

DECLARATION BY THE PARENTS

मैं एतद्द्वारा घोषणा करता/करती हूँ कि मेरे द्वारा दी गई उपर्युक्त सूचना मेरी जानकारी में सत्य है।

I hereby declare that the above information furnished by me are correct to the best of my knowledge.
मैं विद्यालय नियमों से प्रतिबद्ध रहूंगा/रहूंगी। I shall abide by the rules of the Vidyalaya.

Date

Signature of Parents

FOR THE OFFICE USE ONLY

1. प्रमाणित किया जाता है कि मैंने आवेदन-पत्र और सम्बद्ध कागजातों की जांच कर ली है।

Certified that I have checked the application form and the relevant papers are found in order.

Admission Incharge

2. सम्बद्ध कागजातों के निरीक्षणोपरांत एवम् शुल्क प्राप्तापरांत कक्षा..... वर्ग में प्रवेश दे।

Please admit to class section after checking the relevant papers and realise the dues.

Date

PRINCIPAL

दाखिला दिया गया Admitted to Class Section

प्राप्त धन का विवरण

Details of amount received :

शुल्क रसीद संख्या

Fee Receipt No.

प्रवेश शुल्क

Admission Fee

छात्र निधि

Pupils Fund

योग रूप

Total Rs.

तिथि

Dated issued

निर्गत

शिक्षा शुल्क

Tuition Fee

विज्ञान शुल्क

Science Fee

कक्षा उपस्थिति पंजिका में नाम दर्ज किया गया।

Name has been entered in the Class Attendance Register

Class Teacher

प्रमाणित किया जाता है कि समस्त प्रविष्टियां छात्र पंजिका में दर्ज की गई एवम् शुल्क का भुगतान 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.

विद्यार्थी की छात्र पंजिका संख्या

The S.R. No. of the student is खण्ड है।

Date

Office Incharge

FILE

Date

PRINCIPAL

CHECK LIST OF DOCUMENTS

Fresh

KV/Army TC

ADM Form No. :

Original TC No. :

Date of Birth Certificate :

Dated :

Residence Proof :

Duplicate Copy of TC :

Blood Group :

Movement Order :

Affidavit (if any) :

RO Verification (if any) :

Counter signed TC (V onwards) :

Service Certificate :

UNDERTAKING

Proforma-2

(FURNISHING INFORMATION AND SUBMISSION OF DOCUMENTS)

I _____ (Name of the Parent) do hereby declare that all the information provided by me while applying for Online admission in to Class-_____ for the session 2021-22 in Kendriya Vidyalaya Kendrapara in respect of my Son/Daughter _____ (name of the Child) which are in the print out of the online admission form submitted by me are true and correct to the best of my knowledge and belief. I also undertake that all the documents submitted by me at the time of admission are authentic and correct. If at any point of time any information and/or document submitted by me are found to be incorrect/false admission of my Son/Daughter may be cancelled forthwith and I shall be liable for legal action accordingly.

Submitted to:

The Principal
Kendriya Vidyalaya, Kendrapara

Name of the Child for whom admission is sought : _____

Class for which Admission is sought :

Application Submission Code. : _____

Selected under the Category of (Pl. Mark Tick): RTE/SC/ST/OBC (NCL)/DA/General/SGC/SA

Place : _____

Date : _____

Signature of the Parent

Name : _____

Mobile No : _____

Email id : _____

Address : _____

SELF DECLARATION

Proforma- 3

(Distance between residence and School)

I _____ (Name of the Parent) do

hereby declare that my present residential address which is given below is situated at a distance of _____ km/s from Kendriya Vidyalaya Kendrapara.

