

Local Transfer Application 2023-24

(To be filled by Parent/Guardian)

Name of the Present KV _____		Shift: _____		
1	Name of the Student			
2	Class (stream in case of class XI & XII)			
3	Date of Admission in present KV			
4	Mother's Name & mobile no.			
5	Father's Name & mobile no.			
6	Email ID of Father/Mother			
7	Parent's Department (Central/State/Any Other)			
8	Category of parent (I,II,III,IV,V/VI)			
9	Whether admission under RTE? (Yes/No)			
10	Present Address			
11	Name of KV where transfer is requested. (Mention atleast 3 KVs in nearby localities according to preference)	1.	2.	3.
12	Reason for seeking Transfer: Please tick (✓) wherever applicable:-			
	(a) Parents' transfer (Cat. I to IV only) (), (b) Sibling Case* (), (c) Shifting to own house (), (d) Shifting to rented accommodation (), (e) Any other (Mention reason) _____			

Certified that the above information is correct to the best of my knowledge and if at any stage the information submitted is found to be wrong /incorrect, I shall forfeit my claim for Local Transfer of my Ward.

(SIGNATURE OF THE PARENTS WITH DATE)

Certified that the above case is forwarded after verifying the details with the help of records and relevant papers.

(SIGNATURE WITH SEAL)

Class Teacher:

Name: _____

Signature: _____

PRINCIPAL

(Present KV where student is studying)

***Note: In case of sibling, Proforma C is to be filled and verified by the concerned Principal.**

Inter-Region Transfer Application 2023-24

(To be filled by Parent/Guardian)

1	Name of the Present KV(shift)			
2	Name of Region			
3	Name of the Student			
4	Class (stream in case of class XI & XII)			
5	Date of Admission in present KV			
6	Mother's Name & mobile no.			
7	Father's Name & mobile no.			
8	Whether admission under RTE? (Yes/No)			
9	Email ID of Father/Mother			
10	Parent's Department (Central/State/Any Other)			
11	Category of parent (I,II,III,IV,V/VI)			
12	Present Address			
13	Name of KV where transfer is requested. (Mention atleast 3 KVs in nearby localities according to preference)	1.	2.	3.
14	Reason for seeking Transfer: Please tick (✓) wherever applicable:-			
	(a) Allotment of govt. Accommodation (), (b) Shifting to own house (), (c) Shifting to rented accommodation (), (d) Sibling Case* (), (e) Any other (Mention reason)_____			

Certified that the above information is correct to the best of my knowledge and if at any stage the information submitted is found to be wrong /incorrect, I shall forfeit my claim for Inter-region transfer of my Ward.

(SIGNATURE OF THE PARENTS WITH DATE)

Certified that the above case is forwarded after verifying the details with the help of records and relevant papers.

(SIGNATURE WITH SEAL)

Admission Incharge:

Name: _____

PRINCIPAL

Signature: _____

(KV of first choice indicated above by the parent)

***Note: In case of sibling, Proforma C is to be filled and verified by the concerned Principal.**

(To be filled by KV where sibling is studying)

In case the transfer is sought on **Sibling** basis, the following details are required to be filled:

Details of Sibling:

1	Name of KV with shift	
2	Name of student	
3	Class (with stream in case of Class XI and XII)	
4	Relation (Brother/Sister)	
5	Date of admission	
6	Name of mother with mobile no.	
7	Name of father with mobile no.	

Certified that the above case is forwarded after verifying the details with the help of records and relevant papers.

(SIGNATURE WITH SEAL)

Verified by Class Teacher:

Name: _____

Signature: _____

PRINCIPAL

(KV where sibling is study)

