

निदेशालय मौलिक शिक्षा हरियाणा, पंचकूला  
सार्वजनिक सूचना

निःशुल्क और अनिवार्य बाल शिक्षा का अधिकार अधिनियम, 2009 के तहत कक्षा पहली/  
पूर्व प्राथमिक कक्षाओं में सत्र 2025-26 के लिए प्रवेश।

यह सूचना, जनसाधारण एवं हरियाणा राज्य के निजी मान्यता प्राप्त स्कूलों की जानकारी के लिए है कि आर0टी0ई0 एक्ट, 2009 की अनुपालना में सभी निजी मान्यता प्राप्त स्कूलों को अलाभप्रद व आर्थिक रूप से कमजोर वर्ग के बच्चों के लिए उक्त एक्ट के तहत कक्षा पहली/पूर्व प्राथमिक कक्षाओं हेतु दाखिले के लिए 25 प्रतिशत सीटें आरक्षित करने के लिए दिनांक 28.03.2025 से समय-2 पर तिथि बढ़ाते हुये दिनांक 14.04.2025 समय 11:59:59 बजे तक पोर्टल खोला गया था। जिसमें MIS पोर्टल पर उपलब्ध कुल 10701 निजी विद्यालयों में से 7567 विद्यालयों ने सफलतापूर्वक भाग लिया है।

बालकों का प्रवेश देने की समय-सारणी निम्नानुसार है:-

RTE Act 2009 की धारा 12(1) (सी) के पात्र लाभार्थियों हेतु दाखिले के लिए आवेदन की आनलाईन की तिथि	15.04.2025 से 21.04.2025 तक
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अन्तिम तिथि उपरान्त सभी अभिभावको से अनुरोध है कि Final Submit Report के साथ सभी सम्बन्धित मूल दस्तावेजों की प्रति सम्बन्धित खण्ड शिक्षा अधिकारी के कार्यालय में जमा करवाये। सम्बन्धित खण्ड शिक्षा अधिकारी जमा कराये गये दस्तावेजों की पुष्टि उपरान्त सम्बन्धित आवेदन को स्वीकार/अस्वीकार करेंगे। सत्यापन करने की प्रक्रिया पोर्टल के माध्यम से होगी। सत्यापन प्रक्रिया के उपरान्त जिन आवेदनो की पुष्टि या जांच सही पाई जायेगी उन आवेदनो की सूची को विभागीय वैबसाईट पर अपलोड कर दिया जायेगा। इसके उपरान्त Randomization/Lottery प्रक्रिया से आवेदको को विद्यालय अलॉट कर दिये जायेगें। किसी भी प्रकार के लिटिगेशन बारे सम्बन्धित जिला स्तरीय कमेटी जिम्मेवार होगी। जिला स्तरीय कमेटी सम्बन्धित खण्ड शिक्षा कार्यालय की रिपोर्ट अनुसार निर्णय लेगी।

नोट :- अभिभावको से अनुरोध है कि Registration Form के Part B में पता/Address में दर्शाये गये Block Name (खण्ड/ब्लॉक) से सम्बन्धित खण्ड शिक्षा अधिकारी कार्यालय में आवेदन को अन्तिम तिथि उपरान्त जमा कराये।

यदि अभिभावको द्वारा दाखिले से सम्बन्धित किसी भी प्रकार के दस्तावेजों एवं पोर्टल पर दर्ज कराई गई सूचना में भिन्नता पाई गई तो उसके लिये सम्बन्धित खण्ड शिक्षा अधिकारी द्वारा आवेदन को रद्द किया जा सकता है।

अधिक जानकारी के लिए विभागीय वैबसाईट <https://harprathamik.gov.in> पर Latest News Section में संपर्क कर सकते है। किसी भी प्रकार की तकनीकी सहायता के लिए ई-मेल आई0डी [rte.admission.hryedu@gmail.com](mailto:rte.admission.hryedu@gmail.com) पर ई-मेल की जा सकती है एवं हैल्पलाईन न0 0172-5049801 (प्रातः 9.00 बजे से सायः 5.00 बजे सभी कार्यदिवसो पर) सम्पर्क किया जा सकता है। पोर्टल को भरने से पूर्व USER MANUAL एवं GENERAL GUIDELINES FOR FILLING THE PORTAL को पढना सुनिश्चित करें।

Note :-

1. Please note that only applications marked as 'Final Submitted' will be considered. Applications that have not been submitted as final will not be considered.
2. Please review your application and make sure data is accurate. If there is any inaccuracy in submitted data, please rectify the application immediately by using the 'Edit/Unlock Application' option. The deadline for data submission or editing is up to closing date of portal.
3. The applicant must carefully check the information before submitting the same. The applicant will be responsible for any mistake committed in the online application form and Department shall not be responsible or liable in any way. Any information submitted by an applicant in the online application will bind the applicant personally and if found to be false, then applicant shall be liable for cancellation of application.

