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केन्द्रीय विद्यालय संगठन

KENDRIYA VIDYALAYA SANGATHAN

GUIDELINES FOR ADMISSIONS IN
KENDRIYA VIDYALAYAS
(2023-24 & Onwards)

KENDRIYA VIDYALAYA SANGATHAN

NEW DELHI

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GUIDELINES FOR ADMISSION IN KENDRIYA VIDYALAYAS

PART- A

GENERAL GUIDELINES

1. In supersession of all the guidelines governing admissions in Kendriya Vidyalayas that have been issued in the past, the following guidelines are issued to regulate admissions in the Kendriya Vidyalayas with effect from the academic session 2023-24 & onwards. These guidelines are not applicable to Kendriya Vidyalayas located abroad and Dr. Rajendra Prasad Kendriya Vidyalaya, President Estate, NewDelhi-110004.

2. **DEFINITIONS**

Unless the context suggests otherwise, the definition of the following terms used in these guidelines would be as below: -

(i) **CENTRAL GOVERNMENT EMPLOYEES**: An employee who is regular (i.e. an employee working on that post sanctioned by the Government in substantive capacity) and draws his emoluments from the Consolidated Fund of India.

(ii) **TRANSFERABLE**: An employee who has been transferred at least once in the preceding 7 years shall be deemed to be transferable.

(iii) **TRANSFER**: An employee would be treated as transferred only if he/she has been transferred by the competent authority from one place/urban agglomeration to another place/urban agglomeration which is at a distance of at least 20 Kms. And minimum period of stay at a place should be six months.

(iv) **AUTONOMOUS BODIES / PUBLIC SECTORUNDERTAKINGS***:* Organizations which are fully financed by the government or where the government share is more than 51 per cent would be deemed to be autonomous bodies/ public sector undertakings.

(v) **SINGLE GIRL CHILD**: Single Girl Child means the only child i.e. only girl child to the parents, with no other siblings.

3. PRIORITIES INADMISSION

The following priorities shall be followed in granting admissions: -

(A) KENDRIYA VIDYALAYAS UNDER CIVIL/DEFENCESECTOR:

1. Children of transferable and non-transferable Central government employees and children of ex- servicemen. This will also include children of Foreign National officials, who come on deputation or transfer to India on invitation by Govt. of India.

2. Children of transferable and non-transferable employees of Autonomous Bodies / Public Sector Undertaking/Institute of Higher Learning of the Government of India.

3. Children of transferable and non-transferable State Government employees.

4. Children of transferable and non-transferable employees of Autonomous Bodies/ Public Sector Undertakings/Institute of Higher Learning of the State Governments.

5. Children from any other category including the children of Foreign Nationals who are located in India due to their work or for any personal reasons. The children of Foreign Nationals would be considered only in case there are no Children of Indian Nationals waitlisted for admission.

Note: Preference in Admission to wards will be based on the number of transfers of the parents in the last 7 years.

(B) KENDRIYA VIDYALAYAS UNDER PUBLIC SECTOR UNDERTAKINGS/ INSTITUTES OF HIGHERLEARNING:

1. Children and grandchildren of employees of the Project Sector/Institutes of Higher Learning which are the sponsors of the Vidyalaya, Children of Project employees & Post Graduate students who are working on long term research projects, Children of regular Council of Wardens (COW) employees and children and grandchildren of retired employees.

Note: Preference in Admission will be given to children of serving employees, grand children of serving employees and children and grandchildren of retired employees in that order.

2. Children of transferable and non-transferable Central government employees and children of ex- servicemen. This will also include children of Foreign National officials, who come on deputation or transfer to India on invitation by Govt. of India.

3. Children of transferable and non-transferable employees of Autonomous Bodies/Public Sector Undertaking/Institute of Higher Learning of the Government of India.

4. Children of transferable and non-transferable State Government employees.

5. Children of transferable and non-transferable employees of Autonomous Bodies/ Public Sector Undertakings/Institute of Higher Learning of the State Governments.

6. Children from any other category including the children of Foreign Nationals who are located in India due to their work or for any personal reasons. The Children of Foreign Nationals would be considered only in case there are no children of Indian Nationals waitlisted for admission.

Note: Preference in Admission to wards will be granted based on the number of transfers of the parents in the last 7 years.

