

**Office of the Commissioner for Public Instruction  
New Public Offices Building, NrupaTunga Road, Bangalore -560001.**

No: RTE/09/2012-13

Date: 10-05-2012

**CIRCULAR**

**Sub : Method of admission and reimbursement of fees in non-minority un-aided institutions.**

Read : 1) Section 12 (1) (c) of the Act.

2) Karnataka Right of Children to Free and Compulsory Education Rules 2012, Rule - 08.

3) Gazette Notification No. ED:77:YOYOKA:2010, Bangalore, dated : 28th April 2012.

4) Writ petition No. (civil) 95 of 2010 and Honorable Supreme Court Judgment dated 12 April 2012.

5) Government of Karnataka notification No. ED :27: MAHITI- 2012 dated 08-05-2012 (reservation of seats)

6) Government of Karnataka notification No. ED :27: MAHITI- 2012 dated 08- 05-2012 (reimbursement of per child expenditure)

**Preamble:-**

After the commencement of the Right of Children to Free and Compulsory Education Act,2009 and the subsequent notification of the Rules by Government of Karnataka in its gazette dated 28th April 2012, the non-minority Unaided institutions specified in sub clauses (iii) and (iv) of clause (n ) of section 2 shall admit in class I at least twenty five percent of the strength of the class, children belonging to disadvantaged groups and weaker sections in the neighborhood and provide free and compulsory elementary education till its completion.

Provided further that where a school specified in clause (n) of section 2 imparts pre-school education, the provisions of clauses (d) to (e) shall apply for admission to such pre-school education.

Section 12 clause (2) also specifies the extent to which the expenditure so incurred by the un-aided institution is to be reimbursed and the procedure to be followed for reimbursement.



The Karnataka Right of Children to Free and Compulsory Education Rules, 2012 further specifies the reimbursement of per child expenditure by the Government for the purpose of Section 12 (2), in its Rule 8.

For the purpose of 25% quota under section 12(1) (c) of the Act, the children to be admitted from disadvantaged and weaker section of the community, no fees shall be charged. However, there should be no discrimination between students under 25percent quota and other students in regard to access to facilities, treatment and services of the school.

### **Method of Admission:**

#### **Stage-I**

Every school should notify to the BEO the number of seats available with the school for admission of children to I standard or / and pre-school section, as the case may be.

The BEO shall calculate 25 percent of availability of seats ,school wise, and notify it to the Parent teacher association/Parents / community through public display at prominent places.

The BEO shall fix a calendar of events for admission to schools under 25 percent free seat quota, therein mentioning date of issue of applications, date of submission of filled in applications along with supporting documents specified in the admission form and duration within which school should conduct selection of the applicants. date of admission of children. The cycle of admission process shall begin from January of the year, beginning from 2013-14. The cycle announced during 2012-13 is applicable only for 2012-13.

The head teacher shall only ascertain that completely filled in application forms along with required documents are received. The veracity and verification of the content will be the responsibility of the BEOs office, after provisional selection is completed by the school in Stage II.

Eligible applicants/parents/wards will be intimated to be present at the school on the day of admission.

