



# QUEEN MARY'S SCHOOL, NORTHEND

[A minority institution run by the Helen Jerwood Memorial Education Society of the Diocese of Delhi, Church of North India]  
Plot No. 4-A, Model Town-III, Delhi-110009, Ph # 7838305384 & 9711365678, Email: info@qmsmodeltown.in

**(Recognized by The Directorate of Education, Delhi & Affiliated to C.B.S.E.)**

FORM NO. QMSMT/2025-26/

## REGISTRATION FORM FOR PRE-SCHOOL (2025-26)

For office use	
Reg. No.	QMSMT/2025-26/
Receipt No.	
Date	
Signature	

Parent's Photograph  
With the Child

Child's  
Photograph

**Important note:** Please read the Rules & Regulations attached herewith (Pg. No. 03) before filling the Registration form and comply with all the requirements. Please also note that the incomplete form will be rejected / disqualified automatically.

### A. ABOUT THE CHILD :

1. Name of the Child:

2. Date of Birth: DD/MM/YYYY

3. Nationality :

4. Religion:

5. Category : SC/ST/OBC/GEN

6. Email:

7. Mobile No. (For SMS Use)

8. Aadhar No. of the Child (Optional) :

9. Does the child have any special needs? If yes, attach details: \_\_\_\_\_

### B. ABOUT THE PARENTS: ( Kindly fill all details in complete manner )

		Father's Details	Mother's Details
1.	Name		
2.	Occupation/Profession		
3.	Designation		
4.	Organization's Name		
5.	Organization's Address		
6.	Office Telephone No.		
7.	Residence Telephone No.		
8.	Mobile No.		
9.	Area in which they can contribute to the enrichment of the school. (Please put a Tick (✓) against your choice)	Cultural Sports Medical	Media Academics Professional Any other

**C. OTHER INFORMATION:**

1. Residential Address. (Refer Point No. B)				(Tick the appropriate box) To be filled by the Parents	<b>Points</b>	
					<b>(to be filled by School office only)</b>	
2. Distance from school : (Refer Point No. C)		<b>Specification</b>				
		Within <b>03 k.m.</b>		<input type="checkbox"/>		
		Above <b>03 k.m.</b> and within <b>05 k.m.</b>		<input type="checkbox"/>		
		Above <b>05 k.m.</b>		<input type="checkbox"/>		
3. Sibling (Refer Point No. D)				<input type="checkbox"/>		
Name		Class	Sec.			Adm. No.
4. Christian Candidate: (Refer Point No. E) Name & Address of the Church: _____				<input type="checkbox"/>		
Total points (out of 100)						

**Declaration by the Parents**

I/We hereby certify that the above information provided by me/us is correct and I/ we understand that if the information is found to be incorrect or false, my ward shall be automatically debarred from the selection/admission process without any correspondence in this regard, if admitted, her admission stands cancelled. I/We also understand that the application/registration/short listing does not guarantee admission to my ward. I/We accept the process of admission undertaken by the school and I/we abide by the decision taken by the school authorities.

Signature of the Mother

Signature of the Father

Name of the Mother: \_\_\_\_\_

Name of the Father: \_\_\_\_\_

Date: \_\_\_\_\_

# **RULES AND REGULATIONS**

## **General Instructions**

1. Use only Blue Ball Pen to fill the form.
2. Use appropriate tick mark as (√) in the relevant box.
3. Submit duly completed form only. **Incomplete form will be Rejected/Disqualified automatically.**
4. The school reserves the **right to reject any form** which has **false information or documents.**
5. The child should have completed **3 years of age on or before 31.03.2025. (born between 01/04/2021 to 31/03/2022).**

Note: As per the DOE, Delhi circular no.F.DE.15(172)/PSB/2016/9483-9492 dated 21.11.22, the age relaxation for admission of upto 30 days may be granted at the level of head of school in the minimum & upper age limit. The parents may approach the Head of School/ Principal for seeking age relaxation through a manual application.

6. Dates for **ONLINE REGISTRATION** will be from **28/11/2024 to 20/12/2024.**
7. Date for submission of offline registration forms for **OFFLINE REGISTRATION** will be from **28/11/2024 to 20/12/2024 from 09:00 am to 12:00 noon** at the school office on all working days.
8. Offline Registration charges. ₹25/-
9. Online Registration charges (Rs.25/- + 75/- Online Convenience Charge)

## **LIST OF SUPPORTING DOCUMENTS TO BE SUBMITTED AT THE TIME OF REGISTRATION.**

- A. Photocopy of the Child's Date of Birth Certificate with name of the child. (Self-Attested)**
- B. Photocopy of Proof of Residence. Any one (Self Attested)**
  - a. Ration Card issued in the name of the parents and having name of the child /
  - b. Domicile Certificate of the child or her parents /
  - c. Voter ID card of any of the parents/
  - d. Electricity Bill/MTNL Telephone Bill/Water Bill/Passport.
  - e. Aadhaar card/UID card issued in the name of any of the parent/ Child.
- C. Attach a Google Map** showing distance from your residence to Queen Mary's School, Northend, Model Town-III, Delhi.
- D. Sibling Explanation:** A real (biological) sister of the applicant who is studying in Queen Mary's School, Northend, Model Town, Delhi. Attached Copy of ID Card/Latest Fee Receipt.
- E. In case of Christian Candidate (All documents required)**
  - a. Letter from the Presbyterian-In-Charge confirming membership of the Church,
  - b. Baptism Certificate of the Child and parents.
  - c. Confirmation Certificate of the parents.

**Note: All the above mentioned documents must be self-attested at the time of submission for Pre-School registration.**

## **Queen Mary's School, Northend**

Plot No.4-A, Model Town-III, Delhi-110009, Ph#7838305384, 9711365678, Email: [info@qmsmodeltown.in](mailto:info@qmsmodeltown.in)

### **Acknowledgement Slip**

Received Registration Form No. : **QMSMT/2025-26/**

Date: \_\_\_\_\_

Name of the Child \_\_\_\_\_

Father's Name \_\_\_\_\_

Mother's Name \_\_\_\_\_

Authorized Signatory  
(School Stamp)