

**GUIDE TO ADMISSION (SCHOOLS)**

**2015-16**

**FOR ADMISSION TO**

**CLASS I, VI & IX**



**ALIGARH MUSLIM UNIVERSITY**

# CONTENTS

1.	Introduction	01
2.	Hostel Accommodation	01
3.	Admission and Fee Structure	02
4.	School Uniform	02
5.	Important Information and Rules	02
6.	How to obtain Application Form	04
7.	How to fill Application Form	05
8.	Documents to be submitted with Application Form	06
9.	Procedure for Submission of Application Form	06
10.	Rules governing reservation for Physically Challenged Persons	06
11.	Instructions to candidates appearing for Admission Tests	07
12.	Instructions for OMR based Admission Tests	08
13.	Procedure for Admission	09
14.	Admission to Ahmadi School for the Visually Challenged	12
15.	Admission of Foreign Nationals / Children of Non-Resident Indians	12
16.	Removal of Name	13

## **INTRODUCTION**

Aligarh Muslim University is one of the oldest premier Central Universities of India with a unique and rich culture of its own. The University has its origin in a school founded in 1875 by the great educationist, social reformer and visionary **Sir Syed Ahmad Khan**.

In tune with the ideals of Sir Syed Ahmad Khan and with the aim to educationally uplift a larger section of the community, Aligarh Muslim University maintains a number of Schools as follows:

1. Senior Secondary School (Boys)
2. Senior Secondary School (Girls)
3. S.T.S. High School (Minto Circle)
4. AMU City High School
5. AMU Girls' High School
6. AMU City Girls' High School (Qazi Para)
7. AMU ABK High School
8. Ahmadi School for the Visually Challenged
9. Abdullah Nursery & Primary School

Senior Secondary School (Boys), S.T.S. High School and AMU City High School admit only male candidates while Senior Secondary School (Girls) and AMU Girls' High School offer admission to female candidates only. AMU City Girls' High School (Qazi Para) offers admission to both boys and girls in class I and only to girls in class VI. AMU ABK High School offers admission to both boys and girls. Visually impaired boys and girls can seek admission in Ahmadi School for the Visually Challenged. Abdullah Nursery & Primary School is a co-educational School admitting both boys and girls.

All Schools maintained by the University aim primarily at the education of the Muslim Community. Admission, however, is open to children of all communities without distinction of caste, creed and religion.

These schools generally follow the C.B.S.E. / N.C.E.R.T. curriculum. Due attention is paid to the overall personality development of the students and they are encouraged to excel not only in academics, but also in sports and extra curricular activities. The University Schools have adopted and implemented comprehensive and continuous evaluation systems to assess the performance of the students on regular basis.

## **HOSTEL ACCOMMODATION**

Hostel facilities are only available for students admitted to Class VI and Class IX in S.T.S. High School and Class IX in AMU Girls High School and Senior Secondary School (Girls). For visually impaired children admitted to Ahmadi School for Visually Challenged, free boarding, lodging and medical facilities are provided by the School.

It is important to note that in view of the limited hostel accommodation, the candidates should clearly understand that the grant of admission to the above mentioned Schools would not ensure allotment of hostel accommodation. Accommodation to students will be provided as per the policy / rules laid down by the University, subject to the availability of seats in the hostel.

## **ADMISSION & FEE STRUCTURE**

Fee charged in all the Schools is as follows:

<b>Class</b>	<b>Annual Amount of Fee (Rs.)</b>
I-II	2880.00
III-VIII (Boys)	3480.00
IX-X (Boys)	5880.00
III-X (Girls)	3480.00

**Note:**

- The fee shall be charged in two equal installments.
- An admission fee of Rs. 25.00 is chargeable at the time of admission.
- The Fee as specified above may be reviewed by the University from time to time and may be revised and notified accordingly.
- Hostel and Food Charges are extra, wherever applicable.
- An additional amount of Rs. 200.00 per annum is chargeable towards Students Benevolent Fund.

### **SCHOOL UNIFORM**

All the Schools have prescribed Uniform for admitted students. The details of the prescribed School Uniform are provided to the candidates at the time of admission.

### **IMPORTANT INFORMATION & RULES**

Important information and Rules pertaining to admission for the session **2015-2016** are as given below and are part of the Guide to Admission (Schools) which can be seen / downloaded from the website:

[www.amucontrollerexams.com](http://www.amucontrollerexams.com)

Candidates who apply for admission, their parents/guardian are advised to carefully read the same and it shall be presumed that they agree to abide by the same.

