

GUIDELINES FOR ADMISSION IN **KENDRIYA VIDYALAYAS**

PART- A

GENERAL GUIDELINES

1. In supersession of all the guidelines governing admissions in Kendriya Vidyalayas that have been issued in the past, the following guidelines are issued to regulate admissions in the Kendriya Vidyalayas with effect from the academic session 2018-19. These guidelines are not applicable to Kendriya Vidyalayas located abroad.

2. DEFINITIONS

Unless the context suggests otherwise, the definition of the following terms used in these guidelines would be as below: -

- (i) **CENTRAL GOVERNMENT EMPLOYEES**: An employee who draws his emoluments from the consolidated fund of India.
- (ii) **TRANSFERABLE**: An employee who has been transferred at least once in the preceding 7 years shall be deemed to be transferable.
- (iii) **TRANSFER**: An employee would be treated as transferred only if he/she has been transferred by the competent authority from one place/urban agglomeration to another place/urban agglomeration which is at a distance of at least 20 kms. and minimum period of stay at a place should be six months.
- (iv) **AUTONOMOUS BODIES / PUBLIC SECTOR UNDERTAKINGS**: Organizations which are fully financed by the government or where the government share is more than 51 per cent would be deemed to be autonomous bodies/ public sector undertakings.
- (v) **SINGLE GIRL CHILD**: Single Girl Child means the only child i.e. only girl child to the parents, with no other siblings.

3. PRIORITIES IN ADMISSION

The following priorities shall be followed in granting admissions: -

(A) KENDRIYA VIDYALAYAS UNDER CIVIL/DEFENCE SECTOR:

1. Children of transferable and non-transferable Central government employees and children of ex- servicemen. This will also include children of Foreign National officials, who come on deputation or transfer to India on invitation by Govt. of India.

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 including the children of Foreign Nationals who are located in India due to their work or for any personal reasons. The children of Foreign Nationals would be considered only in case there are no children of Indian Nationals waitlisted for admission.

Note: Preference in Admission to wards will be based on the number of transfers of the parents in the last 7 years.

(B) KENDRIYA VIDYALAYAS UNDER PUBLIC SECTOR UNDERTAKINGS/ INSTITUTES OF HIGHER LEARNING:

1. Children and grandchildren of employees of the Project Sector/Institutes of Higher Learning which are the sponsors of the Vidyalaya, Children of Project employees & Post Graduate students who are working on long term research projects, Children of regular Council of Wardens (COW) employees and children and grandchildren of retired employees.

Note: Preference in Admission will be given to children of serving employees, grand children of serving employees and children and grandchildren of retired employees in that order.

2. Children of transferable and non-transferable Central government employees and children of ex- servicemen. This will also include children of Foreign National officials, who come on deputation or transfer to India on invitation by Govt. of India.
3. Children of transferable and non-transferable employees of Autonomous Bodies/Public Sector Undertaking/Institute of Higher Learning of the Government of India.
4. Children of transferable and non-transferable State Government employees.
5. Children of transferable and non-transferable employees of Autonomous Bodies/ Public Sector Undertakings/Institute of Higher Learning of the State Governments.
6. Children from any other category including the children of Foreign Nationals who are located in India due to their work or for any personal reasons. The Children of Foreign Nationals would be considered only in case there are no children of Indian Nationals waitlisted for admission.

Note: Preference in Admission to wards will be granted based on the number of transfers of the parents in the last 7 years.

4. ELIGIBLE AGE FOR ADMISSION

A Child must be 5 years old as on 31st March in the academic year in which admission is sought for Class I. (Child born on 1st April should also be considered.)

A. The minimum and maximum age limit for admission in Kendriya Vidyalayas in various classes is given below: (Child born on 1st April should also be considered.)

CLASS	MINIMUM AGE ON 31 ST MARCH OF THE YEAR IN WHICH ADMISSION IS SOUGHT	MAXIMUM AGE ON 31 ST MARCH OF THE YEAR IN WHICH ADMISSION IS SOUGHT
I	5 years	7 years
II	6 years	8 years
III	7 years	9 years
IV	8 years	10 years
V	9 years	11 years
VI	10 years	12 years
VII	11 years	13 years
VIII	12 years	14 years
IX	13 years	15 years
X	14 years	16 years

Note: The maximum age limit can be relaxed by two years in case of Differently abled children by the Principal.

B. There is no age restriction for admission to Class XI provided the student is seeking admission in the year of passing Class X examination. Similarly, there will be no upper & lower age limit for admission to class XII provided there has been no break in the continuous study of the student after passing class XI.

