



CHINMAYA VIDYALAYA

School with a Difference

Senior Secondary Public School
CBSE Affiliation No. 2730035



Documents Required (For Classes KG-IX)

***Kindly bring the Registration form copy duly signed by both the parents along with the following documents at the time of interaction.**

► **Original Date of Birth Certificate of the Child (showing the child's name)** (issued by Municipal Corporation)

► **Proof of residence (Minimum 2 out of the following):**

- A. i. Ration Card issued in the name of parents (Mother / Father having name of the child)
- ii. Domicile certificate of child or of his / her parents.
- iii. Driving License
- iv. Voter I-Card (EPIC) of any of the parents.
- v. Passport in the name of any of the parents or child.
- vi. Aadhaar Card / UID card issued in the name of any of the parents.

B. Latest Paid Electricity Bill / Water Bill / MTNL telephone bill / Bank statement showing last month transactions. (Bills should be in the name of the parent of the child) Minimum period of residence at given address should be of **PAST ONE YEAR.**

Points will not be awarded if documents are insufficient to prove residence at the mentioned address for the **PAST ONE YEAR.** If the document submitted is older than one year, please submit an additional document i.e. Telephone/Electricity/Water bill in the name of any one PARENT which proves residence at the mentioned address between **December 2019 and March 2021.**

► **Transfer Certificate (original): countersigned by Directorate of Education (required at the time of admission)**

► **Previous School Record (Final Assessment / Mid-term results with other achievements certificates)**

► **Aadhar Card of the student, Father and Mother (Mandatory at the time of verification of the documents).**

► **Latest Passport size Photograph** of Each of the Child, Mother and Father.

► **FOR SIBLING:** (Only Real brother or sister studying in this school)

Attach: Identity Card / Latest Fee Bill of the sibling issued by the school office for **2020-21.**

► **Medical Fitness certificate and records of the child (vaccination card copy)**

You are requested to declare correct medical status vis-a-vis special needs, if any, in the application form. This has to be accompanied by a complete medical report from a CBSE approved Doctor / Institute / Government Hospital. Failure to declare correct medical status will automatically disqualify the child **EVEN IF ADMISSION HAS BEEN GRANTED.**

You are requested to declare correct medical status vis-à-vis special needs, in the application form. This has to be accompanied by a complete medical report from a CBSE empanelled Doctor / Institution.

*Failure to declare correct medical status will automatically disqualify the child **EVEN IF ADMISSION HAS BEEN GRANTED.**



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► **If you are the Guardian please enclose all the following:**

- i. Authorization letter by the parent(s) or an affidavit.
- ii. Attested photograph.
- iii. Proof of residence (please see point 2 above)

► **For Single Parent** – Relevant legal documents certifying the same.

► **The school has an authority to cancel the admission, if at any given time the information or document submitted is found to be wrong/fake/untrue.**

Note:

1. Admission to the school is subject to verification of the documents listed above and self-attested by both the parents.
2. The school has an authority to cancel the registration/admission, if at any given time the information or document submitted is found to be wrong/fake/untrue.
3. Processing Fee of Rs. 25/- is non-refundable registration fee.