



CARMEL CONVENT PRE-PRIMARY SCHOOL, SECTOR 9B, CHANDIGARH

(A Private Unaided Christian Minority Institution)

ADMISSION NOTICE (NURSERY) 2026-2027

POLICY FOR APPLICATION FOR ADMISSION TO NURSERY 2026-2027

PLEASE READ THE INSTRUCTIONS CAREFULLY BEFORE FILLING THE APPLICATION FORM.

Carmel Convent Pre-Primary School is an all-girls, English Medium, private unaided Christian Minority Institution that has 120 seats at the NURSERY level. As such the norms of the minority institution are applicable in the admission process. The school imparts education to the Christian community around and extends its service to the members of other communities to the extent possible.

Online Application Form will be available on the website www.carmelconvent.org from **9th December 2025 – 22nd December 2025**.

Kindly note: No form will be available at the school. The online form must be duly filled and uploaded with the payment and supporting documents.

Disclaimer: The school will not be held liable if there are any server/internet problems resulting in an inability to access/upload the form.

Eligibility: Only girls born between **April 01, 2022, and March 31, 2023**, are eligible for NURSERY.

Others need not apply. There will be no screening of the children or their parents.

Duly filled, complete application form along with the scanned copies of relevant documents are to be uploaded from **9th December 2025 – 22nd December 2025. (BOTH DAYS INCLUSIVE).**

Preference will be given to Christians, Siblings, Alumni wards, Management, and Staff wards. (Conditions apply)

Kindly Note: Preference does not guarantee admission.

Fee Structure: The current fee structure for Nursery for the year 2025-2026 is available on the school website. Fees may be increased for the year 2026-2027 and likewise for the subsequent years, the fees may be increased vis-à-vis prevalent in the immediately preceding year. Parents are requested to check the current fee structure from the website www.carmelconvent.org and apply only after they are satisfied that they can meet the fees. **The admission fee is Rs.32,000/-.**

Please Note: Carmel Convent Pre-Primary School is a private, Un-aided institution that receives no grant from the Government and therefore, it is imperative that the full fees be paid from time to time, as per schedule.

No requests for fee concessions or waiver of fees will be considered.

With the firm belief that children should not be exposed to the stress of long journeys, parents are advised to opt for neighbourhood schools.

The school is not responsible for providing transport facilities. There are, however, a few private contractors plying buses, under contract with the school. The buses are being run on pre-designated routes. The routes on which the buses are plying are available on the school website. Parents are therefore advised to apply to neighbourhood schools. **Please note that parents will be responsible for arranging transportation for their child if no seat is available on the buses or the child stays outside the already designated routes. Please note: No Requests for New Routes/Change Routes Will Be Entertained.**

Please note parents using other means of transport barring the buses which are currently on contract with the school, will be responsible for making safe arrangements of transportation for their children. This includes verification of drivers of the vehicle and all other requirements as directed by the CCPCR, CBSE, Central Government and Administration, Hon'ble Punjab and Haryana High Court, etc. **Parents are therefore advised to take admission in schools near their residence.**

The school has already implemented numerous safety and security measures which are detailed on the school website www.carmelconvent.org. Parents are requested to please go through the safety and security measures and apply only after they are satisfied with the measures in place. No objection to the measures will be entertained once a child has been admitted to the school.

Please note that at the time of admission and at all times thereafter, the medical details and record of the child shall be disclosed to the school keeping in the best interests and welfare of the child. Any previous medical history/or any other information pertaining to the child's physical, emotional, and mental health must be disclosed. Please note parents are requested to disclose all information as it may be vital in case of an emergency and in the handling of your child. Parents will be expected to submit an undertaking to the effect that no medical issue is being withheld from the school.



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Selection for free and open seats, if available, after allocation of other seats, will be made by drawing of lots on Saturday, 17th January 2026 virtually at the school premises.

SC Judgement: The Hon'ble Supreme Court of India has held in the case of Pramati Educational and Cultural Trust and others Vs Union of India and others, that the provisions of the Right of Children to Free and Compulsory Education, Act 2009 (RTE) shall not apply to A i d e d o r Unaided Minority Educational Institutions. The National Commission for Minority Educational Institutions, Government of India, New Delhi has declared Carmel Convent School, managed by the Congregation of The Apostolic Carmel Sisters in India to be a Minority Educational Institution within the meaning of Section 2(g) of the National Commission for Minority Educational Institutions Act, 2004 ('NCMEI Act'). Carmel Convent School, Sector 9B, Chandigarh, therefore being a certified Christian Minority, Unaided Educational Institution, does not Reserve 25% seats for the E.W.S (Economically Weaker Sections) as mandated in the right of children to free and Compulsory Education, Act 2009.

