

**ATOMIC ENERGY CENTRAL SCHOOL-JADUGUDA CENTRE
(JADUGUDA/NARWAPAHAR/TURAMDIH)**

AECS-JAD/C-36/2024/

January 08, 2024

ADMISSION CIRCULAR- ACADEMIC YEAR -2024-25

Ref.: AEES/AU/F4/Admission/2024-25/267 dated. January 05, 2024

**Admission circular for Balvatika –(I,II,III) and Class –I to IX for the academic
year 2024-25 (for DAE Wards only)**

This circular contains the guidelines for admission to Balvatika-I, II, III and Classes I to IX for Academic Session 2024-25 in the Atomic Energy Schools at Jaduguda Centre(AECS-1, 2 , Jaduguda, AECS-Narwapahar and AECS-Turamdih) for the wards of employees of the DAE, its constituent units, projects, Aided Institutions, Public Sector Undertaking under full control of Department of Atomic Energy (DAE). The Process of admission Guidelines for Balvatika I, II & III, Classes I to IX for DAE wards is given below:

1. Eligibility for admission:

1. Admission to Balvatika I to IX will be granted either fresh or on the basis of the promotion from previous class along with other eligibility criteria e.g. **a child must have passed and promoted from class II to get admission in class III.**

II. Children of employees of the DAE Secretariat, Constituent Units, Projects, Aided Institutes, and Public Sector Undertakings under full control of Department of Atomic Energy (DAE) are eligible for admission in Atomic Energy Central Schools and Junior Colleges. All such children will be considered as DAE wards. In case of resignation or removal of employees working in DAE and its Constituent Units from their service, and if they want to continue their children in AEC Schools/Jr. Colleges, they have to pay the fees at the rates charged for the Non-DAE wards from the date of exit from their services.

III. The admission to the wards of CISF employees and others for whom specific approval of AEES /DAE exists would be considered at par with DAE wards as long as the employee concerned continues to work in DAE units. The wards of such employees will be charged fee on par with the wards of DAE Employees. This concession ceases once the employee leaves

DAE or its Constituent Units. If the CISF employee on his transfer out of DAE Units wants to continue their ward(s) in the Schools of AEES, the employee has to pay the fee at the rate charged for the Non-DAE Wards.

IV. Children of DAE employees who have superannuated or have expired while in service or who have become invalidated while in service will be treated at par with DAE wards for admission.

V. The admission to the wards of Intelligence Bureau employees working in liaison units of DAE would be treated at par with DAE ward as long as the IB employee continue to work in liaison units of DAE. This concession ceases once the IB employee leaves DAE. The wards of such employees will be charged fee on par with the wards of DAE Employees. This concession ceases once the employee leaves DAE or its Constituent Units. If an IB Employee on his transfer out of DAE Units wants to continue their ward(s) in the schools of AEES, the employee has to pay the fee at the rate charged for the Non-DAE Wards.

VI. For maximum student strength in each class, refer CBSE Circular No.

CBSE/CE/CIRCULAR/2023 dated 02.08.2023

2) Age Criteria for admission:

The minimum and maximum age limit for admission in AEC Schools in various Classes is given below: (The Child born on 1st April should also be considered.)

Class	Minimum age on 31st March, 2024 of the year in which admission is sought	Maximum age on 31st March, 2024 of the year in which admission is sought
Balvatika-I	3 Years	4 Years
Balvatika-II	4 Years	5 Years
Balvatika-III	5 Years	6 Years
I	6 Years	8 Years
II	7 Years	9 Years
III	7 Years	9 Years
IV	8 Years	10 Years
V	9 Years	11 Years
VI	10 Years	12 Years
VII	11 Years	13 Years
VIII	12 Years	14 Years
IX	13 Years	15 Years

Note:-The maximum age limit can be relaxed by two years in case of differently abled children by the Principal.

3) Procedure for submission of application forms for admission:

1. Application form for admission can be procured from the respective school/office by paying an application fee for Rs. 100/- the duly filled in form, must be submitted to the Concern AEC Schools at Jaduguda Centre.

Or

Application form for admission can be downloaded from the website of AEES. The duly filled in form along with an application fee of Rs. 100/- should be submitted to the concern AEC School at Jaduguda Centre.

2. Before submission of application in hard copy with the school, the parent(s) are requested to fill the basic details of their wards in an online form which is available in respective school website as well as in UCIL website.

FOR ANY QUERY: PLEASE CONTACT TO SCHOOL OFFICE

- **AECS-JADUGUDA : 4235, 4263**
- **AECS-NARWAPAHAR : 5320**
- **AECS-TURAMDIH : 7396**

4) Admission Schedule:

Admission schedule for the classes Balvatika-I, II & III, Class –I to IX for all the schools/Junior Colleges.