1. Admission to all Classes as detailed in this Guide is open to **Indian Nationals only**.
2. Candidates can apply for admission to Class I, VI and IX only.
3. The School reserves the right not to admit any candidate to a class even though a notification inviting applications for admission to the same has been issued.
4. The candidate shall not be entitled to claim admission as a matter of right even if he/she is otherwise eligible. The School reserves the right to refuse admission to any individual without assigning any reason.
5. Use of unfair means/impersonation in Admission Test and canvassing in any manner for securing admission shall render a candidate disqualified.
6. Eligibility rules as specified for each class shall be strictly followed and shall not be relaxed under any circumstance. Candidate should satisfy himself/herself that he/she fulfills the eligibility requirements prescribed for admission to the concerned class.
7. A candidate shall be eligible to apply for admission to a class if he/she has passed the qualifying examination from a recognized school and also fulfills all other eligibility requirements in terms of Transfer Certificate, age etc. If the age falls short or exceeds even by a single day, the candidate shall not be eligible for admission.
8. Candidates awaiting result of qualifying examination may also apply for admission with the clear stipulation that in the event of their selection they will be entitled to admission only if they fulfill all eligibility requirements of concerned class at the time of admission.
9. No request for change in address for correspondence as specified in the Application Form shall be entertained.

10. **Candidate should clearly specify his/her order of preference of Schools from among those listed under the class concerned. However, candidate should submit the hard copy of Application form duly completed in all respects to the School of their first preference along with required Demand Draft and other documents.**
11. Changes, if any, made in the Admission Rules and/or in the eligibility criteria from time to time, shall be applicable to candidates seeking admission in the School even after notification.
12. Application Forms may be rejected if :
  - a) Received incomplete.
  - b) Not submitted on prescribed form
  - c) Received without requisite fee,
  - d) Attached Demand Draft is not in favour of Finance Officer, A.M.U., payable at Aligarh
  - e) Received after the last date.and no correspondence shall be entertained in this regard. **No relaxation in the last date shall be granted.** The School takes no responsibility for postal delay or non-receipt of Application Forms or any other communication related to admissions.
13. The medium of the Test paper shall be the Medium of Instruction as opted by the candidate in his/her Application Form.
14. The School reserves the right to make changes in the notified Admission Test Schedule.
15. In case any candidate who does not meet the eligibility criteria prescribed for the concerned class appears in the Admission Test, he/she shall be doing so at his/her own risk and cost, and if at any stage, it is found that the candidate does not fulfill the eligibility requirements, the admission, if granted, shall be cancelled *ipso facto*.
16. For answering the questions, answer sheet/ booklet shall be provided to the candidates applying for admission to Class I. Candidates are required to write the answers to the questions in the answer sheet / booklet only.
17. For answering the questions, OMR answer sheets shall be provided to the candidates applying for admission to Class VI and IX. Candidates are required to mark the answers to the questions on the OMR answer sheet only.
18. The lists of candidates short listed for Interview and the lists of those called for counselling will be displayed on the Notice Boards of the concerned School / Controller's Office Website. The dates notified for Interview/ Counselling / Admission shall strictly be followed. It is the responsibility of the candidate to keep himself / herself informed from Notice Board(s)/ website or through their own sources whether their names appear in the displayed lists and thereby make timely arrangements to appear for Interview or Counselling, as the case may be. The School shall not be responsible if a candidate fails to get information regarding his/her short listing for Interview or Counselling. No separate intimation letters will be sent to the candidates short-listed for Interview/ Counselling.
19. Candidates should report in person along with the Parent/Guardian at the time of Counseling/Admission.
20. The rank of the candidate for counselling shall be determined through the combined merit of Admission Test and Interview.
21. Candidates shall be allotted a school through counseling only.
22. No correspondence shall be made to candidates not selected for Counseling/Admission and the documents / certificates / Test Fee / Processing Charges shall not be returned/refunded.
23. Candidate has to complete the Admission requirement immediately after the counselling.
24. A candidate admitted to a School shall be permitted to retain the same if he/she submits an undertaking on prescribed Proforma to the Principal of the School on the date of his/her admission for not upgrading his/her admission to a School higher in preference.
25. All admissions shall be provisional.
26. No candidate shall be allowed to take admission to the same Class which he/she has already passed.
27. A candidate not reporting for counselling on the stipulated date and time, shall forfeit his/her claim for admission. The offer of counselling shall stand cancelled and no correspondence in this regard shall be entertained.
28. Candidates will have to produce Mark sheet of the qualifying examination and all other relevant Certificates/Documents in original at the time of counseling/completion of admission. However a candidate who fails to submit the original Transfer certificate at the time of Counselling /Admission may submit the same within 7 days from the date of admission failing which his/her admission will be treated as cancelled and no further correspondence will be entertained.

