

## STUDENT'S ADMISSION AND PROMOTION

### ADMISSION

- Admission of children of serving Air Force personnel is to be made at any time during the academic session, subject to the stipulation laid down by CBSE for classes IX-XII. The following procedure is to be followed:-
  - Serving IAF Personnel are to be given registration forms and admission as and when they arrive for Admission.
  - Registration Forms are to be issued from 15th Feb-15th Mar.
- Admission of Army, Navy, Para-Military Forces and civilian children to Air Force Schools is not to be done at the cost of Air Force children. They are to be admitted subject to Vacancies after admitting all Air Force children, catering for mid-session admissions on transfers.
- Children of Foreign Nationals/NRIs may be admitted only after seeking the prior written concurrence of the Executive Vice-Chairman, after due scrutiny and recommendation of the Secretary CSMC.
- Admission Priority** : The admission priorities are to be strictly followed as per education code.
- Age Limit** : The minimum/maximum age limit of the child as on 01 Apr of the academic year in which admission is sought will be according to NEP 2020.
- Minimum/maximum age at the time of admission to other classes will accordingly be calculated as per the above stipulation. Child born on 01 April would be deemed as having attained the requisite age. No age waiver will be granted. The maximum age limit can be relaxed by two years in case of Differently abled children.
- Proof of Age** : Any of the following documents are to be accepted in original as proof of age:-
  - Birth certificate issued by Military/Civil Hospitals as well as by Municipalities/Village Panchayats.
  - In case of Defence personnel, POR extract duly signed by Unit Adjutant is also required.
- Admission to Class XI** : Selection of students to the Mathematics and Science Group in class XI is to be determined solely on the basis of merit in the grades secured in class X. In this regard, the admission guidelines with respect to admission in class XI (Science, Commerce and Humanities) as laid down by KVS or SMC are to be followed. All admission criteria for class XI are to be approved by Chairman SMC.
- Admission to a Higher Class** : A student from a recognised School or a Kendriya Vidyalaya or Air Force School is not to be admitted to a class higher than the one in which he was studying at his former School, except in the case of those who have passed the annual examination and have been promoted to the next higher class from the academic session commencing from 01 April.

### EXAMINATION

- No Exam for LKG/UKG** : No examinations/academic assessments are to be conducted for students of classes LKG and UKG. They are not to be failed or detained. No report card is to be made for them but a progress dossier is to be maintained by the class teacher.
- Exams for Classes 1 and above** : Annual and other periodic exams/assessments are to be conducted for students of classes I and above as per CBSE norms, as amended from time to time. No student is to be failed or detained in classes I to IV and classes VI & VII.
- Minimum Attendance for Examinations** : A student may not be allowed to sit in the session ending examination if he has not put in a minimum of 75% of the total attendance upto 31 January of the academic session, including attendance put in a previous school, if the student has been admitted on transfer.
- Proportionate Credit** : If a student fails to appear in any of the assessments on genuine grounds, he/she may be allowed proportionate credit of marks for such an assessment for the purpose of final assessment. The number of marks obtained by the student in various assessments is to be worked out. The average of marks obtained by the students in these assessments is to be allotted to the assessment missed by the student.
- Grading System** : All students are to be graded as per CBSE norms.
- Medium of Answering Board Exams** : CBSE permits students to take the Board examination in either English or in Hindi. Air Force Schools are to give this option to the students for the Board examination, regardless of the language in which instruction has been given in that School. However, this facility is not available for internal assessments conducted by the School.

### PROMOTION

- Promotion in Classes LKG to VIII** : No student is to be failed or detained in classes LKG to IV and classes VI to VII. There will be no supplementary assessments for these classes. However, if a child fails in the regular examination in class V or VIII, he shall be given additional instruction and granted opportunity for re-examination within a period of two months from the date of declaration of the result. In case a child fails in the re-examination, the school may hold back the child in the same class. No child shall be expelled from the school till the completion of elementary education i.e. upto class VIII, unless there is grave disciplinary misconduct.
- Promotion in Classes IX, X & XI** : In classes IX, X and XI, promotion will be based on CBSE guidelines.