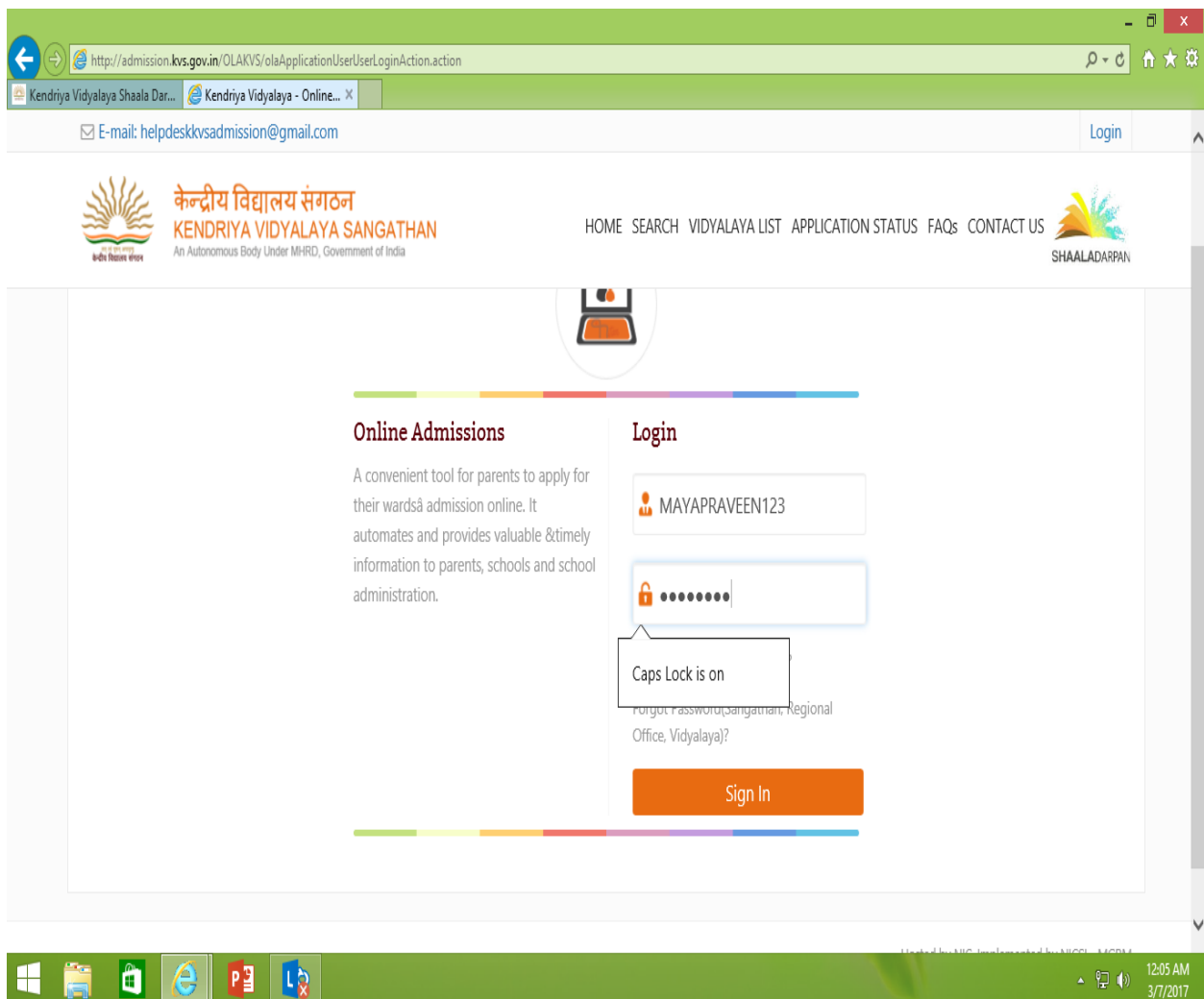


# STEPS TO EDIT CLASS I ADMISSION APPLICATION FORM

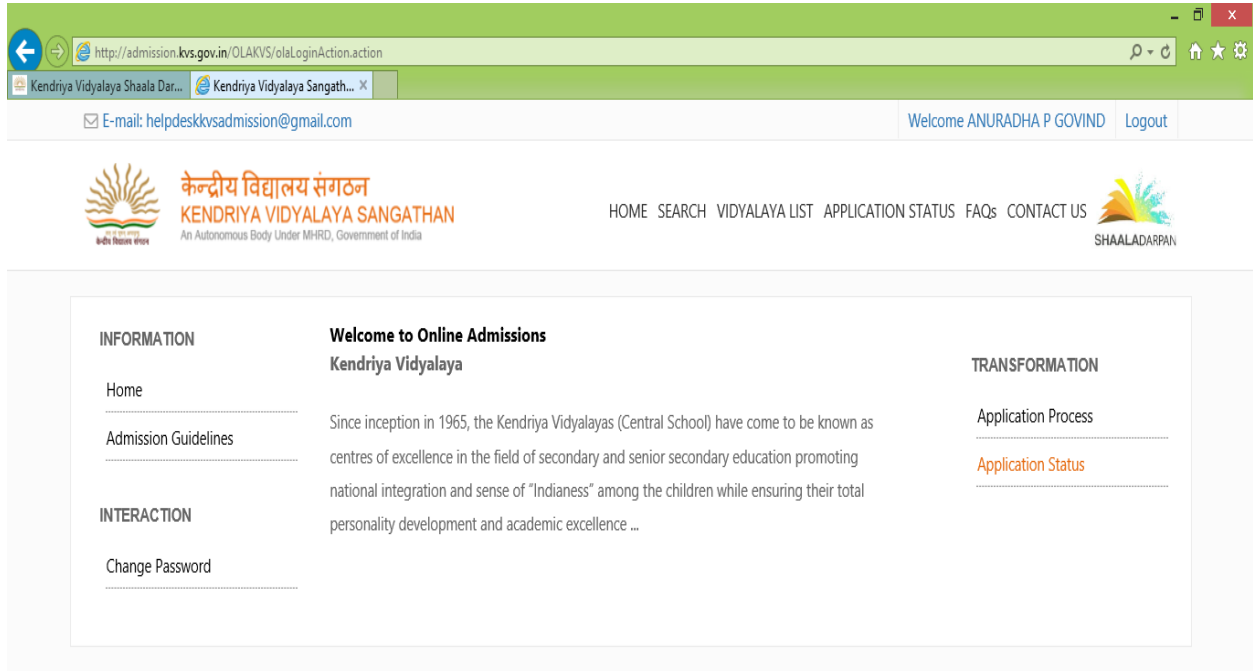
*Editing Allowed only up to 10/3/2017*

1. Go to <http://darpan.kvs.gov.in>
2. Select Online Admission
3. Click on Login
4. Enter your Login Name and Password as shown below



