

KENDRIYA VIDYALAYA PICKET, SECUNDERABAD
INSTRUCTIONS TO PARENTS FOR ADMISSION INTO CLASS – I, 2022-23
(DATE : 29-04-2022)

**** (Mere appearance of the name in the provisionally selected list for Admission into class-1 will not give any right of admission.)**

The provisional admission will be confirmed subject to the satisfactory submission of the documents mentioned below:

- 1) Print out of the online application should be submitted at the time of admission.
- 2) One set of Xerox copies of all the required documents are to be brought for submission.
- 3) The original Date of Birth certificate ISSUED BY COMPETENT AUTHORITY with child's name.
- 4) Passport size photograph of the Child.
- 5) Original Caste Certificate (in case of SC ,ST & OBC) on the child's name, issued by the competent authority.
(If not available on child's name, the Caste Certificate of either parent is accepted initially for one month).
- 6) Original Discharge Certificate (for Ex – Servicemen - for verification).
- 7) Original Affidavit in case of single girl child **attested by the First class Magistrate.**
- 8) Original Certificate In case of BPL / EWS candidates issued by competent authority .
- 9) Aadhar card of the child is to be produced.
- 10) Proper medical certificate issued by the competent authority showing the percentage(%) of disability of the child (For Differently Abled Children)
- 11) **Service certificate of the parent concerned on separate letter head of the office concerned with the name of the signing authority written clearly in capital letters with office phone number and mobile, if possible. The employee ID Card of the parent concerned (Xerox copy) should also be submitted. (applicable for government employees only.)**

12) For proof of address, quarter allotment letter or letter issued by employer/ gas bill/ electricity bill in the name parent only accepted.

13) Schedule of admissions is as follows :

Serial number as in admission list	Date of Admission	Time
RTE,DA(ST, SC, OBC, GENERAL) ,SGC, CAT-I	30-4-2022 to 05-05-2022	9:00 AM TO 1:00 PM

14) If the admission is not taken as per the schedule shown above, the admission will automatically get cancelled and will be given to the wait listed candidates.

**** Parents will attend without the child for the purpose of admission.**

Note: No Guardian will be permitted to complete the admission process.

The fees to be paid for one term (April to June – 3 months)

Admission fee : Rs 25/-, VVN : Rs 1500/-, Total : Rs 1525/-

**Sd/-
Principal**