

**Student's Profile**

Photo

(for office use only)

Name (In capital Letters): \_\_\_\_\_

Grade &amp; Div: \_\_\_\_\_ Aadhar Card No: \_\_\_\_\_

Samagra Id (Student) : \_\_\_\_\_ Samagra ID (Family): \_\_\_\_\_

Date of Birth (in figures): \_\_\_\_\_ Blood Group: \_\_\_\_\_ House: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Occupation: \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Occupation: \_\_\_\_\_

Siblings (if any): \_\_\_\_\_

Grade: \_\_\_\_\_ Division: \_\_\_\_\_

Residential Address: \_\_\_\_\_

Contact details: (Father) \_\_\_\_\_ (Mother) \_\_\_\_\_

Family Doctor's Name: \_\_\_\_\_

Contact Details: \_\_\_\_\_

Any Medical illness (if any): \_\_\_\_\_

***(As per the board rules, minimum 75% attendance is compulsory for all the classes for the promotion to the next higher grade.)***\_\_\_\_\_  
Father's Signature\_\_\_\_\_  
Mother's Signature\_\_\_\_\_  
Guardian Signature  
& Relationship



# Student's Profile

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Name (In capital Letters): \_\_\_\_\_

Grade & Div: \_\_\_\_\_ Aadhar Card No: \_\_\_\_\_

Samagra Id (Student) : \_\_\_\_\_ Samagra ID (Family): \_\_\_\_\_

Date of Birth (in figures): \_\_\_\_\_ Blood Group: \_\_\_\_\_ House: \_\_\_\_\_

Father's Name: \_\_\_\_\_

Occupation: \_\_\_\_\_

Mother's Name: \_\_\_\_\_

Occupation: \_\_\_\_\_

Siblings (if any): \_\_\_\_\_

Grade: \_\_\_\_\_ Division: \_\_\_\_\_

Residential Address: \_\_\_\_\_

Contact details: (Father) \_\_\_\_\_ (Mother) \_\_\_\_\_

Family Doctor's Name: \_\_\_\_\_

Contact Details: \_\_\_\_\_

Any Medical illness (if any): \_\_\_\_\_

***(As per the board rules, minimum 75% attendance is compulsory for all the classes for the promotion to the next higher grade.)***

\_\_\_\_\_  
Father's Signature

\_\_\_\_\_  
Mother's Signature  
1

\_\_\_\_\_  
Guardian Signature  
& Relationship

## वन्दे मातरम् ।

वन्दे मातरम्....  
सूजलाम् सुफलाम् मलयज् - शीतलाम्  
शस्य श्यामलाम् मातरम्  
वन्दे मातरम् ....  
शुभ्र ज्योत्सनाम् पुलकित यामिनीम्  
फुल्ल कुसूमित द्रमुदल शोभिनीम् ।  
सुहासिनीम् सुमधुर - भषिणम्।  
सुखदां वरदां मातरम्-  
वन्दे मातरम्।

## The National Anthem

जन गण मन अधिनायक जय हे  
भारत भाग्य विधाता  
पंजाब सिंध गुजरात मराठा  
द्राविड उत्कल बंग  
विंध्य हिमाचल यमुना गंगा  
उच्छल जलधि तरंग  
तव शुभ नामे जागे  
तव शुभ आशीष मांगे  
गाहे तव जय गाथा  
जन गण मंगलदायक जय हे  
भारत भाग्य विधाता  
जय हे जय हे जय हे  
जय जय जय जय हे ॥

## THE PLEDGE

India is my country and  
All Indians are my brothers and sisters.

I love my country and  
I am proud of its rich and varied heritage.  
I shall always strive to be worthy of it.  
I shall give my parents, teachers  
And all elders respect and  
Treat everyone with courtesy.

To my country and my people,  
I pledge my devotion.  
In their well being and prosperity alone,  
lies my happiness.

## Morning Prayers

Dear God,  
You are good and wise  
I praise you when I rise.  
Hear this prayer I send  
Bless my family and my friends.  
Help my eyes to see  
All the good you send to me.  
Help my ears to hear  
Call for help from far and near.  
Help my feet to go in the way that  
You will show.  
Help my hands to do  
All things loving, kind, and true.  
Guard me through this day  
In all I do and all I say.

## Afternoon Prayers

Dear God,  
Thank you for the morning,  
For watching over me and walking with me.  
May I find rest and peace this afternoon in all I do,  
That I may gather strength to work for  
You until nightfall.

## Prayer Before Break

Thank you god for the world so sweet,  
Thank you god for the food we eat,  
Thank you god for the birds that sing,  
Thank you god for everything.



## OUR TRUSTEES

Sr. No.	Name
1.	Shri Shiv Prasad Agrawal
2.	Shri Dinesh Sureka
3.	Shri Vijay Sureka
4.	Shri Ramnivas Mittal
5.	Shri Shriram Goyal
6.	Shri Mohan Lal Agrawal
7.	Shri Deepak Arya
8.	Shri Rajeev Nayan Ghuwalewala
9.	Shri Tej Kumar Tanted
10.	Shri Pawan Saraf
11.	Shri Deependra Singh Mehta
12.	Shri Mannulal Agrawal
13.	Shri Ghanshyam Das Ludhiyani
14.	Shri Kailash Chandra Agrawal
15.	Shri Kamal Kumar Gangwal (Ujjain)
16.	Shri Omprakash Agrawal
17.	Shri Shankar Minda
18.	Shri Arjun Chawla

## Our School - The ITMA Family

ITMA Vidya Niketan is a CBSE Affiliated co-educational English medium school. "The School aims at developing a child into a responsible democratic citizen respecting values and culture of our country. To achieve this we provide congenial and conducive atmosphere where a child imbibes the noble qualities of the three H's (Hand, Head and Heart).

