

**NEW GREEN FIELD SCHOOL ALAKANADA, NEW DELHI**  
**Scheme for Admissions to Pre-school (Nursery-Bal Vatika I) 2026-27**

Registration for admission to Pre-school (Nursery) for academic session 2026-27 shall be **made online** for the convenience of the parents of the children seeking admission. Payment of rupees Twenty Five (Rs.25/-) as registration charges shall also have to be made while submitting the online Registration form.

The number of vacancies for the academic session 2026-27 are as under :

a).	Total number of seats	110
b).	Number of seats earmarked for students belonging to disadvantaged group and EWS Category etc.	28
c).	Management Quota seats	17
d).	Staff Quota seats	03
d).	Number of open seats available for General Category	62

**Criteria for preparation of merit list (General Category) shall be based on points system. The points shall be awarded on the following basis :**

	PARAMETERS	MAXIMUM POINTS
a).	<b>*Neighborhood/ Distance factor</b> 0 – 08 Km : 60 Points	60
b).	<b>Sibling studying in school</b>	10
c).	<b>Parent Alumni of the school</b> (class XII pass only)	15
d).	<b>Girl Child/ First born Male child</b>	15

If there is tie on points scored by the candidates, selection shall be made on the basis of draw of lots. **The date and time of draw of lots for general category shall be available on school website [www.ngfsalaknanda.com](http://www.ngfsalaknanda.com) on 16.01.2026 and shall also be displayed at the school notice board.**

**Information regarding Nursery Registration (General Category ) 2026-27**

The Registration for admission to Nursery class for the Academic session 2026 - 27 shall be open from **4<sup>th</sup> December 2025 to 27<sup>th</sup> December 2025**. Registration will be done online through school's website.

The minimum age for Nursery is **3+ years upto 4 years** as on 31.3.2026 (i.e. born between 01.04.2022 and 31.03.2023). Copy of online submitted form and other requisite documents shall be deposited by the parents of the wards only after selection on merit and on the basis of Draw of Lots **at the time of admission**.

**ADMISSION SCHEDULE :**

S.NO.	PARTICULARS	TIME SCHEDULE
1.	The names of the children who applied for admission shall be displayed on the school website	09.01.2026 (FRIDAY) after 4.00 pm
2.	List of candidates (with points) given to each of children who applied for admission will be available on school's website	16.01.2026 (FRIDAY) after 4.00 pm
3.	Draw of Lots for preparation of First List for admission	21.01.2026 (WEDNESDAY) at 11.00 am
4.	The Date for displaying the first list of selected children (including Waiting List)	23.01.2026 (FRIDAY) after 4.00 pm
5.	Resolution of queries of the parents regarding allotment of points to their ward .	24.01.2026 (SATURDAY) – 03.02.2026 (TUESDAY) 11.00 am – 12.00 noon
6.	Draw of Lots for preparation of Second List (if required) for admission	09.02.2026 (MONDAY) at 11.00 am.
7.	The Date for displaying the Second list (if required) of selected children (including Waiting List)	09.02.2026 (MONDAY) after 4.00 pm
8.	Resolution of queries of the parents regarding allotment of points to their ward	10.02.2026 (TUESDAY) – 16.02.2026 (MONDAY) 11.00 am – 12.00 noon
9.	Display of notice of Draw for Third List (if required)	19.02.2026 ( THURSDAY)
10.	Draw of Lots for preparation of Third List (if required) for admission	24.02.2026 (TUESDAY) at 11.00 am
11.	The Date for displaying the Third list (if required) of selected children	24.02.2026 ( TUESDAY) after 4.00 pm

**PLEASE NOTE :**

- Do not use Symbols like - / or ' or " or : or ( etc. While filling the form online as these symbols are not accepted by the software).
- Fill up the form completely before taking a print out.
- Incomplete form/ documents shall stand rejected.

**NOTE :** The age criteria for Admission to Nursery (Balvatika 1/Pre-school 1) is 3+ years upto 4 years as on 31.03.2026. As per restructured Foundational Stage, the child will be promoted to Lower KG (Balvatika 2/Pre-school 2) in session 2027-28 & Upper KG (Balvatika 3/Pre-school 3) in session 2028-29 subsequently. **(Refer Directorate of Education Circular dtd. 24.10.2025)**

### **DOCUMENTS REQUIRED FOR VERIFICATION**

Copies of Documents to be submitted at the time of admission:

1. Print out of the form submitted through online mode.
  2. Birth Certificate (self attested copy)
  3. Photograph of the child and parents (passport size).
  4. Proof of residence – ration card/ voter I-card / Adhaar Card/ Passport/ Domicile certificate/ Electricity bill/ MTNL bill/ Registered Rent Deed
  5. Aadhar Card of Parent is mandatory
  6. Proof of Sibling – latest fee slip.
  7. Proof of Alumni –Sr. Sec. Board Certificate. (self attested copy)
  8. Affidavit in support of First born male child.
- **Admission shall not be granted if the information given at the time of online registration is found to be incorrect.**

**EWS, Disadvantaged group AND CWSN :** Only children sponsored by the Directorate of Education are offered admission and this scheme of admission is not meant for this category.

- \* **Distance Chart** incorporating colonies covered is enclosed and shall be the basis for award of points on account of Neighborhood/Distance factor. The distance chart has been prepared with the information available on [www.rome2rio.com](http://www.rome2rio.com) and shall not be subject to challenge.

