



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

DE.23 (28)/Sch.Br./2023/364

Dated: 16/5/23

CIRCULAR

Sub: Guidelines regarding Plan Admission for Class XI for Session 2023-24.

A. Guidelines for DDEs (Zone)

Admission Plan for Class XI of Academic Year 2022-23 is already available on MIS. All DDEs (Zone) are requested to examine the Admission Plan of last year of their respective Zones and make necessary amendments in the same as per the requirements of the Academic Session 2023-24. For this purpose, all DDEs (Zone) and DDEs (Distt.) must ensure that:-

- All Govt. and Govt. Aided Secondary Schools are attached to the nearby Govt. /Govt. Aided Senior Secondary Schools for Science/Commerce/Humanities streams.
- All those Govt./Govt. Aided Senior Secondary Schools where Science and Commerce Streams are not available, are also attached to the nearby Govt./Govt. Aided Senior Secondary Schools where these streams are available.
- Students should be distributed among schools in such a manner that overcrowding in any specific school is avoided.
- For Admission Plan, **schools should be attached keeping in mind the convenience of students and not to be restricted by Zonal/District boundaries** i.e. if two schools are close to each other & are located in two different Zones/Districts, then they can also be attached for the purpose of admission plan. District DDEs (in case of Inter Zonal Boundaries) and Regional Directors (in case of Inter District Boundaries) should ensure that Zonal/District boundaries do not create hindrance in the attachment of schools. This action must be taken with mutual consent.
- All RPVVs, SoSEs and SoEs are not included as parent/feeder schools.
- If any change i.e. attaching / detaching feeder school (due to newly upgraded Secondary School, introduction of Science and Commerce Streams in some Schools and merger of schools) for the Session 2023-24 is required then the same should be done by concerned DDE (Zone) in the online module.
- Facility to detach previously attached Govt. Aided School is available at zonal level, whereas, Govt. Aided Schools can be attached by MIS team only. Therefore, DDEs (Zone) may depute a person with a request to visit School Branch for attachment of Govt. Aided School.
- Admission Plan 2022-23 has been revised thoroughly for Session 2023-24 and changes are made, wherever required, to ensure the convenience of students.

DDE (District / Zone) will also ensure that Admission Plan of Class XI is followed in letter and spirit and it should not merely be a formality.

- **No Un-Aided Private Recognised School is attached to any Govt. / Govt. Aided Schools. All the students of these schools desiring admission in Govt. Schools should apply under Non Plan Admissions, whenever it starts.**

A compliance report to the effect that the necessary updation has been made in the Admission plan for the Session 2023-24 that all Secondary Schools have been attached as feeder Schools and all Senior Secondary Schools where Humanities / Commerce / Science Stream is not available are attached to nearby Schools for that particular Stream to ensure the convenience of students, shall be submitted by concerned DDE (Zone) to School Branch (HQs) through e-mail (schoolbranchhq@gmail.com) by 22th May, 2023 positively.

B. Instructions for Heads of Govt. / Govt. Aided Schools

All Heads of Govt. and Govt. Aided Schools shall ensure that their OWN / GOVT. FEEDER SCHOOLS students are given admission in Class XI through online module in the streams as per their choice and eligibility criteria mentioned below:

Stream	Aggregate pass %	Subjects/Grades required (minimum %)		
Science (with Maths)	55%	English-50%	Standard Maths/ Basic Maths/ Mathematics -50%	Science-50%
Science (without Maths)	55%	English-50%	Standard Maths/ Basic Maths / Mathematics - 40%	Science-50%
Commerce (with Maths)	50%	English-45%	Standard Maths/ Basic Maths/ Mathematics -50%	Social Science-45%
Commerce (without Maths)	50%	English-45% or Hindi-45%	Social Science- 45%	—————
Humanities	<p>A student must have been declared Pass at the Secondary School Examination by the CBSE or its equivalent board.</p> <p>For giving Economics as a subject, a student must have secured at least 45% in aggregate.</p> <p>For giving Mathematics as a subject, a student must have secured at least 50% in Standard Mathematics/Basic Mathematics/ Mathematics.</p> <p>Note:- Admission in Humanities is not to be denied to own students who have been declared Pass in Class X examination.</p>			

All Heads of Govt. Schools are hereby informed that relaxation of 5% marks in any one of the three subjects mentioned above for admission in particular stream is to be given in respect of candidates belonging to the categories SC/ST/ Minorities/OBC(Non Creamy Layer)/Kashmiri Migrants & those students having I/II/III position in National Games.

For Specially Abled Students, relaxation of 5% marks in all subjects mentioned for admission in particular stream is to be given.

