

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

No. DE.23 (363) /Sch.Br./2017/ 554

Dated: 07/04/17

CIRCULAR

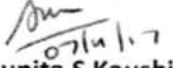
Sub: Admissions to Classes Nursery, KG & First (as per draw of lots) in Sarvodaya Vidyalayas.

All the Heads of Govt. Schools are directed to ensure that following guidelines are observed while processing the admissions:

- Parents have opted for 5 Schools in order of preference in the online registration form for admission and accordingly Schools have been allotted through online draw of lots.
- The list of selected students through draw of lots for admission to Classes Nursery, KG & First has been displayed on MIS as well as School-wise list on School Login.
- An 'Admission Help Desk' shall be established in every School and shall remain functional from 08:00 AM to 09:00 AM in morning shift Schools & from 05:00 PM to 06:00 PM in evening shift Schools.
- The waitlisted students equal to number of vacant seats shall be informed through SMS by the concerned Head of School and allowed 2 working days to take admission. Thereafter, if vacancy still exists, admissions for Cycle II will be processed in the same manner as per the following schedule:

Cycle	Date of SMS	Admission will be done	
		From	To
I	10.04.2017	11.04.2017	12.04.2017
II	12.04.2017	15.04.2017	17.04.2017
III	17.04.2017	18.04.2017	19.04.2017
IV	19.04.2017	20.04.2017	21.04.2017

- Merely the receipt of SMS by a parent does not guarantee the admission of his/her ward. The admission will be subject to verification of requisite documents.
- **Student ID for every student is generated compulsorily in order of their admission within two days of document verification.**
- No request of transfer from any student shall be entertained.
- In case of any problem the respective DDE(zone) will sort it out at their level.
- For the residual vacant seats directions will be issued.


(Dr. (Mrs.) Sunita S Kaushik)
Addl.DE (Schools)


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All Heads of Govt. Sarvodaya Vidyalayas under Directorate of Education through DEL-E.

Copy to:-

1. PS to Secretary (Education), Delhi.
2. PS to Director (Education), Delhi.
3. All RDEs/DDEs (District/Zone)/DEOs to ensure compliance.
4. OS (IT) to please paste on website.
5. Guard File.


(Tapeswar)
DDE (Schools)