

## ADMISSION PROCESS – CLASS VI–IX & XI

### SESSION 2026-27

The admission process at CCA School is designed to be systematic, transparent, and student-friendly. Please follow the steps below carefully to ensure smooth processing of your ward's admission.

#### Admission Steps

##### **Step 1: Registration**

Register online on the school website from **25th December 2025 to 25th February 2026**.

Registration Fee: Rs. 500/- (Non-refundable).

##### **Step 2: Entrance Test & Interview**

Shortlisted students will be called for a Written Test and Interview by the Admission Committee on a designated date and time (after 15th January 2026 in small batches).

##### **Step 3: Provisional Admission**

Selected students will receive a “**Provisional Admission Slip**” from the school.

##### **Step 4: Document & Fee Submission**

Selected students must submit the following:

- Two passport-size photographs
- Provisional Admission Amount: Rs. 50,000/- (as mentioned in the Provisional Admission Slip).

##### **Step 5: Commencement of New Session**

The new academic session 2026–27 will commence from 7th April 2026 (subject to change).

##### **Step 6: Final Admission Confirmation**

Submit the Transfer Certificate (TC) within 10 days of receiving the Board Exam Results to formalize the admission & Deposit the balance dues.

#### Important Notes

- Admission will not be granted after the commencement of classes (7th April 2026).
- For withdrawals before commencement, a written request must be submitted by 15th March to receive a 75% refund of the provisional fee. No refund will be processed after classes begin.
- Students must follow the CCA School Leave Policy and refrain from absence on flimsy grounds.
- Scholarships are awarded to meritorious students based on Board Results and recommendations of the Selection Committee.

Director Principal  
CCA SCHOOL