Enclosed : 1. User Manual.

2. General Guidelines for filling the portal.

हस्ता0  
महानिदेशक मौलिक शिक्षा  
हरियाणा, पंचकूला।

## **GENERAL GUIDELINES FOR FILLING THE PORTAL**

1. Online application form is available only on the official website of the department i.e. schooleducationharyana.gov.in or harprathmik.gov.in. Department shall not be responsible for any kind of cheating, phishing and fraudulent activity by illegitimate way on the internet, in respect of online application form.
2. Applicants are advised to have good internet facility with reasonable speed. Applicants are also advised not to fill the online application form using mobile phone.
3. The Aadhaar certificate and PPP/Family ID certificate and Photograph of student and Signature of the parents to be uploaded on portal should be clear and readable. Any applicant trying to upload irrelevant documents or any other material would be proceeded against as per law.
4. Portal is working on OTP (One time Password) based login. Please do not share OTP/password/user information with anyone.
5. Only 'final submitted' application will be considered. Without 'final submission' application will not be considered.
6. Fill up your choice of schools carefully by verifying the name of school, code of school and Block of school to avoid selection of wrong school of similar name.
7. After filling up online application, review this carefully before final submission. Although edit option will be available but applicants are advised to use it sparingly. Please do not use edit option repeatedly.
8. Apply online, well in time, without waiting for the last date of submission of online application form. Applications received after 11.59 pm on last date shall not be entertained. No request for any change in the online Application Form, after last date, shall be entertained.
9. The applicants are advised to retain printed/hard copies of their final submitted online Application Form and produce the same as and when required.
10. Department shall not be responsible in any manner for non-delivery of SMS at any stage either due to switching off mobile phone or if the same is out of coverage area or is out of order due to some technical fault on the part of candidate or its service provider.
11. Avoid last hour login to your account to avoid the possibility of disconnection/inability/failure to log on the online application on account of heavy load on internet/website jam. This could also propel you into a

position of non-confirmation of your application.

12. It is advised to keep visiting the portal and departmental websites regularly for necessary communication/updates. Unnecessary correspondence with Department should be avoided.
13. The applicant must carefully check the information before submitting the same. The applicant will be responsible for any mistake committed in the online application form and Department shall not be responsible or liable in any way. Any information submitted by an applicant in the online application will bind the applicant personally and if found to be false, then applicant shall be liable for cancellation of application.
14. For any technical difficulty/query regarding filling up online application form, applicant/parents can send email on **rte.admission.hryedu@gmail.com**. Applicants may take screenshot in case an error occurs during the filling of application form to take up the matter on email. The applicant can call at Helpdesk number **0172-5049801** on all working days from 09:00 AM to 05:00 PM. **RegistrationID** may be kept handy while contacting the Helpline.

# User Manual

Login with [http://117.239.183.208/rte\\_admission/](http://117.239.183.208/rte_admission/)

1. Click on “**Register Here!!**” button to start the registration.

Department of School Education Haryana

ADMISSION UNDER RTE ACT-2009 (LIJWAL PORTAL)

Steps to Apply Online

Only Registered Candidate Login Here

Registration Number: 55714ABE

Password: .....

Login

If You Forgot your password? or Forgot Registration Number? click on below link:

Forgot your password? Forgot Registration Number?

HELPOESK: For Online Registration/Technical Help: 0172-5049801 and rte.admission.hryedo@gmail.com

- (II) Pop-up box will be activated as given in screen (II)

NOTICE/GUIDELINES

PART-A [INSTRUCTIONS]

1. PLEASE REFER USER MANUAL BEFORE USE OF PORTAL.
2. PLEASE REFER GENERAL GUIDELINES CAREFULLY FOR FILLING THE ONLINE PORTAL.
3. THE APPLICANT WILL BE RESPONSIBLE FOR ANY MISTAKES MADE BY HIM/HER IN THE ONLINE APPLICATION FORM. DEPARTMENT SHALL NOT BE RESPONSIBLE OR LIABLE IN ANY WAY.

