

GOVERNMENT OF NATIONAL CAPITAL TERRITORY DELHI
DIRECTORATE OF EDUCATION : SCHOOL BRANCH
OLD SECRETARIAT : DELHI-110054

No. DE.23 (363)/ Sch.Br./2020-21/ 295

Dated: 23.06.2021

CIRCULAR

Sub.: Guidelines for Parents regarding Admissions in Entry Classes i.e. Nursery / KG /Class-I in Government Sarvodaya Vidyalayas for the Academic Session 2021-22.

1. Admission process in Entry Classes in all Government Sarvodaya Vidyalayas of DoE will start from 28-06-2021 and information about Entry Class and number of seats in Entry Classes will be displayed at the gate/outside of each Government Sarvodaya Vidyalaya on 28-06-2021.
2. Application forms for admissions to the **Entry Level Classes i.e. Nursery/KG/Class-I**, (whichever is the Entry Level class in Government Sarvodaya Vidyalayas of the Directorate of Education, Govt. of NCT Delhi) can be obtained from the concerned Sarvodaya Vidyalayas from **28-06-2021 (Monday)** to **12-07-2021 (Monday) (both days inclusive)** on all working days. Application Form is also enclosed with this circular.
3. Timings for issue of application forms from 08:30 AM to 11:30 AM in the morning and general shift schools and from 02:30 PM to 05:30 PM in evening shift schools on all working days between **28-06-2021 (Monday)** and **12-07-2021 (Monday) (both days inclusive)**.
4. Duly filled Application Form along with required documents can be dropped in the Drop Boxes available in school as per schedule mentioned above at point no. 3.
5. A Help Desk consisting of teachers & SMC members will be available for providing guidance to the parents. Parents of the applicants are advised to get the application form checked from the Help Desk members. For filling the application form, if required, parents can take help of the Help Desk.
6. Children residing in Delhi in the vicinity of the school within 1 km (if a Sarvodaya Vidyalaya is not available in the vicinity, then residents within a radius of 3 km. of the schools) shall be eligible to apply.
7. List of applicants alongwith any deficiency will be displayed on **14-07-2021 (Wednesday)** at notice board of the school.
8. The parents of the applicants can visit the school during school timing from **14-07-2021 (Wednesday)** to **16-07-2021 (Friday)** for removal of deficiency in the application form, if any.
9. If a Sarvodaya Vidyalaya is not available even within 3 km of residence of any child, then he/she may apply for admission in Sarvodaya Vidyalaya nearer to his/her residence.

10. The following documents are required to be produced by the parent/guardian at the time of admission (only after selection of students after draw of lots):-

- ✓ Regarding Date of Birth (any one):
 - ❖ Original Date of Birth Certificate issued by MCD or any other local body.
 - ❖ Anganwadi record.
 - ❖ Hospital/Auxiliary Nurse and Midwife (ANM) register record.
 - ❖ An Undertaking by the Parents regarding Date of Birth as per Part-B of the Application Form.
- ✓ One passport size photograph of the child.
- ✓ Anyone of the following documents as **residence proof of Delhi**:-
 - ❖ Ration Card issued in the name of parents having name of the child.
 - ❖ Domicile certificate of child or parents.
 - ❖ Voter I card of any of the parents.
 - ❖ Electricity bill/MTNL telephone bill/Water bill.
 - ❖ Bank Passbook in the name of child or any of the parents.
 - ❖ Aadhaar card of child/any of the parents.
 - ❖ Passport in the name of child/any of the parents.

Note: Admission will not be denied to any Divyang child, destitute child, refugee/asylum seeker, homeless, migrant, orphan or child in need of care & protection in any Govt. school due to non availability of essential documents at the time of submission in the School.

Provisional admission for 30 days will be allowed on the basis of simple undertaking on plain paper by the parents/guardians. Head of Schools will provide details of such students to Cluster Resource Co-ordinators (CRCs).

CRCs and SMC Members will help the students and parents in making these documents available to them, so that the provisional admission may be regularized within the stipulated time and the students may be able to take the advantage of Direct Benefit Transfer (DBT) of scholarships in their bank accounts.

11. Selection of candidates will be done by draw of lots to be held on **20-07-2021 (Tuesday)** at 11:00 AM in the morning & general shift and 3:00 PM in the evening shift schools in the presence of parents/guardians.

12. The application forms of only those children will be considered for admission to

- ✓ Nursery Class, who have completed 3 years of age as on 31-03-2021 (child must be born between 01-04-2017 and 31-03-2018).
- ✓ Class KG, who have completed 4 years of age as on 31-03-2021 (child must be born between 01-04-2016 to 31-03-2017).

- ✓ Class I, who have completed 5 years of age as on 31-03-2021 (child must be born between 01-04-2015 and 31-03-2016).

Further, the age relaxation upto 30 days may be granted at the level of Heads of Schools in the maximum as well as minimum age for Classes Nursery/KG/Class-I as per circular no. DE 23.(363)/Sch. Br./2016/1553 dated 19-09-2016. Additional age relaxation is to be provided to Specially abled children, as per circular No. DE.40(20)/EVG/IEDC/Circular/98/7109-8699 dated 6.01.2003.

