

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI,
DIRECTORATE OF EDUCATION, OLD SECRETARIAT, DELHI-54.**

ACT-I BRANCH.

No: F.DE.15/Act-I/2013/12810-20

Date: 18/12/13

CIRCULAR

Subject: - **Admission Schedule for entry level classes (below six years of age) in recognized un-aided schools of Delhi for the session 2014-15:-**

1. In continuation of the Directorate of Education Order No: F.DE/ACT/2012/6022-35 dated 13/12/2012 read with the orders/notifications detailed below, the following admission schedule and guidelines are issued for conducting admissions to entry level classes (below six years of age) for academic session 2014-15.

A. **Order No: F.DE/15/1031/ACT/2013/12795-12809 dated 18.12.2013 regarding Amendment of 'Recognized Schools (Admission Procedure Pre-Primary Class) Order' No: F.DE/15/1031/ACT/2007/7002 dated 24/11/2007.**

B. Notification No: F.15(172)/DE/Act/2010/4926-40 dated 17/10/2012 including 'Orphans' defined in the Juvenile Justice (Care & Protection of Children) Rules, 2007, within the meaning of Children belonging to Disadvantaged Group as defined in Section 2(d) of the RTE Act-2009. The Department of Women & Child Development, Govt of NCT of Delhi, vide order No: 61/495/Orphan/DD (CPU)/DWCD/2012-13/2682-842 dated 11/11/2012 has issued instructions regarding issuance of certificate declaring a child 'Orphan'. Copy of the same is enclosed as Annexure-I.

C. 'Neighbourhood Distance Criteria' devised by the Hon'ble Delhi High Court in their order dated 31/01/2012 regarding children belonging to Economically Weaker Section & Disadvantaged Group and subsequently circulated vide this Directorate's circular No: F.15(110)/DE/Act/2011/7563-74 dated 13/02/2012.

D. Order dated 24/05/2012 of the Hon'ble Delhi High Court in WPC No: 8434/2011 regarding granting 25% admission to children belonging to Economically Weaker Section & Disadvantaged Group at entry levels where fresh admissions are made in pre-school, pre-primary and Class-I and circulated vide this Directorate's circular No: 2393-2004 dated 04/06/2012.

E. Circular No. DE-15/Act-I/WPC No: 3168/13/2013/11734-11738 dated 14/11/2013 in the wake of Hon'ble High Court of Delhi Order dated 07/10/2013 in WPC No: 3168/13, waiving off the condition of minimum residency period of 03 years in Delhi for applying to admission under Economically Weaker Section & Disadvantaged Group Category.

2. **ADMISSION SCHEDULE**

Commencement of admission process	15/01/2014 (Wednesday)
Commencement of availability of admission application	15/01/2014 (Wednesday)
Last date of submission of admission application in schools	31/01/2014 (Friday)
The date for displaying the first list of selected	28/02/2014 (Friday)

children including EWS & Disadvantaged Group category (including Waiting List)	
The date for displaying the second list (If any) (including Waiting List)	15/03/2014 (Saturday)
Closure of admission Process	31/03/2014 (Monday)

