

**PROFORMA FOR INFORMATION OF PRE-PRIMARY SCHOOLS/INSTITUTIONS**  
**UNDER KAMRUP (M) DISTRICT**

1	Name of School:				
2	Postal Address:				
3	Date of Establishment:				
4	Medium of Instruction :				
5	Name of the Manager/ proprietor/caretaker with contact No. and email:				
6	Area of Land:				
7	Whether land is owned/on lease:				
8	Status of building:(RCC/AT/Other), Plinth Area-				
	a) No. of class rooms/play rooms:				
	b) Whether rented/own				
	c) NOC/Occupancy certificate from competent authority: (Yes/No)				
9	Classes taught: (Give class wise enrolment)	Play group	Prepartory	Nursery/LKG	UKG
10	Total No. of teachers:				
11	No. of trained teachers: (Give details of the training Montessori/primary teacher training etc.) (Use annexure)				
12	Whether permission obtained from any authority like GMC/Deputy Commissioner/Education Department (Yes or No). If yes, enclosed order copy.				

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13	Does the school have drinking water facility? If yes, mention source?	
14	Does the school have separate boys & girls toilet? (Yes/ No)	
15	Does the school maintain fire safety measures? Give details.	
16	Electricity fitness certificate from APDCL (Yes/No.) enclose copy of certificate.	
17	Does the school maintain school buses? If yes, does it have own parking places? Give details.	
18	Give details of the fees collected including admission fees, tuition fee or any other fees.	
19	Does the school conduct admission test for the students or for the guardians/parents? (Yes or No)	
20	Does the school display the admission procedure and list of the documents required for admission in the school campus?	
21	Does the school disclose the No. of seats available?	
22	Does the school maintain the PTR. What is the PTR of the school.	
23	Does the school offer free and compulsory education to the disadvantage and economically weaker sections as per provisions of the RTE? Give details.	

Place:

Date:

Signature

Name

Designation

Contact No