

Dear parent/student, please go through the following:

**Admit Card – Class 10 Board Examination**

- Admit Card of Class 10 for the Board Examination is given. Please go through the instructions given in the Admit Card and strictly adhere to them.
- Candidate and one of the parents must sign on the Admit Card for the Admit Card to be valid.
- Student must be in formal school uniform on the day of examination with ID Card.
- It is the duty of the parent/student to make sure that the student carries the Admit Card while he/she is going for the examination and to keep it under safe custody thereafter.
- However, duplicate Admit Card shall be issued till 10:00 am of the last day of the examination of the student. Rs 100/- will be charged for each duplicate Admit Card.
- Duplicate Admit Card will not be issued after the examinations of a student is over.
- Parents/students are advised to keep the Admit Card intact until you receive the original Statement of Marks from the board.

**Transportation to the Examination Centre**

- Examination centre for the students of Sacred Heart CMI Public School is Kendriya Vidyalaya No 1, Naval Base, Kochi.
- Transportation to the examination centre shall be arranged by the school. Those who wish to make use of the school transport facility to go to examination centre must register using the Data Collection of school digital. Last date to fill the data collection is 24-Feb-2023, Friday.
- Those who register for the school bus facility must report at the school before 9:00 am of the day of examination. School bus will leave the campus at 9:00 am.

**Regarding the Class 11 Admission (2023-24)**

Online Application available in the school website is meant for the students of other schools who seek admission to Class 11. Students of Sacred Heart CMI Public School should not use the application available in the school website.

Students of Class 10 of Sacred Heart CMI Public School will be assigned a combination of subjects based on the performance in the Pre-Board examination and overall consistency in academics. If you wish to join Class 11 with the given combination of subjects, you may fill the Promotion Request which will be made available in the School Digital after assigning the subject combination and submit the duly signed print copy of the Promotion Request at the school office. You may top up the Advance Fee with the required amount before 05-April-2023. Before you start filling the Promotion Request, you must read and understand Rules

and Regulations, Letter of Consent, Fee Structure and its Refund Policy. There is no fee for Promotion Request. It is the duty of the parent and student to assess and arrive on a conclusion regarding the combination of the subjects.

If not satisfied with the combinations of subjects assigned by the school, your ward must appear in the Quality Test to be conducted by the School on 01-April-2023 at 9:30 am. Admission will be granted based on the performance in the Quality Test and availability of the seats. If your ward wants to appear in the Quality Test, then you have to register for the Quality Test using the Event Registration of the School Digital after submitting the promotion request. An amount of Rs 500/- will be deducted from the advance fee for registering in the Quality Test.

Advance Fee top up is possible only through School Digital in online mode. It will take at least 3 bank and school office working days to reflect any online payment in the School Digital. Therefore, the payment made on the last three days will not be good for the purpose you paid it.

Available Combination of Subjects is:

- 1). English, Chemistry, Physics, Mathematics & Computer Science (3 labs)
- 2). English, Biology, Chemistry, Physics & Mathematics (3 labs)
- 3). English, Biology, Chemistry, Physics & Psychology (4 labs)
- 4). English, Accountancy, Business Studies, Economics & Mathematics (No Lab)
- 5). English, Accountancy, Business Studies, Economics & Computer Science (1 Lab)

Fee structure is given in the school website ([www.shpublicschool.com](http://www.shpublicschool.com)). Admission fee for the students of Sacred Heart CMI Public School is Rs 15000/-. What is given in the school website is for the students of other schools. Rest of the fees are applicable.

Classes of Grade XI will commence on 14-Jun-2023. Results are expected to be published before 14-Jun-2023 by the CBSE. Even if the results are not published, classes will commence on 14-Jun-2023 unless otherwise there is a directive from a competitive authority.

As a token of appreciation, those students who achieve A1 in all subjects in the board examination will be eligible for a discount of 50% in the tuition fee of classes 11 & 12.

### **Application for Transfer Certificate (TC)**

Those who do not continue Class 11 studies here can apply for TC through School Digital. You can find the 'TC Request' in the 'Certificate' menu of the School Digital. It will take at least 5 office working days to issue the Transfer Certificate. Please note that application of TC will be complete only if the OTP is entered. Date of Leaving in TC request shall be the last date of your board examination.

TC will be generated only after the board examination.