



# THE SOVEREIGN SCHOOL

LEARNING UNLIKE ANY OTHER.

**(Recognized and Affiliated)**



# **ADMISSION MANUAL**

## **SESSION-2024-2025**

POCKET – 17, PHASE III, SECTOR – 24, ROHINI  
CONTACT US AT: 011-27058811 /22/ 33; 8800390120 / 121  
WEBSITE: [www.thesovereignschool.com](http://www.thesovereignschool.com)  
E – MAIL: [info@thesovereignschool.com](mailto:info@thesovereignschool.com) ; [thesovereignschool@gmail.com](mailto:thesovereignschool@gmail.com)

## **REGISTRATION AND ADMISSION SCHEDULE**

<b>SR.NO.</b>	<b>PARTICULARS</b>	<b>TIME SCHEDULE</b>
1.	Uploading the criteria and their points in the module of the Department at the link mentioned at points No.7	<b>20.11.2023 (Monday)</b>
2.	Commencement of admission process and availability of forms	<b>23.11.2023 (Thursday)</b>
3.	Last date of submission of application forms in schools	<b>15.12.2023 (Friday)</b>
4.	Uploading details of children who applied to the school for admission under Open Seats	<b>29.12.2023 (Friday)</b>
5.	Uploading marks (as per points system) given to each of the children who applied for admission under open seats	<b>05.01.2024 (Friday)</b>
6.	The date for displaying 'the first list of selected children (including Waiting List) (along with marks allotted under points system)	<b>12.01.2024 (Friday)</b>
7.	Resolution of queries of parents, if any (by written/email/verbal interaction) regarding allotment of points to their wards for the first list.	<b>13<sup>th</sup>-22<sup>nd</sup> Jan 2024</b>
8.	The date for displaying the second list of selected children (if any) (including Waiting list) (along with marks allotted under points system)	<b>29.01.2024 (Monday)</b>
9.	Resolution of queries of parents, if any (by written/email/verbal interaction) regarding allotment of points to their wards in the second list.	<b>31<sup>st</sup> Jan -06<sup>th</sup> Feb 2024</b>
10.	Subsequent list of admission, if any	<b>21.02.2024 (Wednesday)</b>
11.	Closure of Admission Process	<b>08.03.2024 (Friday)</b>

## **ADMISSION CRITERIA**

<b>SR.NO.</b>	<b>PARTICULARS</b>	<b>POINT</b>
<b>1.</b>	Distance of Residence in Km 0 – 1/ 1 - 3/ 3 – 6 & above 6	<b>60/50/40/30</b>
<b>2.</b>	Sibling	<b>20</b>
<b>3.</b>	Single Parent	<b>10</b>
<b>4.</b>	Alumni	<b>10</b>
<b>Total</b>		<b>100</b>

## **DECLARATION OF SEATS**

<b>CLASS</b>	<b>GENERAL</b>	<b>EWS</b>	<b>TOTAL</b>
PRE-SCHOOL	66	22	88

- Few seats are also available in other classes.

# **GENERAL INSTRUCTIONS**

1. **The Registration Form** is available free of cost at the school reception from 08.30 a.m. to 1.00 p.m. & on the school website round the clock from 23<sup>rd</sup> November 2023 onwards. The same can be downloaded on the school website ([www.thesovereignschool.com](http://www.thesovereignschool.com)) and an amount of Rs. 25/- can be paid at the time of Registration.
  - a. First list of students selected for admission and waiting list will be displayed on the school website([www.thesovereignschool.com](http://www.thesovereignschool.com)) as well as on school notice board outside the gate on 12.01.2024.
  - b. The registration form to be submitted at the school reception or through website.
  - c. An optional transport facility is made available to the students subject to the availability of seats from any particular area. In case, the school transport is not available, the parents will have to make their own arrangements. Routes charted by the school will not be changed.
  - d. **The age of the child should be as per the table given below :-**

Pre-School -Nursery	Age 3+ as on 31 <sup>st</sup> March 2021
Pre-Primary -KG	Age 4+ as on 31 <sup>st</sup> March 2020
Class I	Age 5+ as on 31 <sup>st</sup> March 2019

## 2. **Documents Required At The Time Of Registration :-**

- a. Duly attested photocopies of all the documents.