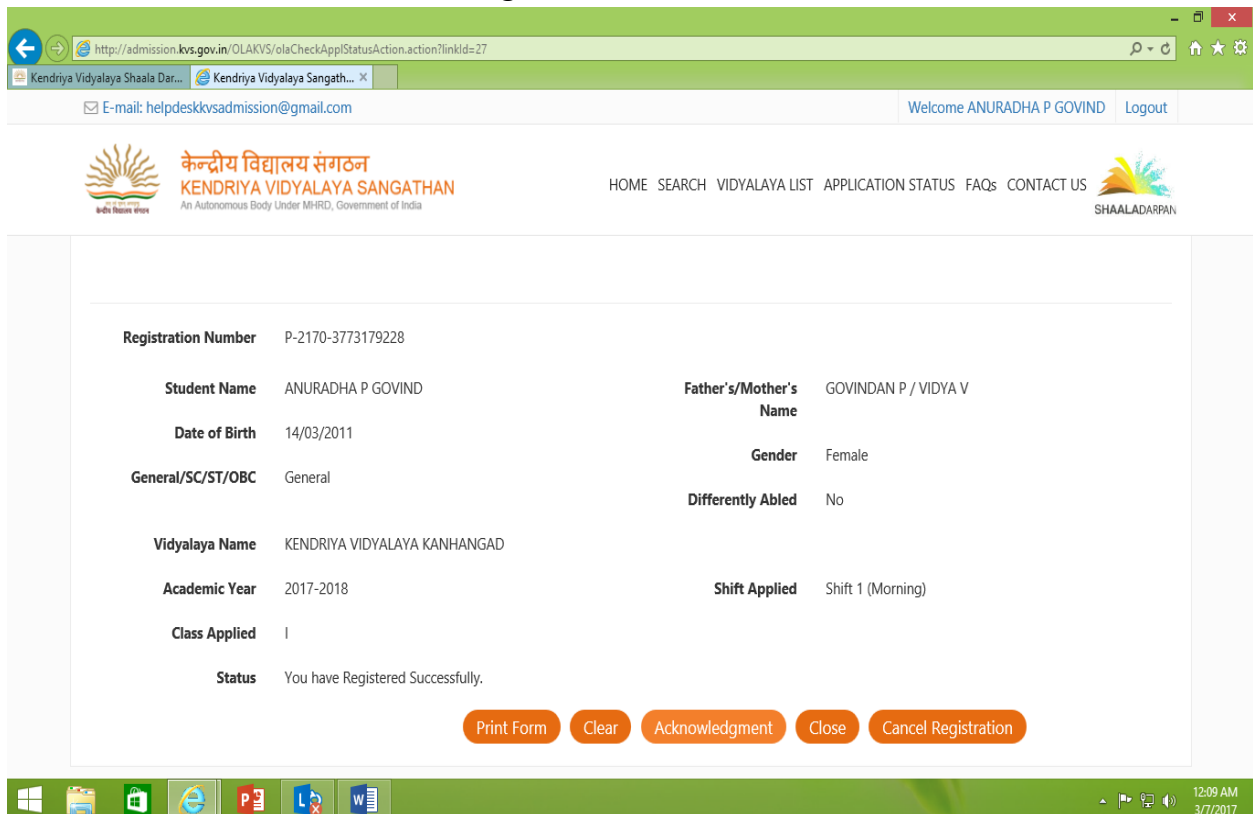
The screenshot displays a web browser window with the URL <http://admission.kvs.gov.in/OLAKVS/olaApplicationUserUserLoginAction.action>. The page header includes the KVS logo, the text "केन्द्रीय विद्यालय संगठन KENDRIYA VIDYALAYA SANGATHAN An Autonomous Body Under MHRD, Government of India", and navigation links: HOME, SEARCH, VIDYALAYA LIST, APPLICATION STATUS, FAQs, CONTACT US, and SHAALADARPAN. The main content area features a "Login" section with a text input field containing "MAYAPRAVEEN123", a password input field with masked characters, and a "Sign In" button. A tooltip indicates "Caps Lock is on". The footer shows the Windows taskbar with the date and time: 12:05 AM, 3/7/2017.

## 5. Select Application status



The screenshot shows a web browser window with the URL <http://admission.kvs.gov.in/OLAKVS/olaLoginAction.action>. The page header includes the Kendriya Vidyalaya Sangathan logo and navigation links: HOME, SEARCH, VIDYALAYA LIST, APPLICATION STATUS, FAQs, CONTACT US. The main content area is titled "Welcome to Online Admissions Kendriya Vidyalaya" and contains a paragraph about the organization's history. A navigation menu on the right lists "Application Process" and "Application Status" (highlighted in orange). The footer includes the copyright notice "© 2017. All rights reserved." and the MGRM logo.

