

**WEBSITE NOTIFICATION FOR ADMISSIONS AT
NAVY CHILDREN SCHOOL PORBANDAR FOR ACADEMIC YEAR 2025-26**

1. Admission procedure for Balvatika I, II & III (Nursery, LKG & UKG) and Std I - IX for Category 1 – 1B (b) to students will commence from 24 Feb 2025 (Monday) for Academic Year 2025-26. The guidelines and schedule of admission process is enumerated below.

2. **Eligibility Criteria**

Ser	Class	Age in years (as on 31 Mar 2025)	Remarks	
(a)	Balvatika I (Nursery)	03	As per NEP implementation	It is mandatory to produce the original birth certificate at the time of submission of admission form.
(b)	Balvatika II (LKG)	04		
(c)	Balvatika III (UKG)	05		
(d)	Std I	06		

3. **Following documents are required to be attached along with admission form**

(a) **For Balvatika I:** -

<input type="checkbox"/>	Original Birth Certificate (Will be returned after verification).
<input type="checkbox"/>	Attested copy of Birth Certificate.
<input type="checkbox"/>	To Whom so ever it may concern. (Applicable for service personnel only) (for address proof – Permanent and Present address).
<input type="checkbox"/>	Photographs (Passport size – 07 and Stamp size – 05).
<input type="checkbox"/>	Medical fitness certificate from Registered Medical Practitioner (Not applicable for students who are coming from other NCS).
<input type="checkbox"/>	Admission form countersigned by the Head of the Department in case of service personnel. (in online 2A form)
<input type="checkbox"/>	Copy of Student's Aadhar card.
<input type="checkbox"/>	Cancelled cheque with name of account holder

(b) **For Balvatika II to Std – IX:** -

<input type="checkbox"/>	Original Birth Certificate (Will be returned after verification).
<input type="checkbox"/>	Attested copy of Birth Certificate.
<input type="checkbox"/>	Transfer Certificate from previous school.
<input type="checkbox"/>	Report Card of previous class.
<input type="checkbox"/>	To Whom so ever it may concern. (Applicable for service personnel only) (for address proof – Permanent and Present address).
<input type="checkbox"/>	Photographs (Passport size – 07 and Stamp size – 05).
<input type="checkbox"/>	Medical fitness certificate from Registered Medical Practitioner (Not applicable for students who are coming from other NCS).
<input type="checkbox"/>	Admission form countersigned by the Head of the Department in case of service personnel. (in online 2A form)
<input type="checkbox"/>	Copy of Student's Aadhar card.
<input type="checkbox"/>	Cancelled cheque with name of account holder
<input type="checkbox"/>	PEN No. _____ APAAR ID _____

4. **Procedure for Admission**

(a) Open school website www.ncsponbandar.edu.in. Click on Admission menu and follow the admission procedure.

(b) **Admission Schedule**

Category (Priority for admission)	Date of registration of application form from	Date of submission of application forms	Shortlisting of application forms	Conduct of Admission test	Result Declaration	Remarks
1 – 1B (b)	24 Feb 25	28 Feb 25	08 Mar 25	19 and 20 Mar 25 (for shortlisted candidates)	21 Mar 25	All admission forms except Cat 1, 1(a), 1(b) and 1(c) will be submitted to Chairperson for approval. Admission for categories other than Cat 1, 1(a), 1(b) and 1(c) will be given only based on availability of vacancy.
1C – 2B	26 Feb 25	04 Mar 25				
3A – 3C	28 Feb 25	06 Mar 25				
4A & 4B	10 Mar 25	13 Mar 25	17 Mar 25			