



केन्द्रीय विद्यालय संगठन / KENDRIYA VIDYALAYA SANGATHAN

(Min. of Education, Govt. of India)

18-संस्थागत क्षेत्र / 18-Institutional Area

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F. No.11.EDPOOLA/1/2018-Academic

Dated 09.06.2021

The Deputy Commissioner  
Kendriya Vidyalaya Sangathan  
All Regional Offices

**Subject: Online Admission Process session 2021-2022**

**(1) Time Slot for conduct of RTE and other categories lotteries**

**(2) Uploading of select/waitlist candidates list on Vidyalaya Website**

Madam/Sir,

As you are aware that Online Registration Process for Class I session 2021-2022 concluded on 19.04.2021 up to 07:00 pm. After closure of Registration process on 19.04.2021, the RTE and other categories lottery which was scheduled for 23.04.2021 was postponed due to unprecedented rise in COVID-19 cases in the country. Now the Admission process is resumed and the revised schedule has been notified. The new date for draw of lots for Class I admission is now **23.06.2021 (Wednesday)** for generation of select lists and waitlist as per no. of sections/seats available/updated on OLA Portal. The RTE and other lotteries for Online Admission (2021-2022) as per the sequence mentioned at **Part C - Point 4 (Method of Admission in Class- I)** in the Admission Guideline is to be conducted on 23.06.2021 within the given timeslots. These time slots are known to parents as it has been sent in message on submission of applications.

(i) The KVs should click on the RTE "Conduct Lottery" button first in the time slot assigned to them in the presence of members of the Admission Committee as per KVS Admission Guidelines 2021-2022.

(ii) The button once clicked will be disabled, so that the lottery can be conducted only once. The lottery button cannot be clicked after the assigned time slot for a school, unless authorized by KVS HQ (in such a situation KVS(HQ) should be informed with reason, so that lottery slot can be re-enabled for that school). The mail should be sent from Regional Office of the concerned KV to **kvsolahelpdesk@gmail.com**

(iii) Lotteries for other categories besides RTE (like DA, Priority Categories(I-VI), SC/ST/OBC Category, SGC etc.) can be done at any time after RTE Lottery in the sequence only mentioned in the KVS Admission Guidelines at **Part C - Point 4 (Method of Admission in Class- I)** but can be done only once. In each case, once the "Conduct Lottery" button is clicked, it will disappear and the final status of the lottery will be displayed.

Lottery Time- Slots (23.06.2021)	Region Name
08:30 am - 09:30 am	Dehradun, Jaipur, Mumbai, Raipur
09:30 am - 10:30 am	Delhi, Hyderabad, Silchar, Varanasi
10:30 am - 11:30 am	Ahmedabad, Bengaluru, Bhopal, Tinsukia
11:30 am - 12:30 pm	Agra, Bhubaneswar, Kolkata, Ranchi
12:30 pm - 01:30 pm	Chandigarh, Ernakulam, Gurugram, Guwahati
02:00 pm - 03:00 pm	Chennai, Jabalpur, Jammu, Lucknow, Patna

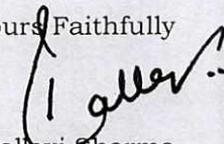
**Kindly adhere to the time slots strictly for conduct of lottery.**

- (iv) The video tutorials to conduct lottery and Admission through portal are placed on KV Dashboard portal. The Principals must go through these video tutorials before conduct of lotteries on 23.06.2021
- (v) Regarding Sponsoring Agency Quota (SAQ) following may be noted:
- All applicants to be recommended by Chairman, VMC under Sponsoring Agency Quota (SAQ) for Class I (05 seats per section) as per Part B Para 1 (xvi- A) of Admission Guidelines are to be registered on Online Admission Portal.
  - These candidates must be admitted before counting of shortfall for social categories SC/ST/OBC-NCL reservations.
  - After admitting SAQ candidates, required shortfall of social category reservation is to be checked by clicking on **Socio-economic/Differently-abled Admissions Overview on OLA portal** and to be admitted from respective SC/ST/OBC-NCL lottery list to fill the reservation quota. After that if seats are available to fill the sanction strength, admission may be given as per Admission Guidelines.
- (vi) After lottery and verification of documents, Admissions in portal can be given in any sequence. The shortfall can be calculated once all admissions up to sanctioned strength including SAQ are completed. To complete the shortfall count from SC/ST/OBC-NCL list, KV can select the applicants in Priority Category 1-6 of SC/ST/OBC-NCL as applicable till the Shortfall count become 0 for each Social Category.
- (vii) The live broadcast of the lottery is to be arranged for parents using Facebook and YouTube Live of KV concerned. A procedure on how to do streaming of Facebook and Youtube live is attached in the mail.
- (viii) If multiple registration forms are submitted for the same child in the same Kendriya Vidyalaya, only the last application will be considered in admission process.
- (ix) Once the lotteries have been conducted it can be uploaded to the respective KV Website. The access to upload section of KV website will be staggered on 23.06.2021 looking into heavy load of data upload and parents visit to Websites. The access will be allowed for 1-hour duration to distribute the website load as per the following schedule:

Region Name	Website Upload Schedule
Dehradun, Jaipur, Mumbai, Raipur	11:30 am - 12:30 pm
Delhi, Hyderabad, Silchar, Varanasi	12:30 pm - 01:30 pm
Ahmedabad, Bengaluru, Bhopal, Tinsukia	01:30 pm - 02:30 pm
Agra, Bhubaneswar, Kolkata, Ranchi	02:30 pm - 03:30 pm
Chandigarh, Ernakulum, Gurugram, Guwahati	03:30 pm - 04:30 pm
Chennai, Jabalpur, Jammu, Lukhnow, Patna	05:00 pm - 06:00 pm

It is requested once again to adhere the time schedule for smooth performance of portal/websites.

Yours Faithfully

  
Pallavi Sharma

Assistant Commissioner (Acad)

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- PS to Commissioner, KVS
- PS to Addl. Commissioner (Acad)
- PS to Joint Commissioner (Acad)