PART-B [SELF DECLARATION STATEMENT]

Verified that I fulfill/read all above instructions mentioned at PART-A. If anything is found wrong, I shall be responsible for legal action or rejection of candidature.

Next

2. Click on “**हाँ मैंने सभी निर्देश पढ़ लिए हैं**” Button after reading the instructions carefully and Tick following Self-declaration Check Box and then click on “**Next**” button.

PART-B [SELF DECLARATION STATEMENT]

Verified that I fulfill all above eligibility conditions mentioned at PART-A. If anything is found wrong, I shall be responsible for legal action or rejection of candidature.

Next

3. Form will be open and you have to fill the complete detail of student carefully and correctly purely as per documents like Student Name, Father Name, DOB, Aadhaar number, Family ID, valid mobile number & Email as shown in below screenshot:

Father's Full Name of Child	test3	
Gender of Child	Female	
Date of Birth of Child	08 September 2000	
Aadhar No of Child	214247077000	
Panivar Pebchan Patra (PPP/Family ID) No	test4	
Mobile	[REDACTED]	Alternate Mobile
E-mail	[REDACTED]@gmail.com	
Apply for Class	Nursery	
Apply Under Category (EWS/Dis-Advantage Group)	Below Poverty Line	

<b>PART-B (ADDRESS DETAILS)</b>	
State	Haryana
District	Amritala
Block Name	Naraingarh
City/Village Name	test5
Address	test8
PinCode	160022

[SaveNext](#)

DISCLAIMER: THIS SITE IS OPERATED BY GOVT. OF HRY. IT IS NOT RESPONSIBLE FOR THE CORRECTNESS OF THE DATA ENTERED BY YOU. IT IS ADVISED THAT THE ABOVE DATA INFORMATION PROVIDED BY YOU IS THE ONLY INFORMATION TO BE USED FOR THE PURPOSES OF THE ABOVE SAID APPLICATION. IT IS ADVISED THAT THE ABOVE DATA INFORMATION PROVIDED BY YOU IS THE ONLY INFORMATION TO BE USED FOR THE PURPOSES OF THE ABOVE SAID APPLICATION.

**Note:** Entry the activate Mobile Number only because it is required for OTP authentication every time when you try for login into the application.

Once above Form filled up completely, click on “**SaveNext**” button. After successful save of Data, Registration ID (UserID) and Password will be generated and shown on top of the above page as shown below:

<b>REGISTRATION FORM</b>	
Your RegistrationID: 55714ABE and Password: B101AFES	
Plz login again with RegistrationID and Password under Registered User Login to fill other details and for final submission.	
<b>PART-A (PERSONAL DETAILS)</b>	
Name of Ward/Child	
Mother's Full Name of Child	
Father's Full Name of Child	
Gender of Child	Gender
Date of Birth of Child	Day Months
Aadhar No of Child	
Panivar Pebchan Patra (PPP/Family ID) No	
Mobile	Alternate Mobile
E-mail	
Apply for Class	Apply Under Class
Apply Under Category (EWS/Dis-Advantage Group)	Apply Under Category
<b>PART-B (ADDRESS DETAILS)</b>	

4. Please write down these credentials carefully OR take the printout with you. Once you got the RegistrationID and Password, click on “**Log Out**” shown in above screenshot.

5. Main page of portal will be opened. Enter your Registration Number and Password and click on “Login” button.

The screenshot shows the login page of the Department of School Education Haryana. The header is green with the text "Department of School Education Haryana" and "ADMISSION UNDER RTE ACT-2009 (J2WAL PORTAL)". Below the header, there are two main sections. On the left, under "Steps to Apply Online", there is an illustration of a school building and two steps: "Step 1:- Register Here!" and "Step 2:- Fill Online Application Form". On the right, under "Only Registered Candidate Login Here", there are input fields for "Registration Number" (containing "8E0D6844") and "Password" (masked with asterisks). A green "Login" button is below the password field. Below the login button, there is a link: "If You Forgot your password? or Forgot Registration Number? click on below link". Two buttons are provided: "Forgot your password?" and "Forgot Registration Number?". At the bottom, there is a HELPDESK contact information: "HELPDESK for Online Registration/Technical Help: 0172-5048601 and rto.admission.hryeduj@gmail.com (for Technical Assistance). (Helpline Timing - 09:00 A.M. to - 05:00 P.M. Monday to Friday) (Working Days)".

