II VISHWA VIDYAPEETH II
GROUP OF SCHOOLS

ADMISSION DOCUMENTS FOR
ACADEMIC YEAR 2024-2025

1. **Documents required at the time of submitting online Admission Form**

- Child's Birth Certificate with the names of the child and both the parents mentioned on it (in case of Vernacular Birth Certificate, an affidavit of the same in English should be submitted).
- Proof of residence both permanent and current (ration card/ voter I-card/ utility bill/ rent agreement/ sale deed/ aadhaar card).
- Photo id proof of both the parents and child (aadhaar card/passport/driving license/ voter I-card).
- Latest photographs of both parents and child.
- Academic transcript of the previous year and current session till date for admission in grade III and above.

2. **Documents required at the time of Admission**

- Photo ID proof of both the parents (aadhaar card/passport/driving license/ voter I- card) - to be shown at time of entry to campus.
- Vaccination card/Medical certificate of the child.
- Attested copies of legal documents if the child is being brought up by a single parent/ adopted parent.
- Affidavit of guardianship to be submitted if the student lives with a local guardian.
- Caste Certificate – In case of SC/ST/OBC

Note- These above documents to be brought in original and self-attested photocopies at the time of admission.

3. **Documents required before the session starts**

    - Original transfer certificate from last school attended for admission to Grade 2 & above (Please note that the child's name will be taken as per the TC)
    - Copy of Course Completion Certificate for UKG admission
    - Original character certificate from last school attended (for students seeking admission to Grade XI)
    - Original migration certificate (only for Non-CBSE students seeking admission in CBSE XI).
    - Complete academic transcript of last class attended by the student (for students seeking admission in Grade XI this should be attested by the School).
    - Proof of residence both permanent and current in case the same has changed after submission of admission form online (ration card/ voter I-card/ utility bill/ rent agreement/ sale deed/ aadhaar card).

Note: Provisional admission will be processed and converted to confirmed admission only after submission and verification of required documents and deposit of all applicable fee before the start of the academic session 2024-2025.

--- x ---