

**GOVERNMENT OF MEGHALAYA:
EDUCATION DEPARTMENT**



**MEGHALAYA EKLAVYA MODEL RESIDENTIAL SCHOOL (MEMRS) Under
Meghalaya Residential School Society**

**ADMISSION GUIDELINES
FOR ACADEMIC YEAR 2025 – 26 FOR CLASS- VI
& FULL BATCH TO BE ADMITTED IN ANY CLASS.**

**MEGHALAYA EKLAVYA MODEL RESIDENTIAL SCHOOL (MEMRS)
Under Meghalaya Residential School Society**

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Note: - Separate Admission Guidelines for the lateral entry for classes VII, VIII, IX & XI will be issued subsequently.

GUIDELINES FOR ADMISSION IN CLASS VI & FULL BATCH TO BE ADMITTED IN ANY CLASS IN EKLAVYA MODEL RESIDENTIAL SCHOOLS FOR THE ACADEMIC SESSION 2025-26

Part – 1 Definitions

The definition of the following terms used in these guidelines would be as below: -

- I. “MERSS”** refers to Meghalaya Residential School Society, Government of Meghalaya.
- II. “NESTS”** means the National Education Society for Tribal Students, an autonomous body (registered as a Society under the Societies Registration Act, XXI of 1860) set up by the Ministry of Tribal Affairs, Government of India, to plan, construct, establish, endow, review/monitor and advise the State/UT EMRS Societies to administer EMRSs.
- III. “State/ UT EMRS Societies”** are the Societies set up by the respective State/ UT to administer EMRSs.
- IV. “EMRS”** means Eklavya Model Residential School.
- V. “EMRSST”** means Eklavya Model Residential School Selection Test.
- VI. “EMRSLT”** means Eklavya Model Residential School Lateral Entry Test.
- VII. “ST”** means Scheduled Tribes.
- VIII. “PVTG”** means Particularly Vulnerable Tribal Group.
- IX. “DNT”** means Denotified Tribes.
- X. “NT”** means Nomadic Tribes.
- XI. “SNT”** means Semi-Nomadic Tribes.
- XII. “LWE”** refers to Left Wing Extremism.
- XIII. “CWSN”** means Child with special needs and suffering from disability. To be determined as per the provision mentioned in RTE Act 2009 or as defined by the concerned State Govt.

Part – 2 General Guidelines

2.1. Admission Eligibility:

The minimum and maximum age limit (as on 31st March of the year in which admission is sought) for admission in Eklavya Model Residential Schools in various classes is given below: **(Child born on 1st April should also be considered.)**

Class	Minimum age on 31st March of the year in which admission is sought	Maximum age on 31st march of the year in which admission is sought
VI	10 years	13 years

Note:

1. The maximum age limit can be relaxed by two years in case of Differently abled children by the MeRSS, case to case basis, under intimation to NESTS.

2.2. Class Strength and Competent Authorities:

A functional EMRS shall have 2 sections in class VI with a total sanctioned strength of 60 @ 30 students per section per class. The total sanctioned strength of a fully functional EMRS shall not exceed 480 students.

Class Strength	Authority	Remarks
Up to 30 per section per class	Principal	For Class VI to IX & XI.
More than the sanctioned strength of 30 per section per class	MeRSS under intimation to NESTS and the concerned Principal shall intimate NESTS about the increased enrollment in Class VI under this category.	Only in case of eldest two surviving Children of Staff of EMRS/Doctors/Paramedical staff of Government Hospital serving in the same block with the restriction of maximum 40 students in one section. And, such student will be considered as day scholar.

2.3 General Eligibility Criteria:

- I. The candidates belonging to the reservation categories mentioned at reservation table below, in respect of their **domiciled Block/District/State/UT** are eligible to apply for admission.
- II. A candidate should fulfil the age criteria as mentioned at point 2.1 Admission Eligibility. In case of doubtful cases of overage in comparison to the age recorded in the certificate, they may be referred to the District Medical Board for confirmation of the age. The decision of the Medical Board will be treated as final and binding on both the parties.
- III. Candidate should not be rusticated from any of the schools.

