

DEPARTMENT OF VOCATIONAL HIGHER SECONDARY EDUCATION

INSTRUCTIONS TO FILL THE APPLICATION FOR ADMISSION TO VHS COURSES 2016-'17

- ◆ Read the Instructions carefully before filling up the application form
- ◆ Details should be furnished in English language using CAPITAL letters
- ◆ Submit the filled up application form to the Principal of nearest VHS School

1. Application No

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(For office use)

2. Name of the applicant: Write your name. Leave one blank box between adjacent words. Do not add any prefixes like Mr., Kum. etc. For Example, Alok.S.S should be written as:

A	L	O	K	.	S	.	S													
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3. Date of Birth : Write the date, month and year of your birth in DD/MM/YYYY format only. For single digit numbers, Zero should be prefixed. For Example, 17th May 2000 should be written as:

1	7	0	5	2	0	0	0
Date		Month		Year			

4. Age : Write your age as on 01/06/2016. Age of the above eg. should be written as:

1	6
as on 1/6/16	

5. Gender : Put a ✓ mark in the Gender column. i.e if you are male, mark ✓ in 'M' and if you are female, mark ✓ in 'F'.

M	✓	F	
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6. Religion : Fill up the code of your religion. For Example, If your religion is Hindu, mark as follows

0	1
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Religion	Code	Religion	Code
Hindu	01	Buddhist	07
Christian	02	Bahai	08
Muslim	03	Secular	09
Islam	04	Non-Religion	10
Jain	05	Not Applicable	11
Sikh	06	Others	12

7.Caste : Write your caste in the box. For Example, If your caste is Nadar, it should be written as:

N	A	D	A	R																
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8 (i) Category : Fill up the code of your Category in caste. If you are Hindu OBC, it should be written as:

0	9
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Category	Code	Category	Code
General	01	Kusavan	07
Ezhava/Thiyya/Billava	02	Christian OBC	08
Muslim	03	Hindu OBC	09
LC/SIUC/AI	04	Kudumbi	10
Dheevara	05	SC	11
Viswakarma	06	ST	12

8 (ii) Whether belongs to OEC : If your caste belongs to OEC, put a ✓ mark in the box for 'Yes'. Otherwise, mark as 'No'.

	✓
Yes	No

9. Details of Qualifying Examination : Fill up the Name of your qualifying Exam, code, Reg. No, Month, Year, No. of chances taken to qualify the exam and Name of School in the appropriate box. (SAY Exam may not be counted as a separate chance) For Example, your qualifying Exam is SSLC, you have passed in 3/2016, with reg. No. 12345 in I chance, and you have studied SSLC in Govt VHSS, Vattiyoor kavu, it should be written as:

S	S	L	C			0	1	1	2	3	4	5	
Name of Examination						Scheme Code		Register No					
		0		3		2		0		1		6	
		Month		Year				0		1		No. of chances	

G	V	H	S	S	.	V	A	T	T	I	Y	O	O	R	K	A	V	U	,	T	V	P	M										
Name of School																																	

Scheme	Code	Scheme	Code
SSLC (2015-2016)	01	Other	08
SSLC (2005-2006)	02	Other Country	09
SSLC (Old Scheme)	03	THSLC-- (New Scheme)	10
THSLC-IHRD (New Scheme)	04	THSLC- (Old Scheme)	11
THSLC-IHRD (Old Scheme)	05	National Open School	12
CBSE	06	Art HSLC	13
ICSE	07	SSLC (IED) 2008,'09, '10, '11	14
		SSLC (2007-2015)	15

10.(i) Name of Father : Write the name of your Father. Leave one blank box between adjacent words. Do not add any prefixes like Sri., Mr., Smt. etc. for example, Sreedharan B.G should be written as:

S	R	E	E	D	H	A	R	A	n	.	B	.	G																					
---	---	---	---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

10.(ii) Name of Mother : Write the name of your Mother. Leave one blank box between adjacent words. Do not add any prefixes like Sri., Mr., Smt. etc. for example, Sreekumari.S should be written as:

S	R	E	E	K	U	M	A	R	I	.	S																								
---	---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

10.(iii) Name of Guardian : Write the name of your Guardian. Leave one blank box between adjacent words. Do not add any prefixes like Sri., Mr., Smt. etc. for example, Sreedharan.B.G should be written as:

S	R	E	E	D	H	A	R	A	n	.	B	.	G																						
---	---	---	---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

11. Address for Communication : Write the complete postal Address including PIN code to which communication is to be sent. Do not repeat the name of applicant / Parent. for example, the Address, Mangalassery House, House No : 3/345, Nandavanam Lane, Mulleria, Kasaragod, PIN 671543 should be written as :

M	A	N	G	A	L	A	S	S	E	R	Y	,	H		N	0	3	/	3	4	5															
N	A	N	D	A	V	A	N	A	M		L	A	N	E																						
M	U	L	L	E	R	I	A	,	K	A	S	A	R	A	G	O	D																			
															Pincode	6	7	1	5	4	3															



12. Telephone No. with STD Code : Write your landline telephone number with STD code. For example, 04998261840 should be written as :

0	4	9	9	8	2	6	1	8	4	0
---	---	---	---	---	---	---	---	---	---	---

13. Mobile phone No.: Write your mobile phone number. For example, 9495161840 should be written as :

9	4	9	5	1	6	1	8	4	0
---	---	---	---	---	---	---	---	---	---

14. E-mail address : Write your e mail id without blank spaces. The id 'alok123@gmail.com' should be written as :

a	l	o	k	1	2	3	@	g	m	a	i	l	.	c	o	m				
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	--	--	--	--

