



केन्द्रीय विद्यालय संगठन (क्षेत्रीय कार्यालय)

क. कामराज रोड, बंगलूरु-560 042

केन्द्रीय विद्यालय संगठन (क्षेत्रीय कार्यालय)

क. कामराज मार्ग, बंगलूरु - ५६००४२

Kendriya Vidyalaya Sangathan (Regional Office)

K. Kamraja Road, Bengaluru - 560042

(An Autonomous Body Under MOE, Government of India)

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Fax: 080-25578487/25514054

Website: www.robangalore.kvs.gov.in

Email: dcrobangalore@kvsedu.org/dcrobangalore@gmail.com

F. 13331/Adms/KVS(BGR)/2021-22/

Dated: 17.08.2021

The Principal,
Kendriya Vidyalayas
(Bengaluru / Mysore / Mangaluru / Hubballi / Belagavi)

Only By E.mail

Sub: Local Transfer of students from one KV to another KV within the same station
during 2021-22 - reg

Madam/Sir,

With reference to the subject cited above, Making a reference on the subject cited above, this is to inform you that the case of local transfer of students from one KV to another KV of the same station, will be considered by this office in the 3rd / 4th week of Setember-2021.

You are therefore, requested to inform the same for information of all the concerned parents / guardians. Mere applying for local transfer will not confer right to get local transfer.

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

1. Local transfer application form enclosed herewith is to be prepared in sufficient number of copies by the KV and made available to the parents on request w.e.f. **23.08.2021** (Monday). **Students admitted during the current session (2021-22) are NOT ELIGIBLE to apply for local transfer except if there is a change in the Govt. Accommodation.** The Principal of the KV where the child is presently studying will furnish the following details in the application form.
 - a. Date of First Admission of the Child
 - b. Class and academic year in which the child was initially admitted.
 - c. Category of the parent
 - d. Department of the parent.
 - e. Reasons for compelling the parents to apply for Local Transfer.


- **Issue and Collection of Forms by school from parents** – **23.08.2021 to 06.09.2021**

- Last date of submission of forms to KVS (RO) by schools – 14.09.2021

2. Principal of the KV where the child is presently studying will keep **one copy** of the application for records, and after endorsement, send remaining **three copies** to the Principal of the KV where admission is desired by the parent on first priority.
3. Principal of the KV where admission is desired will send one copy complete in all respect to KVS (RO) with his complete remarks / recommendation, keeping a copy in the Vidyalaya records and hand over one copy to the parent concerned without fail.
4. All the cases of local transfer will be sent to this office in a lot **serially numbered along with the enclosed excel format** (Soft copy) to **acadrobangalore@gmail.com**, in single lot **by the Principal at Sr. No.3 by 14.09.2021 (Tuesday)**.
5. 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 **2021-22**)
 - (iv) Medical cases with valid medical certificates
 - (v) Distance from the KV/nearest to KV
 - (vi) Any other valid reason as deemed fit
6. No local transfer applications will be entertained after 14.09.2021 (Tuesday). This information about the local transfer dates etc. may be put prominently on your vidyalaya **Notice Boards / Website**.

This issues with the approval of the Deputy Commissioner.

Yours faithfully,


(G. A. NARASIMHAM) 17/08/21
Assistant Commissioner

Encl: As above

KENDRIYA VIDYALAYA SANGATHAN – BENGALURU REGION
APPLICATION FOR LOCAL TRANSFER FOR THE YEAR 2021-22

- 01 Name of the pupil(in capital letters) :
- 02 Class in which the child is studying during :
2021-22
- 03 KV where studying :
- 04 Date and Class of initial admission in :
present KV
- 05 Category of the parent (as per KVS : Cat I/II/III/IV/V/VI
Admission Guidelines – Please tick)
- 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.

Date: _____

Signature of the parent
Name:

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 2021-22 (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
is _____ per section. This school has no objection / has objection to take the above
student(if approved) because _____

Date : _____

Signature of the Principal with seal