29. Selected candidates shall be allotted Medium of Instruction as per his/ her preference indicated in the Application Form. No change in the medium of instruction of the candidate would be allowed at any stage.
30. Admitted candidates shall not be entitled to seek transfer from one School to another School of the University.
31. The parents/guardians of the student should come to School personally:
  - a) At the time of counselling/admission.
  - b) While seeking re-admission of their son/daughter.
  - c) Whenever called by the Principal/Pro-Proctor/Class Teacher.In case either of the parents is not available, the name of a guardian must be registered with the School. The School does not entertain persons claiming to be guardian, brother, uncle etc. of a student unless such person is on the record of the School.
32. If any error/omission in the processing/verification of certificates /documents of a candidate is detected after the candidate is admitted to a class, the School has the right to cancel such admission at any stage at which the error/ omission is detected.
33. If it is found, at any stage, that a candidate/parent/guardian
  - a) has used fraudulent means to secure admission
  - b) has made false or incorrect statement(s) in the application form
  - c) has not signed on the Application Form or somebody else has done so on his/her behalf.Such candidate shall not be allowed to complete the admission formalities, or in case already admitted, his/her admission shall be cancelled, ipso facto.
34. In case of cancellation of admission by a candidate, after the closing date of admissions, the admission charges/fee of any kind paid by him/her will not be refunded.
35. Answer Sheets and other relevant material pertaining to the Admission Test(s) of all the candidates and Application Forms of the non-admitted candidates will be weeded out after 04 months of the Closing Date of Admissions. Therefore, in case of any dispute regarding admission, the matter must be filed within this period otherwise the relevant records may not be available.
36. Any dispute with regard to any matter relating to admission shall be subject to the jurisdiction of Local Courts at Aligarh and High Court of Judicature at Allahabad, Uttar Pradesh only.
37. The **closing date** for admissions to Classes I, VI and IX in the Schools is **11.05.2015**. Any vacancy arising after this date in any class shall not be filled.

### **HOW TO OBTAIN THE APPLICATION FORM**

The prescribed Application Form and the Guide to Admission (Schools) is available on the following website:

[www.amucontrollerexams.com](http://www.amucontrollerexams.com)

## HOW TO FILL IN THE APPLICATION FORM

The application Form is to be filled **ONLINE**, i.e. the candidates have to fill the Application Form directly on the website and then take a print-out.

Candidates are advised to read “**Important Information and Rules**” and also to follow guidelines below while filling Application Form

ITEM	INFORMATION
Class for which admission is sought	Select the Class ( <b>I, VI or IX</b> ) for which the candidate is applying.
Medium	Select only one medium ( <b>English or Urdu</b> ) in which the candidate wishes to appear in the Admission Test/ study in the School
Gender	Select the gender of the candidate ( <b>Male or Female</b> ).
Category	Select the category under which the candidate is applying ( <b>General or Children of NRI</b> )
Date of Birth	Specify the date of birth of the candidate (in Christian Era) as recorded in the Birth Certificate.
Details of Admission Test Fee	Provide details of the amount paid as Admission Test Fee/ Processing Charges Viz. Demand Draft No. with date and the amount remitted.
Name of Candidate	Write the full name of the candidate in capital letters. Do not use Mr / Master / Ms / Miss etc. before the name.
Father's Name	Write the full name of candidate's Father in capital letters. Do not use Mr / Dr / Shri etc. before the name.
Mother's Name	Write the full name of candidate's Mother in capital letters. Do not use Mrs / Dr / Smt etc. before the name.
Correspondence Address	Specify the complete mailing address of the candidate in capital letters including Pin Code.
Contact details	Specify the telephone/mobile number of the candidate
Details of qualifying examination passed	Specify details of the qualifying examination passed by the candidate and also enclose a photocopy of marksheet.
Year of Passing/ Appearing	Specify year of passing/appearing the qualifying examination.
School last attended	Specify details of the last School attended by the candidate.
Photographs(s)	Paste (do not staple) candidate's identical front facing good quality colour photographs (2.5 cm x 3 cm) taken not earlier than three months in the space provided in the Application Form. The photograph should be taken preferably with dark coloured clothes in a white background. Also affix candidate's front facing photograph with his/her parents in the space provided on the Application Form.
Preference of School	Mention the names of the Schools, in order of preference, in which the candidate is applying for admission.
Religion	Specify the religion of the candidate (for statistical purposes only)
Child of AMU Alumni	Write 'Y' if the candidate wishes to be considered for nomination under 'Children of Alumni' category
Child of AMU Employee	Write 'Y' if the candidate wishes to be considered for nomination under 'Children of Employee' category
Physically Challenged	Write 'Y' if the candidate wishes to be considered for 3% seats reserved for 'Physically Challenged' category
Hostel Accommodation	Write 'Y' if hostel accommodation is required, otherwise write 'N' Note: Applicable only, if applying for admission to classes VI & IX in S.T.S. High School or Class IX in AMU Girls' High School or Senior Secondary School (Girls).