All Heads of Govt. and Govt. Aided Schools (feeder / parent) shall ensure (in consultation with their DDE (Zone)) that all Govt. / Govt. Aided Schools in their catchment area are attached as feeder / parent Schools in the Admission Plan 2023-24 by the DDE (Zone).

Like previous years, a merit list will be generated through online module for Science & Commerce streams separately for admission to Class XI for Science & Commerce stream in schools of Directorate of Education.

PLAN ADMISSION PROCEDURE FOR GOVT./GOVT. FEEDER SCHOOLS

- ❖ Heads of the Schools will ensure that choice of stream is taken in the Option Form (Annexure 1) from all the students who have been declared 'Pass' in Class X in the Session 2022-23. Students should be explained about the eligibility criteria for different streams. Option Form for choice of stream should be provided to all the concerned students.
- ❖ Heads of the Schools will facilitate the students in selection of stream. A guidance session for students and their parents may be arranged by the HoS for the same with the help of any teacher preferably EVGC of the school. A helpline number for the students (of any designated teacher/EVGC) may be circulated among all the parents and students who have passed Class X in the Session 2022-23 for further clarification/counselling.
- ❖ It is the responsibility of Heads of Schools that all the students opt for stream/subject without any pressure from parents/school.
- ❖ Students/parents may submit their duly filled Option Forms to their current school.
- ❖ Heads of the feeder schools will submit the names of eligible students who have opted for Science/Commerce/Humanities stream through online module. They will also submit the consolidated report regarding choice of stream along with Option Forms in r/o of the students who have passed Class X to the concerned Heads of the parent Schools.
- ❖ Heads of Schools will also ensure that all eligible and willing students of own school and Govt. feeder schools of Directorate of Education are granted admission in Science/Commerce/Humanities Stream and no eligible student will be denied admission till completion of the Admission Process on the pretext of Non Availability of Seats.
- ❖ In case, the number of students who have applied for Science/Commerce Stream is more than the seats available in the particular school, another school will be allotted by the DDE (Zone) through online module.

- ❖ After allotment by the Zonal DDE, the name of the allotted school will reflect in the feeder school as well as in the allotted school where the admission is to be given.
- ❖ **SLCs of the students may be generated at feeder school after the parent School provisionally admits the student online. Therefore, all the Heads of the parent Schools are directed to first admit the student provisionally. Then Feeder Schools will forward the SLCs and certified copy of marksheet to the concerned parent School of the students.**
- ❖ After receipt of the SLC from the feeder school, Head of the parent School will complete the admission process online as well as offline.
- ❖ The Heads of the feeder schools will inform their students about the parent schools where they will be admitted.
- ❖ **No Un-Aided Private Recognised School is attached to any Govt. / Govt. Aided Schools. All the students of these schools desiring admission in Govt. Schools should apply under Non Plan Admissions, whenever it starts. Therefore Heads of Govt. Senior Secondary Schools are directed to guide such students to apply under Non Plan Admissions.**

This issues with prior approval of the Competent Authority.



Dr. Rita Sharma
Addl.DE (School)

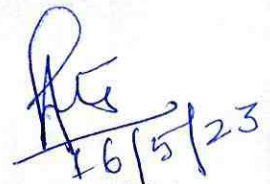
All DDEs (Zone), Heads of Govt. & Govt. Aided Schools under Directorate of Education through DEL-E.

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Dated: 16/5/23

Copy to:-

1. PA to Director (Education).
2. All RDEs, DDEs (District) to ensure compliance.
3. System Analyst (MIS) for uploading on MIS.
4. Guard File.



Dr. Anita Vats
DDE (School)

**Class XI
(OPTION FORM)
Session 2023-24**

To be filled by the students

1. Name of Student _____
2. Student ID _____
3. Class X CBSE Board Roll Number _____
4. Choice of Stream (Please put mark ✓ against choice)

a). Science with Maths <input type="checkbox"/>	b). Science without Maths <input type="checkbox"/>
c). Commerce with Maths <input type="checkbox"/>	d). Commerce without Maths <input type="checkbox"/>
e). Humanities (with Economics) <input type="checkbox"/>	f). Humanities (without Economics) <input type="checkbox"/>
g). Humanities with Skill Subjects <input type="checkbox"/>	h). Humanities without Skill Subjects <input type="checkbox"/>

5. Marks in the subjects as per the eligibility Criteria

Sl. No.	Subject	Marks (%)

Signature of Student

Signature of Parent

Date:.....

**Acknowledgement
(To be issued by the School)**

Master/Kum. _____ s/o/d/o _____
has opted for _____ stream in Class XI in Session
2023-24.

Date:.....

Signature of Teacher In-charge

Name of Teacher In-charge