

कोचीन शिपयार्ड लिमिटेड / COCHIN SHIPYARD LIMITED

कोच्ची / KOCHI-15

(कार्मिक एवं प्रशासन विभाग / Perl. & Admn. Department)

सं. / No.पीईआरएल PERL/22(2)/90

17 फरवरी / February 2025

परिपत्र / CIRCULAR

शैक्षणिक वर्ष 2025-26 के दौरान भवन्स विद्या मंदिर, गिरिनगर
में प्रथम कक्षा में प्रवेश - आवेदन आमंत्रित

ADMISSION TO THE 1st STANDARD IN THE BHAVAN'S VIDYA MANDIR,
GIRINAGAR FOR THE ACADEMIC YEAR 2025-26 –
APPLICATIONS CALLED FOR

1. शैक्षणिक वर्ष 2025-26 के दौरान भवन्स विद्या मंदिर, गिरिनगर में प्रथम कक्षा में प्रशिक्षार्थियों सहित सीएसएल कर्मचारियों के बच्चों के प्रवेश के लिए आवेदन आमंत्रित किया जाता है। प्रवेश सीएसएल कर्मचारियों के लिए नियत 70 सीट में योग्यता के आधार पर चयन द्वारा होगा।

Applications are invited from the employees including trainees of CSL for admission of their children to the 1st Standard in the Bhavans Vidya Mandir, Girinagar for the Academic year 2025-26. The admission will be by selection to the allotted quota of 70 seats for CSL employees.

2. आवेदन नीचे दिए गए लिंक के ज़रिए एकत्र किए जाएंगे।

The applications will be collected through the Link given below.

लिंक पता / Link address - <https://apps.cochinshipyard.in:446/BVMADMSTD1/login.jsp>

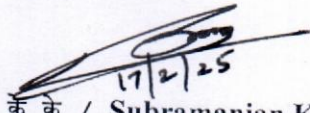
3. उपरोक्त लिंक दिनांक 18-02-2025 पूर्वाह्न 0900 बजे से उपलब्ध होगा। जन्म प्रमाण पत्र (पीडीएफ/जेपीईजी) की प्रति के साथ संलग्न आवेदन पत्र दिनांक 28-02-2025 अपराह्न 1600 बजे या उससे पहले जमा किया जाना चाहिए। अपूर्ण आवेदन पत्र और निर्धारित समय के भीतर डिजिटल मोड के अलावा प्राप्त अन्य आवेदनों पर विचार नहीं किया जाएगा।

Above link will be available from 18-02-2025 0900 hrs onwards. The application Forms enclosed with copy of Birth Certificate (PDF/JPEG) should be submitted on or before 28-02-2025 1600 hrs. Incomplete application forms and applications received other than the digital mode within the stipulated time, will not be entertained.



4. आगे स्पष्टीकरण के लिए संपर्क करें - कल्याण अनुभाग (विस्तार: 1589, मोबाइल- 7994476753)।

For further clarifications, Contact – Welfare Section (Extn : 1589, Mob – 7994476753)


(सुब्रमण्यन के के / Subramanian K K)
प्रभारी उप महाप्रबंधक (कर्मचारी संबंध)
Deputy General Manager (ER) I/C

सेवा में / To:

सभी कर्मचारियों- इंटरनेट / नोटिस बोर्ड के ज़रिए

All Employees - Through Intranet/Notice Boards

अ.व प्र.नि. का नि.स./नि(तक.)/नि(वि.)/नि(प्र)/मु.म.प्र/म.प्र/उ.म.प्र. - ईमेल के ज़रिए

