



केंद्रीय विद्यालय ढेंकानाल
KENDRIYA VIDYALAYA, DHENKANAL

ग्राम –बनमाली प्रसाद, डाक - मंगलपुर

At: -BANAMALI PRASAD, Po: - MANGALPUR

जिलाढेंकानाल, ओडिशा, पिन-759015

Dist: DHENKANAL, ODISHA, PIN: 759015, PH No.: 06762-224281

E-mail: kvdhenkanaltown@gmail.com Affiliation No:1500026

Date – 10/09/2020

ADMISSION NOTICE

As per the letter no. F110331/02/2020/KVS(HQ)/(ACAD)/HRM(Quota) of Asst. Commissioner (Acad/Training) KVS HQ , New Delhi dated 09/09/2020, the name of the candidate mentioned below has been recommended under special dispensation scheme of Hon'ble HRM for session 2020-21 for admission in Kendriya Vidyalaya Dhenkanal.

S.No.	Name of the student	Father's Name	Class	KV with Code	Address
1	Bhagya Shree Baral	Arabinda Baral	III	KV Dhenkanal(1165)	Kantapahara, Gholapur, Banki, Cuttack

Therefore, concerned parent is requested to visit the Vidyalaya , with requisite documents for verification for admission of their ward by abiding SOP for COVID-19 in between school working hours on or before 14/09/2020 on working days. List of required documents is attached as Annexure-A.

(A.K. Mallick)
PRINCIPAL

List of documents to be submitted by the candidates for Admission in to Class-I
Session: 2020-21

1. Application form for Admission – Print on both sides and fill (Format enclosed)
2. Print out of the Registration Form/ **Application for admission in “KV Dhenkanal”** (The same was submitted online) , Please paste the Passport size photo of the child at the top of this Registration Form.
3. **ORIGINAL BIRTH CERTIFICATE** of the candidate issued by competent authority.
4. Differently Abled Certificate (Those selected under DA and for others where applicable) issued by competent authority
5. Original Caste Certificate (SC/ST/OBC-NCL) where applicable. – Certificate in the name of the parent will be accepted initially, but the same in the name of the child should be submitted within three months of admission. An undertaking to this effect should be given (Format enclosed) – OBC Certificate should be issued on or after 01/01/2017. (**SEBC Certificate will not be accepted in lieu of OBC Certificate**).
6. Those claiming Single Girl Child (SGC) should submit the latest **ORIGINAL** affidavit (Format enclosed)
7. Those claiming their Family income group as Economically Weaker Section (EWS) should submit the valid **“INCOME AND ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS”** issued by the competent authority during this Financial Year in the name of either of the parent/Child. (INCOME CERTIFICATE, Ration Card , BPL Card etc. **will not be accepted in lieu of this**).
8. Those claiming their Family income group as Below Poverty Line (BPL) should submit the valid **“BPL Card”** issued by the competent authority – This should be issued in the name of either of the parents and the name of the child should be mentioned as a member of the family and the same should be countersigned by the competent authority during this Financial Year. (INCOME CERTIFICATE, Ration Card etc. **will not be accepted in lieu of this**).
9. Blood Group Certificate of the candidate.
10. Original Proof of Residence – As indicated in your Application (Any Govt. approved residential address like Bank Pass Book, Gas Bill, Electricity Bill etc. in the name of either of the parent. In case of Rented House proper RENT Agreement and a copy of the Electricity Bill of the House Owner).
11. Service Certificate (**ORIGINAL**) issued by the competent authority with complete address and office Phone Number– For those who have mentioned their Service category as 1/2/3/4. Transfer Certificate counter signed by the competent authority (ORIGINAL) and copy of Transfer Orders (The entries should be as it is mentioned in the online application) - Where applicable (Format Enclosed). : Ex-Service Men should submit the copy of their discharge Book and PPO and the Transfer Certificate should be signed by the Rajya/Zilla Sainik Board or any authority competent to issue the same.
12. Certificate from the DDO/Competent Authority (**ORIGINAL**) stating the nature of employment and Pay details of the employee- For those who have mentioned their Service category as 1/2/3/4. (Format enclosed)
13. Service Id Card/Last month Pay Slip - For those who have mentioned their Service category as 1/2/3/4.
14. Filled in “Declaration of submission of Documents” , “Declaration of Distance “ (Format enclosed)
15. “Undertaking for Submission of SC/ST/OBC-NCL Certificate in the name of the Child” (Format Enclosed)

