

**GOVERNMENT OF NCT OF DELHI  
DIRECTORATE OF EDUCATION  
(PRIVATE SCHOOL BRANCH)  
OLD SECRETARIAT, DELHI-110054**

No.DE 15 (362)/PSB/2017/ 27948 - 952

Dated: 21/8/18

**CIRCULAR**

**Subject: Regarding instructions / guidelines for admission under EWS/DG category for the successful candidates of 4<sup>th</sup> Computerized draw of lots and information regarding remaining vacant seats under EWS/DG category after the 4<sup>th</sup> computerized draw of lots alongwith the information regarding the future schedule of the admission program for the seats reserved under Children with Disabilities category for the session 2018-19.**

Directorate of Education has already conducted three computerized draw of lots for admission under EWS/DG category at the entry level classes for the session 2018-19 in Private Unaided Schools (Except minority schools) Recognized under DSEAR, 1973 and provisionally recognized under RTE Act 2009.

In continuation department has conducted 4<sup>th</sup> computerized draw of lots on 21/08/2018, in accordance with the circular no. 27062-27067 dated 26/07/2018 (copy enclosed). The result for the same can be checked on the next date i.e. 22/08/2018 on the departmental website [www.edudel.nic.in](http://www.edudel.nic.in), SMS on registered mobile number of the successful candidates of the draw will also be sent within 24 Hours.

Admissions of the successful candidates will be done in accordance with the guidelines and instructions issued vide Circular dated 16/03/2018 (copy enclosed) and all successful candidates will have to approach the allotted school on or before 10/09/2018 (Monday) for admission.

Regarding the draw of lots for admission of Children with Disabilities as defined under RPWD Act 2016 for which directions/instructions were issued vide Circular No. 27068-73 dated 26/07/2018 (copy enclosed), the draw of lots has been postponed as only 46 applications received against 1267 vacant seats under the category. Hence online module will be opened again to provide an further to all aspirants under this category.

The tentative date for the opening of online module to invite more applications against the vacant seats under the Children with Disabilities (as defined

in RPWD Act, 2016) and EWS/DG (which remain vacant after 4<sup>th</sup> draw of lots held on 21/08/2018) Categories will be 30<sup>th</sup> August, 2018 (Thursday) to 10<sup>th</sup> September, 2018 (Monday).

This issues with the prior approval of Competent Authority.

  
(YOGESH PRATAP)  
DEPUTY DIRECTOR OF EDUCATION (PSB)

**Manager/HoS,  
all concerned Private Unaided  
Recognized Schools, Delhi.**

No.DE 15 (362)/PSB/2017/ 27948-952  
Copy to: -

Dated: 21/8/18

01. PA to Director (Education), GNGTD.
02. PA to Spl.DE (PSB), GNCTD.
03. All DDE Districts with the direction to ensure strict compliance of the above said directions for admission of successful candidates.
04. SO (IT) to upload the Circular on departmental website.
05. Guard File.

  
(YOGESH PRATAP)  
DEPUTY DIRECTOR OF EDUCATION (PSB)

**GOVERNMENT OF NCT OF DELHI  
DIRECTORATE OF EDUCATION  
(PRIVATE SCHOOL BRANCH)  
OLD SECTT: DELHI-110054**

No.DE.15/(362)/PSB/2017/27062-27067

Dated: 26/07/2018

**CIRCULAR**

**Subject: Regarding instructions/Guidelines for the EWS/DG category (except Children With Disability as defined in RPWD Act, 2016) aspirants to apply online against the vacant seats at the entry level classes (Nursery, KG & Class-I) under the EWS/DG category (except Children With Disability).**

Directorate of Education so far conducted three round of computerized draw of lots to fill the available seats under EWS/DG category at the entry level class(es) in Private Unaided Recognized Schools for the session 2018-19.

However, there are seats available which are vacant due to reasons viz. exhausting of all available applications called at the start of the admission process, addition of new school, the schools which were not included in the online admission process due to faulty GPS coordinates/ wrong declaration of the entry level classes by the school in the beginning of this session's admission process.