PS to C&MD / D (T)/D (F) D (O)/CGMs/GMs/DGMs– through E-mail

महासचिव, सीएसईओ/सीएसईएफ/सीएसएसएसए/सीएसओए

General Secretary, CSEO/CSEF/CSSSA/CSOA

नोटिस बोर्ड- के जी स्कूल, सीएसएल /Notice Board – KG School, CSL

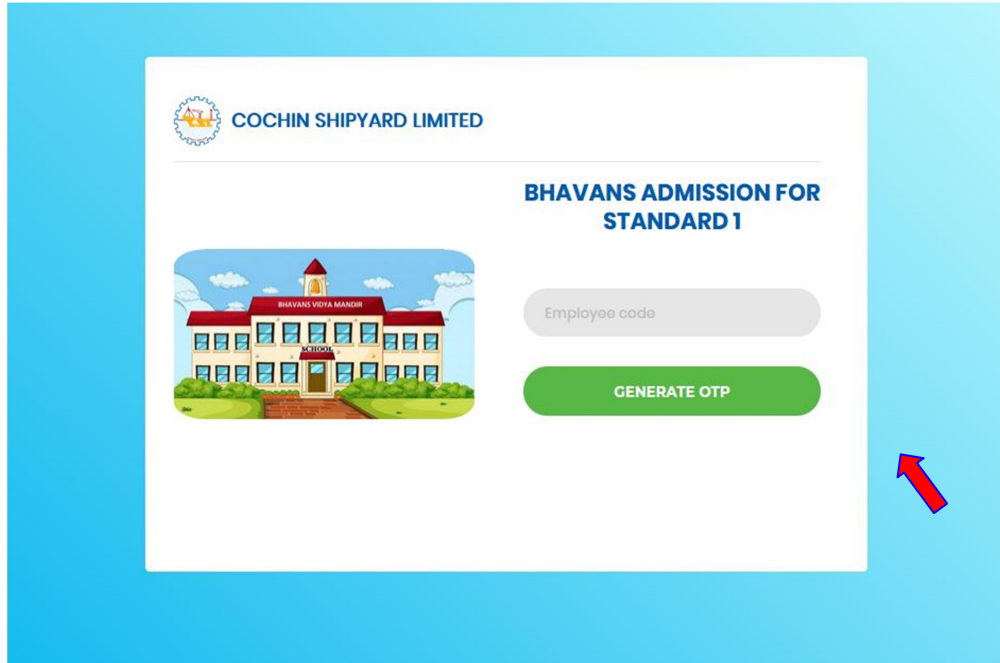
प्रतिलिपि / Copy to:

1. निदेशक/ The Director
भारतीय विद्या भवन/ Bharatiya Vidya Bhavan
टी डी रोड, कोच्ची/ T.D.Road, Kochi-11.
2. प्रिंसिपल/ The Principal
भवन्स विद्या मंदिर/ Bhavan's Vidya Mandir
गिरिनगर, कोच्ची/ Girinagar, Kochi-20.

APPLICATION MANUAL FOR BHAVANS ADMISSION

STANDARD I

STEP 1: LOGIN PAGE



COCHIN SHIPYARD LIMITED

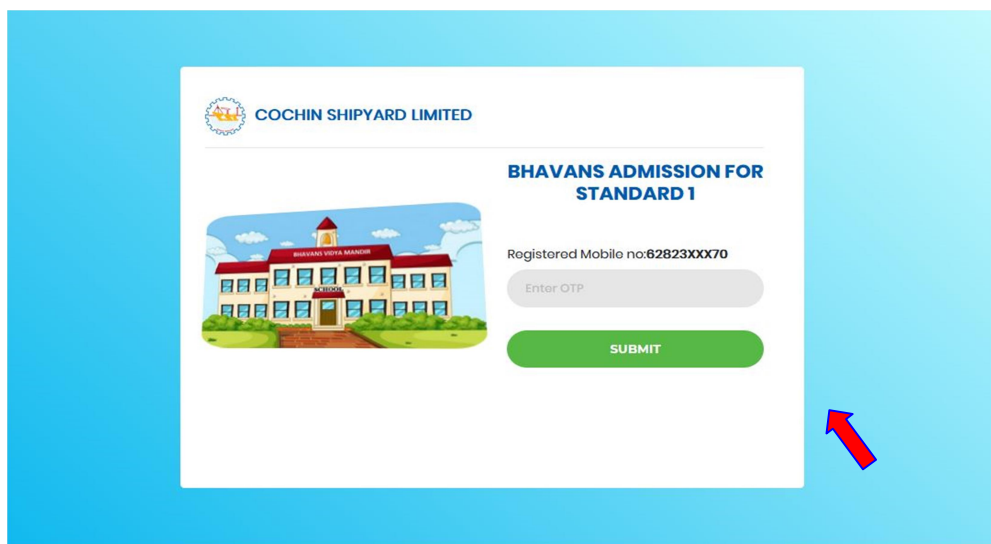
BHAVANS ADMISSION FOR STANDARD 1

Employee code

GENERATE OTP

- To log in, please enter your Employee code and click on the "GENERATE OTP" button.
- Next, you will be directed to a page where you can input the OTP sent to your registered mobile number in CSL.

