

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION : SCHOOL BRANCH  
OLD SECRETARIAT : DELHI-110054.

No. DE.23(32)/Sch.Br./ 540

Dated: 02/05/2014

**CIRCULAR**

**Sub : Guidelines for Residence Proof for Admission to Govt. Schools**

All the heads of Schools under Directorate of Education are hereby informed that residence proof is required for admission in Govt schools on transfer basis as well as on fresh admission.

**Any one of the following documents will be treated as proof of residence.**

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. Bank Pass Book.
6. Unique Identity Card of mother/father/child issued by Government of India.
7. Passport in the name of any of the parents or child.

This issues with the prior approval of the Competent Authority.

  
21/5/14  
(Dr. Sunita Kaushik)  
Addl.D.E.(School)

**All HOSs/DDEs/EOs through DEL-E**

No. DE.23(32)/Sch.Br./ 540

Copy to:-

1. PS to Secretary(Education)
2. PS to Director(Education)
3. All RDEs
4. All DDEs(District)/EOs/DEOs
5. OS(IT) to please paste it on the website
6. Guard File.

Dated: 02/05/2014

  
21/5/14  
(USHA RANI)  
DEO (School)