**Admission:** School has classes from Nursery to class XII (Science and Commerce Stream) Computer Education is compulsory from class I to X (at minimum fee). For classes XI and XII it is optional. Admissions open from the month of February every year. Students are granted admission on the basis of assessment merit and vacancies available. The age for admission to Nursery is 3 to 3 ½ - years and for each higher class it goes on increasing by one year.

***The admission criteria is as per the norms set by the CBSE (Central Board of Secondary Education Delhi)***

**1. Examination and promotion to the next higher class.**

The examinations are conducted as per the norms given by the CBSE Delhi for classes I to XII.

(a) To appear in the annual examination a student must have minimum 75% and above attendance.

(b) Promotion to next higher class is on the basis of FA-I + SA-I, FA-II + SA-II / UT-1 + UT -2 + Terminal examinations. So the students are advised not to miss any of these.

(c) Nursery to Class IX: As per CBSE Rules.

(d) Class X and XII: Result will be declared by board.

(e) Class XI: The students should score 33% in each subject in aggregate as well as in annual examination separately. If a child fails in one subject, he/she will have to appear for compartment exam / repeat the academic year.

**2. Facilities :** The school provides enough facilities for the harmonious development of a child so that he/she may blossom into a person of strong character and balanced personality.

**(a) Bus Facilities:** The school owns brand new buses with CCTV and GPR System for transporting the students to and from the school at very affordable charges. The parents have to apply for the same on the prescribed form available in the school office. The students availing bus facility must continue till the end of the session.

**(b) Library:** The school has well stocked library having good magazines and periodicals. It enables the students to read refer and do research in different subjects

**(c) Co-curricular Activities:** School provides facilities for games like Cricket, Table Tennis, Karate, Yoga & Different Co-curricular activities like Drawing, Painting, Music, Dance, Art and Craft. To encourage students various inter House competitions are held regularly in the school as per pre-planned schedule.

**(d)** The school uses modern teaching methods and techniques for teaching. For this we have well equipped A.C. Computer laboratory.

**(e)** To give student practice in spoken English and other aspect Language - Lab has been established where students will learn English under the guidance of experienced teachers.

**(g) Tours and Excursions:** Students are regularly taken on educational tours and excursions.

**(h) Medical:** Chicken pox- The students will be allowed to attend the school only after 15 days, from the date of eruption. In mild cases, students will be allowed to rejoin the school after 10 days from the onset of the disease.



**Measles:** 7 days from the date of eruption

**Mumps:** 7 days from the date of infection or till the swelling has subsided.

Conjunctivitis: 3 days from the date of infection. In severe cases students will not be allowed to appear for the examination.

## Academic Rules

Parents are requested to go through the school rules and the information contained in this diary and abide by these.

- 1) Do provide text books, stationary, uniform, shoes and other related items, in time, to their wards.
- 2) Send your wards regularly to the school and check the progress of their wards often. Parents should regularly check school diary of their ward. In case they wish to suggest some improvement in the school they should not hesitate to intimate the same.
- 3) Kindly inform the school if a child is allergic to a particular drug or any other thing, or has any medical or such problem that needs particular attention on to the child so that due care can be taken at the school.
- 4) Kindly sign the progress report card, the students diary or any letter sent to them and return it to the school in time.
- 5) Attend parents meetings regularly and cooperate with the school for better performance.
- 6) Avoid criticizing or passing comments on the school staff in presence of their wards.
- 7) Be polite, respectful and courteous to the school staff.
- 8) Student suffering from a contagious / infectious disease should not be sent to school unless declared fit to attend the school by a doctor. Medical Certificate needs to be submitted to the class teacher/ school office.
- 9) Ensure you go through their wards' diary and take timely precautions as requested by the teachers. They should encourage and help the students to study at home and complete homework.
- 10) In case of absence of the child from the school, parents are requested to send an written application along with the ward informing the reasons and circumstances for such absence.
- 11) All important information and notices will be sent to the parents through the students diary / ERP app / Parents whatsapp group/notice.

- 12) Grade VI & above students cannot wear colourful dresses on their birthdays. Grades Nursery to V- Can distribute a small chocolate to their classmates. Also, if parents wish to celebrate their ward's birthday in class by cutting a cake can do it with prior permission. The celebration can be done during their lunch breaks.
- 13) Our school teachers are forbidden to take tuitions of students of ourschool. Therefore, it is imperative that you may please not engage our teachers for giving tuition to your wards. A serious view will be taken if this request is overlooked.
- 14) All the information regarding fees and dues will be provided before admission & exams.
- 15) Please do not hand over cash, valuables or jewellery to your ward.
- 16) Parents are free to purchase the text books, stationery and uniform from any firm/store. Any uniform that does not comply to the school colour and pattern will not be permitted. A specimen of dress is displayed in the school.
- 16) Non-Sikh boys should have their beard trimmed at regular intervals.
- 17) Usage/ bringing of any sharp instrument to the school is strictly prohibited.
- 18) It is compulsory for all children to converse in English as the CBSE syllabus stresses on the student competence to speak confidently and fluently in English. A student must speak in decent language all the time. He/ She must ensure that his speech is courteous and polite. No student should participate in any kind of rumour spreading and should refrain from speaking ill about others.
- 19) Any communication sent from the school is conveyed to the parents promptly. Parents must meet the teachers by prior appointment and with the permission of the Principal/ Vice Principal only.
- 20) Before leaving the class room at the end of the day student should arrange the desk and chairs in proper order, switch off the lights and fans, close the window, throw the waste paper and unwanted material in the dustbin and then leave the classroom.
- 21) Students are not allowed to wear any kind of ornaments in school, except a small earring for girls.
- 22) The Principal has the authority to cancel admission of a child and give transfer certificate to existing students on disciplinary charges.
- 23) Students will not be given half-day leave except in case of medical emergency.