Hence, department has decided to call fresh online applications from the EWS/DG category (except Children with Disability as defined in RPWD Act, 2016) aspirants against all such vacant seats available under the said category where no online applications, available at present.

List of schools with the available vacancies/seats under EWS/DG category (except Children With Disability as defined in RPWD Act, 2016) will be available on the departmental website [www.edudel.nic.in](http://www.edudel.nic.in) from 30.07.2018 onwards.

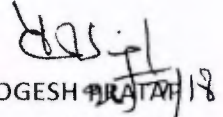
Admission schedule for the above said admission process is mentioned below:

Sl. No.	Particulars	Date of the event
1.	Opening of online module for filling online applications	30.07.2018 (Monday)
2.	Last date of submission of online applications by the EWS/DG category applicants	13.08.2018 (Monday)
3.	Tentative date for 4th computerized draw of lots	21.08.2018 (Tuesday)

For instructions/Guidelines regarding eligibility for applying online for seeking admission under EWS/DG category (except Children With Disability as defined in RPWD Act, 2016), all concerned shall see circulars dated 10.01.2018 & 19.01.2018 (copy enclosed).

In addition to the above, for any grievance relating to admission process in EWS/DG category (Children With Disability), complaints or queries may be registered at the link <http://doepvt.delhi.gov.in> or at helpline numbers 8800355192 & 9818154069 between 10.00 AM to 5.00 PM on Monday to Friday on working days).

This issues with the prior approval of the Competent Authority.

  
YOGESH PRATAP 18

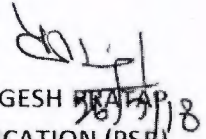
DY. DIRECTOR OF EDUCATION (PSB)

No.DE.15/(362)/PSB/2017

Dated :

Copy to:-

1. OSD to Hon'ble Deputy C.M, GNCTD.
2. Ps to Secretary Education, GNCT of Delhi.
3. PA to Director (Education), , GNCT of Delhi
4. Special Director of Education (PSB), GNCT of Delhi.
5. OS (IT) to upload it on the Departmental website.
6. Guard File.

  
YOGESH PRATAP 18

DY. DIRECTOR OF EDUCATION (PSB)

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION (PRIVATE SCHOOL BRANCH)  
OLD SECRETARIATE, DELHI-110054

No. DE(362)/PSB/2017/23077-84

Dated: 16/03/2018

CIRCULAR

**SUBJECT: - Guidelines for admission of EWS/DG Category Students in Private Unaided Recognized Schools of Delhi at Entry Level Classes for the session 2018-19 selected through Computerized Draw of Lots.**

In continuation of this Directorate's order dated 10.01.2018 and 12.01.2018 (Copy enclosed), following instructions are issued for all concerned for taking necessary action:-

1. The Computerized draw of lots for Online Applications received from EWS/DG Category students for admission at the Entry Level Classes (Nursery/Pre-School, KG/Pre-primary, Class-I) has been conducted on 15<sup>th</sup> March, 2018 (Thursday).
2. The successful candidates/applicants of the computerized draw of lots are being informed about the school allotted for admission under EWS/DG category through SMS on their registered mobile number, within 24 hours of completion of draw of lots.
3. The applicants can check the name of the school allotted through Computerized Draw of Lots using Registration ID & Date of Birth at the link 'EWS/DG Result 2018-19' in the module 'EWS/DG Admission 2018-19' available at the Home page of the departmental website [www.edudel.nic.in](http://www.edudel.nic.in). The total number of online applications received is 128242. Hence, every applicant can't be selected in draw of lots.
  - a) If the applicant has been allotted the school, the screen will show the allotted school name.
  - b) If the applicant has not been allotted any school, the screen will show a message that '**It is regretted that you have not been selected in the draw of lots.**'
  - c) If the applicant enters wrong Registration ID/Date of Birth then the screen will show a message that '**No Record Found**'
4. The successful applicants should approach the school allotted through computerized draw of lots on or before 31<sup>st</sup> March, 2018 (Saturday) during school hours along with the following documents as per the information filled in the online application form:-
  - (a) Print out of the application filled.
  - (b) Two photographs of the candidate.
  - (c) Self Attested photocopy of proof of date of birth.
  - (d) Self Attested photocopy of Residential Proof.
  - (e) Self Attested photocopy of documentary proof for EWS or DG category, whichever applicable.

