

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI**  
**DIRECTORATE OF EDUCATION: PRIVATE SCHOOL BRANCH (PSB)**  
**OLD SECRETARIAT, DELHI-110054.**

No.F.DE.15(258)/EWS/PSB/2025-26/6538-6544

Dated: 30/05/25

**CIRCULAR**

**Sub: Guidelines for online admission process under CWSN category students at entry level (i.e. Nursery/KG/Class-1<sup>st</sup>) against vacant seats in Private Un-aided Recognized Schools of Delhi under RTE Act, 2009 & DSEAR, 1973 by DoE for the academic session 2025-26 through second Computerized Draw of lots.**

1. As per Section 12(1)(c) of RTE Act, 2009, all Private Unaided Recognized Schools (except Minority Schools) are under obligation to admit at least 25% of strength at the entry level (Pre-School/Nursery, Pre-primary/KG & Class-1) class(es) by children belonging to Economically Weaker Section, Disadvantaged group and CWSN in neighborhood and provide free and compulsory education till completion of elementary education.
2. Directorate of Education is once again facilitating admissions of Children with Disabilities (CWSN) Category in Private Unaided Recognized Schools under Delhi School Education Act & Rules, 1973 and RTE Act, 2009, at the entry level classes (Pre-school/Nursery, Pre-primary/KG and Primary/Class-1) for academic session 2025-2026 through COMPUTERIZED ONLINE ADMISSION SYSTEM. The applicant may access the Directorate's Website i.e. [www.edudel.nic.in](http://www.edudel.nic.in) and click on "CWSN Admission" link available on home page for applying for the second computerized draw of lots.
3. **Admission under CWSN Category:**
  - In accordance with notification No. F.19/DDE(IEDSS)/Admi.Cel/PSB/2018/ 26923 dated 23.07.2018, 3% seats will be for Children with Disability (CWSN- Children with Special Needs) within the 25% seat reserved for EWS/DG (Economically Weaker Sections & Disadvantaged Group) Category.
  - Income certificate is not required to the applicant under CWSN category.
4. The Directorate of Education, GNCTD started the process of online allotment of seats in EWS/DG/CWSN category by computerized draw of lots at the entry level class(es) in the Private Unaided Recognized schools (except Minority Schools) recognized under DSEAR, 1973 w.e.f. year 2016-17, and from year 2018-19 it was further extended in Private Unaided Recognized schools (except Minority Schools) recognized under RTE Act, 2009.
5. Only a single registration can be done using one Mobile Number. All communication related to application/admission process will be made only through that phone number.

6. Only a single application shall be filled for a child by an applicant for online admission process. Multiple applications filed for a child shall lead to cancellation of candidature of the child, even after succeeding in the draw of lots for admission. Also, in accordance to circular dated 04.10.2023 issued by Director (Education), it is mandatory to submit Aadhaar No. of Parents/Legal Guardian for applying for the admission at entry level under CWSN in Private Unaided Recognized Schools of Delhi to avoid duplicacy of applications. However, the Aadhaar No. of child is not mandatory for applying online for admission under CWSN category.
7. A child can avail only one-time benefit for admission at entry level under CWSN category in Private Unaided Recognized Schools (except Minority schools) vide order No DE. 15(1025)/PSB/2023/Pt file/7706-7711 dated 01.09.23. A child already admitted under CWSN category cannot apply again for admission under CWSN category in Private Unaided Recognized Schools.
8. The schedule for the said online admission process is as follows:

**ADMISSION SCHEDULE**

Opening of Online Module for filling online application by CWSN applicant.	<b>02.06.2025</b>
Last Date of Submission of online application by the CWSN applicants.	<b>22.06.2025</b>
Tentative date of second computerized draw of lots for CWSN applicants	<b>01.07.2025</b>

The detailed Mechanism for admission under EWS/DG/CWSN Category can be found on Public Circular No. F.DE.15(258)/EWS/PSB/2025-26/14-19 dated 02/01/2025 at official website of DoE, GNCTD i.e. [www.edudel.nic.in](http://www.edudel.nic.in). Further schedule of scrutiny of documents and admission shall be notified after the computerized draw of lots.

