



# **Hansraj Public School, Sector-6, Panchkula**

## **Admission in U.K.G. - X**

### **Instruction for the parents of selected candidates**

1. Admission form to be collected from reception during school hours between 9:00 a.m. to 2:00 p.m. It can also be downloaded from the school website [www.hansrajpublicschool.com](http://www.hansrajpublicschool.com)
2. Following documents are required for admission:
  - i. Attested Photocopy of Date of Birth certificate to be submitted.
  - ii. Aadhar card copies of:
    - a) the child
    - b) both the parents
  - iii. School Leaving Certificate / Undertaking (to be submitted latest by April 3, 2026)
  - iv. Passport size photograph each of the
    - a) child
    - b) father
    - c) mother
3. Payment of the fee to be deposited only by
  - i. Debit/Credit card
  - ii. NEFT/ RTGS(Cash or Cheque will not be accepted)  
Fee to be deposited includes the Admission Fee and the Caution Money.  
Fee for the first quarter to be paid in April.
4. The last date to deposit the admission fee is **02.02.2026**.
5. Candidates in waiting list to contact the school on **03.02.2026**.
6. Seats in waiting to be awarded on first come first serve basis.
7. Last date to deposit the admission fee for candidates in waiting is **05.02.2026**.
8. Selected candidates to inform the school positively in case they are not able to submit fee on time. On failure to do so, the seat will be given to the next candidate in waiting.
9. Day boarding facility available.

**PS: Admission fee is not refundable in any case.**

Admission Co-Ordinator

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