3. The **date for displaying the list of selected children have been fixed** as above for strict compliance due to feedback / complaints received from the parents that problems were faced for refund of fee and other charges deposited with the schools on withdrawal of admission after securing admission in another school due to displaying of list of selected children on varying dates by the school.
4. No deviation from the above schedule shall be permitted. Each school shall display this admission schedule on its notice board and web site. Further each school shall ensure that admission applications are made available to all applicants till the last date of submission of admission applications i.e. 31/01/2014.
5. The Directorate of Education has devised a Common Registration Form for admission under EWS & Disadvantaged Category and the same is uploaded on the official website of Directorate of Education i.e. www.edudel.nic.in for the benefit of the schools as well as the applicants. Copy of the same is enclosed as Annexure-II. All the schools are directed to **use the said format only** by downloading the said form or using a printed version of the application form. Parents may get the Common Registration Form from the schools or may download the same from the above mentioned website. **Every school shall ensure that the Registration forms in the prescribed Proforma are made available free of cost to all applicants under EWS & Disadvantaged Group Category without any barrier / hindrance.**
6. Further, all schools shall comply with the notification dated 28/02/2012 which directs that the number of seats at the entry level/s shall not be less than the highest number of seats in the entry class during the previous three academic years i.e. 2011-12, 2012-13 & 2013-14.
7. The minority schools, which have been allotted land by the Govt. Agencies shall admit the children belonging to EWS category to the extent of 20% at entry level and provide free-ship to them till the completion of their school education in view of Hon'ble Delhi High Court's Order dated 24.09.2012 and 04.12.2012 in WP(C) No. 6439/2011 and 3715/2011.
8. The various standing instruction/guidelines/orders regarding various aspects of admission process issued by this Directorate from time to time are reproduced herewith for strict compliance.
 - i. **Schools forcing parents to buy prospectus and charging processing fee.**
Buying of prospectus of school along with application form is not mandatory for parents and schools can neither force parents to buy prospectus or charge any processing fee. Only Rs. 25/- (Non-refundable) can be charged as admission registration fee from parents.
 - ii. **Schools following separate admission process for their main school and Montessori/Pre School**

The Directorate of Education vide order No. 15702-15871 dated 23.3.99 clarified/ ordered that all Pre-schools/Montessori being run by registered societies/ trusts in Delhi as branches of recognized unaided schools in or outside the school premises shall be deemed as one institution for all purposes, therefore schools have to follow single admission process for their pre - school and main school considering them as one institution.

iii. **Schools arbitrarily fixing Upper age Limit.**

The Directorate of Education vide order No. F./DE/15/1031/ACT/2007/7002 dated 24.11.2007 defined the minimum age for admission in pre –school as minimum of three years by 31st March of the year in which admission is being sought and further explained that the ages stipulated for entry classes are minimum ages and the issue of uniform upper age limit is being deliberated by the Government.

iv. **Schools not giving/accepting forms to/from EWS & Disadvantaged Group applicants who are residing more than 1KM away from school**

Directorate of Education vide order dated 13.12.2012 directed that every school shall ensure that the Registration form in the prescribed Proforma are made available free of cost to all applicants under EWS & Disadvantaged without any barrier/hindrance. Schools should accept forms from all applicants under EWS & Disadvantaged group irrespective of distance of residence from school, and then segregate them slab –wise for draw of lots.

v. **Schools not accepting some valid documents as proof of address.**

Some of indicative documents which can be considered as proof of residence of parents / child. (The list is not exhaustive & other documents can also be added by school)

- i) Ration card issued in the name of parents (Mother/Father having name of child).
- ii) Domicile certificate of child or of his/her parents.
- iii) Voter I-Card (EPIC) of any of the parents.
- iv) Electricity bill/MTNL telephone bill/Water bill/Passport in the name of any of the parents or child.
- v) Aadhaar card/UID card issued in the name of any of the parents.

9. **Observers for draw of lots of EWS & Disadvantage Group category.**

The Directorate of Education will provide observers for draw of lots of EWS & Disadvantaged Group category like previous years. The instructions in this regards to private recognized unaided schools vide Circular no. F.D.E./15/Act-1/2013/6621-28 dated 22.01.2013 shall be followed strictly (Copy enclosed as Annexure III). However, in view of Hon'ble Delhi High Court's Order dated 24.09.2012 and 04.12.2012 in WP(C) No. 6439/2011 and 3715/2011 the percentage of admission to EWS category students may be read as 20% for unaided minority schools, which have been allotted land by the Govt. Agencies, instead of 10% + 5% as mentioned in para-5 of the said circular.

