



CHINMAYA VIDYALAYA

School With A Difference

**Senior Secondary Public School
CBSE Affiliation No. 2730035**



Documents Required (For Classes II to IX)

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

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

B. Proof of Residential Address (Minimum two out of the following)

1. Ration Card issued in the name of parents (Mother / Father having name of the child)
2. Domicile certificate of child or of his / her parents.
3. Driving License
4. Voter I-Card (EPIC) of any of the parents.
5. Passport in the name of any of the parents or child.
6. Aadhaar Card / UID card issued in the name of any of the parents.
7. Latest Paid Electricity Bill / Water Bill / MTNL Telephone Bill
(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.**

▶ **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 the Child, Mother and Father. (3 each)

▶ **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 **2023-24**

▶ **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.**

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

- i. Authorization letter by the parent(s) or an affidavit.
- ii. Attested photograph. (3 no's)
- iii. Proof of residence (please see point B 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 admission in the school is provisional subject to submission of Transfer Certificate from the previous school.
3. 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.
4. Processing Fee of Rs. 25/- is non-refundable registration fee.