6. Enter OTP received on your Registered Mobile Number for Login:

The screenshot shows the OTP verification step. It features a "Registration Number" field with the value "8E0D6844" and a red warning icon. Below it is a "Password" field with the placeholder text "Enter Password". A green "Login" button is positioned below the password field. Underneath is an "Enter OTP" field with the placeholder text "Enter OTP" and a red warning icon. Below the OTP field is a green "Verify OTP" button and a red text message: "OTP sent on Mobile: 9855XXXX71". At the bottom, there is a link: "If You Forgot your password? or Forgot Registration Number? click on below link". Two buttons are provided: "Forgot your password?" and "Forgot Registration Number?".

7. On Successful Login, following Alert message be read carefully and click on “Ok” button.

117.239.183.208 says

Please upload your passport size image.

[Note: Both Photograph and Signature are mandatory before going to next page.]

OK

## REGISTRATION FORM

8. Upload signature and photograph of student by following the instructions regarding size (upto 100 kb) and format (only .jpg, .jpeg) of document mentioned in the Portal as shown below.

PART-B (ADDRESS DETAILS)	
State:	Maryana
District:	Rewari
Block Name:	Bawal
City/Village Name:	Text
Address:	Text
PinCode:	911111

PART-C (PHOTOGRAPH & SIGNATURE (Note: Both Photograph and Signature are mandatory before going to next page))	
<p><b>PHOTOGRAPH OF THE STUDENT</b></p> <p>Click on below image to upload the passport size photo of the Student</p>  <p><b>Fetch Passport Photo</b></p>	<p><b>SIGNATURE OF THE PARENT</b></p> <p>Click on below image to upload the signature photo</p>  <p><b>Fetch Signature</b></p>

For uploading the Photo & signature, click on image shown above and after selecting the requisite document click on “**Fetch Passport Photo**” button and “**Fetch Signature**” Button respectively. After click on image, following pop-up will be open:

117.239.183.208/rte\_ad... — □ ×

Not secure 117.239.183.208/rte\_admis...

**Photo/Signature Upload Section**

Choose file No file chosen

**Upload File**

Note: If above window not opened, kindly ensure that your browser java-script should be enabled.

After uploading the both files, click on “**Save/Next**” Button appeared bottom of the page after photo & signature.

9. Following page will be appeared. Upload Clear readable copy of student Aadhaar and Parivar Pehchan Patra (PPP/FamilyID) in PDF format (Size note more than 300kb). Click on image for uploading the respective document.

**ONLINE APPLICATION FOR ADMISSION UNDER RTE ACT, 2009 (Session:2025-26)**  
 Department of School Education

**SCHOOL CHOICES/DOCUMENT ATTACHMENT FORM**  
 Test 1, LKG

**PART-A [DOCUMENTS TO BE ENCLOSED]**

(1) Attach Certificate of Children Aadhaar

(2) Attach Certificate of Parivar Pehchan Patra (PPP/Family ID)

**PART-B [FILL SCHOOL CHOICES]**

Choice Priority	Station Name	Activity
[-Choice-]	[-School-]	[Add]
Delete	S#	Choice Priority
		District
		Station Name

[Save]

10. Once the both documents uploaded, you have to submit the school preference in order of choices. Please fillup your school choices carefully.

**test1, Nursery**

**PART-A [DOCUMENTS TO BE ENCLOSED]**

(1) Attach Certificate of Children Aadhaar

(2) Attach Certificate of Parivar Pehchan Patra (PPP/Family ID)

**PART-B [FILL SCHOOL CHOICES]**

Choice Priority	Station Name	Activity		
[-Choice-]	[-School-]	[Add]		
Delete	S#	Choice Priority		
		District		
		Station Name		
X	13	1	Ambala	A K MEMORIAL MIDDLE SCHOOL[20001], Block: Ambala-1 (City)
X	14	2	Ambala	Future Diamonds Public School Ambala(26616), Block: Ambala-1 (City)
X	15	3	Ambala	DAV Senior Secondary Public School(26485), Block: Ambala-1 (City)

[Save]

Note: If you want to delete any choice, you needs to start the delete of choices from last choice. System will not allow to delete the middle choice.

