



ISO Certified 9000 : 2015, (Regd. Under-Ministry of Corporate Affairs, Govt. of India)



**Aggregate Pre Primary School Council**

**समग्र पूर्व प्राथमिक विद्यालय परिषद**

Regd. Ministry of Corporate Affairs Govt. Of India

शिक्षा सर्वजनहिताय

## **Guidelines for Montessori Training Center**

The required documents shall preferably be submitted electronically, in a way that the numbering can directly be assigned to the relevant documents. Please send fully updated documents to customer manager. In individual cases, documents may be submitted in hard copy, the customer manager will inform you if necessary.

All documents/records shall be submitted in a timely manner for each assessment. If necessary, further documents may be requested by the customer manager or by assessors.

### **• Necessary Document List for School**

- 01) Any School Apply for Montessori Training Center
- 02) Director / Principal Aadhar & Pan Card
- 03) School Audit Report
- 04) Authorization by Letter
- 05) Rent Agreement (Minimum 3 Years)

### **• Necessary Document List for Montessori Training Center Infrastructure**

- |   |   |
|---|---|
| 01) Center Building Photo                     | 07) Reception Cabin                         |
| 02) Classrooms Availability (Qty. 2)          | 08) Drinking Water Facility                 |
| 03) Demo Room                                 | 09) Fire Safety : No. of Fire Extinguishers |
| 04) Pre-School Type-Up for Practical Sessions | 10) Toilets & Washrooms for Students        |
| 05) Office Room                               | 11) Toilets & Washrooms for Staff           |
| 06) Principal & Director Cabin                | 12) Parking Availability & CCTV Cameras     |

Sr. No.	Location for Center Aera	Minimum Surface Area in SQ. FT.
1	Metro City	1000+ sq.ft.
2	Municipal Corporation	1200+ sq.ft.
3	Nagar Palika / Nagar Parishad	1500+ sq.ft.
4	Village (Grampanchayat)	1500+ sq.ft.

### **• General Terms & Conditions**

- 1) We hereby declare that all the information provided by us is correct and valid.
- 2) The authorized Montessori center provided by Pre Primary School Accreditation Council of India has validity of 3 years (three), however we agree that PPSACI has all the rights of authorized Montessori center and they can withdraw the authorized Montessori center even before the validity if any incidence of misconduct happens, if the criterion are not fulfilled, if there is some invalid or incorrect information is given by the us.
- 3) All the government documents, registrations and other documents provided by us are made with proper and legal process. All the registrations are done with proper means.

We have read all the guidelines for Authorized Montessori Center and agree to all the terms and conditions for the Council.



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#### **• Necessary Document List for Trust**

- |  |   |
|--|---|
| 01) Trust Certificates                   | 04) Trust Pan Card                      |
| a) Society Registration Act 1860         | 05) Trust Member Aadhar & Pan Card Copy |
| b) Public Trust Act 1950                 | 06) Authorization Letter by Trust       |
| 02) Trust Memorandum of Association      | 07) Rent Agreement (Minimum 3 Years)    |
| 03) Trust Audit Report (Minimum 3 Years) |   |

#### **• Necessary Document List for Montessori Training Center Infrastructure**

- |   |   |
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| 02) Classrooms Availability (Qty. 2)          | 08) Drinking Water Facility                 |
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### **• Necessary Document List for Individual**

- 01) Applicant Aadhar & Pan Card
- 02) Rent Agreement (Minimum 3 Years)

### **• Necessary Document List for Montessori Training Center Infrastructure**

- |   |   |
|---|---|
| 01) Center Building Photo                     | 07) Reception Cabin                         |
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