

****KVS Admission Notification Letter Outline****

1. ****Header****
 - School Name
 - School Address
 - Contact Information
 - Date
2. ****Subject Line****
 - KVS Admission Notification for [Academic Year]
3. ****Greeting****
 - Dear Parents/Guardians,
4. ****Introduction****
 - Brief announcement about the commencement of admissions.
 - Mention of the relevant classes.
5. ****Important Dates****
 - Admission start date
 - Admission end date
 - Date of entrance examination (if applicable)
 - Date of result declaration
6. ****Eligibility Criteria****
 - Age requirements
 - Academic qualifications
7. ****Application Process****
 - Instructions on how to apply (online/offline)
 - Required documents
 - Application fee (if any)
8. ****Contact Information****
 - Point of contact for queries
 - Email and phone number for assistance
9. ****Closing****
 - Encourage applications and convey best wishes.
10. ****Signature****
 - Name of the Principal/Head of Institution
 - Designation
11. ****Footer****
 - School motto or tagline (optional)