**The parents/guardians shall also keep the original documents with themselves for verification by the school authority.**

5. If the successful applicant fails to approach/report the school up to 31<sup>st</sup> of March, 2018 for completing the formalities for admission under EWS/DG category, his candidature shall be cancelled.
6. The School can check the details of the students/applicants allotted through computerized draw of lots on departmental website i.e. [www.edudel.nic.in](http://www.edudel.nic.in). Using the school ID and Password through the link **School Plant**→**EWS**→**EWS/DG Result 2018-19**.

7. The School can see all the online applications details of the allotted applicants by using the link as mentioned above.

In this connection, respective Unaided Recognized Private Schools are hereby requested to do the following:-

1. Place an enlarged printout of the list of students outside the school gates for the information and ease of parents.
2. Many parents may be approaching private schools for the first time. Therefore, in order to help and facilitate the parents of EWS/DG Category children, the concerned schools must set up Help Desks within the school premises to explain to the parents the formalities regarding paper work etc. required for admission.
3. Schools shall not deny admission to the successful candidates who have filled details of only one of the parents in the online application form. It should also be ensured by school authorities that the admission to EWS/DG category successful candidates shall not be denied on frivolous grounds e.g. one or two letters are different in any name in some document. Absence of Aadhar is also not a ground to deny admission to the successful candidates.
4. Heads of the concerned Private Unaided Recognized Schools shall not unnecessarily send the parents to the Department, for making amendments/correction in the online application forms, as the same cannot be done at this stage. Rather, they should be taking a decision based on genuineness/merit of the specific cases and must not deny admission on unjustified frivolous grounds.
5. Admission is to be granted as soon as possible so that children can join the academic session on the very first day itself.
6. The school shall not charge tuition fee from the students admitted under EWS/DG category. Further, **schools have to provide the free books, school uniforms and writing material to each and every student admitted under EWS/DG category, as is mandated for other children** at the time of admission, or in any case, before 01.04.2018.
7. Schools are advised to hold introductory session for all parents together including the parents of EWS/DG Category children.
8. The school must confirm details of the EWS/DG category successful candidates from the supportive documents produced by them.
9. The school shall carefully carry out the necessary scrutiny/verification of the documents produced. The school must also verify the genuineness of EWS/DG certificates issued by the different department through online (<http://edistrict.delhigovt.nic.in>), if available, or in writing from the office of issuing authority.
10. Income certificate issued by the Competent Authority declaring the total annual family income less than Rs.1,00,000/- is a valid document for admission under EWS/DG category whether it is in the name of mother or father or legally adopted guardian of the child.
11. The school shall not ask for income certificate from those EWS category parents who submit copy of BPL/AAY/Food Security Card issued by Food and Civil Supply Department, GNCT of Delhi.
12. The school shall also not ask for any Income Certificate from the parents/applicants who have been selected under DG category.

