



(Regn. Under Al-Hadi Educational Trust)

Darpan UID : WB / 2021 / 0281235

Regn. No.:IV-2060/2000

OFFICIAL ADMISSION NOTIFICATION

ACADEMIC SESSION 2027–28

Notification Date: 2nd October 2026

Umeed Global School invites applications for admission to **Classes I to IX** for the Academic Session **2027–28**.

The School is a **private unaided educational institution** and the school's applications for CBSE affiliation and UDISE registration are under process.

Admission is open to both boys and girls for this Academic Session

The number of seats may be revised where required by statutory, regulatory, infrastructural or administrative considerations.

ONLINE APPLICATION OPENS: 07th OCTOBER 2026, Wednesday

No offline or over-the-counter application forms shall be issued. All applications must be submitted online through the School's official admission portal.

Application Fee (Non-Refundable) : Rs. 500/- (Rupees Five Hundred Only)

The application fee is an administrative processing fee and does not create any right, preference or guarantee of admission.

Note: Preference shall be given to **orphans and destitute children**, subject to fulfilment of the prescribed eligibility and admission requirements and verification of the relevant circumstances by the School.



Sheikh Khurshid Alam,
Chief Administrative Officer,
Umeed Global School.

1. ELIGIBILITY & GENERAL CONDITIONS

1.1 Eligibility

An applicant must satisfy the age, academic and other eligibility requirements applicable to the class for which admission is sought.

1.2 Nationality

Applications may be submitted by:

- A. Indian Citizens; and
- B. Non-Resident Indians (NRIs).

Foreign Nationals : Foreign Nationals are NOT eligible to apply.

2. APPLICATION

The application shall be submitted online through the School Website. Parents/Guardians shall complete the following steps:

- A. Visit the School Website and complete the **APPLICATION FORM**.
- B. Enter all required information accurately and completely.
- C. Upload the prescribed documents in the specified format.
- D. Pay the prescribed **Application Fee of ₹500** through online mode.
- E. Submit the completed application form within the prescribed application period, i.e **15th November 2026**
- F. On successful submission, note and preserve the **APPLICATION ID** generated by the system for all future reference.
- G. After publication of the **Final Category-wise Eligible List**, search for the candidate's **APPLICATION ID** in the list to confirm whether the application has been accepted or not and whether the candidate is eligible to proceed to the next stage.
- H. Wherever applicable, download and print the candidate's **ADMIT CARD** from the School Website, ordinarily **07 days before the Scholarship-cum-Admission Assessment**.
- I. On the scheduled date, Parents/Guardians shall ensure that the candidate reaches the designated **Assessment Venue** with the required Admit Card and other documents, as specified by the School.

NOTE: Only one application shall be submitted for each applicant. Where more than one application is submitted for the same applicant, the School may cancel duplicate applications and retain the application determined to be valid. Any false, incomplete, fabricated or misleading information may result in rejection or cancellation of the application or admission, as applicable.

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3. SPECIAL PROVISION FOR CLASS I

- a. Scholarship Pool (Categories A, B, & C)
- b. Non Scholarship Pool (Full Fee Category D & SSF)

Refer to the the School's Fee Policy at www.umeed.org.in

3.1 Class I shall be the entry-level admission class for the Academic Session 2027–28. There shall be 30 seats available for admission to Class I.

3.2 Class I seats shall be allocated as follows:

Selection Pool	Allocation	Seats
Scholarship Pool Category A+B+C	50%	5+5+5
Non-Scholarship Full Fee Category D	45%	13
Non-Scholarship SSF Category	5%	2
Total	100%	30

3.3 The above allocations shall constitute separate selection pools. An applicant shall be considered in only one selection pool, based on the category declared in the application and subsequently verified by the School.

3.4 The applicable Scholarship Category shall be determined by the School on the basis of the information and documents submitted by the parent/guardian and in accordance with the School's approved Scholarship/Fees Policy.

3.5 The category declared in the application shall not ordinarily be changed after the closing date of applications. Correction may be permitted only in the case of an evident clerical or documentary error identified before the Final Category-wise Eligible List is frozen.

3.6 After the closing date of applications, all applications shall be scrutinised for age, eligibility, completeness and prescribed documents. The School may seek clarification or additional documents where considered necessary.

3.7 Only applications found complete and eligible shall be included in the Final Category-wise Eligible List.

3.8 The Final Category-wise Eligible List shall be frozen before commencement of the selection process. Each eligible applicant shall be identified by a unique Application ID.

3.9 No written entrance examination or academic assessment shall be conducted for applicants in the Scholarship Pool (Categories A, B, & C) for the purpose of screening applicants for Class I.

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3.10 Where the number of eligible applicants in any Scholarship Pool (Categories A, B, & C) exceeds the number of seats available in that pool, selection shall be made through a separate lottery for that selection pool.

3.11 The lottery shall be conducted only from the relevant Final Category-wise Eligible List and shall be based on Application IDs.

3.12 Where there are 1000 or fewer eligible applicants in a selection pool, the lottery may be conducted manually in the presence of designated School officials and witnesses.

Where the number of eligible applicants in a selection pool is **more than 1000**, the lottery shall be conducted through a **computerised random-selection system**.

3.13 The computerised lottery shall generate the random order without manual intervention. The School shall preserve an appropriate record of the selection output.

3.14 A separate Selected List and Waiting List shall be prepared for each selection pool.

Where a lottery is conducted, the Waiting List shall follow the order in which applicants are drawn after the available seats have been filled.

3.15 Where the number of eligible applicants in a selection pool is equal to or less than the number of seats available in that pool, all such eligible applicants shall be considered for admission, subject to document verification and completion of the prescribed admission formalities.