**3. Documents Required At The Time Of Admission**

- a. Parent need to fill the Admission Form along with Transport & Medical Form, which is available at the school reception.
- b. Aadhar Card of the parents and child
- c. MCD Birth Certificate.
- d. In case of sibling applicant, Admission no., Name of sibling, Class/Section to be mentioned.
- e. Two copies of passport size photograph of the Child, Parent/Guardian to be enclosed.

**4. School Hours (Summers and Winters):**

- a. Pre-School & Pre Primary - 8:00 a.m. to 12:00 noon (Monday to Friday)
- b. Classes I – XII: 8:00 a.m. to 2:00 p.m. (Monday to Friday)

**5. Admission for class Pre-School:-**

- As per the availability of seats

**6. Documents Required At The Time Of Admission :-**

1. Previous class report card
2. School leaving certificate duly verified by the Education Officer.

**7. Fee structure for the session 2024-2025 is available on School website.**

# **FEE STRUCTURE**

<b>The Sovereign School</b>				
<b>Phase III, Pocket 17, Sector-24, Rohini, Delhi-110085</b>				
<b>REGISTRATION FEE- 25/-</b>				
<b>ADMISSION FEE-200/-</b>				
<b>NEW ADMISSION</b>				
<b>CLASS</b>	<b>ANNUAL FEE</b>	<b>TUTION FEE (pm)</b>	<b>DF (pm)</b>	<b>Sci Fee(pm)</b>
<b>PRE-SCHOOL</b>	<b>35790</b>	<b>7990</b>	<b>1039</b>	<b>*</b>
<b>PRE-PRIMARY</b>	<b>35790</b>	<b>7990</b>	<b>1039</b>	<b>*</b>
<b>I</b>	<b>35790</b>	<b>7990</b>	<b>1039</b>	<b>*</b>
<b>II</b>	<b>35790</b>	<b>7990</b>	<b>1039</b>	<b>*</b>
<b>III</b>	<b>35790</b>	<b>7990</b>	<b>1039</b>	<b>*</b>
<b>IV</b>	<b>35790</b>	<b>7990</b>	<b>1039</b>	<b>*</b>
<b>V</b>	<b>35790</b>	<b>7990</b>	<b>1039</b>	<b>*</b>
<b>VI</b>	<b>35790</b>	<b>7990</b>	<b>1039</b>	<b>*</b>
<b>VII</b>	<b>35790</b>	<b>7990</b>	<b>1039</b>	<b>*</b>
<b>VIII</b>	<b>35790</b>	<b>7990</b>	<b>1039</b>	<b>*</b>
<b>IX</b>	<b>35790</b>	<b>9024</b>	<b>1173</b>	<b>*</b>
<b>X</b>	<b>35790</b>	<b>9024</b>	<b>1173</b>	<b>*</b>
<b>XI - COMM &amp; HUMANITIES</b>	<b>35790</b>	<b>9198</b>	<b>1196</b>	<b>1017</b>
<b>XI- SCI</b>	<b>35790</b>	<b>9198</b>	<b>1196</b>	<b>1017</b>
<b>XII- COMM &amp; HUMANITIES</b>	<b>35790</b>	<b>9198</b>	<b>1196</b>	<b>1017</b>
<b>XII- SCI</b>	<b>35790</b>	<b>9198</b>	<b>1196</b>	<b>1017</b>

## **TRANSPORT FEE**

<b><u>LOCALITY</u></b>	<b><u>FEES</u></b>
<b>Rohini Sector-24</b>	<b>9,000/- QUARTERLY</b>
<b>Rohini Sector – 1 to 25(except Sec-24)</b>	<b>10,500/- QUARTERLY</b>
<b>Shalimar Bagh, Ashok Vihar, Keshav Puram, Pitampura, Kohat Enclave, Harsh Vihar, SainikVihar, Sandesh Vihar, Pushpanjali Enclave, Saraswati Vihar, Deepali, Rani Bagh</b>	<b>12,000/- QUARTERLY</b>
<b>Mukherjee Nagar, Vijay Nagar, Tagore Park, Model Town, G.T Karnal Road, Mansarovar Garden, Raja Garden, , Saraswati Garden, Rajouri Garden, PunjabiBagh, Paschim Vihar, Jwalaheri Market, Shakti Nagar, Kamla Nagar, Rana Pratap Bagh, Nanak Piao, State Bank Colony, Mahendru Enclave</b>	<b>13,500/- QUARTERLY</b>