**9. Children with Special Needs: -**

The applicant under Children with Disability Category must have disability certificate issued by Govt. Hospital as mentioned in assessment, guidelines issued under RPWD Act, 2016. The certificate of disability issued under the persons with disabilities (equal opportunities, protection or rights and full participation) Act, 1995 (of 1996) shall continue to be valid after commencement of the act for the period specified therein. An addendum issued vide dated 27/05/2022 may also be referred to in this regard. It is reiterated that if a child who is identified with the case of Intellectual Disability/Specific Learning Disability (SLD) /Autism Spectrum Disorder seeking admission in a school, does not possess Disability certificate issued from a Govt. hospital as mentioned in assessment guidelines issued under RPwD Act, 2016, then in that case, the concerned HoS shall consider the admission of the child on the basis of Assessment/diagnostic report issued

from a Govt. hospital till the issuance of Disability certificate/UDID to the child.

10. **Age criteria for Children with Special Needs:** - The Child with Disabilities Category have disability certificate issued from a Government Hospital as mentioned in assessment guidelines issued under RPWD Act, 2016. The certificate of disability issued under the persons with disabilities (Equal opportunities, protection or rights and full participation) Act, 1995(1 of 1996) shall continue to be valid after commencement of the act for the period specified therein. In continuation of the order F. 265/DDE(IEDSS)/Admn Cell/2017-18/2609-2613 dated 11.09.2017 (Person with benchmark disability' as a person with not less than forty percent of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority") and F.213/DDE(IEB)/Admn. Cell/2022/6417-6431 dated 09.08.2023. The age criteria for Children with Disabilities Category is as under: -

Class	Age Limit for Children with Disabilities/CWSN category on 31.03.2025.
Pre-school/Nursery	3-7 years must born between 01.04.2018 to 31.03.2022
Pre-primary/KG	4-8 years must born between 01.04.2017 to 31.03.2021
Class-1	5-9 years must born between 01.04.2016 to 31.03.2020

11. **Regarding prohibition of demand of Capitation Fee/Donation at the time of admission.**

Capitation fee means any kind of donation or contribution or payment other than the fee notified by the school" As per the order of Hon'ble High Court in LPA 196/2004 in the matter of Rakesh Goyal vs. Mont Fort School and section 13(1) of RTE Act, 2009 no school or person shall, while admitting a child, collect any Capitation fee/donation from the parents. Any school or person who contravenes this provision and demands/receive Capitation fee shall be punishable with fine which may extend upto 10 times the Capitation charged.

12. Residential address is main criteria for allotment of seat through computerized draw However, it has been observed that Parents/Guardian manipulate by opting wrong Locality/Sub-Locality/Sub-Sub-Locality deliberately in order to get admission in a preferred school. Therefore, necessary amendment/changes have been done in online registration form in respect of filling details regarding Residential Address (i.e., Locality/Sub-Locality/Sub-Sub-Locality), which is as under: -

Residential Address	
Locality	Area
Sub-Locality	Village/Colony/Apartment/Sector/Pocket/Block/Gali etc.
Sub-Sub Locality	




If it is found at any stage that wrong information regarding residential address of a child is filled in order to get admission in a preferred school, then application of the child will be liable for cancellation.

