
Admission Notice for Class I

Session: 2022-2023

Parents who have applied for admission of their wards in KV Cossipore are hereby requested to arrange the following **documents immediately** to make the admission procedure **hassle free and fast during this ongoing heat wave**. They will be asked to produce all relevant documents within 1-2 days of start of admission process by school authorities failing which the next candidate in the list/waiting-list will be called for admission.

- Printout of the online registration form filled on KVS Online Portal.
- Recent passport size photograph of candidate attached in the registration form
- Birth certificate of candidate.
- SC/ST/OBC-NCL/EWS/BPL certificate from competitive authority of Candidate/Father
For RTE candidates proforma for Self Declaration Distance Between School And Residence available on KVS OLA portal(<https://kvsonlineadmission.kvs.gov.in/proformadocuments.html>)
- **Residential proof of parents.**
- **If admission is being sought on the basis of Service of parent** then in case of parents working under Category 1,2,3 and 4, a Service certificate of the parent in official letterhead duly signed and stamped by the head of office bearing the name, designation and other relevant particulars **in block letters** in proforma available on KVS OLA portal(<https://kvsonlineadmission.kvs.gov.in/proformadocuments.html>).
- In case of **parents working under category 1,2,3 and 4 and if parent has filled in transfer details in admission form** then a service certificate showing the number of transfers during the presiding 7 years duly signed and stamp by the head of office bearing the name, designation and other relevant particulars **in block letters** along with transfer orders with transfer details in proforma available on KVS OLA portal(<https://kvsonlineadmission.kvs.gov.in/proformadocuments.html>).
- Latest pay slips of last three months of parents of Category 1,2,3& 4 on the basis of which Admission is sought.
- No accommodation service certificate if parent is working in insurgency area.
- SGC affidavit from first class magistrate in **Rs. 100** non judicial stamp paper (in case of Single Girl Child only)
- Relation Proof in case of candidate/student is a ward of working KVS employee
- Differently abled certificates from Chief Medical Officer of government hospital clearly indicating type & percentage of disability.
- In case of **student is selected under RTE category** has to produce a certificate that there is no provision of reimbursement from his / her department(in case of working parents) regarding children education allowance if parent wants to avail RTE facilities
- A certificate of retirement for uniformed defence employees or PPO paper

Note:

- Mere registration will not confirm a right to admission.
- Incomplete application forms shall normally be rejected.
- In case vacancies remain Principal may allow completion of the form letter at his or her discretion.
- Admission secured on the basis of any wrong certificate shall be cancelled by the Principal forthwith and no appeal against such action of the Principal shall be entertained.