

**NAVY CHILDREN SCHOOL, GOA**

**ADMISSION PROGRAMME FOR ACADEMIC YEAR 2025-26**

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## IMPORTANT INFORMATION

### A. CATEGORIES FOR ADMISSION 2025-26

All admissions shall be as per the categories mentioned below and would be subject to the availability of seats in the concerned class.

Submission of online admission registration form does not guarantee admission.

#### Categories for Admission

0402. All admissions shall be as per the categories mentioned below and would be subject to the availability of seats in the concerned class. For the purpose of admission to Naval Schools, the children shall be placed in the following categories in descending order of priority or as amended by NES from time to time: -

(a) **Category 1.** Naval personnel: -

- (i) Serving personnel (incl Defence Security Corps) posted in station/ city.
- (ii) Family staying in Separated family/ Selected Place of Residence (SPR) accommodation in station/ city, serving personnel on deputation with other organisations (eg NSG, DRDO etc) posted in station/ city, superannuated service personnel who exercised choice of home station in last one year of service.
- (iii) Widows of *IN* personnel died in action/ while in service.

(b) **Category 1A.** Personnel from *IA* and *IAF*: -

- (i) Serving personnel on deputation with *IN* and posted in station/ city.
  - (ii) Personnel serving in Tri Service organisation in station/ city.
  - (iii) Widows of *IA/ IAF* personnel died in action/ while in service.
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Continued on next page.....

- (c) **Category 1B.** Personnel from *IA* and *IAF*: -
- (i) Serving personnel of *IA* and *IAF* not on deputation with *IN* or posted in Tri- Service organization but posted in station/ city.
  - (ii) Serving personnel of Indian Coast Guard (ICG).
- (d) **Category 1C.**
- (i) ESM of *IN* residing in the city/ station: -
    - (aa) Who retired with pension.
    - (ab) Who invalided out on medical grounds with pension.
  - (ii) Serving personnel from *IA* and *IAF* who have chosen the city/ Station as SPR.
  - (iii) Wards of school staff, running the school.
- (e) **Category 2.** ESM of *IN* not residing in the city/ station: -
- (i) Who retired with pension.
  - (ii) Who invalided out on medical grounds with pension.
- (f) **Category 2A.** ESM of *IA* and *IAF*: -
- (i) Who retired with pension.
  - (ii) Who invalided out on medical grounds with pension.
- (g) **Category 2B.** Defence civilians working with *IN* in the same station/ city.
- (h) **Category 3.** ESM of *IN*: -
- (i) Who retired without pension.
  - (ii) Who invalided out on medical grounds without pension.
- (j) **Category 3A.** ESM of *IA* and *IAF*: -
- (i) Who retired without pension.
  - (ii) Who invalided out on medical grounds without pension.
- (k) **Category 3B.** Personnel of all three Services who are not categorised as ESM.
- (l) **Category 3C.** Defence civilians working with *IA* and *IAF* posted in same station/ city.

(m) **Category 4A.** Grand children of service personnel.

(n) **Category 4B.** All others.

**Note.** In case of limited vacancies or tie (for Categories 1A to 4B), a student with higher age may be given priority for admission.

**B. GENERAL INSTRUCTIONS**

1) PROCEDURE FOR ADMISSION: (Kindly follow the dates as given on pages 6, 7 & 8)

- Admission Registration- Filling of Online Admission Registration Form.
- Submission of requisite documents.
- Payment of Fees.

2) FOR ONLINE ADMISSION REGISTRATION:

- Visit the school website: **www.ncsgoa.nesnavy.in**  
Click on 'Online registration for Admission 2025-2026' follow the steps and proceed to fill the online form.
- **Please select the appropriate category**
- Upload Document - SERVICE CERTIFICATE ISSUED BY CO/OIC/HOD \* (required)  
(Take a print of the service cert (FORM 2A) from **Admission** drop down list.  
The soft copy of the Form 2A-duly filled, with signature of HOD and seal of the department is to be uploaded while filling up the online admission registration form.

Upload Document

Sl No	Name	
1	SERVICE CERTIFICATE ISSUED BY CO/ OIC/HOD *required	<input type="button" value="Choose File"/> No file chosen