16. Aadhar Card of the Child, Father, Mother (If available)
17. Two passport size photographs of the candidate.
18. Any Other if applicable
19. Document Verification Form indicating the documents submitted (Format Enclosed).

NOTE:

1. One set of self-attested photo copies of all the documents mentioned above should also be submitted at the time of verification
2. Fee slip will be provided after verification of documents and the same will be deposited either online or in UBI branch.
3. All required documents as mentioned in KVS admission guidelines 2020-21 under Part C (Procedure for admission) section 3 (Documents) to be submitted



केन्द्रीय विद्यालय Kendriya Vidyalaya

प्रवेश के लिए प्रार्थनापत्र APPLICATION FOR ADMISSION

- क्रम सं० Sr.No.
1. विद्यार्थी का पूरा नाम Name of Student
 2. ईस्वी संवत् में जन्म-तिथि (अंकों में)
Date of Birth (in figures)
 3. आयु (प्रसंगाधीन वर्ष की 31 मार्च को) वर्ष माह दिन
Age (as on 31st March of the Year) Year Month Days
 4. ब्लड ग्रुप Blood Group आधार नं० Aadhar No.
 5. राष्ट्रीयता Nationality
 6. माता-पिता का ब्यौरा : माता पिता
Details of Parents : Mother Father
 - (i) पूरा नाम Full Name
 - (ii) व्यवसाय Occupation
 - (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) मोबाईल नं० Mobile No.
 - (vi) मूल वेतन सम्बद्ध वर्ष की 1 अप्रैल को
Basic pay as on 1st April of the year
 - (vii) प्रसंगाधीन वर्ष के 31 मार्च तक पिछले
7 वर्षों में हुए स्थानान्तरणों की संख्या
No. of transfers during last 7 years
 - (viii) माता-पिता की श्रेणी Category of parent
 7. स्थानीय अभिभावक का पता (यदि हो)
Name & address of local guardian (if any)
 8. अन्तिम विद्यालय जहां पढ़ा हो
Name & address of the school last attended with class
 9. क्या यह केन्द्रीय विद्यालय था या मान्यता प्राप्त/अमान्यता प्राप्त विद्यालय था
Whether it was a Kendriya Vidyalaya, Recognised/Unrecognised School
 10. विगत परीक्षा परिणाम Result of last examination
 - अंकों का प्रतिशत Percentage of marks
 11. जिस कक्षा में प्रवेश चाहिए Class to which admission is sought
 12. लिये जाने वाले प्रस्तावित विषय
Subject proposed to offer
 13. क्या स्थानान्तरण प्रमाण-पत्र संलग्न है ? हां/नहीं
Whether the transfer certificate is attached ? Yes No
 14. स्थानान्तरण प्रमाण-पत्र की संख्या व तिथि
No. & Date of transfer certificate
 15. मातृ भाषा Mother tongue गृह नगर Home Town
 16. क्या विद्यार्थी अनुसूचित जाति/जनजाति से है ?
Whether the student belongs to Scheduled Caste / Tribe

DECLARATION BY THE PARENTS

मैं एतद्वारा 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 प्राप्तोपरांत 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

तिथि

निर्गत

Fee Receipt No.

Dated issued

प्रवेश शुल्क

शिक्षा शुल्क

Admission Fee

Tuition Fee

छात्र निधि

विज्ञान शुल्क

Pupils Fund

Science Fee

योग रु०

Total Rs.