4. ELIGIBLE AGE FOR ADMISSION

A Child must be 6 years old for Class I as on 31st March in the academic year in which admission is sought (Child born on 1st April should also be considered.)

A. The minimum and maximum age limit for admission in Kendriya Vidyalayas in various classes is given below: **(Child born on 1st April should also be considered.)**

CLASS	Minimum / Maximum Age as on 31st March of the Year in which admission is sought.
I	6 years but less than 08 years of age.
II	**7 years but less than 09 years of age.**
III	7 years but less than 09 years of age.
IV	8 years but less than 10 years of age.
V	9 years but less than 11 years of age.
VI	10 years but less than 12 years of age.
VII	11 years but less than 13 years of age.
VIII	12 years but less than 14 years of age.
IX	13 years but less than 15 years of age.
X	14 years but less than 16 years of age.

Note: The maximum age limit can be relaxed by two years in case of differently abled children by the Principal.

B. There is no age restriction for admission to Class XI provided the student is seeking admission in the year of passing Class X examination. Similarly, there will be no upper & lower age limit for admission to class XII provided there has been no break in the continuous study of the student after passing class XI.

5. CLASS STRENGTH AND COMPETENT AUTHORITIES

Class Strength	Authority	Date (s)	Remarks
Upto 40	Principal	Upto 30th June	Registered and eligible candidates subject to availability of vacancies except class XI.
		30 days from the date of declaration of class-X results by CBSE.	Registered and eligible candidates subject to availability of vacancies for class XI only.
Upto 45	Principal	Upto 30th November	This provision is applicable only for those parents of CAT I to IV in Civil & Defence Sector and CAT I to V in Project & Institutes of Higher learning who have been transferred during the **current academic session** after the registration process is over. The admission will be granted on first- cum first serve basis immediately as and when parent approaches for admission in the Vidyalaya.
Upto 50	Principal	Upto 30th November	Defence Personnel (Army/Navy/ Air Force) Paramilitary forces Personnel who have been transferred/retired during the **current academic session** after the registration process is over. The admission will be granted on first- cum first serve basis immediately as and when parent approaches for admission in the Vidyalaya.

6. RESERVATIONS INADMISSION

A. SCHEDULED CASTE, SCHEDULED TRIBE AND OTHER BACKWARD CLASSES CATEGORY

15% seats for Scheduled Caste, 7.5% seats for Scheduled Tribes and 27% seats for Other Backward Classes (OBC-NCL) shall be reserved in all fresh admissions in all Kendriya Vidyalayas.

B. DIFFERENTLY ABLEDCATEGORY

3% seats of total available seats for fresh admission will be horizontally Reserved for differently abled-children.

7. ADMISSION WITH KV TRANSFER CERTIFICATE INCLUDING LOCAL TRANSFER (TC).

(i). Admission of children with KV TC will be automatic (over and above Class Strength) if the parent has been transferred from one station to another. When the class strength reaches 55, the efforts should be initiated to open additional sections.

(ii). Defence personnel and Para-military Forces who shift their families to a station of their choice whenever they are transferred to some non-family areas or posted in Naxal affected areas, can admit their children on KV TC in a KV located at the station where they will keep their family.

(iii). In all other cases where transfer of the parent is not involved, the admission with KV TC would be done only with the prior approval of the Deputy Commissioner of the region concerned.

(iv). All cases of local transfers will be done with the approval of DC concerned on merit.

(v). A student with KV TC may also be permitted in project KVs only up to class strength of 45 with the prior concurrence of Chairman, VMC. Beyond this no admission on KV TC would be done in project schools. However, Deputy Commissioner of the region is empowered to allow admission in the project/nearest KV in extremely deserving cases.

8. STUDENTS OF N.I.O.S / STATE BOARDS / ICSE FOR ADMISSION IN CLASS XI IN KENDRIYAVIDYALAYAS

The students of State Boards/ICSE/NIOS may be considered for admission in class XI if vacancies exist.

