

**Government of National Capital Territory of Delhi
Directorate of Education,
Act-I Branch, Old Secretariat, Delhi-54**

DE/15/Act-1/08/155/2013/6889-90

Dated:- 26.02.2016

CIRCULAR

**Sub:- Guidelines for EWS/DG Admissions in Private Unaided
Recognized Schools for session 2016-17**

In continuation of this Directorate's Circular dated 19/02/2016, following clarifications/instructions are issued for strict compliance of all concerned:-

1. The list of selected children in the computerized Draw of Lots has been forwarded to the Private Unaided Recognized Schools concerned with the directions at para 16 of this Directorate's Circular dated 12/02/2016 to upload the details regarding reporting/admission of all the applicants. Now two more options i.e 'In Waiting' and 'Provisionally Admitted' have been provided to the school on the official website of the department at the link School Plant→ EWS→ EWS/DG Results 2016-17.
 - (a) The school shall use 'In Waiting' option for the students selected in EWS/DG category in case the seats of General Category Students are not filled as per vacancy notified by the school. After every three admissions under Open Seats, the fourth admission shall be granted by the school to the EWS/DG Category student.
 - (b) If the school needs to verify the genuineness of any document, in any case, then the school shall grant provisional admission to the child and the school shall use the 'Provisionally Admitted' option at the said link in case the verification of documents is pending with any authority.
2. The school shall issue proper acknowledgement against the receipt of the documents from the Parents/Guardians who are approaching the school for admission.

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3. The school shall not ask for Income Certificate from Disadvantaged Group Category students or EWS Parents having BPL/AAY/Food Security Card issued by the Food and Supply Department, GNCT of Delhi.
4. The school shall not demand money from students admitted under EWS/DG category on account of providing uniform, books and writing materials to them.
5. The school shall entertain the parents of EWS/DG category sympathetically and shall not refuse admission to the selected children through draw of lots on the unjustified grounds.

Further, it is reiterated that all DDEs (Districts/Zones) shall take appropriate action on the grievances registered by EWS/DG parents on the online module of the department and upload the same on the filled provided at the link.

Non compliance of the order shall be viewed seriously.

This issues with the prior approval of the Competent Authority.


(Dr. Ashima Jain), IAS

Additional Director of Education (Act-I)

Management of all Private Unaided Recognized Schools of Delhi.

DE/15/Act-1/08/155/2013/6889-90

Dated:- 26-2-2016

All DDEs.


26/2/16

(P.Lata Tara)

Dy. Director of Education (Act-I)