

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

No.DE 15 (298)/PSB/2019/1693-99

Dated: 14/02/19

**CIRCULAR**

**Subject: Guidelines for Admissions under EWS/Freeship category from class 2<sup>nd</sup> onwards against available seats in Private Unaided Recognized Schools of Delhi for session 2019-20 .**

1. As per clause 3A of Notification no. F.19/DDE(IEDSS)/Admn.cell/PSB/2018/26923 dated 23/07/2018, Private Recognized Unaided Schools situated at land allotted by the Government shall also admit children from Economically Weaker Section in neighborhood to the extent of 20% in all fresh admissions made in other classes above the entry level(Pre-school/Nursery, Pre-Primary/KG and Class-I ) in the same manner as provided in this Directorate's Notification No. 15/(172)/DE/ACT/2010/69 dated 07/01/2011.
2. In WPC NO. 4607 titled as "Justice for all Vs Directorate of Education, GNCTD" Hon'ble High Court of Delhi has observed that seats available under EWS category in the classes from 2<sup>nd</sup> onwards in Private Recognized Unaided Schools running on the land allotted by Government will be filled and department has also given its consent to develop a mechanism to fill these vacant seats of EWS category in the classes 2<sup>nd</sup> onwards.
3. Earlier, the Private Unaided Recognized Schools (Except minority school) running on the land allotted by DDA/ other Government agencies had been following the manual procedure for admission of Economically weaker section in neighborhood to the extent of 20% in the fresh admission in classes 2<sup>nd</sup> onwards in accordance with the notification dated 30.12.2013 and order dated 28.04.2016.
4. Further, vide order of DoE dated 27.07.2018, it was decided to fill all such vacancies/ seats available under free-ship quota through computerized draw of lots after inviting online applications, in the similar manner as is being done in case of admissions at the entry level classes under EWS/DG category in Private Unaided Recognized Schools ( except minority schools).
5. In compliance of the Directorate order dated 27.07.2018, DoE is facilitating admissions under EWS/free ship category by submission of application through

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online module and selection by computerized draw of lots for Class 2<sup>nd</sup> onward against available seats in the Private Unaided Recognized Schools running on Government allotted land, for the academic session 2019-20. The applicant may access the Directorate's website [www.edudel.nic.in](http://www.edudel.nic.in) and click "EWS/Free-ship" admission link on home page for applying.

6. The schedule for the said online admission process is as follows:-

**Admission Schedule:-**

Opening of Online Module for filling online application by the EWS/Free-ship category applicants.	19/02/2019 (Tuesday)
Last date of submission of online application by the EWS/Free-ship category applicants.	04/03/2019 (Monday)
The date of first computerized draw of lots for EWS/Free-ship category.	15/03/2019 (Friday)

7. Any person residing in Delhi, having the residence proof of Delhi and requisite Income Certificate (less than one lakh rupees annually) issued by the Revenue Department of GNCT of Delhi, BPL/AAY (Ration Card/Food Security Card holder) are eligible for applying in these Private Unaided Recognized Schools for admission of their ward under Economically Weaker Section Category.

8. **Regarding Age Limit.**

**The age criteria for class II to IX will be as mentioned below:**

Class	Appropriate Age as on 31 <sup>st</sup> March of the Year 2019
II <sup>nd</sup>	The age of child should be 5+ but less than 6 years
III <sup>rd</sup>	The age of child should be 6+ but less than 7 years
IV	The age of child should be 7+ but less than 8 years
V	The age of child should be 8+ but less than 9 years
VI	The age of child should be 9+ but less than 10 years
VII	The age of child should be 10+ but less than 11 years
VIII	The age of child should be 11+ but less than 12 years
IX	The age of child should be 12+ but less than 13 years

9. For the admission in Class IX, the applicant will be selected in the ratio 1:2 i.e. against each available seat two candidates will be selected through computerized draw. Further admission against vacant seat among these selected candidates will be done finally by the Principal /HCS of the allotted school in accordance to Rule 145 of DSEAR, 1973.

10. **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, no school or person shall, while admitting

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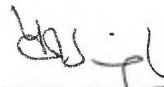
a child, collect any Capitation fee, Donation from the parents. Any school or person who contravenes this provision and receive Capitation fee, shall be punishable fine which may extent to 10 times the Capitation charged".

#### 11. Monitoring Cell

A Monitoring Cell shall be constituted in each district under the Chairmanship of the Deputy Director (District), to redress the queries and grievances pertaining to online application of EWS/Free-ship Category admission and to ensure admission of successful candidates selected through computerized draw of lots in accordance with instructions and guidelines issued by DoE by each and every concerned Private Unaided School recognized by DoE.

12. In addition to the above, for any grievance relating to admission process in class 2<sup>nd</sup> onwards in EWS/Free-ship category in the Private Unaided School Recognized by DoE, complaints or queries may be registered at the link <http://doepvt.delhi.gov.in> or at helpline numbers 8800355192 & 9818154069 (between 10.00 AM to 5.00 PM on all working days {Monday to Friday}).
13. Circular regarding online application for class XIth under EWS/Freeship category will be issued separately.
14. All the above directions are issued for strict compliance by all concerned and non compliance of the order shall be viewed seriously.

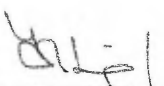
This issues with approval of the Competent Authority.

  
(YOGESH PRATAP)  
DEPUTY DIRECTOR OF EDUCATION (PSB)

No.DE 15 (298)/PSB/2019/ 1693-99  
Copy to: -

Dated: 14/02/19

1. P.P.S to Secretary (Education), GNCTD.
2. PS to Director (Education), GNCTD.
3. PA to Spl.DE (PSB), GNCTD.
4. PA to JD(IT) with request to make necessary provision.
5. All DDE Districts with the direction to ensure strict compliance of the above said directions for admission of successful candidates.
6. SO (IT) to upload the Circular on departmental website.
7. Guard File.

  
(YOGESH PRATAP)  
DEPUTY DIRECTOR OF EDUCATION (PSB)