After filling up of all preference in order of merit, click on “Save” button.

11. After submission of complete form, you may take the print out of your document by clicking on “Submit Final/ Print Application” button available on top of this page as shown below:

**Update Registration Details**  
**Submit Final/ Print Application**

**PART-A [DOCUMENTS TO BE ENCLOSED]**

(1) Attach

(2) Attach Certificate of Parivar

**PART-B [FILL SCHOOL CHOICES]**

**Choice Priority**

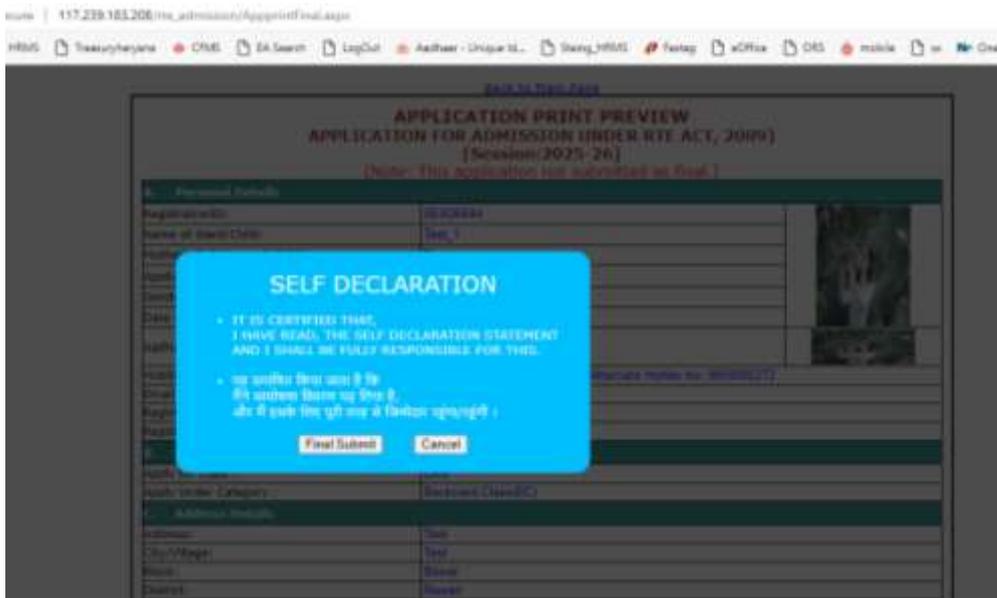
--Choice-- ▾
--School--

Delete	S#	Choice Priority
✘	17	1
✘	18	2

12. Complete form dully fill-up by you will be appeared. Please review this form carefully. If details found correct, click on “Final Submit” button shown below of the form.

City/Village:	5055				
Block:	Narangarh				
District:	Ambala				
PinCode:	160022				
State:	Haryana				
<b>D. Attached Documents</b>					
Certificate of Children Aadhaar :					
Certificate of (PPP/Family ID) :					
<b>E. School Choice Details</b>					
S#	Choice Priority	District	School	Submitted On	IP Address
1	1	Ambala	A K MEMORIAL MIDDLE SCHOOL[20001], Block: Ambala-1 (City)	14 Apr 2025 11:52:15:360	106.220.108.32
2	2	Ambala	Future Diamonds Public School Ambala[26616], Block: Ambala-2 (City)	14 Apr 2025 11:52:26:143	106.220.108.32
3	3	Ambala	Darshan Academy [27437], Block: Ambala-1 (City)	14 Apr 2025 11:55:50:893	106.220.108.32
<b>F. Self Declaration Statement</b>					

13. Following pop-up will be appeared. After reading the instructions carefully, click on “Final Submit” button.



Once you will submit your application finally, your process will be completed.

Note: Such Applications which are not submitted “Finally” will be treated as incomplete and not considered for allocation of seats under RTE.