Present Residential Address:

Name of the Child for whom admission is sought : _____

Class for which Admission is sought : _____

Application Submission Code : _____

Selected under the Category of (Pl. Mark Tick): RTE/SC/ST/OBC (NCL)/DA/General/SGC/SA

Place : _____

Date : _____

Signature of the Parent

Name : _____

Mobile No : _____

Email id : _____

Proforma- 4

SELF DECLARATION (About Submission of Documents)

I _____ Father /Mother of Master/Miss
_____ age _____ years , resident of

_____ (Complete Address) ,

do hereby declare that the information given in admission form of the admission in Kendriya Vidyalaya Kendrapara and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if the information given by me is provided false/ not true at any point of time, admission will be cancelled and I will be liable to legal actions as per guidelines of KVS and any benefit accrued by me or my ward will be summarily cancelled.

Date : _____

Signature of the Parent

Place : _____

Mobile No : _____

UNDERTAKING

Proforma- 5

(Submission of SC/ST/OBC Certificate)

I _____(Name of the Parent) do hereby declare that I will submit the Caste Certificate ((SC/ST/OBC (Non Creamy Layer) issued by the competent authority in the name of my child _____(Name of the Child) within 03 (Three) months from the date of admission. If I fail to submit the same in the name of my child within this period then I shall have no objection if admission of my Son/Daughter is cancelled.

Submitted to:

The Principal
Kendriya Vidyalaya
Kendrapara Kendrapara

Name of the Child for whom admission is sought : _____

Class for which Admission is sought : _____

Application Submission Code : _____

Selected under the Category of (Pl. Mark Tick):RTE/SC/ST/OBC (NCL)/DA/General/SGC/SA

Place : _____

Date : _____

Signature of the Parent

Name : _____

Mobile No : _____

Email id : _____

Address : _____

Proforma- 6

CERTIFICATE FROM THE EMPLOYER

(Regarding Status of Employment & identification of Admission Category in KVS)

I Sri/Smt./Ms. _____ (Name of the Employer) ,
 designation _____ working in the office of
 _____ department of _____ , government of
 _____ do hereby certify the following in respect of Sri/Smt./Ms.
 _____ (Name of the Employee) whose son/daughter
 _____ (Name of the Child) is seeking admission in Kendriya
 Vidyalaya _____

01	Name of the Child for whom admission is sought (in Block Letters)	
02	Class in which admission is sought	
03	Full name of the employee (in Block Letters)	
04	Designation of the employee	
05	Employee Code / Employee Identity No.	
06	Name of the office where the employee is presently posted	
07	Status of Employment (Whether Permanent/ Regular/ Temporary/Contractual/ Part Time/ Adhoc/Daily Wage Basis/Casual -To be written clearly)	
08	This office/organization is Central Government/Central Government Autonomous body/PSU fully or partially financed by Govt. of India/State Government/ Sate Government Autonomous Body/ PSU fully or partially finance by the state govt. (To be written clearly)	
09	Whether the employee is to be considered as an employee of Central Government/ <i>Central Government Autonomous body</i> /PSU fully or partially financed by Govt. of India/State Government/ Sate Government Autonomous Body/ PSU fully or partially finance by the state govt. (Any one of the above to be written clearly)	
10	<p>Please write any one of the following which is applicable i.r.o. the child for whom admission is sought</p> <ol style="list-style-type: none"> 1. Children of transferable and non-transferable Central government employees and children of ex- servicemen. This will also include children of Foreign National officials, who come on deputation or transfer to India on invitation by Govt. of India. 2. Children of transferable and non-transferable employees of Autonomous Bodies / Public Sector Undertaking/Institute of Higher Learning of the Government of India. 3. Children of transferable and non-transferable State Government employees. 4. Children of transferable and non-transferable employees of Autonomous Bodies/ Public Sector Undertakings/Institute of Higher Learning of the State Governments. 5. Children from any other category 	
11	Recent Pay/Salary of the Employee with proper Split up	(i) Pay Level : _____ (ii) Pay : _____ (iii) DA : _____ (iv) HRA : _____ (v) Any Other _____ (vi) Any Other : _____ (vii) Total : _____
12	Whether the employee is drawing the consolidated pay	YES / NO

Place: _____
 Date: _____

Signature of the Certifying Authority with Seal

Complete Address of the Office:

Telephone Number: _____

Proforma- 7

**SERVICE CERTIFICATE
(CENTRAL GOVERNMENT)**

Certified that Sri/Smt. _____ is working as a regular/permanent/temporary/contractual/part time/casual employee in the capacity of _____ in this office/Ministry/under the Ministry of _____ government of India. He/She is an employee of Defence Service/CRPF/BSF/NSG/SPG/CISF/Central Govt./Central Govt. Autonomous body/Central govt. PSU fully financed/partially financed by the Central Govt. His/her services are non-transferable / transferable anywhere in India.