9. FRESH ADMISSION FOR CLASS X ANDXII

Fresh admissions to class X & XII, other than KV students, will be entertained subject to availability of vacancies. Such admissions to class X and XII will be considered by the Deputy Commissioner of the

Region concerned, only if, the average strength in class X/XII is below 40. This will further be subject to the following conditions:

(i) The child has been in the same course of studies i.e. in a CBSE-affiliated school.
(ii) For Class X, the child must have obtained not less than 55% marks in aggregate in class IX.
(iii) For admission to class XII, 55% marks in class XI examination is mandatory.
(iv) The child should otherwise be eligible as per KVS admission guidelines.
(v) The combinations of subjects opted by the student are available in Kendriya Vidyalayas.

10. ADMISSION OF CHILDREN STUDYING ABROADSEATS

A KV Student, who went abroad with his parents on their deputation to a foreign country, will be admitted to corresponding class on their return to India by the Principal of Kendriya Vidyalaya, where admission is being sought (such admissions will be over and above the class strength)

11. ADMISSION FOR VACANT SEATS

In case seats remain vacant after 30th June as the case may be, in the year of admission, Deputy Commissioner of the Region is empowered to allow admissions up to the prescribed strength as per priorities in admission up to 31stJuly.

Note: In case of any issue related to the interpretation of Admission Guidelines, the decision of Commissioner KVS will be final.

PART- B

SPECIAL PROVISIONS

1. Following categories of children would be admitted over and above the class strength except where stated otherwise in the provision itself.

   I. Each Directorate of education of Armed Forces i.e. Army, Air Force, Navy and Coast Guards can recommend maximum 06 names for admission of children of their Defence Personnel in an academic year in Kendriya Vidyalayas located in Defence Sector except classes X and XII. These admissions would be over and above the class strength and other than Part A Para 5 of KVS admission guidelines & would be done on the orders issued by Kendriya Vidyalaya Sangathan. (Up to 31st August).

   II. Children of serving KVS employees. The Children of the serving employees of KVS (Kendriya Vidyalayas, Regional Offices, ZIETs and KVS (HQ) will be considered for admission at any time of the year irrespective of the class strength/year of transfer/recruitment. However, for class IX, the child has to clear the admission test (The Officials/Officers who come on deputation to KVS their wards should also be treated at par with regular KVS employees). No admission would be given to wards of retired persons.

   III. Children of Central Government employees who die in harness. Pension papers/letter issued by Controlling Authority will be taken as proof.

   IV. Children of recipients of Paramveer Chakra, Mahavir Chakra, Veer Chakra, Ashok Chakra, Kirti Chakra & Shourya Chakra, Sena Medal (Army), Nausena Medal (Navy), VayuSena Medal (Air Force).

   V. Children of recipients of President's Police medal for gallantry & Police medal for gallantry.

   VI. Meritorious sports children who have secured I, II & III position in SGFI/CBSE/National/State level games organized by the Government.

   VII. Recipients of Rashtrapati Puraskar in Scouts & Guides.

   VIII. Single girl children in class I and from class VI onwards subject to a maximum of two per section in class I and two per class in class VI and onwards. It includes twin girl children also.

      a) In case of twin girls, it will be treated as one admission.
      b) While drawing the lot, name of both girls (twin) should be written on a single slip/inter linked.
      c) In case of single girl child (including twin girl children), if number of applications are more than the number of allotted seats i.e. maximum of 02 per section in class I and 02 per class in class VI

and onwards, the admission should be granted on the basis of the Priority Category. If in one category more applications are made, all such applications should be taken together and the list of selected candidates should be prepared through draw of lots.

IX. Children who are recipients of National Bravery Award, or of Balshree Award instituted by National Bal Bhawan.

X. Children who have shown special talent in Fine Arts and have been recognized at the National or State level.

XI. 60 admissions in Kendriya Vidyalayas located anywhere in India and 15 admissions in hostels of Kendriya Vidyalayas, would be granted to employees of Ministry of External Affairs each year, by orders of KVS (HQs).These would be regulated as follows:

a) 60 admissions in Kendriya Vidyalayas located anywhere in India be utilized exclusively for children returning from abroad along with their parents after their posting in current or previous year and would be considered for admission up to 30th November. All these admissions will be subject to the condition that not more than 5 children would be admitted in one school in a year and that the children would be submitting a transfer certificate of a school abroad, in which they had been studying prior to seeking admission in a KV.

b) 15 seats for admission in hostels in Kendriya Vidyalayas would be allotted to the children whose parents are going abroad on a posting to station, which does not have adequate educational facilities. The required information in this respect would need to be given by the Ministry of External Affairs (up to 30th November).