Sl. No.	Schedule	Date	Time
Admission Form Fee Rs. 100/-			
01	Distribution of Admission Form	08/01/2024 to 30/01/2024	9am to 1pm
02	Submission of the duly filled in Admission forms with all supporting documents.	29/01/2024 to 16/02/2024	9am to 1pm
03	Display of the list of students found eligible and qualified.	26/02/2024	10.00am
04	Admission of DAE wards	01/03/2024 to 11/03/2024	9am to 1pm

Note:

- (i) No change in schedule is allowed without prior approval of the Central Office, AEES.
- (ii) Submission of Application/Admission Forms, display of selection lists, final admission etc. shall be done at the respective AEC School as per the residential jurisdiction. The decision of LMC/AEES is final in granting the admission at the centres having multiple schools irrespective of residential jurisdiction.

5) Fee to be paid by the DAE students seeking admission for the Academic year 2024-25:

I. Admission Fee of Rs. 100/- is to be paid at the time of admission along with other fees.

II. Other Fees will be charged from all the wards of DAE categories on term/annual basis (i.e., six months /twelve months of an academic session) at the time of grant of admission. In respect of payment of term fee, the second term fee should be paid in the month of October of that academic session as per the schedule issued by the school.

III. No fee concession of any kind shall be applicable to any of the wards of DAE, CISF, IB and other Central Govt. employees.

IV. Fee for students seeking admission under DAE categories:

Class	Tuition Fee	PUVVN Fee	Computer Fee
Balvatika – I, II, & III	Rs. 900/- per month	Rs. 300/- per month	N.A.
Class I to IX	Rs. 900/- per month	Rs. 300/- per month	Rs. 30/- per month
Remarks: Tuition Fee for UCIL employee from Classes I to IX will be followed as per instruction of the Chairman, LMC, AECS-Jaduguda Centre			

Exemptions:

In respect of the wards of Central Government Employees whose third child is girl and also in respect of the third child onwards of SC/ST employees, the exemption of payment of Tuition Fee alone is available subject to the production of certificate to the effect that the Children Education Allowance is not extended to the third child by their department.

6) Documents to be submitted along with the application form for admission in AEES.

1. Balvatika-I, II, III & Class-I :

- a) Original Birth Certificate (Birth Certificate issued by the Municipality/Municipal Corporation or the birth certificate issued by Panchayat Office Village Mukhia/Sarpanch of a Gram Panchayat endorsed under the seal and signature of the Revenue/Panchayat Officer of the concerned area. Admission will not be granted based on an affidavit in lieu of a birth certificate.
- b) Self –attested Photocopy /Scanned copy of Aadhaar Card of the candidate and Parents(Along with an attested copy of ID of parents).
- c) Self-attested Photocopy /Scanned copy of Identity card of parents.
- d) Self-attested Photocopy of the allotment order/address proof (in case the applicant is staying outside the DAE colony)
- e) If pupil belongs to SC/ST/OBC/Other (Please specify Caste & Category and enclose a copy of the caste certificate in the name of the child.)

2. Class II to IX

- a) Self-attested Photocopy of Birth Certificate
- b) Transfer Certificate (in original) –In case of other than CBSE Board, TC should be countersigned from the competent authority/Education department.
- c) Progress Report Card/Marks sheet of the previous class.
- d) Self–attested Photocopy of Aadhaar Card of the candidate and Parents(Along with an attested copy of ID of parents).
- e) Self-attested Photocopy /Scanned copy of Identity card of parents
- f) Self-attested Photocopy of the allotment order/address proof (in case the applicant is Staying outside the DAE colony)
- g) If pupil belongs to SC/ST/OBC/Other(Please specify Caste & Category and enclose a copy of the caste certificate in the name of the child.)

Note:

1. The information submitted by the applications in application form is found to be wrong at any stage, the same may lead to the cancellation of the admission.
2. If Aadhaar of the child is not available, proof of having applied for the same should be submitted.

Encl: Application form for admission to Balvatika-I,II, III and Class-I to IX for DAE Ward.

PRINCIPAL

Distribution:

1. Chairman, LMC, AECS-Jaduguda Centre
2. Principal, AECS-Turamdih/ Narwapahar
3. Headmaster , AECS-2, Jaduguda
4. All Notice Board : School/Students/UCIL

Cost: Rs. 100/-

ATOMIC ENERGY CENTRAL SCHOOLS

Application Form for Admission to Balvatika-I, II & III, Class-I to IX

For the Academic Year 2024-25

For DAE wards

(This form can be downloaded from: www.aees.gov.in)

Class of Admission	
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Affix latest photograph

Sr.No.