5. CLASS STRENGTH AND COMPETENT AUTHORITIES

CLASS STRENGTH	AUTHORITY	DATE (S)	REMARKS
UP TO 40	PRINCIPAL	UP TO 30 TH APRIL	REGISTERED AND ELIGIBLE CANDIDATES SUBJECT TO AVAILABILITY OF VACANCIES EXCEPT CLASS XI.
		UP TO 30 TH JUNE	REGISTERED AND ELIGIBLE CANDIDATES SUBJECT TO AVAILABILITY OF VACANCIES FOR CLASS XI ONLY.
UP TO 45	PRINCIPAL	UPTO 30 TH SEPT	THIS PROVISION IS APPLICABLE ONLY FOR THOSE PARENTS OF CAT I TO IV IN CIVIL & DEFENCE SECTOR AND CAT I TO V IN PROJECT & INSTITUTES OF HIGHER LEARNING WHO HAVE BEEN TRANSFERRED DURING THE CURRENT SESSION AFTER THE REGISTRATION PROCESS IS OVER. THE ADMISSION WILL BE GRANTED ON FIRST-CUM FIRST SERVE BASIS IMMEDIATELY AS AND WHEN PARENT APPROACHES FOR ADMISSION IN THE VIDYALAYA.

6. RESERVATIONS IN ADMISSION

A. SCHEDULED CASTE AND SCHEDULED TRIBE CATEGORY

15% seats for Scheduled Caste and 7.5% seats for Scheduled Tribes shall be reserved in all fresh admissions in all Kendriya Vidyalayas.

B. DIFFERENTLY ABLED CATEGORY

3% seats of total available seats for fresh admission will be horizontally reserved for Differently Abled-children as per the provisions of RTE Act, 2009 read in conjunction with Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995.

7. ADMISSION WITH KV TRANSFER CERTIFICATE INCLUDING LOCAL TRANSFER (TC).

- Admission of children with KV TC will be automatic (over and above Class strength) if the parent has been transferred from one station to another. When the class strength reaches 55, the efforts should be initiated to open additional sections.
- Defence personnel and Para-military Forces who shift their families to a station of their choice whenever they are transferred to some non-family areas or posted in Naxal affected areas, can admit their children on KV TC in a KV located at the station where they will keep their family.
- In all other cases where transfer of the parent is not involved, the admission with KV TC would be done only with the prior approval of the Deputy Commissioner of the region concerned.

- (iv) All cases of local transfer on KV TC will be done with the approval of DC concerned on merit.
- (v) A student with KV TC may also be permitted in project KVs only up to class strength of 45 with the prior concurrence of Chairman, VMC. Beyond this no admission on KV TC would be done in project schools. However, Deputy Commissioner of the region is empowered to allow admission in the project/nearest KV in extremely deserving cases.

8. STUDENTS OF N.I.O.S / STATE BOARDS / ICSE FOR ADMISSION IN CLASS XI IN KENDRIYA VIDYALAYAS

The students of State Boards/ICSE/NIOS be considered for admission in class XI if vacancies exist.

9. ADMISSION FOR CLASS X AND XII

Admissions to class X & XII, other than KV students, will be entertained subject to availability of vacancies. Such admissions to class X and XII will be considered by the Deputy Commissioner of the Region concerned, only if, the average strength in class X/XII is below 40. This will further be subject to the following conditions:

- i. The child has been in the same course of studies i.e. in a CBSE-affiliated school.
- ii. For Class X, the child must have obtained not less than 55% marks in aggregate in class IX.
- iii. For admission to class XII, 55% marks in class XI examination is mandatory.
- iv. The child should otherwise be eligible as per KVS admission guidelines.
- v. The combinations of subjects opted by the student are available in Kendriya Vidyalayas.

10. ADMISSION OF CHILDREN STUDYING ABROAD

A KV Student, who went abroad with his parents on their deputation to a foreign country, will be admitted to corresponding class on their return to India by the Principal of Kendriya Vidyalaya, where admission is being sought (such admissions will be over and above the class strength)

11. ADMISSION FOR VACANT SEATS

In case seats remain vacant after 30th June as the case may be, in the year of admission, Deputy Commissioner of the Region is empowered to allow admissions upto the prescribed strength as per priorities in admission upto 31st July.

Note: In case of any issue related to the interpretation of admission Guidelines, the decision of Commissioner KVS, will be final.

PART- B

SPECIAL PROVISIONS

1. Following categories of children would be admitted over and above the class strength except where stated otherwise in the provision itself (e.g. Item No. XVI).

