



THE SOVEREIGN SCHOOL

LEARNING UNLIKE ANY OTHER.

(Recognized and Affiliated)



ADMISSION MANUAL SESSION-2025-2026

POCKET-17, PHASE III, SECTOR-24, ROHINI
CONTACT US AT: 011-27058811/22/33; 8800390120/121

WEBSITE: www.thesovereignschool.com

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REGISTRATION AND ADMISSION SCHEDULE

SR.NO.	PARTICULARS	TIMESCHEDULE
1.	Uploading the criteria and their points in the module of the Department at the link mentioned at points No.7	25.11.2024 (Monday)
2.	Commencement of admission process and availability of forms	28.11.2024 (Thursday)
3.	Last date of submission of application forms in schools	20.12.2024 (Friday)
4.	Uploading details of children who applied to the school for admission under Open Seats	03.01.2025 (Friday)
5.	Uploading marks(as per points system)given to each of the children who applied for admission under open seats	10.01.2025 (Friday)
6.	The date for displaying 'the first list of selected children (including Waiting List)(along with marks allotted under points system)	17.01.2025 (Friday)
7.	Resolution of queries of parents, if any (by written/email/verbal interaction) regarding allotment of points to their wards for the first list.	18th-27th Jan2025
8.	The date for displaying the second list of selected children(if any)(including Waiting list)(along with marks allotted under points system)	03.02.2025 (Monday)
9.	Resolution of queries of parents, if any (by written/email/verbal interaction) regarding allotment of points to their wards in the second list.	05th Jan 2025 - 10th Feb 2025
10.	Subsequent list of admission, if any	26.02.2025 (Wednesday)
11.	Closure of Admission Process	14.03.2025 (Friday)

ADMISSION CRITERIA

SR.NO.	PARTICULARS	POINT
1.	Distance of Residence in Km 0–1/1-3/3–6&above6	60/50/40/30
2.	Sibling	20
3.	Single Parent	10
4.	Alumni	10
Total		100

GENERAL INSTRUCTIONS

1. **The Registration Form** is available on the school website (www.thesovereignschool.com) from 28th November 2024. An amount of Rs. 25/- will 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) as well as on school notice board outside the gate on 17.01.2025.
 - 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 st March 2025
Pre-Primary-KG	Age 4+as on 31 st March 2025
Class I	Age 5+as on 31 st March 2025

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 closed.

4. School Hours (Summers and Winters):

- a. Pre-School & Pre Primary-8:00a.m.to11:30 AM(Monday to Friday)
- b. Classes I–XII:8:00a.m.to1:40p.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. The Fee structure for the academic session 2025-26 will be released soon. Please stay informed through upcoming updates.

