

K.E CARMEL SCHOOL, BANKURA

ADMISSION PROCEDURE

◆ 1. ADMISSION ENQUIRY

Parents may enquire about admission by:

- Visiting the school office during working hours.
- Calling school helpline numbers: **7895968482**
- Emailing at: kecsbankura@gmail.com
- Visiting the school website: www.kecarmelbankura.in

Information regarding age eligibility mentioned bellow, and for availability of seats, curriculum, and facilities will be provided during the enquiry.

GRADES	NURSESY	LKG	UKG	GRADE I	GRADE II	GRADE III	GRADE IV	GRADE V	GRADE VI	GRADE VII
AGE	3+	4+	5+	6+	7+	8+	9+	10+	11+	12+

◆ 2. REGISTRATION

- Application Forms will be given from the school office.
- A **non-refundable registration fee** is to be paid at the time of form collection/submission.
- Documents to be submitted at this stage:
 - Transfer Certificate (Class II onward)
 - Birth Certificate (for Nursery – Grade VII)
 - Previous School's Report Card (for Grade II onwards)
 - One passport-size photo of student and parents each
 - Aadhar Card (optional)

◆ 3. SCHOOL VISIT & INTERACTION WITH THE PRINCIPAL

- Parents and the child will be invited for a campus tour and a formal interaction.
 - For **Nursery**: Only informal interaction.
 - For **LKG to VII**: Written admission test in English, Mathematics, and General Knowledge followed by interaction with the Principal.
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◆ 4. FORM SUBMISSION

- Duly filled form must be submitted within the given deadline along with the following:
 - Transfer Certificate (Class II onward)
 - Final Report Card of the previous class
 - Passport-size photographs
 - Medical fitness certificate (if required)
 - Photocopy of birth certificate

◆ 5. PAYMENT OF FEES

Once selected, the following fees are to be paid to confirm the admission:

☒ **Admission Fee (2025–2026)**

Class	Amount (₹)
Nursery – UKG	14,500/-
Class I – IV	15,500/-
Class V – VII	16,500/-

☒ **Tuition Fee (2025-2026)**

Class	Amount (₹)
Nursery – UKG	1,600/-
Class I – IV	1,800/-
Class V – VII	1,950/-

☒ **Note:** All fees are **non-refundable** and subject to revision.

◆ 6. PARENT ORIENTATION PROGRAMME

- An orientation programme will be conducted for newly admitted students and their parents.
- The programme will help parents understand:
 - School rules and regulations
 - Curriculum overview (as per CISCE norms)
 - School calendar, activities, and assessment methods
 - Communication channels between school and parents
 - School ERP given to all new parents and guide them how to use.