XII. 15 children of the employees of the Research and Analysis Wing (RAW) would be admitted on orders to be issued by the KVS (HQs). Of these, a maximum of 5 seats would be given in Delhi and the remaining would be outside Delhi. (up to 30th June)

XIII. Children orphaned due to Covid-19 pandemic will be considered for admission over and above the class strength under PM CARES for Children Scheme. The admission will be done on the basis of list given by District Magistrate of the concerned District subject to 10 children per KV and maximum of 02 children per class. These children will be exempted from payment of fees (Tuition fee, Computer fund, and VVN) from Classes I to XII. **(Only for registered candidates in PM CARES for Children portal)**.

XIV. 50 admissions in Kendriya Vidyalayas for wards of Group –B & C employees of Central Police Organizations, that is, CRPF, BSF, ITBP, SSB, CISF, NDRF, and Assam Rifles under Ministry of Home Affairs, posted for internal security, border guarding, disaster response and other difficult areas based on list provided by the MHA **after issuance of order from KVS (HQs).**

XV. Admissions of wards of Kashmir Migrants will be given as per the following conditions:

a) Extension of date of admission for 30 days.
b) Relaxation in cut off percentage will be as applicable to SC/ST candidates subject to minimum eligibility requirement.
c)Admissions will be given over and above class strength.

2. ADMISSION OF WARDS OF ARMED / PARA MILITARYFORCES

Automatic admission of children in the Kendriya Vidyalayas on the basis of transfer certificate issued by the **schools following NCERT/ CBSE curriculum & syllabus and** run by Armed Forces (Army, Air Force, Navy) and Para Military Forces i.e. CRPF/BSF/ITBP/SSB (Sashastra Seema Bal)/CISF/NSG, Assam Rifles and schools run by Indian Coast guard, ISRO/AEES (Atomic Energy Education Society) will be entertained only if the parent has been transferred to that place or has desired to settle at the place after his retirement, or transferred to some non-family station or posted in Naxal affected areas and choose to keep the family elsewhere.

This provision shall be applicable to schools run by Indian Coast Guard also. This provision may also be extended to the children of government employees studying in schools run by ISRO/AEES (Atomic Energy Education Society).

It is clarified that above provisions are only for the wards of Defence personnel/Para Military Forces i.e. CRPF/BSF/ITBP/SSB (Sashastra Seema Bal)/CISF/NSG and Assam Rifles viz. sons & daughters only. This will not include the grand children of Defence personnel. Provisions of KVS admission guidelines including the eligibility criteria for age and marks/grades will be followed in letter and spirit. Also, the fee including VVN is to be paid from the month of admission of the child in the Kendriya Vidyalaya regardless of the fact that the fee for succeeding months have already been paid in the school from which TC has been issued for admission to KV. TCs issued by the CBSE affiliated schools of Defence Ministry/ Deptts/ Authority will be endorsed by the concerned Deputy Commissioner of the region where admission is sought.

3. CHILDREN WHO WERE EARLIER STUDYING IN KENDRIYAVIDYALAYA:

Children who were earlier studying in Kendriya Vidyalaya but due to(a) transfer of parent or (b) relocation due to exigency caused by posting of parent to field area was compelled to study in a school other than Kendriya Vidyalaya because no KV was available at that station, if the said parent subsequently gets transferred to a place where a Kendriya Vidyalaya exists, his/her child be considered for admission, consequent upon the transfer/movement of the parent subsequently to a place where a Kendriya Vidyalaya exists, over and above the class strength. A proof to this effect has to be provided by the parent.

PART- C

PROCEDURE FOR ADMISSIONS

1. PUBLICITY

An advertisement for online registration to Class-I shall be issued by the Regional Office in the local newspapers as per admission schedule and inviting Parents to register their wards for admission in Kendriya Vidyalayas. This advertisement should specifically indicate that admissions in Kendriya Vidyalayas are not restricted to Central Govt. employees and are open to all, only certain priorities have been laid down for different categories to regulate the admissions. The reservations for SC, ST, OBC-NCL and Differently Abled under RTE Act 2009 should also be indicated.

