

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

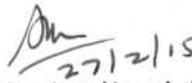
No.DE.23(32)/Sch.Br./2015/ 265

Dated: 27-02-15

**Guidelines for Admission in Pre-primary/ Class-I in Sarvodaya Vidyalayas (for Parents)**

1. Application forms for admission to Pre-primary (K.G.) and Class-I whichever is the entry level class in Government Sarvodaya Vidyalayas of the Directorate of Education, Govt. of NCT of Delhi can be obtained from the concerned Sarvodaya Vidyalayas from 02.03.2015 (Monday) to 17.03.2015 (Tuesday)(both days inclusive) on all working days. Forms can also be downloaded from the Department's website [www.edudel.nic.in](http://www.edudel.nic.in).
2. Application forms, complete in all respect, will be received in the morning shift schools from 8.30 AM to 10.30 AM and in the evening shift schools from 2.30 PM to 4.30 PM from 02.03.2015 (Monday) to 17.03.2015 (Tuesday) (both days inclusive) on all working days. Children residing in the vicinity of the school (if a Sarvodaya Vidyalaya is not available in the vicinity, then residents within a radius of 3 k.m. of the schools) shall be eligible to apply.
3. The following documents are required to be produced by the parent/ guardian at the time of Admission:-
  - a. (i) Original Date of Birth Certificate issued by MCD or Any other local body or
  - (ii) Anganwadi record. or
  - (iii) Hospital/Auxiliary Nurse and Midwife(ANM) register record or
  - (iv) An Undertaking by the Parents regarding Date of Birth as per Part-B of the Application Form
- c. One passport size photograph of the child.
4. Selection of candidates will be done by draw of lots which will be held at 11.00 AM in the morning shift schools and 3.00 PM in the evening shift schools on 21.03.2015 (Saturday) in the presence of parents/guardians.
5. Applications of only those children will be considered for admission who have completed four years of age as on 31.03.2015 for Pre-primary(child must be born between 01.04.2010 to 31.03.2011) and who have attained the age of five years as on 31.03.2015 for Class-I (child must be born between 01.04.2009 to 31.03.2010).

6. The list of children selected through the draw of lots will be displayed on the School Notice Board on 25.03.2015 (Wednesday) at 11.00 A.M. and admissions will be done from 26.3.2015 (Thursday) to 31.03.2015 (Tuesday) on submission of requisite documents .
7. In case of selected children the immunization certificate is to be submitted by the parents/guardians within 6 months from the date of admission.
8. Primary Classes will commence from 1<sup>st</sup> April, 2015 (Wednesday) and Pre-primary from 3rd April 2015 (Friday)
9. Reservation of seats will be as follows:-
  - a. 15% seats for Scheduled Caste candidates.
  - b. 7.5% seats for Scheduled Tribe candidates.
  - c. 3% seats for physically handicapped ( to be duly certified by a Govt. Hospital )
  - d. 2% for the wards for the employees of the Directorate of Education (1% for the wards of Ministerial staff and 1% for teacher's wards).
10. In the case of non-availability of candidates in the reserved categories, the vacant seats be given to the unreserved candidates as per the order of name in the waiting list.

  
27/2/15  
(Dr.(Mrs.) Sunita Kaushik)  
Addl. D.E. (School)

All HOSs of Sarvodaya Vidyalaya of DOE through DEL-E  
Copy to:-

1. PS to Secretary (Education)
2. PS to Director (Education)
3. All Regional Directors
4. All DDEs (Distt)/EOs/ DEOs
5. Incharge, Computer Cell to paste on website
6. Guard File

  
27/2/15  
(Usha Rani )  
A.D.E.(School)