

ADMISSION POLICY

CCA SCHOOL

Policy

- Admissions to CCA School are mostly in Kindergarten (PRE-NUR, NUR, LKG & UKG, Class VI to IX (03 sections) and Class XI & XII (six sections).
- CCA has only two sections up to class V. In class VI, VII, VIII, IX & X (03 sections each), CLASS XI & XII (06 section each).
- Preference for admission in other classes is given to Outstation Students. Local changeover is **not preferred unless** the child is exceptionally bright and subject to vacancy.
- Registration for Admission for Kindergarten (Classes NUR, LKG, UKG and Class-I is generally in August/September of previous academic session.
- Registrations for other classes (VI-XI) begin from December onwards.

Admission Procedure

- Applications for admission to CCA are Online, through school website only. Registration & Prospectus charges are Rs. 1000/- NUR, LKG, UKG, Class I, Classes VI- IX & class XI.
- **No Registration charges** for other classes, which are subject to vacancy/ transfer.
- After processing of Applications, Admission In charge shortlists and invites eligible candidates for Test/Interview.
- Shortlisted candidates undergo Interaction with Admission Committee to assess the mental & physical level of the child for class appropriate admissions.

Oral/Written Test/Interview/Interaction

- At Primary & Middle level the children are assessed for reading skills, comprehension, numeracy & speech clarity.
- Students of classes VI and above may/have to appear for a written test followed by Interview/Interaction.

Interaction between Parents and school teachers

- To acquaint parents about school culture, ethos and journey of learning in a disciplined environment at CCA.
- As also to match parents' expectation & aspirations from school.
- To apprise about financial implications with regards to the optional facilities & related expenses.
- A two day Open House is arranged in Dec/Jan for Parents to visit & see school Infrastructure & Facilities.

Admission Formalities

- Prospectus charges Rs 1000/- only from the students shortlisted and invited for Test/Interaction.
- Children approved for Admission are informed accordingly.
- Token amount, 25 % of Admission Fee, has to be deposited by selected students within 3-5 days as notified. **This amount is non-refundable.**
- Balance amount has to be paid within 30 days' of commencement of the academic session/joining classes to confirm admission.

General Instruction/Info

- As a policy, Mid-session admissions are avoided except for outstation cases.
- Outstation meritorious cases may be considered for admission in classes X & XII also.
- **Registration for admission does not guarantee Admission.**



Director Principal

**CCA School
Date: 24 -May-2024**