Complete Address and telephone No. of the Office

Place: _____

Signature of Head of the Office

Date: _____

(with Name, Designation and Office Stamp)

CERTIFICATE OF NUMBER OF TRANSFERS

I _____ (Name) _____ (rank /designation) of _____ (Name of the Office), do hereby certify that during the past 7 years (Up to 31.03.2021) I have been transferred _____ times (In figures & in words) from one station to another. *(If the distance between the form and to place is at least 20 kms and the minimum period of stay is six months then only it will be considered as a transfer)*. The details of which are given as under:

I know that if the above mentioned facts are found incorrect, my child will be disqualified for admission in Kendriya Vidyalaya.

Office/Unit and Place	Date of Joining the Office/Unit	Date of Release from the Office/Unit	Period of stay(in days)	Transferred Office/Unit and Place	Distance between the Two Office (in km)	Transfer Order No.

Signature of the Parent

COUNTER SIGNATURE

I, _____ (Name) _____ (Rank/Designation) of _____ (Name of the Office/Unit/Department) hereby certify that the particulars given in above have been authenticated by the records held in the office and found correct.

Place: _____

Signature of Head of the Office

Date: _____

(with Name, Designation and Office Stamp)

Proforma- 8

**SERVICE CERTIFICATE
(STATE GOVERNMENT)**

Certified that Sri/Smt. _____ is working as a regular/permanent/temporary/contractual/part time/casual employee in the capacity of _____ in this office /Ministry /under the Ministry of _____ government of _____. He/She is an employee of State Govt. / State Govt. Autonomous body/State Govt. PSU fully financed by the State Govt./partially financed by the state Govt. His/her services are non-transferable / transferable anywhere in _____.

Complete Address and telephone No. of the Office

Place: _____

Signature of Head of the Office

Date: _____

(with Name, Designation and Office Stamp)

CERTIFICATE OF NUMBER OF TRANSFERS

I _____ (Name) _____ (rank /designation) of _____ (Name of the Office), do hereby certify that during the past 7 years (Up to 31.03.2021) I have been transferred _____ times (In figures & in words) from one station to another. *(If the distance between the form and to place is at least 20 kms and the minimum period of stay is six months then only it will be considered as a transfer)*. The details of which are given as under:

Office/Unit and Place	Date of Joining the Office/Unit	Date of Release from the Office/Unit	Period of stay(in days)	Transferred Office/Unit and Place	Distance between the Two Office (in km)	Transfer Order No.

I know that if the above mentioned facts are found incorrect, my child will be disqualified for admission in Kendriya Vidyalaya.

Signature of the Parent

COUNTER SIGNATURE

I, _____ (Name) _____ (Rank/Designation) of _____ (Name of the Office/Unit/Department) hereby certify that the particulars given in above have been authenticated by the records held in the office and found correct.

Place: _____

Signature of Head of the Office

Date: _____

(with Name, Designation and Office Stamp)

KENDRIYA VIDYALAYA KENDRAPARA
Common Application Form for the Admission under RTE Quota

Proforma- 9

Session: 2021-22

Application No.
(To be filled by the School)

1. Name of the School: KENDRIYA VIDYALAYA KENDRAPARA
2. Name of the Child: _____
3. Name of the Parents: _____
Mother: _____
Father: _____
4. Residential Address with phone number: _____

5. Proof of Residence enclosed: _____
6. Profession of the _____
Parents: Mother: _____
Father: _____
7. Whether reimbursement of **CEA** is allowed (**Yes / No**): _____
8. Total Annual Income from all sources: _____
9. Proof of Income enclosed: _____
10. Proof of Disadvantaged group: _____
11. E-Mail id : _____
12. Contact No: _____
13. Blood group of Child: _____
14. Aadhaar number of child: _____

Declaration by the Parents

I _____ (name) father / mother of
_____ (name of the child) hereby declare that the
information mentioned above is true and correct to the best of my knowledge and belief. I have read
and understood all the provision of the notification in this regard. In case any information found
false or incorrect on verification of my ward, admission may be cancelled.

