

# PROSPECTUS

(Session: 2026-2028)

## DIPLOMA IN ELEMENTARY EDUCATION (D.El.Ed.)



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### Examination Cell

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<b>Sno</b>	<b>CONTENT</b>
<b>I</b>	<ul style="list-style-type: none"> <li>• ABOUT SCERT, DELHI – INTRODUCTION</li> <li>• LIST OF GOVERNMENT DIETS</li> <li>• LIST OF SELF FINANCING RECOGNIZED INSTITUTES (PRIVATE) AFFILIATED TO SCERT, DELHI</li> </ul>
<b>II</b>	SCHEDULE OF ADMISSION PROCESS
<b>III</b>	COURSE OF STUDY IN D.EL.ED. COURSE & CODE OF CONDUCT
<b>IV</b>	<b>ADMISSION ELIGIBILITY CRITERIA</b> <ol style="list-style-type: none"> <li>1. ELIGIBILITY CONDITIONS</li> <li>2. PHYSICAL FITNESS</li> <li>3. AGE LIMIT</li> <li>4. RESERVATION PROVISIONS (CATEGORY-WISE)</li> <li>5. TABLE REPRESENTING CATEGORY-WISE DISTRIBUTION OF SEATS AS PER RESERVATION PROVISIONS</li> <li>6. PROPOSED ENHANCEMENT OF SEATS UNDER EWS CATEGORY*</li> <li>7. ESSENTIAL REQUIREMENTS FOR AVAILING RESERVATION</li> </ol>
<b>V</b>	<b>ADMISSION PROCEDURE</b> <ol style="list-style-type: none"> <li>1. GENERAL INSTRUCTIONS</li> <li>2. SYLLABUS</li> <li>3. SUBMISSION OF ONLINE ADMISSION FORM</li> <li>4. HOW TO FILL ONLINE APPLICATION FORM</li> <li>5. ONLINE FORM EDITING</li> </ol>
<b>VI</b>	<b>PROCEDURE FOR DECLARATION OF ADMISSION LISTS &amp; ALLOCATION ROUNDS</b> <ol style="list-style-type: none"> <li>1. ALLOCATION OF SEAT TO CANDIDATE</li> <li>2. FREEZING OF SEAT BY CANDIDATE</li> <li>3. FEE REFUND POLICY</li> <li>4. LAST ROUND OF ALLOTMENT OF SEATS THROUGH ONLINE ONLY</li> <li>5. SLIDING BASED ON CHOICES FILLED BY CANDIDATES (UP TO THIRD ROUND ONLY)</li> <li>6. SLIDING OF ALLOTTED SEATS AFTER 3<sup>RD</sup> ROUND ON ONLINE REQUEST ONLY</li> <li>7. PHYSICAL REPORTING OF CANDIDATES TO THE ALLOTTED DIET/INSTITUTE</li> </ol>
<b>VII</b>	ONLINE COUNSELING/DECLARATION OF ADMISSION LIST AFTER COUNSELING. CLOSURE OF ONLINE ADMISSION PROCESS-2026
<b>VIII</b>	NO MIGRATION CLAUSE
<b>IX</b>	COURSE FEE
<b>X</b>	WITHDRAWAL OF SEAT
<b>XI</b>	<b>OTHER IMPORTANT INSTRUCTION</b> <ul style="list-style-type: none"> <li>• FAQs</li> <li>• ADVISORY TO THE CANDIDATES</li> </ul>



# CHAPTER – I

## ABOUT SCERT, DELHI

### INTRODUCTION

State Council of Educational Research and Training (SCERT), Delhi is an autonomous body of the Government of NCT of Delhi, established in 1988. It is a nodal agency recognized by the National Council of Teacher Education (NCTE) for admission, curriculum construction, course conduction, guidance, examination and certification of pre-service training programme in the area of pre-primary and elementary education viz Two year Diploma for **Diploma in Elementary Education (D.El.Ed.)** and **Diploma in Pre-School Education (DPSE)**. The curriculum is renewed periodically by a Curriculum Committee comprising experts with long experience in the area of education. The quality of teacher education being offered, has received appreciation from Department of Education. The Course consists of theory and practical work in the DIETs/Institutes schools and the community. A variety of activities undertaken in the DIETs/Institutes, such as morning assembly, sports and cultural programmes, debates, work experience, art and craft work etc. offers an opportunity to the students to experience a reflection of life in schools. Students are also given the exposure & experience in the area of action research, and experimentation for improving classroom pedagogy, teaching-learning, development of curricula and community involvement in school education, publications. While all DIETs/Institutes offer curricular content of equivalent quality and engage in similar functions, each DIET/Institute has a unique history of development that has generated unique resources. Engaging in the activities of the DIETs/Institutes is a rich experience that can be fully appreciated in later years of professional advancement. D.El.Ed./DPSE are professional programmes.

**Diploma in Elementary Education (D.El.Ed.)** and **Diploma in Pre-School Education (DPSE)** in Delhi are an area with full of exciting opportunities for learning and professional growth. Those who are offered for admission must appreciate the unique opportunity being offered to them over thousands of other aspirants and hence live upto expectations to become some of the finest teachers in Delhi. We are committed to impart high quality education and to contribute in the process of nation building.

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## List of District Institutes of Education & Training (DIETs) in NCT of Delhi

S. N	Name and address of the DIETs (Co.Ed.)	Telephone Numbers	No of Seats	DIET		Email ID
				Abbr e.	Code No	
1	District Institute of Education and Training, (North) B-2, <b>KeshavPuram</b> , Delhi-110035.	27151183	150	KP	1	<a href="mailto:dietkeshavpuram@yahoo.com">dietkeshavpuram@yahoo.com</a>
2	District Institute of Education and Training, (North-West) FU Block, <b>PitamPura</b> , Delhi-110034	27344178	100	PP	2	<a href="mailto:dietnwdelhi@gmail.com">dietnwdelhi@gmail.com</a>
3	District Institute of Education and Training, (West) Baba Phoola Singh Marg, <b>Old Rajinder Nagar</b> , New Delhi-110060	011 25861139	150	RN	3	<a href="mailto:dietrajindernagar@yahoo.com">dietrajindernagar@yahoo.com</a>
4	District Institute of Education and Training, (Central) Ansari Road, <b>Darya Ganj</b> , New Delhi-110002.*	23275569	100 + 20* (Urdu)	DG	4	<a href="mailto:dietdaryaganj@yahoo.com">dietdaryaganj@yahoo.com</a>
5	District Institute of Education and Training (New Delhi) <b>RK Puram</b> , Sector VII, New Delhi-110022.	26178743	50	RKP	5	<a href="mailto:rkpdiet@yahoo.com">rkpdiet@yahoo.com</a>
6	District Institute of Education and Training (North East) <b>BholaNath Nagar</b> , Shahdara, Delhi-110032	7011033176	50	BNN	6	<a href="mailto:dietbholanathnagar@gmail.com">dietbholanathnagar@gmail.com</a>
7	District Institute of Education and Training, (East) <b>Karkardooma</b> Institutional Area, Delhi-110092.*	22377730	100 +20** (Punjabi)	KKD	7	<a href="mailto:dietkarkardooma@yahoo.com">dietkarkardooma@yahoo.com</a>
8	District Institute of Education and Training (South), <b>MotiBagh</b> , New Delhi-110021.	26876440	150	MB	8	<a href="mailto:dietmb@yahoo.com">dietmb@yahoo.com</a>
9	District Institute of Education and Training, (South-West), <b>Ghumman Hera</b> , New Delhi-110073.	8929834424	150	GH	9	<a href="mailto:dietghumenhera@yahoo.com">dietghumenhera@yahoo.com</a>
<b>Total</b>			<b>1040***</b>			

\* For Urdu Teaching

\*\* For Punjabi Teaching

\*\*\* May be increased for EWS reservation, subject to approval by Competent Authority



## List of Self Financing recognized Private Institutes affiliated to SCERT, Delhi

Sr .N	Name and address of the Self Financing Recognized Private Institutes Affiliated to SCERT, Delhi	Telephone Numbers	Code No.	Email ID
1	<b>Aaryan College of Education</b> , Survey No.803 & 813, Village- Nawada, Shiv Shankar Road Om Vihar-1, Uttam Nagar, New Delhi-110059 (for female only)	8130643394	10	<a href="mailto:aaryancollege2017@gmail.com">aaryancollege2017@gmail.com</a>
2	<b>B.R.M.T. College of Education</b> , Survey No.- 92 Min North, 93 Min North, 94 Min South, 95 Min South Village -154, Nanda Enclave Dhansa Road, Najafgarh, Delhi-110043 (for female only)	8851893977 9650514244	11	<a href="mailto:brmtcollege@gmail.com">brmtcollege@gmail.com</a>
3	<b>Bhawan's Leelavati Munshi College of Education</b> , K.G.Marg, New Delhi-110001(Co.Ed.)	7827776816	12	<a href="mailto:blmce@bvbdelhi.org">blmce@bvbdelhi.org</a>
4	<b>Delhi College of Vocational Studies and Research</b> , Baprola (Nangloi-Najafgarh Road), Delhi-43 (Co.Ed.)	9891421053	13	<a href="mailto:dcv98@gmail.com">dcv98@gmail.com</a>
5	<b>Drishhti Institute</b> , UdayVihar, Part-III, Nilothi, P.O-Nangloi, New Delhi-110041(for female only)	28362096 9811107549	14	<a href="mailto:institutedrishhti@gmail.com">institutedrishhti@gmail.com</a>
6	<b>Gitarattan Institute of Advanced Studies and Training</b> , Sector -VII, Rohini, Delhi-85 (for female only)	27057722 27057733	15	<a href="mailto:Gitarattan.adm@gmail.com">Gitarattan.adm@gmail.com</a>
7	<b>Great Mission Teacher's Training Institute</b> , Sector-5, Dwarka, New Delhi-110075 (for female only)	8459517480 9711134205	16	<a href="mailto:greatmission.education@gmail.com">greatmission.education@gmail.com</a>
8	<b>Institute of Vocational Studies</b> , FC-31, Sheikh Sarai, Phase-II, DDA Institutional Area, Press Enclave Road, New Delhi-17 (Co.Ed.)	9953308574 9013236230	17	<a href="mailto:mandira.gpt@gmail.com">mandira.gpt@gmail.com</a>
9	<b>Jain Bharti Institute of Higher Education</b> , E-Block, Sector-16 Rohini, Delhi-110089 (for female only)	9717899431 7678669938	18	<a href="mailto:Jbihe@yahoo.co.in">Jbihe@yahoo.co.in</a>
10	<b>L.C.College of Education</b> (Murti Devi Memorial Public School Managing Society) IndraJheel, G-Block, Sultan Puri, Nangloi, Delhi-110086(Co. Ed.)	9990237009 8745082321	19	<a href="mailto:lccollege2015@gmail.com">lccollege2015@gmail.com</a>
11	<b>Lovely Teachers' Training Institute</b> , PriyadarshniVihar. Delhi-92 (for female only)	01171859592 01171218226	20	<a href="mailto:ttipdv@gmail.com">ttipdv@gmail.com</a>
12	<b>M.A. Education Institute</b> , Pocket-H, Sector-18, Rohini Delhi-85 (Co.Ed.)	27872787 9312628221	21	<a href="mailto:maisdelhi@rediffmail.com">maisdelhi@rediffmail.com</a>
13	<b>M.D.Indraprastha Institute for Higher Education</b> , Plot No.41, 42 Khasra No-2/24, Rajeev Nagar Begumpur Ext.Delhi-110086 (Co.Ed.)	7840080027 7840080072	22	<a href="mailto:mdindraprastha@gmail.com">mdindraprastha@gmail.com</a>
14	<b>M.R.Bharti College of Education</b> , Plot No 53/6, Village and PO MundkaNangloi, Delhi-110041 (for female only)	9999272338 8860045578	23	<a href="mailto:info@mrbharti.co.in">info@mrbharti.co.in</a>
15	<b>Ojas College of Education</b> , Plot No.213, 212, outer road, Mungeshpur, Delhi-110039 (for female only)	9811755679	24	<a href="mailto:ojascollege@gmail.com">ojascollege@gmail.com</a>
16	<b>Pradeep Memorial Comprehensive College of Education</b> , PratapVihar, Kirari Ext., Nangloi, Delhi-110086 (for female only)	7290037803 7290037804	25	<a href="mailto:pmc_coll@yahoo.com">pmc_coll@yahoo.com</a>
17	<b>Rama Krishna Teacher Training Institute</b> , M-Block, VikasPuri, New Delhi-110018 (for female only)	25550497 25529748	26	<a href="mailto:ramakrishnateachertraining@gmail.com">ramakrishnateachertraining@gmail.com</a>
18	<b>Rishab Institute</b> , Pocket-IV, Main Road, MayurVihar, Phase-I, Delhi-110091 (for female only)	011-41671411 9891086668	27	<a href="mailto:rishabhinstitutediet@gmail.com">rishabhinstitutediet@gmail.com</a>
19	<b>Sai Institute for Girls</b> , SaiBhawan, Geeta Colony, Raja Ram KohliMarg, Delhi-110 031 (for female only)	9625656947 011-43306567	28	<a href="mailto:saiinstitute16@gmail.com">saiinstitute16@gmail.com</a>
20	<b>Sainath College of Education</b> , Plot no.215, 214/1, 212 Outer Road, Mungeshpur Delhi-110039 (for female only)	65155289 9811755289	29	<a href="mailto:Sainathcollege22@gmail.com">Sainathcollege22@gmail.com</a>
21	<b>SanthariDass College of Higher Education</b> , Opp.Air Force Station, Bani Camp, Najafgarh, New Delhi-43 (Co.Ed.)	25323332 25318735	30	<a href="mailto:santharidasscollege@gmail.com">santharidasscollege@gmail.com</a>
22	<b>Sri Ram Institute of Teacher Education</b> , Village-Bamnoli, Sector-28, Dwarka, New Delhi-77 (Co.Ed.)	25314215 9873249998	32	<a href="mailto:info@srite.in">info@srite.in</a>
23	<b>V.D. Institute of Technology</b> , KrishanVihar, Delhi-110086 (Co.Ed.)	25473958 8882523711	34	<a href="mailto:vditrd@yahoo.com">vditrd@yahoo.com</a>
24	<b>Vidya Training Institute</b> , VidyaBhawan, Bangla Sahib Road, Opp. Kali Mandir, Connaught Place New Delhi-110001 (for female only)	23346890 23740596	35	<a href="mailto:vidyainstitute01@gmail.com">vidyainstitute01@gmail.com</a>

\* The attendance of the teacher's trainee will be calculated from the date of commencement of the session.

\*\* Change, if any, in schedule will be notified on the admission website only. No other individual communication will be made with applicants. Visit admission website regularly.



#### NOTE:

All applicants are **advised to fill the Online Application Form carefully** and take a printout of the **final corrected application form**. **No editing is allowed** after the schedule mentioned during allocation rounds.

Seats will be **provisionally allocated based on the CBT(Computer Based Test) rank** of applicants in the respective category and sub – category. If any **discrepancy in documents** is noticed during verification/ reporting, **his/her candidature will be rejected** from the admission process.

In case any working day is declared a holiday by the Government, the **admission/counseling scheduled on that day will be held on next working day**. Any change will be notified on the admission website [www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in)

The lists of addresses of the **9 Government DIETs** and **25 Self financing Institutes affiliated to SCERT, Delhi** is provided under the heading **“List of DIETs/Institutes offering D.El.Ed. course”**.