13. The list of children selected through the draw of lots will be displayed on the School Notice Board on **23-07-2021 (Friday)** at 11.00 AM in Morning/General Shift Schools & at 03:00 PM in Evening Shift Schools. Admission will start from **26-07-2021 (Monday)** and will be completed by **04-08-2021 (Wednesday)**. If any seat is left vacant, admission of children placed in waiting list will be done from **05-08-2021 (Thursday)** to **07-08-2021 (Saturday)**.

14. In case of selected children, the immunization certificate is to be submitted by the parents/guardians within 6-months from the date of admission.

15. Reservation of seats will be as follows:-

- ✓ 15% seats for Scheduled Caste candidates.
- ✓ 7.5% seats for Scheduled Tribe candidates.
- ✓ 3% seats for Divyangjan (having a certificate issued by a Govt. Hospital).
- ✓ 2% for the wards for the employees of the Directorate of Education (1% for the wards of Ministerial staff and 1% for Teacher's wards).

In case of non-availability of candidates in the reserved categories, the vacant seats may be filled by the unreserved candidates as per the order of name in the waiting list.

This issues with prior approval of the Competent Authority.


23/6/2021
Dr. Rita Sharma
Addl.DE (School)

Encl: As above.

All Heads of Govt. Sarvodaya Vidyalayas under Directorate of Education through DEL-E.

No. DE.23 (363)/ Sch.Br./2020-21/ 295

Dated: 23.06.2021

Copy to:-

1. PA to Director (Education).
2. All RDEs/DDEs (District/Zone) to ensure compliance.
3. System Analyst for uploading on MIS.
4. Guard File.


U.D. Ojha
DDE (School)

**Application Form for Admission to Entry Classes
(Nursery / KG / Class-I) in Sarvodaya Vidyalaya**

सर्वोदय विद्यालय में प्रवेश कक्षाओं (नर्सरी / केजी / कक्षा- I)

में प्रवेश के लिए आवेदन पत्र

PART-A

Name of the Student (छात्र का नाम) :

Gender (लिंग):

Date of Birth (जन्म तिथि) :

(In Figures) (आंकड़ों में)

(In Words) (शब्दों में)

Class of Admission (कक्षा) :

Aadhaar No. of the Student (Not Mandatory)

छात्र की आधार संख्या (वांछनीय) :

Aadhaar Enrollment. of the Student (Not Mandatory)

आधार नामांकन। छात्र की (वांछनीय) :

Bank Account No. (Desirable) बैंक खाता संख्या (वांछनीय) :

Bank Name (Desirable) बैंक का नाम (वांछनीय) :

IFSC Code of the Bank (बैंक का IFSC कोड) :

Mother's Name (माता का नाम) :

Father's Name (पिता का नाम) :

Gurdian's Name (अभिभावक का नाम) :

Category (वर्ग) :

Religion (धर्म) :

Father's Occupation (पिता का व्यवसाय) :

Mother's Occupation (माता का व्यवसाय):

Residential Address (घर का पता) :

Landline Phone No (लैंडलाइन फोन नंबर):

Mobile No (मोबाइल नंबर) :

Alternate Mobile No. (if any) वैकल्पिक मोबाइल नंबर (यदि कोई हो):

Type of Disability (दिव्यांगता का प्रकार) (if any) :

List of Documents attached (संलग्न दस्तावेजों की सूची) :

1. For Date of Birth (जन्म तिथि के लिए) :
2. For Residence Proof of Delhi दिल्ली के निवास प्रमाण के लिए
3. Caste Certificate (if any) जाति प्रमाण पत्र (यदि कोई हो)

Signature of the Parent / Guardian (माता-पिता/अभिभावक के हस्ताक्षर)

भाग — ख Part-B
घोषणा पत्र /Undertaking

I, **Shri./Smt.** _____ **Father/Mother/Guardian** of
_____ do hereby certify that the actual Date of Birth of
my ward _____ is (in figures) _____ (in
words) _____ to the best of my knowledge and I shall not apply for
change of Date of Birth in future.

मैं श्री/श्रीमती _____ शपथ पूर्वक घोषणा करता हूँ कि मेरी जानकारी के
अनुसार मेरे आत्मज / आत्मजा की जन्मतिथि (अंको में) _____ (शब्दों में) _____
_____ हैं। मैं भविष्य में उसकी जन्मतिथि परिवर्तन के लिए कोई प्रार्थना नहीं दूंगा/दूँगा।

*जिस माध्यम में पढ़ना चाहते हैं _____
*PREFERED MEDIUM OF INSTRUCTION _____

*नोट- माध्यम की चयनता विद्यालय में उपलब्धता के आधार पर विद्यालय प्रमुख द्वारा निश्चित होगी।
*Note- Subject to the availability in the school and discretion of the HOS.

दिनांक _____
Dated _____

माता/पिता/अभिभावक के हस्ताक्षर
Parents/Guardian's Signature