2.3 Reservations in Admission:

The reservation policy at the block, district, and state levels will be implemented **from the academic session 2025-26:**

Reservation Table

Reservation in Admission			As approved			
S. No	Reservation Category for the State	(i) In % (for 60 seats)	(ii) Total Seat for particular category (i) Of 60 Seats	In terms of seats in class VI (out of 60 seats)		
				(iii) Block (50%) 50% of (ii)	(iv) District (30%) 30% of (ii)	(v) State (20%) 20% of (ii)
I	ST Children	80%	48	24	15	9
II	Children belonging to PVTG communities	5%	3	2	1	0
III	Children belonging to DNT/NT/SNT community.	5%	3	2	1	0
IV	a) Children who have lost their parents to LWE*/insurgencies/ Covid,	7%	4	2	2	0
	b) Children of widows,					
	c) Children of Divyang parent, others e.g. Land donor, orphan child etc.					
V	Land donor#	3%	2	1	1	0
TOTAL		100	60	31	20	9
VI	Children of Staff of EMRSs/ EMDBSs/ CES/ Doctors/ Paramedical staff of Government Hospital serving in the same block.		No Change			

Note:		
VI	Children of Staff of EMRSs/ EMDBSs/ CES/ Doctors/ Paramedical staff of Government Hospital serving in the same block.	<p>a) Over and above the sanctioned strength of 30 students per section per Class with the restriction of maximum 40 students in one section.</p> <p>b) This facility shall be extended to only eldest two surviving children.</p> <p>c) The principal is authorized to admit the children of staff in the respective EMRSs/EMDBSs/ where the parent is working and Doctors/ Paramedical Staff of Government Hospital working in the same block.</p> <p>d) Further, no additional financial implications are to be borne by EMRSs/ NESTS/ MoTA as these children shall not be a part of EMRS Scheme. Since, no fee is prescribed in EMRS Scheme, hence, the same shall not be charged from these students.</p> <p>e) Exception: - These children, if eligible/qualify, are allowed to participate in the competitions/events (Sports/Cultural etc.) organized by EMRSs/ State or UT EMRS Society/ NESTS/ MoTA and the expenditure on these children on account of their participation in these activities shall be met out of the fund released by NESTS/MoTA.</p>

Notes:

1. * It includes citizens victim of LWE and Police/ Paramilitary/ Armed Forces personnel who have lost their lives fighting LWE.
2. # Admission against the land donor quota will be given in that particular EMRS wherein the donor has donated the land.
3. 5% i.e., 3 seats out of 60 seats are reserved for children with benchmark disability. These seats shall be carved out @ 2 seats from ST and 1 seat from others.
4. If candidates are not available either under (iv) a, b & c or (iv) d, the seats may be filled from any category of (iv) on merit.

2.4 Key notes for Admission:

- (i) The number of seats for boys and girls will be equal.
- (ii) Transgender category students shall not be denied admission subject to fulfillment of eligibility conditions. Transgender category to be considered under boys'/ girls' category depending upon the orientation towards either gender. Hostel

accommodation, upon selection, shall also depend upon the same.

