PM SHRI KENDRIYA VIDYALAYA SANTRAGACHI
DOCUMENTS REQUIRED FOR ADMISSION IN CLASS III
SESSION 2026-27

The following documents are to be produced in the original for verification, along with self-attested copies by the parents of the child who will be selected and called for admission. Some of the original documents will be returned after verification.

1. Original TC.
2. Birth Certificate issued by the competent authority showing date of birth (Keep the Original for verification & attach a photocopy)
3. Proof of Residence: Electricity bill/Telephone bill/Gas connection or gas delivery receipt/Quarter Allotment order copy (if residing in a govt. allotted quarter), etc., in which the address is mentioned (This should be in the name of either of the parents). If residing in a rented house, a rent agreement before 20th March 2026, along with any of the documents mentioned above.
4. Certificate of Proof of Blood Group, in original.
5. Valid SC/ST/OBC-NCL Certificate issued by the competent authority (Certificate in the name of the parent may be accepted initially) – If it is in the name of the parent, an undertaking should be submitted to submit the certificate in the name of the child, within three months.
6. OBC (Non-Creamy Layer) Certificate issued by the competent authority – should not be older than three years. It should be issued on or after 01.01.2023.
7. Those claiming **Economically Weaker Section** should submit valid documents issued by the competent authority (**Income Certificate will not be accepted in lieu of this**): It should be issued on or after 01.01.2023.
8. Valid Handicapped Certificate issued by the competent authority – those claiming differently abled, benefit.
9. A Service Certificate (By Government Employees) showing the number of transfers during the preceding 7 years issued by the competent authority- **ORIGINAL** (Those claimed Service Category 1/2/3/4).
10. Last month's Pay Slip from the employer showing the Pay particulars of the employee, the status of employment and nature of the establishment - **ORIGINAL** (Applicable only for Government employees – Those claimed Service Category: 1/2/3/4) – should be in the prescribed format.
11. For government employees – ID card issued by the employer.
12. **For Ex-Service Man – A Certificate of retirement for uniformed defence employees**
13. Aadhar Card of the child.
14. Any other documents as required by the admission committee, as per the demand of the situation

NOTE:
The documents from Sl. Nos. 1 to 4 are compulsory for all and Sl. Nos. 5 to 15 are for the cases where applicable.