- 24) Strictly follow the reporting time. If the students are coming late, the school gates will be closed and students will not be allowed to enter. (In such case, school will not be responsible for late comers.)

### **School Fees:**

**The school issues the challans for 4 terms. It is prerequisite to deposit fees on time as mentioned:-**

- a) Term I : Between 1 to 10 April**
- b) Term II : Between 1 to 10 July**
- c) Term III : Between 1 to 10 October**
- d) Term IV : Between 1 to 10 January**

10% concession if entire amount is paid altogether.

Rs 250/- Late fee/ cheque bounce will be applicable in case fee is not deposited on time/ the cheque is bounced.

#### **Bank Account Details for Online Payment**

- **ITMA Vidya Niketan**
- **Bank Name : Canara Bank**
- **Account Number : 110231375953**
- **IFSC Code : CNRB0002622**

Kindly ensure that all future payments are made to this account. After making the payment, please share the screenshot on **WhatsApp: 9926000361** for confirmation.  
For any queries, please contact the school office.

- 1) When you deposit fee directly in bank, you are required to submit the school copy of challan in school.
- 2) In case of NEFT, UPI challan with details to be submitted in school. In case not done child's name will be in defaulters list.
- 3) Thereafter a notice will be given and the students name will be stuck off the roll and a TC issued immediately. Cheques, bounced will invite legal action, it is therefore expected that cheque will be issued subject to having sufficient funds in the payers account.
- 4) For any amount which is refundable like caution money, you are required to produce the receipt, otherwise the deposit will be forfeited.

- 5) No students will be allowed to appear for the any examination unless he/ she has cleared the school dues up to date. The result will be issued only after the dues are cleared.
- 6) **Verbal request of any kind will not be accepted.**

#### **Uniform Rules:**

- 1) Wearing of uniform is compulsory for all the students, whenever they visit the school for any purpose.
- 2) They should ensure that their wards attend the school in well polished shoes, clean and well ironed uniform, tidy hair cut and trimmed nails and high standard of personal hygiene. All the students must come to school neatly dressed in proper uniform along with ID card.

#### **Bus Rules:**

- 1) Parents should come to drop and to pick their ward to bus stop on time.
- 2) In case of any misconduct by bus staff, parents should inform to school authorities.
- 3) Students need to display the bar code to the bus attendant to mark their attendance. If the child fails to do so he/ she will not be allowed to board the school bus.

#### **Leave Rules:**

- 1) Half day leave is not allowed except in case of medical emergency. In case of medical illness, parents are requested to provide us with medical certificate.
- 2) For any other leave, it should be sanctioned prior with application.

#### **School Leaving Rules:**

- 1) TC will be issued on written request of the parents after clearance of all the dues.

#### **Acts of Indiscipline:**

The following, in general, will be considered as acts of indiscipline. Any disagreeable act or violation of the school rules.

- 1) Misconduct on the campus, inside classrooms and the school bus.
- 2) Copying in tests/ examinations and tampering with examination records.

- 3) Late coming, absence from assembly.
- 4) Non-confirmity in the school uniform(dress) code.
- 5) Absenting from classes or activities.
- 6) Possession of objectionable items such as Mobile phones, Ear buds, print and non-print materials
- 7) Use of abusive/obscene words/language.
- 8) Theft.
- 9) Bullying other children, inflicting physical injury.
- 10) Disrespect to the national anthem, national/ local flags, local rules, regulations and customs.
- 11) Damage to school property. Replacement cost along with the fine of Rs.500 to 5000 will be imposed. Further disciplinary action may be also taken depending on the damage.
- 12) Any act that tarnishes the image of the school.

#### **Library Rules & Regulations:**

1. Books may be retained for a period not exceeding seven days by students.
2. Books may be renewed on request at the discretion of the library.
3. Unless the borrower points out the damage at the time of borrowing the book, he / she shall be required to replace the book or pay its price.

#### **Undertaking:**

I have read all the rules and regulations given in the student's diary carefully and assure to abide by it.

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Father's Signature

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Mother's Signature

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Guardian Signature  
& Relationship

# Fees Chart : 2025-26

## FOR NEW ADMISSIONS

	Nursery	KG I & KG II	I-III	IV-V	VI-VIII	IX-X	XI-XII
<b>Admission Fee</b>	5000	5000	5000	7700	8300	11500	14000
<b>Caution Money</b>	1000	1000	1000	1000	1000	1000	1000
<b>Total</b>	6000	6000	6000	8700	9300	12500	15000
<b>Bus Fee (Optional)</b>							

### I-Term (1st April)

	Nursery	KG I & KG II	I-III	IV-V	VI-VIII	IX-X	XI-XII
<b>Activity Fee</b>	0	0	950	1000	1000	1100	1200
<b>Tuition Fee</b>	5100	5100	5100	5500	5600	6600	8800
<b>Computer / Lab Fee</b>	-	-	1650	2200	2200	2250	2250
<b>Total</b>	5100	5100	7700	8700	8800	9950	12250
<b>Bus Fee (Optional)</b>							