#### NOTE:

In case of vacant seats are available after the **3rd list of admission** in DIETs/Self Financing (Private) Institutes, the **next waiting list (rank – wise & category – wise)** will be declared and uploaded on the website on notified dates as per the schedule. For updated details, **regularly check the admission website** i.e. [www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in) regarding the **final closure of admission**. The closing date will be notified on the website as per the status of vacancies.

After the **notified date of closure of admission**, **all admissions shall be closed**, even if seats remain vacant, keeping in view the **mandatory 200 working days prescribed by the NCTE Act/Regulations**.

Candidates are advised to **continuously check** the website [www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in) for updated information until the completion of the admission process.



# CHAPTER – II

## Schedule of Admission

Candidates to check  
Detailed and Updated  
Schedule on  
Admission website

SCERT

[www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in)

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# CHAPTER-III

## Course of Studies for Diploma in Elementary Education (D.El.Ed.)

### OVERVIEW

The **Diploma in Elementary Education (D.El.Ed.)** is a **two-year full-time diploma course** designed to prepare effective teachers for the elementary stage of education.

There is **total intake of 1040 candidates** across **9 Government DIETs**. Out of these, **20 seats for 'Teaching of Urdu'** and **20 seats for 'Teaching of Punjabi'** are sanctioned at **DIET DaryaGanj** and **DIET Karkardooma** respectively.

In **Self Financing Institutes** affiliated to SCERT, there are **1900 seats**, as detail in Institutes-wise List.

The **Medium of Instruction and Examinations** shall be **English/Hindi**.

The **curriculum** comprises **Foundation Papers, Pedagogical Papers** and the **School Experience Programme (SEP)**. Assignments, Seminars, Workshops and Field Exposure form an integral part of the Curriculum.

### Academic Calendar and Scheme of Evaluation

#### Academic Session: (2026-2028)

As per **NCTE Regulation, 2014**:

- There shall be at least **200 working days each year**, exclusive of the period of examination and admission.
- The institution shall work for a **minimum of 36 hours in a week** (five or six days) during which **physical presence** in the institution of all the teachers and students teachers is necessary to ensure their availability for **teaching-learning, advice, guidance, dialogue and consultation** as and when needed.

#### Scheme of Evaluation

Each student-teacher shall study **10 courses** in both the First and Second Year.

- ⇒ **External Assessment** will be based on term-end examinations (theoretical components).
- ⇒ **Internal Assessment** will be based on practical, projects, assignments, and performance evaluated by faculty under the supervision of the principal.



The distribution of marks is as follows:

(EVALUATION SCHEME)

## FIRST YEAR

S.No	Courses	Course Code	Internal	External	Total Marks
<b>Foundation Courses</b>					
1	Child Development	101	25	75	100
2	Education and Society	102	25	75	100
3	Educational Technology	103	50	50	100
<b>Pedagogical Courses</b>					
4	Language Education(Hindi/Punjabi/Urdu)	104, 105 & 106	25	75	100
5	Language Education (English)	107	25	75	100
6	Mathematics Education	108	25	75	100
7	Environmental Studies Education	109	25	75	100
<b>Practical Courses</b>					
8	Health and Physical Education	110	50	50	100
9	Work Education	111	50	50	100
10	Art Education	112	50	50	100
11	School Experience Programme(SEP)	113	150	-	150
<b>Total Marks</b>			<b>500</b>	<b>650</b>	<b>1150</b>

## SECOND YEAR

S.No	Courses	Course Code	Internal	External	Total Marks
<b>Foundation Courses</b>					
1	Psychological Perspectives of Education	201	25	75	100
2	Socio-philosophical perspectives of Education	202	25	75	100
3	Curriculum, Pedagogy and Evaluation	203	25	75	100
4	School Leadership and Management	204	25	75	100
<b>Pedagogical Courses (any three : one language compulsory)</b>					
5	Language Education (Hindi/Urdu/Punjabi)	205, 206 & 207	25	75	100
6	Language Education(English)	208	25	75	100
7	Mathematics Education	209	25	75	100
8	Social Studies Education	210	25	75	100
9	Science Education	211	25	75	100
<b>Practical Courses</b>					
10	Health and Physical Education	212	50	50	100
11	Work Education	213	50	50	100
12	Arts in Education	214	50	50	100
13	School Experience Programme (SEP)	215	150	--	150
<b>Total Marks</b>			<b>475</b>	<b>675</b>	<b>1150</b>

### NOTE:

The Curriculum for D.El.Ed. (2026-2028) is under revision. The revised curriculum will be implemented after approval during the current academic session.



## School Experience Programme (SEP)

<b>Course Code</b>	:	113 (First Year), 215(Second Year)
<b>Maximum Marks</b>	:	300 (150 each Year)
<b>Duration</b>	:	40 working days each year (Internal Assessment)

### Rationale

The **School Experience Programme (SEP)** provides student-teachers with opportunities to gain **practical, meaningful classroom experience** as future educators. It helps them integrate:

- Theoretical understanding of pedagogy,
- Knowledge of child development
- Real classroom experiences, and
- Reflective teaching practices.

SEP is conducted in **three phases (5 + 20 + 15 days)** each year, enabling student-teachers to understand school functioning, classroom management, and inclusive education.

### Objectives of SEP

**School Experience Programme** aims to help student teachers to:

- Understand the difference between the content of a subject and its pedagogy
- Learn the skills to transact the subject matter in according to the needs and interests of children.
- Develop the necessary skills to teach in an inclusive classroom.
- Use various activity-based, joyful, and age appropriate learning methods in the classroom.
- Develop subject-specific Teaching Learning Material (TLM) for elementary school children.
- Incorporate the components of Continuous and Comprehensive Evaluation (CCE) in classroom transactions.
- Learn about school activities, schemes, programmes and their impact on school children.
- Utilize the community resources to build a meaningful partnership between the school and the community



## Organization of SEP

The **School Experience Programme (SEP)** shall be organized for **40 working days** each year, conducted in **three phases**:

- Phase I (5 days)** : Conducted at the Institute (August – September).  
**Phase II (20 days)** : Conducted in Schools (September – November).  
**Phase III (15 days)** : Conducted in Schools (November – December).

### NOTE:

The third phase will serve as a **rotation phase**, allowing teacher educators other than the regular supervisors to assess and guide student-teachers, ensuring uniformity and diverse feedback.

## SEP Orientation (05 Days)

Prior to the commencement of the **School Experience Programme (SEP)**, a **five day Orientation Programme** shall be conducted by the Institute. All the teacher educators, under the overall guidance of the **Principal** will organize and facilitate the Orientation sessions.

The following themes should essentially discuss during the Orientation Programme:

- Purpose and objectives of SEP
- Lesson Planning
- Effective handling and use of Teaching Learning Material (TLM)
- Preparation, Administration and Analysis of achievement test
- Observation of peer lessons
- Conduction of neighborhood surveys
- Preparation of school profiles
- Writing of Reflective Diaries
- Integration of Work Education, Arts Education and Health & Physical Education with teaching subjects
- Understanding and Maintaining about school records
- Action Research-Planning and execution
- Familiarization of student teachers with school environment, head and staff
- Expectations from student teachers during school practice.

The institute may include additional topics in the Orientation Programme

## Phase-wise plan for SEP

### First Phase: 5 days (Institute)

#### FIRST YEAR

→ 5 Micro-teaching cycles, one in each teaching subject.

#### SECOND YEAR

→ **Presentation of model lessons** for first year students / simulated teaching/ preparation of **observation reports** on micro-teaching lessons delivered by first year.

Submission of minimum five (05) model lessons or observation reports.

### Second Phase: 20 days (School Placement)

#### FIRST YEAR

- First five days:** Orientation in school – observation of classes (not deliver any lesson), interaction with teachers, understanding school functioning, projects on school records.
- Next 15 days:** Teaching of 2 subjects (deliver lesson of each subject daily) + 1 practical subject daily.

#### Lesson Distribution:

Teaching Subjects	No. of lessons to be delivered
Teaching of Hindi/Punjabi/Urdu	08
Teaching of Math	08
Teaching of EVS	07
Teaching of English	07
<b>Practical Subjects:</b>	
Teaching of Art Education	05
Teaching of Work Education	05
Teaching of Health and Physical Education	05

#### SECOND YEAR

- Teach **any three teaching subjects** (as opted in theory).
- Integrate **Art, Work, and Health Education** with teaching subjects.
- Deliver **three lessons daily** and complete assigned projects and campaigns.
- Identify and propose an **Action Research topic** (to be completed in Phase III).

Teaching Subjects:	No of lessons (Any three subjects)
Teaching of Hindi/Punjabi/Urdu	20
Teaching of Math	20
Teaching of Science	20
Teaching of Social Studies	20
Teaching of English	20

### Third Phase: 15 days (School Placement)

#### FIRST YEAR

1. Continue teaching 2 teaching subjects + 1 practical subject daily.
2. Lesson requirement same as in Phase III.
3. Organize **Art & Craft Exhibition** and **Physical Exercise Demonstration** at the end of SEP.

Teaching Subjects	No. of lessons
Teaching of Hindi / Punjabi / Urdu	08
Teaching of Math	08
Teaching of EVS	07
Teaching of English	07
<b>Practical Subjects:</b>	
Teaching of Art Education	05
Teaching of Work Education	05
Teaching of Health and Physical Education	05

#### SECOND YEAR

1. Teach any three teaching subjects.
2. Conclude with a **Cultural Programme** based on Performing Arts.
3. Lesson requirement.

Teaching Subjects	No. of lessons
Teaching of Hindi/ Punjabi/ Urdu	15
Teaching of Math	15
Teaching of Science	15
Teaching of Social Studies	15
Teaching of English	15

## Evaluation of SEP

Phase	Year	Components	Marks
<b>Second Phase</b>  (Total Marks-70)	<b>I</b>	• Textbook Analysis	10
		• Peer Observation(10 lessons to be observed)	10
		• School Records: types, maintenance and utility	10
		• PTM Report	10
		• Lesson Supervision	30
<b>Second Phase</b>  (Total Marks-70)	<b>II</b>	• Peer Observation(10 lessons to be observed)	10
		• School Profile	10
		• Neighborhood Survey	10
		• Textbook Analysis	10
		• Lesson Supervision	30
<b>Third Phase</b>  (Total Marks-80)	<b>I</b>	• Achievement Test: development administration and Analysis (any 2subjects)	20
		• Action Research	
		• Reflective Diary	10
		• Report on creative work, art etc. developed by school children under	10
		• Supervision of student teachers during SEPby Supervisor (Regular + Rotation)	20+10
<b>Third Phase</b>  (Total Marks-80)	<b>II</b>	• Achievement Test: development administration and Analysis (any 2 subjects)	20
		• Action Research	10
		• Reflective Diary	10
		• Report on creative work, art etc. developed by school children under	10
		• Supervision of student teachers during SEPby Supervisor (Regular + Rotation)	20+10
<b>Grand Total</b>			<b>150 Marks per year</b>



## Implementation and Supervision

Every teacher trainee will have to undertake school experiences programme being conducted by DIETs/Institutes for 40 working days. This is compulsory every year i.e. first year and second year as per NCTE norms.

In first year, teacher-trainee will be required to teach all the four teaching subject viz. one language (Hindi/Urdu/Punjabi), English language education, Math education and EVS education alongwith practical subjects (Art Education, Work Education and Health & Physical Education) as mentioned in the D.El.Ed. Curriculum during School Experience Programme.

In second year, teacher-trainee are required to teach three teaching subject out of teaching of Hindi, Punjabi & Urdu, English language education(as opted in theory), Math education, Science education & Social Study education. The knowledge of Art Education, Work Education and Health & Physical Education is to be integrated in the teaching subject.

School Experience Programme (SEP) will be conducted in Municipal Corporations of Delhi (MCD) Schools/New Delhi Municipal Council (NDMC) Schools/ Government and Private Recognized Schools of the Directorate of Education, NCT of Delhi.

Teacher Trainees will be placed under the overall control of the respective heads of schools identified for SEP and shall perform all duties assigned to them in addition to the compulsory activities under SEP.

Regular/Rotational supervision will be done by the faculty of concerned DIET. Principal of the concerned DIET will also supervise and monitor the SEP.

### 1. INSTRUCTIONS FOR DIETS REGARDING INTERNAL ASSESSMENT AND SEP EVALUATION

- **No changes in internal assessment or SEP records shall be made after submission to SCERT.**
- **Principals will submit an undertaking that no changes in the evaluation, data/SEP etc. will be done after its submission to SCERT.**
- **Original award lists, duly signed and sealed by evaluators, shall be retained for at least one academic session.**
- **Records must be properly sealed and maintained for verification by the Examination Cell when required.**
- **[Furnishing of certificate from Principal of DIET to the effect that they have personally checked and verified the Internal assessment and SEP evaluation of teachers trainees of their DIET before submission to SCERT and Principal will furnish an undertaking that no change in the evaluation data (mark/roll**



no./name etc. of examinee) of any candidate will be sought by the institutions after its submission to SCERT as the same will not be entertained by SCERT.

Original award list signed by all evaluators in respect of parameters must be retained up to next academic session, after declaration of result in a sealed cover. The marks of evaluation by different evaluators/faculty will be sealed with the signature of all faculty/evaluators involved in it, putting cello tape on their signatures. These records may be asked for examination cell in case of any query.]

## **2. RULE APPLICABLE FOR TEACHER-TRAINEES STUDYING IN THE D.EL.ED. COURSE**

### **I. Nature of the Course**

The **Diploma in Elementary Education (D.El.Ed.)** is a **two year full time regular teacher training course**. As it is a **skill-oriented programme** involving both theoretical and practical components such as the **skill-oriented programme** involving both theoretical and practical components such as the **School Experience Programme (SEP)** conducted in various schools across Delhi, Educational excursions, and full – time workshops (e.g., *Theatre in Education, Development of TLM* etc.), **students enrolled in D.El.Ed are not permitted to pursue any other course** – whether **regular full-time, regular part – time, correspondence, or any other programme**.

If, at any stage, it is found that a student has pursued or is pursuing another course concurrently, **his/her candidature and diploma shall stand cancelled**.

### **II. Attendance Requirement**

It is mandatory for all students to maintain minimum **85% attendance in theory classes** and **100% attendance (i.e. 40 working days)** in the **School Experience Programme (SEP)** each academic year.

Students failing to meet this attendance criterion shall **not be permitted to appear in the annual examination**.

### **III. Separate Attendance Requirement for Each Year**

The prescribed attendance requirement must be fulfilled **independently** for both the **first** and **second** years of the D.El.Ed course.

### **IV. Attendance Requirement in Case of Re-admission**

In the event of **retention or re-admission** in either the first or second year (for any reason whatsoever), the student shall be required to meet the attendance requirement **afresh**, as per the prescribed norms.



## V. **Re-admission Due to Shortage of Attendance**

A student, who is **not permitted to appear in the annual examination** due to **shortage of attendance**, shall be required to **seek re-admission** and **repeat the entire course** of the First and Second year, as applicable.

Sure, re-admission shall be **over and above** the sanctioned intake of the concerned DIET.

## VI. **Condonation of shortage of attendance :**

- Up to **5%** shortage in theory classes may be condoned by the **Principal of concerned DIET**, on the basis of **medical and other justified grounds**, as recommended by the **Admission Committee**.
- Further condonation up to **10%** in theory classes may be granted by the **Director, SCERT**, on valid recommendations of **Admission Committee** and the **Principal** supported by appropriate documentation (medical or otherwise).
- It is the **sole responsibility** of the teacher-trainee to monitor his/ her attendance regularly and ensure compliance with the prescribed norms to avoid any disciplinary action such as **non-issuance of admits card** or **disqualification from examination**.

