



विद्या भारती, हरियाणा

Saraswati Vidya Mandir

Chautala Road, Mandi Dabwali (Sirsa)

Affiliated to CBSE, New Delhi (530267/1998)



Ref.No. F6 /SVM/2022

Date: 15/01/2022

SCHOOL ADMISSION POLICY

Admission Procedure

- The school opens for admission in the month of March every year after registration. Registration and Admission forms are available at the school Reception. Registration does not guarantee for admission.
- If the Parent/Guardian decides not to send his ward to school after the fee has been deposited, the refund of the above deposited fee will be on quarterly basis.
- New admissions are normally made to the Prep, Nursery to 10+2. For admission to the Prep, the child should be 2.5 years of age. Admission Nur, the child should be 3 years of age. A copy of the birth certificate must be submitted at the time of admission.
- For admission to other classes, a student must bring the School Leaving Certificate of the school previously attended, showing clearly the result of the classes passed. A letter from the previous school stating that all fees and dues have been paid will be appreciated. Admission only will be granted on fulfillment of the admission requirements stipulated as above.
- The School reserves the right to refuse admission.
- Once admission has been granted, the student is allotted a school Admission Number. All correspondence pertaining to the student should bear this number and all the articles brought from home by the student should be marked with this number in indelible/ marking ink. The Combination for each class is given below:

Class	Subject Combination
Prep	Art and Craft, Activities, Rhymes
Nursery and KG	English, Hindi, Maths, Art & EVS
1st and 2nd	English, Hindi, Maths, GK, Art & EVS
3rd to 5th	English, Hindi, Sanskrit, Maths, EVS, GK, Comp. Sc and Art
6th to 8th	English, Hindi, Punjabi, Maths, Sc, S.Sc, GK, Comp. Sc and Art
9th to 10th	English, Hindi, Punjabi, Maths, Sc, S.Sc, GK, Comp. Sc
10+1 & +2 Medical	English, Physics, Chemistry, Biology & Physical Education
10+1 & +2 Non Medical	English, Physics, Chemistry, Maths & Physical Education
10+1 & +2 Arts	English, Hindi, Pol.Sc, Maths/Eco/History & Phy. Edu.
10+1 & +2 Comm.	English, Accountancy, B.Study, Maths/Eco & Phy.Edu.

Documents Required for New Admission

- Duly filled Admission Form
- Original School Leaving / Transfer Certificate (if coming from other institution)
- Photocopy of the Progress Report of previous class passed
- Birth Certificate (Attested Photocopy)
- Three PP size photographs of the candidate & one photograph of Parents
- Aadhar Card of candidate as well as Parents

Withdrawals

- Written notice of withdrawal should be given in advance before the end of the month, otherwise the fees for the following month may also be charged
- A School Leaving Certificate will only be issued on submission of an application for withdrawal and when overdue fees and any other outstanding debts have been paid
- For the withdrawal of a student from the school, an application must be sent in advance

PRINCIPAL

Saraswati Vidya Mandir
Mandi Dabwali