10. After the closure of admission process on 31/03/2014, each school shall send the details in the form of an undertaking as enclosed at Annexure - IV regarding the number of vacant seats under Economically Weaker Section & Disadvantaged Group to the Chairman of the D.A.M.C./Deputy Director of Education of district concerned by 16.00 hours on 07/04/2014. Simultaneously, the details shall also be provided on the online module available on this Directorate's website. The Chairman of D.A.M.C./DDE shall take further necessary steps to fill the vacant seats as per the directions contained in sub-clause (d) of Clause 7 of this Directorate's notification No: 15(172)/DE/Act/2010/69 dated 07/01/2011 and Rule 13 of Delhi Right to Education Rules, 2011.


(AMIT SINGLA), IAS
DIRECTOR (EDUCATION)

**Management of all unaided recognized
Schools through District DDEs.**

No. F.DE.15/Act-I/2013/ 12810-20

Dated :- 18/12/13

Copy to :

1. Pr. Secretary to Lieutenant Governor, GNCT of Delhi.
2. OSD to Chief Secretary, GNCT of Delhi.
3. Pr. Secretary (Education), GNCT of Delhi.
4. Director (Education), SMCD, NMCD & EMCD.
5. Director (Education), New Delhi Municipal Council.
6. Chief Executive Officer, Delhi Cantonment Board.
7. All Special/Addl. Directors/RDEs/JDEs/DDEs/ADEs, Dte. of Education, GNCT of Delhi.
8. All Branch In-charges, Directorate of Education, Govt. of Delhi.
9. OS (IT) with the request to upload it on the Departmental Website.
10. Guard file.



(Dr. MADHU RANI TEOTIA)
ADDITIONAL DIRECTOR OF EDUCATION (ACT-I)

DEPARTMENT OF WOMEN AND CHILD DEVELOPMENT
GOVT OF NCT OF DELHI
1, CANNING LANE, K.G. MARG, NEW DELHI
(CHILD PROTECTION UNIT)

572/c 4861

F. No.61/495/Orphan/DD(CPU)/DWCD/2012-2013 26826-842

Dated:

ORDER

11 DEC 2012

The Department of Education, Govt. of NCT of Delhi has notified Delhi School Education (Free Seats for students belonging to Economically Weaker Sections & Disadvantage Group) Amendment Orders, 2012 vide notification dated 17.10.2012 (copy enclosed). All the Child Welfare Committees are hereby authorized to issue certificate declaring a Child 'Orphan' in terms of Rules 2(k) of Delhi Juvenile Justice (Care & Protection of Children) Rules, 2009 after necessary inquiry.

[Signature]

Director

Women & Child Development

F. No.61/495/Orphan/DD(CPU)/DWCD/2012-2013 26826-842

Dated

11 DEC 2012

Copy forwarded for information to:

1. The Secretary to the Minister of Women & Child Development, Govt. of NCT of Delhi, Delhi Secretariat, New Delhi.
2. The OSD to Chief Secretary, Govt. of NCT of Delhi, Delhi Secretariat, New Delhi.
3. The Pr. Secretary (Home), Govt. of NCT of Delhi, Delhi Secretariat, New Delhi.
4. The Pr. Secretary (Health), Govt. of NCT of Delhi, Delhi Secretariat, New Delhi.
5. The Special Secretary (Education), Govt. of NCT of Delhi, Old Secretariat, New Delhi.
6. The Secretary Department of Women & Child Development, GLNS Complex, Delhi Gate, Delhi.
7. The Secretary (Law & Judicial), Govt. of NCT of Delhi, Delhi Secretariat, New Delhi.
8. The Secretary, Department of Labour, 5, Shyam Nath Marg, Delhi.
9. The Chairperson/Members, Child Welfare Committee, Nirmal Chhaya Complex, Jail Road, Delhi.
10. The Chairperson/Members, Child Welfare Committee, Sewa Kutir Complex, Kingsway Camp, Delhi.
11. The Chairperson/Members, Child Welfare Committee, NPS School, Near Delhi Police Apptt. Mayur Vihar Phase-I, Delhi.
12. The Chairperson/Members, Child Welfare Committee, Kasturba Niketan Complex, Lajpat Nagar, Delhi.
13. The Chairperson/Members, Child Welfare Committee, Sanskar Ashram, Dilshad Garden, Delhi.
14. The Chairperson/Members, Child Welfare Committee, Asha Kiran Complex, Avantika, Rohini, Delhi.
15. The Chairperson/Members, Child Welfare Committee-VII, After Care Home for Women, Nirmal Chhaya Complex, Jail Road, New Delhi.

