

KENDRIYA VIDYALAYA HINJILICUT

LIST OF DOCUMENTS REQUIRED FOR ADMISSION - 2019-20

CLASS-1

1. **Date of Birth Certificate** – Issued by Competent Authority (Registrar – Birth/Municipal Corporation/Gram Panchayat Sachiv/Military Hospital).
2. **Caste Certificate** (SC/ST/OBC) - Issued in the name of child/Parents.
3. **Proof of Residence**.
4. **Service Certificate** (If applying under Service Cat. I to IV) with details of Transfers within last 07 years (Issued by Office/Dept. Head with stamp) in prescribed format of Annexure 1 given below
5. **IF APPLYING UNDER RTE (BPL/EWS):**
 - BPL card (In the Name of candidate's father/mother only)
 - Patrata Parchi – latest (issued by Ration Shop)
 - Income Certificate (Issued by Competent Authority)
6. **Discharge Papers and PPO** (If Uniformed Ex Servicemen)
7. **IF APPLYING UNDER SINGLE GIRL CHILD QUOTA:**
 - Original Affidavit (100/- stamp paper)
 - Ration Card showing family details
8. **Disability Certificate** (Issued by Competent Authority) – If Applicable
9. **Aadhar Card** of the child.
10. **Distance Certificate** (from Residence to school – Self Declaration by parents)
11. Relationship Certificate (In case of Grandchildren of Hon'ble MP/ KVS employees)
12. Recent TWO Passport size Photograph of the child.
13. ***Admission date and time: from 10/04/2019 to 20/04/2019 (during all working days) between 10:30 A.M. to 12:00 P.M.***

HELPDESK

FOR ANY HELP, CONTACT OUR HELPDESK

Name	Contact Number
MR. MANAS RANJAN PRUSTI	9778820890
MR. SUBRAJIT NAYAK	8249525746

Email: kvhinjilicut@gmail.com

Website: www.kvhinjilicut.org.in

SERVICE CERTIFICATE

This is to certify that Mr. / Mrs. _____ is a regular employee of Govt.of Odisha/ India working in the department of _____ as _____ w.e.f _____. He/She has been drawing the salary from the consolidated fund of Govt.of Odisha/India and working on the pay band/ level of _____ as per the recommendation of 6th CPC / 7th CPC. His / Her current basic salary per month is _____. He/She is a GPF/CPF/PRAN optee having number _____. He/She is having _____ number of transfer during the preceding 07 (seven) years.

This certificate is issued for the purpose of admission of admission of his / her son/daughter _____ in class _____ at KV Hinjilicut, Ganjam. The name of the child has been mentioned as a dependent child in the service record of Sh/Smt/Ms. _____.

Date:

Signature of the Head of the Office
with Name & Designation

Office Seal:

Phone No.:

SELF-DECLARATION FOR DISTANCE BETWEEN SCHOOL AND RESIDENCE

I father / mother of
..... bearing Application
Submission Code declare that the
radial distance between school and our residence is k.m.

Date:
.....

Signature of the parent