



शिक्षार्थ आइए , सेवार्थ जाइए

केन्द्रीय विद्यालय आदिलाबाद

पुरातन डी.एम.हाउस, निर्मिति केंद्र, दासनपुर,
आदिलाबाद-504001

KENDRIYA VIDYALAYA, ADILABAD

Old DM House, Nirmithi Kendra, Dasnapur
ADILABAD – 504 001

दूरभाष नं./ Telephone No.:- 08732 297010

ई-मेल/ E-mail : kvadilabad@gmail.com /

kvadbprincipal@yahoo.co.in

वेबसाइट / Website : <https://adilabad.kvs.ac.in>



स्वस्थ तन और स्वस्थ मन

खिलता रहे बचपन यौवन

गणना, पढ़ना और लिखना

शत प्रतिशत हमे है सीखना

"CARRY A BAG, DON'T CARRY A PLASTIC CARRYBAG"

GENERAL INSTRUCTIONS FOR OFFLINE REGISTRATION IN CLASSES VI AND VII

- For registration for admission in classes VI and VII, registration form will be accepted in offline mode through mail id- kvadilabadadmissions2020@gmail.com only.

Process of registration:-

- Download the registration form, which is attached with this page of general instructions.
- Fill the registration form accurately as per the valid documents and affix a recent photograph of the child.
- Scan the duly filled registration form and along with relevant documents and send it to the school mail- kvadilabadadmissions2020@gmail.com

List of required documents:-

1) **Birth Certificate:**

(a). For children whose permanent address lies in a municipal area, Form No 5 obtained from Mee-Seva will only be treated as DOB certificate.

(b). For children whose permanent address lies in a Form No 9 obtained from Gram Panchayat will only be treated as DOB certificate. **Except this no other documents like "community and Date of Birth certificate" or Aadhar will be treated in this regard.**

2) **Caste certificate:**

- It should be in the name of child only.
- Parents are requested to submit the caste (SC/ST) in the name of their child only also the name of the child, name of parents should be same as in DOB certificate.
- For OBC certificate the certificate should be in the format prescribed by Govt of India. BC-A, BC-B, BC-C, BC-D, EBC certificate will not be considered as valid for admission under OBC category.**

- 3) **Aadhar Card**: The name of child, the name of Father and Mother should be same in Aadhar card and DOB certificate. If it is not same, then kindly get it corrected and then upload.
- 4) **Income Certificate**:
- Income certificate should be in the name of child's parent and also mentioning child's name as per the format given.
 - It should not be in the name of a child.
- 5) **Residence certificate**:
- (a). For category V, Residence certificate obtained from Mee-Seva supported with copy of ration card in which child name should be mentioned will be accepted.
- (b). For Govt Employee, the Residence certificate of present residence and Permanent residence certified by their DDO/concerned office will be treated as Residence proof.
- (c) Those parents who are working in Armed forces & Paramilitary forces and are posted in Non-family station where nearby No K.V. is available have to provide the certificate of present Address of Adilabad & permanent Address from their head of Organization where they are presently posted.
- 6) **Blood Group**: Blood group report of a child obtained from any Hospital, blood center has to be submitted.
- 7) **Distance Certificate**: For students to be eligible for admission under RTE, they have to reside within 5km radius from KV Adilabad. In support of this, they have to submit a distance certificate in a proper format.

Note:-

- 1.** Google maps will be used to verify the distance of a child's home from our school.
- 2.** In every document, spelling and order of Name, surname of child & parents should be as per DOB only.
- 3.** No request for any change in future will be entertained by Vidyalaya administration.

Note: - In case of parent is a govt. employee, some additional certificates are also required, which are given below:-

- 1. Service certificate of a parent from their DDO/employer. (format attached with registration form)**
- 2. Transfer Certificate indicating no. of transfers in last 7 years (if any). (format attached with registration form)**
- 3. Salary certificate (slip) from the concerned DDO/employer.**



केन्द्रीय विद्यालय _____, सम्भाग _____

Kendriya Vidyalaya _____, Region _____

पंजीकरण प्रपत्र/Registration Form

Paste latest
Photograph of
ChildClass : Reg. No. :

1. विद्यार्थी का पूरा नाम (स्पष्ट शब्दों में)

Name of the Child in full (in Capital letters):

लिंग / Sex : पुरुष / Male स्त्री / Female तृतीय लिंग / Third Gender

2. जन्म तिथि (अंकों में) / Date of Birth (in figure) :

दिन / Day

मास / Month

वर्ष / Year

शब्दों में / In words :

3. 31.03.2021 तक आयु/ Age as on : 31.03.2021

वर्ष / Year

मास / Month

दिन / Day

4. बच्चे का रक्त समूह (Rh फैक्टर सहित) / Blood Group of the Child (With Rh Factor) :

5. बच्चे की सम्बंधित श्रेणी General SC ST OBC-CL OBC-NCL EWS BPL Diff. Abled SG Child

Category to which child belong: (Attach
Certificate*)

6. आधार कार्ड नंबर/Aadhar Card Number:.....

