

KENDRIYA VIDYALAYA SANGATHAN, KOLKATA REGION

Application for Local Transfer for the session 2022-23

(To be submitted in Triplicate in the KV where the student is presently studying by the parents)

1. Transfer sought from KV, ..... to KV,  
.....

2. Name of Student (Capital letter) :

3. Sex :

4. Father's name :

5. Class in which the child is studying (2022-23) :

6. Reason for seeking transfer :

(Enclose the documentary evidence. Medical ground cases should be supported by valid Medical documents issued by the Govt. Hospital/AMA/CGHS).

7. (a) Residential address at the time of admission \* :

(b) Present residential address \* :

(\*Attach any one: Xerox copy of Gas connection, Ration Card, Voter I.D. Card/ Aadhaar Card/Allotment of Quarter in case of Govt. accommodation, Driving license as a proof of residence address)

8. Signature of the parent/guardian with date :

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(To be filled in by the KV where the student is studying)  
(After filling three copies, two copies are to be sent the KV where local transfer is sought)

1. From which session the child is studying in the KV :

2. Whether the child was admitted on transfer or on fresh admission: On Transferred / As fresh (tick appropriately)

3. Category of the parent (as per school record) :

4. Remarks/recommendation of the Principal :

Signature of Principal  
With seal

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(To be filled in by the KV where local transfer is sought)  
(After filling up two copies, one copy is to be sent to KVS RO Kolkata)

1. Enrolment as on date in the Class in which transfer is sought : No. of section:

2. Remarks/Recommended/Not recommended of the Principal :

Signature of the Principal with seal [To be sent to KVS RO Kolkata along with all documents]