### II-Term (1st July)

	Nursery	KG I & KG II	I-III	IV-V	VI-VIII	IX-X	XI-XII
<b>Activity Fee</b>	0	0	950	1000	1000	1100	1200
<b>Tuition Fee</b>	5100	5100	5100	5500	5600	6600	8800
<b>Computer / Lab Fee</b>	-	-	1650	2200	2200	2250	2250
<b>Total</b>	5100	5100	7700	8700	8800	9950	12250
<b>Bus Fee (Optional)</b>							

### III-Term (1st October)

	Nursery	KG I & KG II	I-III	IV-V	VI-VIII	IX-X	XI-XII
<b>Activity Fee</b>	0	0	950	1000	1000	1100	1200
<b>Tuition Fee</b>	5100	5100	5100	5500	5600	6600	8800
<b>Computer / Lab Fee</b>	-	-	1650	2200	2200	2250	2250
<b>Total</b>	5100	5100	7700	8700	8800	9950	12250
<b>Bus Fee (Optional)</b>							

### IV-Term (1st January)

	Nursery	KG I & KG II	I-III	IV-V	VI-VIII	IX-X	XI-XII
<b>Activity Fee</b>	0	0	950	1000	1000	1100	1200
<b>Tuition Fee</b>	5100	5100	5100	5500	5600	6600	8800
<b>Computer / Lab Fee</b>	-	-	1650	2200	2200	2250	2250
<b>Total</b>	5100	5100	7700	8700	8800	9950	12250
<b>Bus Fee (Optional)</b>							
<b>New Admission Total</b>	26400	26400	36800	43500	44500	52300	64000
<b>Regular (Old) Students Total (In Year)</b>	0	20400	30800	34800	35200	39800	49000

### Fee Submission Date for Session 2025-26

I st - Term 1 to 10 April

II nd - Term 1 to 10 July

III rd - Term 1 to 10 October

IV th - Term 1 to 10 January

### Morning Activity Fee (Optional)

I st - Term 1 to 10 April	1500
II nd - Term 1 to 10 July	1500
III rd - Term 1 to 10 October	1500
IV th - Term 1 to 10 January	1500

<b>BUS FEE (Optional)</b>				
<b>I st Term</b>	<b>4300</b>	<b>5500</b>	<b>7000</b>	<b>8700</b>
<b>II nd Term</b>	<b>4300</b>	<b>5500</b>	<b>7000</b>	<b>8700</b>
<b>Total Bus Fee</b>	<b>8600</b>	<b>11000</b>	<b>14000</b>	<b>17400</b>

**No Bus service and fees shall be extended for part year**

**Bus Fee I st Term 1 to 10 April**

**Bus Fee II nd Term 1 to 10 October**

Apply for TC on/before 30<sup>th</sup> March otherwise fees mentioned above will be applicable.

## **Examination Schedule**

### **Periodic Test - 1 (July)**

#### **Grades I & II**

<b>Date</b>	<b>Day</b>	<b>Grade I</b>	<b>Grade II</b>
04/07/25	Friday	English	English
05/07/25	Saturday	Hindi	Hindi
07/07/25	Monday	Math	Math
08/07/25	Tuesday	Computer	Computer
09/07/25	Wednesday	EVS	EVS

#### **Grades III & IV**

<b>Date</b>	<b>Day</b>	<b>Grade III</b>	<b>Grade IV</b>
04/07/25	Friday	English	Hindi
05/07/25	Saturday	Hindi	Math
07/07/25	Monday	Math	Science
08/07/25	Tuesday	Computer	English
09/07/25	Wednesday	Science	Social Studies
10/07/25	Thursday	Social Studies	Computer

### Grades V to VIII

Date	Day	V	VI	VII	VIII
04/07/25	Friday	English	English	Hindi	Hindi
05/07/25	Saturday	Hindi	Sanskrit	English	Math
07/07/25	Monday	Social Studies	Hindi	Math	Sanskrit
08/07/25	Tuesday	Science	Math	Computer	English
09/07/25	Wednesday	Math	Social Studies	Sanskrit	Computer
10/07/25	Thursday	Sanskrit	Science	Social Studies	Social Studies
11/07/25	Friday	Computer	Computer	Science	Science

### Grade ( IX & X )

Date	Day	Grade IX	Grade X
04/07/25	Friday	Hindi	English
05/07/25	Saturday	Science	Social Studies
07/07/25	Monday	English	Hindi
08/07/25	Tuesday	Computer	Math
09/07/25	Wednesday	Social Studies	Science
10/07/25	Thursday	Math	Retail
11/07/25	Friday	Sanskrit	Computer
12/07/25	Saturday	Retail	Sanskrit

### Unit Test-I (August) Grade XI (Science & Commerce)

Date	Day	Grade XI Science	Grade XI Commerce
01/08/25	Friday	PE/CS	PE/CS
02/08/25	Saturday	Physics	Accounts
04/08/25	Monday	English	English
05/08/25	Tuesday	- - -	Economics
06/08/25	Wednesday	Chemistry	B. Studies
07/08/25	Thursday	Math/Biology	Math



### Grade XII (Science & Commerce) (July)

Date	Day	Grade XI Science	Grade XI Commerce
04/07/25	Friday	PE/CS	PE/CS
05/07/25	Saturday	English	English
07/07/25	Monday	Physics	Accounts
08/07/25	Tuesday	- - -	Economics
09/07/25	Wednesday	Chemistry	B. Studies
10/07/25	Thursday	Math/Biology	Math

### Term-I September Grades I & II

Date	Day	Grade - I	Grade - II
08/09/25	Monday	English	English
10/09/25	Wednesday	Hindi	Hindi
12/09/25	Friday	Math	Math
15/09/25	Monday	Computer	Computer
17/09/25	Wednesday	EVS	EVS
19/09/25	Friday	G.K. & Value Education	G.K. & Value Education

