

PM SHRI K. V. RAILWAY COLONY KHARAGPUR

Documents required at the time of admission:

The following documents are to be attached along with Admission form at the time of admission .

1. Printout of Online Submitted Registration form.
2. Dully Filled Admission Form (to be down loaded from the Vidyalaya website)
<https://rckharagpur.kvs.ac.in>
3. One passport size current **colored photograph** of the child.
4. Original & Self-attested Xerox copy of **birth certificate** of the child .
5. Self-attested Xerox copy of Aadhar card of the child and Parents.
6. Self-attested Xerox copy of **child's caste Certificate**(SC/ST/OBC- non creamy layer)
7. SC/ST/OBC-NCL caste certificate in the name of child as per the guidelines.
8. OBC- non creamy layer Certificate should be issued by the competent authority not more than 6 month before.
9. **Blood group** report of the child in original.
10. Original copy of **parent's service Certificate** duly signed & sealed by the competent authority with complete official address & contact number
(For Railway Employee APO/DPO/WPO/Sr DFM/SDSC)
11. Details of Transfer of parents duly signed with competent authority, if transferred.
12. Self- attested Xerox copy of Identity card of Govt. Employee & Salary slip.
13. Self-attested Xerox copy of Proof of **Residential Address** as mentioned in the registration form.
(**Any two of these**-Electric bill, Telephone bill, Gas connection paper, Quarters allotment paper, Bank Pass Book, rented house Agreement Paper supported with gas papers etc.)
14. Self-attested xerox copy of **BPL Ration card** (PHH/SPHH/ RKSU-I/ANTORDAYA)

Photo copy of BPL Ration Card with correct spelling of the BPL card holder should be verified by food inspector/BDO with family Income Certificate up to 72000/- per year issued by the SDO, Kharagpur/BPL card certified by Municipality.

15. EWS Certificate from Govt. of WEST BENGAL authority not below SDO as per Format Attached (Annexure-C) in the Vidyalaya Website (Income and Asset Certificate for EWS)
16. Distance certificate from ward Councilor /Chairman in original showing Distance from place of residence to school.
17. Dully filled self-declaration format-Annexure-1.