

# **KENDRIYA VIDYALAYA NO 1, DELHI CANTT.**

## **NOTICE FOR LOCAL TRANSFER (2023-24)**

Application is invited from parents for Local transfer (i.e from one kv to other kv in Delhi region)

### **A. GROUND OF APPLICATION FOR LOCAL TRANSFER AS MENTIONED BELOW-**

- Allotment of physical possession of govt. accommodation
- Parent transfer (category I TO IV)
- Shifting of own house
- Sibling cases
- Any other reason.

### **Student of KV. No 01 Delhi Cantt, who wants to apply for local transfer may:**

- Step 1: Submit your duly filled application forms (in duplicate) in prescribed format with required self-attested documents from **28<sup>th</sup> March 2023 (after declaration of Result) to 1<sup>st</sup> April 2023** to concerned Class Teacher.
- Step 2 : Application Form/ Local transfer form for Classes II to XII will be submitted in Primary Wings of concerned Shift.
- Timings for Shift I : 08:00 am to 09:30 am**  
**Timings for Shift II : 11:30 am to 01:00 pm**
- Local transfers forms may be downloaded from KV NO 1 DELHI CANTT website:  
(<https://no1delhicantt.kvs.ac.in>)

### **Instruction to submit the local transfer form-**

- If student wants local transfer due to sibling basis-  
Following forms will be submitted to the concerned class teacher
  - Local transfer form(A&C PERFORMA)
  - Fee receipt of both siblings
  - Residential address proof
- If student wants local transfer due to parents transfer/Quarter allotment(Govt emp. only)  
Following forms will be submitted to the concern class teacher
  - Local transfer form ( Performa A only)
  - Fee receipt of child
  - transfer certificate / Quarter Allotment order
- If student wants local transfer due to other reason not mentioned above –  
Following forms will be submitted to the concern class teacher
  - Local transfer form ( Performa A only)
  - Fee receipt of child
  - Valid document for reason of getting transfer

**NOTE: These complete bunch of documents will be submitted in KV No 1 Delhi Cantt only.**

- Application forms are available on School website (<https://no1delhicantt.kvs.ac.in>)**
- Local transfer on the basis of KV T.C is based on merit as per approval of Deputy Commissioner, Delhi Region. Mere application for local transfer don't confers right to get permission for local transfer.
- Transfer certificate from Kendriya Vidyalaya may be issued only after approval of local transfer from the Deputy Commissioner, Delhi Region.
- Information regarding approval of application local transfer will be displayed on Vidyalaya Website as well as on Notice Board, as and when received from KVS, Delhi, Region, Regional office.

**PRINCIPAL**



## Local Transfer Application 2023-24

(To be filled by Parent/Guardian)

Name of the Present KV _____		Shift: _____		
1	Name of the Student			
2	Class (stream in case of class XI & XII)			
3	Date of Admission in present KV			
4	Mother's Name & mobile no.			
5	Father's Name & mobile no.			
6	Email ID of Father/Mother			
7	Parent's Department (Central/State/Any Other)			
8	Category of parent (I,II,III,IV,V/VI)			
9	Whether admission under RTE? (Yes/No)			
10	Present Address			
11	Name of KV where transfer is requested. (Mention atleast 3 KVs in nearby localities according to preference)	1.	2.	3.
12	<b>Reason for seeking Transfer: Please tick (✓) wherever applicable:-</b>			
	(a) Parents' transfer (Cat. I to IV only) ( ), (b) Sibling Case* ( ), (c) Shifting to own house ( ), (d) Shifting to rented accommodation ( ), (e) Any other (Mention reason) _____			

Certified that the above information is correct to the best of my knowledge and if at any stage the information submitted is found to be wrong /incorrect, I shall forfeit my claim for Local Transfer of my Ward.

(SIGNATURE OF THE PARENTS WITH DATE)

Certified that the above case is forwarded after verifying the details with the help of records and relevant papers.

(SIGNATURE WITH SEAL)

**Class Teacher:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**PRINCIPAL**  
(Present KV where student is studying)

\*Note: In case of sibling, Proforma C is to be filled and verified by the concerned Principal.



(To be filled by KV where sibling is studying)

In case the transfer is sought on **Sibling** basis, the following details are required to be filled:

**Details of Sibling:**

1	Name of KV with shift	
2	Name of student	
3	Class (with stream in case of Class XI and XII)	
4	Relation (Brother/Sister)	
5	Date of admission	
6	Name of mother with mobile no.	
7	Name of father with mobile no.	

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Certified that the above case is forwarded after verifying the details with the help of records and relevant papers.

(SIGNATURE WITH SEAL)

**Verified by Class Teacher:**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**PRINCIPAL**  
(KV where sibling is studying)



केन्द्रीय विद्यालय न. 1 दिल्ली कैंट

स्थानीय स्थानांतरण हेतु सूचना

सभी अभिभावकों को सूचित किया जाता है कि सत्र 2023-24 में विद्यार्थियों के स्थानांतरण के लिए 28/03/2023 (Result घोषित होने के बाद) से 01.04.2023 तक आवेदन विद्यालय में जमा किया जाएगा | 28/03/2023 से पहले इससे संबंधित कोई भी आवेदन स्वीकार नहीं किया जाएगा |

प्राचार्या