13. The school shall not impose the condition for the copies of the documents produced at the time of admission to be attested by a Gazetted Officer. Self Attested documents must be accepted by the school. However, verification with original documents must be carried out by the school.
14. The school shall issue proper acknowledgement against the request of the parents/guardian seeking admission in the school as declared in the computerized draw of lots.
15. **The school shall call all candidates allotted through computerized draw of lots on their registered mobile number informing about the selection in the school and last date of admission.**
16. The school shall not refuse to grant admission to EWS/DG category children on the ground of distance range.
17. Every selected student has been allotted a Serial Number in order of their selection in the respective school through computerized draw of lot and list of candidates has been forwarded online in the same order to the respective schools. *The school shall give admission to the selected candidates in order of the Serial Number allotted to the candidate through computerized draw of lots and as available on the online module. For example, if the total general category admission done in the school as on date is 18 out of the total declared 30 General Category seats then the school shall consider firstly, the candidates from S.No.1 to 6, for admission under EWS/DG category before considering the candidate of any subsequent serial numbers.*
18. The school, by 31<sup>st</sup> of March, 2018 shall update the correct admission status as per the options available on the web page of the respective schools (Admitted/provisionally Admitted/Not Reported/Rejected/In-waiting) in respect of the applicants allotted through computerized draw of lots. The said details shall be updated daily through the link *School Plant→EWS→EWS/DG Result 2018-19 available on department website [www.edudel.nic.in](http://www.edudel.nic.in).*
19. On the above mentioned link, the school shall clearly specify, in detail, the reason of rejection, if any selected applicant is denied the admission. The category of the reasons may be selected from the following grounds:-
  - Non-submission of valid date of birth proof of the candidate.
  - Non-submission of valid residence proof.
  - Non-submission of valid EWS/DG proof.
  - For EWS, the Income Certificate does not show annual income as less than one lakh per annum.
  - If ration card is submitted as residence proof, the name of the child does not figure in the ration card.
  - Mismatch between online details and documentary evidence.
  - Duplicate Entry.
  - Any other

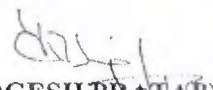
**General Instructions for all concerned:-**

1. The school once allotted to the applicant through the computerized draw of lots shall not be changed under any circumstances.
2. The admission of the child shall be cancelled in case the documents submitted by the applicant at the time of admission are found to be forged/fake at any stage. However, school shall not declare any EWS/DG category admission rejected at their end. Any such case shall be referred to the DDE/District. DDE's shall necessarily pass speaking orders

in case of any doubt, but not later than 31<sup>st</sup> March, 2018. DDE/District shall setup a helpdesk from 10 am to 5 pm on working days from 20<sup>th</sup> March to 31<sup>st</sup> March. The helpdesk shall maintain a single register of all referred cases relating to EWS/DG category whether by parents/schools/or from HQ or from the online portal or public hearings etc. Unique serial number and acknowledgement will be maintained. This helpdesk shall provide all assistance and guidance to parents. DDE/PSB to conduct a training of 2 or more staff per District nominated by DDE at Ludlow Castle at 4 PM, 19<sup>th</sup> March, (Monday).

3. Multiple/Duplicate entries, if found at any stage, shall liable to cancellation of the candidature/admission of the candidate.
4. For any clarification/grievances in this context, parents/school may contact on the EWS helpline numbers 8800355192 and 9818154069 on working days from Monday to Friday between 10:00 am to 5:00 pm. Parents can also file their grievances/complaints on the GRMS portal at <http://doepvt.delhi.gov.in>.
5. For any clarification/grievances in this context, parents/school may contact respective Dy. Director of Education (District/Zone). All District DDEs are requested to ensure that above said instructions are adhered strictly by all the Unaided Private Recognized Schools. Further, all Dy. Directors of Education (District/Zones) shall attend the EWS/DG parents sympathetically and resolve their grievances, if any, related to admission in co-ordination with respective school and shall issue appropriate directions to the schools regarding admission of the applicant, if necessary.

This issues with the prior approval of the Competent Authority.

  
(YOGESH PRATAP)  
Deputy Director of Education (PSB)

**HOS/Managers**

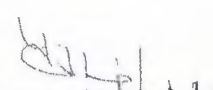
All the Private Unaided Recognized Schools of Delhi

No. DE(362)/PSB/2017/ 23077-24

Dated: 16/03/2018

Copy for information to:-

1. P.S. to Secretary, Education Department, GNCT of Delhi.
2. P.A. to Director, Education Department, GNCT of Delhi.
3. Spl. Director, Education (PSB), Department, GNCT of Delhi.
4. All Special/Addl. Directors/RDs/JDEs/DDEs/ADEs, Dte. of Education, GNCT of Delhi.
5. All District DDE with the request to ensure strict compliance of the instructions by the concerned school.
6. OS (IT) with the request to upload it on the departmental website.
7. Guard File.

