



DELHI PUBLIC SCHOOL DHANBAD

(Affiliated to Central Board of Secondary Education, New Delhi)

REGISTRATION NOTICE

GUIDELINES FOR THE ONLINE REGISTRATION

Please read the guidelines carefully before starting the Online Registration:

1. Child's parents (Mother & Father) are required to have a valid personal **E-mail ID**. In case of unavailability of this, they are required to create a new E-mail ID before applying on-line.
2. A **Passport size photograph** of the Child required to be uploaded online. Please be ready with a soft copy **not more than 200 KB** in size (Only in JPG/JPEG format) before starting the Online Registration.
3. The payment mode is through "**Online Payment Gateway**". The Registration fee is Rupees **2000.00** (Rs. Two Thousand only) **non-refundable**.
4. After successful payment of Rs. 2000/-, please print out your Registration Form for your records.
5. Please submit only the Printed copy of the Registration Form (no any other documents) in School into the Dropbox from 16th Nov 2025 to 16th Dec 2025.
6. One copy of the printout of "**System Generated Online Registration form**" must be kept along with you for your record after filling up the Online Registration Form.
7. **Original Documents** to authenticate (proof) the information filled in the form must be produced at the time of admission.
8. Admission will **not be granted** if documents will not be submitted within stipulated date.
9. **Age Criteria (as on 31st March 2026):**
 1. **Pre-Nursery - Age 3+ as on 31st March 2026.**
 2. **Nursery - Age 4+ as on 31st March 2026.**
 3. **Prep - Age 5+ as on 31st March 2026.**
 4. **Class-I Age 6+ as on 31st March 2026.**
10. **No amendment (once you submit DOB, Personal details of Children and Parent)** will be entertained later. Application filled more than once for the same child will not be entertained and will lead to disqualification of the candidature.
11. **No any other documents will be accepted with Registration form.**
12. Registration of the Child does **not confer the right to admission** in the school.
13. Discrepancy/dispute (including referred for legal process) if any, during admission process has to be settled at Dhanbad only.
14. Required documents at the time of Admission.
 - a) DOB certificate. *(mandatory)*
 - b) 2 Passport size colour photographs. *(mandatory)*
 - c) Medical Fitness certificate including blood group. *(mandatory)*
 - d) Employee certificate (BCCL candidate only.) *(mandatory for the BCCL employee)*
 - e) Aadhaar card (Father, Mother and Child). *(mandatory)*

IMPORTANT DATES

REGISTRATION		ADMISSION	
Online Registration starts:	15th Nov 2025	Lottery :	
Last Date for Submission of Online Registration Form:	15th Dec 2025 by 09:00 P.M	Admission Payment start :	
Drop registration form/slip into drop box from:	16 th Nov 2025 From 9:00 am to 2:00 pm	Last date for Admission payment :	Adm. link will be valid for 72 hrs.
Last Date for Submission registration form into drop box:	17 th Dec 2025 by 11:00 A.M	Admission form with documents submission:	Within two Days after Adm. payment

Age Criteria (as on 31st March 2026):	1. Pre-Nursery - Age 3+ as on 31st March 2026. 2. Nursery - Age 4+ as on 31st March 2026 . 3. Prep -Age 5+ as on 31st March 2026. 4. Class-I Age 6+ as on 31st March 2026.
website – www.dpsdhanbad.edu.in Email – erpdpsdhn@gmail.com Helpline – 9708037899 / 9708035799	

Disclaimer: The School Management reserves the right to add, alter, amend or cancel any of the rules, procedures prevailing at any time which will be binding on the students, parents/guardians.

- The parent must understand that this administrative amount of Rs. 2000/- is a non-refundable amount irrespective of admission secured or not.
- Please take a print out of payment page/slip after successful payment of Rs.2000/-. Do not make double payments after a failed transaction. Please wait for 48 hrs for your payment confirmation or mail us your transaction details at - erpdpsdhn@gmail.com. पंजीकरण/प्रवेश शुल्क अप्रतिदेय है। असफल लेनदेन के बाद दोहरा भुगतान न करें। कृपया अपने भुगतान की पुष्टि के लिए 48 घंटे तक प्रतीक्षा करें या हमें अपने लेनदेन का विवरण - erpdpsdhn@gmail.com पर मेल करें।

If there is any increase in the fee structure later the same will be informed to the parents. Dues must be cleared accordingly.