- (iii) For point no. iv of Reservation Table, the proposed consolidated quota of reservation is 7% and 5% individual quota may be allocated to divyang category mentioned therein. *The State/ UT EMRS Societies are allowed to decide upon the percentage and priority of individual quota of the categories mentioned therein depending upon local situations & circumstances.*
- (iv) If a child belongs to more than one reservation category then he/ she shall be allowed to avail the benefit of only one reservation category with the highest reservation percentage.
- (v) The merit list for each category shall be prepared separately on the basis of the Selection Test. The cut off marks shall be different for different reservation categories and for boys' & girls.
- (vi) Children of Staff of EMRSs/ EMDBSs/Doctors/ Paramedical staff of Government Hospital serving in the same block shall be granted admission directly in any class in addition to Class VI.
- (vii) Candidate should have qualified class V from a Govt./ Govt. aided/ Govt. recognized School/ CBSE Affiliated School/ Level B of NIOS OBE Program. Or a Candidate who has not attended any school but studied at home is also eligible to apply for admission in Class VI (As per section 4 of Chapter II of RTE Act, 2009). However, the parents/ guardian of the candidate shall have to submit a self-declaration regarding the same.
- (viii) MeRSS may include income as one of the eligibility criteria for admission to EMRSs, based on local requirements and conditions. The purpose of incorporating an income threshold is to deter ineligible cases.
- (ix) These Admission Guidelines will be applicable for Class VI and in classes where admission of full batch of 60 students are to be taken.

Part-3 Admission Selection Procedure

3 Admission for Class VI

Admission to class VI shall be made strictly on the basis of an entrance test called Eklavya Model Residential School Selection Test (EMRSST). The candidates desirous to get admission in EMRSs have to appear and qualify EMRSST.

3.1 Admission announcement

MeRSS shall notify students about admission to the new session through wide publicity by means of Doordarshan/ All India & local Radio/ State website/web portal, EMRS websites, local newspapers, pamphlets/ through local community leaders/ Announcements etc.

3.2 Procedure to register for EMRS Selection Test (EMRSST)

- (i) The candidates belonging to the reservation categories mentioned at Reservation Table of a Block/ District/States/UTs are eligible to apply for EMRSST.
- (ii) Registration forms can be filled through the online/ offline mode.
- (iii) For offline registration, the format of Registration Form will be available at the State websites with the information of collection centers of Registration Forms.
- (iv) The list of Exam centers for EMRSST are also to be displayed at the designated websites/ web-portal.
- (v) In all EMRSs, a help desk shall be made available to assist the candidates/parents to fill online/ offline registration form free of cost.
- (vi) Verification of proofs for residence, age, eligibility etc. shall be done for selected candidates by the EMRSs where the child shall be admitted after the declaration of results & provisional list of selected candidates by MeRSS.

3.3 Issue of Admit Cards

The admit cards shall be made available as per date decided by MeRSS which shall be displayed on websites/ web portal/email. MeRSS may also

issue the Admit cards (online/offline registration) to the candidates appearing for EMRSST. As far as possible, the Exam center nearest to the residence of the candidate be allotted.

3.4 Result of the EMRSST

The result of EMRSST shall be announced on MeRSS State website/ web portal. The result shall also be displayed on the websites of -

- i. Ministry of Tribal Affairs.
- ii. National Education Society for Tribal Students (NESTS).
- iii. Nodal Principal/ Officer of the State.

3.5 Also, the Principal/MeRSS, EMRS concerned, shall inform the selected candidates about the result through SMS and phone on the registered mobile number followed by an intimation through speed post.

3.6 A provisional admission list (and waiting list(s), if required), based on EMRSST shall be released by the MeRSS as specified in the timeline of this admission guideline. The admission in EMRS, however, shall be granted to provisionally selected candidates on production & verification of required documents by the concerned EMRS. Candidates are advised to apply for TC/ SLC from parent school only after the verification of documents and confirmation of admission by the respective EMRS.

3.7 In case of any dispute, the decision of the Secretary/ Principal Secretary, Tribal Welfare Department/ Chairman, or competent authority of the MeRSS shall be final and binding on the candidates.

3.8 The candidates and their parents/guardians may note that the children will be admitted strictly as per the Merit list prepared on the basis of EMRSST and in the allotted EMRS only. Under no circumstances, the selected candidate will be given admission to any other EMRS. No request for shifting of students on account of residence in a particular district, medium of instruction in the EMRS concerned, shifting of parents/guardians to other districts/ States etc. will be entertained. If a candidate, on the basis of the merit list, is eligible for admission in the EMRS other than five preferential EMRSs, then he/ she shall be granted admission in that EMRS in accordance with his/her position in the Merit List.

