

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION: AWARDS BRANCH  
PATRACHAR VIDYALAYA, TIMARPUR: NEW DELHI**

No.F.30-1 (33)/Co-ord./12/PF/13

Dated:27/04/2017

**CIRCULAR**

Subject:- Maintenance of Advance Register in schools.

In continuation of this office order No.F 30-1 (33)/Co-ord/12/PF/277-293 dated 21-02-12, and the same was reiterated on 21-05-2012 vide No.F.30-1(33)/Co-ord/12/PF/338-345 regarding opting of minority language at the time of admission by the minority students, the following are once again reiterated for all the Head of Schools-

1. Heads of all schools are hereby directed to maintain an **Advance Register** for obtaining option for minority language .
2. In Advance Register all students register their preference for opting minority language at the beginning of class VI or at the time of admission.
3. Heads of all schools should also allow the Honorary Coordinators of National Commission for Minority Education Institution (NCMEI) to check the Advance Register, maintained in the school for opting minority language.
4. All schools of Directorate of Education have at least one Punjabi, one Urdu and one Sanskrit Teacher.
5. Further all the HOS are directed to intimate the Post Fixation Cell (PFC) at H.Q. Old Sectt. Directorate of Education, about their requirement of teachers in the opted language.

This issues with the Prior approval of competent authority.

  
27/04/17  
**NISHA CHANDRA  
OSD(AWARDS)**

**Head of Schools**

No.F.30-1 (33)/Co-ord./12/PF/13

Dated: 27/04/2017

Copy for information to :-1. PS to the Principal Secretary to C.M.

2. PS to the Minister of Education.
3. PS to the Chairman of Delhi Minority Commission in reference to your letter dated 358/7/5/12.
4. PS to the Secretary Education.
5. PS to Director (Education), Dte. of Education, Old Secretariat, Delhi-54.
6. PA to ADDL.DE. (Welfare).
7. All RDEs/DDEs through MIS.
8. OS (IT). With the request to paste it on the website of the Department.