

# KENDRIYA VIDYALAYA OCF AVADI, CHENNAI-54

## CHECKLIST FOR ADMISSION BALVATIKA - 3

S. No	Documents to be submitted	Validity of Documents
1	Age – 5 TO 6 YRS. (D.O.B)	01/04/2017 to 31/03/2018
2	Service Certificate	Current Year
3	Service Transfer (Last 7 years) CAT – I TO CAT - IV	From 01/04/2016 onward
4	SC / ST	Permanent Certificate in the name of the Child and from competent authority.
5	OBC ( Non- Creamy Layer) EWS / BPL	Current Year in the name of the Child.
6	Disability Certificate (DA)	Certificate from Civil Surgeon / rehabilitation centre defined by Govt. of India. Certifying that the child is handicapped, were ever applicable.
7	Residence Proof	Less than 5 Kms.(FOR RTE) 1. Ration Card 2. Aadhar Card (Parent) 3. Passport 4. Rental Agreement, with gas connection. 5. Bank passbook first Page.

### Order of Documents:

1. Green Form
2. Online application copy.
3. DOB Certificate, Original & Xerox.
4. Service Certificate & Transfer details – Original
5. Community Certificate ( SC / ST / OBC(NCL) ) – Original & Xerox
6. EWS / BPL Certificate – Original & Xerox
7. Residence Proof – Original & Xerox
8. Photo (Passport size) in application.
9. EMIS Form
10. UBI Challan.
11. Aadhar copy of parents and child.