- 3.9** Counselling Sessions need to be conducted while allocating seat in the EMRS to the student based on his/ her preferences and position in the merit list prepared on the basis of EMRSST.
- 3.10** Incomplete application forms shall normally be rejected. In case, vacancies remain, MeRSS may allow completion of the form later at their discretion.
- 3.11** Admission secured on the basis of any wrong certificate shall be cancelled by the principal forthwith and no appeal against such action of the principal shall be considered.
- 3.12** No students from higher class (than class V) should neither be allowed to appear for entrance/ admission test in class VI nor be allowed to take admission in Class VI and if any such case is found then admission will be cancelled immediately.

Part 4 – Composition of the Test

- 4** The EMRSST, conducted in offline mode, may be of two-hour duration with 100 objective type questions from 3 sections for a total of 100 marks. The medium of instruction for the Examination may be English/ Hindi/ Regional Language or bilingual.

Type of Test	Number of Questions	Marks
Mental ability Test	50	50
Arithmetic Test	25	25
Language (English or Hindi or Regional) Test	25	25
Total	100	100

- 4.2** A single test booklet comprising of all the three sections will be given to each candidate. There shall be no syllabus for EMRSST.
- 4.3** The Question Paper of EMRSST will be based on Competencies in accordance with the Level prescribed for Class V students by NCERT/ SCERT/ CBSE.
- 4.4** Additional time of 30 minutes will be allowed for “Divyang students” (differently-abled students).
- 4.5** The candidates may be asked to record their answers on the test booklet itself which shall be collected back after the EMRSST is over.

Part 5 – De-Reservation

In case of insufficient registration/ non-registration/ insufficient selection in (EMRSST) or EMRSLT/ insufficient turn out for admissions, the seats reserved for a particular reservation category shall be de-reserved into other reservation categories as mentioned below:

S. No.	Reservation Category	De-reserved into	When to de-reserve
1.	ST Children	PVTGs	As per Admission timeline, i.e. _____
	If vacancy still exists	DNT/NT/SNT	
	If vacancy still exists	Reservation category at Point No. iv.	
2.	PVTGs	ST Children	
	If vacancy still exists	DNT/NT/SNT	
	If vacancy still exists	Reservation category at Point No. iv.	
3.	DNT/NT/SNT	ST Children	
	If vacancy still exists	PVTGs	
	If vacancy still exists	Reservation category at Point No. iv.	
4.	Reservation Category at Point No. IV & V	ST Children	
	If vacancy still exists	PVTGs	
	If vacancy still exists	DNT/NT/SNT	
5.	Boys’ seats shall be de-reserved for Girls’ and vice versa as per the criteria given above.		

However, it is expected that dedicated concerted efforts are put in wide publicity, information of the EMRS Scheme & Admission Process and necessary support have been extended to the desirous students.

- Special drives, if required, for filling up of vacant seats in existing EMRSs needs to be conducted.

Part 6 – Documentation

The candidates who are provisionally selected for admission will have to submit the requisite documents, as demanded by the MeRSS, at the time of admission for verification. The MeRSS will inform the candidates at the time of Registration & display of list of provisionally selected Candidates about the documents required for Admission.