STEP 2: OTP CAPTURE



COCHIN SHIPYARD LIMITED

BHAVANS ADMISSION FOR STANDARD 1

Registered Mobile no:62823XXX70

Enter OTP

SUBMIT

- Please input the OTP here and click on the "SUBMIT" button to proceed.

STEP 3: INSTRUCTIONS

The screenshot shows a web application interface. At the top left, there is a logo for 'COCHIN SHIPYARD LIMITED' and the name 'RAJENDRA KUMAR VN'. A pop-up window is centered on the screen with the title 'APPLICATION FOR REGISTRATION FOR ADMISSION OF CHILDREN OF CSL EMPLOYEES TO STANDARD 1 TO BHAVANS VIDYA MANDIR, GIRINAGAR, KOCHI-20 ACADEMIC YEAR 2025-26'. The pop-up contains a list of instructions:

- Age: Children born between 01-06-2018 & 31-05-2019. Proof of date of birth (Self attested copy) of the child should be uploaded along with this application.
- Any Information found False will result in cancellation of the admission.
- Application with incomplete details, without proof of date of birth of the child will not be considered.
- Application received after the due date i.e 28 Feb 2025 will not be considered.
- Please note that admission to the schools other than BVM, Girinagar will be subject to availability of seats.

Below the pop-up, the application form is partially visible, showing fields for 'COMPLETE RESIDENTIAL ADDRESS*', 'CSL EXTENSION', 'WHETHER BROTHER /SISTER (DIRECT) STUDYING IN ANY BHAVAN'S SCHOOL. IF SO PLEASE FURNISH DETAILS', and 'MOBILE NO*'. A 'Close' button is located at the bottom right of the pop-up.

➤ Then an instructional pop-up will appear which you can close after reading.


STEP 4: ADMISSION FORM

The screenshot shows the 'ADMISSION FORM' for the same application. The form is titled 'APPLICATION FOR REGISTRATION FOR ADMISSION OF CHILDREN OF CSL EMPLOYEES TO STANDARD 1 TO BHAVANS VIDYA MANDIR, GIRINAGAR, KOCHI-20 FOR ACADEMIC YEAR 2024-25'. It contains the following fields:

- NAME OF THE STUDENT (IN BLOCK LETTERS)*
- BOY/GIRL* (Dropdown menu)
- DATE OF BIRTH (BETWEEN 01-06-2017 AND 31-05-2018)* (Calendar icon)
- AGE (As on 31 May 2024)*
- PROOF OF DATE OF BIRTH* (Browse... button, No file selected. Upload size less than 1 MB (jpg/jpeg/pdf only))
- NAME OF THE INSTITUTION/S (IF ANY) ATTENDED BY THE CHILD EARLIER (LKG/UGK)* (Dropdown menu)
- CATEGORY* (Dropdown menu)
- NAME OF FATHER /MOTHER * (Aparna Venugopal)
- EMPLOYEE CODE * (00089644)
- DESIGNATION * (Project Assistant (IT))
- DEPARTMENT* (Information Systems Department)
- APARNA VENUGOPAL
- 00089644
- DESIGNATION * (Project Assistant (IT))
- DEPARTMENT* (Information Systems Department)
- COMPLETE RESIDENTIAL ADDRESS*
- WHETHER BROTHER /SISTER (DIRECT) STUDYING IN ANY BHAVAN'S SCHOOL. IF SO PLEASE FURNISH DETAILS
- CSL EXTENSION
- MOBILE NO*
- RESIDENCE CONTACT NO*
- IF OPT FOR SCHOOLS OTHER THAN BVM GIRINAGAR , SPECIFY (Dropdown menu)
- EMAIL ADDRESS*

A red arrow points to the 'DEPARTMENT*' field. At the bottom of the form, there is a 'SUBMIT' button. The footer contains 'Copyright © 2024 cochinshipyard.in All rights reserved.' and 'Version 1.0.0'.

Fill all details and click “Browse” button to upload date of birth proof document in image/pdf format.

