

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

No. F.DE.15/Act-I/08/155/24829-24840

Dated :- 8/7/14

ORDER

Subject: - 2nd round of admissions in Private Unaided Recognized Schools of Delhi against vacant seats under EWS and Disadvantaged group category at the entry level classes for the academic session 2014-15 and displaying the lists of selected children under this category with details.

The admission process for the entry level classes for seats other than EWS/DG category in **Private Unaided Recognized Schools of Delhi** for the academic session 2014-15 got delayed due to various court cases, therefore, the lists of selected children under EWS/DG seats could not be displayed alongwith general category seats.

2. All the private unaided recognized schools were to display the list of all the children to be admitted under freeship and general category children together as per clause 1(i) of this Directorate's notification No. 15 (172)/DE/Act/2010 dated 07.01.2011, in alphabetical order indicating only 'G' against the general category children.

3. That also vide Circular dated 07.03.2014 issued by this Directorate, all DDEs/PIOs were directed not to disclose the details of students admitted under EWS/DG Category in unaided recognized private schools in Delhi due to privacy reasons. However, this Department has received number of complaints that the benefits of EWS/DG category are being misused by some ineligible parents/children by submitting fake/wrong income and other related certificates.

5. In the circumstances, it is felt that it would be prudent to display the names of all the selected EWS/DG category children with father's name and residential address by the management of the private schools in order to maintain transparency in the RTI era and also with a view to stop malpractices as the information will be in the public domain for the scrutiny of general public.

6. Therefore, in the light of the Directorate of Education's order no. F.DE/Act-I/2013/12810-20 dated 18.12.2013 and subsequent orders in this regard, the following admission schedule along with guidelines is given for admitting children against vacant EWS and Disadvantaged group seats, which remained vacant after closure of normal/regular admission process for the entry level classes i.e. Pre-Schools/Pre-Primary/Class-I for academic session 2014-15.

- A. All the Deputy Director of Educations shall compile the zone wise and school wise status of Vacant seats under the EWS and Disadvantaged Group category from the information with undertaking submitted by schools and display the same at notice board at prominent places in their offices and zonal offices on 10.07.2014.

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- B. 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 for making available the common registration forms and to receive the duly filled in common registration forms from EWS and Disadvantaged group category applicants. All the Deputy Directors of Education shall personally supervise the arrangements.
- C. The '**Help Desk**' shall work w.e.f. 10.07.2014 to 18.07.2014 between 10:00 A.M. and 02:00 P.M. on all working days and shall accept applications for vacant seats for the schools falling within their respective jurisdiction during this period.
- D. All the applications received by the '**Help Desk**' shall be acknowledged by giving proper acknowledgment in prescribed proforma, given as annexure 'A'.
- E. The Deputy Directors of Education, after the last date, shall segregate all the applications received school wise and forward the same to the respective schools as per the request of the applicants, under proper acknowledgment from the school by 22nd July 2014.
- F. All the schools shall make proper scrutiny of the applications received from Zonal office as per norms of the notification No. 15(172)/DE/Act/2010/69 dated 07.01.2011 and any other orders issued in this regard. Thereafter, schools will 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 to select the children accordingly following the due process.
- G. The admissions shall be made by all the schools against aforesaid vacant seats in accordance with the guidelines issued by this Directorate vide notification dated 07.01.2011, subsequent orders/directions issued from time to time strictly and as per the provisions of the Right to Education Act 2009.
- H. The 'nominated admission Observer' of the school shall also monitor the process of admissions for these vacant seats as per the guidelines of Notification dated 07.01.2011 issued by Dte. of Education. It is the duty of the HOS concerned of a private school to inform the 'Observer' in writing to supervise the aforesaid admission process.
- I. The process of draw of lots, if needed, shall be completed by 28.07.2014 by the schools and the list of selected applicants for aforesaid vacancies shall be displayed on school notice board, school website. The same shall also be informed to concerned Deputy Director of Education on the same day. The admission process for these vacant seats shall be completed by 31.07.2014.

