



NOTICE ICSE & ISC BATCH OF 2025

- THE CERTIFICATES VIZ. (PASS CERTIFICATE, STATEMENT OF MARKS, TRANSFER AND CONDUCT CERTIFICATE) WILL HAVE TO BE COLLECTED DURING THE OFFICE HOURS— MONDAY TO FRIDAY (08:00 A.M. TO 02:30 P.M.)
- CERTIFICATES WILL NOT BE ISSUED DURING THE HOLIDAYS VIZ. SATURDAY, SUNDAY AND SANCTIONED SUMMER HOLIDAY (7TH JUNE, 2025 TO 22ND JUNE, 2025). ANY REQUEST AS SUCH WILL NOT BE ENTERTAINED.
- **THE CANDIDATE** OR **THE LEGAL PARENT (FATHER/MOTHER)** CAN ONLY CLAIM THE CERTIFICATES. LOCAL GUARDIAN WON'T BE AUTHORISED AND ENTERTAINED TO COLLECT THE CERTIFICATES ON CANDIDATE'S BEHALF.
- THE CANDIDATES ARE REQUESTED TO COME IN DECENT DRESS (CASUAL). KINDLY RESPECT THE OFFICE DECORUM AND DO NOT WEAR **SHORTS**.
- THE CANDIDATES WILL HAVE TO BRING . **1000** FOR THE TRANSFER CERTIFICATE, CONDUCT CERTIFICATE AND MIGRATION CERTIFICATE.
- TO CLAIM THE **SECURITY DEPOSIT FEES**, THE CANDIDATES ARE REQUESTED TO BRING THE **ORIGINAL RECEIPT** ISSUED DURING THE TIME OF ADMISSION. KINDLY NOTE THAT **WRITTEN APPLICATIONS WON'T BE ACCEPTED**.
- THE SECURITY DEPOSIT IS TO BE CLAIMED WITHIN **SIX MONTHS** AFTER THE DECLARATION OF RESULT (**MAY–NOVEMBER 2025**), AFTER WHICH THE SECURITY DEPOSIT WILL BE DEEMED NULLIFIED.
- THE **MIGRATION CERTIFICATES FOR THE ICSE CANDIDATES** WILL NOT BE ISSUED FROM THE SCHOOL OFFICE, THE CANDIDATES WILL HAVE TO COME TO THE SCHOOL OFFICE AND APPLY FOR THE MIGRATION CERTIFICATE FROM THE C.I.S.C.E. BOARD. ONLY THE ICSE CANDIDATES TRANSFERING TO **C.B.S.E. OR ANY OTHER STATE BOARD** WILL HAVE TO APPLY FOR THE MIGRATION CERTIFICATE.
- THE **MIGRATION CERTIFICATE PORTAL** IS OPEN ONLY FOR A SHORT WHILE BY THE COUNCIL. THE CANDIDATES REQUIRING MIGRATION CERTIFICATE WILL HAVE TO COME TO THE SCHOOL OFFICE AND APPLY FOR MIGRATION BEFORE **9TH MAY, 2025**.
- **KINDLY NOTE THAT INFORMATION REGARDING THE DISTRIBUTION OF CERTIFICATES WILL BE NOTIFIED WHEN THE CERTIFICATES ARRIVE AT THE SCHOOL FROM THE COUNCIL. KINDLY KEEP CHECKING THE SCHOOL WEBSITE.**