13. The allotment of the child shall be cancelled in case the documents submitted by the applicant at time of scrutiny of Documents or later stage is found to be forged/fake. Allotment of child shall be cancelled if variation is found in details filled in online application and documents submitted at time of scrutiny of Documents. There is no provision for change in data submitted by Parents/Legal guardian at the time of filling online application form.
14. Option of correction in details of student/applicant is only available with applicant/parent till the last date of filling the online application form as mentioned above in the circular. Parents must ensure that the details in application form are correct before final submission of online application form.
15. Multiple/Duplicate entries/applications, if found at any stage, are liable for cancellation of candidature /admission of the candidate. **The school once allotted to the applicant through the computerized draw of lots shall not be changed under any circumstances.**
16. **The 29 zonal teams under DDE Districts of directorate of education will scrutinize all the documents of all the successful candidates within 10 working days of computerized draw of lots. For this a dedicated Helpdesk, Single Window display of all documents will be setup in district offices where all required documents will be displayed prominently.**
17. Further, the order passed by the sub-committee of Zone/DAMC as applicable, shall be final and binding upon Private Unaided Recognized Schools to grant admission to the recommended candidate. The candidate will not be subjected to any further scrutiny apart from what was done by the subcommittee of the zone. If any school violates these guidelines, action, as deem fit, in accordance with the extant rules and provision of RTE Act 2009 & DSEAR Act, 1973 will be initiated against such schools.
18. In addition to the above, for any grievance relating to admission process in Children with Disabilities category (CWSN) in the Private Unaided Recognized Schools of DoE, complaints or queries may be raised at helpline number 9818154069 (between 10.00 AM to 5.00 PM on all working days, Monday to Friday).

All the above directions are issued for strict compliance by all concerned and non-compliance of the order shall be viewed seriously.

This issues with the prior approval of Competent Authority.


  
30/5/25  
(SUSHITHA BIJUR)  
DY. DIRECTOR (EDUCATION)

No.F.DE.15(258)/EWS/PSB/2025-26/6538-6544

Dated: 30/05/25

**Copy to: -**

1. OSD to Hon'ble Chief Minister, Delhi.
2. OSD to Hon'ble Minister of Education, Delhi.
3. PS to Secretary (Education), Directorate of Education, GNCT of Delhi.
4. PPS to Director (Education), GNCTD.
5. PS to Additional Director (Education), GNCTD.
6. All DDEs districts for necessary compliance.
7. SO (IT) with a request to upload the circular on departmental website as public circular.
8. Guard File.

  
30/5/25

(SUSHITHA BIJU)

DY. DIRECTOR (EDUCATION)

(TO BE PUBLISHED IN PART-IV) OF THE DELHI GAZETTE-EXTRA ORDINARY)  
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION, OLD SECRETARIAT : DELHI-110054.

Delhi, 23<sup>rd</sup> July, 2018

NOTIFICATION

No.F.19/DDE(1EDSS)/Admin.Cell/PSB/2018/26923.— In exercise of the powers conferred by sub-section (1) of section 3 of the Delhi School Education Act, 1973 (18 of 1973) read with rule 43 of the Delhi School Education Rules, 1973 and sub-section (2) of section 35 read with clause (d) of section 2 of the Right of Children to Free and Compulsory Education Act, 2009, the Lt. Governor of the National Capital Territory of Delhi hereby makes the following order to amend the Delhi School Education (Free Seats for students belonging to Economically Weaker Sections and Disadvantaged Group) Order, 2011, namely: --

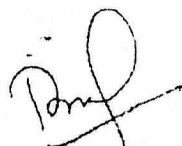
1. Short title and commencement (1): This order may be called the Delhi School Education (Free Seats for students belonging to Economically Weaker Sections and Disadvantaged Group) Amendment Order, 2018.

(2) It shall come into force with immediate effect.

2. In the Delhi School Education (Free seats for students belonging to Economically Weaker Section and Disadvantaged Group) order, 2011, for sub-clause (a) of clause 3, the following clause shall be substituted, namely: -

3(a) All schools specified in sub clauses (iii) and (iv) of clause (ii) of section 2 of the Right of Children to Free and Compulsory Education Act, 2009 shall admit children, in class one to the extent of at least twenty-five percent of the strength of that class, from children belonging to weaker sections and disadvantaged groups in neighborhood and provide free and compulsory elementary education till its completion as per provisions of clause (c) of sub-section (1) of section 12 of the said Act, 2009;

Provided that within twenty-five percent seats as referred above, three percent seats shall be reserved in private unaided schools for admission of Children With Disabilities as defined in the Rights of Persons with Disabilities Act, 2016 subject to the final outcome of SLP No. 12549/2014 titled as "Lt. Governor, Delhi and Ors. Vs Pramed Arora. Such admissions shall be done without considering any



neighborhood criteria in view of the judgment dated 03<sup>rd</sup> April, 2014 of the Hon'ble High Court in WPC-1225/2014.

