

ADMISSION PROCEDURE

ENTRANCE PROCEDURE

- Advertisement will be published in all leading newspapers inviting applications from candidates in the month of
- Candidates may apply both online and off line as per the schedule mentioned in the advertisement.
- Entrance test to be held in both online and off line....., exact date can be seen in the advertisement..
- Merit list will be declared withindays after the entrance test on the school website and selected candidates will be informed through SMS and email also.
- Candidates making in the merit will be called for personal interview, as per the merit list. Interview dates will be intimated to individual candidates in.....
- Selected candidates will be subjected to Medical examination.
- Overall Final Merit List will be prepared.
- Joining instructions will be issued to selected candidates.
- Selected candidates will be required to join the School in

Eligibility Criteria

- Candidate should be an Indian citizen. Haryana /Rajasthan domicile candidates will be given preference.
- Age –class wise age will be as per the advertisement.
- Medically fit as per NDA requirements.
- Studying in __, __, __^h class for admission in __, __, __ class respectively.
- Keen and motivated to join the Indian Armed Forces through the NDA.
- Only boys are eligible.

Entrance Test

- The entrance test will have only one/two test paper(s) containing two subjects viz English and Mathematics.
- The question paper will be set from previous class syllabus for which candidate is seeking admission.
- Pattern will be based as per CBSE. No separate syllabus has been laid down.
Candidates studying in any of the boards i.e. CBSE / ICSE / State Boards may appear in the entrance test.
- The question paper will be objective (MCQ).
- Sample question papers are also available on the school website.
- The test will be conducted online and offline in various centres independing upon the response. Generally the centres will be
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- Results of the entrance test will be uploaded on the school website immediately after preparation of the Merit List.

Interview

- Selected candidates in entrance exam will be called for Interview.
- Interviews will be conducted in the Institute as per the schedule provided to the candidates, Candidates are also advised to regularly check the school website.

The interview panel will comprise of qualified and trained armed forces officers who have been part Services Selection Boards (SSBs)/School Directors. The interview team will consist of some or all of the following:-

(a) GTO / Interviewing officer

(b) Psychologist

(c) Director.

The interview will basically comprise of a few elementary tests of intelligence and aptitude for which no preparation or study is required. For XI class admissions, there will be a Picture Perception Test followed by a group discussion. Thereafter individual interviews by the board.

The aim of the interview is to assess the candidate's level of keenness and motivation towards the Armed Forces, intelligence, aptitude, confidence and expression. His manner of interaction in a group will also be important.

The results declared after the interview will be final and not subject to review or challenge or question. Results will be published on school website and also intimated to successful candidates through SMS/Email.

Documents/Certificates Required.

At the time of the interview candidates are required to bring along following documents/certificates :-

- **birth certificate,**
- **domicile certificate,**
- **sports certificate if any,**
- **certificate from candidates school showing marks obtained in the____, _____, and ____ class final exam and the tenth class marks obtained so far.**

Note:-

1. Parents / guardians may accompany the candidate to the interview centre but they will not be permitted inside the interview room under any circumstances.
2. Please do not try to influence the selection procedure in any way. A very serious view will

be taken of any breach of selection procedure and any candidate found guilty will be liable for immediate expulsion.

3. Guard against touts or any member who tries to contact you promising to help in the selection procedure and bring such information/offer to the notice of the interview board to enable immediate corrective action.

MEDICAL STANDARDS

Candidate recommended by the Interview Board will be examined for medical fitness.

Candidates must be both mentally and physically fit and free from any disease/disability which is likely to interfere with the efficient performance of military duties.

For medical parameters required for NDA candidates, please refer to the Indian Army Website : joinindianarmy.nic.in

JOINING INSTRUCTIONS

Successful candidates will be informed for admission formalities through Joining Instructions for admission toSchool (Armed Forces Preparatory Course).

Finances

Successful candidates will be required to pay the school fees, school expenses, training and administrative expenses. Tentative fee/expenses details are as under :

1. School fees is approximately : Rs/-, which is payable in three installments as under:-

(a) First installment of Rs will be paid at the time of admission in

(b) Second installment of Rs to be paid in.....

