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Date: 07-09-2026

CIRCULAR FOR PARENTS & STUDENTS

Half-Yearly Examination – Admit Card

(Grades III-XII)

Dear Parents and Students,

We trust that all of you have downloaded your admit cards and carefully checked them to ensure that all the details are correct.

If you notice any discrepancy in the admit card or are unable to download it due to any reason, please contact the respective Homeroom Teacher immediately, no later than **12:00 noon today**.

Please note that **no concerns or requests regarding admit cards will be entertained on the day of the examination**. Students without a valid admit card will not be permitted to sit for the examination.

We have observed that, on previous occasions, a few students have approached the Examination Department on the day of the examination regarding discrepancies in their admit cards or difficulties in downloading them. Last-minute requests of this nature create challenges for the Examination Department and may affect the smooth conduct of the Half-Yearly Examinations.

We therefore request all parents and students to verify their admit cards well in advance and report any issues within the stipulated time.

Thank you for your cooperation.

Warm regards,



Dr. Arup Kr. Mukhopadhyay
(Director)