Admission No. _____ (For Office Use)

To
The Principal
ATOMIC ENERGY CENTRAL SCHOOL - _____
_____ Centre

SC	ST	OBC	GEN
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(Tick (√) in appropriate box)

Sir/Madam,

I request you to admit my son/daughter/ward to class _____ of your school. The required particulars are given below:

1.	Name of the pupil in full (In BLOCK letters)	Surname		First Name	Middle Name
1 a.	Name proposed by parents to be entered into school records. (It will not be changed later.) (In BLOCK letters.)				
2	Date of birth	In figures			In words
		DD	MM	YYYY	
3	Place of birth	Village:		Taluka:	
4	Age as on 31 st March of the year of admission	Dist.:		State:	
5	a) Name of the father in full (in block letters)	a)			
	b) Name of the mother in full (in block letters)	b)			
6	Official address with designation of DAE employee (DAE – units)for father and/or mother				
7	Complete Residential address & Allotment order No. & date				
8	a) CHSS Card No. of the child& Blood Group b) Aadhaar card No.				
9	Monthly income of the parents				
10	Telephone No. (if any) and e-mail	Office: _____		Residence: _____	
		Mobile: _____		e-mail: _____	
		Creche: _____		Emergency contact no. _____	
11	Family Status (Please put a X in appropriate place)	Family of: i) Single Girl Child only		<input type="checkbox"/>	
		ii) Two Girl Children only		<input type="checkbox"/>	
		iii) Others		<input type="checkbox"/>	
12	Name of the home town of the employee as per official records.	Village: _____		Taluka: _____	
		Dist. _____		Nearest Rly. Stn. _____	
13	Name of the school and class in which the child was studying last year and medium of instructions				
14	Whether it was a recognized institution (State Govt. /Cent. Govt.)				

15	Whether he/she was promoted to the class for which admission is sought (attach copy of report card)	
16	Class to which admission is sought	
17	Whether transfer certificate is attached (For Classes II-XII)	
18	No. & date of transfer certificate	
19	Mother tongue of the child	
20	Whether pupil belongs to SC/ST/OBC/Other (Please specify Caste & Category and enclose a copy of the caste certificate in the name of the child.)	
21	Identification Marks (any two)	1. 2.
22	Sibling(s) [brother(s)/sister(s)] name with class & school in which studying	
23	Any other information which the parent/guardian wishes to furnish	

DECLARATION BY PARENT/GUARDIAN

- a) I hereby declare that the information given about my son/daughter/ward (name of the child) _____ furnished by me is true and correct and that I will not demand any change in the date of birth mentioned at serial 2 at a future date.
- b) I am also aware that if the information furnished above is found to be false or incorrect, the admission will be cancelled and the child withdrawn from the school.
- c) I shall abide by the rules of the AEC schools (AEES).

Date: _____

Signature of the Parent/Guardian
Name: _____

Certified that the information in serial no 1, 2, 5, 6, 7 and 12 have been verified and found to be correct.

AO-III/ DEO/APO of concerned DAE Unit

OFFICE USE

Admit _____ to Class _____. Principal _____
Admitted to the Class/ Sec. _____ Admission no. _____ Folio no. _____ Receipt No. _____. The name has been entered in the class register.

Date: _____ Class Teacher _____ HM/ VP _____
Certified that entry has been made in admission/ scholar register. Dealing Assistant _____ Principal _____

ENCLOSURES RECEIVED (duly attested wherever applicable)

- Original Birth Certificate along with an attested copy is to be submitted at the time of admission.
- In case child is admitted in Class II and above, the original TC is to be submitted as per the guidelines issued by CBSE vide CBSE letter no. COORD/EC/30.7/2014 dated 26/11/2014 along with an attested copy of Birth Certificate.
- A copy of Quarter allotment order/Sharing permission order from the department of the parent/guardian.
- A copy of employment certificate of the parent from the concerned unit of DAE or attested copy of latest salary slip or copy of valid Identity Card along with original Identity Card for verification.
- A copy of the caste certificate if applicable.
- Certificate from the administrative head of the unit of DAE certifying correctness of address if residing outside DAE quarters.
- A copy of the CHSS card.
- A copy of Aadhaar Card in the name of Child.
- A copy of certificate of disability if applicable.
- A copy of report card of previous class if applicable.

Sr. No. 2024 /

AECS- _____ received an admission form from Master/Miss _____ son/daughter of _____ for admission to Class _____.

I have personally verified copies of the required documents/enclosures which are attached herewith.

Date: _____ (Dealing Assistant)