



## केन्द्रीय विद्यालय संगठन (मुख्यालय)

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.: 011-26521841

Website: [www.kvsangathan.nic.in](http://www.kvsangathan.nic.in)

F.N. 11-Acad 029(Misc)/31/2024

Date: 12.06.2024

The Deputy Commissioner  
Kendriya Vidyalaya Sangathan  
All Regional Offices

Subject : Clarification on Local Transfer Cases and Change of Shift\_reg.

Madam/Sir,

In continuation to this office letters of even number dated 19.04.2024, it is to inform that few Regions have raised doubts on the cases applied for Local Transfer and change of Shift of the students on sibling ground.

In this regard, to further clarify PART-A, Para-7(iii) of KVS Admission Guidelines 2024-25, the following cases for Local Transfer may be approved on the basis of merit of the case, while considering Local Transfer by the Deputy Commissioner of the concerned KVS Regional Office:

1. In case of the allotment of Government Accommodation or shifting to own house to/by the parent (Priority Category I to IV in Civil/Defence KV and Priority Category I to V in Project/IHL KV) in previous /current academic session.
2. Circumstances, where Local Transfer is sought by the parent on the basis of Medical Urgency/serious illness of the student/parent.
3. Where sibling of the student is studying in the KV where admission is sought, in such case, the Deputy Commissioner of the Region will approve the Local Transfer in the either KV which has lesser class strength out of the KVs where siblings are studying.

In case of para 1 & 2 above, Local Transfer may be granted in the KV nearest to the Govt. accommodation/Own House within the class strength of 50. If class strength is beyond 50 then another nearest KV may be considered.

In addition, all local transfer cases should be disposed of preferably by 31<sup>st</sup> August, 2024. Further, provision for the Change of Shift will be permitted by the Principal of concerned KV only in case of sibling as per KVS HQs letter dated 21.03.2018 (Copy enclosed).

This issues with the approval of competent authority.

Yours sincerely,

( Dr. P. Devakumar )

Joint Commissioner (Acad)

12.06.24

Enclosure: As above



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No. F. 110331-01/2014/KVSHQ/Acad

Dated : 21.03.2018

The Deputy Commissioner  
Kendriya Vidyalaya Sangathan  
All Regional Office

**Sub: Change of shift for students studying in Kendriya Vidyalayas - regarding**

Madam/Sir,

In supersession of KVS Hqrs. letter no. F.110331-01/2014/KVSHQ/Acad. dated 27<sup>th</sup> May, 2014 regarding change of shift, it has been decided that change of shift shall be allowed by the Principal from the session 2018-19 starting w.e.f. 01.04.2018 only in the case of siblings and no shift change shall be allowed for any other reason.

You are, therefore, directed to issue instructions to the Principals of your region that shift change shall be allowed only in the case of sibling i.e. when the brother or sister of the child is studying in the other shift.

The Principal should also sensitize the parents during the time of admission accordingly.

Yours faithfully,

UN KHAWARE)  
ADDITIONAL COMMISSIONER(ACAD)