## Stage-II

1. The schools after receiving the application under free quota as specified under Section 12(1)(c) will notify the dates for selection of the applicant to the BEO office. They should also notify the same in the school notice board which should be accessible to the general public. The parent teachers association should be notified and the schools shall take steps to notify the parents in the manner it deems suitable.
2. The application duly filled along with the documents as per rules should be accepted by the school authorities. The school authorities shall not look into veracity and verification of the certificates at this stage. The duly filled applications with documents should be accepted. In case, the applications are not complete, the school authorities should not accept the application by giving reasons in writing to the applicants.
3. On the day of selection, the BEO shall make himself/ or his nominee not below the rank of the head teacher of higher primary school to be available to observe the process. The applications of the neighborhood shall be kept separately and applications from outside the neighborhood should be kept in another bundle.
4. Out of the applications from within the neighborhood, for filling the earmarked 25% strength of standard I form the categories under 2 (e) and (f) of the Rules, ' 7.5% of the seats shall be provided to children belonging to Scheduled Caste and 1.5% of seats to children belonging to Scheduled Tribe. The balance of 16% seats shall be provided to other categories of children belonging to disadvantaged groups and children belonging to weaker sections living in the neighborhood. If sufficient number of applications from children belonging to SC have not been received then those seats shall be filled from among children belonging to ST and vice versa. If the SC and ST quota remains unfilled then it will be added to remaining categories of 2(e) and 2(f) of the Rules. In case, the seats earmarked for such other categories of children remain unfilled, those seats shall be filled form among children from Scheduled Castes and Scheduled Tribe. ' as per notification of the Government at reference (5).
5. After allotting the same, if seats are remaining they may be filled in by outside the neighborhood applicants following the same process detailed above. After selecting the candidates. All details, original application form and documents are to be submitted to the BEO office. The BEO office will confirm the selection much before the start of the next academic year and well within 31st March. For the year 2012-13 a separate calendar of events has been notified and the same should be adhered to. The provisional list should be announced subject to approval from the BEO.



**Method of reimbursement of fees for children admitted under free Quota seats :**

Section 12 (2) of the Act reads as The school specified in sub-clause (iv) of clause (n) of section 2 providing free and compulsory elementary education as specified in clause (c) of sub-section (1) shall be reimbursed expenditure so incurred by it to the extent of per child expenditure incurred by the State, or the actual amount that charged from the child, whichever is less. In such manner as may be prescribed.

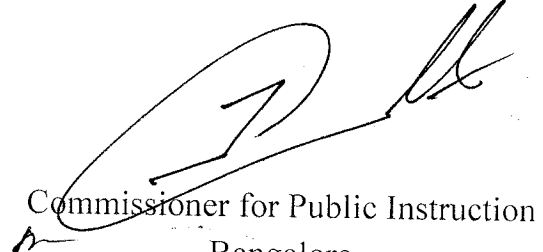
Provided that such reimbursement shall not exceed per child expenditure incurred by a school specified in sub-clause (i) of clause (n) of section 2.

Expenditure of each school is different and has to be determined school wise. This total expenditure per child shall be determined by the school and should be submitted to the BEO along with the evidence to support the expenditure. The annual statement of accounts certified by a Chartered Accountant along with the details of salary paid into bank accounts of the teaching and non teaching staff constitutes evidences to be submitted by school authorities.

The total annual expenditure of the school has to be divided by the total number of students, both free and payment quota, to arrive at per child expenditure. If the expenditure per student thus arrived is to be compared with the actual amount charged by the school from the student and the lesser of the two should be taken as "considered amount per students". If this considered amount per student so calculated at the school level happens to be less than the per child expenditure of the Government, then this considered amount will be reimbursed. If it happens to be more than the per child expenditure of the Government, then the per child expenditure of the Government alone will be reimbursed. The Government will declare per child expenditure on or before 30th May of the year for the following academic year beginning from 1st of June. For the year 2012-13 Government has notified vide reference (6) a ceiling of 11848/- per student.

**Pre-primary admission:**

In case the school is by Rules is allowed to admit pre- primary students, in such case pre-primary level will be considered as entry level. The Rules applicable for standard I described earlier will be applicable to pre-primary also. The reimbursement of per child expenditure shall be as per Government notification shown at reference (6) with an upper limit of 5924/- per annum per student.

  
Commissioner for Public Instruction  
Bangalore

**Note:-**

Definitions of disadvantaged groups and weaker sections and procedure for certification has been notified by the Government vide reference (5).

**To,**

1. All the DDPIs of the State for necessary action.
2. All the BEOs of the State for necessary action.

**Copy to**

1. With Due respect to Secretary, Primary and Secondary Education, Government of Karnataka, M.S Building, Bangalore-560001.
2. Additional commissioners for public instruction, Gulbarga and Dharwad
3. Director Primary, Secondary, Minority, KSEEB, DSERT, SSA, RMSA, Gulbarga and Dharwad.
4. All Joint Director of Public Instruction of the State.