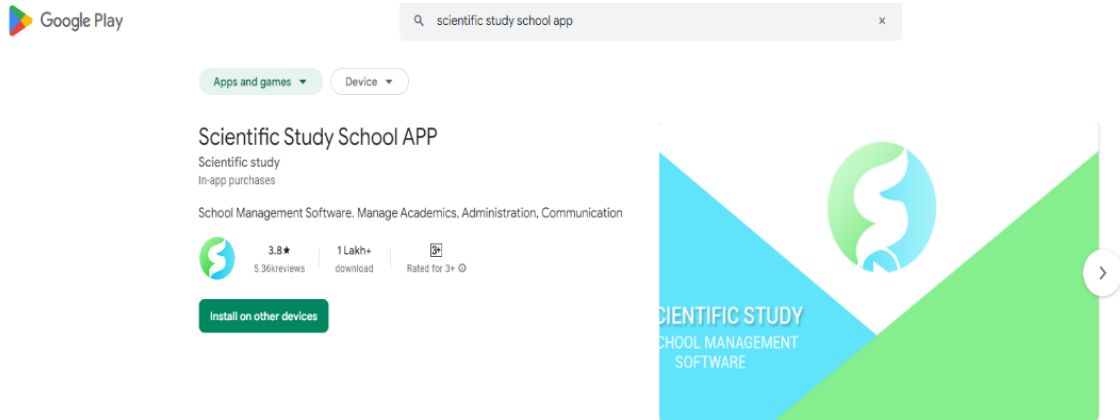


Note:- (png, jpg and jpeg, pdf format only, size up to 2MB)

Next

- Upload Student & Parents Photo and submit the form.  
(NO print out required of the form)

- 3) SUBMISSION OF REQUISITE DOCUMENTS: (\*\* Only on confirmation of admission by the school authorities)
- 4) FOR FEE PAYMENT: Only after submission of all documents.
- 5) DOWNLOAD SCIENTIFIC STUDY SCHOOL APP FROM GOOGLE PLAY STORE



- 6) Fees are to be paid ONLINE through - **SCIENTIFIC STUDY School App**.
- 7) The fee link will be activated within 3 working days on admission.
- 8) Login credentials will be shared to you via SMS on your registered mobile number.
- 9) VENDOR FOR BOOKS & STATIONERY

Write Right Stores / Ankit Books & Stationery  
Opp NCS Civil Gate, Near Amar Appartments  
Contact Number : 2510556 / 9881907590

- 10) VENDOR FOR UNIFORM & SHOES (GOLA)

Nikhil Enterprises  
Shop no 5, Opp SBI Bank, Mangor Hill, Vasco da Gama  
Contact Number : 9422593081 / 7387921641

\*\*Applicable for categories from 1A to 4B

**C. AGE CRITERIA FOR ADMISSION TO CLASS I**

- 1) 05 years as on 31st March in the academic year - if the child has attended a Pre-school and is in possession of Transfer Certificate from the same school.
- 2) 06 years as on 31st March in the academic year - if the child has not attended any Pre-school.
- 3) With the implementation of the age criteria of completed 06 years for admission in Class I by Kendriya Vidyalaya's and State Board schools, it is mandatory, vide the same letter, for all parents whose child does not complete 06 years as on 31<sup>st</sup> March, to sign an undertaking from all parents.

(Parent undertaking letter as below).

**UNDERTAKING FROM PARENT / LEGAL GAURDIAN**

1. I \_\_\_\_\_, parent / legal guardian of \_\_\_\_\_ (name of the student) studying / admitted in the school) hereby declare that I am fully aware about the implementation of the new age criteria as per NEP 2020 implemented differently by Kendriya Vidyalayas (KVs) and Naval Schools.
2. I will not hold the Naval School / Navy Education Society / Indian Navy responsible for encountering any difficulty in securing admission in KVs for my ward in future.

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

\_\_\_\_\_(Signature of Parent/Legal Guardian)

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

(Name)

**D. ADMISSION PROGRAMME FOR CATEGORY 1**  
**CHILDREN OF SERVING NAVAL PERSONNEL**

**CLASS I**

- 1) DATES FOR ONLINE REGISTRATION: ONGOING
- 2) SUBMISSION OF REQUISITE DOCUMENTS: As soon as registration process is complete  
Time: 0900 to 1300 hours
- 3) DOCUMENTS TO BE SUBMITTED:
  - a) Self-attested copy of Birth Certificate (Original to be shown for verification)
  - b) Transfer Certificate of the previous class
  - c) Form 2A-duly filled (service certificate), with signature of HOD and seal of the department. (Available on the school website)
  - d) Recent Passport size photo of the child - 01 no.
- 4) FEE PAYMENT: Cheque favouring 'Navy Children School-Goa OR NCS Goa with the Admission fee and the first quarter fees as given below:
  - a) Officers - ₹ 18,748/-
  - b) CPO & above - ₹ 16,728/-
  - c) PO & Below - ₹ 15,278/-

*\*\* Note: Revised Fee Structure for Academic Session 2025-26 will be promulgated prior to the commencement of Academic Session on 01<sup>st</sup> April 2025.*

**ACADEMIC SESSION FOR CLASS I WILL BEGIN IN APRIL 2025. (Date will be intimated)**

**CLASSES II TO X**

- 1) DATE FOR ONLINE REGISTRATION: w.e.f. 20<sup>th</sup> March 2025
- 2) SUBMISSION OF REQUISITE DOCUMENTS: w.e.f. 25<sup>th</sup> March 2025  
Time: 0900 to 1300 hours
- 3) DOCUMENTS TO BE SUBMITTED:
  - a) Transfer Certificate of the previous class
  - b) Form 2A-duly filled, with signature of HOD and seal of the department.
  - c) Recent Passport size photo of the child - 01 no.
- 4) FEE PAYMENT: Online through School ERP Scientific Study School App

