



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

F.No.: DE.23(32)/Sch.Br./2017-18/315

Dated: 3/3/2017

CIRCULAR

Sub.: Guidelines for Heads of Sarvodaya Vidyalayas regarding online admissions in Nursery (3+) & KG/Class-I (Entry Class).

Admissions to above cited classes will be done through online for the academic session 2017-18. All the Heads of Sarvodaya Vidyalayas are therefore, directed to give wide publicity to the admission process through morning assembly, SMC members and display the same outside their office & School Main Gate. Further, they are also directed to abide by the following directions for online admissions in Nursery (3+ age) & KG/Class-I (Entry Class) for academic session 2017-18:

1. Online application forms for admission to Nursery & KG/Class-I (Entry Class) in Government Sarvodaya Vidyalayas of the Directorate of Education, Govt. Of NCT of Delhi will be submitted by the parents from **04.03.2017 (Saturday) to 18.03.2017 (Saturday) (both days inclusive)** on Department's website www.edudel.nic.in.
2. The parents will provide the following details while filling the application form online:
 - a) Aadhaar Number i.e.UID/EID of the child.
 - b) One passport size photograph of the child.
 - c) Bank Account Number of the child along with name of the Bank's Branch & its IFSC.
 - d) Date of Birth of Child.
3. Documents to be submitted for verification at the time of admission:-
 - (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.
 - Anyone of the following documents as residence proof:-
 - (i) BPL Card/Ration Card issued in the name of parents having name of the child.
 - (ii) Domicile certificate of child or parents.
 - (iii) Voter I card of any of the parents.
 - (iv) Electricity bill/MTNL telephone bill/Water bill in the name of parents.
 - (v) Bank Passbook in the name of child or parents.
 - (vi) Aadhaar Card of child/parents issued by GOI.
 - (vii) Passport in the name of any of the parents/child.
 - (viii) Driving licence of parents.

- Certificate of Caste (in case of SC/ST/OBC).
 - Certificate of disability (in case of divyangs)
4. Parents will select 5 Sarvodaya Vidyalayas as per their preference.
 5. **Parents will be solely responsible for the correctness of the information submitted online by them in the registration form.**
 6. **Mere submission of online application form does not guarantee the admission in Sarvodaya Vidyalaya as admission will be done through online draw of lots as per number of seats available in a particular Sarvodaya Vidyalaya.**
 7. **Admission to selected children through online draw of lots will be confirmed only after the physical verification of requisite documents by the concerned Sarvodaya Vidyalayas.**

GENERAL INSTRUCTIONS:

1. Usually, Sarvodaya Vidyalayas have two sections of 40 (forty) students each in KG/Class-I (Entry Class) however, the list of Sarvodaya Vidyalayas showing actual number of sections & number of seats for admission through draw is available on the website. As the seats for admission are limited, the parents of the children who do not find place in the draw of lots may be advised to contact Local Body Schools for admission.
2. Some of the Sarvodaya Vidyalayas are starting Class Nursery (3+ age) from this Session, the list of such Sarvodaya Vidyalayas is also available on our website.
3. If the number of applications received for Nursery and KG/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 will be admitted.
4. **The application forms of only those children will be considered for admission who have completed 3-years of age as on 31-03-2017 for Nursery Class (child must be born between 01-04-2013 to 31-03-2014) & who have completed 4-years of age as on 31-03-2017 for Class KG (child must be born between 01-04-2012 to 31-03-2013) and who have attained the age of 5-years as on 31-03-2017 for Class-I (child must be born between 01-04-2011 to 31-03-2012).**

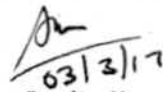
***Further, the age relaxation is granted in the maximum as well as minimum age of 30-days for Classes Nursery & KG/Class-I.**

5. Reservation of seats will be as follows:-
 - (i) 15% seats for Scheduled Caste candidates.
 - (ii) 7.5% seats for Scheduled Tribe candidates.
 - (iii) 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).
6. In case of non-availability of candidates, even after considering the waiting list candidates in the reserved categories, the vacant seats will be given to the unreserved candidates as per the serial order of name in the waiting list.

7. The draw of lots will be held online on 22-03-2017 (Wednesday). The Head of concerned Sarvodaya Vidyalaya will display the list of children selected through draw of lots on school Notice Board on the same day before 03:00 PM.
8. Category wise waiting list will also be drawn and displayed on the school notice board on the same day.
9. Admissions will be done from 23-03-2017 (Friday) to 30-03-2017 (Thursday) on submission and physical verification of requisite documents in the respective Sarvodaya Vidyalayas.
10. If the seats remain vacant in Sarvodaya Vidyalayas after 30.03.2017, the same shall be filled from the children placed in category-wise waiting list. Children in the waiting list will be informed by the HOS through SMS on the registered mobile number to report for admission for the vacant seat.

Three working days would be given to the parents for getting the waitlisted child admitted. This process of three working days will continue till all the vacant seats are filled by the waitlisted candidates as per merit.

11. No change of School will be allowed.
12. The concerned Head of School will ensure that the Parents of students admitted to the Sarvodaya Vidyalaya in this session submit the certificate of immunization within six months from the date of admission.
13. Primary Classes will begin w.e.f. 3rd April, 2017 (Monday).


03/3/17
(Dr. Ms. Sunita Kaushik)
Addl. Director of Education (Schools)

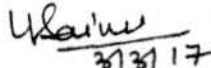
All Heads of Sarvodaya Vidyalayas through DEL-E

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Copy to:-

1. P.S. to Secretary (Education).
2. P.S. to Director (Education).
3. All Regional Directors of Education.
4. All DDEs (District/Zone)/DEOs.
5. In-charge, Computer Cell to upload it on website.
6. Guard file.


3/3/17
DDE (Schools)