



केन्द्रीय विद्यालय काशीपुर, कोलकाता (स्था. १९८३)

(शिक्षा मंत्रालय भारत सरकार के अधीन स्वायत्त निकाय)

KENDRIYA VIDYALAYA COSSIPORE, KOLKATA(ESTD: 1983)

(An Autonomous Body Under Ministry of Education, Govt. Of India)

4, दमदम रोड, 7 टैंक स्टेट कोलकाता-700002

4, DUMDUM ROAD, 7 TANKS ESTATE, Kolkata – 700002 ☎ (033) 25469149

E-mail : kvcossiporekolkata@gmail.com, ppl.cossipore@kvs.gov.in

CBSE Aff. No: 2400019

CBSE School Code – 19197

KVS Region Code: 06, KVS Stn Code: 160, KV Code: 1265

Website: <https://cossipore.kvs.ac.in>

Admission Notice for Provisionally Selected Candidates for Class I

Session: 2021-2022

We are glad to inform you that your ward is provisionally selected for admission in class I for the session 2021-2022 as per the online lottery conducted on 23.06.2021 under RTE /DA/SAQ/Service priority category/ Reserve category SC,ST,OBC NCL , SGC,KVS ward.

Therefore, you are requested to download and fill up the admission form along with the self-declaration form uploaded in the school website and submit in a sealed envelope along with the following documents in the DROP BOX kept at the school entrance on 24.06.2021 and 25.06.2021 from 8:00am to 1:00pm

The following information to be mentioned on the cover of the sealed envelope

1. Admission Registration No.
2. Post lottery sequence no.
3. Name of the child
4. Category of selection (RTE/ DA/SAQ/Service priority category/ Reserve category SC,ST, OBC -NCL , SGC,KVS ward.

The following self-attested documents to be attached with the admission and self-declaration format .

(Tick the attached documents)

1. KVS admission Form duly filled(available on website) along with self-declaration form and various undertakings.
2. Print out of the online registration form
3. Recent passport size photograph of the child attached on the registration form.
4. Birth Certificate from the competent authority
5. SC/ST/OBC-NCL/EWS/BPL certificate (as applicable) from the competent authority. (OBC-NCL certificate issued during and after year 2018 will only be accepted) **(Compulsory for RTE and SC/ST/OBC-NCL/EWS/BPL)**
6. Proof of Residence (electricity bill /gas connection doc./ bank passbook front page /proof of house document/ Rent agreement paper)
7. Service certificate of parent in official letter head (for service category I onwards)mentioning the place of posting ,date of present posting, designation, present address of the employee etc. with seal, signature and phone no. of the controlling officer. **(Compulsory for parents working in Category 1,2,3,4)(Original Copy)**
8. Latest pay slips of last 3 months. **(Compulsory for parents working in Category 1,2,3,4)**
9. Transfer orders during the last 7 years (in case of service category I onwards) **(Compulsory for parents who have been transferred in last 7 years) (Original Copy)**
10. Certificate containing details for no. of transfers signed by controlling officer(for priority category) **(Compulsory for parents who have been transferred in last 7 years)**
11. For those parents who are working in any organization if their wards are selected under RTE they can avail full benefits of RTE only if they get a certificate in their office letterhead by competent authority that they do not get any reimbursement for the children education. **(Compulsory for parents working in Category 1,2,3,4 and selected under RTE and wanting tuition fee waiver) (Original Copy)**
12. 1st page of the service book to be submitted where admission is based on service category. . **(Compulsory for parents working in Category 1,2,3,4)**
13. No accommodation certificate those who are working in remote /insurgency area**(For parents working in remote /insurgency area in Defence Sector)**
14. SGC Affidavit from First class Magistrate in Rs 100 Non Judicial Stamp Paper **(Compulsory for parents whose wards are selected under SGC) (Original Copy)**
15. Relation proof in case of KVS ward . **(Compulsory for parents who themselves or their parents were working with KVS)**
16. Differently abled certificate from civil surgeon/chief medical officer of Government hospital**(Compulsory for parents whose wards are selected under Differently Abled Category)**

Note : This letter is to be kept inside the same sealed envelope along with all documents.

Email id :

Contact no.

Name and signature of the parent.....

