

KENDRIYA VIDYALAYA SANGATHAN, ERNAKULAM REGION
APPLICATION FOR LOCAL TRANSFER 2023-24

1. Name of the student :
2. Class & section/ Stream :.....
3. Present KV :.....
4. Date of admission :.....
5. Class to which admitted ;.....
6. Service Category of the parent :
7. Ground of admission (Priority category, RTE, Reservation, Special Provision etc.) :
.....
8. Address at the time of admission (As per admission records)
.....
.....
.....
.....
9. Name of KV in which admission is sought
 - 1.....
 - 2.....
 - 3.....
10. Reason for local transfer (put tick)
 1. Transfer of Parent (attach transfer order)
 2. Change of residence (Attach Quarter allotment letter / Ownership Certificate) [*change of address due to change in rental house will not be considered*]
 3. Sibling in another KV
 4. Any other Genuine reason (attach proof)
11. Details of documents attached to support the above claim:

12. If sibling is studying in the KV, give details

Name of the sibling:..... Class:..... Section.....

Date of admission..... Name of KV.....

Ground of admission

.....

Name of parent:

Signature of Parent:

Mobile No.

.....

Certificate to be issued by the KV in which the student is presently studying

1. Name of student. Class..... Section

Service Category of parent:..... Date of admission

Address at the time of admission:.....

.....

2. Ground of admission:.....

(To be verified by Class Teacher)

Signature of Principal with seal

Certificate to be issued by the KV in which the Student seek Local Transfer

1. Class to which admission is sought :

2. Average strength of the class- as on 30.06.2023:.....

3. Recommendation of the Principal:

Signature of Principal with seal

For Regional Office

1. Local Transfer Recommended / Rejected:

2. KV in which local transfer permitted :

3. Remarks :

Signature of Assistant Commissioner:

Signature of Deputy Commissioner