



NOTICE – ICSE BATCH OF 2026

- ICSE 2026 documents may be collected from the School Office w.e.f. **27/05/2026 (Monday to Friday)** between **9:30 a.m. and 2:30 p.m.**
- Certificates will **not** be issued during holidays, i.e. **Saturday, Sunday, and the sanctioned Summer Vacation (6th June 2026 to 21st June 2026)**. Any request in this regard will not be entertained.
- Only the **candidate** or the **legal parents (Father/Mother)** will be allowed to collect the certificates. Other than parents, no Local guardians will be authorised to collect the certificates on behalf of the candidate.
- Candidates are requested to come in **decent casual dress**. Kindly maintain office decorum and refrain from wearing shorts.
- Candidates must bring **500/-** towards the issue of the **Transfer Certificate, Conduct Certificate**.
- **If the candidate has applied for the Migration Certificate Rs.1000 (TC & Migration included) is to be paid.**
- To claim the **Security Deposit Fees**, candidates must produce the **original receipt** issued at the time of admission. Kindly note that written applications for the same will not be accepted.
- The Security Deposit must be claimed within **six months from the declaration of results (May/June–November 2026)**, failing which the Security Deposit shall stand nullified.
- **N.B.:** As per the guidelines of the Council for the Indian School Certificate Examinations, from the year 2025- the Pass Certificate and the Statement of Marks have been integrated into a single document under the nomenclature: “Pass Certificate-cum-Statement of Marks.”

FR. GEORGE LEPCHA
PRINCIPAL