

**STAFF MINUTE SHEET**

FROM : COMMAND EDUCATION OFFICE  
REF : ED/0106/NCS(VZG)/Gen

Dated 12 Feb 2020

SUB : ADMISSION AT NAVY CHILDREN SCHOOL, NSB & 104 AREAS

Referred  
to:

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

**NAVY CHILDREN SCHOOL, VISAKHAPATNAM**

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1. **Sale of Admission Forms:** Admission forms for NCS (V) will be issued as follows:-

Ser	Class	Date	Time	
			NSB	104 Area
(a)	LKG & UKG	02 to 05 Mar 2020	0900-1100h	0900-1100h
(b)	Class II to X & XII	06 to 11 Mar 2020	0900-1100h	0900-1100h
(c)	Class I	06 to 11 Mar 2020	1100 -1200h	1100-1200h
(d)	All classes Mismuster	12 Mar onwards	0900-1200h	0900-1200h
Venue NSB : Primary Wing			Venue 104 Area : 104 NCS	


2. For Admission form LKG to Class I, parents are requested to produce the Date of Birth Certificate.

3. **Submission of Admission Forms.** The dates for submission of admission forms are as follows:-

Ser	Class	Date	Time	
			NSB	104 Area
(a)	LKG & UKG	12 Mar to 17 Mar 2020 & 26 Mar to 31 Mar 2020	1400 hrs – 1600 hrs	0900 hrs – 1300 hrs
(b)	Class II to X & XII	18 Mar to 20 Mar 2020 & 26 Mar to 31 Mar 2020	1400 hrs – 1600 hrs	0900 hrs – 1300 hrs
(c)	Class I	21 Mar to 24 Mar 2020	1400 hrs – 1600 hrs	0900 hrs – 1300 hrs
Venue NSB: Secondary Wing			Venue 104 Area: 104 NCS	

4. **Note:** Direct admission will be given only to Category I (Serving and posted in Visakhapatnam station) personnel. For Category II (Serving Army/IAF/ICG and on deputation to Navy) the admission forms will have to be submitted to the School admin office and admission will be given based on vacancies available in respective classes. Admission for other categories (Cat III to VII) will be considered only after July/ August.

5. 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.

  
(K Manikandan)  
Commander  
Senior Staff Officer (Education)