4. You can “Edit” your application by clicking on “**Edit/unlock application**” given on top and the application at any time before closing date but in such circumstances, it should be ensure that above mentioned process should be followed again and don’t forget to submit your application finally by click on “Final Submit” button. Final Submission is required every time after unlocking the application for Editing.

4/14/25, 12:23 PM

Acknowledgement Slip for Final Submission

**APPLICATION PRINT**  
**(APPLICATION FOR ADMISSION UNDER RTE ACT, 2009)**  
**[Session:2025-26]**  
[Edit/Unlock Application](#)

<b>A. Personal Details</b>					
RegistrationID:	55714ABE				
Name of Ward/Child:	test1				
Mother's Full Name of Child:	test2				
Applicant Father Name:	test3				
Gender:	Female				
Date of Birth:	08-09-2000				
Aadhar No:	714X476XD65X				
Mobile No:					
Alternate Mobile No:					
Email-ID:	 @gmail.com				
Registration Date:	14-04-2025				
Registration IP:	106.220.108.32				
Final Submission Date:	14-04-2025				
<b>B. Apply for Category</b>					
Apply for Class :	Nursery				
Apply Under Category :	<a href="#">Below Poverty Line</a>				
<b>C. Address Details</b>					
Address:	test6				
City/Village:	test5				
Block:	Naraingarh				
District:	Ambala				
PinCode:	160022				
State:	Haryana				
<b>D. Attached Documents</b>					
Certificate of Children Aadhaar :					
Certificate of (PPP/Family ID) :					
<b>E. School Choice Details</b>					
S#	Choice Priority	District	School	Submitted On	IP Address
1	1	Ambala	A K MEMORIAL MIDDLE SCHOOL[20001], Block: Ambala-I (City)	14 Apr 2025 11:52:15:360	106.220.108.32
2	2	Ambala	Future Diamonds Public School Ambala[26616], Block: Ambala-I (City)	14 Apr 2025 11:52:26:143	106.220.108.32
3	3	Ambala	Darshan Academy [27457], Block: Ambala-I (City)	14 Apr 2025 11:55:50:893	106.220.108.32
<b>F. Self Declaration Statement</b>					
<ul style="list-style-type: none"> <li>• 1) THE APPLICANT WILL BE RESPONSIBLE FOR ANY MISTAKES MADE BY HIM/HER IN THE ONLINE APPLICATION FORM, DEPARTMENT SHALL NOT BE RESPONSIBLE OR LIABLE IN ANY WAY.</li> <li>• 2) I HAVE READ THE GENERAL GUIDELINES CAREFULLY FOR FILLING THE ONLINE PORTAL.</li> </ul> <p>IT IS CERTIFIED THAT THE ABOVE SAID INFORMATION, PROVIDED BY ME IS TRUE AND IF ANYTHING IS FOUND WRONG, I SHALL BE RESPONSIBLE FOR LEGAL ACTION/CANCELLATION OF MY CANDIDATURE.</p>					

117.239.183.208/te\_admission/Appprint.aspx 1/2

Note: During editing, if you change the Class OR District of the student, already filled up choices will also be deleted automatically by the system and you have to submit all school preferences afresh. So be careful while updation of Data.

**Additional Helping Tools**

1. In you forget your registration ID OR Password, may get it from “**Forgot your password**” OR “**Forgot Registration Number**” button available on login page as shown below:

☐ Only Registered Candidate Login Here

Registration Number

Password

[Login](#)

If You Forgot your password? or Forgot Registration Number? click on below link

[Forgot your password?](#) [Forgot Registration Number?](#)

HELPLINE: For Online Registration/Technical Help: 0172-5049801 and rte.admission.hryedu@gmail.com (for Technical Assistance)  
(Helpline Timing - 09:00 A.M. to - 05:00 P.M. Monday to Friday) (Working Days)

2. Enter required information like Aadhaar number, DOB etc. and click on “Submit” Button. OTP will be received on your registered mobile number:

[Click Here for Login Section](#)

Forget User Section

**Date of Birth**

-Day-

-Month-

Year (4 digit)

Mobile (10 digit)

[Submit](#)

HelpLine No: 0172-5049801 For any query:  
rte.admission.hryedu@gmail.com

Developed By: ITCELL, DSE

After entering the valid OTP, system will show the RegistrationID & Password.

Please call on helpline number 0172-5049801 during office hours (9.00 AM to 5.00 PM) for technical support.