



केन्द्रीय विद्यालय संगठन

F.110331/EDPOLA/1/2025-26/Academic/C.N. 26856/

केन्द्रीय विद्यालय संगठन (मुख्या०)

शिक्षा मंत्रालय भारत सरकार के अधीन स्वायत्त संस्थान

18 संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग, नई दिल्ली-110016

KENDRIYA VIDYALAYA SANGATHAN (HQs)

An Autonomous Body under Ministry of Education, Govt. of India

18, Institutional Area, S.J.S Marg, New Delhi-110016

Tel.: 011-26569100

Website: www.kvsangathan.nic.in

Date: 05.03.2025

The Deputy Commissioner/Director
Kendriya Vidyalaya Sangathan
All Regional Offices/ZIETs

Subject: Fresh Admissions in Kendriya Vidyalayas for the Academic Session 2025-26-reg.

Madam/Sir,

This is to inform that the Registration Process for admission to Class I for the Academic Session 2025-26 is to start from **07.03.2025 (10:00 AM)** through Online Portal as in the previous years. The registration shall remain open till **21.03.2025 (10:00 PM)**. For Class II onwards, registration for the fresh admission will be done offline only, if vacancies exist, as per Admission schedule 2025-26. Accordingly, the following points are to be noted for information and smooth execution of Admission process:

- 1. KVS Admission Guidelines & Schedule 2025-26:** KVS Admission Guidelines and Admission Schedule 2025-26 are being sent with this covering letter. The class strength for all Classes from Balvatika to XII shall be 40 per Section.
- 2. Advertisement by Regional Office:** The draft advertisement in Hindi & English, to be given by Regional Office in Newspapers and Website for wide publicity is enclosed. It should be published in Newspapers (including newspaper in local language) immediately on priority.
- 3. Admission to Newly opened KVs:** All newly opened Kendriya Vidyalayas till February 2025, will conduct Class I admissions in online mode through OLA Portal and for other classes in offline mode only. The schedule for admission to Class II onwards (offline) as mentioned in Admission Schedule 2025-26 will not be binding for them as full strength 40 is to be admitted.
- 4. Admission to Class II onwards:** The vacancies, if any, from Class II onwards is to be placed on the Vidyalaya Websites, social media handles i.e. Facebook, X (formerly twitter) & Notice Board by the Principal of the concerned Kendriya Vidyalayas, prior to the commencement of registration, for the information of all stakeholders. Deputy Commissioner of the Region is to personally ensure the display of the same.
- 5. Verification of documents at the time of Admission:** Principals of Kendriya Vidyalayas under the region be directed to thoroughly scrutinise the documents (Certificate of Date of Birth as proof of age, Service Certificate of the parent to determine priority category, Address Proof, Certificate of Disability in case of CwSN and Caste Certificate, etc., if applicable) carefully at Vidyalaya level. On account of submission of fake documents and entry age, this office was compelled to cancel admission of some students in KVs and take administrative action against the defaulting Principals. Hence, the admission committee and Principal of all the KVs may be directed to thoroughly verify the documents before granting admission to the children. Lapses, if found at later stage, could lead to complication, and hence would attract serious view.

6. **KVs with Balvatika Classes:** KVs where Balvatika classes have started:

- i. In KVs where Balvatika- 1, 2 & 3 are running, admissions will be done through online mode in Balvatika-1. Similarly, in KVs where Balvatika-3 is running, admissions will also be conducted through online mode in Balvatika-3.
- ii. Balvatika-3 students to be automatically promoted to Class-I. In such KVs, one section of Class 1 shall be reduced from the online admission process. If vacancies arise in the section with students promoted from Balvatika-3, candidates from the appropriate waitlists, based on the online draw of lots conducted for the remaining sections, shall be granted admission as per the priority category.
- iii. In KVs with only one section, online applications for admission to Class I will not be invited. In case of vacancies, admissions will be conducted offline as per the schedule applicable for Class II and above.
- iv. KVs where Balvatika 1, 2 and 3 are functioning, all provisions of Class I admission will be applicable for Balvatika-1. For Balvatika- 2 and 3, provisions for class 2 onwards admission, will be applicable. In these classes, fresh admissions will be granted only where the class strength is less than 40.
- v. KVs where Balvatika-3 alone is functioning, all provisions of Class I admission in KVs, will be applicable to Balvatika-3.

7. **Other important points:** Few more points are to be kept in mind while dealing with the admission cases, which may be summarised as below:

- i. KVTC Cases of priority category I to IV in Civil/Defence KVs and category I to V in Project/IHL KVs where the parents want admission of their wards in the KVs at the station where they intend to settle post-retirement, will be dealt as per para 7(A)(i) of PART A of KVS Admission Guidelines.
- ii. Cases requesting a change of KV within the same academic year of admission shall not be entertained in the first instance, except in situations where a government employee has been transferred or has been allotted and shifted to government accommodation after the admission of the child.
- iii. Regular classes for Balvatika and Class 1 will commence from **01.04.2025**.

Further, modalities for Online Admissions & other details will be sent separately.

This issues with the approval of the Competent Authority.

Yours sincerely,



(Dr. P. Devakumar)
Joint Commissioner (Acad)

05.03.25.

Enclosures:

1. KVS Admission Guidelines 2025-26.
2. Admission Schedule 2025-26.
3. Draft Advertisement (Hindi & English)
4. List of KVs with Balvatika.

Copy to:

1. PS to Commissioner, KVS(HQs), New Delhi for information.
2. Joint Commissioner, Admn./Training/Personnel & Finance KVS(HQs), New Delhi for information.
3. The Deputy Seceretary (KVS), DoSEL, MoE, Govt. of India-for information.
4. The Assistant Commissioner, (Acad & IT Cell) with the request to upload Admission Guidelines 2025-26 & Admisison Schedule 2025-26 on KVS (HQs) website.
5. SO (Acad), KVS (HQs), New Delhi for information & record.