Being a Christian Minority Educational Institution and in imitation of Jesus, who made a preferential option for the poorest of the poor of society, the school has independently been educating children from the E.D.G. (Economically Disadvantage Group) since 1959. **Kindly note: This is an entirely voluntary exercise as the school being a Christian Minority, Private, Unaided school does not come under the purview of the RTE in the matter of 25% reservation for the seats for E.D.G.**

ONLY ONE application form per child is to be submitted online. In the event of it being discovered that more than one application has been submitted for a child, all such forms will stand rejected and the candidate shall be disqualified and not be considered for the Draw of Lots.

At the time of uploading of form a sum of Rs.150/- is to be deposited with each uploaded form.

After the online submission of forms:

- There will be a preliminary examination of the forms. All forms found incomplete/ with documents missing/ with incorrect information /ineligible will not be accepted.
- The accepted forms will, thereafter, be subjected to further detailed scrutiny after which the final list of eligible candidates for the draw of lots will be drawn up.
- Kindly bring along an Original Date of Birth Certificate for verification purposes, if you are called to the school.

The final list of eligible candidates for the draw of lots will be put up on 14.01.2026 on the school website.

Please ensure that the acknowledgment slip that is generated online, is retained and produced whenever you come to the school regarding all future dealings pertaining to admissions.



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DOCUMENTS (SOFT COPIES IN PDF) TO BE UPLOADED WITH THE APPLICATION FORM
Please note: CARMEL CONVENT PRE-PRIMARY SCHOOL IS AN ALL GIRLS' SCHOOL

(1) **Birth Certificate:**

Birth certificate of the child issued in accordance with the provisions of the Registration of Births & Deaths Act, 1969 with the child's name and the parent's name on it. Please note: The parents' names must **exactly match** the names on the applying child's Date of Birth Certificate. No alteration will be permitted in any of the names once the same has been submitted. Hence you are strongly advised, if you so desire, that the necessary rectifications like addition/deletion of the name/surname/parent's name/s are done legally by the Issuing Authority before submission of the Registration form.

2) **Please upload any one of the valid documents listed below, showing identification proof of parents. Please upload any one of the following:**

(i) Voter Card (ii) Passport (iii) Driving License (iv) Aadhaar Card (v) Any other Govt. Identification

Please Note: Details on the parents' identity documents must exactly match those on the child's Date of Birth Certificate.

3) **Christians** must attach both:

- (i) Baptism certificate/Dedication Certificate of the child.
- (ii) A letter from the respective parish Priest/Pastor testifying to the membership of their parish and their active involvement in the church.

4) **Alumni:**

(i) Class 12 pass certificate/marks sheet.

5) **Sibling in school:** Birth certificate of a sibling with parents' names indicated.

Please Note: The parent's names in the sibling's DOB certificate must **exactly match** the names on the applying child's Date of Birth Certificate.

6) **Single parents:** Suitable supporting documentation **indicating legal custody of the child**

by the applicant. e.g.: Divorce papers/court orders/death certificate etc.

7) **Legal Guardian (if any):** Suitable documents indicating legal custody of the child.

8) (a) A recent passport-sized photograph of the child (not more than 1 month old) with the child's name and the date of taking the photograph. (as per the sample shown)

b) Postcard-sized latest photograph of the parents (only) with the child and siblings.

(not more than one month old)

9) **If foreign national, please attach the following documents:**

- i) Valid Passport.
- ii) Valid Visa + Residential Permit or PIO Card/OCI Card.

10) Children who are **differently abled and can be mainstreamed:**

i) The learning Disability Certificate issued by the certifying authority designated under sub-section 1, section 57 of the Rights of Persons with Disabilities Act 2016. The certificate must clearly state the nature and percentage of disability.

ii) Detailed assessment report, indicating that the child can be mainstreamed.

11) **Schedule Caste / Schedule Tribe/ Other Backward Class:**

Kindly note: The information asked for below is for our information only and has no relevance to the admission which is by draw of lots.

(i) **Schedule Caste:** SC Certificate of the Child issued by the appropriate authority.

(ii) **Schedule Tribe:** ST Certificate of the Child issued by the appropriate authority.

(iii) **Other Backward Classes:** OBC Certificate of the Child issued by the appropriate authority.



Name: Alisha Singh
Date: 04.01.2026

KINDLY NOTE:

a) Contact numbers/Email IDs given must be permanent, valid, and working. In the eventuality that the school is unable to reach you at the number(s) given, the school will not be held responsible for the consequences.

04.12.2025