2. REGISTRATION

(i) Registration shall not be done if there is no vacancy or likelihood of any vacancy in a particular class. In case a vacancy arises in future, registration can be made after giving wide publicity at local level/Vidyalaya website and admission can be granted as per KVS Admission Guidelines.

(ii) In case the number of children seeking registration is less because of which all seats have not been filled up, the Principal shall issue a second advertisement in the month of **May/June** notifying the availability of vacancies.

(iii) Admissions are required to be made with the approval of the Executive Committee of the Vidyalaya In case the Executive Committee does not approve the admissions up to the full sanctioned strength of the class, the Principal shall intimate this fact to the Deputy Commissioner who may approve the admissions.

(iv) Registration for class XI shall be taken up immediately after the declaration of results of class X and admissions up to the full strength of the class should be completed within 20 days after declaration of results by CBSE. In case there is any difficulty in admitting children up to the full strength because of the Executive Committee of the Vidyalaya not approving the same, the procedure as laid down for other classes above shall be followed and admissions up to the sanctioned strength of the class shall be made **within 30days of declaration of CBSE results** with the approval of the Deputy Commissioner.

(v) Registration forms shall be made available by the Principal **Free of Cost**. However, for Class-I registration will be done online through Online Admission Portal when the portal is live.

(vi) Registration forms complete in all respects and accompanied by all required documents must be submitted/sent to the Vidyalaya concerned within the prescribed date as per notification of the KVS.

(vii) Attested copies of the prescribed documents would be required to be submitted along with the application form for registration.

3. DOCUMENTS

- For Class I certificate of proof of age in the form of a birth certificate issued by the authority competent to register births. This will include certificates from Notified Area Council / Municipality / Municipal Corporation extract about the date of birth from records of Village Panchayat, Military Hospital and service records of Defence personnel. For other classes, the date of birth recorded in the transfer certificate issued by a school recognized by the State Education Department would be accepted. The original certificate of date of birth should be returned to the parent after verification. Admissions up to class-VIII may be granted without any school transfer certificate provided the child is otherwise eligible and his birth certificate has been issued by a Govt. body.

- A certificate that the child belongs to the Scheduled Caste/Scheduled Tribe/EWS/OBC (Non-Creamy Layer)/BPL wherever applicable, issued by the Competent Authority in concerned State Government/Union Government. The certificate in respect of either of the parents may be accepted initially, for the purpose of admission, if this certificate is not available for the child. However, the certificate in respect of the child has to be submitted within a period of 03 months from the date of admission.
- A certificate from the civil surgeon/rehabilitation centre or any other competent authority defined by the Government of India certifying the child is handicapped, wherever applicable. In case, where the handicap of the child can be visually seen by the Principal, the child may be accepted as handicapped even without a certificate. However, the parent may be advised to obtain the relevant certificate from the Competent Authority and submit the same to the school.

- A service certificate showing the number of transfers during the preceding 7 years duly signed and stamped by the head of office bearing the name, designation and other relevant particulars in block letters.

- A certificate of retirement for uniformed Defence employees.

- Proof of Residence.

Note:

(i) Mere registration will not confer a right to admission.

(ii) Incomplete application forms shall normally be rejected. In case vacancies remain, Principal may allow completion of the form later at his/her discretion.

(iii) Admission secured on the basis of any wrong certificate shall be cancelled by the Principal forthwith and no appeal against such action of the Principal shall be entertained.

(iv) For admission to class I the registrations will be done through online mode. In a double shift Kendriya Vidyalaya, each shift will be treated as separate Vidyalaya for admission purpose. No change of shift will be permitted. If multiple registration forms are submitted for the same child in the same Kendriya Vidyalaya, only the last application will be considered.

(v) In respect of Category I, II, III and IV admissions the veracity of the Certificates submitted by the parents in proof of their service must be invariably verified by the Principal.