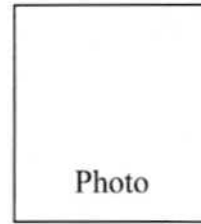
[Signature]

Director

Women & Child Development

Annexure II

Common Application Form for the Admission under EWS & Disadvantaged Group Category (RTE Act 2009) For the Session 2014-15
(To be filled in Block Letters)



Registration Number

(To be filled by the school)

A. Economically Weaker Section

B. Disadvantaged Group

(Please Tick whichever is applicable)

1. Name of the School : _____
(with address)

2. Class : Pre-School Pre-Primary Class I

3. Name of the Child : _____

4. Religion : _____

5. Sex : Male Female

6. Date of Birth : Day Month Year

7. Age as on 31.03.2014 : _____
(In words)

8. Mother's Name : _____

9. Father's Name : _____

10. Guardian's Name : _____
(If applicable)

11. Profession of Parents :
(a) Mother : _____
(b) Father : _____

12. Present Residential Address** : _____

13. Phone No. of the Parent/Guardian : Mobile :

Residence

14. Whether any house is owned by parents in Delhi : Yes/No.
If yes, address there of _____

15. Total Annual Income of both the parents from all sources : _____

16. Proof of Income *** : _____
(Required only in case of Economically Weaker Section)

17. Ten digit No./I.D. of Income Certificate : _____

18. Proof of Disadvantaged group **** ; _____

Declaration by the parents

I _____ (Name) Father/Mother of _____

_____ (Name of the Child) hereby declare that the information given above is true and correct to the best of my knowledge and belief. I have read and understood all the provisions of the notification in this regard. In case any information is found false or incorrect on verification, the admission of my ward may be cancelled.

Signature of the Parent

Dated : _____

Submit any one of the following documents as proof :

- * (1) Birth certificate under the Birth, Death and Marriages Certification Act, 1986.
(2) Hospital/Auxillary Nurse and Midwife (ANM) register record.
(3) Anganwadi Record.
(4) Declaration of age of the child by the parent or guardian.
- ** (1) Ration card issued in the name of parents (mother/father having name of the child).
(2) Domicile certificate of child or his/her parents.
(3) Voter I card of any of the parents.
(4) Electricity bill/mtnl telephone bill/water bill.
(5) Unique Identity Card of mother/father/child issued by Government of India.
(6) Passport in the name of any of the parents or child.
- *** (1) Income certificate issued by a Revenue Officer not below the rank of Tehsildar.
(2) BPL Ration card (Yellow Coloured).
(3) AAY Ration Card (Pink Coloured)
- **** (1) A Certificate issued by a Revenue Officer not below the rank of Tehsildar or any other Competent Authority.
(2) Caste Certificate issued by DC Office.
(3) Medical Certificate from Govt. Hospital, in case of children with special needs/ disabilities.
(4) A Certificate issued in accordance with instruction issued by the Department of Women and Child Development, GNCT of Delhi, vide order dated 11.12.12 in case of Orphan Child.