## DOCUMENTS TO BE SUBMITTED WITH THE APPLICATION FORM

1. The Admission Test Fee / Processing Charges (non-refundable) as mentioned against each class is to be remitted through a **Demand Draft** of a date not prior to **January 20, 2015** drawn in favour of **Finance Officer, A M U, Aligarh** payable at **Aligarh**  
Candidate must attach the **original D.D.** with his / her Application Form and also write **his/her name, date of birth, class for which applying on the reverse of the Demand Draft.**
2. Attested copy (both sides) of Marksheets / Gradesheets of qualifying examination. In case the result of the qualifying examination has not been declared at the time of applying, candidate must submit self attested photocopies of marksheets / grade sheets of examination passed in the preceding year.
3. Attested copy of date of birth. Certificate issued from Municipal corporation / competent authority/School last attended/copy of passport.
4. Attested copy of documents in support of claim under category of Children of AMU Alumni and/or AMU Employee, if any.
5. Attested copy of documents in support of claim under category of Physically Challenged/Physically Handicapped candidate, if any.
6. Any other relevant document.

**Note:** Candidates are advised to retain a photocopy of their filled-in form for future reference. Incomplete Application Forms, those received late, without requisite fee and not supported with the required certificates / documents in support of qualifications/ date of birth may be summarily rejected and no further correspondence shall be entertained in this regard.

## PROCEDURE FOR SUBMISSION OF APPLICATION FORM

1. Fill up the ONLINE Application Form by following the instructions given above. Take the Printout of the PDF Generated Application Form on A-4 Size paper.
2. Put your signature and paste your recent photographs at the designated place on the Application Form.
3. Attach the appropriate Demand Draft along with other relevant document(s) with the Application Form and do not fold or mutilate it in any way.
4. Application Form can be submitted by hand or through Registered Post / Speed Post / Courier so as to reach the first preference School up to **5:00 PM** on or before the last date of receipt as mentioned in the Guide to Admission(Schools),2015-16.

## RULES GOVERNING RESERVATION FOR PHYSICALLY CHALLENGED PERSONS

1. Only those eligible candidates shall be considered for admission under the physically challenged category who have degree of disability to a minimum extent of 40% as prescribed in the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995.
2. The certifying authority in all such cases will be a medical board at the district level consisting of the Chief Medical Officer/Sub-Divisional Medical Officer in the District and another expert in the specified field viz. Ophthalmic Surgeon in the case of visually challenged (handicapped) and ENT Surgeon or an Audiologist in case of speech and hearing challenged (handicapped), an Orthopaedic Surgeon or a Specialist in Physical Medicine and re-habilitation in case of locomotor challenged (handicapped).
3. The degree / extent of disability of the concerned candidate, certified by the designated medical board may be verified by the concerned Chairman of the Department of Studies (Orthopaedic Surgery/ Oto-rhinolaryngology / Ophthalmology) of the Aligarh Muslim University at the time of completion of admission formalities.



## **INSTRUCTIONS TO CANDIDATES APPEARING FOR ADMISSION TESTS**

1. The Admit Card shall be downloaded from the Controller of examinations website, [www.amucontrollerexams.com](http://www.amucontrollerexams.com). It is only after verification of the eligibility that the candidate would be considered for admission. Mere appearing or qualifying in the test does not entitle a candidate for selection / admission.
2. Any discrepancy in the Admit Card, especially with regard to candidate's particulars, must be brought to the notice of the School concerned where the Application Form was submitted, by the candidate in writing before the commencement of the Test.
3. The allotted Test Centre of the candidate shall be as specified on the Admit Card.
4. Candidates are required to bring their own Stationary Items required to attempt the Test.
5. Eatables/Beverages (except drinking water) are not allowed inside the Admission Test Hall/Room.
6. Candidates will be permitted to enter into the Admission Test Hall/Room only 15 minutes before the scheduled commencement of the Test.
7. No candidate will be permitted to enter the Admission Test Centre/Hall/Room 15 minutes after the scheduled commencement of the Test.
8. Handbag / Carry bag/ Mobile phone / pager / calculator /any other electronic gadget or any paper (other than the Admit Card) shall not be allowed inside the Admission Test Hall/Room and the School shall not be responsible for its safekeeping. If a candidate is found in possession of any such item during the Test, he/she would be deemed to have used unfair means and may lead to cancellation of his/her candidature.
9. During the Test, candidates must maintain perfect silence and must not indulge in any conversation or gesticulation.
10. During the Test, the invigilators will check the Admit Card of candidates to satisfy themselves about their identity.
11. For OMR based tests, the candidates shall initially complete entries on the OMR Answer Sheet and the Question Booklet shall be provided to them 15 minutes after the scheduled commencement of the Test.
12. The time (test duration) as specified on the Question Booklet shall be reckoned from the moment of its distribution.
13. Use only Ball Point Pen (black/blue) for making entries in the Question booklet and the Answer Sheet/Booklet.
14. Candidates should not use whitener/correction fluid for making any corrections in the entries/answers on the Answer Sheet/Booklet.
15. No candidate will be permitted to leave his/her seat for the entire duration of the Admission Test, except under exigencies.
16. Use of unfair means or impersonation in Admission Test will be dealt with severely as per the law. Students' Conduct & Discipline Rules of the University are also applicable to the candidates appearing at the Admission Test.
17. Candidates should read carefully the instructions printed on the Question booklet and the Answer Sheet/Booklet before making any entry on them.
18. Candidate should not leave his/her seat without handing over the Answer Sheet/Booklet to the Invigilator.
19. Violation of any of these instructions by the candidate or the instructions printed on Question booklet, Answer Sheet/Booklet, Guide to Admission (Schools) or as announced by the Invigilators during the Test will lead to cancellation of his/her candidature. Further, he/she may be debarred from appearing in any Test/Examination in future.
20. No request for re-evaluation / re-totaling will be entertained.