### Grade - III & IV

Date	Day	Grade - III	Grade - IV
08/09/25	Monday	English	Hindi
10/09/25	Wednesday	Hindi	Math
12/09/25	Friday	Math	Science
15/09/25	Monday	Computer	English
17/09/25	Wednesday	Science	Social Studies
19/09/25	Friday	Social Studies	Computer
22/09/25	Monday	G.K. & Value Education	G.K. & Value Education

### Grades V, VI, VII & VIII

Date	Day	V	VI	VII	VIII
08/09/25	Monday	English	English	Hindi	Hindi
10/09/25	Wednesday	Hindi	Sanskrit	English	Math
12/09/25	Friday	Social Studies	Hindi	Math	Sanskrit
15/09/25	Monday	Science	Math	Computer	English
17/09/25	Wednesday	Math	Social Studies	Sanskrit	Computer
19/09/25	Friday	Sanskrit	Science	Social Studies	Social Studies
22/09/25	Monday	Computer	Computer	Science	Science
24/09/25	Wednesday	G.K. & Value Education	G.K. & Value Education	G.K. & Value Education	G.K. & Value Education

### Half Yearly Examination Grade - IX & X

Date	Day	Grade - IX	Grade - X
08/09/25	Monday	Hindi	English
10/09/25	Wednesday	Science	Social Studies
12/09/25	Friday	English	Hindi
15/09/25	Monday	Computer	Math
17/09/25	Wednesday	Social Studies	Science
19/09/25	Friday	Math	Retail
22/09/25	Monday	Sanskrit	Computer
24/09/25	Wednesday	Retail	Value Education
26/09/25	Friday	Value Education	Sanskrit

**Grade - XI (Science & Commerce)**

<b>Date</b>	<b>Day</b>	<b>Grade XI Science</b>	<b>Grade XI Commerce</b>
08/09/25	Monday	PE/CS	PE/CS
10/09/25	Wednesday	Physics	Accounts
12/09/25	Friday	English	English
15/09/25	Monday	-----	Economics
17/09/25	Wednesday	Chemistry	B.Studies
19/09/25	Friday	Math / Biology	Math

**Grade - XII (Science & Commerce)**

<b>Date</b>	<b>Day</b>	<b>Grade XII Science</b>	<b>Grade XII Commerce</b>
08/09/25	Monday	PE/CS	PE/CS
10/09/25	Wednesday	English	English
12/09/25	Friday	Physics	Accounts
15/09/25	Monday	-----	Economics
17/09/25	Wednesday	Chemistry	B.Studies
19/09/25	Friday	Math / Biology	Math

**Periodic Test - II (October) Grade X**

<b>Date</b>	<b>Day</b>	<b>Grade X Science</b>
09/10/25	Thursday	English
10/10/25	Friday	Social Studies
11/10/25	Saturday	Hindi
13/10/25	Monday	Math
14/10/25	Tuesday	Science
15/10/25	Wednesday	Retail
16/10/25	Thursday	Computer
17/10/25	Friday	Sanskrit

### Unit Test-II (October) Grade XII (Science & Commerce)

Date	Day	Grade XII Science	Grade XII Commerce
09/10/25	Thursday	PE/CS	PE/CS
10/10/25	Friday	English	English
11/10/25	Saturday	Physics	Accounts
13/10/25	Monday	- - -	Economics
14/10/25	Tuesday	Chemistry	B. Studies
15/10/25	Wednesday	Math/Biology	Math

### Periodic Test - II (December) Grade I & II

Date	Day	Grade I	Grade -II
15/12/25	Monday	English	English
16/12/25	Tuesday	Hindi	Hindi
17/12/25	Wednesday	Math	Math
18/12/25	Thursday	Computer	Computer
19/12/25	Friday	EVS	EVS

### Grade III & IV

Date	Day	Grade III	Grade -IV
15/12/25	Monday	English	Hindi
16/12/25	Tuesday	Hindi	Math
17/12/25	Wednesday	Math	Science
18/12/25	Thursday	Computer	English
19/12/25	Friday	Science	Social Studies
20/12/25	Saturday	Social Studies	Computer

### Grades V, VI, VII & VIII

Date	Day	V	VI	VII	VIII
15/12/25	Monday	English	English	Hindi	Hindi
16/12/25	Tuesday	Hindi	Sanskrit	English	Math
17/12/25	Wednesday	Social Studies	Hindi	Math	Sanskrit
18/12/25	Thursday	Science	Math	Computer	English
19/12/25	Friday	Math	Social Studies	Sanskrit	Computer
20/12/25	Saturday	Sanskrit	Science	Social Studies	Social Studies
22/12/25	Monday	Computer	Computer	Science	Science

### ( Grade IX )

Date	Day	Grades IX
15/12/25	Monday	Hindi
16/12/25	Tuesday	Science
17/12/25	Wednesday	English
18/12/25	Thursday	Computer
19/12/25	Friday	Social Studies
20/12/25	Saturday	Math
22/12/25	Monday	Sanskrit
23/12/25	Tuesday	Retail

### Unit Test-II (December) Grade XI (Science & Commerce)

Date	Day	Grade XII Science	Grade XII Commerce
15/12/25	Monday	PE/CS	PE/CS
16/12/25	Tuesday	Physics	Accounts
17/12/25	Wednesday	English	English
18/12/25	Thursday	- - -	Economics
19/12/25	Friday	Chemistry	B. Studies
20/12/25	Saturday	Math/Biology	Math