## VII. **Attendance and Performance Requirement for SEP**

Each teacher – trainee must complete **100% attendance (40 working days)** in SEP and secure at least **50% marks** in the SEP evaluation to be eligible to appear in the annual examination.

Failure to meet either of these requirements will necessitate **re-admission** to complete the course (first or second year, as applicable)

## VIII. **Attendance for Late Admissions**

Any candidate admitted **after the closure of admissions**, in compliance with orders of authorities/judiciary, must still complete the **minimum required attendance** in both **theory classes and SEP**, as prescribed in Rule – 2 of Chapter – II.

## IX. **Duration and Completion of Programme**

The **D.El.Ed.programme** shall ordinarily be completed within **two academic years**. However, students will be permitted to complete the programme **within a maximum period of three years** from the date of admission.

- A teacher - trainee who **fails in four or less than fewer papers** may re-appear in those papers, while continuing to the next year, provided that the pending subjects are cleared in subsequent examinations (subjects to Clause 10 (c) below).



- A teacher-trainee who **fails in more than four papers** shall be required to **repeat the same class**.
- As per **NCTE Regulation (dated 28.11.2014, Appendix u/s 2.1)**, the student must complete the course **within three years** of admission. Failure to pass the programme within this maximum period (Three Years) will result in **disqualification from the award of the diploma**.

#### X. **Continuous Absence and Re-admission**

No teacher-trainee shall remain absent continuously from the DIET for more than six working days without permission/intimation to the concerned Principal, failing which the student's name will be struck off the rolls by the Principal without any intimation to the concerned teacher-trainee. Student can give request to the concerned Principal within 30 days from the date of striking off his/her name, for readmission with valid reasons and on the recommendation of Admission Committee of DIET and concerned Principal, Director SCERT may consider and allow the same for readmission. No request for re-admission after 30 days of striking off the name will be entertained in any case.

### 3. **CODE OF CONDUCT FOR THE STUDENT-TEACHERS**

*(Applicable to DIETs and Self-Financing Recognized Private Institutes Affiliated to SCERT, Delhi)*

1. **Discipline** includes the observance of **good conduct** and **orderly behaviour** by the student-teachers of the Institute.

**The following, shall be strictly observed by the student-teacher of the Institute:**

2. Every student-teacher of the Institute shall **maintain discipline** and consider it his/her **duty to behave decently** at all places. **Male students-teacher**, in particular, shall show **due courtesy and respect** towards **female student-teachers**.
3. The **loss of the Identity Card**, whenever it occurs, shall be **immediately reported in writing** to the **Principal** of the Institute.
4. No student-teacher shall visit **places or areas** declared "Out of Bounds" by the **Principal of the Institute**.
5. Every student-teacher shall always **carry his/her identity card** issued by the institute, and shall **produce or surrender it whenever required** by the Institute authorities, **teaching and library staff**, or other officials of the Institute.



6. Any student-teacher found guilty of impersonation or of giving a false name or found guilty of forgery shall be liable to disciplinary action.

### **Breach of Discipline, shall include, but not to be limited to:**

7. **Late coming, irregularity attendance, persistent idleness, negligence or indifference** towards assigned work.
8. **Causing disturbance** in a class, office, library, auditorium/multipurpose hall, play ground or any other area of the Institute.
9. **Disobeying the instructions** of faculty or authorities.
10. **Misconduct or misbehaviour** of any kind towards a **faculty member**, any **employee of the DIET/Institute** or any **visitor**.
11. **Causing any damage, spoiling or defacing the property or equipment** of the institute.
12. **Inciting others** to commit any of the aforesaid acts.
13. **Circulating or publicizing misleading or false information** among student-teachers.
14. Visiting areas declared “**out of bounds**” by the Institute.
15. **Failing to carry** the Identity Card issued by the institute.
16. **Refusing to produce or surrender** the Identity Card when required by the institute or its staff.
17. **Using mobile phones** in classrooms or within the campus during class hours and other activities is **strictly prohibited**.
  - Any violation will entail a **fine of ₹ 1000/- in the first instance** and **cancellation of admission** for repeated violations.
18. Any other **conduct, within or outside the Institute** that is considered **unbecoming of a student-teacher**.

### **DISCIPLINARY ACTION**

19. If student-teacher is found guilty of **breach of discipline** shall be liable to one or more of the following **punishments**:
- **Fine**
  - **Campus ban**
  - **Expulsion**



→ **Rustication**

However, **NO punishment** shall be imposed on an erring student-teacher without giving him/her a **fair opportunity to defend himself/herself**.

This shall not preclude the **Director, SCERT** from **suspending an erring student** during the pendency of disciplinary proceedings against him/her.

All powers relating to **discipline and disciplinary action** in relation to the student-teachers shall vest in the **Director SCERT, Delhi**.

However, the Director, SCERT may **delegate** all or any of his powers to the Principal, the **Discipline Committee** of the Institute or any other designated functionary of SCERT, Delhi.

20. Any student-teacher who **violates the discipline** of the Institute shall be **expelled from the Institute**, and **no re-admission shall be permitted thereafter**.

## CHAPTER – IV

### ADMISSION ELIGIBILITY CRITERIA

Admission to the **Diploma in Elementary Education (D.El.Ed.)** programme will be based on the **applicant's rank** in the **Online Computer Based Test (CBT)**.

Online allocation of seats will be done on the basis of the **institute preferences** submitted by applicants and their **rank in the respective category/Subcategory**.

Candidates will be **provisionally allocated seats** based on the information provided in the online application form.

It is the **responsibility of the candidate** to ensure that all **eligibility conditions** are fulfilled.

Any **deficiency or discrepancy** at any stage shall lead to **cancellation of candidature** and **removal from the seat allocation process** in all rounds.

#### **1. ELIGIBILITY CONDITIONS**

A candidate must fulfill all the following **eligibility conditions** by the **last date of submission** of the application form. Failure to meet any condition shall result in **rejection of the application**.



**(i) Educational Qualification**

Candidates, seeking admission to **D.El.Ed. Course** must have **passed the Senior School Certificate Examination (10+2)** of the **CBSE** or its **equivalent examination** from any other recognized **Board/University**.

*The minimum percentage of marks in qualifying examination required for admission to D.EL.ED. course is 50% in aggregate.*

For CBSE candidates, the **best five subjects** (including at least **one language**) shall be considered for calculating that aggregate percentage.

**(ii) Relaxation for Reserved Categories**

**A5% relaxation** in the qualifying examination (10 + 2)marks is allowed **only** for candidates belonging to the following categories:

- Scheduled Caste(SC)
- Scheduled Tribe(ST)
- Person with Disability (PwD)

Thus, candidates from these three categories with **45% marks** in the 10 + 2 qualifying exam are **eligible to apply**.

**(iii) Other Boards / Universities**

For other recognized boards/universities, the **aggregate of marks in best 5 subjects** including **at least one language** (i.e. four subjects + one language) shall be considered as per the rules of the respective board/ University.

**(iv) Calculation of Percentage for Secondary Examination (Class 10)**

For the CBSE board, the **CGPA obtained in the 10<sup>th</sup> examination** shall be converted to percentage using the **prescribed conversion formula** (i.e., **CGPA ×9.5**).

For other equivalent boards number of subjects (including at least one language) in which he/she is **required to pass, for qualifying in Secondary Examination (10th)** as per rules laid down by the **concerned board** will be considered for calculating percentage of marks (out of total maximum marks).

**(v) Conversion Formula**

Candidates must **mention the conversion formula** printed on their mark sheet when calculating the percentage of marks.

For calculating percentage of marks of Secondary Examination (10th class) appropriate prescribed **CGPA/GPA conversion formula** must be applied. For example for conversion of CGPA of 10th class of CBSE will be multiplied by the **CGPA (i.e. CGPA X 9.5)**. The candidate has to mention the conversion formula of the board mentioned in the mark sheet.



**(vi) Language–Specific Requirement (Government DIETs Only)**

Candidates opting for **Urdu/Punjabi** language at **DIET-Karkardooma (Punjabi – 20 seats)** and **DIET Darya for (Urdu – 20 seats)**, must have passed **Urdu/Punjabi** as a subject in both **Secondary and Senior Secondary Exams**.

**(vii) Inclusion of Marks for Urdu / Punjabi**

Candidates applying under **Urdu/Punjabi language teaching** must include the marks of **Urdu/Punjabi**, while calculating the total marks in both Secondary and Senior Secondary examinations.

**NOTE :**

Candidates whose qualifying examination results **have not yet been announced** are **eligible to apply and appear in the Computer Based Test (CBT)**. However, after declaration of Class 12th result, all candidates have to upload their marks in online application form (in EDITING window)

**2. PHYSICAL FITNESS**

A candidate must be in **good mental and physical health** and **free from any defect or communicable disease** that may interfere with his/her studies or active outdoor duties required of a teacher.

All candidates must submit a **Medical Fitness Certificate** from a **Registered MBBS Doctor** (or equivalent qualified practitioner) stating that ***that he/she is in good mental and physical health and is free from any defect/communicable disease which are likely to interfere with his/her studies including active outdoor duties required of a teacher.***

**3. AGE LIMIT**

- a. The **maximum age** for admission shall be **24 years as on 30th September, 2026**.
- b. A **relaxation of 5 years** in the upper age limit is allowed only for candidates belonging and applying under the **Scheduled Caste (SC), Scheduled Tribe (ST), and Persons with Disability (PwD)** categories, subject to submission of a valid certificate from the competent authority.

**IMPORTANT NOTE:**

**SCERT shall not be responsible** if any candidate becomes **ineligible for appointment as a teacher** under the Recruitment Rules on NCT of Delhi or any other recruiting organization / agency **due to completing the course late on account of re-appear examination.**



#### 4. RESERVATION PROVISIONS

##### I. Reservation of Seats

- **85% of seats** are reserved for candidates who have passed their **qualifying examination (10 + 2)** from school or study center located in **National Capital Territory (NCT) of Delhi**.
- **15% of seats** are reserved for candidates who have passed the **qualifying examination (10+2)** from schools located **outside NCT of Delhi**.

##### II. Domicile Certificate

There is **no requirement** to submit a domicile certificate for any category mentioned above.

##### III. Category Selection

Candidate must apply under **one category only** (either 85% Delhi quota **OR** 15% Outside Delhi quota). There is **NO provision** for **automatic consideration** from **one category to another category**.

##### IV. Government Notification

Any **changes in Reservation Policy** by Government will be notified on the official **admission website: [www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in)**

#### Important Information for OUTSIDE DELHI candidates

Candidates applying from **Outside Delhi** are hereby informed that **NO hostel / residential facility** is available at DIETs/SCERT, Delhi.

If selected, candidates **must make their own accommodation arrangements** in Delhi.

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## 5. CATEGORY-WISE DISTRIBUTION OF SEATS(GOVERNMENT DIETS)

Sl. No.	Category	Abbreviation of categories	Quantum of reservation in percentage	Total Seats reservation wise
<b>BREAK-UP OF RESERVATION OF 85% SEATS FOR CANDIDATES PASSED QUALIFYING EXAMS. (12<sup>TH</sup> PASS) FROM NCT OF DELHI (DP)</b>				
1	General	GEN	--	463
2	Other Backward Classes	OBC	15	132
3	Scheduled Caste	SC	15	133
4	Scheduled Tribe	ST	7.5	66
5	NCC (National Cadet Core)	NCC	1	09
6	Sports	SP	2	18
7	Wards of Ex. Service Defense Personnel	W-EX	1	09
8	Wards of Delhi School Teachers	W-DST	2	18
9	Persons with Disability	PWD	3	26
10	Wards of regular employees of SCERT and DIETs of Delhi	W-DDS	1	10
<b>BREAK-UP OF RESERVATION OF 15% SEATS FOR CANDIDATES PASSED QUALIFYING EXAMS. (12<sup>TH</sup> PASS) FROM OTHER THAN NCT OF DELHI (OP)</b>				
13	General	GEN	--	92
14	Other Backward Classes	OBC	15	24
15	Scheduled Caste	SC	15	23
16	Scheduled Tribe	ST	7.5	12
17	Persons with Disability	PwD	03	05
<b>Grand Total of 12<sup>th</sup> pass from NCT of Delhi and 12<sup>th</sup> pass from other than NCT of Delhi</b>			85+15=100	<b>1040*</b>
<ul style="list-style-type: none"> <li>In case, candidates are not available in the <b>ST Category</b>, the seats will be <b>transferred to the SC Category</b>, and vice-versa, after exhausting complete list of applicants in the respective category.</li> <li>For the <b>PwD category</b>, the <b>sub-categories</b> shall be <b>inter – convertible</b> after exhausting the complete list of applicants within each sub-categories.</li> <li>Seat allocation shall be carried out <b>strictly on the basis of merit</b>.</li> <li>If suitable candidates are not available under <b>PwD category from NCT of Delhi</b>, the seats will be <b>offered to PwD candidates from outside NCT of Delhi</b>, and vice versa based on merit.</li> <li>In case, the seats reserved for <b>SC, ST, or PwD categories</b> remain unfilled even after exhausting the complete list of applicants from these categories, such seat shall <b>remain vacant</b>.</li> <li>However, for <b>other categories</b>, the <b>remaining unfilled seats</b> shall be <b>converted to the General category</b>.</li> </ul>				



### For OBC/SC/ST candidates

- ⇒ Candidates, who are passed out qualifying examination (12<sup>th</sup>) from NCT of Delhi (Home State), will have to produce their caste certificate i.e. OBC(NCL)/SC/ST issued from concerned authorities of NCT of Delhi at the time of verification and admission. Certificates issued from other state are NOT VALID for NCT of Delhi seats.
- ⇒ Candidates, who are studying Outside NCT of Delhi (Home State), will have to produce their caste certificate i.e. OBC(NCL)/SC/ST issued from concerned authorities of state outside Delhi at the time of verification and admission. Certificate issued from NCT of Delhi is not valid for these seats.

- ✓ As recommended by the Admission Committee in its meeting held on 05.12.2019, a **10% reservation for the Economically Weaker Section (EWS)** shall, in principle, be implemented at SCERT, Delhi, in accordance with the **Government of India Notification No. 12-4/2019-U1 dated 17.01.2019** and the **NCTE Letter No. Reg/011/19/2019-US (Regulation)-HQ dated 08 July, 2019**, subject to the approval of the appropriate regulatory body (NCTE) regarding the **enhancement of seats in DIETs/Institutes**.

Notification regarding seats in **EWS category** in the respective **DIETs/SFS Private Recognized Institutes Affiliated to SCERT, Delhi** will be issued on the **admission website** subject to approval of the **NCTE and Executive Committee (EC) of SCERT, Delhi**.

Detailed information in this regard will be published on the admission website **after approval from NCTE**. Until such approval is received, **allocation under the EWS category will not be carried out**.

