

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION, ACT-1(BRANCH)  
OLD SECRETARIAT, DELHI-110 054**

No. F.DE.15/Act-I/2013/

8629-42

**ORDER**

Dated :-

15/13

**Subject:- 2<sup>nd</sup> round of admission for EWS and Disadvantaged group category.**

In continuation of Directorate of Education order no. F.DE/Act/2012/6022-35 dated 13.12.12, the following admission schedule and guidelines are issued for conducting **admissions against vacant EWS and Disadvantaged group seats**, which remain vacant after the closure of normal/regular admission schedule on 31.3.2013, in pre - school/ pre - primary/ class -1 classes (entry level) for academic session 2013-14.

1. All the Deputy Directors of Education shall compile the zone wise and school wise status of Vacant seats under the EWS and Disadvantaged group category from the undertaking cum information submitted by schools and display the same at notice board and prominent place in their office and zonal offices on 03.05.2013.
2. With an objective of making available the Common Registration Forms and receipt of duly filled Common Registration Form from applicants belonging to EWS and Disadvantaged group category, All the Deputy Directors of Education shall create a 'Help Desk' at each zonal office with Education Officer/ Deputy Education Officer as in charge and 2-4 staff/teachers. All the Deputy Director of Education shall personally supervise the arrangements.
3. The '**Help Desk**' shall work w.e.f. 03.05.2013 to 15.05.2013 between 10:00 A.M. and 02:00 P.M. on all working days.
4. All the '**Help Desk**' shall accept applications for vacant seats in schools within their respective jurisdiction from 3<sup>rd</sup> to 15<sup>th</sup> May 2013.
5. The fresh applications received shall be acknowledged by giving proper acknowledgment in proforma given in annexure 'A'.
6. The Deputy Director of Education shall segregate and forward to the schools concerned the appreciations received school-wise as per the


*Original.*

request of the applicants, under proper acknowledgment, for further processing by 17<sup>th</sup> May, 2013.

7. All schools shall do requisite scrutiny of applications received from zonal office as per notification No. 15(172)/DE/Act/2010/69 dated 07.01.2011 and thereafter segregate the applications as per the neighborhood criterion devised by the Hon'ble Delhi High Court and circulated vide circular No. 15(110)/DE/Act/2011/7563-74 dated 13.02.2012.
8. The admission shall be made by all the schools against aforesaid vacancies strictly in the same manner and in accordance with the guidelines issued by this Directorate vide notification dated 07.01.2011 and subsequent orders/directions issued from time to time and the provisions of the Right to Education Act 2009.
9. The admission Observer for the school shall also observe the process of admission of aforesaid vacant seats as per the guidelines contained in Dte. of Education Notification dated 07.01.2011 and Circular dated 22.01.2013, and it is the duty of the HOS to inform and call the Observer to oversee the admission process for aforesaid vacant seats.
10. The process of draw of lots shall be completed by 01/06/2013 and the list of selected applicants for aforesaid vacancies shall be displayed on school notice board, website and also informed to concerned Deputy Director of Education on the same day. The admission process for vacant seats shall be completed by 05.06.2013.
11. The Head of the Schools and the admission authority of all the recognized unaided schools shall remain available during summer vacations also till the process of filling up of vacant seats under aforesaid category is over.
12. In case, if seats still remain vacant, even after calling the fresh applications and completing the admission process for aforesaid vacant seats by 5.06.2013, the school shall again notify such vacant seats on its notice board, school website, website of the Dte. of Education, GNCT of Delhi and to District Admission Monitoring Committee (DAMC) by 10<sup>th</sup> June 2013.

*Atty.*

13. This 2nd round of admission is for vacancies in 1<sup>st</sup> entry level/entry class of the particular school out of defined entry level for Right to Education Act 2009 which are Pre-School, Pre – Primary and Class 1.
14. The unaided schools recognized by NDMC/MCD/Delhi Cantonment Board shall contact their respective recognizing authority for filling up of vacant seats under aforesaid category.