Provided further that where such school imparts pre-school education, the above provisions shall apply for admission to such pre-school education;

notwithstanding supersession of order No. F.DE/15/ACT/2006/424 dated 25<sup>th</sup> January, 2007, the school (including minority) which were allotted land by the government shall also admit children from economically weaker section in neighborhood to the extent of twenty percent in all fresh admissions made in other classes above the entry level (Pre-School/Pre-Primary/Class-I) in the same manner as provided in this Directorate's notification dated 07<sup>th</sup> January, 2011."

By order and in the name of the Lt. Governor of  
the National Capital Territory of Delhi,



SPECIAL DIRECTOR OF EDUCATION



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

F.No.DE.15(1025)/PSB/2023/Pt.file/ 8428-8433

Dated: 04/10/23

CIRCULAR

SUBJECT: Regarding Aadhar of Parents/Guardian mandatory for applying for the admission at entry level under EWS/DG/CWSN and from class 2nd onwards under Economic Weaker Section under Freeship scheme in Private Unaided Recognized Schools in Delhi.

1. As per Section 12(1)(C) of RTE Act, 2009, all Private Unaided Recognized Schools (except Minority schools) are under obligation to admit at least 25% of strength of entry level class/classes by children belonging to Economically Weaker Section, Disadvantaged Group and CWSN in neighborhood and provide free and compulsory elementary education till completion of elementary education.
2. Further, the Directorate of Education started the process of online allotment of seats in EWS/DG/CWSN category by computerized draw of lots at the entry level of class/classes in the Private Unaided Recognized school (except Minority) recognised under DSEAR Act & Rule 1973 in year 2016-17, and from year 2018-19 it was further extended in Private Unaided Recognized school (except Minority) recognised under RTE Act, 2009.
3. Under the Freeship Scheme, Directorate of Education, also allotting the Economically Weaker Section category candidates in neighborhood to the extent of 20% against the fresh admissions from classes 2<sup>nd</sup> onwards through computerized draw of lots after inviting online applications, in the Private Unaided Recognized Schools (Except minority schools) running on the land allotted by DDA/other Government agencies as per land allotment condition.
4. Further, It has also been decided vide order No. DE.15(1025)/PSB/2023/Pt.file/7706-7711 dated 01/09/23 that a candidate can avail one-time benefit for admission at entry level under EWS/DG/CWSN category for elementary education or admission from class 2nd onwards under Freeship scheme in Private Unaided Recognized Schools till completion of Education (except Minority schools) and not allowed any change of school as per settled policy of Directorate of Education.
5. The DoE vide Circular No. 15(840)/PSB/2022/5580-5584 dated 12.07.2022 made the AADHAR mandatory for online applying for admission process for EWS/DG and CWSN category under RTE Act or under Freeship scheme for EWS only in Private unaided recognised Schools in Delhi from the academic session 2023-24. However, the Ld. Single

04/10/23



Judge in WP(C) 9840/2023 titled SASHANK YADAV v. GOVT OF NCT OF DELHI had granted stay against the aforementioned circulars of the DoE through impugned interim order dated 27.07.2023, by holding that the scheme of the Govt. of NCT of Delhi of making Aadhar Card of children mandatory for admission under EWS/DG and CWSN category in private unaided recognized schools is in contravention to the judgment dated 26.09.2018 passed by the Triple Bench of the Hon'ble Supreme Court in writ petition (civil) no. 494 of 2012 Titled as Justice K.S. Puttaswamy (Retd.) and others versus Union of India and Others. It is pertinent to mention that the interim stay granted by the Hon'ble High Court is restricted to the children as it makes seeking AADHAR from the students not in consonance with the Puttaswamy (Supra) judgement.

6. The DoE has noticed that multiple applications are being filed by an applicant in order to increase the probabilities of their selection in the computerized draw of lots by manipulating with address/name/any other related personal details. Further, it has also been noticed that such applicant got allotment for admission in multiple school because of the altered information furnished during applying online for admission. This malpractice results into defeat of the objective of beneficial schemes implemented for the admission at entry level and under Freeship scheme.
7. In order to dispense away with above said malpractices, a measure to be adopted to overhaul the online admission mechanism. Therefore, it has been decided by the Competent Authority of GNCTD that the Aadhar of Parents/legal Guardian who apply for admission of their wards, is must to achieve the legitimate goal to ensure the fair, transparent, uniform and hassle free admission process, so that the Right of eligible candidate for Free and Compulsory Education guaranteed under Section 12 (1) (c) of RTE Act, 2009 and DSEAR Act, 1973 may not get infringed.
8. Aadhar helps to identify duplicity in applying online for admissions result genuine candidates succeeded in computerized draw of lots, it is clarified that the information so collected qua Aadhar Card at the time of registration of the application form will be only minimal and limited to details contained therein i.e. personal details like Biometric etc. will be not stored, shared with any other agency. Aadhar card of Parents/Guardian to curb the malpractices adopted by several applicants by filling multiple application to increase their chances unfairly for selection.
9. The requirement of production of original Aadhar card of Parents/Guardian at the time of verification of the Aadhar details filled in the application form before the school authorities does not infringe/affect the right of the applicant rather it aims to protect the right of the

6/1/23

deserving, eligible candidate under the above said category to avail the above said beneficial scheme of admission and will be in the interest of the society at the large.

10. It is pertinent to mention here that all Private Unaided Recognized Schools (except Minority schools) are under obligation to admit at least 25% of strength of entry level class/classes by children belonging to Economically Weaker Section, Disadvantaged group and CWSN in neighborhood and provide free and compulsory elementary education till completion of elementary education and under the Freeship Scheme, Directorate of Education, also allotting the Economically Weaker Section category candidates in neighborhood to the extent of 20% against the fresh admissions from classes 2<sup>nd</sup> onwards till completion of Education. Therefore, to get the benefit under the both schemes, Aadhar of parents/Guardian is to be mandatory for applying online for admission in the above said two schemes.

11. The Hon'ble LG of NCT of Delhi has conferred power to the Director (Education), Directorate of Education vide clause 10 of Notification No.15(172)/DE/Act/2010/69 dated 07/01/2011 that the Director (Education), Government of National Capital Territory of Delhi may, if he is of opinion that in the interest of school education in Delhi, in general and in order to implement the provisions of this notification in particular, it is necessary so to do, may issue instructions/guidelines/clarifications from time to time.

12. Therefore, to extend the benefit of both the schemes to large number of children/families of the eligible categories and in furtherance of the interim Order dated 27.07.2023 of the Hon'ble High Court of Delhi in WP(C) 9840/2023 titled SASHANK YADAV v. GOVT OF NCT OF DELHI barring the requirement of making AADHAR mandatory for children under EWS/DG and CWSN category in private unaided recognized schools and the Circular dated 12.07.2022 issued by the DoE, it has been decided that Aadhar of Parents/Guardian shall be mandatory for applying online for the admission at entry level under EWS/DG/CWSN category or admission from class 2<sup>nd</sup> onwards under Freeship scheme in Private Unaided Recognized Schools (except Minority schools).



(HIMANSHU GUPTA)  
DIRECTOR (EDUCATION)

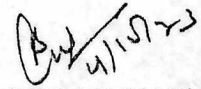
Dated: 04/02/23

F.No.DE.15(1025)/PSB/2023/Pt.file/ 8428-8433

Copy for information to:-

1. PA to Director (Education), Directorate of Education, GNCT of Delhi.
2. PA to Addl. Director (Education), Directorate of Education, GNCT of Delhi.
3. All RDEs, Directorate of Education, GNCT of Delhi.
4. All DDEs (District), Directorate of Education, GNCT of Delhi.

5. All Private Unaided Recognized Schools (except Minority schools) of this Directorate.
6. Incharge (Computer Cell), with the request to upload on official website of this Directorate (in Public Circular).
7. Guard file.