स्वाध्यायान्मा प्रमदः



**CATEGORY-WISE DISTRIBUTION OF SEATS AS PER  
RESERVATION PROVISIONS  
MATRIX FOR GOVERNMENT DIETS**

Sr. No	Name of DIET		GEN	OBC	SC	ST	NCC	Spots	W-EX	W-DST	PwD	W-DDS	Total	Grand Total
1	KeshavPuram	DP	66	19	20	10	1	3	1	3	4	1	128	150
		OP	14	3	3	2	0	0	0	0	0	0	22	0
2	PitamPura	DP	45	12	12	7	1	1	2	2	2	1	85	100
		OP	8	2	3	1	0	0	0	0	1	0	15	0
3	Rajinder Nagar	DP	67	20	20	9	1	3	1	2	4	2	129	150
		OP	13	3	3	2	0	0	0	0	0	0	21	0
4	Darya Ganj	DP	45	12	13	6	1	1	1	2	3	1	85	100
		OP	9	3	2	1	0	0	0	0	0	0	15	0
	Darya Ganj(Urdu)	DP	9	3	2	1	0	1	0	0	1	0	17	20
		OP	1	1	1	0	0	0	0	0	0	0	3	0
5	R.K.Puram	DP	22	6	6	3	1	0	0	1	1	1	43	50
		OP	4	1	1	1	0	0	0	0	0	0	7	0
6	BholaNath Nagar	DP	22	7	6	3	1	1	0	1	1	1	43	50
		OP	4	1	1	0	0	0	0	0	1	0	7	0
7	Karkardooma	DP	45	13	12	6	1	2	1	2	1	1	84	100
		OP	9	3	2	1	0	0	0	0	1	0	16	0
	Karkardooma (Punjabi)	DP	9	2	3	1	0	1	0	0	1	0	17	20
		OP	1	1	1	0	0	0	0	0	0	0	3	0
8	MotiBagh	DP	66	19	19	10	1	3	1	3	4	1	127	150
		OP	14	3	3	2	0	0	0	0	1	0	23	0
9	Ghumman Hera	DP	67	19	20	10	1	2	2	2	4	1	128	150
		OP	13	3	3	2	0	0	0	0	1	0	22	0
	Total	DP	463	132	133	66	9	18	9	18	26	10	884	1040
		OP	92	24	23	12	0	0	0	0	5	0	156	0
Grand Total			555	156	156	78	9	18	9	18	31	10	1040	1040

**DP = 85% seats are reserved** for candidates who have passed qualifying examination (10 + 2) from schools/ institutions located **in the NCT of Delhi.**

**OP = 15% seats are reserved** for candidates who have passed qualifying examination (10 + 2) from schools/ institutions located **outside the NCT of Delhi.**



## Category-wise distribution of reservation of seats (For SFS (private) Institute affiliated to SCERT)

Sl. No	Category	Abbreviation of categories	Quantum of reservation in percentage	Total Seats reservation wise
<b>DP='A'</b>	<b>BREAK-UP OF RESERVATION OF 85% SEATS FOR CANDIDATES PASSED QUALIFYING EXAMS. (12<sup>TH</sup> PASS) FROM NCT OF DELHI (DP)</b>			
1	General	GEN	--	748
2	Other Backward Classes	OBC	15	209
3	Scheduled Caste	SC	15	210
4	Scheduled Tribe	ST	7.5	104
5	NCC (National Cadet Core)	NCC	1	15
6	Sports (SMW)	SMW	2	29
7	Wards of Ex- Servicemen/ serving Defense personnel	W-EX	1	15
8	Wards of Delhi School Teachers	W-DST	2	28
9	Person with Disability	PwD	3	42
10	Muslim Minority (IVS Institute)	MM		25
			<b>Total</b>	<b>1425</b>
<b>OP='B'</b>	<b>BREAK-UP OF RESERVATION OF 15% SEATS FOR CANDIDATES PASSED QUALIFYING EXAMS. (12<sup>TH</sup> PASS) FROM OTHER THAN NCT OF DELHI (OP)</b>			
13	General	GEN	--	145
14	Other Backward Classes	OBC	15	37
15	Scheduled Caste	SC	15	37
16	Scheduled Tribe	ST	7.5	18
17	Person with Disability	PwD	03	08
	<b>Total</b>		<b>15</b>	<b>245</b>
<b>MQ-C</b>	<b>Management Quota</b>	<b>Total</b>	<b>10</b>	<b>180</b>
<b>GT=D</b>	<b>Grand Total of DP+ OP+ Management Quota =</b>			<b>1850*</b>

In case suitable candidates are not available in the **ST Category**, the seats will be transferred to **SC Category**, and vice-versa, after exhausting the complete list of applicants of the respective category.

Regarding **PwD category**, the **sub-categories** are **inter – convertible** after exhausting the complete list of applicants within all sub-categories.

**Seat Allocation** will be carried out **strictly on basis of merit**.

If suitable candidates under the **PwD category** are not available from the **NCT of Delhi**, the seats will be filled by **PwD candidates from outside NCT of Delhi**, and vice versa, based on merit.

In case seats reserved for **SC, ST, PwD categories** remain unfilled even after exhausting the complete list of applicants from the respective categories, such seats shall remain **vacant**.

However, for **other categories**, any remaining **unfilled vacant seats** shall be **converted into General category**.

- ✓ As recommended by the **Admission Committee** in its meeting held on **05.12.2019**, a **10% reservation for the Economically Weaker Section (EWS)** shall, in principle, be implemented at **SCERT, Delhi**, in accordance with the **Government of India Notification No. 12-4/2019-U1 dated 17.01.2019** and the **NCTE Letter No. Reg/011/19/2019-US (Regulation)-HQ dated 08 July 2019**, subject to the approval of the **appropriate regulatory body (NCTE)** regarding the **enhancement of seats in DIETs/Institutes**.



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## Category-Wise Distribution of Seats

(as per reservation provisions at recognized Self Financing (Private) D.El.Ed. Institutes)

Sr. No.	Instt. Name		GEN	OBC	SC	ST	NCC	SMW	W-EX	W-DST	PwD	Total	Muslim Min	Total	Mgt. Quota	Grand Total
1	LeelawatiMunsi	DP OP	21 4	6 1	5 1	3 0	1 0	1 0	0 0	0 0	2 0	39 6	0 0	45 0	5* 0	50
2	DelhiCollege	DP OP	20 4	6 1	6 1	3 0	0 0	1 0	1 0	1 0	1 0	39 6	0 0	45 0	5 0	50
3	GreatMission	DP OP	20 4	6 1	6 1	3 0	0 0	1 0	0 0	1 0	2 0	39 6	0 0	45 0	5 0	50
4	Institute ofVocational	DP OP	11 2	3 1	3 0	1 1	0 0	1 0	0 0	1 0	1 0	21 4	25** 0	50 0	0 0	50
5	L.C.College	DP OP	21 4	5 1	6 1	3 0	1 0	1 0	0 0	1 0	1 0	39 6	0 0	45 0	5 0	50
6	LovelyTrs. Trg.	DP OP	21 4	6 1	5 1	3 1	0 0	1 0	0 0	0 0	1 1	37 8	0 0	45 0	5 0	50
7	M.A.Education	DP OP	20 4	6 1	6 1	3 1	0 0	0 0	0 0	1 0	1 1	37 8	0 0	45 0	5 0	50
8	M.D.Indraprastha	DP OP	20 4	6 1	6 1	3 0	0 0	2 0	0 0	1 0	1 0	39 6	0 0	45 0	5 0	50
9	OjasCollege	DP OP	20 4	6 1	6 1	3 1	0 0	1 0	1 0	0 0	1 0	38 7	0 0	45 0	5 0	50
10	RamaKrishna	DP OP	21 4	5 1	6 1	3 1	0 0	1 0	0 0	1 0	1 0	38 7	0 0	45 0	5 0	50
11	RishabInstt.	DP OP	20 4	6 1	6 1	3 0	1 0	1 0	0 0	1 0	1 0	39 6	0 0	45 0	5 0	50
12	SainathInstitute	DP OP	21 4	6 1	5 1	3 1	1 0	1 0	0 0	0 0	1 0	38 7	0 0	45 0	5 0	50
13	Sri RamInstitute	DP OP	20 4	6 1	6 1	3 0	1 0	1 0	0 0	1 0	1 0	39 6	0 0	45 0	5 0	50
14	AryanCollege	DP OP	41 8	11 2	11 2	5 1	1 0	2 0	1 0	2 0	3 0	77 13	0 0	90 0	10 0	100
15	B.R.M.T.Instt.	DP OP	41 7	12 2	11 3	6 1	1 0	0 0	1 0	1 0	3 1	76 14	0 0	90 0	10 0	100
16	Drishhtilnstt.	DP OP	41 8	11 2	12 2	6 1	1 0	1 0	1 0	2 0	2 0	77 13	0 0	90 0	10 0	100
17	Gita Rattan	DP OP	41 8	12 2	11 2	6 1	1 0	1 0	1 0	1 0	2 1	76 14	0 0	90 0	10 0	100
18	Jain Bharati	DP OP	41 8	11 2	12 2	6 1	1 0	1 0	1 0	2 0	2 0	77 13	0 0	90 0	10 0	100
19	PradeepMemorial	DP OP	41 8	12 2	11 2	5 1	1 0	2 0	1 0	2 0	2 0	77 13	0 0	90 0	10 0	100
20	SailInstittue	DP OP	41 8	12 2	11 2	5 1	1 0	2 0	1 0	1 0	2 1	76 14	0 0	90 0	10 0	100
21	SantHariDass	DP OP	41 8	11 2	12 2	5 1	1 0	2 0	1 0	2 0	2 0	77 13	0 0	90 0	10 0	100
22	V.D.Instt.	DP OP	40 8	11 2	12 2	5 1	0 0	2 0	2 0	1 0	3 1	76 14	0 0	90 0	10 0	100
23	M.R.Bharati	DP OP	62 13	17 3	17 3	9 2	1 0	1 0	1 0	2 0	3 1	113 22	0 0	135 0	15 0	150
24	VidyaTrg.Institute	DP OP	62 13	17 3	18 3	9 1	0 0	2 0	1 0	2 0	3 1	114 21	0 0	135 0	15 0	150
<b>Total</b>		DP OP	748 145	209 37	210 37	104 18	15 0	29 0	15 0	28 0	42 8	1400 245	25 0	1645 0	180 0	1850
<b>Grand Total</b>			<b>893</b>	<b>246</b>	<b>247</b>	<b>122</b>	<b>15</b>	<b>29</b>	<b>15</b>	<b>28</b>	<b>50</b>	<b>1645</b>	<b>25</b>	<b>1670</b>	<b>180</b>	<b>1850</b>



## NOTES:

- As per the request of Institute (i.e. BLMCE) the allocation of Management Quota (MQ) seats will be carried out through the online allocation process.
- As per direction of National Commission for Minority Educational Institution (NCMEI), Institute of Vocational Studies (IVS), Sheikh Sarai, New Delhi has been granted Muslim Minority Status under Section 2(g) of the NCMEI Act. Accordingly, 50% of the total intake seats (25 seats) of IVS shall be reserved for Muslim candidates who apply under the Minority Category specifically mentioned in the application form, and admission will be based on rank/ merit. In the case of Self Financing Minority Institutes, there shall be NO Management Quota.  
Candidates applying for Muslim Minority Quota seats must submit an affidavit/ certificate declaring their minority status at the time of verification.

### Abbreviations:

- MQ** = Management Quota seats to be filled by the concerned Institute as per the guideline of SCERT.
- DP** = 85% seats are reserved for candidates who have passed qualifying examination (10 + 2) from schools/ institutions located in the NCT of Delhi.
- OP** = 15% seats are reserved for candidates who have passed qualifying examination (10 + 2) from schools/ institutions located outside the NCT of Delhi.

## 6. PROPOSED ENHANCEMENT OF SEATS UNDER EWS CATEGORY\*

A 10% reservation for Economically Weaker Sections (EWS) shall be implemented subject to approval by the National Council for Teacher Education (NCTE) and the Executive Committee (EC) of SCERT, Delhi.

Notification regarding seats in EWS category in respective DIETs/SFS Private Recognized Institutes Affiliated to SCERT, Delhi will be notified on Admission Website subject to approval of NCTE and Executive Committee (EC) of SCERT, Delhi.

Detailed information in this regard will be published on the admission website after approval from NCTE. Till that time allocation under EWS category will not be done.

## 7. ESSENTIAL REQUIREMENTS FOR AVAILING RESERVATION

Following conditions must be fulfilled for availing reservation under different reserved categories. In case a candidate selected for admission under any reserved category fails to produce certificate of that particular category at the time of admission in accordance with requirement mentioned under particular category, failing which he/she will not be considered for admission and the seat will be given to the next candidate of same category in order of merit. Candidates who do not possess the required valid certificate of reserved category in his/her name, for the category he/she has applied for,



are hereby advised to apply for the same immediately to the Competent Authority to avoid refusal for admission, if selected in his/her respective category. The admission will be given on the basis of merit of 10+2 percentage of marks in the respective category only.

Failure to produce valid certificates shall result in **forfeiture of the seat**, and it will be **allocated to the next eligible candidate** of the same category in order of merit.

**(i) SC/ST Candidates\***

A candidate belonging to SC/ST category has to submit his/her category certificate **in his/her name ONLY** as per Government rules, from Competent Authority of concerned state i.e. District Magistrate, Additional District Magistrate, Deputy Commissioner, Additional Deputy Commissioner and SDM, Chief Presidency Magistrate and Presidency Revenue Officer not below the rank of Tehsildar.

**(ii) OBC Candidates (non-creamy layer)\***

A candidate applying under Delhi Pass out (DP) belonging to OBC category as recognized by Government of NCT of Delhi is required to submit his/her category certificate from the Competent Authority of Government of NCT of Delhi in **his/her name ONLY**. The candidates of other states applying under Other than Delhi pass out (OP) are required to submit his/her category certificate from the Competent Authority of the State/UT of residence in his/her name ONLY. **OBC (NCL) candidates are required to produce a caste certificate issued after 1 June-2025 from the concerned authorities.**

**NOTE:**

- ⇒ **Certificates in the name of parents or guardians are not valid.**
- ⇒ The reservation certificate must be issued by the **respective state** from which the reservation is being claimed.  
For example, if a candidate is claiming a seat reserved for a **Delhi pass out**, he/she produce a **SC/ST/OBC certificate issued by Govt. of NCT of Delhi** and must have **passed the qualifying examination from a School located in NCT of Delhi.**
- ⇒ **OBC (Non – Creamy Layer) candidates are required to produce a caste certificate issued after 1<sup>st</sup> June-2025** by the concerned authorities as mentioned above.  
However, if the certificate is issued **prior to June 1, 2025**, it must be accompanied by an **additional certificate** issued by the **same competent authority**, certifying the candidate's **current non – creamy layer status.**  
This additional certificate must include a **reference to the original caste certificate** already issued.



### For OBC/SC/ST candidates,

- ⇒ Candidates, who are passed out qualifying examination (12<sup>th</sup>) from NCT of Delhi (Home State), will have to produce their caste certificate i.e. OBC/SC/ST issued from concerned authorities of NCT of Delhi at the time of verification and admission. Certificates issued from other state are NOT VALID for NCT of Delhi seats.
- ⇒ Candidates, who are studying Outside NCT of Delhi (Home State), will have to produce their caste certificate i.e. OBC/SC/ST issued from concerned authorities of state outside Delhi at the time of verification and admission. Certificate issued from NCT of Delhi is not valid for these seats.

#### (iii) **Persons with Disabilities (PwD)**

Candidates under Visual Impairment (VI), Hearing Impairment (HI), Orthopedic Impairment (OI) categories and any other categories recognized under **THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016** must produce a certificate issued by a **Government Medical Board** certifying minimum 40% disability.

#### (iv) **National Cadet Corps (NCC)**

Candidates must submit **A/B level NCC certificate** issued by the Commanding Officer during Classes IX – XII. Candidates must submit a certificate from the **Head of School** confirming participation during the same period.

