

INSTRUCTIONS & CHECKLIST FOR CANDIDATES SELECTED UNDER RTE

(Please take print out of this checklist and attach with the following arranged serially)

- 1. Application Form. (page 4 & 5)**
- 2. Copy Birth certificate preferably in English, if it is in other language affidavit should be submitted in English specifying clearly name of the child, name of the father, name of the mother for ensuring correct spelling**
- 3. Recent Photo of the child to be affixed in the application for admission**
- 4. Aadhar card of the child – Xerox copy**
- 5. Blood group of the child**
- 6. Valid email id**
- 7. Residential proof (Aadhar / ration card / passport / government issued documents)**
- 8. SC/ ST /OBC NCL/BPL/EWS certificate**
- 9. Self-declaration of distance between residence and school. (page 6)**
- 10. Service certificate original duly signed by competent authority in prescribed format (if applicable) (page 7 or 8)**
- 11. Current pay slip (if applicable)**

INSTRUCTIONS & CHECKLIST FOR CANDIDATE SELECTED UNDER DA

(Please take print out this checklist and attach with the following arranged serially)

- 1. Application Form. (page 4 & 5)**
- 2. Copy Birth certificate preferably in English, if it is in other language affidavit should be submitted in English specifying clearly name of the child, name of the father, name of the mother for ensuring correct spelling**
- 3. Recent Photo of the child to be affixed in the application for admission**
- 4. Aadhar card of the child – Xerox copy**
- 5. Blood group of the child**
- 6. Valid email id**
- 7. Residential proof**
- 8. Self-declaration of distance between residence and school (page 6)**
- 9. Disability certificate issued by competent authority**
- 10. SC/ ST /OBC{ NCL/CL}/BPL/EWS certificate(if applicable)**
- 11. Service certificate original duly signed by competent authority (if applicable) (page 7 or 8)**
- 12. Current pay slip (if applicable)**

**INSTRUCTIONS & CHECKLIST FOR CANDIDATES SELECTED UNDER
SERVICE CATEGORY I, II,III & IV**

(Please take print out of this checklist and attach with the following arranged serially)

- 1. Application Form. (page 4 & 5)**
- 2. Copy Birth certificate preferably in English, if it is in other language affidavit should be submitted in English specifying clearly name of the child, name of the father, name of the mother for ensuring correct spelling**
- 3. Recent Photo of the child to be affixed in the application for admission**
- 4. Blood group of the child**
- 5. Valid email id**
- 6. Residential proof**
- 7. Self-declaration in the prescribed format (page 6)**
- 8. SC/ ST /OBC NCL/BPL/EWS certificate(If applicable)**
- 9. Original current service certificate of parent duly signed by competent authority (page 7 or 8)**
- 10. Current pay slip**
- 11. Last 7 year transfer certificate (if applicable)**

केन्द्रीय विद्यालय
KENDRIYA VIDYALAYA
INS RAJALI, ARAKKONAM - 631 006.

प्रवेश संख्या / Admission No.

Email-ID..... कक्षा / Class.....

प्रवेश प्रार्थना-पत्र / APPLICATION FOR ADMISSION

1. विद्यार्थी का पूरा नाम / Name of the Pupil (in block letters).....
2. जन्म तिथि / Date of Birth (in Christian Era)
(a) अंकों में / in figures GENDER.....
(b) शब्दों में / in words
3. प्रवेश के समय आयु / Age at the time of admission in the present KV वर्ष/Year.....
माह/Month..... दिन/days
4. राष्ट्रियता/Nationality.....

5. पूरा नाम Full Name of	पिता Father	माता Mother
6. स्थायी पता Permanent home address		
7. स्थानीय पता / दूरभाष Local Address / Phone		
8. व्यवसाय/दूरभाष / Occupation / Phone		CONTACT No.
(a) क्या रक्षा विभाग कर्मचारी है ? (पदनाम)/Whether a Defence Employee (if so his rank)		AADHAR No.
(b) क्या केन्द्रीय सरकार का कर्मचारी है ? Whether a Central Govt. Employee ? Mention Designation with Department		BLOOD GROUP
(c) अन्य (व्याख्या लिखिए) Other (Mention Occupation)		
9. मासिक आय Monthly income Rs.		

10. (a) पूर्व शिक्षण संस्था का नाम
Name of the last School attended
- (b) कक्षा जिसमें पढ़ रहा है / Class in which studying
- (c) विषय / Subjects offered
- (d) पढ़ाई का माध्यम / Medium of Instruction
11. (a) पूर्व परीक्षा का परिणाम-फल / Result of last examination
- (b) प्राप्तांकों का प्रतिशत / Percentage of Marks.....
12. क्या केन्द्रीय विद्यालय / मान्यता प्राप्त / अमान्यता प्राप्त स्कूल है ?
Whether it was Kendriya Vidyalaya /
Recognized School / Unrecognized School
13. (a) कक्षा जिसमें प्रवेश पाना है / Class to which admission is sought.....
- (b) विषय जो लेने है / Subjects proposed to offer (1).....(2).....(3).....
(4).....(5).....
14. क्या स्थानान्तरण प्रमाण-पत्र नर्था है / Whether the transfer certificate is attached : Yes / No
15. स्थानान्तरण प्रमाण पत्र का क्रमांक व दिनांक
No. and date of Transfer Certificate
16. मातृ भाषा / Mother tongue हाँ / नहीं
17. क्या विद्यार्थी अनुसूचित जाति या जन जाति से सम्बन्धित है ?
Whether the student belongs to Scheduled Caste or Scheduled Tribe Yes / No
18. शहर / Home town



