



VYOMAYANA SAMSTHA VIDYALAYA
HAL Township, Sunabeda, Odisha – 763002
 Phone: 06853-220562, Email: vsvidyalaya@yahoo.com
 Website: www.vsvidyalaya.in

Read the instructions carefully before filling in the form.

REGISTRATION FORM
CLASS _____ Admissions
Session 20__ – 20__

FORM – 1

Issue of Registration form does not ensure admission.
 Registration fee Rs.350/- (Non-refundable)

Regn. No. _____ (For office use only)
Paste Recent Passport Size Photograph of the Pupil

Category under which admission is sought (Please put tick(✓) mark against the relevant box)

A	B	C	C1	D

(please refer to Annexure – A)

1. **Name of the Pupil (in CAPITAL):**

FIRST NAME	MIDDLE NAME	SURNAME

(As per Birth certificate only)

2. **Date of Birth (As per Birth certificate only)**

DD	MM	YYYY

3. **Aadhaar No. of the child**

4. **Residential Address**

5. **Permanent Address**

6. **Telephone Nos.**

Landline _____ Father's Mobile

Mother's Mobile

7. **E-Mail** _____

Contd/.....

8. Gender Male Female Blood Group

9.

Parents Details	Father	Mother	Local Guardian (In case the child does not reside with parents)
Name (in CAPITAL Letters)			
Academic Qualifications			
Occupation			
Annual Income			
Nationality			
If Employee of HAL PBNO			
Designation			
Department			

10. Whether belongs to Gen/SC/ST/OBC: Gen SC ST OBC

11. If school transport is required (Applicable for HAL resident whose ward/wards are studying in class up to V only) YES NO

Please register the name of my son/daughter/ward as mentioned at Sl. No. 1 in your school. I shall produce the requisite document in original at the time of his/her admission.

Signature of the Parent

UNDERTAKING

I _____ father/mother/guardian of _____ do hereby declare that the information given by me are based on facts and authentic records. Admission of my child may be cancelled if any information is found to be false at any point of time even after his/her admission. I fully understand that the school on accepting the registration form of my ward is not in any way, obliged to grant admission. I also agree that the decision of the Principal regarding admission will be final and binding on me.

I do undertake to ensure that the pupil abides by all the rules and regulations of the school. In case of any deviation in this regard, I shall withdraw the child if so directed by the head of the institution, in the best interest of the school.

_____ Signature of Father Date:	_____ Signature of Mother Date:	_____ Signature of Guardian Date:
<div style="border: 1px solid black; padding: 10px; width: 80%; margin: auto;"> <p>Please affix Father's Photograph Here</p> </div>	<div style="border: 1px solid black; padding: 10px; width: 80%; margin: auto;"> <p>Please affix Mother's Photograph Here</p> </div>	<div style="border: 1px solid black; padding: 10px; width: 80%; margin: auto;"> <p>Please affix Guardian's Photograph Here</p> </div>

INFORMATION

- a. Kindly note that due to limited number of seats, it will not be possible to admit all applicants. The application made here does not, in any way, entitle the candidate to be admitted to the school.
- b. Shortlisted candidates will be informed by e-mail/phone/post.

INSTRUCTIONS

Please submit the following along with the form.

- a. *Passport size photographs of the child and the parents duly affixed.*
- b. *An attested photocopy of the Birth certificate issued by the Competent Authorities.*
- c. *An attested photocopy of the latest address proof of the parent/Guardian.*
- d. *Relevant format duly filled in, as per category of admission.*

For Office use only

Date of Personal Appearance:

Admission No.:

Admitted/Rejected:

Principal's Comment, If any:

PRINCIPAL

FORM – A

**(To be submitted by the applicant under category- A)
(HAL EMPLOYEES)**

This is to certify that Master/Miss _____

for whom this admission is sought to _____ class in V.S. Vidyalaya is son/daughter of Sri/Smt. _____ P.B.No. _____, presently working in Department _____ of HAL, Koraput Division as declared by him/her in his/her personal file with HAL.

