All Principals, HOS are hereby directed to follow the under mentioned guidelines regarding admission in schools:

1. No child from MCD/feeder school be refused admission as the last date of admission is 30.06.05. All efforts should be made to ensure that MCD/feeder school admissions are completed during Summer vacation. MCD’s HOS may be contacted with list of students who have not yet turned up for admission & the same may be motivated to enroll themselves at the earliest.

2. All passed students be enrolled for next class & failed students be retained in the same class using student module for all classes from II-XI at the earliest so that the vacancies in each class could be filled with admissions of students coming from schools not covered in existing admission plan.

3. If there is no vacancy in his/her school as per the existing saturation point after retaining seats for feeder school students, Principal/HOS is requested to hand over the list of the selected candidates to E.O of the Zone who would allot nearby schools to students against available vacancies.

4. In partial modification to the earlier circular vide NO.DE.23 (280)/School Branch/2005/23129-24138 dated 29.04.05, it has been decided that any member of the teaching staff whether it is PGT/ TGT/ Assis. Teacher/ Lab Assis., be/ she can assist Principal during Summer vacation in admission work. The rate of allowance & other benefits permissible to the official remains the same.

In partial modification to the earlier circular vide NO.DE.23 (280)/School Branch/2005/16582-17581 dated 13.04.05, SLC on-line now could be issued for a school located at a distance of 3 km. instead of 5 km.

Transfer cases inter and within state will be decided by the principals or E.Os as per availability of vacancy in school. There is no need to refer such cases to R.O or other officers.

(DR. M.D.MATHUR)
ADDL. DIRECTOR OF EDUCATION (School)

All Heads of Govt. Schools
Directorate of Education,
Delhi/New Delhi

NO.DE.23 (280)/School Branch/2005/26015-17-2/A
Dated: 09-06-05

Copy for information & necessary action to:
1. All Additional Director of Education.
2. All Regional Directors.
3. All DDES(Districts), Directorate of Education.
4. All E.Os/DEOs for monitoring compliance by the concerned schools.
5. P.S to Secretary Education.
6. P.S. to Director of Education
7. Incharge, Computer cell to place on website.

(NEELAM VERMA)
A.D.E (School)