



KAMAL MODEL

SR. SEC. SCHOOL MOHAN GARDEN

विद्या विनियोगात् विकासः

ADMISSION POLICIES AND GUIDELINES FOR SCHOOL ADMISSION

2025-26

We have limited seats in all classes, our admission cell is available to guide you for smooth processing in admission of your ward.

Kamal Model Sr. Sec. School believes in providing a transparent and inclusive admission process for all prospective students. The school clearly communicates every aspect of its policies to parents.

Every year, the CBSE releases guidelines for school admissions for the upcoming academic year. This year, the CBSE has issued following guidelines for school admission 2025-26:

IMPORTANT GUIDELINES:

- **Application Process:** Admissions are open for the academic session 2025-26 for classes Pre Nursery to Grades IX & XI.

The application form for admissions can be downloaded online or collected from the school campus KMS, Mohan Garden.

Submission of the completed application form with necessary documents as mentioned in the application form and payment of Rs.300/- at KMS, Mohan Garden. (Note: submission of the application form does not guarantee admission).

Age Criteria:

Nursery: The child should be at least 3 years old as of March 31 of the admission year.

LKG: Child should be 4 years old by March 31.

UKG: Child should be 5 years old by March 31.

Class 1: Child should be 6 years old by March 31.

Class 2: Child should be of 7 years and above.

Class 3: Child should be 8 years and above.

Class 4: Child should be of 9 years and above.

Class 5: Child should be of 10 years and above.

Class 6: Child should be of 11 years and above.

Class 7: Child should be of 12 years and above.

Class 8: Child should be of 13 years and above.

Class 9: Child should be of 14 years and above.

Class 10: Child should be of 15 years and above.

AS PER CBSE GUIDELINES

- **Academic Eligibility:** All applicants must have passed the previous academic year with satisfactory grades. Students who have not completed their previous academic year can be considered for admission provided they submit additional documents such as transfer certificate etc. This ensures that all students have the necessary academic background to pursue their studies in the new school.
- **Eligibility Test:** The test will be conducted to assess the academic and intellectual abilities of the students. This ensures that all students have the necessary skills and knowledge to pursue their studies in school.
- **Documents Required:** All applicants must submit a valid proof of residence, birth certificate, AADHAR, progress card, transfer certificate, two sets of passport size photographs of the child and parents and other documents as required by the school authorities. This is necessary to ensure that the student is eligible for admission and that all the necessary documents are submitted.
- **Admission Fee:** The admission fee must be paid as specified by the school authorities. The fee must be paid at the time of admission and no refunds will be made after the admission is complete. This ensures that all students admitted to the school have paid the admission fee.
- **Selection of Students:** The selection of students will be based on the entrance test scores, academic performance and other criteria as specified by the school authorities. This ensures that only the most eligible students are admitted to the school.
- **Admission Process Deadline:** All applicants must complete the admission process before the specified deadline. All documents must be submitted before the given date and no Application will be considered after the deadline. This ensures that the admission process is completed on time.
- **Withdrawal of Admission:** Once the admission is completed, the school authorities will not refund the admission fee if the student withdraws his/ her admission, this ensures that the admission is taken seriously and the student is committed to complete the academic year.
- **Appeal Process:** If a student is not selected for admission, they can appeal for the re-entrance test. The school authorities will review and decide on admission.

CONCLUSION:

The above are the important guidelines for the session 2025-26. All students and parents must be aware of these guidelines before applying for admission. The school has set these guidelines to ensure that the admission process is fair and transparent.