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

No. DE.23(32)/Sch.Br./ 897

Dated: 09-07-13

CIRCULAR

In continuation of earlier circular No.DE.23(32)/Sch.Br./2004/Vol.II/234 dated 22/02/2013, regarding admission in Sarvodaya schools in class KG/class-I.

The HOS of the newly opened Sarvodaya Vidyalayas/ newly bifurcated Sarvodaya Vidyalaya( who have not adopted admission procedure in class K.G./class.1) are directed to admit students as per the Schedule below.

1. Registration 10/07/2013 (Wednesday) to 17/07/2013 (Wednesday)
2. Draw of lots 19/07/2013 (Friday)
3. Display of lists 22/07/2013 (Monday)
4. Admission will be done 23/07/2013 (Tuesday) to 31/07/2013 (Wednesday)

DDEs concerned are requested to inform the students of neighbouring schools about the opening of admission in classes KG/Class –I in the newly started Sarvodaya Schools.

This issues with the prior approval of Competent Authority.

Encl. Copy of circulars

(Dr. (Mrs.) Sunita Kaushik)
Addl.D.E.(School)

All HOSs/DDEs/EOs through DEL-E

No. DE.23(363)/Sch.Br./ 898-903

Dated: 09-07-13

Copy to:-
1. PS to Secretary(Education)
2. PS to Director(Education)
3. All RDEs
4. All DDEs(District)/EOs
5. OS(IT) to please paste it on the website
6. Guard File

(KUM KUM LAMBA)
A.D.E (SCHOOL)
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DIRECTORATE OF EDUCATION : SCHOOL BRANCH
OLD SECRETARIAT : DELHI-110054.

No.DE.23(32)/Sch.Br./2004/Vol.II/—

Dated:

CIRCULAR

Sub: Guidelines for Heads of Government Sarvodaya Vidyalayas regarding Admissions to Pre-primary (K.G.) and class I whichever is the initial class.

All Heads of Govt. Sarvodaya Vidyalayas are directed to follow the following instructions for admissions to Pre-primary and class-I for the academic session 2013-14:

Pre-primary:

1. Each school shall have two sections of 40 (Forty) students each in Pre-Primary class.
2. Admission to be made in class I on basis of availability of seats.
3. Children residing preferably in the vicinity of 1 k.m. of the school (if a Sarvodaya Vidyalaya is not available in vicinity, then residents within a radius of 3 k.m. of the school) shall be eligible to apply.
4. If the number of applications received for pre-primary/ class-I is less than or equal to the required number of students to be admitted in each category, draw of lots will not be conducted and all eligible candidates shall be admitted.
5. For the academic session 2013-14, the issuance of application form commences w.e.f. 04.03.2013 (Monday) and the last date for submission of filled in application forms by the parent is 18.03.2013 (Monday) during the school working hours.
6. Application forms alongwith Guidelines for parents are available on Department's website. The same are to be downloaded by Heads of schools and provided to parents who wish to apply for admission of their wards.
7. An acknowledgement slip (Part-B of application form) is to be issued to the parents/guardians as a token of receipt of filled in application form.
8. The application forms of only those children will be considered for admission who complete four years of age as on 31.3.2013 for pre-primary class (child must be born between 1.04.2008 to 31.03.2009) and five years for class I (child must be born between 1.04.2007 to 31.03.2008).
9. The draw of lots shall be held on 22.03.2013 (Friday) at 11.00 A.M. in the morning shift schools and 3.00 P.M. in evening shift schools. The list of children selected through draw of lots shall be displayed on school Notice Board on 25.03.2013 (Monday) at 11.00 A.M. after being approved by concerned DDE (District). Admission procedure will start from 26.03.2013 (Tuesday) and be completed on 30.3.2013 (Saturday).
10. Reservation of seats will be as follows:-
    (vii) 15% seats for Scheduled Caste candidates.
(viii) 7.5% seats for Scheduled Tribe candidates.
(ix) 3% seats for physically handicapped (to be duly certified by a Govt. Hospital)
(iv) 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).

11. In the case of non-availability of candidates in the reserved categories, the vacant seats be given to the unreserved candidates as per the order of name in the waiting list.

12. The following documents are required to be produced by the parent/guardian at the time of Admission:-
- Details of Date of Birth (any one)
  a. (i) Original Date of Birth Certificate issued by MCD or Any other local body
     (ii) Anganwadi record
     (iii) Hospital/Auxiliary Nurse and Midwife (ANM) register record
     (iv) An Undertaking by the Parents regarding Date of Birth as per Part-B of the Application Form.
  b. One passport size photograph of the child.

13. Primary Classes will begin w.e.f. 2nd April, 2013 (Tuesday) and Pre-Primary Classes will begin w.e.f. 4th April, 2013 (Thursday).

14. Information regarding no. of seats available in Pre-primary class, and Class-I if any, along with reservation criteria shall be displayed on school Notice Board.

(Dr. (Mrs.) Sunita Kaushik)
Addl. Director of Education (School)

All HOSs through DEL-E

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1. PS to Secretary (Education)
2. PS to Director (Education)
3. All Regional Directors
4. All DDEs (Distt)/EOs/DEOs
5. Incharge, Computer Cell to paste on website
6. Guard File

(Kum Kum Lamba )
ADE (School)