### Pre-Board - I (December) Grade X

Date	Day	Grade X
01/12/25	Monday	English
03/12/25	Wednesday	Social Studies
05/12/25	Friday	Hindi
08/12/25	Monday	Math
10/12/25	Wednesday	Science
12/12/25	Friday	Retail
15/12/25	Monday	Sanskrit

### Grade XII (Science & Commerce)

Date	Day	Grade XII Science	Grade XII Commerce
01/12/25	Monday	PE/CS	PE/CS
03/12/25	Wednesday	English	English
05/12/25	Friday	Physics	Accounts
08/12/25	Monday	- - -	Economics
10/12/25	Wednesday	Chemistry	B. Studies
15/12/25	Monday	Math/Biology	Math

**Pre-Board - II (December) Grade X**

<b>Date</b>	<b>Day</b>	<b>Grade X</b>
02/01/26	Friday	English
05/01/26	Monday	Social Studies
07/01/26	Wednesday	Hindi
09/01/26	Friday	Math
12/01/26	Monday	Science
15/01/26	Thursday	Retail
16/01/26	Friday	Sanskrit

**Grade XII (Science & Commerce)**

<b>Date</b>	<b>Day</b>	<b>Grade XII Science</b>	<b>Grade XII Commerce</b>
02/01/26	Friday	PE/CS	PE/CS
05/01/26	Monday	English	English
07/01/26	Wednesday	Physics	Accounts
09/01/26	Friday	- - -	Economics
12/01/26	Monday	Chemistry	B. Studies
15/01/26	Thursday	Math/Biology	Math

## Term II (February) Grade I & II

Date	Day	Grade - I	Grade - II
24/02/26	Tuesday	English	English
26/02/26	Thursday	Hindi	Hindi
28/02/26	Saturday	Math	Math
02/02/26	Monday	Computer	Computer
05/02/26	Thursday	EVS	EVS
07/02/26	Saturday	G.K. & Value Education	G.K. & Value Education

## Grade - III & IV

Date	Day	Grade - III	Grade - IV
24/02/26	Tuesday	English	Hindi
26/02/26	Thursday	Hindi	Math
28/02/26	Saturday	Math	Science
02/03/26	Monday	Computer	English
05/03/26	Thursday	Science	Social Studies
07/03/26	Saturday	Social Studies	Computer
10/03/26	Tuesday	G.K. & Value Education	G.K. & Value Education



### Grades V, VI, VII & VIII

Date	Day	V	VI	VII	VIII
24/02/26	Tuesday	English	English	Hindi	Hindi
26/02/26	Thursday	Hindi	Sanskrit	English	Math
28/02/26	Saturday	Social Studies	Hindi	Math	Sanskrit
02/03/26	Monday	Science	Math	Computer	English
05/03/26	Thursday	Math	Social Studies	Sanskrit	Computer
07/03/26	Saturday	Sanskrit	Science	Social Studies	Social Studies
10/03/26	Tuesday	Computer	Computer	Science	Science
12/03/26	Thursday	G.K. & Value Education	G.K. & Value Education	G.K. & Value Education	G.K. & Value Education

### Annual Exam Grade IX

Date	Day	Grade IX
24/02/26	Tuesday	Hindi
26/02/26	Thursday	Science
28/02/26	Saturday	English
02/03/26	Monday	Computer
05/03/26	Thursday	Social Studies
07/03/26	Saturday	Math
10/03/26	Tuesday	Sanskrit
12/03/26	Thursday	Retail
14/03/26	Saturday	Value Education

### Grade XI (Science & Commerce)

Date	Day	Grade XII Science	Grade XII Commerce
24/02/26	Tuesday	PE/CS	PE/CS
26/02/26	Thursday	Physics	Accounts
28/02/26	Saturday	English	English
02/03/26	Monday	- - -	Economics
05/03/26	Thursday	Chemistry	B. Studies
07/03/26	Saturday	Math/Biology	Math

## PARENT TEACHER MEETING

### Grades Nursery to XII

Month	Date	Roll Nos	Timings
		1 to 10	09:00 a.m to 10:00 a.m.
July	19/07/2025	11 to 20	10:00 a.m to 11:00 a.m.
		21 to 30	11:00 a.m to 12:00 noon
		31 to 40	12:00 noon to 1:00 p.m.
August	13/08/2025 Only for XI	1 to 10 11 to 20 21 to 30	09:00 a.m to 10:00 a.m. 10:00 a.m to 11:00 a.m. 11:00 a.m to 12:00 noon
		1 to 10	09:00 a.m to 10:00 a.m.
October	11/10/2025	11 to 20	10:00 a.m to 11:00 a.m.
		21 to 30	11:00 a.m to 12:00 noon
		31 to 40	12:00 noon to 1:00 p.m.
		1 to 10	9:00 a.m to 10:00 a.m.
January	06/01/2026	11 to 20	10:00 a.m to 11:00 a.m.
		21 to 30	11:00 a.m to 12:00 noon
		31 to 40	12:00 noon to 1:00 p.m.
March	24/03/2026		9:00 a.m to 12:00 noon

For the month of March parents will collect the report cards only. New Academic session will begin in the month of April. Dates and other details will be shared subsequently.