However, a list of suggestive documents is mentioned as below: -

- i. Date of birth certificate issued by the authority competent to register births. This will include certificates from Notified Area Council / Municipality / Municipal Corporation extract about the date of birth from records of Village Panchayat, Military Hospital and service records of Defense personnel or Affidavit. The original certificate of date of birth should be returned to the parent after verification. Admissions up to class VIII may be granted without any school transfer certificate provided the child is otherwise eligible and his birth certificate has been issued by a Govt. body or affidavit.
- ii. Aadhar Number/ Card.
(It is pertinent to mention here that none of the child is to be denied admission on non-submission of Aadhar number. For the students with no Aadhar Number, the concerned EMRS where the child shall seek admission shall facilitate him/her in procurement of Aadhar Number).
- iii. Domicile/ Reservation Category certificate.
- iv. Service Certificate of the parents in case of Children of Staff of EMRS/ EMDBS/ Doctors/ Paramedical staff of Government Hospital serving in the same block.
- v. Disability Certificate, if applicable.
- vi. Report Card of the preceding class/ an Affidavit in case of the children who have not attended any school but studied at home.
- vii. Medical Checkup of the Provisional Selected Students is to be carried out by the EMRS.
- viii. Transfer Certificate/ School Leaving Certificate from the previous School. But, at the time of registration the child is required to submit Bonafide Certificate from the school currently attending or self-declaration in case of not attending any school but studying at home/ NIOS Registration or Passing Certificate.
- ix. Transfer Certificate/ School Leaving Certificate from the previous School. Any other documents required. (As mentioned by MeRSS).

Part 7: Timeline for Admission in EMRSs

MeRSS shall provide the timeline depending upon the local circumstances and conditions. However, it is expected that the admission in class VI as mentioned in the Admission Guidelines should be completed as per the timeline and before the onset of Academic Session:

The Admission Schedule will be as under: -

S. No.	EVENT	TIMELINE (On or before)
1.	Release of Admission Notification	27 th June2025
2.	Start Date of Registration/Filling of Forms (online/ offline)	28 th June2025
3.	Last Date of Registration	10 th July2025
4.	Issue of Admit Card	14 th July2025
5.	Conduct of EMRS Selection Test (EMRSST)	22 nd July 2025
6.	Display/Publishing of First Provisional Merit List	29 th July2025
7	Beginning of New Academic Session for all the students enrolled vide first list.	1 st August2025
8	Distribution of Books	

Note: -

1. List of children registered, Question Paper after conduct of test, Result and list of provisionally selected children, waiting list and subsequent lists to be compulsorily displayed on the State website and concerned EMRSs, in addition to display on School's Notice Board as per the timeline mentioned at the table above.
2. If any of the dates happens to be a public holiday the next working day shall be treated as opening/closing dates.

Part 8: Sample Forms

8.1 Sample Transfer Certificate

Kindly type the below mentioned text on the Letter Head of School, if the school does not have their own Transfer/ school Leaving Certificate.

1. TC/ SLC No.: _____
2. Name of the Student: _____
3. Mother's Name: _____
4. Father's Name: _____
5. Nationality: _____
6. Date of Birth (in Figures): _____
(in Words): _____
7. Aadhar Number of the Student (not mandatory): _____
8. Blood Group of the Student: _____
9. Category of the Student: _____ (General/ SC/ST etc.) Sub-Category of the Student: _____
10. Whether the Student belongs to Divyang Category: _____

(Yes/No)
Type & Percentage of Disability: _____
11. Class to which the student was first admitted: _____ Year: _____
12. Class in which the student is presently studying: _____
13. Date of enrolment in the present Class: _____
14. Result through which the student has been enrolled in the present class:
a) Passed and Promoted to Class: _____ Year: _____
b) Detained in the Class: _____ Year: _____
15. Date of last attendance in the school: _____

16. Attendance of the Student till the issuance of TC/ SLC: _____

17. Date of Application for TC/ SLC: _____
18. Date of issue of TC / SLC: _____
19. Has the Student ever been rusticated from the school: _____
If Yes, Reasons of rustication: _____

Reasons for re-admission of the Student in the School: _____
20. General Conduct of the Student: _____

TC/ SLC issued by:

Signature: _____

Name & Designation: _____

TC/ SLC checked & verified by:

Signature: _____

Name & Designation: _____

Signature of the Principal/ Head Master: _____

Name of the Principal/ Head Master: _____

Seal/ Stamp of the School:

Countersignature by Education Officer/ any other Govt./ CBSE Authority:

Signature: _____

Name & Designation: _____

Seal/ Stamp:

8.2 Registration Form

Name of State / EMRS Society.....(State)

Class.....