## 6. Click on the button Acknowledgement



The screenshot shows a web browser window with the URL <http://admission.kvs.gov.in/OLAKVS/olaCheckAppStatusAction.action?linkid=27>. The page header includes the Kendriya Vidyalaya Sangathan logo and navigation links: HOME, SEARCH, VIDYALAYA LIST, APPLICATION STATUS, FAQs, CONTACT US. The main content area displays a registration summary for ANURADHA P GOVIND, including details such as Registration Number, Date of Birth, Gender, and Academic Year. The status is "You have Registered Successfully." At the bottom, there are five buttons: Print Form, Clear, Acknowledgement (highlighted in orange), Close, and Cancel Registration. The footer includes the copyright notice "© 2017. All rights reserved." and the MGRM logo.

<b>Registration Number</b>	P-2170-3773179228	<b>Father's/Mother's Name</b>	GOVINDAN P / VIDYA V
<b>Student Name</b>	ANURADHA P GOVIND	<b>Gender</b>	Female
<b>Date of Birth</b>	14/03/2011	<b>Differently Abled</b>	No
<b>General/SC/ST/OBC</b>	General	<b>Shift Applied</b>	Shift 1 (Morning)
<b>Vidyalaya Name</b>	KENDRIYA VIDYALAYA KANHANGAD	<b>Class Applied</b>	I
<b>Academic Year</b>	2017-2018	<b>Status</b>	You have Registered Successfully.

## 7. Click on Edit Form

The screenshot shows a web browser window with the URL <http://admission.kvs.gov.in/OLA/KVS/olaAcknowledgmentCheckAppStatusAction.action>. The page header includes the Kendriya Vidyalaya Sangathan logo and navigation links: HOME, SEARCH, VIDYALAYA LIST, APPLICATION STATUS, FAQs, CONTACT US. The user is logged in as ANURADHA P GOVIND. The main content area displays the school name 'KASARGOD, Kasaragod, Kerala, India' and the website [www.kvkanhangad.org](http://www.kvkanhangad.org). Below this, it states 'Date & Time of Lottery for RTE : 18/03/2017 at 11.00 am'. A 'DISCLAIMER' section follows, containing two points: 1. 'पंजीकरण मात्र से केंद्रीय विद्यालय में प्रवेश की गारंटी नहीं है। Mere Registration does not guarantee admission in the Kendriya Vidyalaya.' 2. 'एक ही विद्यार्थी के एक ही विद्यालय में एकाधिक पंजीजन से वह विद्यार्थी प्रवेश हेतु अयोग्य होगा। Multiple Registration for the same student in same school will disqualify candidature.' At the bottom of the form area, there are four buttons: 'Edit Form', 'Print Receipt', 'Back to Home', and 'View Form'.

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## 8. Do needful editing

## 9. Enter the Captcha and submit the form

The screenshot shows the 'Edit Form' page. The URL is <http://admission.kvs.gov.in/OLA/KVS/olaApplicationFormEditAction.action?hidLinkId=&hidInstGrupName=Kendriya+Vidyalaya+Sangathan&strAcadName=2017-2018&strPaymentMode=&InstituteId=5748&hidReg>. The page content includes a declaration: 'I certify that all the information provided is true to the best of my knowledge.' followed by two points: 2. 'अगर मेरे बच्चे का नाम विद्यालय में नामांकन के लिए चयनित होता है, तो मैं प्रवेश के समय समस्त दस्तावेज की मूलावधि प्रस्तुत करूंगा। I shall submit all the required documents in support of the submissions, provided my ward is shortlisted for admission.' 3. 'मैं इस शर्त से सहमत हूँ कि उपरोक्त तथ्य यदि गलत पाए जाते हैं, तो मेरा बच्चा/बच्चे केंद्रीय विद्यालय में प्रवेश हेतु अयोग्य होगा/होगी। I agree to the condition that, if the above mentioned facts are found to be incorrect, my child will be disqualified for admission in Kendriya Vidyalaya.' Below this is a checkbox for 'I agree to Terms & Conditions' which is checked. A captcha image showing the word 'shafym' is displayed, along with a text input field. At the bottom, there are three buttons: 'Submit', 'Clear', and 'Close'.

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## 10. Take the Print out of your application form.

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