(Signature with seal)

Date:

Head of HR Dept., HAL

FORM – B

**(To be submitted by applicant under category- B)
(AES EMPLOYEES)**

This is to certify that Sri/Smt. _____ is a permanent employee of _____ under AES and Master/Miss _____ for whom the admission is sought to class _____ class in V.S.Vidyalaya is his/her son/daughter, as declared by him/her in his/her personal file with us.

Date:

(Signature of the Head of the Institution with seal)

FORM – C

**(To be submitted by applicant under category- C)
(CRE, CRI, CFLE, AO(DAD))**

This is to certify that Master/Miss _____ for whom the admission is sought to _____ class in V.S.Vidyalaya is son/daughter of Sri/Smt. _____ as declared by him/her as per our official record.

Date:

(Signature of the Head of the Organization/Unit with seal)

FORM – C1

**(To be submitted by applicant of under category-C1)
(ADOPTED VILLAGES)**

This is to certify that Sri/Smt. _____ Father/Mother of Master/Miss _____ for whom the admission is sought is from the HAL Adopted Village and comes under the category of LDP/Ordinary.

(Signature with seal)

Date:

HR-ERM Department, HAL

Contd/.....

FORM – D**(To be submitted by the applicant under category-D working as Contractual Employee in HAL)**

This is to certify that Sri/Smt. _____ Father/Mother of Master/Miss _____ for whom the admission is sought under Category D, is working in HAL, as an **Contract employee** under the contractor Sri/Smt _____. His P.F No is _____.

Date: _____
Signature of the Contractor

(Signature with seal)
HR-ERM Department, HAL
(Only for Contractual employees of HAL)

Note :

1. AES Management reserves the right not to admit any child without assigning any reasons.
2. Details of Categories are given in Annexure A.

ANNEXURE-A**TO APPLICATION FORM FOR ADMISSION IN V.S.VIDYALAYA****Categories of applicants:**

Order Of Preference	Category	Details
Concessional Fee Category		
1	A	Wards of Permanent Employees of HAL, ie. P.B.No. Holders (MT/DT/TT etc who are likely to get permanent badge number in a stipulated period are also considered)
2	B	Wards of Permanent Employees of AES (including Adhoc Staff)
3	C	Wards of Permanent Employees of CRI/CRE/AFLE/AO (DAD)
4	C1	Wards of Adopted Village Inhabitants (Applicable for LKG admission only)
Non Concessional Fee Category		
5	D	Others including Contract employees of HAL/AES

Note:

1. Age of the child whose admission is sought for LKG should be within 3 years to 5 years as on 1st April of the admission year.
2. Admission shall be offered according to 'order of preference'. Cat-B will be considered after offering admissions to all the applicants of Cat-A, Cat-C will be considered after offering admissions to all the applicants of Cat-A & B, .. so on.
3. In case sufficient seats are not available for any category, then 'first come first served' basis shall be followed considering the time of submission of correctly filled up application form in the office of Principal (V.S.Vidyalaya).
4. All subcategories are treated with equal priority within a category.
5. A maximum of 14 Seats are reserved for admissions into LKG. Incase some of the seats of any village remains vacant; the same can be filled up from other villages too. In case there is more number of candidates for the limited seats, the same shall be decided in favour of the former candidate. The candidates shall fill up authorization form E of the Admissions form and apply to the school for admissions. VSV shall forward these applications to ERM-HAL for necessary decisions. These 8 seats shall be finalized by ERM department of HAL and shall be intimated to VS Vidyalaya through AES for admissions.
6. For Category-D, 5 seats are reserved [more subject to availability]. Admission in Cat-D is under the discretionary power of the Chairman, AES. The candidates considered under this shall be intimated to V.S.Vidyalaya for admission. The selected candidates in category-D shall be intimated to VSV once all other admissions have been completed. Candidates admitted in this category shall come under the non-concessional fee category.
7. For LKG Admissions, the number of seats available for Cat-A to Cat-C are 221 (Excluding 19 seats against Para 4 & 5) out of total seats 240 in SIX Sections.

—X—X—X—X—X—