Session.....



1.	Name of the Child	
2.	Date of Birth (dd/mm/yyyy)	
3.	Age as on 31.03.2025 Yrs.....Months
4.	Gender (Boy/ Girl/ Transgender)	
	In case of transgender, Orientation towards Boy/Girl	
5.	Aadhar Number / Residence Proof	
6.	Blood Group (if available)	
7.	Reservation Category under which admission is sought (as per Admission Guidelines)	
8.	Name of the tribe	
9.	Disability Status (Yes/ No)	
10.	Type of Disability and its Percentage	
11.	Resident of (please tick any one)	
	Block	
	Village Durbar	
	Cluster	
	District	
	State	
12.	Father's Name	
13.	Mother's Name	
14.	Name of Guardian	

15.	Occupation	
	Father	
	Mother	
	Guardian	
16.	Native Language/ Mother Tongue	
17.	Class in which currently studying	
18.	Medium of Instruction	
19.	Name of the school attended	
20.	Address for Correspondence along with PIN	
20. (a)	Family income (Annual)	
21.	Contact Number	
	Father	
	Mother	
	Guardian	
22.	Achievements , if any, in	
	Co-curricular Activities	
	Games & Sports	
	Scouts & Guides, NCC, NSS, Adventure Activities	
	Other Activities	
23.	Have you participated in Student Exchange Programme? if yes, give details.	
24.	Are you a drop out of any of EMRSs? if yes, furnish details: (only for lateral entry)	Yes / No
	Name of EMRS last studied	
	Year of Drop out	
	Reason for dropping out of EMRS	
25.	Have you ever been rusticated from any School? if yes, furnish details:	Yes / No
	Name of School from where you were rusticated	
	Year of Rustication	
	Reason of Rustication	
26.	I Father/ Mother/ Guardian of hereby declare the information provided by me in the application form in respect of my child/ ward is true to the best of my knowledge, belief and information.	
27.	Signature(s) / Thumb impression	
	Father / Mother/ Guardian	
	Child	

Acknowledgement Receipt:

1.	Registration Number	
2.	Date	
3.	Class in which admission is sought	
4.	Name of Child	
5.	Father's / Mother's/ Guardian Name	

For Office use:

1.	Registration Number Allotted	
2.	Date	
3.	Class in which admission is sought	
4.	Name of Child	
5.	Father's / Mother's/ Guardian Name	
6.	Eligibility in terms of Age	Eligible / Not Eligible
7.	Documents found attached in respect of	Tick () Mark
	Date of Birth Certificate	
	Aadhar Card / Residence Proof	
	Blood Group	
	Domicile Certificate	
	Reservation Category	
	Disability Certificate	
	Bonafide Certificate from the school currently attending or self-declaration in case of not attending any school but studying at home/ NIOS Registration or Passing Certificate.	
8.	Score in EMRSST	
9.	Is the Child drop out of any of the EMRSs	
10.	Has the child ever been rusticated	
11.	Eligible for Admission or Not. In case of non-eligibility, mention reason.	
12.	Signature of Dealing hand	

8.3 Sample Self declaration

I, Sh./ Smt./ Ms..... ,
Father/Mother/Guardian of Master/ Miss..... submit
that my child/ ward isyrs old and his date of Birth is as per the
date of birth certificate.

I hereby declare that my child/ ward (name) has not
received formal education in any recognized school but have received informal
education and attained required competencies appropriate to his/ her age in
accordance with the syllabus prescribed by the concerned Authorities of State/
Central Government and is eligible for Selection Test to class
.....

Signature:

.....

Name:

.....

Relation with the Child:

Date:

.....