



CHRIST CHURCH GIRLS' HIGH SCHOOL (H.S)

30, Jessore Road, Dum Dum, Kolkata - 700028, Ph-2559-2030

email : christchurchschool@ccghs.in
02.07.2025

ADMISSION NOTICE

Please follow the instructions given below for Admission to Classes Lower Nursery to VIII (English as medium of instruction) for the Academic Session-2026:

1. Admission Portal for Classes Lower Nursery to VIII shall remain open from 1st July, 2025 onwards for the Academic Session 2026. **Offline Forms also will be available from the School from Monday to Saturday between 10.00 a.m. and 3.00 p.m.**
2. Download the Bank Challan from the School Website (Admission Lower Nursery -VIII) link and take a print-out of the same. Thereafter deposit the amount (Rs- 300/-) as mentioned in the Challan to IDBI Bank, Nager Bazar Branch, Saltee Plaza Ground Floor, 1 Khudiram Bose Sarani, (Near ILS Hospital), Kolkata- 700080 and retain the receipt of the same for a mandatory upload at the time of filling in the admission form. **For Offline forms deposit Rs- 300/- (Cash only) to the office counter only.**

3. **Admission Age:**

For Class: Lower Nursery : 2+ as on 1st January, 2026
For Class: Upper Nursery : 3+ as on 1st January, 2026
For Class: Lower K.G. : 4+ as on 1st January, 2026
For Class: Upper K.G. : 5+ as on 1st January, 2026
For Class: I : 6+ as on 1st January, 2026
For Class: II : 7+ as on 1st January, 2026

For Class: III : 8+ as on 1st January, 2026
For Class: IV : 9+ as on 1st January, 2026
For Class: V : 10+ as on 1st January, 2026
For Class: VI : 11+ as on 1st January, 2026
For Class: VII: 12+ as on 1st January, 2026
For Class: VIII: 13+ as on 1st January, 2026

4. **Scan all relevant original documents at the time of uploading the Application Form viz.-**

- (i) Birth Certificate
- (ii) Income Proof of Father (Employer's Certificate/Pay Slip/IT Return)
- (iii) Income Proof of Mother (if applicable)
- (iv) Address Proof (Aadhar Card/Electricity Bill)
- (v) Identity Proof of both Parents. (Aadhar Card)
- (vi) A Passport-size photo of both Parents along with the child.

5. **Self-attested photocopies (by parents only) of the following documents along with Admission Form or the printed application form (for Online Application) need to be submitted at the school office counter (Original Documents must be produced at the time of submission of Forms)**

- i) Birth Certificate
- ii) Income Proof of Father (Employer's Certificate/Pay Slip/IT Return)
- iii) Income Proof of Mother (if applicable)
- iv) Address Proof (Aadhar Card/Electricity Bill)
- v) Identity Proof of both Parents. (Aadhar Card)
- vi) Educational Qualification proof of both Parents.
- vii) Progress Report of previous class attended by the student (for Classes Lower KG to VIII)
- viii) Two copies of Passport size photo of the Parents along with the child to be pasted on the Application Form.

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6. Please submit original TRANSFER CERTIFICATE at the time of Admission (I-VIII)
7. Candidates shall be notified regarding the Interview dates after submission of hardcopy of Admissions Form with relevant documents.
8. The date for publication of the list of Selected Candidates will be announced after Interview of the candidates.
9. School Bus facilities are also available for classes Lower KG onwards. Further details regarding the same viz. School Bus Fees, School Bus Route will be furnished at the time of admission. Additional charges will be applicable for School Bus facility.
10. Admission Fees for Classes Lower Nursery to VIII. (English Medium) Rs- 60,000/- approximately (all inclusive)

Please note:

1. After the successful submission of the Online Admission Form, you are also required to submit a print-out of the same Application form along with all other relevant documents before the date of Interview.
2. All original documents need to be produced at the time of Interview.
3. Both parents and child must be present at the time of interview.
4. All documents must be submitted at the time of Form Submission (both Online and Off Line) failing which the form will be treated as cancelled.
5. The above "mentioned dates" are subject to change as and when the need arises.

Helen S. Sircar

Headmistress

Headmistress

Christ Church Girls' High School
Dum Dum