- i. The children and dependent grandchildren of Hon'ble Members of Parliament.
- ii. Children and grandchildren (children of son or / and daughter) of serving and retired KVS employees.
The Children and grandchildren of the serving and retired employees of KVS (Kendriya Vidyalayas, Regional Offices, ZIETs and KVS (Hqrs.) will be considered for admission at any time of the year irrespective of the class strength/year of transfer/recruitment. However, for class IX, the child has to clear the admission test (The Officials/Officers who come on deputation to KVS their wards should also be treated at par with regular KVS employees).
- iii. Children of Central Government employees who die in harness.
- iv. Children of recipients of Paramveer Chakra, Mahavir Chakra, Veer Chakra, Ashok Chakra, Kirti Chakra & Shourya Chakra, Sena Medal(Army), NavSena Medal (Navy), Vayu Sena Medal (Air Force).
- v. Children of recipients of President's Police medal for gallantry & Police medal for gallantry.
- vi. Meritorious sports children who have secured I, II & III position in SGFI/CBSE/National/State level games organized by the Government.
- vii. Recipients of Rashtrapati Puraskar in Scouts & Guides.
- viii. Single girl children in class I and from class VI onwards subject to a maximum of two per section in class I and two per class in class VI and onwards. It includes twin girl children also.
(a) In case of twin girls, it will be treated as one admission.
(b) While drawing the lot, name of both girls(twin) should be written on a single slip/inte linked.
(c) In case of single girl child (including twin girl children), if number of applications are more than the number of allotted seats i.e. maximum of 02 per section in class I and 02 per class in class VI and onwards, the admission should be granted on the basis of the priority category. If in one category more applications are made, all such applications should be taken together and the list of selected candidates should be prepared through draw of lots.
- ix. Children who are recipients of National Bravery Award, or of Balshree Award instituted by National Bal Bhawan.

- x. Children whose parent is a teacher, and is a recipient of National Award for teachers.
- xi. Children who have shown special talent in Fine Arts and have been recognized at the National or State level.
- xii. 100 children of employees of the Ministry of HRD would be admitted every year on orders issued by the KVS (HQ) (up to 30th June).
- xiii. 60 admissions in Kendriya Vidyalayas located anywhere in India and 15 admissions in hostels of Kendriya Vidyalayas, would be granted to employees of Ministry of External Affairs each year, by orders of KVS (HQ). These would be regulated as follows: -
 - a) 60 admissions in Kendriya Vidyalayas located anywhere in India be utilized exclusively for children returning from abroad along with their parents after their posting. Seats under this provision remaining unutilized at the time of normal admissions will remain as such and will be utilized for children who return to India after the beginning of the academic session and up to 30th September. Children who return to India after 30th September would be considered for admission up to 30th November. No special consideration will be given to MEA staff under this priority. All these admissions will be subject to the condition that not more than 5 children would be admitted in one school in a year and that the children would be submitting a transfer certificate of a school abroad, in which they had been studying prior to seeking admission in a KV.
 - b) 15 seats for admission in hostels in Kendriya Vidyalayas would be allotted to the children whose parents are going abroad on a posting to station, which does not have adequate educational facilities. The required information in this respect would need to be given by the Ministry of External Affairs. (upto 30th November)
- xiv. 15 children of the employees of the Research and Analysis Wing (RAW) would be admitted on orders to be issued by the KVS Hqrs. Of these, a maximum of 5 seats would be given in Delhi and the remaining would be outside Delhi. (upto 30th June)
- xv. "In case adequate number of applications for admission of eligible children are not available for provisions under (XII), (XIII), and (XIV), Kendriya Vidyalaya Sangathan may nominate additional names up to the prescribed limit to ensure full utilization of these provisions".
- xvi. (a) 05 seats in each section of class I, within the approved class strength (40) will be filled by the children of Sponsoring Agency in all schools except those specifically notified otherwise by the Commissioner.
 (b) Similarly, 10 seats in all other classes put together (not more than 02 seats in each section) can be recommended by the Chairman VMC for the wards of employees of the sponsoring Agency. These admissions will be over and above the class strength, if otherwise eligible as per KVS Admission Guidelines.
- xvii. Chairman, Vidyalaya Management Committee can recommend maximum two admissions in the concerned Kendriya Vidyalaya/Shift under his discretionary

quota. These two admissions may be recommended in one class or all classes put together, the children so recommended should be otherwise eligible as per KVS Admission Guidelines (Upto 16th April).