4. METHOD OF ADMISSION IN CLASS-I

Out of the available seats of fresh admission 25% shall be reserved for **Right To Education (Hereafter referred to as 'RTE')** 15% shall be reserved for SC, 7.5% shall be reserved for ST and 27% seats shall be reserved for "**OBC- Non Creamy Layer**". **(Hereafter referred to as "OBC-NCL")**

After admission of students under RTE Act followed by **Differently Abled (Hereafter referred to as 'DA')**, the children belonging to Cat-1 will be taken up. The students admitted under Cat-1 will also include SC/ST/OBC-NCL. Similarly, after admission of Cat-1, admission of Cat-2 will be taken up which will include SC/ST/OBC-NCL (up to Cat-3 in case of Project/IHL School)

The shortfall in the number of candidates on seats reserved for SC, ST and OBC- NCL will be worked out after considering the number of SC/ST/OBC-NCL children admitted under RTE quota and Priority Cat-1 and Cat-2.

The reservation norms shall be applicable within approved class strength 40 students per section

RTE25% : 10seats
SC15% : 06seats
ST7.5% : 03seats
OBC27% : 11seats

(3% seats for the differently-abled applicant would be reserved horizontally)

After closing of process of registration, the sequence of conduct of lottery by each Kendriya Vidyalaya will be asunder:

(a) RTE Lottery
(b) All DA Lotteries
(c) CATI
(d) CATII
(e) SC
(f) ST
(g) OBC
(h) CATIII
(i) CATIV
(j) CATV
(k) CAT VI (If applicable)
(l) Single Girl Child (Hereafter referred to as 'SGC'

The following sequence is to be adopted for the fresh admissions to Class-I in Kendriya Vidyalayas.

(I) **First Lot:** 10 seats (out of 40 seats) in Class I per section are to be filled as per RTE Provisions(25%ofseats)andthese10seatswillbe filled by draw of lots from all applications of SC/ST/EWS/BPL/OBC (Non-Creamy Layer) /Differently abled taken together who are the resident of Neighborhood

(II) **Second Lot:** Lottery for Differently Abled candidates of SC/ST/OBC-NCL/Unreserved is to be conducted as per Priority Category.

(III) **Third Lot:** Remaining seats (after deducting RTE and Differently Abled applicants, if any) will be filled as per the existing Priority Category of Cat-1 and Cat-2 (Cat-1 to Cat-3 in case of Project/IHL KV) only up to the sanctioned strength or till all the registered candidates from Cat-1 and Cat-2 (Cat-1 to Cat-3 in case of Project/IHL KV) is filled.

(IV) **Fourth Lot:** - The total number of SC/ST/OBC-NCL will be counted from the admitted summary of RTE, DA, Cat-1 and Cat-2 (Cat-1 to Cat-3 in case of Project/IHL KV) admissions done till third phase. Thereafter, the shortfall in the seats reserved for SC/ST/OBC-NCL, if any, shall be covered by admitting SC/ST/OBC-NCL applicants as per the order of priorities of admission, irrespective of sanctioned strength.

(V) **Fifth Lot:** - After all these processes, if sanctioned strength is not filled and seats are vacant, applicants from Priority Cat-3 (Cat-4 in Project/IHL KV) onwards will be taken up for admission as per existing priority list for unreserved seats only. The unfilled leftover reserved seats of RTE/SC/ST/OBC (NCL) should be kept vacant.

(VI) **Filling of left over vacant reserved seats, in case adequate number of candidates registered online are not available:** For filling unfilled quota of reserved seats for RTE/SC/ST/OBC, a separate advertisement is to be

given, in the month of April, as per schedule of Admission by the concerned Kendriya Vidyalaya, for offline registration of the candidates belonging to that particular category only to fill the shortfall of reservation quota. The candidates thus registered offline may be admitted based on their Priority Category to fulfill the short fall of reservation quota. Even after going through the above exercise, if these seats remain vacant, then the following procedure may be adopted:

(a) In no case the seats reserved as per RTE will be de-reserved.

(b) In case of vacant seats of SC/ST: SC/ST seat should be filled after interchanging the seat as per the availability of registered candidates from the available SC/ST social category priority list i.e. vacant SC seats may be filled with ST or vice versa, only if total SC and ST candidates admitted taken together fall short of total reserved seats of SC and ST taken together. This aggregation may be obtained by counting all the admitted SC and ST candidates of all the categories e.g. in a single section KV total SC and ST seats are 9(6 SC + 3 ST). Now suppose 8 SC and 1 ST is already admitted and there are no more ST candidates available to admit, in this case these 2 seats of ST will not be given to SC as already 9 SC/ST candidates have been admitted. Clarification: OBC seats cannot be interchanged with SC/ST or RTE.

