

**GOVERNMENT OF MEGHALAYA  
EDUCATION DEPARTMENT**

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**O R D E R**

**Dated Shillong, the 8<sup>th</sup> July, 2020**

EDN 48/2020/PT 1/26: Whereas, the spread of Novel Corona Virus (COVID-19) has been declared as Pandemic by WHO and at present, it is a major threat to life and, therefore, a grave matter of concern for the country as well as the State of Meghalaya, and;

Whereas, the Government of India vide Notification dated 24.03.2020 issued under the provisions of the Disaster Management Act, 2005 had directed implementation of nation-wide lockdown for a period of 21 days which was further extended upto 05<sup>th</sup> June 2020 and people were under strict directions to restrain from going out of their homes, and;

Whereas, despite substantial reduction in restrictions with effect from 05.06.2020, the operation of schools, colleges, Universities and other educational institutions remains prohibited, and;

Whereas, in maintaining health protocols, social distancing and for avoiding public gatherings in Institutes across the State during Admissions for students into Class XI, Undergraduate and Post-graduate first semester courses and in pursuance to the Meghalaya Epidemic Diseases COVID-19 Regulations 2020 issued by the Health & Family Welfare Department vide No.Health.68/2020/38, dated 19/3/2020 and with all amendments made therein, and;

Whereas, it has been brought to the notice of the undersigned that some Private institutions have already started issuing Admission forms physically to students without taking cognizance of the prevailing situation and in violation of the health protocols as issued by Central and State Governments from time to time;

Now, therefore, in exercise of the powers conferred under the provisions of the Meghalaya School Education Act, Meghalaya Board of School Education Act 1973 and the Meghalaya Private Universities (Regulation of Establishment and Maintenance of Standards) Act, 2019, other guidelines issued by the Department in respect of admission of students into educational institutions and other applicable rules, hereby issues the following directive to all Heads/Principals of the educational institutions of Meghalaya as under:-

1. Admission forms for students are to be issued online only and free of cost.
2. (i) **Submission of application forms**: The submission of forms may be limited to 200 numbers per day for which collection desks are to be operated at 5(five) different locations in the college, limiting number of students submitting the forms to a maximum of 40 (forty) per desks. In the event of shortage of office staff for the admission process, the services of teachers and supporting staffs are to be requisitioned for smooth speedy and efficient handling of admission process.

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- (ii) Education Department will further issue suitable advisories from time to time on the matter after due consultations with the head of Institutions. For the present, only those forms marked for submission on a particular day are to be entertained. It must also be ensured that only one person (either the student or his/her representative) is allowed to enter the institution premises.
- (iii) In order to maintain social distancing in the premises, markings are to be done at appropriate places at an interval of 1.5 meters on the floor/ground.
- (iv) No person is to be allowed to enter the institution premises without wearing a mask/face cover.
- (v) Thermal screening of students/their representatives are to be done at the entrance and persons without any symptoms only be allowed to enter.
- (vi) Hand sanitizers/hand washing arrangement with soap and water are to be placed at the entrance to the premises and it is also to be ensured that every person washes/sanitises his/her hands thoroughly prior to entering the institution premises.
- (vii) Mobile numbers and E-mail ids of all the applicants are to be retained by the institution authorities for conveying information on selection or otherwise of the applicant and no notice in this regard should be displayed in the college notice board.
- (viii) In order to avoid overcrowding and maintaining social distance near the entrance of the institution the authorities of the institution are to seek prior assistance from District Administration giving full details of schedule of admission process.
- (ix) The final list of selected students should be displayed on the Institutions website.

Given under my hand and seal today the 8<sup>th</sup> July, 2020

(Shri D.P. Wahlang, IAS)  
Principal Secretary to the Govt. of Meghalaya,  
Education Department.

Memo No. EDN 48/2020/PT 1/26-A

Dated Shillong, the 8<sup>th</sup> July, 2020

Copy for information to:-

1. P.S. to Minister Education for information of the Hon'ble Minister.
2. P.S. to Chief Secretary for information of the Chief Secretary.
3. Principal Secretary, Education Department Secretary, Education Department.
4. Commissioner and Secretary to the Govt. of Meghalaya Health Department.
5. The Director of Higher & Technical Education, Meghalaya, Shillong.
6. The Director of School Education & Literacy, Meghalaya, Shillong.
7. The Director of Educational Research & Training, Meghalaya, Shillong.
8. All Deputy Commissioners.
9. D.I.P.R. with a request to kindly publish the order in all Local Newspapers.
10. The Director of Printing & Stationery for publication in the Meghalaya Gazette.
11. Web Administrator, Office of DHTE, for posting on Website of Education Department.

With a request to circulate the order to all the Principals of Schools & Colleges in the State



By order etc.,

  
Principal Secretary to the Govt. of Meghalaya,  
Education Department.