

**SACRED HEART CONVENT INTERNATIONAL SCHOOL
SARABHA NAGAR, LUDHIANA**

CIRCULAR NO: 9/2025-26

DATED: 19.07.2025

Dear Students,

It is rightly said that to find purpose in life, one needs to venture on a journey of self-discovery.

In the quest of doing so, you might feel that you are grappling with two lives- the everyday life and the perfect life. But, there is always a bridge that links *what you do* with *what you would like to do*. As soon as the connection between dreams and reality is forged, the two lives become one, true purpose is achieved, and due potential is unlocked.

On that note, let us collectively approach a crucial step that marks the inception of your most significant academic year- the **registration for the Cambridge examinations**.

Dear Parents,

It is with great pleasure that we announce the commencement of the registration process for the A Level Examinations scheduled for the **February - March 2026** series. In order to ensure a seamless process, you are expected to pay close attention to the key details and requirements given below. A comprehensive outline of the fees, directly payable to the International Examination Body, along with the deadlines, has been collated for your kind perusal.

Guidelines for filling the Registration Form

- Please write your ward's full name in **CAPITAL LETTERS**
- Enter the Date of Birth as per official school records.
- Attach a photocopy of the Aadhaar Card with the form.
- You must enter all the SYLLABUS Codes and the **OPTION** Codes for the **MARCH-2026, EXAM SERIES CORRECTLY.**
- Mode of the payment should be made through a **DEMAND DRAFT** in **favour of BES, UNIT SHC INTERNATIONAL SCHOOL No: 3035101007399, Payable at Ludhiana**

Please Note:

The following information should be given at the back of the draft:

- 1) Name of Your Ward
- 2) Admission Number
- 3) Class & Section
- 4) Father's Name
- 5) Mobile Number

An overview of **the FEE STRUCTURE** is as follows:

Cambridge A LEVEL FEE: Rs 15000/- (Per Subject)

Additional Charges: Rs 4000/-

Kindly note that the Additional Charges include Scanning, Copying and Courier Charges for receiving of Question papers and sending of Answer Scripts.

- Fee once paid will not **be RETURNABLE/REFUNDABLE or TRANSFERABLE** to the next examination series under any circumstances.
- Fill in the registration form and submit it to the school office along with the draft. The payment can be done in two instalments:

1st installment to be paid by **Saturday, July 26, 2025**

2nd installment to be paid by **Saturday, August 30, 2025**

With Best Wishes!

Sr. Shanthi
Sr. Shanthi Dsouza
Principal
Sacred Heart Convent
International School
Sarabha Nagar, Ludhiana