  
(AMIT SINGLA), IAS

DIRECTOR (EDUCATION) GNCT OF DELHI

**Management of all unaided recognized Schools through District DDEs.**

No.F.DE/Act/2012/ 8629-A2

Dated : 01/05/13

Copy to :

1. Pr. Secretary to Hon'ble Lieutenant Governor, GNCT of Delhi.
2. Pr. Secretary to Hon'ble Chief Minister, GNCT of Delhi.
3. Secretary to Hon'ble Minister of Education, GNCT of Delhi.
4. OSD to Chief Secretary, GNCT of Delhi.
5. P.S. to Secretary (Education), GNCT of Delhi.
6. P.S. to Director (Education), GNCT of Delhi.
7. Director (Education) Municipal Corporation of Delhi for immediate necessary action in terms of directions of Hon'ble High Court.
8. Director (Education New Delhi Municipal Council for immediate necessary action in terms of directions of Hon'ble High Court.
9. Chief Executives Officer, Delhi Cantonment Board for immediate necessary action in terms of directions of Hon'ble High Court.
10. All Spl. Directors/Addl. Directors/RDEs/DDEs/ADEs, Directorate of Education, GNCT of Delhi.
11. All Branch incharges, Directorate of Education, GNCT of Delhi.
12. OS (IT) with the request to place it on the website of Directorate of Education.
13. Guard file.

  
01/05/13

(P.LATA TARA)

ASSTT. DIRECTOR OF EDUCATION (ACT I)

**ANNEXURE-A**

Name of District –

Name of the Zone –

Registration No

A. Economically Weaker Section

B. Disadvantaged Group

Application of \_\_\_\_\_ (Name of child) S/o / D/o \_\_\_\_\_  
Received on \_\_\_\_\_ (Date) for admission under EWS and Disadvantaged group  
category in \_\_\_\_\_ (Name of School) for the  
class PRE-SCHOOL/ PRE-PRIMARY/CLASS-I for the session 2013-14.

Signature of Incharge  
Of Help Desk



19. Proof of Disadvantaged group \*\*\*\* : \_\_\_\_\_

Declaration by the parents

I ..... (Name) Father/ Mother of  
..... (Name of the child) hereby declare that the  
information given above is true and correct to the best of my knowledge and belief. I  
have read and understood all the provisions of the notification in this regard. In case  
any information is found false or incorrect on verification, the admission of my ward  
may be cancelled.

Signature of the Parent

Dated :

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Submit anyone of the following documents as proof:

- - (1) Birth certificate under the Births, Deaths and Marriages Certification Act, 1986.
  - (2) Hospital/ Auxilliary Nurse and Midwife (ANM) register record.
  - (3) Anganwadi Record.
  - (4) Declaration of the age of the child by the parent or guardian.
  
- \*\*
  - (1) Ration card issued in the name of parents (mother/ father having name of the child).
  - (2) Domicile certificate of child or of his/ her parents.
  - (3) Voter I- card of any of the parents.
  - (4) Electricity bill/ mtnl telephone bill / water bill.
  - (5) Unique Identity Card of mother/ father/ child issued by Government of India.
  - (6) Passport in the name of any of the parents or child.
  
- \*\*\*
  - (1) Income certificate issued by a Revenue Officer not below the rank of Tehsildar.
  - (2) BPL Ration Card ( Yellow Coloured)
  - (3) AAY Ration Card ( Pink Coloured)
  
- \*\*\*\*
  - (1) A Certificate issued by a Revenue Officer not below the rank of Tehsildar or any other Competent Authority.
  - (2) Caste Certificate issued by DC Office.
  - (3) Medical Certificate from Govt. Hospital, in case of children what special needs/ disabilities.
  - (4) A Certificate issued in accordance with instruction issued by the Department of Woman and Child Development, GNCT of Delhi, vide order dated 11.12.12 in case of Orphan Child.

सत्र 2013-14 के लिए आर्थिक रूप से पिछड़े वर्गों तथा वंचित समूह श्रेणी (आरटीई अधिनियम, 2009) के अन्तर्गत प्रवेश के लिए एक समान आवेदन पत्र

पंजीकरण

(विद्यालय द्वारा भरा जाए)