## **INSTRUCTIONS FOR OMR BASED ADMISSION TESTS**

- The candidate is required to make entries in the boxes on the OMR Answer Sheet during the first 15 minutes of the commencement of the Test.
- The OMR Answer Sheet has two kinds of spaces for making entries – squares and circles. Squares are meant for writing alphabets and digits, while circles are to be shaded completely and uniformly.
- Use only **Ball Point Pen** (black/blue) for making entries in the squares and shading the circles.
- All entries are essential. Any error/omission on the part of candidate, especially in **Roll Number** may lead to non-evaluation of his/her OMR Answer Sheet resulting in rejection of his/her candidature.
- Do not make any stray marks on the OMR Answer Sheet. Do not fold, tear, roll or mutilate your OMR Answer Sheet in any manner.
- OMR Answer Sheet consists of one **Original** and one **Carbonless Duplicate Copy**. Do not attempt to separate or displace them while answering.
- After the Admission Test is over the original OMR Answer Sheet shall be collected by the invigilator while the candidate can take with him/her the carbonless copy of the OMR Answer Sheet and the Question Booklet.

### **A. Entries of candidate's particulars on the OMR Answer Sheet**

(Note: Do NOT write anything in the box labeled "FOR INVIGILATOR ONLY")

1. **NAME OF THE CANDIDATE:** Write your name in English as specified on the Admit Card in the squares provided in BOX-1, leaving one square blank between each part of your name.
2. **SIGNATURE:** Put your signature with date in Box-2
3. **ROLL NUMBER:** Roll Number is printed on your Admit Card. Write this number in the squares provided at the top in Box-4 and shade the corresponding circles.
4. **APPLICATION NUMBER:** Application number is printed on your Admit Card. Write this number in the squares provided at the top in BOX-5 and shade the corresponding circles.
5. **CENTRE CODE:** Centre Coder is the 3-digit numeric code printed on your Admit Card. Write this number in the squares provided at the top in BOX-6 and shade the corresponding circles.
6. **GENDER:** In Box-6 write M or F in the square and shade the corresponding circle.
7. **MEDIUM:** In Box-7 Indicate the medium of instruction by writing 'E' for English and 'U' for Urdu and shade the corresponding circle.

### **B. Instructions for marking answers on the OMR Answer Sheet**

1. Each question is followed by four alternative answers. Select only one answer, which you consider as the most appropriate. Shade the relevant circle against the corresponding question number on the OMR Answer Sheet.
2. Selecting more than one answer for a question, even if one of the selected answers is correct, would result in its being treated as an incorrect answer.
3. **Negative Marking:** There shall be no negative marking in the evaluation.
4. Answers should ONLY be marked on the OMR Answer Sheet. No answer should be written on the Question Booklet.

## PROCEDURE FOR ADMISSION

Admissions in Class I, VI and IX in all AMU Schools, except Ahmadi School for the Visually Challenged, are offered through Admission Test comprising of written test and subsequent interview of the short-listed candidates as detailed below:

