



केन्द्रीय विद्यालय संगठन

केन्द्रीय विद्यालय संगठन

KENDRIYA VIDYALAYA SANGATHAN

क्षेत्रीयकार्यालय – हैदराबाद/ Regional Office – Hyderabad

पिकेट,सिकंदराबाद / Picket, SECUNDERABAD- 500009

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E-mail only

प्राचार्य

समस्त केन्द्रीय विद्यालय

हैदराबाद संभाग

विषय/Sub : Local transfer - reg

महोदय / महोदया,

With reference to the subject mentioned above, all the Principals are hereby requested to make a note of the following:

1. Principals are requested to forward the enclosed proforma which may be duly filled by the parent with due justification for seeking local transfer of his/her ward. All local transfer application should be submitted to RO Hyderabad by 03.07.2021 without fail.
2. Give wide publicity of the schedule of local transfer.
3. No application will be entertained after the last date i.e. 03.07.2021
4. Do not send parents to the Regional Office with letter / representation /format etc. seeking local transfer.
5. All consolidated formats along with original applications are to be submitted to RO Hyd on 03.07.2021 (IN EXCEL SHEET ONLY).
6. Local transfer involves wherever more than 02 KVs exist in the same station including the KV where the ward is studying.
7. The approved list will be sent to all vidyalayas by email.

भवदीय

(के शशीन्द्रन)

सहायक आयुक्त

Encl : Proforma for Local transfer and EXCEL sheet

KENDRIYA VIDYALAYA SANGATHAN : HYDERABAD REGION

Application for Local Transfer 2021-22

1. Name of the student :
 2. Class :
 3. Name of the KV where studying :
 4. Mention the class & year from which the student is studying in the present vidyalaya (give details) :
 - In which class the child was admitted in the present KV :
 - Date of admission in the present KV :
 - Total period of study in the present KV :
 5. Name of the KV to which local transfer is sought :
 6. Details of parents :
 - Father's Name :
 - Occupation of Father :
 - Office address :
 - Mother's Name :
 - Occupation of Mother :
 - Office address :
 - Present Residential address :
 7. Reasons for seeking local transfer with documentary evidence (Documents to be attached):
-
-

Date :

Signature of the Parent with name &
Mobile No.

Recommendation of the Principal where the student is currently studying.

Date :

Signature of the Principal

Recommendation of the Committee

Recommended / Not Recommended

Date :

Signature of DC/AC