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

खण्ड

है ।

The S.R. No. of the student is Vol.

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 :

AFFIDAVIT FOR SINGLE GIRL CHILD

On 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

CERTIFICATE FROM THE DDO/COMPETENT AUTHORITY

I Sri/Smt./Ms. _____ (Name of the Employer/DDO),
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 Dhenkanal.

01	Name of the Child to be admitted (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	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/ State Government Autonomous Body/ PSU fully or partially finance by the state govt. (To be written clearly)	
09	Recent Pay/Salary of the Employee with proper Split up	(i) Basic Pay : _____ (ii) Grade Pay / Level : _____ (iii) DA : _____ (iv) HRA : _____ (v) Any Other _____
10	Whether the employee is drawing the consolidated pay	YES / NO

Place: _____

Date: _____

Signature of the Certifying Authority with Seal

Office Seal

Complete Address of the Office:

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 31.03.2020) 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)

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)

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 Dhenkanal 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 : _____

SELF DECLARATION (About Distance)

I _____ Father /Mother of Master/Miss
_____ age _____ years , bearing Application Submission
Code : _____ Present resident of

(Complete Address) , do hereby declare that the radial distance between Kendriya Vidyalaya Dhenkanal and our residence is _____ km .

Date : _____ Signature of the Parent Place : _____
Mobile No : _____

UNDERTAKING

(Submission of SC/ST/OBC Certificate)

I _____ (Name of the Parent) do hereby declare that I will submit the Caste Certificate ((SC/ST/OBC (CL/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 of my ward in Kendriya Vidyalaya Dhenkanal. If I fail to submit the same in the name of my child within this period the admission of my ward will be summarily cancelled.

Date : _____

Signature of the Parent

Place : _____

Mobile No : _____

VERIFICATION OF DOCUMENTS

PART-A (Details of the Child)

1. Name of the Child : _____
2. Class to which admission sought : I (Class One)
3. Application Submission Code : _____
4. Selected under the category of : RTE/Cat-I/Cat-II/SC/ST/OBC(NCL)/DA/SAQ
5. Serial Number in the Selection List : _____

PART-B (List of Documents submitted by the parent)

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

Sno	Name of the Document	Yes/ No	Remarks
1	Application form for Admission		
2	Hard Copy (Print out) of the Online Application Form		
3	Birth Certificate		
4	Handicapped Certificate (Specify % of disability and type of handicapped in Remarks Column)		
5	Caste Certificate (SC/ST/OBC-NCL) –(Specify whether in the name of the child or parent in Remarks Column)		
6	For Single Girl Child Affidavit (ORIGINAL) – (Specify the date of issue in Remarks Column)		
7	Income & Asset Certificate for Claiming Economically Weaker Sections (Please specify the date of issue in remark Column)		
8	BPL Card (Specify BPL Card no. in Remarks Column)		
9	Copy of Residence Proof (Specify Name of the Document in Remark 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	Transfer Orders (Specify number of transfers in preceding 7 years as on 31.03.2020 in the remarks column)		
12	Certificate from DDO/Head of the Office (ORIGINAL) (Specify in the Remarks column type of the employee as in column-7 of the certificate)		
13	Service Id Card/Last month Pay Slip		
14	For Ex-Service Man copy of /Discharge Book and PPO (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	Filled in “Declaration of submission of Documents” , “Declaration of Distance “ undertaking for Submission of SC/ST/OBC-NCL Certificate in the name of the Child”		
17	Aadhar Card of the Child (Write the Aadhar Number in remark Column)		
18	Aadhar Card of Father(Write the Aadhar Number in remark Column)		
19	Aadhar Card of Mother(Write the Aadhar Number in remark Column)		
20	2 Passport Size Photographs		

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)

Verifying Officer -1

Verifying Officer-2

Remarks:

Signature:

Name & design. :

I/C Admission

Counter Signed by the Principal