## List of Celebration 2025-26

Month	Date	Day	Event
April	02/04/25	Wednesday	Orientation Day
	26/04/25	Saturday	Pool Party/No-Bag Day
	05/06/25	Thursday	Environment Day
June	21/06/25	Saturday	International Yoga Day
	28/06/25	Saturday	No Bag day (I to V)
	07/07/25	Monday	Foundation Day
July	19/07/25	Saturday	Investiture Ceremony
	26/07/25	Saturday	Grand Parent's Day
	08/08/25	Friday	Rakshabandhan / No Bag Day
August	15/08/25	Friday	Independence Day
	16/08/25	Saturday	Janmashtami
	27/08/25	Wednesday	Ganesh Chaturthi
September	04/09/25	Thursday	Teacher's Day Celebration (Holiday for Pre Primary) / No Bag Day
	11/09/25	Thursday	Hindi Diwas
	27/09/25	Saturday	Garba Celebration/No Bag Day
October	17/10/25	Friday	Diwali Celebration
November	08/11/25	Saturday	Annual Day
	14/11/25	Friday	Payjama Party (Pre-Primary I to II)
January	19/01/26 to 21/01/26	Monday to Wednesday	Annual Sports Day
	23/01/26	Friday	Basant Panchami
	26/01/26	Monday	Republic Day
February	04/02/26	Wednesday	Farewell

Kindly Note: Competitions and Additional Pre-Primary activities will be informed a week prior. No bag day is applicable only for Grades Nursery to VIII.

## List of Holidays 2025-26

Month	Date	Day	Event
March	30/03/25	Sunday	Gudi Padwa
	31/03/25	Monday	Eid
April	10/04/25	Thursday	Mahavir Jayanti
	14/04/25	Monday	Dr. Ambedkar Jayanti
	18/04/25	Friday	Good Friday
	30/04/25	Wednesday	Parshuram Jayanti
May	12/05/25	Monday	Buddha Purnima (Gazetted Holiday)
June	07/06/25	Saturday	Eid-ul-Adha
July	06/07/25	Sunday	Moharram
August	09/08/25	Saturday	Raksha Bandhan
	15/08/25	Friday	Independence Day
	16/08/25	Saturday	Janmashtami
	27/08/25	Wednesday	Ganesh Chaturthi
September	05/09/25	Friday	Milad Un-Nabi/Onam
October	01/10/25 to 03/10/25	Wednesday to Friday	Dussehra Vacation
	07/10/25	Tuesday	Valmiki Jayanti
	18/10/25 to 23/10/25	Saturday to Thursday	Diwali Vacation
November	05/11/25	Wednesday	Guru Nanak Jayanti
	15/11/25	Saturday	Birsa Munda Jayanti
December	25/12/25	Thursday	Christmas
	31/12/25 to 04/01/26	Wednesday to Sunday	Winter Vacation (as per order)
January	14/01/26	Wednesday	Makar Sakranti
	26/01/26	Monday	Republic Day
February	12/02/26	Thursday	Ravidas Jayanti

• Holiday dates are liable to change.

• Attendance is compulsory for master class.

## Pre-Primary Activities 2025-26

Month	Date	Day	Celebration	Class Activity
April	02/04/25	Wednesday	First Day School	Palm Painting
	06/04/25	Saturday	Pool Party	
June	05/06/25	Thursday	Environment Day (Green Dress Code)	Save Tree
	21/06/25	Saturday	International Yoga Day	
	28/06/25	Saturday	No Bag day	Making Photo Frame
July	12/07/25	Saturday	Rainy Day	Umbrella/Boat
	26/07/25	Saturday	Grand Parent's Day	
August	08/08/25	Friday	Rakshabandhan/ No Bag Day	Rakhi Making
	14/08/25	Thursday	Independence Day	Fancy Dress
	18/08/25	Monday	Janmashthami	Cotton Pasting on Matki
September	11/09/25	Thursday	Hindi Diwas	Hindi Rhymes Competition
	20/09/25	Saturday	Orange Colour Day	Cotton Dabbing
	27/09/25	Saturday	Garba Celebration	Garba Dress
October	11/10/25	Saturday	Pink Day/Blue Day Colour Day	Origami Lotus Flower
	17/10/25	Friday	Diwali Celebration	Paper Lamp
November	14/11/25	Friday	Pyjama Party (Pre-Primary 1 to II)	
December	23/12/25	Tuesday	Red Colour Day	Ear Bud Dabbing
January	13/01/25	Tuesday	Makar Sankranti	Kite Making
	23/01/26	Friday	Basant Panchami (Yellow Colour Day)	Flower Making
	24/01/26	Saturday	Republic Day (Pre- Primary Republic Day)	Flag making

## Leave / Absence Record

[illegible]

## TEACHER'S REMARKS

[illegible]

## TEACHER'S REMARKS

[illegible]



## LIBRARY RECORD

[illegible]

## **ITMA Vidya Niketan APP- A SINGLE APP FOR ALL SCHOOL COMMUNICATIONS**

ITMA Vidya Niketan app keeps parents updated about how their child performs in school thereby enabling them to view key information about the child's school activity.

The app is available for both iOS and Android platform and Parents can download it. Parents will be provided a login id from school for their Mobile Number. In case if there are any issues with login or accessing data after login, please contact School specifying the problem so it can be resolved.

### **Features & Benefits**

**Dashboard:** ITMA Vidya Niketan app dashboard is a collection of widgets that will provide the parents with an overview of the reports and metrics they care about most. It will let them monitor many metrics at once so that they can quickly check the information about their child. The dashboard reflects a well-understood structure of the app that includes:

**Attendance:** Parents can keep a track about their child's attendance details, taken directly from school and updated on a daily basis.

**Homework:** Allows parents to view homework/assignment details provided by the teachers, anytime and anywhere.

**Results:** Parents will receive their children's school results at their fingertips. This application will provide results for each exam and subjects.

**Circular:** Helps parents to get instant alerts on any circular/notice from school and also complete archive thereof with the option of saving it.

