

INSTRUCTION FOR LKG ONLINE REGISTRATION

- ⇒ Go to the website of DAV Public School, NTPC/TTPS (www.davpsntpcttps.org) and click on **Admission** menu. Then select the option **Online Admission** .
- To view the admission notice click on **Notice**.
 - To view the Additional Notice click on **Important Information**.
 - To know how to fill up the online form click on **Instruction**.
 - To fill up the form click on **Apply Online**.
 - It will take you to **Online Admission Portal**
 - Then click on **New Registration**
- ⇒ It will take you to a Registration form. Enter the **Mobile No** & **Email ID** then one Onetime Password (**OTP**) will be generated & send to your **Mobile No** & **Email ID** within **1 to 3** minutes
- ⇒ Then click on **LOGIN Mobile No/Email ID** followed by **OTP** by for fill up the personal information.
- ⇒ Now, the page will be available for fill up Application Form.
- ⇒ After final submission it will take to the online payment gateway.
- ⇒ After payment successful the Application will be automatically generated to print.

Take a printed hard copy of the Registration Form in A4 size paper (submitted online) and do the signature by both of the parents in specified place and submit in the school office on all working days 9:00am to 1:00pm. by 11.05.2022 along with documents related to the Category of application.

Documents for Submission with the hard copy of LKG Application

1. Passport size Photos (Student:2nos & Parent : each1no).
2. Copy of Birth Certificate issued by the competent authority.
3. Copy of Aadhaar Card (Student & Parents/Guardian)
4. Category - NTPC employee :- Copy of Office ID-proof
5. Category - NTPC dependant CISF & DAV :- Copy of Office ID-proof
6. Category - NTPC Associate :- Copy related to NTPC along with Office ID-proof
7. Category - Ex-NTPC Employee :- Copy NTPC Office ID-proof
8. Category - Land Loser : Copy proof of land documents related to NTPC
9. Category - Peripheral Villages :- Residence Certificate issued by the competent authority.
10. Other Category - only SI No-01 to 03 to be submitted.