



ପିଏମ୍ ଶ୍ରୀ କେନ୍ଦ୍ରୀୟ ବିଦ୍ୟାଳୟ ଭା.ନୌ.ପୋ. ଚିଲିକା
पीएम श्री केन्द्रीय विद्यालय भा.नौ.पो. चिल्का
PM SHRI KENDRIYA VIDYALAYA INS CHILKA

INS Chilka, At/Post office : Naval Base, Dist: Khordha (Odisha) -752037
(An Autonomous Body Under Ministry of Education, Government of India)
<https://inschilka.kvs.ac.in>, kvchilkappl@gmail.com, 06756-257203



KV Code:1161, Station Code:101, CBSE School Code:19113, Affiliation No:1500011, UDISE:21170702703, Estd.:1981

Date: 30.04.2025

NOTICE

Reg: Vacancies and Registration for fresh admission for the session: 2025-26 under ST category.
Tentative Vacancies for fresh admission for the session: 2025-26 under ST Category at PM SHRI Kendriya Vidyalaya INS Chilka are as follows.

Class	No. of vacancies (Tentative) for Fresh Admission for ST Category
IV	01
VI	01
VII	01

There are few tentative vacancies for **Schedule Tribe (ST) category** (as given in the above table) in Class- IV, VI and VII only for the session: 2025-26. Registration for fresh admissions, in Class- Class- IV, VI and VII (For ST candidates Only) will be started from 02.05.2025 (Friday) to 06.05.2025 (Tuesday) in **offline** mode only. The duly filled in Registration form along with required documents needs to be submitted to the office of the Principal from 02.05.2025 to 06.05.2025 (09:00 AM to 11:00 AM) on all working days.

Mode of Registration

The parents have to download the registration form and other formats attached with this notice. They have to take a print out of the Registration form and fill it. After filling this form, they have to submit the Registration form along with required documents mentioned below in the office between 02.05.2025 and 06.05 2025 (09:00 AM to 11:00 AM) (**No other Mode of Application will be accepted**).

Eligible Age for Admission:

The minimum and maximum age limit for admission in various classes is given below.

Class	Minimum/Maximum Age as on 31st March 2025 (Child born on 1st April should also be considered).
IV	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

Following documents to be attached:

1. Filled in Registration form
2. Self-attested copy of the Date of Birth Certificate issued by the competent authority.
3. Bonafide certificate/TC from the school last attended (if applicable).
4. Service Certificate and Transfer details – only for Government Employees (If applicable) – in the attached format. Certificate from the Employer (In the attached format). Salary Slip of last Month.
5. Valid Caste Certificate (Schedule Tribe Certificate)
6. Aadhar Card of the Child and the Parents.
7. Local Residence proof (Should be in the name of either of the parents) – In case of rented house Rent Agreement along with electricity bill of the owner.
8. Any other documents applicable.

For any query contact the Admission Helpdesk at:

1. Shri S C Jena, PGT (Commerce) & I/c Admission – 9178024090
2. Shri B S Mandal, PRT & Member – 9304174772

PRINCIPAL

**SERVICE CERTIFICATE
(CENTRAL GOVERNMENT)**

Certified that Sri/Smt. _____ is working as a regular/permanent/temporary/contractual/part time/casual employee in the capacity of _____ in this office/Ministry/under the Ministry of _____ government of India. He/ She is an employee of Defence Service/CRPF/BSF/NSG/SPG/CISF/Central Govt./Central Govt. Autonomous body/Central govt. PSU fully financed/partially financed by the Central Govt. His/her services are non-transferable / transferable anywhere in India.

Complete Address and telephone No. of the Office (in Block Letters)

Place: _____

Signature of Head of the Office

Date: _____

(with Name, Designation and Office Stamp)

CERTIFICATE OF NUMBER OF TRANSFERS

I _____ (Name) _____ (rank /designation) of _____ (Name of the Office), do hereby certify that during the past 7 years (Up to 31.03.2025) I have been transferred _____ times (In figures & in words) from one station to another. *(If the distance between the form and to place is at least 20 kms and the minimum period of stay is six months then only it will be considered as a transfer)*. The details of which are given as under:

I know that if the above-mentioned facts are found incorrect, my child will be disqualified for admission in Kendriya Vidyalaya.

Office/Unit and Place	Date of Joining the Office/ Unit	Date of Release from the Office/Unit	Period of stay (in days)	Transferred Office/Unit and Place	Distance between the Two Office (in km)	Transfer Order No.