परिशिष्ट - II

सत्र 2014-15 के लिए आर्थिक रूप से पिछड़े वर्गों तथा वंचित समूह श्रेणी (आरटीई अधिनियम, 2009) के अन्तर्गत प्रवेश के लिए एक समान आवेदन पत्र



पंजीकरण

(विद्यालय द्वारा भरा जाए)

- क. आर्थिक रूप से पिछड़े वर्ग
- ख. वंचित समूह
- (जो लागू हो निशान लगाईये)
- विद्यालय का नाम :
(पूरा पते सहित)
 - कक्षा : प्री नर्सरी प्री प्राईमरी कक्षा 1
 - बच्चे का नाम :
 - धर्म :
 - लिंग : पुरुष स्त्री
 - क) जन्म तिथि दिन माह वर्ष
 - ख) जन्म तिथि (शब्दों में)
 - 31.03.2014 को आयु :
(शब्दों में)
 - माता का नाम :
 - पिता का नाम :
 - अभिभावक का नाम :
(यदि लागू हो तो)
 - अभिभावक का व्यवसाय :
(क) माता
(ख) पिता
 - वर्तमान आवासीय पता ** :
 - माता-पिता / अभिभावक की फोन संख्या
(क) मोबाइल नम्बर
(ख) लैंडलाइन नम्बर
 - क्या माता-पिता का दिल्ली में कोई मकान है : हाँ / नहीं
यदि हाँ तो उसका पूरा पता

15. माता/पिता दोनों की कुल आय सभी स्रोतों द्वारा :
16. आय का प्रमाण *** :
(केवल आर्थिक रूप से पिछड़े वर्गों के लिए अपेक्षित)
17. दस संख्या नं. / आय प्रमाण पत्र की आई.डी. संख्या :
18. वंचित समूह का प्रमाण *** :

माता / पिता द्वारा घोषणा

मैं (नाम) पिता / माता का नाम
..... (बच्चे का नाम) इसके द्वारा घोषणा करता / करती हूँ कि मेरी पूरी जानकारी और विश्वास के अनुसार उक्त जानकारी सत्य एवं सही है। मैंने इस संबंध में अधिसूचना के सारे उपबन्ध पढ़कर समझ लिये हैं। यदि सत्यापन करने पर कोई जानकारी झूठी या असत्य पाई जाती है तो मेरे बच्चे का प्रवेश रद्द किया जा सकता है।

दिनांक

माता/पिता का नाम

निम्नलिखित में से कोई एक प्रमाण प्रस्तुत करें :

*

- (1) जन्म, मृत्यु एवं विवाह प्रमाण पत्र अधिनियम, 1986 के अंतर्गत जन्म प्रमाण पत्र ।
- (2) अस्पताल/सहायक नर्स और मिडवाइफ (एएनएम) रजिस्टर अभिलेख ।
- (3) आंगनवाड़ी अभिलेख ।
- (4) माता-पिता या अभिभावक द्वारा बच्चे की आयु का घोषणा पत्र ।

**

- (1) बच्चे के नाम वाले पिता/माता के नाम पर जारी राशन कार्ड ।
- (2) बच्चे का या उसके माता-पिता के अधिवास का प्रमाण पत्र ।
- (3) माता-पिता में से किसी एक का मतदाता पहचान पत्र ।
- (4) विद्युत बिल/महानगर टेलिफोन निगम का टेलिफोन संख्या/जल बिल ।
- (5) भारत सरकार द्वारा जारी माता/पिता/बच्चे का विशिष्ट पहचान पत्र ।
- (6) माता-पिता में से किसी एक के नाम या बच्चे का परपत्र ।

- (1) कम से कम तहसीलदार की रैंक के किसी राजस्व अधिकारी द्वारा जारी आय प्रमाण पत्र ।
- (2) बीपीएल राशन कार्ड (पीले रंग का)
- (3) एएवाई राशन कार्ड (गुलाबी रंग का)

- (1) कम से कम तहसीलदार की रैंक के किसी राजस्व अधिकारी द्वारा या किसी अन्य सक्षम प्राधिकारी द्वारा जारी आय प्रमाण पत्र ।
- (2) उपायुक्त कार्यालय द्वारा जारी जाति प्रमाण पत्र ।
- (3) सरकारी अस्पताल का चिकित्सा प्रमाण पत्र यदि बच्चों का विशेष आवश्यकताओं की जरूरत हो/अपंग है।
- (4) अनाथ बच्चे की स्थिति में दिनांक 11.12.12 के आदेश के अनुसार महिला एवं बाल कल्याण विभाग, दिल्ली सरकार द्वारा जारी अनुदेशों के अनुसार प्रमाण पत्र ।