- क. आर्थिक रूप से पिछड़े वर्ग .....
- ख. वंचित समूह .....
- (जो लागू हो निशान लगाईये)
1. विद्यालय का नाम : .....
- (पूरा पते सहित)
2. कक्षा : प्री नर्सरी ..... प्री प्राईमरी ..... कक्षा 1 .....
3. बच्चे का नाम : .....
4. धर्म : .....
5. लिंग : पुरुष ..... स्त्री .....
6. क) जन्म तिथि दिन ..... माह ..... वर्ष .....
- ख) जन्म तिथि (शब्दों में) .....
7. 31.03.2013 को आयु : .....
- (शब्दों में)
8. माता का नाम : .....
9. पिता का नाम : .....
10. अभिभावक का नाम : .....
- (यदि लागू हो तो)
11. अभिभावक का व्यवसाय : .....
- (क) माता .....
- (ख) पिता .....
12. वर्तमान अवासीय पता \*\* : .....
13. माता-पिता / अभिभावक की फोन संख्या
- (क) मोबाइल नम्बर .....
- (ख) लैंडलाइन नम्बर .....
14. क्या माता-पिता का दिल्ली में कोई मकान है : हाँ / नहीं
- यदि हाँ तो उसका पूरा पता .....
15. दिल्ली में कब से रह रहे हैं : वर्ष ..... माह .....

16. माता/पिता दोनों की कुल आय सभी स्रोतों द्वारा :
17. आय का प्रमाण \*\*\* : .....  
(केवल आर्थिक रूप से पिछड़े वर्गों के लिए अपेक्षित)
18. दस संख्या नं. / आय प्रमाण पत्र की आई.डी. संख्या : .....
19. बंघित समूह का प्रमाण \*\*\* : .....

### माता / पिता द्वारा घोषणा

मैं ..... (नाम) पिता / माता का नाम .....  
..... (बच्चे का नाम) इसके द्वारा घोषणा करता / करती हूँ कि मेरी पूरी जानकारी और विश्वास के अनुसार उक्त जानकारी सत्य एवं सही है। मैंने इस संबंध में अधिसूचना के सारे उपबन्ध पढ़कर समझ लिये हैं। यदि सत्यापन करने पर कोई जानकारी झूठी या असत्य पाई जाती है तो मेरे बच्चे का प्रवेश रद्द किया जा सकता है।

दिनांक

माता/पिता का नाम

निम्नलिखित में से कोई एक प्रमाण प्रस्तुत करें :

- \*  
(1) जन्म, मृत्यु एवं विवाह प्रमाण पत्र अधिनियम, 1986 के अंतर्गत जन्म प्रमाण पत्र ।  
(2) अस्पताल/सहायक नर्स और मिडवाइफ (एएनएम) रजिस्टर अभिलेख ।  
(3) आंगनवाड़ी अभिलेख ।  
(4) माता-पिता या अभिभावक द्वारा बच्चे की आयु का घोषणा पत्र ।
- \*\*  
(1) बच्चे के नाम वाले पिता/माता के नाम पर जारी राशन कार्ड ।  
(2) बच्चे का या उसके माता-पिता के अधिवास का प्रमाण पत्र ।  
(3) माता-पिता में से किसी एक का मतदाता पहचान पत्र ।  
(4) विदुत बिल/महानगर टेलिफोन निगम का टेलिफोन संख्या/जल बिल ।  
(5) भारत सरकार द्वारा जारी माता/पिता/बच्चे का विशिष्ट पहचान पत्र ।  
(6) माता-पिता में से किसी एक के नाम या बच्चे का परपत्र ।
- \*\*\*  
(1) कम से कम तहसीलदार की रैंक के किसी राजस्व अधिकारी द्वारा जारी आय प्रमाण पत्र ।  
(2) बीपीएल राशन कार्ड (पीले रंग का)  
(3) एएवाई राशन कार्ड (गुलाबी रंग का)

- \*\*\*\*  
(1) कम से कम तहसीलदार की रैंक के किसी राजस्व अधिकारी द्वारा या किसी अन्य सक्षम प्राधिकारी द्वारा जारी आय प्रमाण पत्र ।  
(2) उपायुक्त कार्यालय द्वारा जारी जाति प्रमाण पत्र ।  
(3) सरकारी अस्पताल का चिकित्सा प्रमाण पत्र यदि बच्चों का विशेष आवश्यकताओं की जरूरत हो/अपंग है।  
(4) अनाथ बच्चे की स्थिति में दिनांक 11.12.12 के आदेश के अनुसार महिला एवं बाल कल्याण विभाग, दिल्ली सरकार द्वारा जारी अनुदेशों के अनुसार प्रमाण पत्र ।