पी एम श्री केन्द्रीय विद्यालय बालीगंज
PM SHRI KENDRIYA VIDYALAYA BALLYGUNGE
(Under Ministry of Education, Govt. of India)
बालीगंज सैन्य शिविर, बालीगंज सर्क्युलर रोड़, कोलकाता -700019
Ballygunge Maidan Camp, Ballygunge Circular Road, Kolkata-19
☏(033) 24865171, CBSE Affiliation No. 2400018, School Code: 19207
Web.: www.baligunge.kvs.ac.in, E-mail: kvballygunge1266@gmail.com

INFORMATION TO THE PARENTS

Important dates regarding Local Transfer

Notice Publication On School Notice Board And School Website	04/07/2025
Form Collection From Parents (In Triplicate)	04/07/2025 to 15/07/2025

When a parent can apply for Local Transfer:

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 will approve the Local transfer in the either KV which has lesser class strength out of the KVs where siblings are studying.

Required Documents :

1. Duly filled Local Transfer Form, along with all supporting documents, must be submitted in **triplicate**. The following documents should be attached as applicable:
   For change of address: Valid address proof as mentioned in the form.
   For medical grounds: Valid medical documents issued by a Government Hospital/AMA/CGHS.
   For sibling grounds: Bonafide certificate of the sibling studying in another KV for the session 2025–26
2. **Local Transfer form availability:** The form is available on the school website under "Local Transfer Notice" in the Admission Details section (https://baligunge.kvs.ac.in/en/admission-details/)or on the school notice board (opposite the Principal's office). It will also be circulated via the official WhatsApp group of the classes.
3. **Submission deadline:** The last date for form submission is 15/07/2025 up to 12:00 noon.
4. **Form submission:** Parents will submit the triplicate form to the present class teacher after obtaining the certificate from the class teacher in the prescribed format attached to the form.
5. **Printing requirements:**Parents are requested to make **triplicate (3 sets)** printouts of all the required documents.

CLASS TEACHERS OF PM SHRI K V BALLYGUNGE WILL ACCEPT THE FORMS FROM THOSE PARENTS WHO WANT TO TRANSFER THEIR WARD FROM PM SHRI KV BALLYGUNGE TO ANOTHER KENDRIYA VIDYALAYA.

PARENTS WHO WANT TO TRANSFER THEIR WARD FROM ANOTHER KENDRIYA VIDYALAYA TO PM SHRI KV BALLYGUNGE WILL NEED TO APPLY TO THE KV WHERE THE STUDENT IS CURRENTLY ENROLLED.