(BIMLA KUMARI)

DEPUTY DIRECTOR OF EDUCATION (PSB)



**GOVERNMENT OF NCT OF DELHI**  
**DIRECTORATE OF EDUCATION: PRIVATE SCHOOL BRANCH**  
**OLD SECRETARIAT, DELHI-110054**

F.No.DE.15(1025)/PSB/2023/Pt.file/7706-7711

Dated: 01/09/23

**ORDER**

**Subject: Availing one-time benefit for admission at entry level under EWS/DG/CWSN category or admission from class 2<sup>nd</sup> to 9<sup>th</sup> under Freeship scheme in Private Unaided Recognized Schools (except Minority schools).**

1. As per Section 12(1)(C) of RTE Act, 2009, all Private Unaided Recognized Schools (except Minority schools) are under obligation to admit at least 25% of declared strength of entry level class/classes by children belonging to Economically weaker section, Disadvantaged group and CWSN in neighborhood and provide free and compulsory elementary education till completion of elementary education.
2. Further, the Directorate of Education started the process of online allotment of seats in EWS/DG/CWSN category by computerized draw of lots at the entry level of class/classes in the Private Unaided Recognized school (except Minority) recognised under DSEAR Act & Rule 1973 in year 2016-17, and from year 2018-19 it was further extended in Private Unaided Recognized school (except Minority) recognised under RTE Act, 2009.
3. Under the Freeship Scheme, Directorate of Education, also allotting the Economically Weaker Section category candidates in neighborhood to the extent of 20% against the fresh admissions from classes 2<sup>nd</sup> onwards through computerized draw of lots after inviting online applications, in the Private Unaided Recognized Schools (Except minority schools) running on the land allotted by DDA/other Government agencies as per land allotment condition.
4. Directorate of Education is receiving cases in which already admitted students at entry level under EWS/DG & CWSN category or admission under freeship scheme in Private Unaided Recognized Schools (except Minority schools) allotted through computerized draw of lots by DOE, are again applying in successive years for admission in other schools under these two scheme in the same category. Many candidates from these selected students again get allotment through computerized draw in another school. Consequent upon his/her admission in the new school, vacancy is created in his/her previous school and remains vacant and thereby depriving other deserving candidates of same category.
5. A large number of applications are received for admission at entry level under EWS/DG & CWSN category and under freeship scheme in Private Unaided Recognized Schools (except Minority schools) for the year 2023-24 against the limited available/vacant seats under these categories. Thereby, a large of number of candidates could not get seats/allotment for admission in the school in the computerized draw of lots held.

01/09/23

6. As per the existing policy, there is no provision for change/transfer of once allotted school from the choices submitted by the parents in original applications. However, by submitting a fresh application by the Parent/guardian of already admitted students through one of the two schemes, there is deliberate attempt for transfer/change of school, which is against the settled policy of Directorate of Education.
7. The Hon'ble LG of NCT of Delhi has conferred power to Director (Education), Directorate of Education vide clause 10 of Notification No.15(172)/DE/Act/2010/69 dated 07/01/2011 that the Director (Education), Government of National Capital Territory of Delhi may, if he is of opinion that in the interest of school education in Delhi, in general and in order to implement the provisions of this notification in particular, it is necessary so to do, may issue instructions/guidelines/clarifications from time to time.
8. Therefore, to extend the benefit of both the schemes to large number of children/families of the eligible categories, it has been decided that a candidate can avail one-time benefit for admission at entry level under EWS/DG/CWSN category or admission from class 2nd to 9th under Freeship scheme in Private Unaided Recognized Schools (except Minority schools) for elementary education and not allowed any change of school as per settled policy of Directorate of Education.

*(Signature)*

(HIMANSHU GUPTA)  
DIRECTOR (EDUCATION)

Dated: 01/09/23

F.No.DE.15(1025)/PSB/2023/Pt.file/ 7706-7711  
Copy to:-

1. PA to Director (Education), Directorate of Education, GNCT of Delhi.
2. PA to Addl. Director (Education), Directorate of Education, GNCT of Delhi.
3. All RDE, Directorate of Education, GNCT of Delhi.
4. All DDE (District), Directorate of Education, GNCT of Delhi.
5. All Private Unaided Recognized Schools (except Minority schools) of this Directorate.
6. Incharge (Computer Cell), with the request to upload on website of this Directorate.
7. Guard file.