Dated:

Signature of the Parents

AFFIDAVIT FOR SINGLE GIRL CHILD

Rs. 100/- Stamp Paper (Notary) Affidavit

I _____ aged _____ years , Indian
inhabitant occupation _____ Resident of

_____ is
mother/father of _____ Date of Birth
_____ submitting my undertaking to the Head of the Institution for
admission of my daughter _____ in Class-I (One) vide
KVS Admission Guidelines 2020-21

1. I hereby declare that Miss _____ is the only girl child in my family (with no male/female sibling). I understand that it shall be my sole responsibility to inform you about any change in status of Single Girl Child in the family immediately, if and when it occurs.
2. I am also aware that in case it is detected at any time that the affidavit sworn by me is false, appropriate action will be taken by the school authorities and KVS against me.

Signature of Father

Signature of Mother

Residential Address with Contact Number:

Solemnly affirmed at: _____

This _____ (Day) of _____ (Month) of 2020 (Year)

BEFORE ME

Explained and Identified by me,

Advocate

VERIFICATION OF DOCUMENTS (K.V.KENDRAPARA)

PART-A (Details of the Child)

1. Name of the Child : _____
2. Class to which admission sought : _____
3. Session : 2021-22
4. Application No. : _____
5. Selected under the category of : _____
6. Serial Number in the Selection List : _____

PART-B (Documents submission by the parent)

The self attested copy (Except cases where original is mentioned) of the following documents are submitted by me.

Sl. No.	Name of the Document	Yes/ No	Remarks
1	Hard Copy (Print out) of the Online/Offline Application Form		
2	Birth Certificate		
3	Residence Proof		
4	Self declaration about distance		
5	Caste Certificate (SC/ST/OBC-NCL) –(Specify whether in the name of the child or parent in Remarks Column)		
6	Undertaking (If Caste Certificate in the name of the Parent)		
7	EWS Certificate from competent authority with date of issue of the certificate in Remarks Column.		
8	BPL Card (Specify BPL Card no. in Remarks Column)		
9	Handicapped Certificate (Specify % of disability and type of handicapped in Remarks Column)		
10	Service Certificate & Certificate showing no. of transfers (ORIGINAL) (Specify category of employee i.e. state govt./central govt. etc in Remarks Column)		
11	Certificate from DDO/Head of the Office (ORIGINAL) (Specify in the Remarks column type of the employee as in column-7 of the certificate)		
12	Employee ID card/Last month's pay slip (Specify Employee Code in Remarks Column)		
13	Transfer Orders (Specify number of transfers in preceding 7 years as on 31.03.2020 in the remarks column)		
14	For Ex-Service Man ID proof/Discharge Book (Specify the date of discharge in Remarks Column)		
15	For Ex-Service Man Certificate of transfers counter signed by the Authority (Specify no. of transfers in Remarks Column)		
16	For Single Girl Child Affidavit (ORIGINAL) – (Specify the date of issue in Remarks Column)		
17	Undertaking of submission of correct information and documents		
18	Counter signed Transfer Certificate (Class II onwards)		
19	Any Other		

Signature of the Parent with Date

PART-C (For the Verifying Officers)

All the documents mentioned above are submitted by the parent and verified by us from the original and found with the following Remarks. (Specify whether admission is approved or rejected in Remarks Column)

Name and Sign. of Verifying officer:

Remarks:

Signature:

Name & design. :

I/C Admission

Counter Signed by the Principal