Name and contact details of DDO/C.O. of parents whose children are getting admission based on Service Category



केन्द्रीय विद्यालय KENDRIYA VIDYALAYA

प्रवेश के लिए प्रार्थनापत्र / APPLICATION FOR ADMISSION

प्रवेश सं० / Admn No. :

No. of Enclosures :

1. विद्यार्थी का पूरा नाम :
Name of Student (in full) :
2. ईस्वी संवत् में जन्म-तिथि (अंकों में) :
Date of Birth (in figure) :
Date of Birth (in words) :
3. आयु (प्रसंगाधीन वर्ष की ३१ मार्च को) : वर्ष माह दिन
Age (as on 31st March of the year) : Year..... Month Days
4. राष्ट्रीयता / Nationality : ब्लड ग्रुप / Blood Group :
5. माता-पिता का ब्यौरा :
Details of Parents :
 - (i) पिता का पूरा नाम / Father's Full Name :
माता का पूरा नाम / Mother's Full Name :
 - (ii) व्यवसाय / Occupation : पिता / Father's :
माता / Mother's :
 - (iii) कार्यालय का नाम, पूरा पता व दूरभाष संख्या/Name of office and full address with Tel. No. :
.....
.....
 - (iv) पूर्ण आवासीय पता व दूरभाष संख्या / Full residential address with Tel. No. :
 - (v) In case of girl child please mention whether single girl child or not : Yes/No.
 - (vi) मूल वेतन सम्बद्ध वर्ष की १ अप्रैल को :
Basic pay as on 1st April of the year :
 - (vii) पिछले ७ वर्षों में हुए स्थानान्तरण की सं० :
No. of transfers during last 7 years :
 - (viii) माता-पिता की श्रेणी / Category of Parent :
6. स्थानीय अभिभावक का पता (यदि हो) :
Name & Address of local guardian (if any) :
7. अन्तिम विद्यालय जहाँ पढ़ा हो :
Name & address of the school last attended with class :
8. क्या यह केन्द्रीय विद्यालय था या मान्यता प्राप्त / अमान्यता प्राप्त विद्यालय था :
Whether it was a Kendriya Vidyalaya, Recognised / Unrecognised School :
9. विगत परीक्षा परिणाम / Result of last examination :
अंकों का प्रतिशत / Percentage of marks :
10. जिस कक्षा में प्रवेश चाहिए / Class to which admission is sought :
11. लिए जाने वाले प्रस्तावित विषय :
Subject proposed to offer :
12. क्या स्थानान्तरण प्रमाण-पत्र संलग्न है ? हाँ / नहीं
Whether the transfer certificate is attached Yes / No :
13. स्थानान्तरण प्रमाण-पत्र की संख्या व तिथि :
No. & Date of transfer certificate :
14. मातृ भाषा / Mother tongue : गृह नगर / Home Town :
15. क्या विद्यार्थी अनुसूचित जाति/जन जाति से है ?
Whether the student belongs of Schedule Caste / Tribes :

DECLARATION BY THE PARENTS

मैं एतद्वारा घोषणा करता/करती हूँ कि मेरे द्वारा दी गई उपर्युक्त सूचना मेरी जानकारी में सत्य है। मैं विद्यालय नियमों से प्रतिबद्ध रहूंगा/रहूंगी।
I hereby declare that the above information furnished by me are correct to the best of my knowledge. I shall abide by the rules of the Vidyalaya.

Date :

Signature of Parent

For Office Use Only

1. प्रमाणित किया जाता है कि मैंने आवेदन-पत्र और सम्बद्ध कागजातों की जाँच 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 निरीक्षणोंपरांत एवम् शुल्क प्राप्तोंपरान्त 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.	तिथि Date	निर्गत issued
प्रवेश शुल्क Admission Fee	शिक्षा शुल्क Tuition Fee	
विद्यालय विकास निधि V.V.N.	विज्ञान शुल्क Science Fee	
कम्प्यूटर शुल्क Computer Fee	योग रु० Total Rs.	

कक्षा उपस्थिति पंजिका में नाम दर्ज किया गया।

Name has been entered in the Class Attendance Register.

Note : Class teachers to verify the signature of Principal.

I/c Admission & to check the no. of enclosures.

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

Date :

Officer Incharge

FILE

Date :

Principle

ANNEXURE – I

Self-Declaration Format

I _____, Father/Mother of Master/Miss _____ age _____ years, resident of _____ (complete address), do hereby declare that the information given admission form of the admission in Kendriya Vidyalaya Cossipore 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 proved false / not true at any point of time, admission has be dimmed cancelled and will liable to punishment as per guidelines of KVS and the benefit accrued by me or my ward shall be summarily cancelled.

Date: _____

Place: _____

Signature of the Parent/Guardian _____

Undertaking – 1

I _____, Father/Mother of Master/Miss _____ age _____ years, resident of _____ (complete address), on admission of my ward do hereby undertake that I will abide by the rules and regulations of KVS as amended from time to time.