#### (v) **Sports Person (SP)**

The candidate must submit the following documents to avail the benefit of sports person:

1. A **National Level participation certificate** issued by the **National Sports Federation of India** or **School Games Federation of India**, duly recognized by the **Indian Olympic Association** or **Ministry of Youth Affairs and Sports**.
2. The certificate must be countersigned by the **State Sports Federation/Association**.
3. A letter from the **Head of School** verifying participation and details for the said period of participation.

#### (vi) **Ward of Ex-Service Defense Personnel (W-EX)**

A Certificate from the **competent defense authority** with regard to ward of Defense Personnel (Ex-servicemen/killed in action/widow of Defense Personnel), confirming eligibility under this category.

#### (vii) **Ward of Delhi School Teachers (W-DST)**

This reservation applies only to wards of regular teachers serving in:

- Government schools of DoE.
- Government – aided schools.



- MCD / aided MCD schools.
- NDMC schools.
- Delhi Cantonment Board schools

A **Ward Certificate** issued by the **Principal/Head of School** and countersigned by the **Deputy Director of Education/ Zonal Education/ Zonal Education Officer** is mandatory at the time of admission.

*(Refer to EC, SCERT Notification No. F.NO. 20(37)/SCERT/Admn./9545-65 dated 26.12.2016.)*

**(viii) Muslim Minority (IVS Institute only – SFS )**

Candidates claiming admission under **Muslim Minority quota** must submit **documentary evidence** in support of their claim for admission to **D.El.Ed Course** at the **Institute of Vocational Studies (IVS)** only, where **50% seats of the total intake (25 seats)** is earmarked for **Muslim Minority candidates**. The candidate must submit an **affidavit/minority certificate** at the time of **verification**.

**(ix) Ward of DELHI DIET/SCERT Employees (W-DDS) (For government diets only)**

In case of **employees of SCERT**, a **certificate from Administrative Head, SCERT** must be submitted.

In case of **employees of DIET**, a **certificate from Principal, DIET** and countersigned by **Administrative Head of SCERT** is required to be submitted at the time of admission to avail reservation under this category.

The **certificate number** issued by SCERT, Delhi must be **entered in the application form**. This certificate will entitle the candidate to **avail the benefit of Delhi Domicile Reservation** under the **WDDS category**.

**Automatic consideration without a valid ward certificate will not be permitted under any circumstances.**

Only the **Wards of regular employee of SCERT and DIETs of Delhi** holding **regular substantive posts** are eligible for avail reservation under the **W-DDS category**.

Wards of Staff members from **other organizations on deputation**, or those **working on an ad-hoc, part – time, contractual, re-employment, or daily – wage basis** in SCERT/DIETs, are **not eligible** for reservation under this category.



## MANDATORY INSTRUCTIONS FOR W-DDS CATEGORY

The candidate must **upload certificate number** issued by the **Administrative Head of SCERT, Delhi** in the **current year not before (01.04.2026)**.

If the certificate number is **not uploaded with the application**, in accordance with the eligibility condition mentioned for the W-DDS category, **his/her candidature will automatically be cancelled** without any further notice or information, as stated in the prospectus.

### Note:

May be read with the decision of EC, SCERT notification vide notification no. vide **F.No.20(37)/SCERT/Admn./9545-65** dated **26.12.2016** already conveyed to Principal DIET.

### (x) Economically Weaker Section (EWS)

A candidate belonging to the EWS category must submit a **EWS certificate in her own name ONLY**, issued by one of the following authorities:

- District Magistrate
- Additional District Magistrate
- Deputy Commissioner
- Additional Deputy Commissioner
- SDM
- Chief Presidency Magistrate
- Presidency Revenue Officer (not below Tehsildar rank).

The **EWS certificate** must be issued by the **Competent Authority** for the latest financial year(2026 – 2027).

### Economically Weaker Section (EWS) reservation – IMPORTANT NOTICE

A **10% reservation for the Economically Weaker Section (EWS)** in **SCERT, Delhi** will implement **subject to the approval** of the appropriate regulatory body, i.e., the **National Council for Teacher Education (NCTE)**, regarding **enhancement of seats** in DIET/Institute.

Notification regarding in **EWS category seats** in the respective **DIETs/SFS Private Recognized Institutes Affiliated to SCERT, Delhi** will be published on the **official admission website**, subject to the approval of **NCTE** and the **Executive Committee (EC) of SCERT, Delhi**.

Detailed information in this regard will be made available on the admission website **after approval from NCTE**.



Until such approval is received, **allocation under EWS category will not be carried out.**

### **NOTE:**

#### **Mandatory Requirement for Reserved Category Certificates**

- ⇒ The **required certificate (s) for reserved categories/classes** is **mandatory** at the time of **verification/admission/ counseling**. No **provisional admission** shall be granted without the **original caste/category category**, as applicable, issued by the **competent authority**. Furthermore, the **caste/category certificate** must **invariably be in the name of candidate himself/herself**, and **not in name of parents or guardians**.
- ⇒ In case of any **married woman** applying for admission under a **reserved category**, she must produce the **caste certificate in her own name**. Certificates issued in the name of her **husband/mother/father** will **not be accepted**.
- ⇒ Candidates are advised to **verify that their name and their father's/guardian's** name mentioned in the **respective reservation certificate exactly match** those appearing on their **Class 10 certificate**. Any **discrepancy or mismatch** will lead to the **cancellation of candidature** in the respective category during verification.

## **CHAPTER V**

### **Admission Process (Criteria for Rank List)**

- The **Admission Process – 2026** will be based on an **Online Computer–Based Test (CBT)**.
- The **Computer–Based Test (CBT)** will be conducted at **designated testing centers**, and **no requests for change of test centre** will be entertained under any circumstances, irrespective of the candidate's category.
- The **CBT** will consist of **150 questions carrying a total of 150 marks**. The **medium of the test** will be **Hindi and English**, and the **duration** of the examination will be of **2 hours**. There will be **NO-Negative Marking** for incorrect answers. All candidates are **required to appear for the test** to be considered for admission.
- Admission to the **D.El.Ed. Course-2026** will be based on the **rank/merit** obtained in the **Entrance Examination (CBT)**. Only those candidates who **qualify in the entrance test** and **fulfill the prescribed eligibility criteria** will be considered for admission.
- Any candidate, who does **not meet the eligibility conditions** mentioned in this prospectus will **not be considered for admission**, irrespective of his/her **rank or merit position**. No **representation or request for relaxation** will be entertained in this regard.

## Tie Breaking Criteria

→ In case of **tie in the score** of two or more candidates in the entrance examination, the following criteria shall be applied sequentially to resolve the tie:

- The **percentage of marks obtained in the Class 10+2 (Senior Secondary) examinations up to two decimal places**, shall be considered to break the tie.
- If the tie persists, the **percentage of marks obtained in the Class 10 (Secondary) examination**, up to **two decimal places**, shall be considered.
- If the tie still remains unresolved, the **candidate older in age** (as per **Date of Birth**) shall be given **preference**.
- If a tie continues even thereafter, the **alphabetical order of the candidate's name** shall be considered (e.g., *Amit* will come before *Bhanu* or *Chitra*).

### Note:

- ⇒ If marks of (10+2)/12<sup>th</sup> and 10<sup>th</sup> examinations are not entered in the admission form, they will be treated as Zero (0) during rank preparation.
- ⇒ In case of incorrect or false information about marks, the candidate's candidature will be cancelled at the time of verification.

## Verification of Documents

→ Candidates called for **verification** on the basis of **merit/rank** obtained in the **Entrance examination (CBT)**, shall be required to produce the following **original documents/certificates** at the time of verification:

- **Original certificate** of **Secondary School Examination (Class X)** or its equivalent examination.
- **Mark sheets** of **Sr. Secondary (10 + 2)** and **Secondary (10<sup>th</sup>)** examinations or their equivalent.

If the original mark sheet has not yet been received/ issued, a **printout of the result** duly **verified by the Principal/HOS of school** will be accepted with an **undertaking** that the candidate will submit **original mark sheet** upon receipt.

- Certificate of **reserved category/sub-category**, if applicable, as prescribed in the prospectus, issued by the **Competent Authority**.



→ **HOW TO READ ALLOTMENT CODE D.EL.ED AND DPSE COURSE**

**SIX DIGIT ALLOTMENT CODE: OP NO HS**  
**1 2 3**

SR. NO.	OP	NO	HS
	1	2	3
DESCRIPTION	<b>CATEGORY CODE</b>	<b>SUB-CATEGORY CODE</b>	<b>REGION CODE</b>
	General – OP	Person with Disability – PH	Delhi – HS(Home State)
	OBC – BC	National Cadet Corps – NCC	Outside Delhi – OS
	Scheduled Caste – SC	Sports Person – SP	
	Scheduled Tribe – ST	Ex-Servicemen – DF	
	Economy Weaker–EW	Ward of School Teacher – WT	
		DIET/SCERT Ward –WE	
		Muslim Minority – MM	
		Supernumerary– NO	

FOR EXAMPLE	
OPNOHS	General Home State (Candidate passed out from Delhi NCT School)
OPNOOS	General Other State (Candidate passed out from Other State than Delhi NCT school)
BCNOHS	OBC Home State
BCMMHS	OBS Muslim Minority Home State

- A Candidate seeking admission through **NIOS or any other distance mode** must furnish a **certificate** specifying that he/she has **attended/studied/passed the Senior Secondary examination** from the concerned study center, along with other required documents.
- A **Medical fitness certificate** issued by a registered **MBBS/BAMS doctor**.

→ In case a candidate fails to produce any of the aforesaid **original certificates**, or is found **not eligible** for the D.El.Ed. Course as per the eligibility criteria at the time of **Mandatory Verification/admission**, his/her **candidature shall stand cancelled**. No further correspondence in this regard shall be entertained.

→ If a candidate **fails to report at the allotted DIET/Institute for mandatory verification, allocation rounds**, or the **physical reporting round** on the notified dates, it will lead to **cancellation of candidature**. His/her candidature shall stand cancelled in all **categories/sub-categories** in that DIET/Institute. Such a candidate shall **not be considered for admission in subsequent lists** of the same category in that DIET/Institute.



### Note:

**Non-payment** of the **non-refundable application fee** (Rs. 1000/- for UR/OBC and ₹ 500/- for Reserved Category (SC/ST/PwD)) and the part admission fee (Rs. 3,600/- - non-refundable, but adjustable: ₹ 1,800/- at the time of payment of the course fee in the first year and ₹1,800/- at the time of payment of the course fee in the second year) will lead to cancellation of candidature accordingly.

→ Candidates are advised to **visit website regularly** to check the admission lists until the **entire Admission Process is completed**. No individual communication will be sent to candidates.

→ **Entrance Test Syllabi:**

The **syllabus for the Entrance Test**, along with the **question paper structure, marks breakup, important instructions**, and other necessary details, is provided below and can be downloaded from the **SCERT website**: [www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in).

Sr. No.	Subject	No. of Questions
1	General Awareness (Current Affairs)	10
2	Social Science History – 10 Pol. Science – 10 Geography – 10 Economic – 10	40
3	General Science Physics – 10 Chemistry – 10 Biology – 10 Basic Computers – 10	40
4	Mathematics (Numerical ability)**	10
5	General Mental ability, aptitude and attitude (as regards to Education/Teaching)	30
6	English & Hindi	10+10=20

→ **Level of Test – Class X**

→ The **Detailed syllabus** can be downloaded from website.



→ The Level of **Numerical Ability** questions will be **up to Class VIII**.

## Submission of Online Application Form

### General Instructions for Submission of Application Form

- (i) Candidates are advised to **carefully read and follow** the instructions provided online during the **Form Submission Process**.
- (ii) To register for admission candidates are required to use the online form available at **SCERT's Admission Portal:**  
[www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in)
- (iii) The **Online Form Submission process** consists of **two-phases**.

Phase I	Candidate's Registration	Entry of Basic details of the Candidate
Phase II	Entrance Application Submission	Selection of Programme(s), Category, Choices of DIETs and <b>Mandatory submission of Entrance Application Fee.</b>

- (iv) Before applying for admission, candidates must ensure that they **fulfill the eligibility criteria** as laid down in the prospectus.
- (v) A candidate must have **appeared in/passed the qualifying examination** from a **national or state recognized board**.
- (vi) During the Registration process, the following information/documents should be available with the candidate:
  - A **valid and readily accessible email ID**. Please note that SCERT may use the registered email for future communication.
  - A personal mobile number (required for OTP).
  - A **soft copy** of the candidate's **colored passport size photograph** (Maximum 100 KB, JPG format, preferably with a white background).
  - A **soft copy** of candidate's **signature** (Maximum 100 KB, JPG format).
- (vii) Candidates may use the **preview option** to verify the correctness of entries before confirming the submission.



Corrections(except **Name** and **Date-of-Birth**)can be made before completing/confirming the registration portion.

Candidates will also be able to **edit the information during the choice filling/editing window**,as per the schedule provided in the prospectus/website.

Any additional changes required due to technical issues at the time of Class 12 result declaration will be notified on the admission website.

Detailed guidelines for choice filling/editing will be published on:

[www.scertdelhiadmission.nic.in/prospectus](http://www.scertdelhiadmission.nic.in/prospectus)

- (viii) Once the admission form is successfully registered, the system will send an **SMS confirming registration**.
- (ix) The **Entrance Application Fees** must be paid **online** using **Credit Card/Debit Card/Net Banking/RuPay/UPI** only.
- (x) A candidate is allowed to submit **only one application** (either for **D.El.Ed.** and/or **DPSE**). SCERT reserves the right to **reject the candidature** if the candidate fails to fulfill eligibility conditions.

The **Admission Form Fee** is **NON-REFUNDABLE** as per the prospectus.

- (xi) Candidates are advised **not to send hard copy** of the application to SCERT.

However, they should retain a printed copy of the application form by logging into the admission portal:

[www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in)

- (xii) Candidate may check the **status of their application form** on the SCERT website:[www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in)
- (xiii) Candidates submitting the online form through **Cyber Café** or any third person must ensure that guidelines are followed and the form is filled **in their presence**. The candidate must provide **their own email ID and mobile number**.

SCERT will not be responsible for **any mistakes** made while filling the form.

- (xiv) Applicants must ensure that the **e-mail ID and phone number** provided are **accessible and active**. **No changes** will be allowed thereafter.



**ALL OTPs WILL BE SENT TO THE REGISTERED EMAIL ID AND PHONE NUMBER.**

## How to Fill Form

The Application forms for admission may only be submitted **Online only** through the SCERT website

[www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in)

There is no printed application form for admission.

### A. REGISTRATION PROCESS

Follow the instructions for filling up the **ONLINE Application Form**, as provided on the admission website. Candidates must carefully adhere to the **point – wise directions** mentioned in the prospectus.

**Only ONLINE applications are allowed.**

#### APPLYING FOR

- Two year regular Diploma– **Diploma in Elementary Education (D.El.Ed.)** and/or
- Two year regular Diploma –**Diploma in Pre-School Education (DPSE)**.
- Option to apply for **both** (D.El.Ed& DPSE)

#### REGISTRATION DETAILS

##### ⇒ Name of Candidate

The candidate must enter his/her name as per his/her **Class-X or equivalent certificate**.

(No change of name will be permitted after submission of online application form.)

##### ⇒ Father/Guardian Name

The candidate must enter the **father's/guardian's name exactly as recorded in the Class X or equivalent certificate**.