15. Place of Residence : Write the code of your State, District, Taluk and Panchayath/ Corporation in the appropriate box. For example, Alok. S. S, the applicant is residing at Karaduka Panchayath in Kasaragod Taluk in Kasaragod Dist. It should be written as :

0	1	1	4	6	2	0	1	4
State code		District code		Taluk code		Local body		

16. Eligibility for Bonus point : Put a ✓ mark in the appropriate box, if you are eligible to get bonus point. For example, If, Asok is a dependant of Jawan in Service, he can mark his eligibility as :

Dependent of Jawan Killed in action	<input type="checkbox"/>	Dependent of Jawan in Service / Ex service	<input checked="" type="checkbox"/>	NCC/ Scout/ Guide	<input type="checkbox"/>	Swimming knowledge	<input type="checkbox"/>
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17 (i). Eligibility for Special Reservation Write the code in the appropriate box. For example, if you are differently abled, write 09 in the box

0	9		
Differently abled		OEC	

Item	Code	Item	Code
Differently Abled	09	OEC	12

17 (ii). Eligibility for Special School Reservation: If you have applied for a Special School admission, Write the code in the appropriate box. For example, if you have applied for Sports School, write 13 in the box for 'Sports'

<input type="checkbox"/>	<input type="checkbox"/>
Deaf/Dumb	Children of fishermen

Item	Code	Item	Code
Deaf/ Dumb	10	Children of fishermen	14

17 (iii) Reservation for Linguistic minority : Put a ✓ mark in the appropriate box, if you are eligible to get reservation for Kannada or Tamil, you shall mark ✓ in the box of 'Yes'. Other-wise mark ✓ in the box of 'No'.

<input type="checkbox"/>	<input type="checkbox"/>
Yes	No

17 (iv) If yes, Language : If 'Yes' is your answer for 17 (iii), put a ✓ mark in the appropriate box for Kannada or Tamil,

<input type="checkbox"/>	<input type="checkbox"/>
Tamil	Kannada

18. Achievements in Sports : Write the No. of events participated in International, National, State and District level Sports, in the appropriate box/ boxes. Also write the number of events participated in which the number of times you have won 1 Place, 2 Place, 3 Place or participation respectively in District level Sports.

International		National		State		District			
No of events		No of events		No of events		Ist place	II Place	III Place	Participation

19. Achievements in Kerala School Kalolsavam : Write the No. of items participated in State and District level Kalolsavam, in the appropriate box/ boxes. Also write the number of items for which you got A Grade, B Grade, C Grade or Participation respectively in District level Kalolsavam.

State		District					
No of Items		No of Items		A Grade	B Grade	C Grade	Participation

20. Whether qualified in the National/State level Talent Search Examination? : Put a ✓ mark in the box for 'yes', if you have qualified the exam. Otherwise put the mark in the box for

Yes	No

21. Details of participation in co-curricular activities : Put a ✓ mark in the box for your grade and activity. For example, Alok has a certificate in B grade for State Science fair and A grade for State Maths fair, mark it as :

Activity	A	B	C	D	E
State Science fair		✓			
State Social Science fair					
Red cross activities					

Activity	A	B	C	D	E
State Maths fair	✓				
State IT fest					
State Work Experience fair					

22. Whether the member of School Club/Clubs : Put a ✓ mark in the box for your School level activity. For example, Alok has a certificate in Science club and I.T Club, mark it as :

<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Philately Club	Science Club	Red Cross	Debating Club	Environment Club	Oratory Club	Forestry Club	IT Club	Maths Club
	<input type="checkbox"/>			<input type="checkbox"/>			<input type="checkbox"/>	
	Literary Contribution in School magazine			Literary Contribution in Periodicals			Scouts & Guides (But not awarded Rashtrapathi Puraskar or Rajya Puraskar)	

23. Marks /Grades obtained in the Qualifying Examinations : Write the Subject and grade of Qualifying Examination. **THSLC / SSLC Old Scheme candidates should enter the mark/ grade of the subjects in the order shown in the Marklist.**

No	Subject	Grade/Mark awarded	Maximum marks	No	Subject	Grade/Mark awarded	Maximum marks
1				8			
2				9			
3				10			
4				11			
5				12			
6				13			
7				14			

24. School-Subject Combination(s) in the order of preference : Write the School code and course code in the order of preference . Candidate can select any School in the State in the order of preference. For Example, Alok Wants to enter the following choice in the order of preference

- 1) Computer Science and Information Technology at GVHSS, Vattiyookavu
- 2) Civil Construction Technology at Govt. THS & VHSS, Nedumangad
- 3) Medical Laboratory Technology at GVHSS, Pirappancode
- 4) Live Stock Management in GVHSS, Paruthippally

Preference No	School Code	Course Code
1	901017	03
2	901009	02
3	901038	14
4	901026	21
5		
6		
7		
8		
9		
10		

Preference No	School Code	Course Code
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		

Declaration : Applicant and the parent / Guardian must sign the declaration to authenticate the information provided by them. Unsigned applications will be rejected without any notice.

Acknowledgement : Applicant should collect the acknowledgement slip with school seal and signature of receiving authority of the school at which the application is submitted.