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- J. After 2nd round of admissions, if seats still remain vacant, then the private schools shall again notify such vacant seats on their notice boards, school websites and also on the website of the Dte. of Education. District Admission Monitoring Committee (DAMC) shall also be informed by schools by 08th August 2014.
- K. This 2nd Round of admissions against vacant EWS/DG seats will only be available for entry level classes (Pre-school/Pre-Primary/Class-I) and number of seats of this category will be fixed in accordance with the provisions of RTE Act, 2009.
- L. The schools recognized by the NDMC/MCD/Delhi Cantonment Board shall contact their respective competent authority for filling up of vacant seats under aforesaid category.
- M. **All the Private Unaided Recognized Schools of Delhi are hereby directed that 25% of EWS/DG category seats shall be calculated on the projected total number of seats at the entry level class/es (Pre-school/Pre-Primary/Class-I), which shall not be less than the highest number of seats at that entry level during the previous three academic years i.e. 2011-12, 2012-13 and 2013-14.**
- N. All the Private unaided recognized schools of Delhi shall display the names of selected EWS/DG category children with father's name and residential address at their notice board, easily accessible to the general public as well as on their schools' website. They shall display the said information in respect of selected children other than EWS/DG Category too.
- O. All the Private unaided recognized schools shall send the details in the form of an undertaking in Annexure-IV regarding vacant seats under EWS/DG Categories to the chairman of the DAMC/DDE concerned by 16.00 hours on 09.07.2014. The details of such vacant seats shall also be furnished by the said date on the on-line module available on this directorate's website with the link **Login with school ID →students→ undertaking of vacant seats for EWS/DG 14-15.**

This issues with the prior approval of the Competent Authority.


(Dr. MADHU RANI TEOTIA), IAS
ADDL. DIRECTOR OF EDUCATION (ACT-I).

Management of all unaided recognized
Schools through District DDEs.

No. F.DE.15/Act-I/08/155/

Dated:-

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 Addl. Directors/RDEs/JDEs/DDEs/ADEs, Directorate of Education, GNCT of Delhi.
11. All Branch in- charges, 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.

P.Lata Tara

(P.LATA TARA)
ASSTT. DIRECTOR OF EDUCATION (ACT I)

Annexure 'A'

Name of District :

Name of the Zone :

Registration No.

Economically Weaker Section

Disadvantaged Group

Application of _____ (Name of Child), S/o / D/o
_____ received on _____ (date)

for admission under Ecomically Weaker Section and Disadvantageous group
category in _____ (Name of School)

for the class Pre-Sch./Pre-Pri./Class I for session 2014-15.

Signature of Incharge
of Help Desk

ADMISSION UNDERTAKING

I _____ (name), son / daughter of _____ (name), Principal / Manager of _____ (Name of school), do hereby declare that the details of number of seats filled at Pre-school / Pre-Primary / Class I in all Categories as well as under Economically Weaker Section and Disadvantaged Group in various years i.e. 2011-12, 2012-13 and 2013-14 are as under :

Total No. of seats filled at the entry level class in all categories during academic sessions											
2011-12			2012-13			2013-14			Minimum Total No. of seats for 2014-15*		
Pre Sch.	Pre Pry.	Class 1	Pre Sch.	Pre Pry.	Class 1	Pre Sch.	Pre Pry.	Class 1	Pre Sch.	Pre Pry.	Class 1

* Total number of seats at the entry level, i.e. Pre-School/ Pre-Primary/Class I as the case may be shall not be less than the highest number of seats at that entry level during the previous three academic years.

Details of seats under different entry levels for academic year 2014-15											
Pre-School				Pre-primary				Class - I			
Total No. of seats	25 % seats for EWS/DG students	Filled seats under EWS/DG students	Vacant seats available for EWS/DG students	Total No. of seats including fresh admissions #	25% seats for EWS/ DG students	Filled seats under EWS/DG students	Vacant seats available for EWS/DG students	Total No. of seats including Fresh admissions #	25% seats for EWS/DG student s	Filled seats under EWS/DG student s	Vacant seats available for EWS/ DG student s

Admissions made by the school in subsequent entry level(s) during the current admission process/session.

I _____ (name), son / daughter of _____ (name), Principal / Manager of _____ (Name of school), do hereby declare that the aforesaid information is verified from the school record and correct in all respect.

Date :
Place :

**Principal / Manager
Name of School**