##### ⇒ Mother Name

The candidate must enter the **mother's name exactly as recorded in the Class X or equivalent certificate**.

##### ⇒ Date of Birth

The candidate must fill in the **date, month, and year of birth** exactly as recorded in the **Class X certificate**, using the **English Calendar**.

##### ⇒ Gender



Candidate must select **his/her gender** in the designated column.

⇒ **Contact Details**

The candidate must enter a **valid personal mobile number and email ID**.

These must remain **active and regularly checked** throughout the admission process, as all communication may be sent via these.

⇒ **Choose Password**

The candidate must create a password as per the **password policy** and remember it for future logins.

⇒ **Enter Security PIN**

⇒ **REVIEW REGISTRATION DETAILS**

The candidate must carefully **recheck all the REGISTRATION DETAILS** before submission. Editing of details will **not be permitted** after the schedule mentioned on the website.

## **B. APPLICATION FORM SUBMISSION**

### **APPLICATION DETAILS**

→ The candidate is required to mention his/her **Qualifying status** (passing Class 12<sup>th</sup>) and the **“marks obtained”** detail in the application form.

There is a provision for reservation of seats for reserved categories as detailed under **‘Reservation Provisions’** in the prospectus.

(a) **85% seats** are reserved for candidates who have passed the qualifying examination (12<sup>th</sup> pass) from **school/study center located in National Capital Territory (NCT) of Delhi**.

(b) **15% seats** are reserved for candidates who have passed the qualifying examination (12<sup>th</sup> pass) from **schools/study center outside NCT of Delhi** (i.e., from any State/UT other than NCT of Delhi).

(c) Candidates **appearing** in the qualifying examination are also allowed to apply, **subject to the submission of required documents** at the time of **verification/physical reporting for admission**.

→ **Category**

The candidate must select the **category/sub – category** under which he/she wishes to apply in the prescribed column.



### NOTE:

- ⇒ The **required certificate (s)** for reserved categories/classes is **MANDATORY** at the time of **verification/admission/counseling**. No provisional admission shall be granted without the **original caste/category certificate**, issued by the competent authority. The certificate must be **in the name of the candidate** and **not in the name of the parents/guardians**.
- ⇒ In case of any **married woman** applying under reserved category, the **caste certificate must be in her own name**. Certificate in the name of the **husband/mother/father** will **not be accepted**.
- ⇒ Candidates are advised to carefully **verify their name and their father's/guardian's name** mentioned in the reservation certificate. These must **exactly match** the details in the **Class 10 certificate**. Any mismatch will lead to **cancellation of candidature** under the respective category during verification.
- ⇒ OBC (NCL) candidates must submit a **Caste Certificate (Non Creamy Layer) issued after 1st June-2025** by the concerned authorities.

### For OBC/SC/ST candidates,

- ⇒ Candidates, who are passed out qualifying examination (12<sup>th</sup>) from NCT of Delhi (Home State), will have to produce their caste certificate i.e. OBC/SC/ST issued from concerned authorities of NCT of Delhi at the time of verification and admission. Certificates issued from other state are **NOT VALID** for NCT of Delhi seats.
- ⇒ Candidates, who are studying Outside NCT of Delhi (Home State), will have to produce their caste certificate i.e. OBC/SC/ST issued from concerned authorities of state outside Delhi at the time of verification and admission. Certificate issued from Delhi is not valid for these seats.

**(AUTOMATIC CONSIDERATION REGARDING CATEGORY/SUB-CATEGORY IS NOT ALLOWED)**



## C. QUALIFICATION DETAILS

- The candidate is required to mention the **Passing Status, Year of Passing, Board, Roll Number, Name & Address of Institute, Result Mode, Maximum Marks, Marks Obtained, and Percentage** for the **Class 10** examination.
- The candidate is required to mention **Appearing Status or Passing Status, Year of Passing, Board, Roll Number, Result Mode, Maximum Marks, Marks Obtained, Percentage and Subject Wise Marks** for the **Class 12** examination.
- For calculating the percentage of marks of the **Secondary Examination (Class 10)**, the appropriate **prescribed CGPA/GPA conversion formula** must be applied. For example for conversion of CBSE Class10 CGPA, the formula is: **CGPA × 9.5**. The candidate must check and apply the **correct conversion formula** as mentioned by the respective board on the mark sheet.

### Note:

- ⇒ If the **Class 12th (10 + 2) or Class 10th** marks are **not filled** in the admission form, they will be **treated as zero** during rank preparation.
- ⇒ In case of **incorrect information** regarding marks, the applicant's **candidature will be CANCELLED** during verification.

## D. Filling of Choices/Preferences OF DIETs/Institutes

- The candidate is required to fill in the **code numbers** of the DIETs/Self-Financing Recognized Private Institutes affiliated to SCERT, Delhi, **in the order of her preferences**.
- Candidates will be considered **strictly as per their filled Choices/Preferences** and according to their **merit**.

**Automatic consideration is NOT allowed.**

- Candidates who do **not** fill any Choice/Preferences of DIETs/Institutes will be **rejected outright**, and **NO seat allocation** will be done for them at any stage.



## E. CONTACT DETAILS

- ⇒ The candidate is required to fill in his/her **name, complete postal address with PIN code, Telephone Number with STD code, e-mail ID and mobile number** for any communication purposes.
- ⇒ However, **no individual communication** will be sent to the applicant by SCERT. All information will be displayed only on admission portal.
- ⇒ Candidates must have a **valid personal e-mail ID and mobile number**, which should remain active and checked regularly till the completion of the admission process.
- ⇒ **MANDATORY:** If a candidate does not have a valid personal email ID, he/she must **create one before applying online**.
- ⇒ Use of **cyber café's or third – party email ID/phone number** may lead to **cancellation of candidature**. SCERT will **not be responsible** for any communication delay in such cases.

### 1. Choices of Entrance Test Centers

- Entrance Tests will be conducted in **Delhi and NCR**.
- **No change** in the Entrance Test Centre will be allowed later.
- After the last date of editing of online application form, the candidate's data (category, sub category, program etc.) **will not be changed** by the SCERT at any stage.
- Candidates must fill **three choices of exam centers** in order of preference.
  - Tentative entrance test center choices are as follows:
    - ✓ East Delhi,
    - ✓ West Delhi,
    - ✓ North Delhi,
    - ✓ South Delhi,
    - ✓ Ghaziabad,
    - ✓ Noida,



- ✓ Faridabad,
- ✓ Gurugram.

→ SCERT may **increase or decrease** the number of entrance test centers based on the number of applicants.

## 2. Upload Documents / Images

The candidate is required to **UPLOAD his/her SIGNATURE AND PHOTOGRAPH** (each less than 100 KB size).

### F. PAYMENT OF FEE

#### ❖ PAY REGISTRATION FEE (ONLINE ONLY)

The **application fee** must be paid **online only**. After filling the online application form, the candidate must pay the **non-refundable** application fee through **Net Banking/Credit Card/Debit Card/RuPay/UPI**.

**Payment of the application fee is mandatory; candidates who do not pay the fee will be rejected outright.**

#### I. Application Fee Structure

Sr. No	Name of Courses	Application Fee
1	D.El.Ed.	Unreserved/OBC : ₹1000/-
		Reserved (SC/ST/PwD) : ₹ 500/-
2	Applying for Both (D.El.Ed. & DPSE)	Unreserved/OBC : ₹ 2000/-
		Reserved (SC/ST/PwD) : ₹ 1000/-

II. **The application fee may be paid only through Credit card/Debit card/Net banking/RuPay/UPI only.**

III. **Once the application fee is successfully received at SCERT's end, it is non - refundable, and no correspondence in this regard will be entertained.**

IV. **SCERT (HQ) will not be responsible for non - payments, duplicate payments, or any technical problems during online transactions.**



As per bank procedure, any failed payment – if deducted – **will be refunded by the bank itself**. SCERT will not be responsible and will not communicate regarding such matters.

- V. **Non payments of the application fee will lead to immediate cancellation of candidate's application.**

### 3. **Download Filled Application Form**

Candidates must review the filled application form carefully.

If all information is correct, submit the form and **take a printout** for future reference.

### 4. **Download of Admit Card** (*Check Schedule at Admission Website*)

- Information regarding the availability of the Admit Card will be displayed on the admission portal.
- Once available, candidates should must log in to the portal [www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in)
- Candidate should print **two copies** of the Admit Card, as one copy must be surrendered to the invigilator at the test center.
- Candidates must also bring a **valid ID card** (Printed Hard Copy) to the Examination Centre.

### 5. **Online Computer Based Test at Allotted Centers:**

The Agency will conduct the **Online Computer Based Test (CBT)** at the designated test centers mentioned in Admit Card.

### 6. **Result Declaration** (*Announcement of Results/ Ranks/ Scores*)

- (i) SCERT will prepare the **rank list strictly on the basis of the entrance test score**, according to SCERT guidelines and applicable reservation rules.
- (ii) The list of provisionally selected candidates will be displayed on the SCERT's website [www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in) as per the schedule. **No postal communication** to the candidates will be sent.
- (iii) Course – wise lists of selected candidates will be displayed on the website as per schedule.



- (iv) SCERT may display **additional merit lists**(waiting list) if required. Candidates must check the SCERT website regularly.

## 7. Editing of Data

After the display of the list of provisionally selected candidates, **only the preferences of DIETs/Institutions may be edited.** Basic candidate information cannot be changed.

# CHAPTER-VI

## Procedure for Declaration of Admission Lists & Allocation Rounds

- (a) The **First, Second, Third and subsequent lists (if required)** shall be uploaded on the admission website as per the schedule mentioned in the prospectus.
- **First Admission List** – Exact number of candidates as per the seat matrix
  - **Second Admission List** – Number of candidates as per vacant seats
  - **Third Admission List** – Number of candidates as per vacant seats
- (b) **MANDATORY REPORTING:**  
If any candidate fails to report for admission at the allotted DIET/Institute on the specified date and time **with all original documents and course fee**, his/her right of admission will stand **cancelled**.
- (c) If a candidate has applied for admission in other DIETs/ Self Financing Recognized Private Institutes affiliated to SCERT, Delhi under different categories/sub-categories, he/she must **regularly and carefully check the subsequent admission lists** on the website as per the schedule.
- (d) In case of exigencies such as **death of family member, accident, hospitalization of the candidate** etc., the guardian/ representative may report on the candidate's behalf.  
They must visit the **Principal of the allotted DIET** on the specified date and time with:
- A **written request** by the candidate
  - The request **countersigned by the parent/guardian**
  - **All original documents**
  - Supporting **proof of hospitalization, accident, or death**, etc.



This is required for issuing the **Provisional Admission Letter**, after payment of the **Part Admission Fee**.

- (e) If a candidate fails to provide **essential documents** at the allotted DIET/Institute, his/her candidature for the seat will be **cancelled**, as **no provision of editing** is available during allocation rounds.

## A. Allocation of Seats to Candidate

### 1. Important Provisions to be adhered to by candidates

- a. There will be **03 Admission lists only**. Sliding will be provided accordingly so that candidates may take final admission in the most preferable possible institute.
- b. For filling remaining vacant seats, **online counseling** will be conducted by SCERT.

The following procedure may be adopted:

- (i) The **detailed vacancy status** of each institution will be displayed online on the admission website.
- (ii) For filling these vacancies, **options will be taken online only**, from candidates who have applied and desire admission (including those who could not take admission despite allotment in any of the first three admission lists).
- (iii) To ensure that meritorious and interested candidates are considered, **left – out candidates from the first three admission lists** may also participate in the online counseling process.

This includes candidates who were allotted seats earlier but could not take admission for any reason.

To ensure participation only from genuinely willing candidates, SCERT will charge a **one-time non-refundable, non-adjustable counseling participation fee of ₹1000**.

After payment of the counseling fee and submission of preferences/choices for online counseling:

- Candidates will be allotted seats **strictly from the seats actually vacant**.
- Candidates must report to the allotted DIET/Institute for admission and **physically deposit documents and remaining fee**.



- Allotment of seats during online counseling will be **virtual**, subject to availability.

## **COUNSELLING PARTICIPATION FEE**

Candidates are required to deposit **₹1000/- (online mode only)**. This fee is **non-refundable**.

### **2. Allocation Based on Rank and Choices**

Based on ranks and choices of DIETs/Institutes, candidates will be allocated DIETs/Institutes in Admission Lists (I, II, or III) on the scheduled dates as per Chapter-II. Candidates allotted seats must report for **document verification** at the allotted DIET/Institute with all required original documents.

### **3. Mandatory Documents for Provisional Admission**

Candidate will be called for provisional admission on the basis of merit/choices/preferences, subject to verification and production of the following **original documents**:

- a. Original certificate of **Secondary School Examination (Class X)** or equivalent.
- b. **Mark sheets** of Senior Secondary School and Secondary School Examination or equivalent.
- c. **Reserved category/sub-category certificate**, if applicable.
- d. For candidates from **NIOS or other distance modes**: a certificate specifying the **address of the study centre** (Delhi or outside Delhi) from where candidate attended/studied/passed Senior Secondary, along with proof of the study center's address.
- e. **Medical fitness certificate** from a registered MBBS/BAMS doctor.
- f. **Printout** of the online application form.

### **4. Non-Reporting and Exigencies**

Non-reporting by candidate shall lead to **cancellation** of candidature. In case of exigencies such as:

- Death of a family member
- Accident
- Hospitalization of the candidate

...the guardian/representative must report with:

- A written request by the candidate



- Countersignature of parent/guardian
- All original documents
- Proof of hospitalization/accident/death

They must report to the principal of the allotted DIET on the specified date and time.

## 5. **Schedule Changes**

Any change in schedule will be notified **only on the admission website**.

No other individual communication will be issued.

## 6. **Failure to Produce Documents / Counseling Provisions**

If a candidate fails to produce any required original documents during verification:

- The allotted seat will be cancelled and given to the next eligible candidate in the following round.
- If the candidate wishes to participate in counseling, they will be allowed to **edit the form** and view virtual vacancies after paying the **non-refundable e-counseling fee**.

During counseling, if the candidate fails to:

- Remove deficiencies, or
- Submit verified/valid certificates from the issuing authority  
...his/her candidature will be **cancelled and removed** from the D.El.Ed. admission process.

No further correspondence will be entertained.

Payment of the **counseling fee** is mandatory for participation.

## B. **ALLOCATION OF SEATS**

1. Candidates will be considered for allocation of seats **based on merit** and the **choices filled by him/her** in the respective **category/ sub category only**.
2. Candidates can check the **seat allotment** through their **login ID** created during the registration process.

The complete list of allotments will also be available on the **admission website**, as per the schedule prescribed in the prospectus.



3. How to read allotment code D.El.Ed and DPSE course

SIX DIGIT ALLOTMENT CODE: OP NO HS

1 2 3

SR. NO.	OP	NO	HS
<b>DESCRIPTION</b>	<b>1</b> <b>CATEGORY CODE</b> General – OP OBC – BC Scheduled Caste – SC Scheduled Tribe – ST Economy Weaker–EW	<b>2</b> <b>SUB-CATEGORY CODE</b> Person with Disability – PH National Cadet Corps – NCC Sports Person – SP Ex-Servicemen – DF Ward of School Teacher – WT DIET/SCERT Ward –WE Muslim Minority – MM Supernumerary– NO	<b>3</b> <b>REGION CODE</b> Delhi – HS(Home State) Outside Delhi – OS

### FOR EXAMPLE

OPNOHS	General Home State (Candidate passed out from Delhi NCT School)
OPNOOS	General Other State (Candidate passed out from Other State than Delhi school)
BCNOHS	OBC Home State
BCMMHS	OBS Muslim Minority Home State

4. Candidates are advised to **print the Provisional Allotment Letter** if a seat is allotted to him/her, **after payment of ₹3600/-** through online mode (as **Part Admission Fee** not refundable but adjustable with the 2<sup>nd</sup> – quarter course fee) in his/her login ID.

