

GENERAL GUIDELINES FOR ADMISSION OF STUDENTS IN THE ODISHA ADARSHA VIDYALAYAS (OAVs)

1. GENERAL INFORMATION.

1.1. Introduction:-

Odisha Adarsha Vidyalaya is an ambitious initiative by the Govt. of Odisha to provide quality education in English medium to rural children of Odisha practically at no cost or at best at low cost. It has been planned to open one OAV in each block of Odisha in phased manner. The beginning has been made with 100 OAVs in 100 blocks with effect from the academic year 2016-17 and opening of new OAVs in left out blocks are continuing. All OAVs are being affiliated to CBSE. The entry level is Class-VI and it has been planned to map these institutions centers of excellence with provision of education up-to class-XII. For entry in to OAV a child has to pass through an Entrance Test.

1.2 Intake Capacity:

In all classes of OAVs there are 2 sections with intake capacity of 40 students in each section. The entry point to OAV is Class- VI. In 190 no. of OAVs opened earlier and in 24 OAVs going to be operationalised in 2019-20. The students will have the entry in class VI only. The list of Vidyalayas is **annexed at –A**. The entry to OAVs will be through an Entrance Test and other conditions as laid down here under.

1.3 Eligibility of candidates:

The child must have passed/continuing Class/Std. V from any recognized Institution/School of the respective block for admission into Class-VI of the OAV. The child belonging to the respective block but passing/continuing Class V in a school other than the home block is eligible to apply provided he has to produce the residential certificate.

The children passing out of schools running under State Government/ICSE/CBSE/Odia Medium Private Institutions are eligible for taking admission in Odisha Adarsha Vidyalayas provided that the Institution possesses the status of **Certificate of Recognition (CoR)** from the State Government.

1.4: Reservation:

The quota of reservation in OAVs will be Block specific. Reservation is based on caste, category as well as sex. The block wise reservation of seats for each category is thereon at **Annexure-B**.

1.4.1: Seats shall be reserved for admission of candidates belonging to SCs and STs as per the percentage of population of the respective blocks. (separate sheet attached for reservation block wise)

1.4.2: There will be reservation of 4% for PWD category. One percent each shall be reserved for the persons with bench mark disabilities under clauses (a), (b) & (c) and one percent for persons with bench mark disabilities under clauses (d) & (e) namely,

a) Blindness & low vision.

b) Deaf & hard of hearing

c) Locomoter disability including Cerebral Palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy

d) Autism, intellectual disability, specific learning disability and mental illness.

e) multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness.

Persons with more than 40% of any disability as certified by a competent certified authority appointed under section 57(1) of “ Rights of Persons with Disabilities Act, 2016” irrespective of nature of disability, shall be eligible for reservation.

Their selection shall be made first and they will occupy most of respective caste category & sex category. To claim reservation one has to attach self certified copy of the certificate with the application form.

1.4.3: Preference will be given in admission to the wards of employees of OAVs on priority basis. They have to appear the entrance test as they will be selected against the posts earmarked for respective category.

1.4.4 :As per recommendation of the Hon'ble MLA (under whose constituency boundary the OAV building is located), two students otherwise eligible shall be admitted in class VI. Similarly one student shall be admitted in any Adarsha Vidyalaya as per the recommendation of the Hon'ble MP in his/ her constituency (under whose constituency boundary the OAV building is situated). But it is mandatory that the recommended child should have appeared the Entrance Test to avail the recommendation. The proposal for admission through Hon'ble MP (RajyaSabha) should be sent to the SPD, OAVs through the DEO of the District for admission, only to keep a track of the students taken admission in this quota at the state level. Such seats will be covered over & above the sanctioned strength of the class.

1.4.5: The Collector as the Chairman of the Management Committee can allow two seats per class over and above the sanctioned strength for the wards of the employees of Model School(Odisha Adarsha Vidyalaya). In exceptional cases to provide opportunities to deprived/ deserving children.

1.4.6:50% seats are to be reserved for girls in each category. In case of non-availability of students in any category; the vacancies shall be transferred as follows and filled up accordingly.

Sl.No	Vacancies in	Vacancies transferred to in order of
1	SC	ST/UR
2	ST	SC/UR

In case there are any unfilled seats reserved for girls, the same shall be filled by boy student of the respective category.

1.4.7:5% of seats will be kept reserved for the children of the employees of State Government and State PSUs of the respective Blocks. Such seats will be covered in the respective categories to which the children belong. In case of non-availability of such children, the seats will be brought to the general pool as per the categories.

1.5 Procedure of Admission:

1.5.1.Admission to classes VI, shall be done in 214 OAVs opened till date (list annexed) through entrance test to be conducted at OAVs under the direct supervision of Principals of the OAVs.