➤ Then click “SUBMIT” button to save the Form. 

STEP 5: REVIEW APPLICATION FORM

APPLICATION FOR REGISTRATION FOR ADMISSION OF CHILDREN OF CSL EMPLOYEES TO STANDARD 1 TO BHAVANS VIDYA MANDIR, GIRINAGAR, KOCHI-20 FOR ACADEMIC YEAR 2025-26

NAME OF THE STUDENT (IN BLOCK LETTERS)*	BOY/GIRL*
<input type="text"/>	Select
DATE OF BIRTH*	AGE (As on 31 May 2025)*
dd-....yyyy <input type="text"/>	<input type="text"/>
PROOF OF DATE OF BIRTH*	NAME OF THE INSTITUTION/S (IF ANY) ATTENDED BY THE CHILD EARLIER (LKG/UKG)*
DOWNLOAD BIRTH CERTIFICATE	Select
OTHERS (SPECIFY)*	CATEGORY*
<input type="text"/>	Select
NAME OF FATHER /MOTHER *	EMPLOYEE CODE *
<input type="text"/>	<input type="text"/>
DESIGNATION *	DEPARTMENT*
<input type="text"/>	<input type="text"/>
NAME OF GRAND FATHER/MOTHER *	CODE NO OF GRAND FATHER/MOTHER*
<input type="text"/>	<input type="text"/>
DESIGNATION OF GRAND FATHER/MOTHER*	RETIREMENT YEAR*
<input type="text"/>	<input type="text"/>
COMPLETE RESIDENTIAL ADDRESS*	WHETHER BROTHER /SISTER (DIRECT) STUDYING IN ANY BHAVAN'S SCHOOL. IF SO PLEASE FURNISH DETAILS
<input type="text"/>	<input type="text"/>
CSL EXTENSION	MOBILE NO*
<input type="text"/>	<input type="text"/>
RESIDENCE CONTACT NO*	Schools to which admission sought
<input type="text"/>	Select
EMAIL ADDRESS*	
<input type="text"/>	

Application Submitted Successfully

- After submitting the form, you will be directed to the next page where you can view all previously submitted applications along with a notification stating "Application Submitted Successfully".
- And you will receive a mail regarding status of application.
- If you click on "Download Birth Certificate" you can view & download the same.



STEP 6: ADD NEW APPLICATION

ADD NEW LOGOUT

APPLICATION FOR REGISTRATION FOR ADMISSION OF CHILDREN OF CSL EMPLOYEES TO STANDARD 1 TO BHAVANS VIDYA MANDIR, GIRINAGAR, KOCHI-20 P...
ACADEMIC YEAR 2024-25

NAME OF THE STUDENT (IN BLOCK LETTERS)* AADHI	BOY/GIRL* BOY
DATE OF BIRTH* 02 / 05 / 2018	AGE (As on 31 May 2024)* 6
PROOF OF DATE OF BIRTH* DOWNLOAD BIRTH CERTIFICATE	NAME OF THE INSTITUTION/S (IF ANY) ATTENDED BY THE CHILD EARLIER (LKG/UGK)* SHIPYARD KG
OTHERS (SPECIFY)*	CATEGORY* On Contract
NAME OF FATHER /MOTHER* APARNA VENUGOPAL	EMPLOYEE CODE* 89644
DESIGNATION* Project Assistant (IT)	DEPARTMENT* Information Systems Department