E. **ADMISSION PROGRAMME FOR CATEGORY 1A – 4A**

**ADMISSION WILL BE GRANTED IN THE ORDER OF CATEGORY PRIORITY**

**CLASS I**

- 1) **DATES FOR ONLINE REGISTRATION:** ONGOING
- 5) **SUBMISSION OF REQUISITE DOCUMENTS:** As soon as registration process is complete  
Time: 0900 to 1300 hours
- 2) **DOCUMENTS TO BE SUBMITTED:**
  - a) Self-attested copy of Birth Certificate (Original to be shown for verification)
  - b) Transfer Certificate of the previous class
  - c) Form 2A-duly filled (service certificate), with signature of HOD and seal of the department. (Available on the school website)
  - d) Recent Passport size photo of the child - 01 no.
  - e) **Defence Civilian Category** – Defence Civilian disclosure format uploaded on the website under admissions.
  - f) **Ex-Servicemen Category** - Discharge book self-attested copy.
- 3) **FEE PAYMENT:** Cheque favouring 'Navy Children School-Goa OR NCS Goa with the Admission fee and the first quarter fees as given below:
  - a) Equivalent rank to Officers - ₹ 18,748/-
  - b) Equivalent rank to CPO & above - ₹ 16,728/-
  - c) Equivalent rank to PO & Below - ₹ 15,278/-

*\*\* Note: Revised Fee Structure for Academic Session 2025-26 will be promulgated prior to the commencement of Academic Session 01<sup>st</sup> April 2025.*

**CLASSES FOR STD I BEGIN IN APRIL 2025. (the actual date will be intimated)**

**CLASSES II TO X**

- 5) **DATE FOR ONLINE REGISTRATION:** w.e.f. 20<sup>th</sup> March 2025
- 6) **SUBMISSION OF REQUISITE DOCUMENTS:** w.e.f. 25<sup>th</sup> March 2025  
Time: 0900 to 1300 hours
- 7) **DOCUMENTS TO BE SUBMITTED:**
  - d) Transfer Certificate of the previous class
  - e) Form 2A-duly filled, with signature of HOD and seal of the department.
  - f) Recent Passport size photo of the child - 01 no.
- 8) **FEE PAYMENT:** Online through School ERP Scientific Study School App



**F. ADMISSION PROGRAMME FOR CATEGORY 4B (ALL OTHERS)**

**CLASS I**

- 1) DATES FOR ONLINE REGISTRATION: w.e.f: 1<sup>st</sup> February – 20<sup>th</sup> February 2025
- 2) MEET AND GREET: A 'Meet & Greet' interaction session will be held for the students, in March 2025.
- 3) The schedule of the interaction (date and time) with your wards registration form number will be displayed on the school website in the first week of March 2025.
- 4) Admission will be confirmed after the interaction, subject to the following:
  - a) Availability of seats
  - b) Approval of the School Management.

**UNDERTAKING FROM PARENT / LEGAL GAURDIAN**

1. I \_\_\_\_\_, parent / legal guardian of \_\_\_\_\_(name of the student) studying / admitted in the school) hereby declare that I am fully aware about the implementation of the new age criteria as per NEP 2020 implemented differently by Kendriya Vidyalaya's (KVs) and Naval Schools.
2. I will not hold the Naval School / Navy Education Society / Indian Navy responsible for encountering any difficulty in securing admission in KVs for my ward in future.

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

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

(Signature of Parent/Legal Guardian)

(Name)

Encl 2 to IHQ MoD(N)/DNE Letter  
ED/6007/Admission dated 24 Jan 2023.



**NAVY CHILDREN SCHOOL**  
Airport Road, Dabolim, Goa-403801

**SIGNATURE OF HOD/CO/ O/C**

(Applicable to all serving Navy/Airforce/Army/Coast Guard and Defence Civilian personnel and to be Signed by Commanding Officer/Head of Department/Oi/C Unit).

Certified that the particulars provided by \_\_\_\_\_

Rank : \_\_\_\_\_ No : \_\_\_\_\_ have been verified from the office records and are correct.

Signature : \_\_\_\_\_

Office Seal : \_\_\_\_\_

Rank and Name : \_\_\_\_\_

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

Designation : \_\_\_\_\_

**PRINCIPAL'S REMARKS**

- 1) All documents and date of birth are verified.
- 2) Pension Book of Ex-service personnel checked and found correct

Date :

\_\_\_\_\_  
PRINCIPAL

**FOR OFFICE USE ONLY:**

Date of Admission		Admission to Std	
Admission Number		Category	

Date :

\_\_\_\_\_  
Office Assistant