1.5.2.The OAVS shall invite application from the eligible students for admission into Adarsha Vidyalayas for class-VI for the year 2019-20. Documents required such as;

- (a) (i) certificate in support of date of birth
(ii) Class in which she/he reading from concerned Head Master of the school;
 - (b) Residential certificate from concerned Sarapanch/ Councilor/ Corporator/ Competent authority.
- 1.5.3.** The filled in applications with enclosures as mentioned in the advertisement shall be received by the Principal & Principal-in-Charge with proper receipt till the notified cut-off date.
- 1.5.4.** There will be an entrance test for admission of students in Odisha Adarsha Vidyalayas or in the selected venues as notified from time to time. The Principal/Principal in Charge will intimate the candidates about the date and venue of entrance test.
- 1.5.5.** After the conduct of entrance test, the answer papers will be evaluated by a team of subject teachers under the direct supervision of DEO/Principal.
- 1.5.6.** After conduct of the Test the Common Mark List (CML) of all candidates shall be published in the district website. On the basis of distribution of Seats as at **Annexure–B**.
The Select List shall be published and disposed in the district website, BEO office and respective OAV. There shall be a minimum gap of 7 days for completion of admission from first phase Select List which should be notified in the publication of Select List. While preparing the select list, a waiting list shall be prepared and candidates will be admitted in the order from the wait list for the left over vacancies of the select list. The Common merit List, the Select List and the wait list shall be approved by the Collector of the district.

If within the given time for admission, an applicant fails to take admission or fails to produce required documents / testimonials after proper intimation to the candidate/ parent , his / her name shall be struck off and next phase selection shall take place. The Second Select List shall be given though the approved wait list/Common Merit List after striking off names who failed to take admission within given time frame of first Selection List. Similarly the third Selection List may be drawn up after expiry of 7 days of Second Selection List if wait list is exhausted. In each phase 7 days time shall be allowed for completion of admission. Each selection list shall be approved by the collector of the district.

1.5.7. The Principal of Odisha Adarsha Vidyalaya of the block shall take steps to admit selected students duly verifying the documents/ certificates of the selected candidate and maintain 'Admission and Withdrawal Register' for the school.

1.5.8. In case of any dispute in admission, the decision of the Collector and Chairman of Management Committee for Odisha Adarsha Vidyalayas shall be final.

1.6. Conduct of examination

The entrance test would consist of one paper with objective type questions of subjects like Mathematics, Science, Social Science and English of Class-V, standard for entrance test of Class-VI. The questions would be asked in English & Odia script only and will be of two hours duration from 09.A.M to 11.A.M. There will be total 52 numbers of questions carrying one mark each per question.

1.7. PROCEDURE FOR CONDUCTING THE EXAMINATION

1.7.1. Control & Supervision

The Entrance Examination of 2019-20 will be conducted at OAVs/ the block point in the block headquarter high school or the centre selected by the DEO. The Principal/BEO-cum-Principal in-charge will act as the Centre Superintendent and remain in charge of conduct of the examination. The DEO will be overall in charge of the district and will prepare DR block-wise by the help of concerned Principal/ BEO, issue admit cards through the Principal/BEO cum-in-charge Principal will supervise the conduct of examination smoothly in each centre, act as the Centre supervisor of the valuation centre and take steps to publish results in time with due approval of the Collector-cum-Chairman, OAVs.

The evaluation of Answer scripts shall be done centrally. Select list will be published in the district website after due approval of the Collector. The list will also be published in the notice board of the DEO,BEO, OAVs and the notice board of the Collector simultaneously for wide publicity under intimation to OAVS.

1.7.2. Invigilation :-Keeping in view the number of applications and the availability of rooms at the examination centre, the invigilators shall be appointed from among teachers or local officers @ 1 Invigilator for 30 students. Instructions to be followed by the invigilators are given at **Annexure-'C'**.