अभिभावक का घोषण-पत्र
DECLARATION BY THE PARENTS

अ) मैं घोषणा करत, हूँ कि मैंने अपने पुत्र/पुत्री के सम्बन्ध में कालम नं ३ में जो जन्म तिथि लिखी है, वह सत्य है और उस विषय में भविष्य में किसी प्रकार के परिवर्तन की मांग नहीं करूंगा ।

a) I hereby declare that the particulars including the date of birth in respect of my son/daughterfurnished by me in the application form are correct and that I would not demand any change in it in future.

ब) मैं संस्था के नियमों का पूर्ण रूप से पालन करूंगा ।

b) I shall abide by the Rules of the Vidyalaya.

दिनांक

Date :

पिता अथवा संरक्षक के हस्ताक्षर
Signature of Parent / Guardian

विद्यार्थी से सम्बन्ध (संरक्षक के रूप में)
Relation with the Student (In case of Guardian)

कार्यालय के लिए / FOR OFFICE USE

प्रवेश Admit

कक्षा में to class

प्राचार्य / Principal

दिनांक / Date

Admitted to प्रवेश प्राप्ति.....Section / वर्ग.....Fee Receipt / शुल्क रसीद नं.....
(Details of amount received) (शुल्क-प्राप्ति-विवरण)

प्रवेश-शुल्क Admission Fee Rs. _____

शिक्षा-शुल्क Tuition Fee Rs. _____

विविनि WN Rs. _____

अन्य Others Rs. _____

कुल TOTAL Rs. _____

कक्षा पंजिका में नामांकन हो गया।

Name has been entered in class Attendance Register

दिनांक / Date.....

कक्षाध्यापक / Class Teachers.....

कक्षा / class

प्रमाणित किया जाता है कि समस्त प्रविष्टियाँ छात्र पंजिका में दर्ज की गईं एवम शुल्क का युगतान इस कार्यालय/ कक्षा अध्यापक के द्वारा प्राप्त किया गया ।

Certified that all the entries have been made in the Scholar's register and the dues have been realised by office / class teacher.



Self Declaration for distance between school and residence

I.....father / mother of.....

declare that the radial distance between school and our residence iskm.

I declare that all the information provided by myself is accurate to my knowledge.

Date:.....

Signature of Parent

सेवा प्रमाणपत्र / Service Certificate

(केन्द्रीय सरकार / Central Govt.)

प्रमाणित है कि श्री / श्रीमती कार्यालय / मंत्रालय में नियमित कर्मचारी के रूप में कार्यरत हैं। वे रक्षा सेवा / केन्द्रीय रिज़र्व पुलिस बल / सीमा सुरक्षा बल / एन.एस.जी. / एस.पी.जी / सी.आई.एस.एफ. / केन्द्रीय सरकार स्वायत्त संस्था अथवा सार्वजनिक क्षेत्र के उपक्रम, जो पूर्ण या आंशिक रूप से केंद्र सरकार से वित्त-पोषित हैं , के नियमित कर्मचारी हैं तथा उनकी सेवा अस्थानांतरणीय है / पूर्ण भारत में कहीं भी स्थानांतरणीय है।

Certified that Shri/Smt. is working as regular employee in the Office / Ministry of He/She is an employee of Defence Service / CRPF / BSF / NSG / SPG / CISF / Central Govt. / Autonomous Body / Public Sector Undertaking fully financed / partially finance by the Central Govt. and his / her services are non-transferable / transferable anywhere in India.

कार्यालय अध्यक्ष के हस्ताक्षर
(नाम, पद और कार्यालय की मोहर सहित)
Signature of head of the Office
(With Name, Designation and Office Stamp)

स्थान/Place.....

दिनांक/Date.....

कार्यालय का पूर्ण पता और दूरभाष संख्या/ Complete address and Telephone No. of office

.....

Service Certificate

(राज्य सरकार / State Govt.)

प्रमाणित है कि श्री / श्रीमती कार्यालय / मंत्रालय में नियमित कर्मचारी के रूप में कार्यरत हैं तथा उनकी सेवा अस्थानांतरणीय है / पूर्ण राज्य में कहीं भी स्थानांतरणीय है।

Certified that Shri/Smt. is working in the Office / Ministry of and his / her services are non-transferable / transferable anywhere in State.

कार्यालय अध्यक्ष के हस्ताक्षर
(नाम, पद और कार्यालय की मोहर सहित)
Signature of head of the Office
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स्थान/Place.....

दिनांक/Date.....

कार्यालय का पूर्ण पता और दूरभाष संख्या/ Complete address and Telephone No. of office

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