<b>Class of Study</b>	<b>I</b>		
<b>Available Schools for Boys</b>	<b>English Medium</b>		<b>Urdu Medium</b>
	<ul style="list-style-type: none"> <li>• STS High School</li> <li>• AMU ABK High School</li> <li>• Abdullah Nursery &amp; Primary School</li> </ul>		<ul style="list-style-type: none"> <li>• AMU City Girls High School</li> </ul>
<b>Available Schools for Girls</b>	<b>English Medium</b>		<b>Urdu Medium</b>
	<ul style="list-style-type: none"> <li>• AMU Girls High School</li> <li>• AMU ABK High School</li> <li>• Abdullah Nursery &amp; Primary School</li> </ul>		<ul style="list-style-type: none"> <li>• AMU Girls High School</li> <li>• AMU City Girls High School</li> </ul>
<b>Age Limit</b>	The candidates must be of the age between 5 to 7 years as on <b>March 31, 2015</b> . i.e. the date of Birth of the applicant must lie between <b>April 01, 2008</b> to <b>March 31, 2010</b> (both days inclusive)		
<b>Selection Process</b>	<p>Through Admission Test.                      The Total Merit will have the following components:                      a) Written Test : 100 Marks                      b) Interview : 25 Marks                      Note: Candidates shall be called for Interview on the basis of the performance in the written test. <b>For the candidates who qualify written test, obtaining a minimum of 40% marks in the Interview is essential to become eligible for selection.</b></p>		
<b>Test Paper Details</b>	The Written Test shall comprise 25 subjective/ objective type questions on English, Arithmetic, Urdu and GK.		
<b>Test Schedule</b>	<b>Date</b>	<b>Duration</b>	<b>Scheduled Start</b>
	<b>08.03.2015</b>	<b>2 hours</b>	<b>10.00 AM</b>
<b>Application Form Details</b>	<b>Last Date for Submitting Application Form</b>		<b>Test Fee</b>
	<b>ONLINE</b>	<b>Hard Copy of form AT COUNTER BY</b>	<b>Hard Copy of form BY POST</b>
	<b>10.02.2015</b>	<b>11.02.2015</b>	<b>16.02.2015</b>
			<b>( Rs)</b>
			<b>300.00</b>
<b>Additional Information</b>	<ol style="list-style-type: none"> <li>1. The Application Form should be submitted in the School of First preference</li> <li>2. Admit Card will be downloadable from COE website From <b>one week before the Admission Test date</b>.</li> <li>3. Admission in Abdullah Nursery &amp; Primary School will be done in <b>Morning as well as Evening Shift. Evening Shift is totally reserved for the "Children of University Employee"</b>.</li> </ol>		

<b>Class of Study</b>	<b>VI</b>			
<b>Available Schools for Boys</b>	<b>English Medium</b>		<b>Urdu Medium</b>	
	<ul style="list-style-type: none"> <li>• STS High School</li> <li>• AMU City High School</li> </ul>		<ul style="list-style-type: none"> <li>• AMU City High School</li> </ul>	
<b>Available Schools for Girls</b>	<b>English Medium</b>		<b>Urdu Medium</b>	
	<ul style="list-style-type: none"> <li>• AMU Girls High School</li> </ul>		<ul style="list-style-type: none"> <li>• AMU City Girls High School</li> </ul>	
<b>Qualifying Examination</b>	<p>Passed Class V from a School which is registered and recognized by a competent government authority or is affiliated to an approved Public Examination Board.  <b>Note:</b> For verification, the registration/recognition/or the affiliation number of the School should be clearly mentioned on the qualifying examination's mark-sheet or certificate.</p>			
<b>Age Limit</b>	<p>The candidates must be of the age between 10 to 12 years as on <b>March 31, 2015</b>. i.e. the date of Birth of the applicant must lie between <b>April 01, 2003</b> to <b>March 31, 2005</b> (both days inclusive)</p>			
<b>Selection Process</b>	<p>Through Admission Test.  The Total Merit will have the following components:  a) Written Test : 100 Marks  b) Interview : 25 Marks  <b>Note:</b> Candidates shall be called for Interview on the basis of the performance in the written test. <b>For the candidates who qualify written test, obtaining a minimum of 40% marks in the Interview is essential to become eligible for selection.</b></p>			
<b>Test Paper Details</b>	<p>The Written Test shall comprise two sections as detailed below:  <b>Section-I:</b> It shall be of 30 marks comprising 30 Objective type questions (MCQ) of one mark each on Languages (English, Urdu and Hindi)  <b>Section-II:</b> It shall be of 70 marks comprising of 70 Objective type questions (MCQ) of one mark each with the following break-up:  1. Mathematics : 35 marks  2. Science : 35 marks  <b>Note:</b> It is essential that the candidate obtains a minimum of 40% marks in Section-I in the written test to be eligible for interview/ admission.</p>			
<b>Test Paper Syllabus</b>	<p>The Test Paper Syllabus shall be the same as prescribed for Class V by C.B.S.E. / N.C.E.R.T. and followed in University Schools.</p>			
<b>Test Schedule</b>	<b>Date</b>	<b>Duration</b>	<b>Scheduled Start</b>	
	<b>15.03.2015</b>	<b>2 hours</b>	<b>10.00 AM</b>	
<b>Application Form Details</b>	<b>Last Date for Submitting Application Form</b>			<b>Test Fee</b>
	<b>ONLINE</b>	<b>Hard Copy of form AT COUNTER BY</b>	<b>Hard Copy of form BY POST</b>	<b>( Rs )</b>
	<b>10.02.2015</b>	<b>12.02.2015</b>	<b>16.02.2015</b>	<b>350.00</b>
<b>Additional Information</b>	<ol style="list-style-type: none"> <li>1. <b>The Application Form should be submitted in the School of First preference</b></li> <li>2. Admit Card will be downloadable from COE website From <b>one week before the Admission Test date.</b></li> </ol>			