*(Signature)*

(BIMLA KUMARI)  
DEPUTY DIRECTOR OF EDUCATION (PSB)

**GOVERNMENT OF NCT OF DELHI  
DIRECTORATE OF EDUCATION  
(PRIVATE SCHOOL BRANCH)  
OLD SECRETARIAT, DELHI-110054**

No. F.No.DE.15 (305)/PSB/2020/3715-3722

Dated: 27/05/22

**ADDENDUM**

This is in continuation to the order No. F.DE.15 (382/PSB/2022/926-931 dated 24/02/2022 vide which instructions/guidelines were issued in R/o admission of the candidates under EWS/DG & CWSN categories.

In this regard, head of schools of all private unaided recognized schools managements are hereby informed that as per the Gazette notification no. 61 dated 04/01/2018 on 'Guidelines for assessment of various specified disabilities' & Gazette notification no. 120 dated 25/04/2016 & 'Guidelines on evaluation & assessment of Autism & procedure for certification', age-bar for certification and validity in respect of the following specified disabilities has been laid down by Govt. of India and accordingly the Disability certificate/Unique Disability ID (UDID) card is being issued:

S. No.	Type of Disability	Certification & Validity criteria as per the abovementioned Gazette notifications
1	Intellectual Disability (earlier called as 'Mental Retardation')	The minimum age for certification will be one (01) completed year. Children above one year and up to the age of 5 years shall be given a diagnosis as Global Developmental Delay (GDD). <b>Children above the age of 5 years shall be given a diagnosis and certificate as Intellectual Disability.</b> Temporary certificate for children less than 5 years: The certificate will be valid for maximum 3 years/ 5 years age (whichever is earlier). For children more than 5 years: The certificate will mention a renewal age. The certificate will have to be renewed at age of 5 years, 10 years and 18 years. The certificate issued at 18 years age will be valid lifelong.
2	Specific Learning Disability (SLD)	<b>The certification will be done for children aged eight years and above only.</b> The child will have to undergo repeat certification at the age of 14 years and at the age of 18 years. The certificate issued at 18 years will be valid life-long
3	Autism Spectrum Disorder	The Indian Scale of Assessment of Autism has been developed which provides the detailed assessment procedure and tools for assessing the <b>extent of disability for persons with autism beyond 6 years of age.</b> The certificate would be valid for a period of 5 years for those whose disability is temporary and are below the age 18 years. For those who acquire permanent disability, the validity can be shown as "Permanent" in the certificate.





However, if a child who is identified with the case of Intellectual Disability/Specific Learning Disability (SLD) /Autism Spectrum Disorder seeking admission in a school, does not possess Disability certificate issued from a Govt. hospital as mentioned in assessment guidelines issued under RPwD Act, 2016, then in that case, the concerned HoS shall consider the admission of the child on the basis of Assessment/diagnostic report issued from a Govt. hospital till the issuance of Disability certificate/UDID to the child.

Non-compliance of this order shall be viewed seriously.

This issues with the prior approval of Director (Education), GNCTD.



(YOGESH PAL SINGH)  
DEPUTY DIRECTOR OF EDUCATION (PSB)

To,

All Manager/HoS  
Private Unaided Schools of Delhi

No. F.No.DE.15 (305)/PSB/2020/ 3715-3722

Dated: 27/05/22

Copy to:

1. P.S. to Pr. Secretary (Education), GNCTD
2. P.S. to Director (Education), GNCTD
3. All DDEs (District), Directorate of Education, Delhi
4. All DDEs (Zone), Directorate of Education, GNCTD
5. DDE (IEB), Directorate of Education, GNCTD
6. All HoS/School Management of Private recognized Schools, Directorate of Education, GNCTD
7. District Coordinator (IE), DoE, GNCTD
8. In-charge (Computer Cell), DoE with request to upload the circular on the department website.
9. Guard File.



(YOGESH PAL SINGH)  
DEPUTY DIRECTOR OF EDUCATION (PSB)