

## INSTRUCTION TO FILLING OF THE ONLINE APPLICATION FORM FOR REGISTRATION INTO CLASS-LKG ADMISSION (SESSION : 2025-26)

- ⇒ Go to the website of DAV Public School,NTPC/TTPS ([www.davpsntpchttps.org](http://www.davpsntpchttps.org)) and click on **Online Admission 2025- 26** menu. Then select the option **Admission into LKG**.
- To view the admission notice, click on **Notice for LKG**.
  - To know how to fill up the online form, click on **Instruction**.
  - To fill up the form click, on **Apply Online**.
- ⇒ If you are a new user, click on **New user Register here**. Enter the **Email-ID & Registered Mobile Number** &. After 1 or 2 minutes a **Code** will be sent to your Mobile Number & Email ID.
- ⇒ Then click on **Login** and enter the **Mobile Number** as User-ID & the **Code** as the Password (the Code is used as password for further login). It will take you to the **Registration Page**.
- ⇒ After filling the required information, please click on **Submit** button.It will take you to the payment page. You will have to pay **Rs 400/-** (Rupees Four hundred only) for registration the admission form through online by using **debit card/ net banking/UPI**. )
- ⇒ When the payment is successfully made, you'll be given a success message and be moved to the filled form with the transaction id and date of payment mentioned in it.
- ⇒ Finally, You will print the confirmation Page of the same by using Right click of the Mouse.

**NB.:** Take a printed copy of the Registration Form in A4 size paper (submitted online) and do the signature by both of the parents in specified place, fix the Applicants' Photo and submit in the school office along with photocopy of the Birth Certificate, Aadhaar Cards (Applicant & Parent) and other relevant documents as per the category, in all the working days up to 15.05.2025 till 1.00 p.m.

*For any further queries, please contact the school in between 10.00am. to 1.00 pm. on all working days.*

**Help Desk No: 06760-249124**

### Parameters of Selection Category for Online Application.

1-The <b>NTPC</b> Employees	: ID Card/any other document related to NTPC Ltd, TTPS.
2- <b>CISF/DAV</b> Staff	: ID Cards/any other document related to NTPC Ltd, TTPS.
3- <b>NTPC</b> Associates	: ID Cards/any other document related to NTPC Ltd, TTPS.
4- <b>Ex-NTPC</b> Employees	: ID Cards/any other document related to NTPC Ltd, TTPS.
5- <b>Land Losers</b>	: Documents is related to NTPC Ltd, TTPS.
5- <b>Peripheral Village</b>	: Residence Proof (Residence Certificate)
6- <b>Others</b>	: Not required.