

From

The District Education Officer,
UT, Chandigarh

To

The Heads of all Unaided Recognized School,
In UT, Chandigarh

Memo No. DEO/UT/CA/2020/
Dated Chandigarh, the

26983-84
26/11/20

Subject Common Admission Schedule 2021-22.

Please refer to the subject cited above.

As per the decision taken by the Education Department, you are directed to follow the Common Admission Schedule as given below for the year **2021-22** for admission in **Entry class** in your school:-

a)	Display of information relating to Admission by each school on the notice board and website of the school (Information should be given for dates of admission, total no. of seats, age requirement, fees structure, admission criteria, documents required, date of draw etc.)	Before 2 nd December, 2020 (Wednesday)
b)	Issue and receipt of Admission forms Forms would be available free from the school website	From 3 rd December, 2020 (Thursday) to 16 th December, 2020 (Wednesday)
c)	List of Eligible Candidates to be displayed (On notice board as well as on school website)	By 15 th January, 2021 (Friday)
d)	Finalization and display of selected candidate and waiting list	By 1 st February, 2021 (Monday)
e)	Deposit of Fee of selected Children	By 12 th February, 2021 (Friday)

In addition to above, all the schools will also upload the following information on their official website or will release in public domain through Notice Board or media advts.

- I. All schools will upload admission notice carrying the details of admission in the admission form on their school's website with the following detail:-
 - Name of the Entry class
 - Age Criteria
 - No. of seats (alongwith seats breakup)
 - Criteria for admission
 - Detail of the documents required for admission and
 - Fee Structure
- II. The admission form will be free of cost.
- III. Only Rs. 100/- will be charged from the students of General category as Registration fee at the time of submission of the admission form.


You are directed to complete the admission process for the session 2021-22 through ONLINE PROCESS, keeping in view the SoPs for pandemic COVID 19.


The following details are also to be uploaded on website and Notice board of school:

- i) Names of the Children (Category-wise) who have applied for the admission on their website after the closing date as per the Schedule.
- ii) Names of the children selected (category-wise) for admission to entry class after completion of admission process as per the schedule.

CC:

The Director School Education, Chd Admn. for information please.


District Education Officer
UT, Chandigarh


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26/11