

**Government of Tripura**  
**Directorate of Elementary Education**  
**Shiksha Bhawan, Office Lane, Agartala**

No. F.4 (123)-DEE/GEN/2020/ 21

Dated: 06/04/2026

To  
The District Education Officer  
West / Sepahijala / Gomati / South /  
Khowai / Dhalai / North / Unakoti District

Subject: Awareness and outreach activities during the Students Registration (6th April to 30th April, 2026) under Section 12(1)(c) of the RTE Act, 2009

Sir/Madam,

In continuation of the ongoing implementation of Section 12(1)(c) of the Right of Children to Free and Compulsory Education Act, 2009, you are requested to undertake comprehensive awareness and outreach activities within your district to ensure that eligible beneficiaries are adequately informed and able to access their entitlements.

1. A targeted awareness and outreach campaign shall be undertaken under your supervision, with special focus on identification and enrolment of the following categories of children: Orphans and Children in Need of Care and Protection (CNCP), Children with Disabilities / Children with Special Needs (CWSN) as defined under the Rights of Persons with Disabilities Act, 2016, Children affected by or living with HIV/AIDS, Transgender children, Children of sex workers, Children eligible for sponsorship under Section 45 of the Juvenile Justice (Care and Protection of Children) Act, 2015, Children belonging to deprived occupational communities, including tea garden workers and migrant workers. You shall ensure active coordination with relevant Government departments, local authorities, and stakeholders for the effective implementation of the above directions.
2. The District and Block level authorities, in coordination with recognised private unaided schools, shall make necessary arrangements to ensure that parents and guardians within their respective jurisdictions are informed about the provisions, eligibility criteria, admission process, and entitlements under Section 12(1)(c).
3. The District Education Office, Inspectorate of Schools offices, and all recognised private unaided schools shall prominently display information banners relating to admissions under Section 12(1)(c), including eligibility criteria, timelines, and procedures, at their main gates, notice boards, and other prominent places within their jurisdictional areas, ensuring visibility to the general public.
4. Awareness activities shall be carried out through multiple communication channels, including but not limited to: Local daily newspapers, Pamphlets and printed materials, Public announcements and community outreach, Awareness rallies and local campaigns
5. Local authorities may also engage local NGOs and civic bodies, wherever feasible, to support the awareness process.

6. The District Education Office, Inspectorate of Schools offices, and all recognised private unaided schools shall establish a dedicated Help Desk within their premises to provide guidance to parents and guardians regarding the admission process. The Help Desk shall operate during school hours and be staffed by designated personnel to assist with application submission, document verification, and related procedural matters.
7. Schools shall issue an official receipt to parents/guardians upon submission of the admission application. The receipt shall clearly indicate the name of the applicant, date and time of submission, and shall bear the official school stamp and signature of the designated authority.
8. All District Education Officers shall ensure that photographic evidence of the following is uploaded in the prescribed Google Form link: <https://forms.gle/8BrA1DjmYpyanjQW7>
  - Help Desk established at DEO Office / Inspectorate / Schools
  - Display of information banners at schools and offices
  - Awareness and outreach activities conducted within the district

The above directions shall be complied with on priority, and necessary steps shall be taken to ensure maximum outreach and enrolment of eligible children under Section 12(1)(c).

  
Joint Director 06/04/26

Directorate of Elementary Education  
Government of Tripura

Copy to:

1. PA to Director, Elementary Education, Government of Tripura for kind information of the Director.
2. The OSD, Samagra Shiksha, Directorate of Elementary Education, Government of Tripura for information.
3. Shri Hasan Al Banna, Senior Manager, Northeast Zone (Operations), Indus Action, for information and coordination.
4. All recognised Private Unaided Schools and all Inspectors of Schools.
5. The Principal Officer (Education), TTAADC, for information with a request to circulate the notice to all recognised Private Unaided Schools and all Inspectors of Schools under his jurisdiction.

  
Joint Director 06/04/26

Directorate of Elementary Education

Click to the link to upload for the proof of Awareness Campaign -  
<https://forms.gle/SVW57La5CLTJCdf58>