



केन्द्रीय विद्यालय संगठन, क्षेत्रीय कार्यालय राँची

KENDRIYA VIDYALAYA SANGATHAN, REGIONAL OFFICE, RANCHI

(An Autonomous Body Under Ministry of Education)

के.वि. नामकुम परिसर, नामकुम राँची, झारखंड-834010

KV, Namkum Campus, Namkum, Ranchi, Jharkhand-834010

फोन: 09264436970(DC), 09102992107 (AO), 09102992108 (FO)

E-mail: dcroranchi@gmail.com, acroranchi@gmail.com

aororanchi@gmail.com, fororanchi@gmail.com, hindiroranchi@gmail.com

Fax:- 0651-2261075, Website: www.kvsroranchi.org.in

एफ. 40029 / केविसं / क्षे0का0 (राँची) / शैक्षिक / 2022 /

दिनांक 23.05.2022

e-mail

The Principal
All Kendriya Vidyalaya's
Ranchi/Dhanbad/Bokaro City

Subject:- Local transfer of students' from one KV to another KV within the same station during 2022-23- reg.

Madam/Sir,

With reference to the subject cited above, this is to inform you that the cases of local transfer of students from one KV to another KV of the same station will be considered by this office in the 1st/2nd week of July 2022.

You are requested to inform the same to all the concerned parents/ guardians. Mere applying for local transfer will not confer right to get local transfer.

Further, the application of the parents seeking local transfer of students should be considered by following procedure mentioned below:-

1. Local transfer application form enclosed herewith is to be prepared in sufficient number of copies by the KV and made available to the parents on request from 01.06.2022(Wednesday) in triplicate.
2. Students admitted during the current session 2022-23 are NOT ELIGIBLE to apply for local transfer except, if there is a change in the Govt. accommodation.
3. Principal of KV where the child is presently studying will furnish the details as in the application form.
4. Issue and collection of forms by school from parents 01.06.2022 to 25.06.2022.
5. Last date of submission forms to KVS (RO) by school is 05 July, 2022.
6. Principals of KV where the child is presently studying (KV-X) after endorsement, send remaining two copies to the Principal where admission is desired by the parent on first priority. These Schools will forward the documents to the KV where admission is sought from 26th June to 30th June 2022 and handover a copy to parent concerned without fail.

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7. Principal of KV where admission is desired (KV-Y) will send one copy complete in all respect to KVS Regional office with his complete remarks are recommendation keeping a copy in the Vidyalaya record.
8. All the cases of local transfer will be sent to this office in lot serially number in a single lot along with the enclosed excel format by the Principal (KV-Y) by the serial number 7 by 05 July 2022.
9. Preference for local transfer will be given as per details given below:-
 - i. Allotment of Govt. accommodation in recent/ past.
 - ii. Shifting cases with valid medical certificate.
 - iii. Distance from the KV/ nearest KV.
 - iv. Any other reason as deeded fit.
10. No local transfer application will be entertained after 05 July 2022. This information about the local transfer date etc. may be put prominently on your Vidyalaya NOTICE BOARD/ WEBSITE.

Yours faithfully,



(D P Patel)

Dy Commissioner

Encls:-

1. Annexure I
2. Excel format