ADD NEW LOGOUT

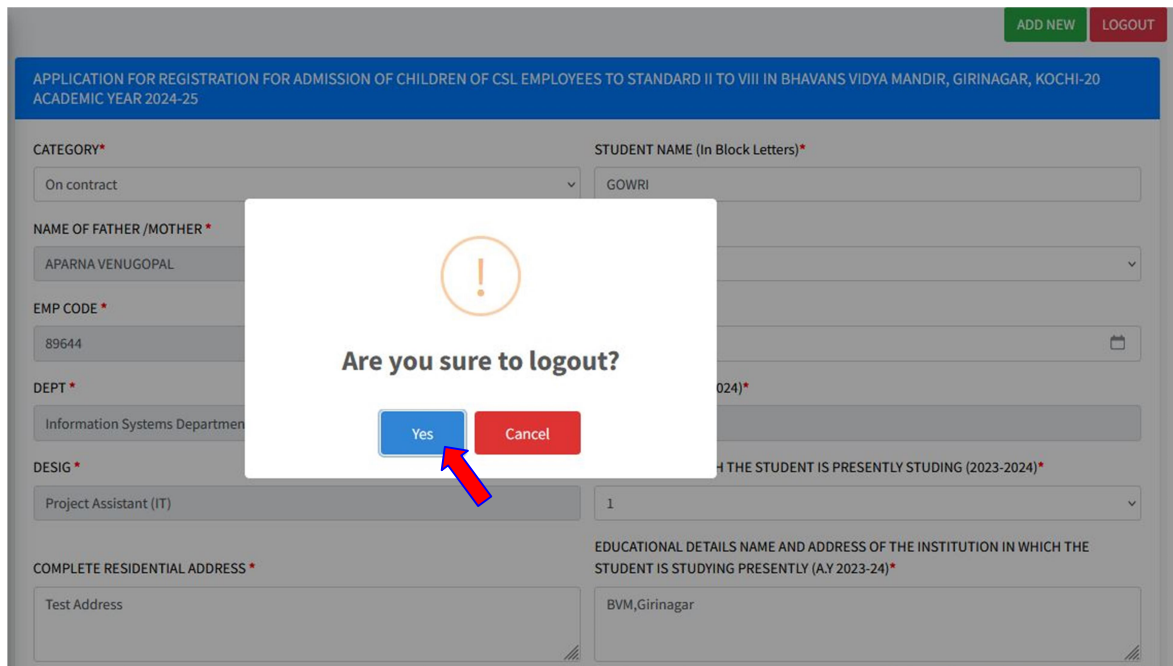
APPLICATION FOR REGISTRATION FOR ADMISSION OF CHILDREN OF CSL EMPLOYEES TO STANDARD II TO VIII IN BHAVANS VIDYA MANDIR, GIRINAGAR, KOCHI-20
ACADEMIC YEAR 2024-25

CATEGORY* On contract	STUDENT NAME (In Block Letters)* Goutham Krishna
NAME OF FATHER /MOTHER* APARNA VENUGOPAL	BOY / GIRL* Boy
EMP CODE* 89644	AGE (As on 31 May 2024)* 7
DEPT* Information Systems Department	STANDARD IN WHICH THE STUDENT IS PRESENTLY STUDING (2023-2024)* 2
DESIG* Project Assistant (IT)	EDUCATIONAL DETAILS NAME AND ADDRESS OF THE INSTITUTION IN WHICH THE STUDENT IS STUDYING PRESENTLY (AY 2023-24)* BVM, Giri Nagar
COMPLETE RESIDENTIAL ADDRESS* Sample Test Address	

apps.cochinshipyard.in:444
ADD NEW
OK

- Click “OK” to submit another application.

STEP 7: LOGOUT



The screenshot displays a web application interface for registration. At the top right, there are two buttons: "ADD NEW" (green) and "LOGOUT" (red). Below this is a blue header bar with the text: "APPLICATION FOR REGISTRATION FOR ADMISSION OF CHILDREN OF CSL EMPLOYEES TO STANDARD II TO VIII IN BHAVANS VIDYA MANDIR, GIRINAGAR, KOCHI-20 ACADEMIC YEAR 2024-25".

The main form area contains several fields:

- CATEGORY***: On contract
- STUDENT NAME (In Block Letters)***: GOWRI
- NAME OF FATHER /MOTHER ***: APARNA VENUGOPAL
- EMP CODE ***: 89644
- DEPT ***: Information Systems Department
- DESIG ***: Project Assistant (IT)
- COMPLETE RESIDENTIAL ADDRESS ***: Test Address
- EDUCATIONAL DETAILS NAME AND ADDRESS OF THE INSTITUTION IN WHICH THE STUDENT IS STUDYING PRESENTLY (AY 2023-24)***: BVM,Girinagar

A white confirmation dialog box is centered over the form. It features an orange exclamation mark icon at the top, followed by the text "Are you sure to logout?". At the bottom of the dialog are two buttons: a blue "Yes" button and a red "Cancel" button. A red arrow points to the "Yes" button.

- Click "OK" to logout.