5. The option to **print the Provisional Allotment Letter** will be available **only for that specific round** in which the candidate has been allotted a seat.



6. The candidate must **report to the allotted DIET/Institute** with all **original documents**, the **verification slip**, **part admission fee receipt**, **Provisional Allotment Letter**, and **two self – certified photocopies** of all documents **within the scheduled time** as prescribed in the prospectus.

**Non – reporting will result in removal from the allocation process.**

**For OBC/SC/ST candidates,**

- ⇒ Candidates, who are passed out qualifying examination (12<sup>th</sup>) from **NCT of Delhi** (Home State), will have to produce their caste certificate i.e. OBC/SC/ST issued from concerned authorities of NCT of Delhi at the time of verification and admission. Certificates issued from other state are **NOT VALID** for NCT of Delhi seats.
- ⇒ Candidates, who are studying Outside NCT of Delhi (Home State), will have to produce their caste certificate i.e. OBC/SC/ST issued from concerned authorities of state outside Delhi at the time of verification and admission. Certificate issued from NCT of Delhi is not valid for these seats.

7. The **Provisional Admission Offer Letter** will be generated **after the candidate reports** to the allotted DIET/Institute.

**Non-reporting** to the allotted DIET/Institute within the prescribed schedule will result in **cancelation/rejection** of his/her candidature.

8. Candidates who are allotted a seat in any round, **pay the Part Admission fee of ₹3600/-** (non refundable and will adjust ₹1800/- adjustable in term first – year term fee and ₹1800/- adjustable in the second – year term fee), and **later withdraw their admission will not be considered** for allocation of seats in **any further allocation rounds.**

**The following candidates will NOT be considered for allocation of seats and will be removed from allocation lists as per the policy/rules prescribed in the prospectus:-**

- A. Candidates who fail to report for verification at the allotted DIET/Institute on the prescribed date and time.



- B. Candidates who fail to provide required documents/papers to establish their eligibility.
- C. Candidates who fail to pay the **₹3600/- Part Admission Fee** (non refundable, but adjustable).
- D. Candidates whose forms contain discrepancies; such candidates will not be allotted seats.

However, they may participate in the **counselling rounds** after following the due procedures mentioned in the prospectus.

## 9. Important Provisions to be Adhered to by Candidates

- (i) There will be **03 Admission Lists only**. Sliding will be provided accordingly so that the candidate may take final admission in the most preferable possible institute.
- (ii) For filling remaining vacant seats after the three lists, **online spot counseling** will be conducted by SCERT as per following procedure:

### Spot Counseling Procedure

- The **detailed vacancy status** of each institution will be declared online on the admission website.
- Options for spot counseling will be taken **online only**, from candidates who have applied and desire admission, including:
- Candidates who could not take admission despite allotment in the first three admission lists,
  - Candidates not verified,
  - Candidates not reported,
  - Candidates not allotted seats earlier.

Such candidates may participate in spot counseling **after payment of ₹1000/-**.

- Candidate who were allotted a seat earlier but **did not physically report** to the allotted institute after verification may also participate in the spot counseling rounds.

However:

- Their previously allotted seats **may not be retained**.
- For further sliding in spot rounds, candidates must give **fresh consent** in each round.



- **Non – submission** or **non – reporting** will result in cancellation of their seat/candidature.
- Seat allotted earlier may **not be retained** in spot rounds.

→ To include meritorious and willing prospective teachers, left-out candidates from the previous three admission lists may also be considered in the online counseling process.

This includes candidates who were allotted seats earlier but could not take admission for any reason.

To ensure participation only by genuinely willing candidates, SCERT will charge a **one-time non-refundable, non-adjustable counseling participation fee of ₹1000/-**.

After payment of the counseling fee and submission of preferences, the candidate will be allotted **only those seats that are actually vacant**.

The candidate must report to the allotted DIET/Institute for admission and physically deposit the required documents and remaining fee.

### **COUNSELLING PARTICIPATION FEE**

Candidates are deposit a **counseling participation fee of ₹1000/-** through online mode only. This fee is **non-refundable**.

### **NOTE:**

The allotment of seats to the candidates who opt for online counseling will be **virtual**, subject to availability of seats in the respective DIETs/Institutes.

If a candidate **fails to fill choice/preferences** of DIETs/Institutes in the application form, he/she will **not be considered** for allocation round and will be **exclude from the allocation process**.

### **C. Freezing of seats by Candidate**

After seat allocation (during **Rounds 1 to 3 only**), a candidate is advised to **freeze the allotted seat** if she/he is satisfied with the allocation and **does not** want to participate in further allocation rounds.



## 1. Freezing Option

After every round of admission, if the candidate is satisfied with the allotted seat and does not wish to participate in subsequent rounds for up gradation, he/she may **freeze the allotted seat** by clicking the *Freezeoption* available in his/her account on the admission website **within the specified time period** (before the declaration of the next allocation list).

## 2. If the Candidate Does Not Freeze

If the candidate does not freeze the allotted seat:

He/she may be allotted a **higher preference** in the next round, **subject to availability** based on merit and choices filled in the online application form.

The candidate will **not** be permitted to retain the earlier allotment **under any circumstances**.

If upgraded to a new DIET/Institute, the claim on the previous allotment will **automatically end**.

## 3. Freezing at the End of Round 3

At the end of the 3<sup>rd</sup> round, candidates are **strongly advised** to:

- **Freeze their seat**, and
- **Physically report** to the allotted DIET/Institute.

## Important Notes

- A candidate may freeze the allotted seat if satisfied and then physically report to the allotted DIET/Institute.
- If a candidate wishes to participate in the spot counseling rounds (after Round 3) for up gradation:
  - An **online request** must be submitted in **each round**.
  - A **one-time counseling participation fee of ₹1000/-** (non-refundable) must be paid **online** after Round 3

Candidates will finally report to the DIET/Institute that they **froze** during Rounds 1 – 3 for physical reporting

## D. Fee Refund Policy : Fee refund provisions

Sr. No.	Refund Policy	
	<b>Non-Refundable</b>	<b>Refundable</b>
1	Application Fee (UR/OBC: ₹1000/- & Reserved ₹500/-)	→ The candidate seeking withdrawal in the mid-session must submit a written request for withdrawal at the allotted institute and will also be required to pay the fee up to the end of that quarter. → An amount of ₹2000/- (as Admission processing fee) will be deducted if the candidate withdraws the admission <b>before the last day of admission</b> of the concerned course of the institute.
2	Counseling Participation Fee - ₹1000/-	→ In case admission is taken in the <b>last admission list</b> , the <b>first-quarter fee</b> of such candidates shall be deposited in cash at the <b>institute</b> , which will <b>not be refunded</b> .
3	Part Admission Fee - ₹3600/- (Non-refundable but adjustable: ₹1800/- in first-year fee & ₹1800/- in second-year fee)	→ After the Admission Process is over: For withdrawal of admission, the candidate must submit a written request to the allotted institute, and the final approval of withdrawal will be given by <b>SCERT, Delhi</b> .

- After depositing the Part Admission Fee of ₹3600/- (non refundable), if a candidate wishes to withdraw the admission against the allotted seat, he/she may apply for withdrawal through online withdrawal option as per the schedule prescribed in the prospectus.
- After withdrawal of admission, the candidate will not be considered in any subsequent rounds of online admission.
- During online payments SCERT (HQ) will not responsible for non-payments duplicate payments any technical problem etc.. However, as per bank procedure failed payments, if deducted will be refunded by the bankers themselves, SCERT will not responsible and not communicate in this regard.
- Non payments will lead to cancellation of candidature of applicant with immediate effect.
- All candidates who have not verified their documents, have withdrawn, have frozen their seat, have not paid the Part Admission Fee of ₹ 3600/- (non refundable), have non reported, or do not fulfill the eligibility criteria **will not be allowed to participate in the Allocation Round of Online Admission, as applicable.**

## E. Sliding procedure for Candidates

1. In the counselling/spot rounds after the 3<sup>rd</sup> list, the applicant must give consent for further participation in each round. However, his/her previously allotted seat will not be retained in these rounds.
2. Only the verified candidates who have:
  - Been allocated seats,
  - Paid the Part Admission fee of ₹ 3600/- (non refundable but adjustable),
  - Reported with the Provisional Allotment Letter, will be considered for sliding.

Sliding is applicable for candidate who have *not withdrawn* their admission and *not frozen* the allotted seat.

A candidate shall be eligible for sliding **subject to availability of seats** and the **choices/preferences filled** in the online application form, **based on the CBT rank**.

3. The sliding round shall be based on:
  - **choices already entered** in the online application form
  - the candidate's **CBT rank**
4. If a candidate has paid the Part Admission Fee and reported but **does not want to participate** in the sliding round, he/she must **freeze (OTP – based) the allotted seat** through his/her login ID.
5. **During each sliding round, candidates must report** to the newly allocated DIET/Institution **for submission of documents and payment of the course fee**.
6. After the 3<sup>rd</sup> round of allocation, the candidate **must finally report to allotted DIET/ Institute** or the DIET/Institute where he/she froze the seat, for physical reporting.

## F. Last Round of Allotment of Seats (Online Mode only)

1. **During the third round or later round of online-admission, reserved category seats will be converted to unreserved seats category wise** as per the provisions in the prospectus, *but only after* the seat allotment for the reserved categories has been completed.



Conversion will begin in any allocation round for a specific category if seats remain unfilled/exhausted in that category, as per the rules mentioned in the prospectus.

2. Only participating candidates will be eligible for allotment of leftover seats in order of:

- Merit, and
- Choices/preferences filled in the online application form, i.e., allocation rounds after the 3<sup>rd</sup> round (if any),

including candidates who have opted online for further up-gradation only.

### **G. Sliding of Allotted Seats After the 3<sup>rd</sup> Round-Online Request Only (Counseling Participation)**

- Sliding of seats after the 3<sup>rd</sup> allocation round is allowed only for those candidates who submit an online request in each round (maximum 2 rounds).
- Sliding will be based on the candidate's CBT rank and subject to choices filled in their respective category/sub-category, after payment of ₹1000/- (non refundable) as the counselling participation fee.
- The previously allotted seat will not be retained during sliding participation.
- If a candidate does not submit the online request and fee after the 3<sup>rd</sup> round or any subsequent round, his/her name will be removed from Admission Process – 2026.
- Seat allotment for candidates opting for online counselling will be virtual, *subject to the availability of seats* in the respective DIETs/Institutes.
- During counseling rounds candidates must either:
  1. Freeze the allotted seat and take admission, or
  2. Submit consent for further participation in each allocation round separately.
- If a candidate neither freezes the seat nor submits a request for participation in any counselling round, he/she will be removed from the allocation process.

No further queries in this regard will be entertained.



## H. Physical Reporting of Candidates to the Allotted DIET/ Institutes

- i. DIETs/SFS institutions must report the status of “reported” and “non-reported” candidates online on the admission website.

Vacant seats after the sliding round of online counseling, as well as seats vacated due to non-reporting of candidates, **will be considered for next list online counseling list** as per the schedule mentioned in Admission Prospectus for **2026-2028**.

- ii. Candidates, who physically report to the allotted institutions and whose names are reflected in the list submitted by the institutions as “reported/admitted” shall be treated as *admitted students*.

If such candidates wish to **withdraw/cancel their admission**, they must apply as **per the SCERT refund policy**. The detailed refund policy will be notified on the website/ prospectus.

- iii. Non – reporting during physical reporting will result in the cancellation of the candidate’s candidature from Admission Process – 2026.

## CHAPTER – VII

### Online Counseling / Declaration of List after Counseling Admission List(s)

#### Eligibility:-

- a) There will be **03 Admission Lists** only. Sliding will be provided accordingly so that candidates may take final admission in their preferable possible institute.
- b) For filling remaining vacant seats, **online counseling** will be conducted by SCERT as per the following procedure:
  - (i) **Detailed vacancy status** of each institution will be displayed on the admission website.



- (ii) Options will be taken **online only** from candidates who have applied and desire admission (including those who could not take admission despite allotment in the previous three lists).
- (iii) In order to get **meritorious and willing prospective teachers**, candidates who were left out **in the previous three admission lists** may also be considered in the **Online Counseling Process**.

Only those candidates who were allotted seats in previous three admission lists but could not take admission due to any reason will be eligible for considered.

To ensure participation of only willing candidates, SCERT will charge a **one-time Counseling Fee Rs.1000/- (non-refundable and non-adjustable)**.

After payment of the Counseling Fee and submission of preferences/ choices for online counseling, seat will be allotted strictly against the **available vacancies only**.

The candidate will then be required to report to the allotted **Institute** for admission and **physically submit all required documents along with the remaining fee**, as applicable.

### IMPORTANT

During counseling rounds, candidates must either

- *Freeze the seat and take admission, or*
- *Submit consent for further participation in each round.*

Failure to freeze or submit consent **in any round** will result in removal from the allocation process. No further queries will be entertained.

### COUNSELING PARTICIPATION FEE:

₹ 1000/- (non – refundable) is to be paid **online only** by candidates participating in counseling rounds.

### COUNSELING & LAST ROUND OF ADMISSION

1. This round will be conducted **after completion of all three regular admission lists**, solely for filling vacant seats (if any).
2. After all three rounds of online admission are completed; the **last admission list/ online counseling** shall be carried out.
3. Only the seats that remains vacant **after reporting/ admission** will be considered for the final round of counseling.



4. Any candidate who was admitted earlier and then **withdrew** will **NOT** be eligible for the last round of counseling.
5. Only the following candidates are eligible for counseling rounds:
  - **NOT ALLOTTED**
  - **VERIFIED**
  - **NON – VERIFIED participating candidates**
  - Candidates who submitted **consent for up gradation/ sliding** after the 3<sup>rd</sup> round
6. Seats left vacant (if any) after the **third round only** shall be considered for further **admission rounds** to fill vacancies before the **closure of the admission year**, as announced in the prospectus.
7. **CLOSURE OF ADMISSION PROCESS:**  
After last round or notified date, **admissions will close completely**, even if seats remain vacant.

## PHYSICAL REPORTING

- (a) A total of **1040 seats** in nine DIETs and **1950 seats** in all SFS institutes will be filled up the **rank list prepared on the basis of the qualifying Computer Based Test (CBT)**.
- (b) All candidates must indicate their preferences for **9 Government DIETs** and **25 SFS private institutes**.
- (c) Candidates must report in person for admission with the required fee to the allotted DIET/Institute on the specified date and time.

Admission will NOT be granted after the deadline under any circumstances.

### **In case of emergencies (death, accident, hospitalization):**

→ A Guardian/representative may report on behalf of the candidate

→ Must carry:

- Written request by the candidate
- Countersignature of parent/guardian
- Admission Fee
- Proof of emergency (hospitalization/ death certificate, etc)

→ Only then the seat be retained.

If neither the candidate nor the guardian reports with original documents and **fees on the**



**deadline, the admission will be cancelled,** and the seat will be offered to the next candidate in merit order.

After Physical Reporting, a **Provisional Admission Letter** will be issued by the allotted DIET/Institute.