(c) In case of vacant seat of OBC:

(i) **Within the sanctioned strength:** After going through the process mentioned in para 4(vi) still reserve seats for OBC (NCL) are unfilled, it may be filled with remaining waitlisted eligible candidates from Priority Categories within approved class strength.

(ii) **Over and Above the Sanctioned Strength:** No action is to be taken.

(d) The definition/eligibility criteria of Disadvantaged Group/Weaker Section/BPL/OBC (Non-creamy layer) will be as per the notification of the concerned State Governments. (The DC KVS RO Concerned may issue guidelines regarding BPL/EWS as per the latest notification of the concerned State Governments).

(e) Admission test will not be conducted for Class I

Note:-1

A. DEFINITION OF DISADVANTAGED GROUP

1. Child belonging to disadvantaged group means a child belonging to the Scheduled Caste, Scheduled Tribe, the socially and educationally backward class or such other group having disadvantage owing to social, cultural, economic, geographical, linguistic, gender or such other factor as may be specified by the appropriate government, by notification (Section 2 (d) of RTE Act).

2. Child with special needs and suffering from disability will be determined as per the provision mentioned in RTE Act 2009 or as defined by the concerned State Govt.

B. DEFINITION OF WEAKER SECTION

Child belonging to weaker section means a child belonging to such a parent or guardian (declared by a Court or a Statute) whose annual income is lower than the minimum limit specified by the appropriate government, by notification (Section2(e)).The income limit regarding economically weaker sections will be applicable as notified by the State Govt. concerned.

C. DEFINITION OF NEIGHBOURHOOD & PROOF OF RESIDENCE (APPLICABLE FOR ADMISSION UNDER RTE ONLY)

Since Kendriya Vidyalayas are located at places with varied density of population, they have been categorized as follows for determining the limits of neighbourhood:

1.	**Major cities and Urban area (All District Hqrs. & Metros)**	**5 kms. Radius**
2.	**Places and areas other than included in 1 above.**	**8 kms Radius**

Note:-2

1. Proof of residence shall have to be produced by all applicants.
2. A self-declaration in writing from the parent about distance may also be accepted to this effect, subject to verification.

5. Admissions for class I is being done through online mode & for other classes it is offline.

Composition of Committee for Offline Draw of lots: Every Kendriya Vidyalaya will constitute a committee for the purpose of monitoring a system of Draw of Lots to be held in Class I or in any other class (**for offline mode only**) wherever such stage is reached when all candidates of a particular category or having same number of transfers cannot be accommodated against available number of seats.

The committee will comprise the following five (05) members: -

1.	Principal	Convener
2.	Teacher	Member (To be nominated by Principal)
(3 & 4)	Two parents (One lady)	Members (One parent has to be from the candidates to be considered under section 12(1)(c) of RTE Act 2009)
5.	VMC member	Member(To be nominated by Chairman, VMC)

- An additional 6th member can be nominated by the Principal from the students of class IX to XII wherever these classes exist.
- This committee may be notified with the concurrence of Chairman, VMC, at least 5 days in advance of draw of lots and be displayed on School Notice Board.

6. FEE AND OTHER CONCESSIONS:

- No fee to be charged from the children admitted under the 25% quota prescribed under RTE Act 2009.
- Expenses on account of NCERT text book, note books, stationary, uniform and transport will be reimbursed on production of proper bills in respect of 25% of the children admitted under the RTE Provisions subject to the ceiling prescribed and availability of funds.
- Once the children are admitted in Class-I under RTE Act, they will continue to enjoy exemptions and concessions till class VIII either in the same KV or any other K.V. moving on transfer as per RTE Act.
- Address proof of the parent should be furnished at the time of the registration.
- The employees who have the facility of fee reimbursement in their departments cannot claim RTE concessions.

7. METHOD OF ADMISSION FROM CLASS II TOVIII

Admission test shall not be conducted for admission to CLASS II to VIII and the admission may be granted based on Priority Category system (1 to 5 or 6 as the case may be). If applications are more than the number of seats, lottery system will be followed in each category including single girl child quota (Class VI Onwards).