<b>Class of Study</b>	<b>IX</b>			
<b>Available Schools for Boys</b>	<b>English Medium</b>			
	<ul style="list-style-type: none"> <li>• STS High School</li> <li>• AMU City High School</li> <li>• AMU ABK High School</li> <li>• Senior Secondary School (Boys)</li> </ul>			
<b>Available Schools for Girls</b>	<b>English Medium</b>			
	<ul style="list-style-type: none"> <li>• AMU Girls High School</li> <li>• AMU ABK High School</li> <li>• Senior Secondary School (Girls)</li> </ul>			
<b>Qualifying Examination</b>	<p>Passed Class VIII from a School which is registered and recognized by a competent government authority or is affiliated to an approved Public Examination Board.  <b>Note:</b> For verification, the registration/recognition/or the affiliation number of the School should be clearly mentioned on the qualifying examination's mark-sheet or certificate.</p>			
<b>Age Limit</b>	<p>The candidates must be of the age between 13 to 15 years as on <b>March 31, 2015</b>. i.e. the date of Birth of the applicant must lie between <b>April 01, 2000</b> to <b>March 31, 2002</b> (both days inclusive)</p>			
<b>Selection Process</b>	<p>Through Admission Test.  The Total Merit will have the following components:  a) Written Test : 100 Marks                      b) Interview : 25 Marks  <b>Note:</b> Candidates shall be called for Interview on the basis of the performance in the written test. <b>For the candidates who qualify written test, obtaining a minimum of 40% marks in the Interview is essential to become eligible for selection.</b></p>			
<b>Test Paper Details</b>	<p>The Written Test shall comprise two sections as detailed below:  <b>Section-I:</b> It shall be of 30 marks comprising 30 Objective type questions (MCQ) of one mark each on Languages (English, Urdu and Hindi)  <b>Section-II:</b> It shall be of 70 marks comprising of 70 Objective type questions (MCQ) of one mark each with the following break-up:  1. Mathematics : 35 marks  2. Science : 35 marks  <b>Note:</b> It is essential that the candidate obtains a minimum of 40% marks in Section-I in the written test to be eligible for interview/ admission.</p>			
<b>Test Paper Syllabus</b>	<p>The Test Paper Syllabus shall be the same as prescribed for Class VIII by C.B.S.E. / N.C.E.R.T. and followed in University Schools.</p>			
<b>Test Schedule</b>	<b>Date</b>	<b>Duration</b>	<b>Scheduled Start</b>	
	<b>22.03.2015</b>	<b>2 hours</b>	<b>10.00 AM</b>	
<b>Application Form Details</b>	<b>Last Date for Submitting Application Form</b>			<b>Test Fee</b>
	<b>ONLINE</b>	<b>Hard Copy of form AT COUNTER BY</b>	<b>Hard Copy of form BY POST</b>	<b>( Rs)</b>
	<b>10.02.2015</b>	<b>14.02.2015</b>	<b>16.02.2015</b>	<b>400.00</b>
<b>Additional Information</b>	<ol style="list-style-type: none"> <li>1. <b>The Application Form should be submitted in the School of First preference</b></li> <li>2. Admit Card will be downloadable from COE website one week before the Admission Test date.</li> </ol>			

### **ADMISSION TO AHMADI SCHOOL FOR THE VISUALLY CHALLENGED**

Admissions are open to visually impaired boys and girls of the age group of six to nine years. Candidates with earlier Schooling can also be considered for admission on the recommendation of screening committee of the School. Eligible candidates can apply for admission on the prescribed form with the following documents:

- a) Medical Certificate of Blindness issued by the Chief Medical Officer.
- b) Five passport size photographs.
- c) Date of Birth Certificate issued by the competent authority.
- d) Transfer Certificate in case of earlier Schooling at the time of admission.
- e) Income Certificate of the parents.
- f) Any other relevant document.

**Note:**

Application Form for admission to Ahmadi School for the Visually Challenged can be obtained from the School/ downloaded from the website [www.amucontrollerexams.com](http://www.amucontrollerexams.com) . Last date of receipt of Application Form is **March 10, 2015** . Interview will be conducted on **March 21, 2015**. Prospective students may contact the School in person for the same or alternatively enquire on email: [asvcmal@rediffmail.com](mailto:asvcmal@rediffmail.com).

