HAMDARD PUBLIC SCHOOL

Unaided Minority Institution

E-120/6, SHAHEEN BAGH, JAMIA NAGAR, OKHLA, NEW DELHI – 110025 Ph: 7669168910

Admission procedure for Pre-School 1 (Nursery) Session 2027-28

Website: www.hamdardpublicschool.edu.in, email: hpsokhla@gmail.com

Number of seats available for Pre-School (Nursery)

(i)	Total number of seats	200
(ii)	Minority Category(Muslims)	40% (80 seats)
(iii)	General Category (Other Communities)	10% (20 seats)
(iv)	Sibling Quota	15% (30 seats)
(v)	Alumni Quota	05% (10 seats)
(vi)	Staff Quota	05% (10 seats)
(vii)	Girls' Quota	05% (10 seats)
(viii)	Number of seats for Management quota	20% (40 seats)

Admission Criteria: Neighbourhood up to 8 km, 100 points. (Draw for all quotas)

Date and time for completing admission procedure:

Sr. No	Particulars	Time schedule
1	Uploading the criteria and their points in the module of the Department	23.11.2026 (Monday)
2	Commencement of admission process and Availability of forms	01.12.2026 (Tuesday) to 28.12.2026 (Monday) Online Available: www.hamdardpublicschool.edu.in
3	Last date of submission of application forms in school	28.12.2026 till 1p.m (Monday) **(No form will be accepted afterwards)**
4	Uploading details of children who applied to the school for admission under open seats	04.01.2027 (Monday) Time 5:00 p.m. www.hamdardpublicschool.edu.in
5	Resolution of queries of parents, if any, (by Written/email/verbal/interaction) regarding allotment of the points to their ward.	05.01.2027 (Tuesday)-11.01.2027 (Monday) 10:00 a.m. to 01:00 p.m.
6	Uploading marks (as per point system) given to each of the children who applied for admission under open seats	12.01.2027 (Tuesday) www.hamdardpublicschool.edu.inTime 5:00 p.m.
7	Date of draw of lots for Minority Category, General Category, Sibling, Alumni and Girls' quota.	16.01.2027 (Saturday)
8	The date for displaying the first list of selected children (including waiting list) (along with marks allotted under point system)	20.01.2027 (Wednesday) at 5 p.m. www.hamdardpublicschool.edu.in
9	Resolution of queries of parents, if any, (by Written/email/verbal/interaction) regarding allotment of the points to their ward in the 1st list.	21.01.2027 (Thursday) to 28.01.2027 (Thursday) 10:00 a.m. to 01:00 p.m.
10	Admission form for the selected candidates can be collected from the reception of the school to complete the admission formalities.	29.01.2027 (Friday) to 04.02.2027 (Thursday) 10:00 A.M. - 02:00 P.M.
11	The date for displaying the second list (if any) (including Waiting List) (along with marks allotted under point system)	05.02.2027 (Friday) Time- 5 P.M. www.hamdardpublicschool.edu.in
12	Resolution of queries of parents, if any by written/email/verbal/interaction) regarding allotment of the points to their ward in the 2nd list.	06.02.2027 (Saturday) – 12.02.2027 (Friday) 10:00 a.m. to 01:00 p.m.
13	Subsequent list of admission if any	22.02.2027 (Monday)
14	Closure of Admission process	12.03.2027 (Friday)

P.T.O.

Instructions

1. After depositing the fees for admission, if the child is withdrawn within one month from the date of admission, his registration charges, admission fee and tuition fee for one month will be retained by the School and all the other charges shall be refunded. In case withdrawal is after one month of admission (even before the class starts) no amount would be refunded.
2. Do not submit any original document. Only attested photocopies of the following documents to be submitted/uploaded along with the registration form:

(i) Date of birth certificate from Municipal Corporation record. No affidavit will be accepted.

(ii) Residential Address proof: (any one from the following)

(a) Ration Card/Smart card issued in the name of parents (Mother/Father having name of child).

(b) Domicile certificate of child or of his /her parents.

(c) Voter's ID (EPIC) card of any of the parents.

(d) Electricity Bill / MTNL Telephone Bill / Water Bill /Passport in the name of any of the parents orchild.

(e) Aadhaar card/ Unique Identity Card issued in the name of any of the parents. (Copy of any of these would be accepted)

3. Original documents to be submitted at the time of admission for verification.
4. If any document is found incomplete/missing or not submitted in that case, the form would be rejected.
5. At any stage if any document or information given at the time of admission is found wrong/incorrect, the admission of the child will stand cancelled.
6. In case of litigation, legal jurisdiction restricted to courts of Delhi.
7. New Session will commence on 1st April 2027. In case of any change in date, the same will be notified on School's notice board/website.
8. The child should have completed 3 years and be less than 4 years as on March 31, 2027.