

**DELHI PUBLIC SCHOOL**  
**JAMMU**

**DOCUMENT SUBMISSION & OTHER INFORMATION FOR NEW ADMISSION 2024-25**

**Fee Submission Date:**-18<sup>th</sup> April, 2024

**Venue:** - Main Office

**Timings:**-10:30 AM TO 2:00PM

➤ **DOCUMENTS REQUIRED TO BE SUBMITTED BY SELECTED CANDIDATES  
(New Admission 2024-25)**

- a) An attested photocopy of Municipal Birth certificate with correct Date of Birth and Name of the child to be admitted .Parents need to ensure the correctness of the personal data of the candidate.
- b) Medical Fitness certificates from M.B.B.S Doctor(Original Copy)
- c) An attested photocopy of Category Certificate (if applicable).
- d) An attested photocopy of Aadhar Card of the child to be admitted (For classes II-IX).
- e) Attested photocopies of the previous 2 years' Report Cards & Study Certificate from the previous school indicating Date of Birth, Father's & Mother's Name (For classes II-IX).
- f) Study Certificate from the previous school indicating Date of Birth, Father's & Mother's Name (For classes Nursery, Prep & I).
- g) Transfer Certificates (T.C) in original duly counter-signed by the competent Education Officer of the area in case of change of the School Board. T.C. from the previous school to be applied for only after the selection of the candidate (For classes II-IX).
- h) Character certificate from previous institution (For classes VI-IX).
- i) Disability Certificate if applicable.

**PARENTS ARE ADVISED TO ENSURE THAT THE DATA OF THEIR WARD IS 100% CORRECT AND REMAINS THE SAME FROM THE DATE OF BIRTH CERTIFICATE TO THE ADMISSION IN THE FIRST SCHOOL AND TILL PASSING OF CLASS X/XII, TO AVOID ANY PROBLEM IN FUTURE. FURTHER, AS FAR AS THE CORRECTNESS OF THE DATA IS CONCERNED, KINDLY NOTE THE FOLLOWING POINTS**

- a) Spelling of name of the Student/Mother/ Father/Guardian should be same as is recorded in the birth certificate and maintained as per Admission and Withdrawal register by the school.
- b) Date of Birth is as per the Municipal Birth Certificate. Same would be entered in the Admission and Withdrawal register maintained by the school.
- c) Expanded name of the Student and Mother/Father/Guardian should be given by the parents. No abbreviation to be given.
- d) Parents are required to kindly check that their data is similar in all documents like Date of Birth Certificate, School Records, Aadhar Card, Passport, etc.
- e) Parents will anticipate the requirement of the surname as when visiting abroad, it may be required by the visiting country to have both name and surname. Hence, surname be mentioned in the data along with the first name.
- f) Mother's name should be as known as after marriage.
- g) No nick name/pet name be mentioned.
- h) Date of Birth Certificate should have been issued within stipulated period as mentioned in the Registration of Births & Deaths Act, 1969.

**FEE DEPOSIT FOR SELECTED STUDENTS:-**

**Date:** 18<sup>th</sup> April, 2024

**Venue:-** Main Office

**Timings:** - **10:30 AM TO 2:00 PM**

**CLASS-WISE SCHEDULE:-**

CLASSES	DATE	DAY
PRE- NUR to IX	18 <sup>th</sup> April,2024	Thursday

**MODE OF PAYMENT**

Click on:

[https://dpsjammu.in/admin\\_panel/files/1202427016529.pdf](https://dpsjammu.in/admin_panel/files/1202427016529.pdf)

(To Check the Fee Structure)

**Payment to be deposited** in the form of **Demand Draft (DD)** drawn in the favour of  
**"Delhi Public School, Jammu" payable at Jammu.**

OR

Through Online Mode <https://www.onlinesbi.com/sbicollect/>



**(NOTE)**

Incase fee is deposited though **Online Mode**, parents are requested to visit the school for Fee Verification