BANYAN TREE SCHOOL
LODHI ROAD
NURSERY ADMISSION
SESSION 2027-28

Registration & Admission Process – General Category (Open Seats)

Registration for EWS, DG, CWSN will be online on the DOE website https://www.edudel.nic.in/ as & when the dates are announced by the Directorate of Education.

IMPORTANT

- Kindly read all the instructions **very carefully** before proceeding ahead with the Online Registration. Any change/correction/alteration in the information provided by you in the Online Form after submission will not be entertained under any circumstances.
- **Email and Mobile No., which is in frequent use,** should be provided in the Registration Form.
- The school will not be held responsible if the call goes unanswered and the email is not checked.

1. Total number of seats in Nursery:

	Total Seats
No. of Seats	100
EWS (0-3 Kms)	25
Management Quota	15
Open Seats	60

2. Criteria For General Category (Open Seats)

Criteria		**Points**
Neighborhood	Within 0- 12 km	65
	Beyond 12 km	60
Sibling		10
Father/Mother Alumni		25

- The distance has to be calculated from **school to residence** and not the other way round.
- Sibling- **Real brother/ sister** studying in Banyan Tree School.
- Alumni- Either the father or mother or both have passed grade X/ XII from Banyan Tree School, Lodhi Road.

Banyan Tree School 3, Lodhi Institutional Area New Delhi-110003

3. Age Criteria:

- **Born between 1st April 2023 to 31st March 2024 (More than 3 years and less than 4 years as on 31st March 2027).**

4. Registration

Registration for the applicants under General Category (Open Seats) will be completely ONLINE on the school website https://banyantree.in/delhi/

Important:

- There is NO FEE charged for the Online Registration.
- Registration will only be considered complete when you receive a Registration Number.
- It is mandatory for the applicant to take a print out of the Registration Number.
- There is NO NEED for physical submission of the hard copy/printout of the registration acknowledgement Slip/Registration Confirmation Page.
- Duplicate registration will automatically amount to the cancellation of the first application and the second application will be retained.

5. Essential Documents Required

The applicants shall submit one set of SELF ATTESTED photocopies of the documents listed below, and produce the original documents for the verification of the same as and when asked by the school.

- Birth Certificate/ Affidavit (in special cases)
- Proof of Residence: Aadhaar Card/ Voter Id Card/Passport/Electricity/Water Bills/Ration Card/ Domicile Certificate in **name of any parent or child**
- Siblings: Fee Slip of quarter ending December/January 2026 duly paid
- Alumni : Class X/XII passing certificate
- Latest passport size photograph of child, father & mother.
- Immunization record of child

LETTER OF UNDERTAKING

- Admission to the school will be granted only after verification of the documents listed above and the submission of an undertaking, self-attested by both parents in the presence of the school's admission verification team. In this undertaking, the parents must clearly certify that all information provided is accurate and that the documents submitted are true copies of the originals.
- By signing this undertaking, the parents also agree that the school's decision to cancel the registration or admission will be final and binding if, at any point, any information or document is found to be incorrect, fake, or misleading.
- Both of the above requirements will be strictly enforced. Please review the admission schedule and the list of required documents carefully

Steps involved in the Admission Process for GENERAL CATEGORY:

STEP	DESCRIPTION
i	At the first instance, the names of the 'SHORT-LISTED' applicants who have higher value points (above the cut-off i.e. above the points of other applicants) will be displayed on the school website - https://banyantree.in/delhi/ The 'GENERAL Category LIST FOR DRAW OF LOTS' (for applicants with same value points in a tie for the remaining seats) will also be displayed on the school website - https://banyantree.in/delhi/ **NOTE:** **Criteria for Twins:** In the case of twins, if one is selected the other twin will get sibling points. In a situation of draw of lots, the names of both will be considered in a single chit. Either both will be selected or both will not be considered for admission.
ii	**The details and schedule (date, time & venue) of the 'GENERAL CATEGORY DRAW OF LOTS' will be available on the school website https://banyantree.in/delhi/.** **Kindly note that SMS and/or Email will not be sent separately to intimate the same.** • The draw will be held using a random method, in public view and with complete transparency. • The date and time (schedule) for the verification of documents for applicants within the cutoff limit will be intimated by email. • The school will not accept any request for a change of date or time of verification. **Do not miss the schedule sent by the school.**
iii	**The verification process of the documents will be held per the assigned date & time.** **Please note -** • All the correspondence will only be by email. The email(s) will be sent on the email id(s) given in the registration form to report at the school on a specified date and time for verification of documents. Check your email frequently and be alert. No SMS or telephonic call will be made by the school. **No request for change of date and time will be accepted.** • Both the parents of the applicant must be present to submit the self-attested copies of the above listed documents and to sign the letter of undertaking in the presence of the school admission verification team. • In case, the parents of the applicant do not report for the verification of documents on the assigned date and time, their **application will stand cancelled** without any further intimation from the school.
iv	**FIRST LIST** – The First List of PROVISIONALLY SELECTED CHILDREN & WAITLISTED CHILDREN will be displayed on the school website for further completion of formalities i.e. filling up of the Admission Form, submission of true copies, verification of

	Original Certificates, medical formalities and fee deposit. The list will be displayed on the School website and the reception.
v	**SECOND LIST** – After assessing the vacancies, the Second List (if any) of PROVISIONALLY SELECTED CHILDREN will be declared as per schedule. Accordingly, the positions of the waitlisted children under the GENERAL CATEGORY LIST will move up. In case of any further vacancies, subsequent list(s) will be declared.The list will be displayed on the School website and the reception.
vi	**All admissions will close on 12th March 2027.**