

No. EDN-H (Ele)(4)4-6/2015-(RTE weaker section) **Urgent matter**  
Directorate of Elementary Education  
Himachal Pradesh

Dated: Shimla-171001, the

July, 2023

To

All the Deputy Directors (Elementary Education)  
Himachal Pradesh

Subject: - Guidelines for admission and reimbursement claim of children for weaker Sections and Disadvantaged Group in all the Educational Institutions including privately managed Schools and Public Schools children under Section 12 of RTE Act, 2009.

Sir/Madam,

In continuation of this office letter even No. dated 06-08-2022 & Department of Elem. Education Notification No. EDN-C-F(10)-8/2009-L dated 16.3.2013 and notification No. EDN-C-A(3)-3/2013-Vol-I-L dated 06.6.2015 vide which guidelines has been issued as per Annexure-A for 25% admission of children belonging to weaker section and Disadvantaged Group in private unaided schools in H.P. in accordance with the provision of RTE Act, 2009 under section-12 and Rules there under (copy enclosed). The operative portion of the notification No. EDN-C-F(10)-8/2009-L dated 16.3.2013 i.e. para no. 5-B subsection 2 is as under:-

**“Every School referred in sub-clause (n) of section 2 of the Act shall submit its claim with respect to 25% students belonging to weaker section and disadvantaged group by 31<sup>st</sup> July for the first installment and 31<sup>st</sup> January for the final installment of the academic year to the concerned Deputy Director of Elementary Education or Block Elementary Education Officer after verifying the details shall transfer the payment due to such schools through electronics transfer to a separate bank account maintained by the school in two installments during the academic year.”**


In view of above you are directed to securitize reimbursement cases/claim of children belonging to weaker Sections and Disadvantaged Group in all the Educational Institutions including privately managed Schools and Public Schools children under Section 12 of RTE, Act, as per Department of Elem. Education Notification No. EDN-C-F(10)-8/2009-L dated 16.3.2013 and notification No. EDN-C-A(3)-3/2013-Vol-I-L dated 06.6.2015.

It is further directed that following officer/officials committee shall be constituted for the scrutiny of documents and expenditure regarding fee reimbursement of 25% admission of the weaker section and disadvantaged group to the unaided private managed school shall be released as per the guidelines/notification No. EDN-C-A(3)-3/2013-Vol-I-L dated 06.6.2015:-

Sr. No.	Officer/ Official Designation	Designated post
1.	Deputy Director Elem. Education or Dy. District Education Officer	Chairman
2.	Superintendent G-I or Sr. Superintendent of Dy. Director Elem. Edu.	Member
3.	S.O. (F&A)	Member

In view of above you are also directed to display all the provisions of RTE Act, 2009 on the notice board of every school and to include in the SMC meetings of all the schools. The copy of per child cost for the year 2022-23 & 2023-24 is enclosed and latest per Child Cost will be calculated at the earliest and intimated accordingly.

Yours faithfully,

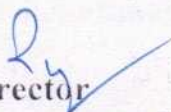
  
Director

Elementary Education of  
H.P.

July, 2023.

Endst No:- Even. Dated: Shimla-1, the  
Copy for information and necessary action to:-

1. The State Project Director(Samagra Shiksha) of H.P.
2. The Supdt. cum D.D.O., Estb. Branch-I, Directorate of Elementary Education H.P.
3. ✓ Incharge/Nodal Officer, I.T. Cell of this office to upload the letter on the Department official website
4. Guard file.

  
Director  
Elementary Education of  
H.P. 