

## STAFF MINUTE SHEET

FROM : COMMAND EDUCATION OFFICE

REF : ED/0106/NCS(VZG)/Gen

Dated 15 Feb 19

SUB : ADMISSION AT NAVY CHILDREN SCHOOL, NSB &104 AREA FOR AY 2019-20

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Referred to:

It is requested that the following matter may be published in the Command Daily Order (with a request to publish in Ship/Unit daily order).

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### NAVY CHILDREN SCHOOL, VISAKHAPATNAM

1. **SALE OF ADMISSION FORMS:** Admission forms will be issued from 01 Mar to 05 Mar 19 for LKG & UKG and 06 Mar to 12 Mar 19 onwards for Classes I to XII excluding Class XI (Time 0900 hrs to 1300 hrs). Issue of form from 13 Mar 19 onwards for all classes (Time 1400 hrs to 1500 hrs). For Admission form from LKG to Class I, parents are requested to bring the Copy of the Date of Birth Certificate.

2. **DATE OF NEW ADMISSION.** The details for new admissions are as follows:-

Ser	Class	Date	Time
(a)	LKG & UKG	13 Mar 19 Onwards	0900 hrs – 1300 hrs
(b)	Class II to X & XII	16 Mar 19 Onwards	0900 hrs – 1300 hrs
(c)	Class I	16 Mar 19 Onwards	1400 hrs – 1500 hrs

3. Sale of Admission forms only for Serving Naval Personnel, posted at Visakhapatnam (Category I).

4. Serving Army/IAF, who are on deputation to Indian Navy, Visakhapatnam and Coast Guard Personnel (Category II), Serving Naval personnel whose unit is not based in Visakhapatnam (Cat I) & Other Categories, must submit their application form at the School Office.

5. For other categories, admission will be considered only in the month of July/August, subject to the availability of vacancies.

6. Parents are requested to bring the Original Date of Birth Certificate at the time of admission.

7. Admission for class XI will be done only after declaration of X<sup>th</sup> Board Results. Dates for submission of forms will be intimated later.

Sd/-  
(K Manikandan)  
Commander  
SSO (Education) II