates (if any) (Including Waiting List along with marks allotted under point system)	Monday, 03.02.2025
8	Resolution of queries of parents (if any) (by written /email /verbal interaction) regarding allotment of points to their wards in the second list	Wednesday, 05.02.2025 to Tuesday, 11.02.2025
9	Subsequent list of admission (if any)	Wednesday, 26.02.2025
10	Closure of admission process	Friday, 14.03.2025

9. **DOCUMENTS TO BE ATTACHED ALONG WITH REGISTRATION FORM**

1. **DATE OF BIRTH OF THE CHILD**

: Please attach the self-attested photocopy of  
- Birth certificate of the child issued by Municipal Corporation or equivalent authority.  
- In case, name of child is not mentioned on the Birth Certificate, please submit an Affidavit mentioning the name of child.

**a. AGE LIMIT FOR PRE - SCHOOL/NURSERY**

- Less than 04 years as on March 31, 2025 (Child born between April 01, 2021 to March 31, 2022)  
In accordance with Directorate of Education, order No./DE/15/1031/Act/2007/7002 dated 24/11/2007- for minimum age & order No. DE.15 (303)/Act-1/2013/5348 to 5355 dated 18/12/2015 for upper age limit)

**b. AGE RELAXATION FOR PRE-SCHOOL/NURSERY**

- Less than 04 years as on April 30, 2025 (Child born between April 01, 2022 to April 30, 2022)  
- Referring DoE Circular, no.F.DE.15(172)/PSB/2016/6455-6464 dated 11.11.2024  
"The age relaxation of up to 30 days may be granted at the level of heads of schools in the maximum as well as minimum age limit for class Nursery."

**IF APPLIED UNDER - AGE RELAXATION, PLEASE SUBMIT A HANDWRITTEN APPLICATION ADDRESSED TO PRINCIPAL OF THE SCHOOL.**

**10. DOCUMENTS TO BE SUBMITTED AT THE TIME OF ADMISSION:**

- ATTESTED MUNICIPAL BIRTH CERTIFICATE OF CHILD
- ADHAAR CARD OF CHILD AND BOTH THE PARENTS
- 2 PHOTOGRAPHS OF THE CHILD AND BOTH PARENTS
- CERTIFICATE OF CASTE (IF APPLICABLE)
- CERTIFICATE IF DISABILITY (IF APPLICABLE)
- PHOTOCOPY OF PROOF OF RESIDENCE
- MEDICAL FITNESS CERTIFICATE

- In case of child with special needs – All documents related to the case history must be submitted at the time of admission

**PLEASE NOTE:** - No undertaking will be accepted against any documents mentioned above.

- It is mandatory to provide Aadhar (photocopy) of applicant's parents for the purpose of ID proof.
- Submit the self-attested photocopy of all the above-mentioned documents.

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