



Laurel High

THE SCHOOL

**BEHIND IDPL CHBS, PITAMPURA,
DELHI-110034**

PRE-SCHOOL ADMISSION-GUIDE

FOR OPEN SEATS

(GENERAL CATEGORY)

SESSION : 2025 - 2026





PRE-SCHOOL ADMISSION

ACADEMIC SESSION : 2025-26

Laurel High - The School, Pitampura welcomes you to the Pre-School Admissions (General Category) for the Academic Session : 2025-26.

Kindly read all the instructions carefully before proceeding for the Online Registration and keep in touch with the school web portal for other details and updates.



TOTAL NUMBER OF SEATS : 84

Distribution of Seats	Number
General Category (Open Seats) – (55%)	46
EWS / Disadvantaged Category/ Children with Disability – (25%)	21
Management Quota + Staff Ward – (20%)	17



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THE SCHOOL

Awakening the
'Genius'
in every child

PRE-SCHOOL ADMISSION

ACADEMIC SESSION : 2025-2026

AGE ELIGIBILITY

MINIMUM AGE OF THE CHILD

As on 31.03.2025

Should be 3 YEARS

Note: The age relaxation for admission upto 30 days may be granted by the Head of the School in the minimum & upper age limit. The parents may approach the school for seeking the age relaxation through a manual application.



ADMISSION CRITERIA
FOR OPEN SEATS (GENERAL CATEGORY)

S.No.	Particulars	Points
1.	Neighbourhood 0 – 3 kms 80 3.1 – 6.0 kms 70 6.1 & Above 60	80
2.	Sibling (Real Brother/Sister of the applicant studying in this school, during the Academic Session 2025-26)	20
3.	Total	100

*****Note: You may access the Google map for referring to the distance (by road) between the school and your residence.***



LIST OF DOCUMENTS REQUIRED

Self-attested photocopies of the following documents should be submitted at the time of registration to Pre-School (Nursery) Admission - Open Seats (General Category) :-

- 1. Birth Certificate** of the child (MCD document).
- 2. Aadhaar Card** of the child (optional).
- 3. Residence Proof (any one) :**
 - (a) Ration Card/Smart Card issued in the name of parents (Mother/Father having name of the child).
 - (b) Domicile Certificate of the child or of his/her parents.
 - (c) Voter I-Card (EPIC) of any of the parents.
 - (d) Electricity Bill/MTNL Telephone Bill/Water Bill/Passport in the name of any of the parents or child.
 - (e) Aadhaar Card / UID card issued in the name of any of the parents.
- 4. Proof of Sibling (any one):**
 - (a) Report Card
 - (b) I-Card of elder child.

Note: Original Documents must be carried along for verification at the time of admission.



GENERAL INSTRUCTIONS

Please read the following instructions carefully before proceeding for Registration:

- For General Category, registration will be accepted online/offline. Parents are required to get their ward registered online through the school website only (www.laurelhigh.in), by following the mentioned steps :
 - On the website homepage, click on '**Nursery Admission**' popup.
 - Click on '**Nursery Registration Form**'.
- All the soft copies of the documents have to be uploaded online at the time of registration and the **registration fee of ₹ 25/-** will also be paid online.
- After doing the online registration, parents have to submit the **hard copy of the Registration Form along with the self-attested copies of all the required documents** and the receipt of the registration fee of ₹ 25/- at the School Reception for the verification purpose.
- **Offline Registration** option is also available in case required, by filling the Registration Form and submitting the same along with the required documents and the registration fee of ₹ 25/- at the school's reception.
- Last date for the submission of the form is **20-12-2024 (Friday)**.
- The list of General Category (short listed candidates) will be displayed on the school website (www.laurelhigh.in) as well on the school notice board as per the schedule.
- In case the number of applicants scoring higher points is less than the total number of seats available for general candidates, such applicants will find place in the First List of selected candidates and no draw of lots will be conducted for them.
- The **First List** of selected candidates and the **Waiting List** will be displayed on the school website and the school notice board as per the schedule.
- After assessing the vacant seats on **03-02-2025**, a **Second List** of selected candidates and the **Waiting List** will be released as per the schedule.
- In case any information submitted by the parents at the time of registration is **found to be forged at any stage**, the admission of such candidate will be **cancelled automatically**.
- **Transport facility** is made available to the candidates subject to the availability of seats from any particular area. In case, the school transport is not available, parents need to make their own arrangements. Routes charted by the school will not be changed.