

POLICY FOR ADMISSION TO LKG

(AS APPROVED IN 11TH TRUST BOARD MEETING HELD ON 11-08-2016)

- 1.0 NITK English Medium School has to follow acts and rules framed by Government of Karnataka. Government of Karnataka has stipulated the age of the child for admission to Class 1 as within 5 Years (Voluntary Admission) and 6 years 10 months (As per RTE Act). Accordingly the age of the child for admission to L.K.G may be stipulated generally as 4 Years 10 months (Compulsory Admission as per RTE Act) to 3 Years (Voluntary Admission) as on the date of start of academic year . Hence for the L.K.G admissions, the child must have age between 3 years and 4 years 10 months as on 1st June of the academic year for which admission is sought
- 2.0 As per As per Karnataka Government's notification No. ED512 PGC 2015, dated 18-01-2016 , the pre primary school can have maximum of 30 kids in one class room. As per CBSE bye laws , which are applicable from 1st Standard, optimum student strength is 40 per class room. Hence for two sections of Class1 can have 80 students, which means for per primary, three sections have to be opened with total of 80 students.
- 3.0 Out of 80 students admitted to entry level, that is L.K.G , 25 % of seats amounting to 20 seats will be allocated by RTE. Hence remaining 60 seats have to be filled up by the school and as per Karnataka Government order ADM2.CR. 1/2011-12 dated 02-05-2012, admission list has to be published for 75% of total seats, that is for 60 seats only.
- 4.0 The Selection List will be prepared from Category 1 to 12 upto 60 seats with Waiting List of 12 Seats.in accordance.
 - (i) The categories for admission will be as below with decreasing order of priority.

Category Number	Category Description	Sequence in Selection List
Category - 1	Children of NITK Permanent Employees	According Joining to Date of employee to Permanent Position
Category – 2	Children of NITK English Medium School Permanent Employees	According to Joining Date of employee to Permanent Position
Category - 3	Children of Personnel working on full time contract at NITK through outsourced service agency. (The List of outsourced service agency will be provided by School Management Committee from time to time)	According to Date of Birth of Child
Category – 4	Children of Personnel working on full time Contract for NITK English Medium School	According to Date of Birth of Child
Category – 5	Children of Personnel on deputation to NITK	According to Joining Date on Deputation to NITK
Category – 6	Children of Scholars pursuing higher studies at NITK	According to Joining Date of Registration for Studies
Category – 7	Brother and Sister of Children studying in the school [Maximum of 2 Children (including the child already studying in the school) per parent is considered as per Government of India norms for Children Education Allowance]	According to Date of Birth of Child
Category – 8	Children of former students of the school	According to Date of Birth of Child
Category – 9	Children of transferrable permanent central Government, ex-serviceman, Public Sector Undertakings, Institutions of Higher Learning under Government of India	According to Number of Transfers in past Seven years
Category – 10	Children of non transferable permanent central Government, ex-serviceman, Public Sector Undertakings, Institutions of Higher Learning under Government of India.	According to Date of Joining to Permanent Position
Category – 11	Children of transferrable permanent state Government, Public Sector Undertakings, Institutions of Higher Learning under Government of Karnataka.	According to Number of Transfers in past Seven Years
Category – 12	Children of non transferable permanent state Government, Public Sector Undertakings, Institutions of Higher Learning under Government of Karnataka	According to Date of Joining to Permanent Position
Category – 13	Children of categories other than 1 to 12	According to Date of Birth of Child

- (ii) Draw of lots will be held whenever such stage is reached when all the applicants under a particular category or at equal level cannot be accommodated against the available seats to ensure selection on random basis as per MHRD order F.No. 1-15/2010-EE-4 dated 23-11-2010.

- (iii) Total of 6 Seats are allotted Supernumerary (from LKG to Class X), from References from Elected Public Representatives of constituency under which School is situated. The Corporator of the Ward as per RTE Act, Member of State Assembly (Legislative Assembly and Legislative Council), and Member of Parliament (Lok Sabha and Rajyasabha) and District In-charge minister can recommend maximum of 2 student applicants whose parents are from their constituency by domicile or by posting due to job. The reference has to be given in writing on their letter head, in prescribed format and sent by post to Secretary of the school from their office before the scheduled last date. In the beginning one seat will be allocated for the reference from each public representative, based on the earlier date of recommendation by them in the prescribed format. After allocation of one seat for each reference, out of 6 seats, if any vacancy arises, they will be allocated by drawing lots.

(iv) **Composition of Committee to draw lots**

Six member committee is formed with following composition to draw lots.

1	Secretary of the School	Chairman
2	Principal	Convenor
3	One Teacher nominated by Principal	Member
4	PTA President	Member
5	Two Parent Representatives (One Lady) nominated from the applicants by Executive Committee of PTA	Member

The committee has to be notified with approval from Chairman, School Management Committee, as per schedule of events.

5.0 Schedule for Admission to L.K.G

Event No.	Event Description	Event Schedule
1	Notification for Admission to L.K.G	First Friday of December
2	(i) Last Date for Submission of Duly Filled in Application (ii) Last Date for receipt of Reference by Post from Elected Representatives	First Friday of January
3	(i) First Round of Allocation of Seats (ii) Declaration of Applicant List for drawing lots (Only if requirements arise for lots)	Second Friday of January
3	Last Date for Receiving Nominations from Executive Committee of PTA for Lot Committee (Only if requirements arise for lots)	Third Friday of January
4	Declaration of Notification of Lot Committee (Only if requirements arise for lots)	Fourth Friday of January
5	(i) Drawing of Lots (Only if requirements arise for lots) (ii) Declaration of Selection List and waiting list	First Friday of February
6	First Round of Notification for Admissions for selected applicants	Second Friday of February
7	Last Date of Admissions for selected applicants in First Round	Second Friday of March
8	Second Round of Notification for Selection List against vacancies	Third Friday of March
9	Last Date of Admissions for selected applicants in Second Round	Third Friday of April

6.0 The Trust reserves the right to relax all or any of these policy clauses for exceptional cases with specific reasons recorded in writing.