



Affiliated to CISCE, New Delhi,
243, G.T. Road (N), Liluah, Howrah-711204

**Class XI Admissions 2024-2025
(for students of other schools)**

Admissions are now open for Class XI for the session 2024-2025.

The Registration process for admissions is purely online and will have to be completed at www.mckv.edu.in. Registrations will begin on **22 January 2024**.

1. Admission criteria and conditions:

- The streams on offer are Science, Commerce and Humanities.
- Admission will be granted on merit.
- Parents whose wards are appearing for the ICSE/CBSE/MADHYAMIK Examination 2024 may apply.
- Only students who have qualified in English plus four subjects as per the CISCE pass criteria in their Class X Pre-Board/ First Term/Final Term examination are eligible to apply.
- Students appearing for the Science stream in Class XI will have to appear for an admission test in Physics, Chemistry and Mathematics.
- The admission test for the Science Stream candidates will be held on 03/02/2024.
- The syllabus for the admission test will be based on the ICSE syllabus of 2023-2024.
- Selection of students to Class XI will be based on the admission test results (applicable only for the Science Stream), personal interaction with school authorities, consideration of performance in the Class 10 Pre-Board Examination or its equivalent from the last attended school, behavioural conduct, involvement in co-curricular activities, and other relevant criteria.
- Students will be offered Bengali/ Physical Education/ Business Studies/ Humanities Stream only if a minimum number of five applications are received.
- Students who were issued a Transfer Certificate by M. C. Kejriwal Vidyapeeth at any point of time need not apply. If applications are received from such students, they will be rejected and the School authorities will not take any responsibility for the consequences.
- Outstation candidates will not be considered for admission.
- **Registration & Admission charges are non-refundable.**
- **For the students from other boards, admission will be confirmed only after the Council for the Indian School Certificate Examinations confirms their eligibility.**
- A student with a minimum of **40% in Mathematics in the Class 10 First Term/Final Term/Pre-Board Examination** will be placed in the Commerce Stream with Mathematics. Students with **less than 40% in Mathematics in the First Term/Final Term/Pre-Board Examination of Class X** will be placed in the Commerce Stream with Business Studies.

- Science students will have to opt for a combination of **English plus 4 subjects**, while Commerce and Humanities students will have to study a combination of **English plus 5 subjects**.

2. The following subject options are available –

Science	Commerce	Humanities
<ul style="list-style-type: none"> English Physics Chemistry Biology / Computer Science/ Economics Mathematics / Psychology 	<ul style="list-style-type: none"> English Accountancy Commerce Mathematics / Business Studies / Psychology Economics / Computer Science 2nd Language/ Physical Education 	<ul style="list-style-type: none"> English History Political Science / Geography Economics / Computer Mathematics / Psychology 2nd Language/ Physical Education

The National Curriculum Framework for School Education 2023 has recommended that students will be required to choose two languages, at least one of which is native to India, in Classes 11 and 12. Therefore, students may have to study Hindi/ Bengali apart from English as one of the compulsory subjects. However, as of now, we are offering the subject combinations mentioned above, in which Second Language is not included as a compulsory subject, as we are yet to receive a confirmation from CISCE, New Delhi, in this regard.

3. Documents required for admission:

Soft copies of the following documents (file size must be less than 100 kb for each document/image).

- Birth Certificate of the child/ Admit Card of Class X.
- Results of Pre-Board Examination/ First Term or Final Term Examination of Class X/ Selection Examination of Madhyamik 2024.
- Class IX Final Examination Report Card.
- Photographs (one each of the child, the child's mother and the child's father).
- Proof of residential address (Aadhar Card/Ration Card/Voter Identity/Passport/latest Electricity Bill/latest BSNL Landline Telephone Bill). In the case of a rented house, a photocopy of the lease deed/rent agreement/rent receipt is to be submitted.
- Proof of parents' Income Certificate (**ITR 2021-2022 or 2022-2023 /recent Salary Slip**). Income proof should match the amount mentioned in the Registration Form.

4. Instructions for completing the online registration form:

STEP 1:

Please visit the school website (www.mckv.edu.in) and click on the 'ADMISSION' button on the home page. The Admissions portal will be active from 22 January 2024.

Click on 'New User, click here to Register!'

After you click on 'New User, click here to Register!' you will be directed to www.admissiontree.in, an ABP venture with which the school has collaborated for admission registration.

STEP 2:

Click on ‘Apply Now, on the Admission Tree page, sign up with your email ID/mobile number to create your account, and complete the details as per the fields shown.

STEP 3:

Proceed to the transaction page and make the online payment for the Application and Convenience Fees through the payment gateway of Admission Tree.

STEP 4:

You will receive an auto-generated email from Admission Tree on your registered email ID. The email will contain the Transaction ID and a link to the MCKV Admission portal.

STEP 5:

Open the email received and click on the link. This will take you to the MCKV Admission portal for completing the School Registration Form.

STEP 6:

On the MCKV Admission portal, you will have to log in with your mobile number and Transaction ID to access the School Registration Form.

