



केन्द्रीय विद्यालय फोर्ट विलियम, कोलकाता - 700021
Kendriya Vidyalaya Fort William, Kolkata-700 021

शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान
An Autonomous Organization under Education Ministry, Government of India

फैक्स : 033-22302848 / Fax No:- 033-22302848

फोन : 033-22485117/ Phone No:033-22485117

आर्मी फ़ोन नंबर: 6947/ Army Phone Number: 6947

ई-मेल : fortwilliamkv.kvs@gmail.com वैबसाइट :- <https://fortwilliam.kvs.ac.in/>
K.V. School Code:1269 CBSE School Code: 19219 Affiliation No: 2400001



फाइल. F. 25331/KV FW/2023-24/

दिनांक: 17.04.2023

NOTICE

LOCAL TRANSFER FOR THE ACADEMIC YEAR 2023-24

- Parents interested for local transfer of their wards may submit three copies of duly filled local transfer forms along with all supporting documents.
- The last date of submitting the Local Transfer form in the school office is 04.05.2023.
- The local transfer form is available in the Vidyalaya website. (fortwilliam.kvs.ac.in)

By Order

KENDRIYA VIDYALAYA SANGATHAN, KOLKATA REGION

Application for Local Transfer for the session 2023-24

(To be submitted by the parents in Triplicate in the KV where the student is presently studying)

1. Transfer sought from KV to KV
2. Name of the Student (Capital letter) :
3. Sex :
4. Father's Name :
5. Class in which the child is studying (2023-24) :
6. Reason for seeking transfer* :
.....
.....
7. Residential address at the time of admission** :
.....
.....
8. Present residential address** :
.....
.....
9. Signature of the parent/guardian with date :

**(Enclose the documentary evidence; Medical ground cases should be supported by valid Medical documents issued by the Govt. Hospital/AMA/CGHS)*

*** (Attach any one: Photocopy of Gas connection, Ration Card, Voter I.D. card, Aadhar Card, Allotment of Quarter in case of Govt. accomodation, Driving license as a proof of residence)*

(To be filled by the KV where the student is presently studying)

(After filling three copies, two copies are to be sent to the KV where local transfer is sought)

1. From which session the child is studying in the KV :
2. Whether the child was admitted on transfer or on fresh admission: ON TRANSFER / AS FRESH (Tick appropriately)
3. Category of the parent (as per school record) :
4. Remarks/Recommendations of the Principal :

Signature of the Principal with Seal

(To be filled by the KV where local transfer is sought)

(After filling up two copies, one copy is to be sent to KVS RO Kolkata)

1. Enrolment as on date in the Class in which transfer is sought : No. of sections:
2. Remarks/Recommended/Not Recommended of the Principal :
.....

Signature of the Principal with Seal

(To be sent to KVS RO Kolkata along with all documents)

STUDENT DETAIL FOR LOCAL TRANSFER

Name of the Student:

Date of Birth:

Admission Number:

Class And Section:

Admission Date in Present KV:

Father's Name;

Mother's Name:

Category:

Department of the Father/Mother:

Child admitted to this KV on : Transfer Ground / Fesh Admission

(tick ✓ whichever is applicable.)

Signature of Parent

CERTIFICATE FROM CLASS TEACHER

It is certified that the details mentioned by the parent in the Local TC form were found to correct as per the admission register.

Signature of Class Teacher

INSTRUCTIONS TO THE PARENTS:

1. Parents are required to submit the form in triplicates along with the necessary supporting documents.
2. Kindly get the details verified from the Class Teacher before submitting the form in the office.