(c) Third installment of Rs to be paid in

2. Charges for NDA Preparatory Training : approximately Rsper year.

3. Hostel and Administrative Expenses : approximately Rs.....per year.

(Note : Exact fee, training and administrative charges/expenses will be intimated through Joining Instructions and will also be updated on the School website, from time to time)

4. Pocket Money. Candidates will be provided pocket money at the scale of Rs 500 per month to meet their personal administrative and other miscellaneous expenses. Candidates will be required to bring Rs 6,000/- for depositing in their individual account towards payment of pocket money.

5. Security Deposit. An amount of Rs/- will be required to be deposited as interest free refundable security deposit. This amount will be returned to candidates only on successful completion of training. If the cadet leaves the institute prematurely for any reason whatsoever, the security deposit will be forfeited and no representation will be entertained by the School on this issue.

Discipline

Candidates will strictly abide by the discipline policy formulated by the School. Any breach of discipline will be liable for punishment. Details of the discipline policy will be explained to the candidates on joining the Course. The following are strictly forbidden:-

- Possession of mobile phones.
- Smoking.
- Consumption of liquor or drugs.

- Driving any vehicle.
- Leaving the School without prior approval .
- Speaking in any language other than English or Hindi.
- Being late for classes or parade.
- Improperly turned out.
- Keeping money in excess of authorized amount.
- Stealing, cheating or telling lies.
- Ragging of any kind.

Withdrawal from the School

Candidate not performing satisfactorily will be appropriately warned and the parents/guardians will also be informed well in advance that he is liable to be withdrawn, if no improvement shown. A candidate may be withdrawn on any of the following grounds:-

- **Withdrawal on Out Door Training (ODT) Grounds.**

In case a candidate does not pass his laid down physical tests or does not take required interest in outdoor training, he will be warned and given chances/opportunities to improve his performance. Still if no improvement is observed in his performance, he will be withdrawn on ODT grounds from the NDA Preparatory Course. The candidate may however continue to study in the same school.

- **Withdrawal on Disciplinary Grounds.**

If a candidate indulges in acts of indiscipline or is a habitual offender, he will be adequately warned and appropriately punished. If there is still no improvement, he will be withdrawn on disciplinary grounds both from the NDA Preparatory Course and the School.

- **Withdrawal on Medical Grounds.**

If someone becomes medically unfit during training, he will be withdrawn on medical grounds from the NDA Preparatory Course. However, he may continue studying in the School.

- **Withdrawal at Own Request.**

Candidate may withdraw at his own request for any pressing reason. In such cases the security deposit will **NOT** be refunded.

Leave Policy

Candidate will be given leave as per the School Leave Policy.

Normally the School allow the candidates to proceed on leave only if they are accompanied by their parents / local guardians. If it is not possible for the parents or local guardians to come to the School, they will submit a certificate that the candidate is required to be sent on leave unaccompanied, authorizing the School to send their ward unaccompanied.

Local Guardian

Parents of candidate may nominate up to two persons residing in proximity of the School as local guardians who may visit the candidate in the School premises during visiting hours.

Parents & Local Guardians Meeting Candidates

Parents / local guardians can meet their wards on designated Sundays / Holidays at the School premises at nominated place/area. Visitors are barred from going to Candidates Hostel rooms.

Prior permission of the School Principal/Hostel Warden will be required in case any parent / local guardian desires to meet their ward on a working day because of some pressing reason. Such meetings will preferably be during candidates rest/off hours, without disturbing

the training, as far as possible.

DAILY ROUTINE

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A typical daily routine of a candidate is likely to be as under:-

- Reveille – 0500 hrs
- Roll Call – 0550 hrs
- PT / Drill – 0600 – 0640 hrs
- Breakfast – 0700 – 0740 hrs
- School – 0740 hrs to ____ hrs
- Lunch 1300 – 1400 hrs
- Rest 1400 – 1500 hrs
- Study period / NDA training – 1500 – 1700 hrs
- Games – 1700 – 1800 hrs
- Study period / Tuition classes 1900 – 2030 hrs
- Dinner 2030 – 2115 hrs
- Lights off – 2200 hrs

(Exact timings may vary depending upon the weather and season. When exams are in progress, more time is devoted for studies)