STEP 7:

Open the Registration Form by clicking on the Registration Form button at the end of this page.

STEP 8:

Read and accept the Undertaking by clicking the I agree button.

STEP 9:

Complete the Registration Form correctly by providing all the information asked for. If you plan to complete the form later, you will need to exit the page by clicking on the Log Out button on the top right corner of the web page.

STEP 10:

After completing all the pages in the form, click on the Submit button.

STEP 11:

Once you have submitted your form, a unique Form Token Number will be generated and sent to your email address.

STEP 12:

Upload the required documents mentioned under Point no. 3 wherever asked for while completing the Registration Form, and click on the Submit button (the file size of the documents must be less than 100 kb for each document/image).

STEP 13:

Once the required documents are uploaded and submitted, please carry out the following actions: Click on the **View Status** button and enter the **Form Token Number** and access the **Registration Form**.

- Print the **Registration Form** in **Portrait mode on A4 size paper**. (Do not overwrite on the printed Registration Form. Overwriting may lead to rejection of the registration).
- Keep the printed Registration Form with hard copies of the documents specified on page 3 of the Registration Form ready for submission. (You are advised to keep a copy of the completed Registration Form for future reference.)
- Please make sure that the form is duly signed.
- Please do not fold the form after printing.

5. Guidelines for form submission and processes thereafter:

You are requested to submit the Registration Form along with the **photocopies of the documents enlisted on page 3 of the Registration Form**, duly attested by either parent, to the school. **The original documents must be produced for verification.** They will be returned after verification. The documents must be submitted at the submission desk on the school premises from the following dates:

31 January 2024 (Wednesday) to 2 February 2024 (Friday)

After submission of the Registration Form and the documents, you will receive an Acknowledgement Slip from the submission desk.

Please note:

The Acknowledgement Slip must be produced at the time of the Admission Test and interaction with the school authorities.

Admission Test and Interactions

SCIENCE STREAM

- Applicants for the Science Stream will have to appear for an Admission Test in Physics, Chemistry and Mathematics on **03 February 2024 (Saturday)**.
- The syllabus for the Admission Test for the Science Stream will be based on the syllabus of ICSE 2024. Please visit the website of the Council for the Indian School Examinations (www.cisce.org) for information on syllabus content.
- On the basis of their performance in the Admission Test, Science Stream candidates will be called to appear for an interaction with the school authorities on **12 February 2024 (Monday)**. A confirmatory intimation will be sent on **09 February 2024 (Friday)** to the parents of such candidates on their registered e-mail address and mobile number.

- Both the parents along with the child must be present for the interaction on the stipulated date and time. Since the process involves interacting with the school authorities, both the parents and the candidate must be dressed formally.
- Parents of candidates who have been provisionally selected for admission will be intimated on **16 February 2024 (Friday)** on their registered email ID and mobile number.
- The candidates who opt for the Science Stream and do not qualify in the Admission Test may opt for the Commerce Stream and Humanities Streams by applying to the school.

COMMERCE AND HUMANITIES STREAMS

- Applicants for the Commerce and Humanities Streams will have to appear for an **interaction with the school authorities on 12 February 2024 (Monday)**.
- Both the parents along with the child must be present for the interaction on the stipulated date and time. Since the process involves interacting with the school authorities, both the parents and the candidate must be dressed formally.
- Parents of candidates who have been provisionally selected for admission will be intimated on **16 February 2024 (Friday)** on their registered email ID and mobile phone.

After provisional admission is granted:

- Parents of candidates provisionally selected for the Science, Commerce and Humanities Streams will receive an intimation on their registered email ID and mobile phone indicating the date on which admission formalities are to be completed.
- After receiving this intimation, parents will be required to pay the **admission charges** online by logging in to the School Admission Portal (with their registered mobile number and Transaction ID) and clicking on the **Pay Admission Fees** button located on the top of the page.
- Fees for the session 2024-2025:
 - Approximate Admission Charges: Rs. 47500/- (to be paid online)
 - Approximate Monthly Fees : Rs. 5500 /- to 6000/-

After the declaration of the Board results:

The following documents need to be submitted at the school reception:

- A photocopy of the Board results (attested by either parent)
- A photocopy of the Pass Certificate (attested by either parent)
- Transfer Certificate, Character Certificate & Migration Certificate (if applicable) in the original.

IMPORTANT

- Registration does not imply admission.
- After your child is admitted to the school, if it is found out that the information provided by you at the time of admission was false or inaccurate, the child's admission will be summarily cancelled.
- The Admissions Committee is solely responsible for processing applications and finalizing the selection of candidates. Decisions once taken by the Admissions Committee cannot be altered.
- Any attempt at seeking admission through dubious means such as offering donations and taking recourse to recommendations/influence will automatically debar the candidate from admission to this school. Parents are cautioned against self-appointed agents claiming to act on behalf of the school. The school does not appoint any such agents.
- Any discrepancy/deficiency in the Registration Form will automatically disqualify the candidate.
- **Fees paid at the time of registration and admissions are non-refundable.**

Principal