- xviii. Wherever land has been sponsored by DDA for Kendriya Vidyalayas located in Delhi, admission to children of regular DDA employees would be restricted to 5 seats per section in class I and 5 seats in all other classes put together. Admission in class I would be within the approved strength of the section while for other classes this would be over and above the class strength.
- xix. Each Hon'ble Member of Parliament can refer 10 (ten) cases for admission under the scheme in an academic year but such recommendations shall be confined to children whose parents belong to his constituency either by domicile or on account of having been soon-before posted there or else on account of exigencies of service, migrate to his constituency. Such recommendations would be for admissions in Kendriya Vidyalaya(s) located in his constituency only. In case there is no Kendriya Vidyalaya in the constituency of the Hon'ble M.P. (Lok Sabha), he/she may recommend these admissions in the Kendriya Vidyalaya(s) located in any neighbouring contiguous constituency. For Member of the Rajya Sabha, the State from which the member has been elected would be deemed to be his constituency for this purpose. Nominated members of the Rajya Sabha and Lok Sabha can recommend 10(ten)s cases for admission in any one or more Kendriya Vidyalayas of the Country.
 - a. These admissions shall be over and above the class strength.
 - b. These recommendations would be made for classes I to IX only.
 - c. These admissions would be made at the beginning of the academic year and no admission would be allowed after the prescribed cut-off date of the year.
 - d. The recommendations to be made shall be valid only if these are made in the prescribed format provided to each Member of Parliament by KVS (HQ). Recommendations sent in any other format / manner shall not be considered.
 - e. The children recommended by Hon'ble Members of Parliament must be otherwise eligible for admission as per the extant KVS Admission Guidelines.
- xx. Each Directorate of education of Armed Forces i.e. Army, Air Force and Navy and Coast Guards can refer 06 cases in admission in an academic year for all classes except pre-primary and classes X and XII. The Directorate of education of Armed Forces i.e. Army, Air Force and Navy can recommend 06 names for admission of wards of Defence Personnel who are otherwise eligible for admission, in Kendriya Vidyalayas located in Defence Sector. These admissions would be over and above the class strength and would be completed by 31st July. However, under this provision no admission will be made in class X and XII.

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प्राचार्य / प्राचार्य
को वि०. वीरनगर, अमिकेश

3. ADMISSION OF WARDS OF ARMED / PARA MILITARY FORCES

Automatic admission of children in the Kendriya Vidyalayas on the basis of transfer certificate issued by the CBSE affiliated schools run by Armed Forces (Army, Air Force, Navy) and Para Military Forces i.e. CRPF/BSF/ITBP/SSB (Sashastra Seema Bal) and CISF will be entertained only if the parent has been transferred to that place or has desired to settle at the place after his retirement, or transferred to some non-family station or posted in Naxal affected areas and choose to keep the family elsewhere.

This provision shall be applicable to schools run by Indian Coast Guard also. This provision may also be extended to the children of government employees studying in schools run by ISRO/AEES (Atomic Energy Education Society).

It is clarified that above provisions are only for the wards of Defence personnel / Para Military Forces i.e. CRPF/BSF/ITBP/SSB (Sashastra Seema Bal) and CISF viz. sons & daughters only. This will not include the grand children of Defence personnel. Provisions of KVS admission guidelines including the eligibility criteria for age and marks/Grades will be followed in letter and spirit. Also, the fee including VVN is to be paid from the month of admission of the child in the Kendriya Vidyalaya regardless of the fact that the fee for succeeding months have already been paid in the school from which TC has been issued for admission to KV. TCs issued by the CBSE schools of Defence Ministry/Depts/Authority will be endorsed by the concerned Deputy Commissioner of the region where admission is sought.

3. ADMISSION OF PRE-PRIMARY STUDENTS IN CLASS-I.

The policy of automatic admission of pre-primary students in class-I has been withdrawn w.e.f. session 2008-09. Now all admissions in class-I shall be treated as fresh admissions and shall be dealt with as per rules in vogue.

4. CHILDREN WHO WERE EARLIER STUDYING IN KENDRIYA VIDYALAYA:

Children who were earlier studying in Kendriya Vidyalaya but due to (a) transfer of parent or (b) relocation due to exigency caused by posting of parent to field area was compelled to study in a school other than Kendriya Vidyalaya because no KV was available at that station, if the said parent subsequently gets transferred to a place where a Kendriya Vidyalaya exists, his/her child be considered for admission, consequent upon the transfer/movement of the parent subsequently to a place where a Kendriya Vidyalaya exists, over and above the class strength. A proof to this effect has to be provided by the parent.