

APPLICATION FORM FOR ADMISSION IN SCHOOL – 2024 SESSION  
(SCHOOL PART)

SL. NO .....

(FOR SCHOOL USE)

NAME OF THE SCHOOL : .....

APPLICATION FOR CLASS : .....

GENERAL / SCHEDULED CAST /SCHEDULED TRIBE /CHILDREN WITH SPECIAL NEED /OBC(A) /OBC(B) /  
ECONOMICALLY WEAKER SECTION

NAME OF THE APPLICANT :

IN BENGALI/MOTHER TONGUE .....

IN ENGLISH .....

GENDER: MALE/FEMALE/TRANSGENDER

MOTHER TONGUE : .....

DATE OF BIRTH : .....

[SELF ATTESTER COPY (BY THE APPLICANT OR HIS/HER GUARDIAN) OF BIRTH CERTIFICATE MUST BE ATTACHED]

NAME OF FATHER :

IN BENGALI/MOTHER TONGUE : .....

IN ENGLISH : .....

NAME OF MOTHER :

IN BENGALI/MOTHER TONGUE : .....

IN ENGLISH: : .....

FULL ADDRESS .....

.....

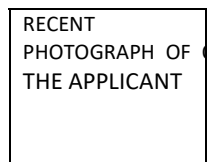
CONTACT NO. ....

NAME AND ADDRESS OF EARLIER SCHOOL (IF ANY) .....

.....

(FULL SIGNATURE OF GUARDIAN)

N. B. : SELF ATTESTED COPY (BY THE APPLICANT OR HIS/HER GUARDIAN) OF THE CERTIFICATE FROM THE APPROPRIATE  
AUTHORITY MUST BE SUBMITTED WITH THE APPLICATION FORM TO AVAIL THE FACILITY OF RESERVATION



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[SELF ATTESTER COPY (BY THE APPLICANT OR HIS/HER GUARDIAN) OF BIRTH CERTIFICATE MUST BE ATTACHED]

NAME OF FATHER :

IN BENGALI/MOTHER TONGUE : .....

IN ENGLISH : .....

NAME OF MOTHER

IN BENGALI/MOTHER TONGUE : .....

IN ENGLISH : .....

FULL ADDRESS .....

.....

CONTACT NO. ....

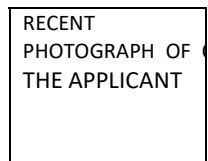
NAME AND ADDRESS OF EARLIER SCHOOL (IF ANY) .....

.....

(SIGNATURE & SEAL OF THE SCHOOL AUTHORITY)

N. B. : 1. CERTIFICATE FROM CORPORATION/ MUNICIPALITY/ PANCHAYAT/ ANY OTHER COMPETENT AUTHORITY  
WILL CONSIDERED AS LEGAL PROOF OF DATE OF BIRTH.

2. EXISTING GOVT. RULES WILL BE APPLICABLE FOR RESERVATION



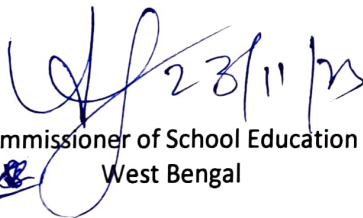
## Guidelines for admission

### Guidelines for admission procedure in elementary classes including pre-primary class in all Government / Government Model Schools / Integrated Schools / Government Sponsored / Aided Primary / Upper Primary / High / Higher Secondary Schools for the Academic Session- 2024 .

1. Government order no. 552-SED-13037/195/2022-ELEMN Sec. dated 21.11.2023 is to be followed for admission of children in elementary classes including Pre-Primary class in all Government/ Government Sponsored/ Aided Primary/ Upper Primary/ High/ Higher Secondary schools including SSKs/MSKs for the academic session – 2024.
2. Admission forms will be available at school(s) / Banglar Shiksha Portal ( [www.banglarshiksha.gov.in](http://www.banglarshiksha.gov.in) ) at free of cost. This form is applicable for all Government / Government Model Schools / Integrated Schools / Government Sponsored / Aided Primary / Upper Primary / High / Higher Secondary Schools.
3. The form must be submitted at the School / Schools applied for.
4. If any candidate has already collected / submitted the form supplied by the schools, there is no need for redoing the same.
5. The schedule of the admission procedure are as follows :

Sl. No.	Admission Procedure	From	To
1.	Distribution and Receiving of Admission Forms for Lottery	28.11.2023	04.12.2023
2.	Lottery on any of the dates	05.12.2023	16.12.2023
3.	Admission of Candidate chosen through draw of lots	18.12.2023	22.12.2023

6. Self attested copy ( by the applicant or his / her guardian ) of the birth certificate of the candidate is required to be submitted with the application form. If in any case the same is not available at the time of admission, the declaration by the guardian on the age of the ward, is to be accepted. The same is to be submitted by the guardian within the next six months as per RTE Rule, 2012.
7. Self-attested copy (by the applicant or his / her guardian ) of the reservation certificate from the appropriate authority must be submitted with the application form to avail the facility of reservation.
8. All columns of the application form must duly be filled in.
9. Selected candidates must show original birth certificate / relevant documents with the exception as laid down in point (6) above and necessary certificate for reservation (if applicable) at the time of admission.
10. Claim of admission may be rejected if any of the candidates chosen through draw of lots fail to report on the notified date(s) of admission.
11. Transfer / Promotion and Admission must be done through Online Portal, Banglar Shiksha.
12. Admission form both in English and Bengali is uploaded/ provided herewith.

  
Commissioner of School Education  
West Bengal