### **ADMISSION OF FOREIGN NATIONALS/CHILDREN OF NON-RESIDENT INDIANS**

A few seats are earmarked for Admission of Foreign Nationals/Children of Non-resident Indians in S.T.S. High School (Minto Circle), AMU City High School and AMU Girls' High School as detailed below:

Class	S.T.S. High School	AMU City High School	AMU Girls' High School	AMU ABK High School	AMU ABK High School	Sr. Secondary School(Boys)	Sr. Secondary School(Girls)
	Boys	Boys	Girls	Boys	Girls	Boys	Girls
VI	05	05	05	----	---	----	----
IX	05	05	05	05	05	10	10

**Documents to be attached with the Application Form:**

The eligibility conditions / Age Limit and other rules as prescribed for candidates applying under General Category will be applicable for candidates applying under NRI category. The duly filled in form should be enclosed with the attested copies of the following certificates/documents:

1. The Admission Test Fee / Processing Charges (non-refundable) of **US Dollar 50.00** in Indian Currency to be remitted through a **Demand Draft** of a date not prior to **January 20, 2015** drawn in favour of Finance Officer, A M U, Aligarh payable at Aligarh. The applicant should also write his/her name, date of birth and class for which applying on the reverse of the Demand Draft.
2. Attested copy (both sides) of Mark-sheets / Grade-sheets of qualifying examination. In case the result of the qualifying examination has not been declared at the time of applying, candidate must submit self attested photocopies of mark-sheets / grade-sheets of examination passed in the preceding year. In case if Grades are awarded then the Grade conversion table for conversion of Grades into marks duly authenticated by the concerned Examination Board is also to be submitted.
3. Attested copy of Date of Birth Certificate issued by the competent authority.
4. Copy of relevant pages of candidate's valid passport (For Foreign Nationals only).
5. Any other relevant document.
6. Candidate applying under NRI Category shall submit the following additional documents of his/her NRI parent along with the Application Form:

- a) Relevant pages of the Passport showing Visa and latest exit and entry date duly attested by the Indian High Commission / Embassy / Consulate.
- b) The NRE Bank Account Number in India with copies of relevant documents duly attested by the concerned bank.
- c) Any one of the following certificates issued not prior to **January 01, 2015**
  - (i) Certificate from the employer in the country of residence stating employment position of NRI certified by the Indian High Commission / Embassy / Consulate
  - (ii) If self-employed, carrying his / her own business then a certificate in that respect duly certified by the Indian High Commission / Embassy / Consulate
  - (iii) NRI Certificate issued by the Indian High Commission / Embassy / Consulate  
(Full name of the candidate's NRI parent and relationship with the candidate must be mentioned in the above document.)

**Last Date of Receipt of Application Form:**

The last date of receipt of duly filled in Application Form in the School of first preference of the candidate is **02.03.2015 (up to 5:00 PM)**.

**Procedure of Admission:**

1. The eligible candidates under NRI category would be required to appear in a written test and interview or any other proficiency test as decided by the University as per the following schedule:

Class	Date of Test	Scheduled Start	Date of Interview	Venue
IX	<b>March 29, 2015</b>	9:00 AM	<b>March 29, 2015</b>	STS High School (Minto Circle)
VI	<b>March 29, 2015 ,</b>	9:00 AM	<b>March 30, 2015</b>	

2. Admissions will be offered based on the merit of the above Test. However Foreign Nationals are exempted from appearing in the Test.
3. Selected candidates shall have to fulfill the eligibility conditions for the Class as detailed in the Guide to Admission (Schools) at the time of admission.
4. Selected candidates shall have to pay a sum of **US Dollar 1000.00** (one thousand US Dollars only), in Indian Currency, at the exchange rate existing at the time of admission through a Demand Draft in favour of the Finance Officer, AMU Aligarh payable at Aligarh towards admission charges.
5. Those admitted in the school will have to pay school fee and Hostel Charges (if applicable) separately in addition the admission charges.
6. Candidates admitted under Foreign National/NRI category will also have to pay a sum of **US Dollar 600.00** per annum in each subsequent academic Session up to Class X.

**REMOVAL OF NAME**

- The name of the student shall be struck off the rolls of the School if he/she:
  - Does not rejoin the School within three days of commencement of the School academic session.
  - Continues to remain absent without leave for ten working days in succession.
  - Fails to pay the School fee and other dues as per the notified date/schedule.
  - Fails to follow the rules prescribed by the School from time to time.
  - Is found to have forged credentials.
  - Remains in the same class for more than two academic years.