## CHAPTER- VIII

### NO MIGRATION CLAUSE

**No Migration Clause and Course Fee for Government DIETs and SFS Recognized Private Institute Affiliated to SCERT, Delhi.**

Migration from one DIET/Private Institute to another DIET/Private Institute **is strictly not allowed** under any circumstances.

## CHAPTER - IX

### Course Fee (for Government DIETs only)

Course fee to be paid by candidates quarterly, as detailed below:

#### ⇒ Government DIETs

1.	Admission fee	₹ 5.00 (at the time of admission)
2.	Caution Money	₹ 100.00 (at the time of admission) – <i>Refundable</i>
3.	Pupil Fund	₹ 150.00 per Month
4.	Maintenance and up gradation Fund	₹ 50.00 per Month
5.	Development Fund	₹ 500.00 per Month
6.	Examination Fee	₹ 2500.00 per Annum

**[NOTE: FOR ENROLLMENT OF 2025-2027, THE EXAMINATION FEE REMAIN SAME i.e. ₹ 1100/-]**

#### ⇒ Self – Financing Recognized Private Institutes

→ The fee is to be **paid quarterly.**

→ In case of withdrawal of admission, **the quarterly fee will be forfeited.**



→ Private Recognized Institutes may charge a maximum of ₹37,500/- per year, inclusive of all fees, except the Examination Fee of ₹2500/- per annum.

[NOTE: FOR ENROLLMENT OF 2025-2027, THE EXAMINATION FEE REMAIN SAME i.e. ₹ 1100/-]

→ Quarterly fee payment schedule:

- 1<sup>st</sup> Installment: At admission (on 1<sup>st</sup> July 2026)
- 2<sup>nd</sup> Installment: Till 10<sup>th</sup> September 2026
- 3<sup>rd</sup> Installment: Till 25<sup>th</sup> November 2026
- 4<sup>th</sup> Installment: Till 25<sup>th</sup> January 2026

→ Candidates are advised to pay the prescribed fee preferably through Cheque/ Online Mode.

Total Course Fee	₹ 37,500/- per Annum
Examination Fee	₹ 2,500/- per Annum

## CHAPTER- X

### Withdrawal of Seat

#### Withdrawal of Candidature after the 3<sup>rd</sup> Round

- The candidate must submit an **online withdrawal request** through his/ her login ID.
- After submitting the request, the candidate must **generate the Provisional Withdrawal Letter**.
- The Provisional Withdrawal Letter must be **signed by both the candidate and the parent/ guardian**.
- The candidate must then **report to SCERT (HQ), Defence Colony, New Delhi – 110024**, along with the Provisional Withdrawal Letter, for **approval of withdrawal**.
- After SCERT approval, the candidate must **report to the allotted DIET/Institute to:**
  - Submit the approved withdrawal letter
  - **Collect all original documents**
  - **Pay or receive any amount**, as applicable, according to the prospectus.

#### After Commencement of Session or Closure of Admission



- The candidate seeking **mid-session withdrawal** must:
  - Submit a **written request** for withdrawal to the allotted institute, and
  - Pay the **fee up to the end of that quarter**.
  
- An amount of **₹2000/- (Admission Processing Fee)** will be deducted if a candidate withdraws **before the last day of admission** of the concerned course.
  
- For candidates admitted in the **last admission list**, the **first quarter fee**, paid in cash at the site, **will not be refunded**.
  
- **After Admission Process is over**, the candidate must:
  - Submit a **written withdrawal request** to the allotted institute, and
  - The **final approval of withdrawal** will be issued by **SCERT, Delhi**.

## CHAPTER-XI

### A. OTHER IMPORTANT INSTRUCTIONS

1. **At any stage, if it is found that a candidate does not fulfilling the required qualifications or norms, his/ her candidature will be cancelled.**

Therefore, candidates are advised to **verify their eligibility** before submitting the application form.

2. **Use of any unfair means**, such as submitting **forged mark sheets/certificates** or providing **false information**, will lead to **cancellation of admission** and may also result in **legal action** against the parent/candidate.

3. If a candidate has **incorrectly entered marks or percentage** in the application form (even after the editing window) and later claims admission based on corrected marks/percentage, **the request will not be entertained**, even if the correct marks fall within the cut – off score.

However, the **Admission Committee, SCERT**, may issue **aspecial recommendation** to resolve any specific issue, **subject to approval by the Director, SCERT**.

4. Candidates must note that the **original certificates** of those admitted to the D.El.Ed. Course will be **retained by the Principal** of the DIET/SFS recognized private institute for **six months from the date of admission**. Therefore, candidates are advised to **keep sufficient attested photocopies** of all certificates.



5. **Seat allotment for candidates opting counseling will be virtual**, subject to the **availability of seats** in the respective DIETs/Institutes.
6. In case of any dispute regarding a candidate's admission, the **decision of the Director, SCERT**, based on the recommendation of the Admission Committee, shall be **final and binding**.
7. All Principals/In – charges of DIETs/Affiliated Self Financing (Private) Institutes are required to **take print out of all the admission lists** from the website and **display them on the notice board** as well as in the **facilitation center** for convenience of students.
8. Candidates applying for admission to the **D.El.Ed./DPSE courses must fill out the online application separately for each course**.
9. The **application fee, once paid, shall not be refunded** for any course.
10. In case of any dispute, the **territorial jurisdiction will lie with the court of NCT of Delhi**.

## **B. Important Instructions, precautions for Candidates to abide & ensure**

It has been observed that some candidates from the General Category with **less than 50% marks** applied for admission. Candidates are therefore strictly advised that:

- ⇒ **General Category candidates must have a minimum of 50% marks.**  
*Even 49.99% will be considered ineligible.*
- ⇒ **Reserved Category candidates (SC/ST/PwD) must have a minimum of 45% marks after relaxation.**  
*Even 44.99% will be considered ineligible.*

## **Important Precautions**

- a. **No Domicile Certificate** is required for candidates applying under either category – **85% Delhi quota** or **15 % Outside Delhi quota**.

### **For OBC/SC/ST candidates,**

- ⇒ Candidates, who are passed out qualifying examination (12<sup>th</sup>) from **NCT of Delhi (Home State)**, will have to produce their caste certificate i.e. **OBC/SC/ST** issued from concerned authorities of **NCT of Delhi** at the time of verification and admission. Certificates issued from other state are **NOT VALID** for **NCT of Delhi seats**.
- ⇒ Candidates, who are studying **Outside NCT of Delhi (Home State)**, will have to produce

their caste certificate i.e. OBC/SC/ST issued from concerned authorities of state outside Delhi at the time of verification and admission. Certificate issued from NCT of Delhi is not valid for these seats.

- b. Candidate must **carefully choose the correct category** (85% for class 12<sup>th</sup> student passed from Delhi NCT or 15% for class 12<sup>th</sup> student passed from outside of Delhi) based on their eligibility.
- **Automatic category change is not allowed.**
  - **No changes** will be permitted after the last date of the editing window mentioned in the prospectus.
- c. Candidates often misunderstand the option of medium of instruction.
- There is **no medium choice** for Urdu/Punjabi.
  - The option is for **language teaching**, i.e., **Hindi/Urdu/Punjabi** as a teaching subject.
  - **20 seats for Urdu** are reserved at **DIET Darya Ganj**, and **20 seats for Punjabi** at **DIET Karkardooma**.
- d. Many candidates do not fill all available **preferences of DIETs/SFS institutes**.
- Filling fewer choices may result in **no seat being allotted**.
  - Candidates must fill **maximum preferences** in order of choice.
- e. Some of the candidates do not keep record of their **Application number, Password, Email ID etc.**
- These details are essential for enquiry.
  - Candidates must keep a **secure record** of allogin details (no third – party details allowed).
- f. Candidates sometimes provide the **mobile number of friends/ relatives**.
- This leads to missing important SMS alerts.
  - Candidates must use **their own mobile number only**, which is **accessible at all times**.
- g. Some candidates do not read the **admission schedule** properly and report **after the deadline**, resulting in cancellation of admission rights.
- h. Candidates must **carefully follow the admission lists and schedule** uploaded on the website and **report on time** to the allotted DIET for admission.
- i. Candidates must **regularly check the admission website**.



- Any change in the schedule will be notified **only on the website**.
- **No individual communication** will be sent.

#### j. **Economically Weaker Section (EWS)**

- A candidate applying under **EWS must submit an EWS certificate in his/her own name**, issued by the competent authority:
- **District Magistrate / Additional District Magistrate / Deputy Commissioner / Additional Deputy Commissioner / SDM / Chief Presidency Magistrate / Presidency Revenue Officer**, not below the rank of **Tehsildar**.
- The EWS certificate must be issued for the **latest financial year (2026 – 2027)**.
- **10% EWS reservation** in SCERT, Delhi will be implemented **only after approval** from the National Council for Teacher Education (NCTE) regarding seat enhancement.
- Notification regarding EWS seats in DIETs/SFS institutes will be uploaded on the **admission website** only after approval of **NCTE and the Executive Committee (EC) of SCERT, Delhi**.
- Until such approval, **allocation under the EWS category will not be conducted**.

### C. **Important instructions regarding payments**

- i. **All applicants must note that all payments made as *online only* through any of the following modes:**

<b>Net Banking / Credit Card / Debit Card / UPI / RuPay</b>	
Application Form Fee	Unreserved/OBC: ₹1000/- Reserved (SC/ST/PwD) : ₹ 500/-
Part Admission Fee	₹ 3600/-
Counseling Participation Fee	₹1000/-
<b><i>All the above fee are non – refundable</i></b>	

- ii. **SCERT(HQ) will not be responsible for non-payments, duplicate payments, or any technical issues during online transactions.**

However, as per banking procedures, if an amount is deducted due to a failed transaction, **the refund will be processed directly by the bank.**

SCERT will not be responsible and will **not** communicate regarding such refunds.



- iii. Non payments will lead to cancellation of candidature of applicant with immediate effect.

## FAQs Related to ONLINE Submission of Application

(Please adhere to the instructions given on the website mentioned on the front page of the Prospectus.)

- 1. What is the website for taking admission in the D.El.Ed.& DPSE courses of SCERT, Delhi?**  
The admission website for D.El.Ed. and DPSE courses of SCERT, Delhi is [www.scertdelhiadmission.nic.in](http://www.scertdelhiadmission.nic.in)
- 2. Can we use the phone number and email ID of a family member during registration?**  
Yes. You may use your own or your family member's phone number/email ID. However, using contact details of **cyber cafes or any third party is strictly prohibited** and may lead to cancellation of your candidature.
- 3. How do I know the Eligibility criteria?**  
Refer to the *ELIGIBILITY CONDITION* section of the prospectus for complete details.
- 4. If the name differs in the Class 10 certificate and caste certificate, is it permissible?**  
No. If the candidate's or parent's name differs in the caste certificate, it is **not permissible**. All information in certificates must match exactly. A valid certificate must be submitted as per the prospectus.
- 5. What payment options are available for fee submission?**  
You can use **Master/ Visa Debit or Credit cards, Internet Banking,UPI, or RuPay** for online fee payments.
- 6. What happens if the online application fee is not paid?**  
Payment of the **application fee (₹1000/- or ₹500/-)/part admission fee (₹ 3600/-)**, and counselling fee of (₹1000/-) is **mandatory**.  
**Non – payment will result in cancellation of candidature.**
- 7. If a candidate fails to report during an Allocation Round, is another chance available?**  
No. Failure to report during allocation rounds leads to **automatic cancellation** of candidature.  
However, the candidate may participate in the **online counseling round** after paying the counseling fee of ₹1000/- (non–refundable)
- 8. Can I change or correct the details entered in the application?**  
Yes.Edits/corrections are allowed **only as per the schedule** and provisions mentioned in the prospectus.



**9. What happens if a candidate fills fewer choices or does not fill choices of DIETs/SFS Institute?**

- Candidates **must** fill the institute codes according to preference.
- **Seat WILL NOT be allotted** if choices are not filled.
- With fewer choices, the candidate will be considered **only** for those selected options. Automatic consideration is **not allowed**.

**10. Is sliding allowed after the 3<sup>rd</sup> round?**

Yes, sliding is allowed only **if seats are available** and the candidate has filled choices as per the prospectus.

It is **not automatic** – an online request must be submitted through the candidate's login.

During counseling rounds, candidates must either:

- **Freeze the seat**, or
- **Submit consent for further participation** in each round.

Failure to do so will result in remove from the allocation process.

**11. How do I freeze my allotted seat?**

The online freezing option is available **during the 1<sup>st</sup> to 5<sup>th</sup> allocation rounds** as per the admission schedule.

**12. How can I withdraw my candidature after taking admission?**

Online withdrawal is available through your login.

Refer to the withdrawal provisions in the prospectus for full details.

**13. What should I do in case of double payment?**

For errors such as double payment, contact the **respective bank/ payment gateway**. SCERT, Delhi **will not entertain queries** regarding online payment issues.

**14. Is there any negative marking in CBT?**

No. There is **no negative marking** for wrong answers in the Computer Based Test.

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## Activity schedule/guideline/process to be performed in the Admission Process

Sr.N	Activities to be executed/performed by SCERT (HQ)	Activities to be executed/performed by Candidates
<b>REPORTS TO BE GENERATED</b>		
<b>STAGE-1</b>		
1	Online Application Form opening	4. Apply online only
2	Editing of form opening (till prescribed dates only)	5. Pay ₹1000/- (Unreserved/OBC) (non-refundable) and ₹500/- (Reserved) (non-refundable) slip
3	Acceptance of filling of Choices/preferences of DIETs/Institutes	Take Print out of Application Form
<b>STAGE-2</b>		
1	Rank Declaration	
<b>STAGE-3</b>		
1	Allocation list 1 <sup>st</sup> to 3 <sup>rd</sup>	Take Printout of 1. Provisional Allotment Letter
2	Acceptance of Payment (online only) of ₹1800/- (not refundable) as Part Admission Fee (adjustable)	2. RECEIPT OF payment of Part Admission Fee ₹3600/- paid by candidate
3	Verification of original documents including medical certificate at allotted DIETs/institute only	3. Provisional Admission Offer Letter
4	Submitted/deposited all verified documents photocopy with verification letter at allotted DIET/Institute	
5	Sliding of seats till 3 <sup>rd</sup> round as per provision prescribed in the prospectus during online counseling	Report at allotted DIETs/ Institutes alongwith original documents as well as 2 set of Xerox copies
6	Freezing of allotted seat, if candidate is satisfied with allocation else give online option for further sliding/up-gradation	Freezing only by candidate
<b>STAGE-5</b>		
1	Finally Physical reporting at allocated DIET/Institute after 3 <sup>rd</sup> round or DIET/Institute that candidate have freeze	1. Candidate to ensure the payment of ₹3600/-if not paid already and take print out of the same after allotment of seats.
2	Submission of fee as prescribed in the prospectus	2. Provisional Admission letter generated after physical reporting by the candidate
3	Submission of all original documents	
4	Submission of fee as prescribed in the prospectus	
5	Request for Online Counseling by candidates after depositing ₹1000/- (non refundable) through online mode only in his/her login ID without online request candidate will not be considered for online counseling	Submit option of online counseling Depositing ₹1000/- (non refundable) through online mode only Print out of counseling participation letter
6	Commencement of session after declaration of 3 <sup>rd</sup> round as per schedule mentioned in the prospectus	
7	Display notification/information regarding 6 <sup>th</sup> or online counseling and list/further lists, if required depending upon availability of seats uploaded on the website as per schedule.	
8	Online withdrawal of seat as per provision prescribed in the prospectus	Withdrawal letter by candidate online only



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