1.8. Transfer of Student from one OAV to other OAV

- ❖ The students reading in class VI, VII & VIII only may seek for transfer from one OAV to other OAV only when there is no OAV in his /her present block.
- ❖ Students reading in class IX & X are not eligible because they have already been enrolled in CBSE, New Delhi.
- ❖ Transfer of student is only possible to the Vidyalayas where seat in the respective category are available.
- ❖ Transfer of student from one OAV to other is possible only when parent or the guardian is transferred / the OAV is opened in his own block or on other ground for the growth of education of the child.
- ❖ The transfer of the student within the district can only be made effective after the permission is obtained from the Collector and Chairman OAVs of the District. For the purpose the parents will have to apply to the Principal of the OAV in which his/her child will read after the transfer is made effective. The Principal of the said OAV will verify that there is vacancy of seat in the desired category (the category to which the child belongs). The parents will submit the same to the Principal, OAV in which presently the child is reading. The Principal of the present OAV will request the Collector & DM & Chairman OAV of the district in file & after getting approval from the Collector, the Principal of the OAV where the student is reading shall issue TC for his/her admission in the desired OAV.
- ❖ The transfer of the student from one district to another shall be effective only after getting permission from the State Project Director, OAVS, Bhubaneswar. For this purpose the parents will have to apply to the Principal of the OAV in which the student will prosecute his/her study after transfer. The Principal of the said OAV will verify the request & shall forward the application to the State Project Director, OAVS only when there is vacancy of seat in his/her Vidyalaya in the category to which the child belongs. After getting approval order from the State Project Director, OAVS, the TC will be issued by the OAV in which the child is presently reading for his /her admission in desired OAV. For this purpose parents should be discouraged to visit OAVS physically. The proposal should be sent through mail i.e. oavsbsr.od@gov.in. The order of approval will be communicated through the OAVS mail to both the concerned OAVs.

- ❖ The transfer of student is allowed till the last date of admission declared by the SPD, OAVS. No transfer of student shall be allowed after the last date of the admission. The Principals of the OAVs shall not forward the request of any parents after the admission date is over.

1.9.Lateral Entry in Class-IX –

There is provision of lateral entry in class-IX only to fill up the vacancies in the Adarsha Vidyalayas. The students continuing in CBSE/ICSE/ Odia medium schools managed by private organizations & has obtained CoR from the State Government & completed VIII, desirous for admission in OAV may apply for admission in class-IX to the Principal of concerned OAV. Test shall be conducted in the OAVs by the Principal & merit list shall be prepared for each category as per the vacancies available in each category. There will be only one paper of admission test of 03 hours duration & 100 marks comprising Odia, English, Mathematics, Science & Social Science based on class VIII syllabus. The select list shall be prepared by the Principal & put up before the Examination Committee of the Vidyalaya for approval.

2.0. Miscellaneous

In case of any doubt or in any other matter not provided in the preceding paragraphs, the Centre Superintendent / DEO is empowered to take necessary decision. Other general instructions are to be followed by all concerned as outlined in Annexure-**'D'**.

SCHEDULE FOR ADMISSION

The admission schedule for the year 2019-20 will be as here under.

Sl.	Activity	Tentative Date
i.	Advertisement for admission by OAVS	23.02.2019
ii.	Last date of submission of filled-in application forms by students to the Principal/BEO(Principal-in-charge) along with supporting documents	15.03.2019
iv.	Date of entrance test	24.03.2019
v.	Time of entrance test	09:00 AM to 11:00 AM
vi.	Evaluation of answer papers of the entrance test	29.03.2019
vii.	Approval of the Collector	04.04.2019
viii.	Publication of the result	06.04.2019
ix.	Display of the select list	08.04.2019
xi.	First date of admission	09.04.2019 to 16.04.2019
Xii.	Second date of admission (from waiting list)	25.04.2019 to 30.04.2019
Xii.	Opening of Class-VI	01.05.2019

INSTRUCTIONS FOR THE INVIGILATORS (ANNEXURE-C)

1. Please see that the examinees feel comfortable and are not apprehensive of the test-taking situation.
2. Do not allow parents/outsideers to get into the examination hall. Verify the number of students with reference to the Question papers/answer scripts supplied to them.
3. Do not allow any examinee to receive any help from or assist another in any manner.
4. If an examinee has any problem in following the instructions of the test, explain to him/her the instructions clearly using, if possible, the examinees' dialect.
5. If an examinee has any problem with his/ her writing instruments, he/she should be provided with a pen, pencil or rubber as the case may be.
6. Fill in the Attendance sheet and take the full signature of the examinees, which should be verified with their signatures on the original application forms as well as Admit Cards.
7. Please ensure that no examinee leaves the examination hall without handing over the Answer sheet.

GENERAL INSRUCTIONS (ANNEXURE-D)

1. The examination halls/ rooms shall be kept open forthe students half an hour before commencement of the examination.
2. Latecomers may be allowed to appear. But the time limit for the examination need not beextendedforthem. No student canbe permitted after 30 minutes ofconduct of the examination.
3. All necessary instructions be given to the examinees aspolitely as possible both inside & outside the examination halls/ rooms.
4. If any examinee hasnot received the Admit Card or has not brought thesame even though received, he may be allowed to appear the examination after being satisfied about his identify either by means ofverificationofhis signature on the original ApplicationForm or by obtainingone undertaking for the purposeor otherwise.
5. No studentwithout special permission of Centre Superintendent or Invigilator concerned, be allowed to leave his/herseat or Examination room until the fullduration of the paper is over.