Annexure - III

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GOVT. OF NATIONAL CAPITAL TERRITORY
DIRECTORATE OF EDUCATION OF DELHI
(ACT-1 BRANCH) OLD SECTT: DELHI-54

No. F.DE/15/Act-1/2013/6621-28

Dated 22/01/2013

CIRCULAR

Instructions for HOS of unaided recognized schools & OBSERVERS appointed by DAMC for each unaided recognized school to oversee the process of admission including "Draw of Lots" for Admissions at the Entry Level for the Year 2013 - 14

1. As per Clause 4 (e) of the Notification dated 07/01/2011 issued by the Directorate, "the concerned Deputy Director (Education) shall nominate an officer not below the rank of Vice Principal, who will work as an observer, during the process of admission. The entire proceeding of draw of lots shall be video-graphed and CD/DVD shall be submitted to Dy. Director of Education along with list of successful candidates on the same day or latest by next day of the draw."
2. It is the duty of the Head of the unaided recognized School to abide by the provisions of Gazette Notification No. 15 (172) DE/ACT/2010/ 69 dated 07.01.2011 issued by the Directorate of Education, in regard to 'Delhi School Education (Free Seat for Students Belonging to Economically Weaker Sections and Disadvantaged Group) Order 2011'; and subsequent Orders issued from time to time. Observer shall also keep in mind the directions / clarifications contained in the following orders / circulars (copy enclosed)-
 1. Notification dated 7.1.2011
 2. Circular regarding distance criteria dated 11.2.12
 3. Order regarding Admission guidelines for session 2013-14 dated 13.12.12
 4. Circular dated 11.1.2013
3. School only shall be responsible for any dispute or litigation matter arising out of non-compliance of directions of the Directorate contained in the above-mentioned Orders/Notifications with regard to admission process.
4. It shall be the sole responsibility of the Head of the school of unaided recognized schools to categorize applications received for each entry level class strictly as per the Distance Criteria and strictly follow instructions issued vide Circular No. F. 15(11) DE /ACT/2011/7563-74 dated 13/02/2012 and hold Draw of Lots accordingly, if required. Observer will have no role in judging as to whether the distance based categorization is correct or not. It shall be the duty of the Observer to ensure that no sub-division of these categories and/or clubbing of these categories has been done by the school. In this regard Hon'ble High Court of Delhi in its judgment dated 31.01.2012 in WP (c) No. 636/2012 titled " Federation of Public Schools v/s Govt. Of NCT of Delhi" and WP (c) No. 40/2012 titled " Federation of Public School v/s Director (Education)" has laid down the following neighbourhood

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criteria to be followed by the recognized unaided private schools for admitting children from **economically weaker section and disadvantaged group**.

1. Admission shall first be offered to eligible students belonging to EWS and Disadvantaged Group residing within 1 km. of the specific school.
 2. In case the vacancies remain unfilled, students residing within 3 km. of the school shall be admitted.
 3. If there are still vacancies, then the admission shall be offered to other students residing within 6 km. of the institution.
 4. Students residing beyond 6 km. shall be admitted only in case vacancies remain unfilled even after considering all the students within 6 km. area.
5. In case of unaided minority schools who have been allotted land at concessional rates by Govt. agencies, the Hon'ble Delhi High Court vide their interim order dated 30.05.2007 in WP (C) no.3156/2002 directed such schools to give 10%+5% EWS admission and also devised the distance criteria for giving admission to **EWS** therefore the admission in such unaided minority schools shall be done strictly as per distance formula devised by the Hon'ble High Court Delhi which is as under --
- (i). Admission shall be first offered to eligible students from proper sections residing within 3 kilometers of the institution.
 - (ii) In case vacancies remain unfilled, students residing within 6 kilometer of the institutions shall be admitted.
 - (iii). Students residing beyond 6 kilometers shall be offered admission only in case the vacancies remain unfilled even after considering all students within 6 kilometers area.
6. It shall be the duty of the Observer to ensure that no sub-division of these categories and/or clubbing of these categories has been done by the school.
7. The Heads of Schools shall inform by way of a notice to parents/guardians of eligible students about the specified date and time on which the draw of lots is fixed for ; to be held in the presence of the OBSERVER.
8. The OBSERVER of the DAMC is authorized to scrutinize any relevant records of the school related to the admission and has the right to take copies of any relevant documents including details of children as per requirement, duly signed by the Head of the assigned Recognized Un-aided Public School.