Date: _____

Place: _____

Signature of the Parent/Guardian _____

Undertaking – 2

I _____, Father/Mother of Master/Miss
_____ age _____ years, resident of
_____ (complete address),
do hereby undertake that I will not apply for TC of my ward before completion of
one academic session.

Date: _____ Place: _____

Signature of the Parent/Guardian _____

Undertaking – 3

I _____, Father/Mother of Master/Miss
_____ age _____ years, resident of
_____ (complete address),
do hereby undertake that all the information /documents submitted by me are
correct to the best of my knowledge. If anything is found to be false at any point
of time the school will have the right to take any appropriate decision.

Date: _____ Place: _____

Signature of the Parent/Guardian _____

Undertaking – 4

I _____, Father/Mother of Master/Miss
_____ age _____ years, resident of
_____ (complete address),
do hereby undertake that SC / ST / OBC-NCL in the name of my ward within 3
months of admission, failing which his/her admission will be automatically
treated as cancelled.

Date: _____ Place: _____

Signature of the Parent/Guardian _____

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
(With Name, Designation and Office Stamp)

स्थान/Place.....

दिनांक/Date.....

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

.....

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

.....

Self Declaration for distance between school and residence

I father/mother of
bearing Application Submission Codedeclare
that the radial distance between school and our residence
iskm.

Date:.....

Signature of the parent

स्थानांतरण संख्या प्रमाण पत्र / CERTIFICATE OF NUMBER OF TRANSFERS

मैं, नाम (रैंक / पदनाम) (कार्यालय), एतद द्वारा प्रमाणित करता / करती हूँ पिछले सात साल(31/3/2021) में एक स्थान से दूसरे स्थान पर मेरे (अंकों व शब्दों में) स्थानांतरण हुए जिनका विवरण नीचे दिया गया है ।

I,.....(Name).....(rank/designation) of (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, the details of which are given as under:-

स्थान से / Office /Unit and Place	अवधि दिनांक से / Date of joining the Office/Unit	अवधि दिनांक तक / Date of release from the Office/Unit	ठहरने की अवधि / Period of Stay (in months)	स्थान तक / Transferred Office / Unit and Place	दूरी (किमी)/ Distance between the two Office (in km)	स्थानांतरण आदेश संख्या / Transfer Order No.

मैं जनता /जानती हूँ कि यदि उपरोक्त तथ्य गलत पाए गए तो मेरा बच्चा केंद्रीय विद्यालय में प्रवेश के लिए अयोग्य हो जायेगा।

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

स्थान/ Place
दिनांक/ Date

माता /पिता के हस्ताक्षर
Signature of Parent

प्रतिहस्ताक्षर / Countersignature

में, नाम (रैंक / पदनाम) (कार्यालय), एतद द्वारा प्रमाणित करता / करती हूँ कि उपरोक्त विषय विवरण को कार्यालय-आलेखों से जांच लिया गया है व सही पाया गया है।

I, (Name).....(rank/designation) of (unit/ department) hereby certify that the particulars given in above have been authenticated by the records held in the office and found correct.

स्थान/ Place

दिनांक/ Date

सक्षम अधिकारी के हस्ताक्षर
(नाम, पद और कार्यालय की मोहर सहित)
Signature of Competent Authority
(with Name, Designation and Office Stamp)

कार्यालय का पूर्ण पता एवं दूरभाष संख्या

Complete Address and Telephone No. of Office

टिप्पणी / Note :

एक स्थान पर ठहरने की अवधि कम से कम छह मास होनी चाहिए।

1. Minimum period of posting / stay at a place should be minimum six months.

DIED IN HARNESS CERTIFICATE

प्रमाणित किया जाता है कि कुमार / कुमारी..... स्वर्गीय श्री / श्रीमती के पुत्र /पुत्री हैं जो (कार्यालय / विभाग) में नियमित रूप से सेवारत थे / थीं और उनका देहावसान सेवाकाल की अवधि में दिनांकको हो गया था।

Certified that Master/Miss Is the son.daughter of Late Sr./Smt. Who was regular employee of (Office/Department) and he/she died in harness (while in service) on(date).

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

स्थान/Place.....

दिनांक/Date.....

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

.....

SINGLE GIRL CHILD

Rs. 100/- Stamp paper (Notary) Affidavit

I.....aged.....years, Indian
Inhabitant occupationResident of
..... is mother/father of
..... Date of Birth..... Submitting
my undertaking to the Head of the Institution in Class I Vide KVS Admission Guidelines
2021)

- 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.....20.....

BEFORE ME

Explained and Identified by me,

Advocate