**Academic Calendar:** Parents can view all school activities like shows, events, celebrations, meetings, field trips in calendar format, which helps to schedule planning effectively.

**Remarks:** Allows parents to see positive or negative remarks of their child in systematic format. The app keeps parents updated and provides easy access to their award's and school's achievements.

**Fees:** Parents can see the schedule of fee and if there are any fee dues to be paid. This helps them to avoid unnecessary fine amount.

**Bus Route:** Empower parents to view the default bus route for their ward and timing at each bus stop.

**Notifications:** Parents will receive push notifications which are simply a secure and reliable means for any communication between parents and school.

## ADMIT CARD

### **Formative Assessment- I**

Name of the Student : \_\_\_\_\_

has completed the work assigned during the Formative Assessment and is permitted to appear for the examination.

Class teacher's Signature: \_\_\_\_\_ School Stamp:

### **Half yearly/ Summative Assessment- I**

Name of the Student: \_\_\_\_\_

has completed the work assigned during the Half yearly/ Summative Assessment and is permitted to appear for the examination.

Class teacher's Signature: \_\_\_\_\_ School Stamp:

### **Formative Assessment- II/ Periodic Test/ Unit Test**

Name of the Student: \_\_\_\_\_

has completed the work assigned during the Formative Assessment and is permitted to appear for the examination.

Class teacher's Signature: \_\_\_\_\_ School Stamp:

### **Annual/ Summative Assessment- II**

Name of the Student : \_\_\_\_\_

has completed the work assigned during the Annual/ Summative Assessment and is permitted to appear for the examination.

Class teacher's Signature: \_\_\_\_\_ School Stamp:

### **Pre Boards**

Name of the Student : \_\_\_\_\_

has completed the work assigned during the Pre Boards and is permitted to appear for the examination.

Class teacher's Signature: \_\_\_\_\_ School Stamp:

### **Periodic Test/ Unit Test**

Name of the Student : \_\_\_\_\_

has completed the work assigned during the Formative Assessment and is permitted to appear for the examination.

Class teacher's Signature: \_\_\_\_\_ School Stamp:

## ITMA Vidya Niketan



## No Dues Form

Date : \_\_\_\_\_

This is to certify that Master/Ms. \_\_\_\_\_

Class \_\_\_\_\_ has no dues in the following departments.

	Name of the teacher incharge	Signature
1. Library : _____		
2. Accounts : _____		
3. Sports : _____		

Class Teacher's : \_\_\_\_\_

Principal's Signature : \_\_\_\_\_

## APPLICATION FOR SCHOOL LEAVING / TRANSFER CERTIFICATE

To,  
The Principal  
ITMA Vidya Niketan,  
Indore M.P.

Respected Ma'am /Sir,

Please furnish me with the School Leaving Certificate of my ward. The necessary details are given below.

Student's Name : \_\_\_\_\_ Surname : \_\_\_\_\_

Class in which studying : \_\_\_\_\_ Section : \_\_\_\_\_ Scholar No. \_\_\_\_\_

Father's Name : \_\_\_\_\_ Mother's Name : \_\_\_\_\_

Address : \_\_\_\_\_ Ph. No.: \_\_\_\_\_

Date of Admission (Enclose fee receipt of Caution Money & Admission) : \_\_\_\_\_

Reason for leaving : \_\_\_\_\_

Caution Money Cheque to be issued in the Name of : \_\_\_\_\_

Date: \_\_\_\_\_ Place: \_\_\_\_\_

Parent's Signature : \_\_\_\_\_

### FOR OFFICE USE ONLY

1. All dues have been paid : Yes/No/Balance :

2. All books returned : Yes/No

The School leaving / transfer Certificate may be issued : Yes/No

Principal's Signature : \_\_\_\_\_

Note : T.C. will be issued after a period of 10 days on receipt of application for T.C. in case of getting it countersigned by any other authority, it may take upto 15 days.

## CONSENT LETTER

To,  
The Principal,  
ITMA Vidya Niketan  
Indore

**Subject :** Consent to send the ward to a camp/ picnic/ tour

Dear Ma'am / Sir,

I would like to send my son/ daughter to camp/ picnic/ tour to

\_\_\_\_\_ organised by the school on/ from

\_\_\_\_\_ to \_\_\_\_\_.

I understand and agree that the organisers will do their best for the safe & smooth conduct of the camp/ tour, still in case of any unnatural happening, I will not hold the school responsible.

Students's Name: \_\_\_\_\_ Grade & Div: \_\_\_\_\_

Parent's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Mobile No: \_\_\_\_\_ Date: \_\_\_\_\_





## CONSENT LETTER

To,  
The Principal,  
ITMA Vidya Niketan  
Indore

**Subject :** Consent to send the ward to a camp/ picnic/ tour

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Students's Name: \_\_\_\_\_ Grade & Div: \_\_\_\_\_

Parent's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Mobile No: \_\_\_\_\_ Date: \_\_\_\_\_



## CONSENT LETTER

**To,**  
**The Principal,**  
**ITMA Vidya Niketan**  
**Indore**

**Subject :** Consent to send the ward to a camp/ picnic/ tour

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Students's Name: \_\_\_\_\_ Grade & Div: \_\_\_\_\_

Parent's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Mobile No: \_\_\_\_\_ Date: \_\_\_\_\_



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I understand and agree that the organisers will do their best for the safe & smooth conduct of the camp/ tour, still in case of any unnatural happening, I will not hold the school responsible.

Students's Name: \_\_\_\_\_ Grade & Div: \_\_\_\_\_

Parent's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Mobile No: \_\_\_\_\_ Date: \_\_\_\_\_



[illegible]