  
(YOGESH PRATAP)  
Deputy Director of Education (PSB)



**GOVERNMENT OF NCT OF DELHI  
DIRECTORATE OF EDUCATION  
(PRIVATE SCHOOL BRANCH)  
OLD SECTT: DELHI-110054**

No.DE.15/(362)/PSB/2017/27068-73

Dated: 26/07/2018

**CIRCULAR**

**Subject: Regarding instructions/guidelines for aspirants of the category of Children With Disabilities as defined in Rights of Persons with Disabilities Act, 2016 (RPWD Act, 2016) to apply online against the vacant seats at the entry level classes (Nursery, KG & Class-I) for the session 2018-19.**

The Hon'ble High Court of Delhi vide order dated 21.02.2018 in WPC 1225/2014 titled as Pramod Arora Vs Hon'ble LG of Delhi and Ors, directed department to reserve 3% seats out of 25% EWS/DG seats for admission of Children With Disabilities as defined in RPWD Act, 2016 in Private Unaided Recognized Schools for the session 2018-19.

In pursuance of the above orders of the Hon'ble High Court of Delhi, department set apart all applications received from Children With Disabilities category along with 3% seats from the total seats under EWS/DG category before conducting the first computerized draw of lots on 15.03.2018.

In compliance to Hon'ble Court directions and with prior approval of competent authority, Directorate of Education has issued an notification dated 23.07.2018 (copy attached) regarding reservation of 3% seats from the total seats under EWS/DG category in private unaided schools of Delhi for admission of Children With Disabilities as defined in the Rights of Persons with Disabilities Act, 2016 subject to the final outcome of SLP No.12549/2014 titled "Lt. Governor, Delhi and Ors. Vs Pramod Arora. Such admissions shall be done without considering any neighborhood criteria in view of the judgment dated 03.04.2014 of the Hon'ble High Court in WPC 1225/2014.

Hence, department has decided to call fresh online applications from the aspirants of Children With Disabilities as defined in RPWD Act, 2016 against these reserved available seats at present. For all those applicants who had applied earlier under mentally retarded and physically disabled categories also have to apply afresh.

List of schools with the available vacancies/seats for children with disabilities as defined in the RPWD Act, 2016 will be available on the departmental website [www.edudel.nic.in](http://www.edudel.nic.in) from 30.07.2018 onwards.

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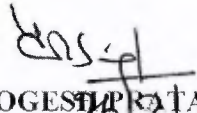
Admission schedule for the above said admission process is mentioned below:

Sl. No.	Particulars	Date of the event
1.	Opening of online module for filling online applications by the children with disabilities applicants	30.07.2018 (Monday)
2.	Last date of submission of online application by the children with disabilities applicants	13.08.2018 (Monday)
3.	Tentative date for computerized draw of lots	21.08.2018 (Tuesday)

For instructions/guidelines regarding eligibility for the applying online for seeking admission for Children With Disabilities RPWD Act, 2016 all concerned may see the relevant provisions of the circulars dated 10.01.2018 & 19.01.2018 (copy enclosed), however, in addition applicants must have disability certificate issued from a Govt. Hospital as mentioned in assessment guidelines issued under RPWD Act, 2016.

In addition to the above, for any grievance relating to admission process for children with disabilities in EWS/DG category, complaints or queries may be registered at the link <http://doeptv.delhi.gov.in> or at helpline numbers 8800355192 & 9818154069 between 10.00 AM to 5.00 PM on Monday to Friday on working days).

This issues with the prior approval of the Competent Authority.

  
YOGESH PRATAP  
DY. DIRECTOR OF EDUCATION (PSB)

TO,

The All Concerned H.O.S/Manager  
Private Unaided Recognized Schools

No.DE.15/(362)/PSB/2017

Dated :

Copy to:-

1. OSD to Hon'ble Deputy C.M, GNCTD.
2. Ps to Secretary Education, GNCT of Delhi.
3. PA to Director (Education), , GNCT of Delhi
4. Special Director of Education (PSB), GNCT of Delhi.
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