Signature of the Parent

COUNTER SIGNATURE

I , _____ (Name) _____ (Rank/Designation) of _____ (Name of the Office/Unit/Department) hereby certify that the particulars given in above have been authenticated by the records held in the office and found correct.

Place: _____

Signature of Head of the Office

Date: _____

(with Name, Designation and Office Stamp)

**SERVICE CERTIFICATE
(STATE GOVERNMENT)**

Certified that Sri/Smt. _____ is working as a regular/permanent/temporary/contractual/part time/casual employee in the capacity of _____ in this office /Ministry /under the Ministry of _____ government of _____. He/ She is an employee of State Govt. / State Govt. Autonomous body/State Govt. PSU fully financed by the State Govt./partially financed by the state Govt. His/her services are non-transferable / transferable anywhere in _____.

Complete Address and telephone No. of the Office (In Block Letters)

Place: _____

Date: _____

Signature of Head of the Office
(with Name, Designation and Office Stamp)

CERTIFICATE OF NUMBER OF TRANSFERS

I _____ (Name) _____ (rank /designation) of _____ (Name of the Office), do hereby certify that during the past 7 years (Up to 31.03.2025) I have been transferred _____ times (In figures & in words) from one station to another. *(If the distance between the form and to place is at least 20 kms and the minimum period of stay is six months then only it will be considered as a transfer)*. The details of which are given as under:

Office/Unit and Place	Date of Joining the Office/ Unit	Date of Release from the Office/Unit	Period of stay(in days)	Transferred Office/Unit and Place	Distance between the Two Office (in km)	Transfer Order No.

I know that if the above mentioned facts are found incorrect, my child will be disqualified for admission in Kendriya Vidyalaya.

Signature of the Parent

COUNTER SIGNATURE

I, _____ (Name) _____ (Rank/Designation) of _____ (Name of the Office/Unit/Department) hereby certify that the particulars given in above have been authenticated by the records held in the office and found correct.

Place: _____

Date: _____

Signature of Head of the Office
(with Name, Designation and Office Stamp)

CERTIFICATE FROM THE EMPLOYER

(Regarding Status of Employment & identification of Admission Category in KVS)

I Sri/Smt./Ms. _____ (Name of the Employer) ,
 designation _____ working in the office of
 _____ department of _____ , government of
 _____ do hereby certify the following in respect of Sri/Smt./ Ms.
 _____ (Name of the Employee) whose son/daughter
 _____ (Name of the Child) is seeking admission in PM SHRI Kendriya Vidyalaya
 INS Chilka.

01	Name of the Child for whom admission is sought (in Block Letters)	
02	Class in which admission is sought	
03	Full name of the employee (in Block Letters)	
04	Designation of the employee	
05	Employee Code / Employee Identity No.	
06	Name of the office where the employee is presently posted	
07	Status of Employment (Whether Permanent/ Regular/ Temporary/Contractual/ Part Time/ Adhoc/Daily Wage Basis/Casual -To be written clearly)	
08	This office/organization is Central Government/Central Government Autonomous body/PSU fully or partially financed by Govt. of India/State Government/ Sate Government Autonomous Body/ PSU fully or partially finance by the state govt. (To be written clearly)	
09	Whether the employee is to be considered as an employee of Central Government/Central Government Autonomous body/PSU fully or partially financed by Govt. of India/State Government/ Sate Government Autonomous Body/ PSU fully or partially finance by the state govt. (Any one of the above to be written clearly) <i>Note: STATE GOVERNMENT EMPLOYEE: An employee who is regular (i.e. an employee working on that post sanctioned by the State Government in substantive capacity) and draws his emoluments from the Consolidated Fund of State.</i>	
10	Please write any one of the following which is applicable i.r.o. the child for whom admission is sought 1. Children of transferable and non-transferable Central government employees and children of ex- servicemen. 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 i.e., all those not covered under any of the categories 1 to 4 listed above.	
11	Recent Pay/Salary of the Employee with proper Split up	(i) Pay Level : _____ (ii) Pay : _____ (iii) DA : _____ (iv) HRA : _____ (v) Any Other _____ (vi) Any Other : _____ (vii) Total : _____
12	Whether the employee is drawing the consolidated pay	YES / NO

Place: _____

Date: _____

Signature of the Certifying Authority with Seal

Complete Address of the Office with Telephone Number: