

HOW TO FILL UP GRADATION FORM ONLINE

- The candidate shall visit the website of the Sports Department, <http://sportsdeptt.chd.gov.in> and create his/her new user account (Login ID).
- **The candidate shall remind his Login ID and Password for future use.**
- After creation of ID account the candidate shall open Sports Gradation online and fill up all the details as per requirement.
- During filling up the form, the candidate shall upload the documents(readable), achievements certificates, affidavit, photo etc., the candidate shall **go to Dashboard push button** and download the **form.** After downloading the form (only) he/she **get the form and photo attested** from the concerned authority where applicable i.e. School/College/University/Association etc.
- The candidate shall submit the original attested form (only) before the committee on the **date of interview.** **No candidate shall be allowed to attend interview without form attestation and photo.**
- The Form shall be entertained only when it is supported by Self attested Affidavit on Non judicial stamp paper worth Rs. 5 affirming the authenticity of the claim(s) duly self attested.
- On the date of interview, the candidate shall bring all the original documents alongwith attested Gradation Form for its verification by the Screening Committee.
- The Screening Committee appointed for the same shall personally interview the candidate and Grade him / her as per documents submitted by the candidate on the date of interview fixed by the office.
- The candidate shall download the **Gradation Certificate** itself on the web portal of the Sports Department by Login his/her ID/password. Office shall not issue any certificate to any candidate.
- **Candidates applying for sports gradation due to any reason could not attend the interview as per date fixed has to inform the office in written with reasons.**

SPORTS GRADATION

**(Session for which sports gradation is to be done
(Session - April to March) 2017-18, 2018-19 and 2019-20**

INSTRUCTIONS FOR CANDIDATES

1. Sports Gradation Certificate is not meant for employment purposes
2. No Sports Gradation shall be issued to the players, who have participated in Mini / Sub-Junior /Open / ranking tournament /memorial tournament and invitational events.
3. Those who pass their qualifying examination from schools/colleges, recognized by the Chandigarh Administration and situated in the Union Territory of Chandigarh, as a regular student of the said school / college, who have studied in Chandigarh school / colleges, subject to the condition that such students must represent Chandigarh State/Schools etc., in the National / other recognized tournaments.
4. Only those certificates issued by the concerned Sports Federations / Associations and are properly signed in Ink by at least one of the office bearers of the Sports Federations / Associations are to be uploaded. The Certificates issued by the District Education Officer / State Associations must have photograph (signed/stamped) by the concerned Association/Principals with serial number. In the context of individual events / team games position achieved will be considered only for **GRADATION** if it has been achieved through a competition as under:-

State / Inter School / Inter College	seven or more competitors / at least seven units (individual events/ team game)
Nationals, All India Inter University	10 Teams have participated shall be considered for gradation purposes.
International Tournaments for Sr. & Jr. organized by the International federation of that discipline	Ten Countries have participated shall be considered.

a. Gradation for Kendriya Vidyalaya Sangathan (KVS) shall be done as under:

<u>Position</u>	<u>Year</u>
Region Position, National position and SGFI Participation (National School Games)	Same Block Year
If student completed his 10 th class Or Appeared for exams of 10 th class	10 th Class Certificate(if received) 10 th class roll no. copy
If student done his 12 th class exams Or Appeared for 12 th class	10 th Class certificate & 12 th class certificate(if received) Or 12 th class roll number copy

**No Gradation of CBSE Cluster Certificates and
Navodya Vidyalaya Certificates**

Note - for Sports Gradation Certificate		
1.	10th Class	10th Class Certificate (if received)
		or
		10th Class Roll Number Copy
2.	12th Class	10th Class Certificate
		&
		12th Class Certificate (if received)
		or
		12th Class Roll Number Copy

Note :- Gradation for Kendriya Vidyalaya Sangathan (KVS)

Position / Participation	Year
Region Position	Same block year
National Position	
SGFI Participation (National School Games)	

Specimen for Affidavit

(WORDING OF THE AFFIDAVIT WILL CHANGE ACCORDINGLY)

SELF ATTESTED AFFIDAVIT ON RS. 5. STAMP PAPER

(In case of applicant is minor(age less than 18 years) the affidavit shall be filled by their parents / guardian with suitable amendments).

I, _____ (name), son/daughter of _____ (father's name), born on _____ resident of _____ hereby do solemnly declare and affirm as under:-

- (i) That as a Sportsman /Sportswoman in _____ (name of game) has represented the team(s) in competition(s) on date(s) and also obtained the position(s) as indicated in the table below:

1	2	3	4	5	6	7
Sr.NO.	Team represented	Name of competition	Venue	Date(s)	No of teams	Position secured

- (ii) Certified that the information / documents supplied by me are if found to be false, incorrect or forged, I shall be liable for criminal action in terms of the provisions in the Indian Penal Code.
- (ii) That there were seven or more than seven competitors / teams in my event / game _____ in State Level Tournament and more than ten teams in National Level Tournament etc.

Deponent

Verification

I, the above mentioned deponent do hereby solemnly declare and affirm that the above contents are true to the best of my knowledge and belief and nothing has been concealed therein.

Deponent