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9. The issue of minimum age of admission has been again clarified vide circular dated 11.1.2013. Till the time the government decides to put a uniform upper age limit (which is under consideration), the concerned school shall be fully responsible for the decision school has taken in respect of upper age limit. The observer will have no responsibility in this regard.

10. If the OBSERVER finds that the school is ignoring any of the provisions of the Notification dated 07.01.2011 and Order Dated 13-12-2012 of the Directorate of Education and/or is involved in any unfair practice, an appropriate report specifying the violations is to be furnished in writing to the DAMC Chairperson.

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22.01.13

(DR. MADHU RANI TEOTIA, IAS)
ADDL DIRECTOR OF EDUCATION (ACT-1)

Enclosures. as above

To

1. HOS of all recognized unaided schools.
2. Observers for Admission Process.

No. F.DE/15/Act-1/2013/ 6621-28

Dated: 22/01/2013

Copy to:-

1. P.S. to Secretary (Education), Dte. of Education, Old Sectt.
2. P.S. to Director (Education) Dte. of Education Old Sectt.
3. All RDEs/DDEs, Dte. of Education.
4. P.A. to Addl. D.E. (Act-1), Dte. of Education, Old Sectt.
5. O.S. (IT), with the request to up-load on the department's website.
6. Guard file.

Ayaf
22/01/13

(P. LATA TARA)
ASSTT. DIRECTOR OF EDUCATION (ACT-1)

Annexure - 4

ADMISSION UNDERTAKING

I _____ (name), Son/daughter of _____
Principal/Manager of _____ (name of school with school ID) do hereby undertake that the details of seats filled at Pre-School/Pre-Primary/Class-I in all categories as well as under Economically Weaker Section and Disadvantage Group in various/years i.e. 2010-11, 2011-12 & 2013 are as given under.

Total No: of seats filled at the entry level class in all categories during academic session											
2011-12			2012-13			2013-14			Minimum Total No: of seats for 2014-15*		
Pre-School	Pre-Primary	Class-I	Pre-School	Pre-Primary	Class-I	Pre-School	Pre-Primary	Class-I	Pre-School	Pre-Primary	Class-I

- Total number of seats at the entry level, i.e. Pre-School / Pre-Primary / Class-I as the case may be shall not be less than the highest number of seats at the entry level during the previous three academic years.

Details of seats under different entry levels for academic year 2014-15											
Pre-School				Pre-Primary				Class-I			
Total No: of seats	Available seats for EWS/DG students @ 25%	Filled seats under EWS/DG students	Vacant seats available for EWS/DG students	Total No: of seats (including enhanced seats)	Available seats for EWS/DG students @ 25%	Filled seats under EWS/DG students	Vacant seats available for EWS/DG students	Total No: of seats (including enhanced seats)	Available seats for EWS/DG students @ 25%	Filled seats under EWS/DG students	Vacant seats available for EWS/DG students

I _____ (name), Son/daughter of _____
Principal/Manager of _____ (name of school with school ID) do hereby declare that the aforesaid information is verified from the records of the school and is correct in all respect.

Date;

Place:

Principal / HoS / Manager
Name of School