



केन्द्रीय विद्यालय संगठन(अहमदाबाद संभाग)
KENDRIYA VIDYALAYA SANGATHAN(AHMEDABAD REGION)
सेक्टर-30, गांधीनगर(गुजरात)
ज्ञानदीप GYANDEEP, SECTOR 30
GANDHINAGAR(GUJARAT)
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F 120331/5/17/KVS/RO/AHMD/ACAD

Date : 20-06-2017

The Principal
Kendriya Vidyalayas
Ahmedabad Region

E-mail only

Sub : Local Transfer of students from one KV to another KV within the same station during 2017-18 - Regarding

Madam / Sir,

.....
Making a reference on the subject cited above, you are hereby intimated that cases of local transfer of students from one KV to another KV of the same station will be considered by this office in the **second / third week of August, 2017**. You are, therefore, requested to notify the same for information of all the concerned parent / guardians.

Further, the applications of the parents seeking local transfer of students should be considered by following the procedure mentioned below:-

- 01 The Local Transfer Application form enclosed herewith is to be prepared in sufficient number of copies and made available to the parents on request w.e.f **27.6.2017**.
- 02 Principal of the KV where the child is presently studying will keep one copy of the application for records, and after endorsement, send remaining 03 copies to the Principal of the KV where admission is desired by the parent on first priority.
- 03 Principal of the KV where admission is desired will send one copy complete in all respect to this office after his/her endorsement, keeping a copy in the Vidyalaya records and hand over one copy to the parent concerned.
- 04 All the cases of local transfer will be sent to this office in one lot by the Principal at Sr No. 03 latest by **4.7.2017** .

- 05 Preference for local transfer will be given as per the details given below:-
- (i) Allotment of Govt. accommodation in recent past.
 - (ii) Shifting of residence to their own house.
 - (iii) Brother/Sister is studying in the KV where local transfer is sought (excluding those admitted during 2016-17).
 - (iv) Medical cases with valid medical certificates.
 - (v) Distance from the KV/nearest to KV.
 - (vi) Any other valid reason as deemed fit.
- 06 The trend of recommending shifting cases of Category V students may be discouraged as of now it has become a routine matter people get entry in a KV even if the KV is not their choice and later on try to shift their choice place by taking recommendations from MLA/MP/higher officers of KVS(HQ)/various Ministries etc. In case such cases come under scrutiny, the parents may be advised in a patient manner showing the rule position and don't send such cases to RO for the sake of taking responsibility at Vidyalaya level.
- 07 A Screening Committee may be constituted at Cluster level and send the applications so received in respect of your Vidyalaya under the Cluster KV In-charge wherein the Cluster In-charge will appoint a Sub Committee and scrutinize the applications and thereafter send only genuine local transfer cases to RO for further action at RO level.
- 08 No local transfer cases will be considered after **31.7.2017**. This information about the local transfer dates etc. may be put prominently on your Vidyalaya **Notice Board / Website**.

Yours faithfully,

AP Bhalla
(AP BHALLA) 19/6/17

DEPUTY COMMISSIONER

Encl: as stated

Copy to :-

The Cluster In-charge Principals, **KV No.3 Gandhinagar Cantt/ No.1 Ahmedabad/ AFS Baroda / No.1.Surat/VV Nagar/ Porbandar/ Dhrangadhra/AFS Jamnagar** with the request to scrutinize the local transfer applications so received **and send to RO only genuine cases for further action at RO level**.

AP Bhalla
DEPUTY COMMISSIONER

KENDRIYA VIDYALAYA SANGATHAN – AHMEDABAD REGION

APPLICATION FOR LOCAL TRANSFER FOR THE YEAR 2017-18

- 01 Name of the pupil(in capital letters) :
- 02 Class in which the child is studying during 2017-18. :
- 03 KV where studying :
- 04 Date and Class of initial admission in present KV :
- 05 Category of the parent (as per KVS Admission Guidelines) :
- 06 Name of the Vidyalaya to which local Transfer is sought (order of priority) :
- (i) _____
- (ii) _____
- (iii) _____
- 07 Present residential address : _____

- 08 Reason for requesting transfer(full particulars to be furnished along with supporting documentary proof)

- 09 If brother/sister of this pupil is studying in other KV, details thereof(certificate from the Principal of the KV to be submitted).
- Name of the brother / sister : _____
- Class : _____
- Name of KV : _____
- Date of admission : _____
- 10 List of enclosures :
- (Certified that the information furnished above is true to the best of my knowledge).

Signature of the parent
Name:

Date :

CERTIFICATE FROM THE PRINCIPAL OF KV WHERE THE STUDENT IS PRESENTLY STUDYING

This is to certify that Mast/Km _____, son/daughter of Sh/Smt _____ presently studying in Class _____ and average enrolment of the Class as on date is _____. Date of his/her initial admission in this KV was _____. The address furnished by the parent in the application for admission at the time of admission is _____

_____.

The no. of days KV worked _____ and the number of days the student attended during the academic year 2017-18 (till date are) _____.

Date : _____

Signature of the Principal
with seal

CERTIFICATE FROM THE PRINCIPAL OF KV OF FIRST PRIORITY TO WHICH LOCAL TRANSFER IS SOUGHT

Certified that the average enrolment of Class _____ of this Vidyalaya as on date i.e _____ is _____. This school has no objection / has objection to take the above student(if approved) because _____
_____.

Signature of the Principal with seal

Date : _____