7. माता पिता का विवरण/Details of Mother& Father:

क्र.सं. S.No.		माता/Mother	पिता / Father
(i)	नाम (स्पष्ट शब्दों में)/ Name (In Capital Letter)		
(ii)	राष्ट्रीयता (Nationality)		
(iii)	व्यवसाय (Occupation)		
(iv)	कार्यालय का नाम, पूरा पता व दूरभाष / Name of the Office, Full Address & Telephone Number.		
(v)	पूर्ण आवासीय पता व दूरभाष (प्रमाण सहित)/ Full Residential Address & Telephone No. (With Proof)		
(vi)	विद्यालय से दूरी (कि.मी. में)/Distance from KV in KM.		
(vii)	मूल वेतन / Basic Pay		
(viii)	पिछले 7 वर्षों में स्थानान्तरण की संख्या/ No of Transfers in last 7 years (As on 31/03/2020)		
(ix)	माता-पिता की सेवा श्रेणी/ Service Category of Parent		
(x)	कर्मचारी कोड (यदि है तो) / Emp. Code (If Any)		
(xi)	E-Mail Id:		

- I certify that the above entries are true to the best of my knowledge.

दिनांक/Date:

अभिभावक के हस्ताक्षर/Signature of Guardian

सेवा प्रमाण-पत्र/SERVICE CERTIFICATE

(केन्द्रीय सरकार/Central Govt.)

प्रमाणित किया जाता है कि श्री/श्रीमती-----, पद-----

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

Certified that Shri/Smt.....Designation.....is working as regular employee in the office/Ministry of He/She is a regular employee of Defence Service /ITBP/ CRPF/BSF/NSG/SPG/CISF/SSB/Assam Rifles/Central Govt./Autonomous Body/Public Sector Undertaking fully financed /partially financed by 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 एवं दूरभाष संख्या _____

Complete address and Telephone No. of office _____

सेवा प्रमाण-पत्र/SERVICE CERTIFICATE

(राज्य-सरकार/State Govt.)

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

Certified that Shri/Smt..... is permanently 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 एवं दूरभाष संख्या _____

Complete address and Telephone No. of office _____

स्थानांतरण संख्या प्रमाण-पत्र/CERTIFICATE OF NUMBER OF TRANSFERS

मैं, _____ (नाम) _____ (रैंक/पदनाम) _____ (कार्यालय),
 एतद द्वारा प्रमाणित करता/करती हूँ पिछले सात साल (31.03.2021 तक) में एक स्थान से दूसरे स्थान पर मेरे
 _____ (अंको 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 :-

क्र. स. S. No.	कार्यालय/ यूनिट Office/Unit	स्थान Place	रैंक/पदनाम Rank/Designation	दिनांक/Date		ठहरने की अवधि Period of stay	आदेश संख्या Order No.
				से/ From	तक/To		
1.							
2.							
3.							
4.							
5.							
6.							
7.							

मैं जानता/जानती हूँ कि यदि उपरोक्त तथ्य गलत पाए गए तो मेरा बच्चा केन्द्रीय विद्यालय में प्रवेश के लिए
 अयोग्य हो जाएगा। I know that if the above-mentioned facts are found incorrect, my child will be disqualified for
 admission in Kendriya Vidyalaya.

माता/पिता के हस्ताक्षर
 Signature of Parent

प्रतिहस्ताक्षर/Countersignature

मैं, _____ (नाम) _____ (रैंक/पदनाम) _____
 (कार्यालय), एतद द्वारा प्रमाणित करता हूँ कि उपरोक्त विवरण को कार्यालय-आलेखों से जाँच 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 _____

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

कार्यालय का पूर्ण पता एवं दूरभाष संख्या _____

Complete address and Telephone No. of office _____

टिपणी/Note-

एक स्थान पर ठहरने की अवधि कम से कम छह मास होनी चाहिए।
 Period of posting/stay at a place should be minimum six months.

सेवा-कालीन मृत्यु प्रमाण-पत्र / DIED IN HARNESS CERTIFICATE
(केवल केन्द्रीय सरकार के कर्मचारियों के लिए/Only for Central Govt. Employees)

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
दिनांक -----को हो गया था।

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

स्थान/Place _____
दिनांक/Date _____

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

कार्यालय का पूर्ण पता एवं दूरभाष संख्या _____
Complete address and Telephone No. of office _____