

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY DELHI**

**DIRECTORATE OF EDUCATION: SCHOOL BRANCH**

**OLD SECRETARIAT: DELHI-110054**

DE.23 (363)/Sch.Br./2020-21/ 432

Dated: 7/7/2020

**CIRCULAR**

**Sub: Plan Admissions in Classes VI & IX in Govt. & Govt. Aided Schools for the Session 2020-21.**

In continuation to the Circulars No. DE.23 (363 )/Sch.Br./2019-20/133 dated 31.01.2020 and DE.23 (363)/Sch. Br./2020-21/353 dated 06.05.2020, online link for Plan Admissions in classes VI & IX was activated in the Student Module. Most of the students, who have passed class V from MCD schools, have already been admitted in class VI in their respective parent school. However, Plan Admission of students passing class V & VIII from private recognised schools is pending. Therefore, all the Heads of the Parent Schools under Directorate of Education are hereby directed to complete the process of online admission of such students i.e. Student IDs of the students admitted under Plan Admissions in classes VI & IX should be generated by 17-07-2020.

Heads of the private recognised feeder middle schools are hereby directed to submit the duly countersigned Manual SLCs, Report Card along with UDISE+ report of the students declared promoted/passed in class VIII in the session 2019-20 by 10-07-2020 to the Heads of the concerned parent schools. However in case of Govt./Govt. Aided Feeder Schools, online SLC will be issued for the parent school. Heads of the feeder school shall submit the duly signed hard copy of SLCs of such students along with report card to the parent school by 10-07-2020.

In order to comply with the COVID-19 guidelines regarding maintaining physical distance, it has been decided not to call either parent or student physically to the parent school for admission under Plan Admission scheme. Hence, it is clarified that there is no need of application/request from the student/parent for Plan Admission. However, after reopening of schools, remaining procedure regarding admission i.e. filling of admission form, collection of relevant documents etc. may be completed by the admission incharge.

After completing the admission process of Plan Admissions, Heads of the Parent Schools are also directed to send the compliance report to their respective DDE (Distt.) through DDE (Zone) in Excel format by 17-07-2020. The format for the report is as under:

*[Handwritten signature]*

S.No.	Distt.	Zone	Name of the Parent School	School ID	Class VI (For private recognised feeder school)			Class IX (For private recognised feeder school)		
					No. of Students to be admitted	No. of Hard Copy of SLCs received in the parent school	No. of Students ID generated	No. of Students to be admitted	No. of SLCs received in the parent school	No. of Students ID generated

A compiled school wise report in Excel format should be forwarded to the School Branch latest by 20-07-2020 through e-mail at [schbranch@hotmail.com](mailto:schbranch@hotmail.com) by all the concerned DDEs (Distt.).

This issues with the prior approval of Competent Authority.

*S. Sain*  
7.7.2020

(Dr. Saroj Sain)

Addl. DE (School)

DE.23 (363)/Sch.Br./2020-21/ 432

Dated: 7/7/2020

**Heads of all concerned Govt., Govt. Aided and Recognised Unaided Private Schools under Directorate of Education and Heads of all concerned Schools run by North/South/East DMCs through DEL-E.**

Copy to:-

1. PA to Director (Education), Delhi.
2. Director (Education) of North, South and East Delhi Municipal Corporations with a request to issue directions for all stakeholders.
3. All RDEs/DDEs (District & Zone) to ensure compliance.
4. System Analyst (MIS) for uploading on website.
5. Guard File.

*Distt. - mimi*  
07.07.2020

DDE (School)