8. METHOD OF ADMISSION IN CLASS IX

For admission to Class IX, an admission test shall be conducted and a merit list will be prepared for each category of priority separately. Admission shall be granted in the sequence of priority categories, in the order of merit.

(i) Admission test shall be conducted in the subjects: Hindi, English, Maths, Social Science and Science.

(ii) There will be only one paper of Admission test of 3 Hours duration & 100 marks comprising Hindi, English, Maths, Social Science and Science each of 20 marks.

(iii) Candidates must secure 33% marks in aggregate to qualify. Students belonging to SC/ST/Divyang category (PH) will be eligible for admission on securing 25% in aggregate.

9. METHOD OF ADMISSIONS IN CLASS XI:-KV Students

Admission in different streams, Science, Commerce & Humanities be based on merit upto maximum 55 strength in case of KV students as per availability of streams in the Kendriya Vidyalaya. Choice of stream will be taken from students with parent consent before declaration of merit list. Stream will be allotted on the basis of marks obtained in Class X CBSE Board Examination. Once the seats exhausted in one stream students have to take admission in the other available stream

in that Vidyalaya. Undertaking is to be obtained from students before finalization of merit list by KV.

Note: If seats remain vacant in class XI even after admitting the children of KV/ neighboring KVs then the admissions to non - KV children may be granted on the same criteria, in the sequence of categories of priority.

Concessions wherever applicable shall be incorporated while preparing the Merit List.

a. In case of two or more candidates obtaining equal marks in aggregate of all subjects, the inter-se merit of such candidates may be determined as follows:

   (i) Candidates obtaining higher marks in Maths will get precedence in admission.

   (ii) If two or more candidates have got the same marks in Maths, then the candidates securing higher marks in Maths and Science taken together will get precedence over the others.

   (iii) In case of a tie between two or more candidates obtaining same marks in Maths and science taken together, the student older in age as per the D.O.B will be given precedence over the other.

b. Principal may admit non-KV children to class XI only upto the permitted class strength (40). In case of KV Children, normally the class strength be restricted to 55. However, to accommodate the eligible KV students over 55, efforts should be initiated to open additional sections.

c. A student who was earlier not found eligible for admission to a particular stream may be allowed fresh admission to a particular stream in class XI in the next academic session, if he/she improves his/her performance within one year from the same Board.

Note: Informatics Practices as an elective subject is offered to all streams. Admission to this would be granted as per the combined merit list. Computer Science / Bio- Technology, wherever available as an elective subject, is to be offered to students of Science Stream and admission would be granted as per combined merit list. Multi- media & Web- Designing Technology (wherever available) as elective subject may be offered to students of all the streams (Commerce, Humanities & Science) as per combined merit list.

THE FOLLOWING CONCESSIONS WILL BE ALLOWED FOR ADMISSION FOR CLASS XI.

(A) The following concession will be granted to students for admission who participated in Games & Sports meet/Scouting & Guiding/NCC/Adventure activities at various levels. The certificate needed for this purpose can be of any of the preceding years.

S. No	Sports & Games	NCC	Scouting/ Guiding	Adventure Activities	Concession of marks for admission
a.	Participation at SGFI or equivalent level.	'A' certificate and participation in Republic/PM Rally	Rashtrapati Puraskar award certificate	NIL	6% Marks in aggregate
b.	Participation at KVS National/ State level.	'A' certificate and best Cadet in Distt/State level	Rajya Puraskar award certificate with 07 proficiency badges.	NIL	4% Marks in aggregate
c.	Participation at KVS Regional/ District Level	'A' certificate	Tritiya Sopan certificate with 05 proficiency badges	Participation in atleast One 10 days adventure activity	2% Marks in aggregate

(B) Students belonging to SC/ST/OBC/Divyang (PH) would be given up-gradation in aggregate by 4% Marks for the purpose of admission to class XI.

Note: Maximum concession under Sports/Games/NCC/Scout/Guide/Adventure will not exceed 6% Marks in aggregate. In case of eligibility for more than one concession under different categories as mentioned at (A) and (B) above, only one concession having maximum advantage to the candidate will be allowed. (The same benefit may be extended to non-KV Students for fresh admission in KVs.)

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