



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

No. DE.23 (363)/ Sch.Br./2026/104

Dated: 26-02-2026

CIRCULAR

Sub.: Guidelines for Parents regarding Admission in Entry Classes i.e. Nursery (Balvatika-1) / KG /Class-I in Government Sarvodaya Vidyalayas for the Academic Session 2026-27.

1. Admission process in Entry Classes in all Government Sarvodaya Vidyalayas of DoE will start from **02-03-2026 (Monday)** and information about Entry Class and number of seats in Entry Classes will be displayed at the gate/outside of each Government Sarvodaya Vidyalaya.
2. Children residing in Delhi shall be eligible to apply.
3. The children will be admitted as per following order of priority:-
 - A. Children residing in the vicinity of 1 KM of Sarvodaya Vidyalaya and children residing within 3 KM of Sarvodaya Vidyalaya who have no Sarvodaya Vidyalaya within 1 KM of their residence.
 - B. Children residing in the vicinity of 3 KM of the Sarvodaya Vidyalaya other than mentioned in above category.
 - C. Children residing beyond 3 KM but in such cases concerned HoS will take an undertaking from the parents regarding safe transportation of the child.
4. 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 nearest to his/her residence.
5. As per guidelines issued vide Circular No. DE. 23(749)/Sch.Br./2026/976 dated 24-10-2025, the appropriate age of admission to Entry Classes will be as under:
 - ✓ Nursery (Balvatika-1) – 3+ years to 4 Years as on 31-03-2026 (child must be born between 01-04-2022 and 31-03-2023).
 - ✓ Class KG – 4+ years to 5 Years as on 31-03-2026 (child must be born between 01-04-2021 to 31-03-2022).
 - ✓ Class-I – 5+ years to 6 Years as on 31-03-2026 (child must be born between 01-04-2020 and 31-03-2021).

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 (Balvatika-1)/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. F.265/DDE(IEDSS)/Admn.Cell/2017-18/458-470 dated 13/05/2022.

6. Application forms for admissions to the **Entry Level Classes i.e. Nursery (Balvatika-1)/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 **02-03-2026 (Monday) to 16-03-2026 (Monday) (both days inclusive)** on all working days. Application Form is also enclosed with this circular.

7. Timings for issue of application forms are 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 **02-03-2026 (Monday)** to **16-03-2026 (Monday)** (both days inclusive).
8. 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. 7.
9. 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 by the Help Desk members. For filling the application form, parents can take help of the Help Desk, if required.
10. List of applicants alongwith deficiency, if any, will be displayed on **18-03-2026** at notice board of the school.
11. The parents of the applicants can visit the school during school timings from **18-03-2026 (Wednesday)** to **19-03-2026 (Thursday)** for removal of deficiency in the application form, if any.
12. Selection of candidates will be done by draw of lots to be held on **20-03-2026 (Friday)** at 11:00 AM in the morning & general shift and 3:00 PM in the evening shift schools in the presence of SMC members of the schools and parents of the applicants.
13. The list of children selected through the draw of lots will be displayed on the School Notice Board on **23-03-2026 (Monday)** at 11.00 AM in Morning/General Shift Schools & at 03:00 PM in Evening Shift Schools. Admission will start from **24-03-2026 (Tuesday)** and will be completed by **02-04-2026 (Thursday)**. If any seat is left vacant, admission of children placed in waiting list will be done from **04-04-2026 (Saturday)** to **07-04-2026 (Tuesday)**.
14. 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 in the name of any of the parents.
 - ❖ 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.
 - ✓ Concerned Certificate like Caste/ Disability Certificate etc. in support of reservation claimed.

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.

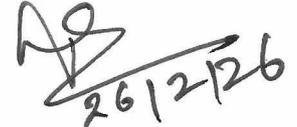
15. In case of selected children, the immunization certificate is to be submitted by the parents/guardians within 6-months from the date of admission.

16. 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 names in the waiting list.

This issues with prior approval of the Competent Authority.


(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./2026/ 104

Dated: 26-02-2026

Copy to:-

1. Secretary to Hon'ble CM.
2. Secretary to Hon'ble MoE.
3. PS to Secretary (Education), G.N.C.T. of Delhi
4. PPS to Director (Education).
5. All RDEs/DDEs (District/Zone) to ensure compliance.
6. System Analyst for uploading on MIS.
7. Guard File.


(Dr. Sudhakar Gaikwad)
DDE (School)