3.16 If a selected applicant:

- A. fails to complete the admission formalities within the prescribed period; or
- B. is found ineligible or unable to establish the information submitted in the application during document verification, the seat shall be offered to the next eligible applicant in the **Waiting List of the same selection pool**.

3.17 An unfilled seat in one selection pool shall not automatically be transferred to another selection pool. Any reallocation of an unfilled seat shall be made only in accordance with the School's approved admission policy and applicable statutory or regulatory requirements.

3.18 Selected applicants shall be called for verification of original documents and completion of admission formalities. Selection through the lottery shall not, by itself, constitute confirmation of admission.

3.19 Any false, fabricated, misleading or materially incorrect information furnished in the application or supporting documents may result in cancellation of the application or admission, as applicable.

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3.20 Admission to Class I Scholarship Pool (Categories A, B, & C) shall be confirmed only after successful verification of documents, fulfilment of all applicable eligibility requirements and completion of all prescribed admission formalities within the stipulated period.

3.21 Class I Non-Scholarship Pool (Category D & SSF): Applicants in the Final Category-wise Eligible List shall follow the process from Section 6 onwards. Such Applicants shall be exempted from Scholarship cum Admission Assessment.

4. ADMISSION TO CLASSES II-IX (Vacancy-Based)

There shall be 98 seats available for admission to Class II-IX. The seats shall be allocated as follows:

<u>Class</u>	<u>Boys</u>	<u>Girls</u>
II	07	00
III	02	00
IV	13	05
V	06	05
VI	10	05
VII	14	05
VIII	09	05
IX	09	05
<u>Total</u>	<u>70</u>	<u>30</u>
<u>Grand Total</u>	<u>100</u>	

Academic Assessment

For Classes II-IX, the School shall conduct a **Scholarship cum Admission Assessment** for admission. The syllabus for the Scholarship cum Admission Assessment is available on the School's website.

The assessment will consider:

- A. Academic preparedness.
- B. Conceptual understanding.
- C. Language proficiency.

5. ADMISSION-CUM-SCHOLARSHIP FRAMEWORK

Umeed Global School intends to make quality residential education accessible to deserving students through a structured scholarship programme.

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Scholarship : Scholarship may be awarded to deserving students in accordance with the School's approved Scholarship Policy, available on the School website.

Scholarship consideration may take into account

- A. Financial condition of the parents;
- B. Academic performance;
- C. Learning potential; and
- D. Previous academic record.

6. INTERACTION with STUDENT and PARENT

Where applicable, the School will conduct an interaction as part of the admission process for **Class I Non-Scholarship Pool (Category D & SSF) and Classes II–IX.**

The purpose shall be to understand whether the student and family are suited to the School's cultural, educational and residential environment.

Interaction with the Student : The School may consider the ability to adapt to residential schooling.

Interaction with the Parents - The School seeks parents who:

- A. Understand the School's educational philosophy;
- B. Respect institutional culture and discipline;
- C. Support the School's residential system;
- D. Maintain constructive communication with staff;
- E. Have realistic expectations;
- F. Are willing to work in partnership with the School; and
- G. Support the child's personal and character development.

7. FINAL SELECTION

The final selection shall be based on the overall admission process and availability of seats.

For Class I, the selection procedure shall be governed exclusively by the provisions contained in **Section 3 of this Notification.**

8. ADMISSION OFFER

The Admission Offer shall specify, as applicable:

- A. Class;
- B. Admission status;
- C. Scholarship, if applicable;
- D. Fee payable;
- E. Payment deadline;
- F. Documents required; and
- G. Other applicable conditions.

Admission shall be confirmed only after completion of the prescribed formalities within the stipulated period.

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9. DOCUMENT VERIFICATION

Selected candidates shall submit the documents prescribed by the School.

All documents shall be subject to verification.

The School reserves the right to cancel an application or admission where any document or information is found to be false, fabricated, misleading or materially incorrect.

10. TENTATIVE ADMISSION TIMELINE 2027-28

Activity	Timeline
Official Admission Notification & Online Application Opens	02nd October 2026
Application Period	07th Oct– 15th November 2026
Application Scrutiny	16th - 30th November 2026
Class I (Scholarship Pool) Admission Process-Lottery	5th December 2026, Saturday
Class I (Non-Scholarship Pool) Admission Process - Interaction with Students and Parents	12th December 2026, Saturday
Classes II–IX Scholarship cum Admission Assessment	12th-20th December 2026
Scholarship cum Admission Assessment Evaluation	December 2026–January 2027
Scholarship cum Admission Assessment Result	29th January 2027, Friday
Classes II–IX - Interaction with Students and Parents	06th- 13th February 2027
Admission Confirmation	As specified in Offer Letter sent to successful candidates via email/sms/phone call
Academic Session	1st April 2027

The above schedule is tentative and may be revised by the School where required.



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11. GRIEVANCE REDRESSAL

Umeed Global School recognises the right of applicants and parents to raise genuine concerns regarding the admission process.

LEVEL 1 — ADMISSION OFFICE

Routine matters related to Applications, Documents, Dates, Payment, Assessment etc shall first be addressed to the Admission Office of the School -

email : admissions@umeed.org.in

LEVEL 2 — CHIEF ADMINISTRATIVE OFFICER

Unresolved administrative grievances may be submitted in writing to:

Chief Administrative Officer

Umeed Global School

connect@umeed.org.in

The complaint should contain: Applicant's name, Application number, Contact details, Nature of grievance and Relevant documents/evidence.

The **Office of the Chief Administrative Officer (CAO)** shall examine and redress the grievance within **03 working days** of its receipt and shall provide the aggrieved person with a copy of the **Grievance Closure Report**.

LEVEL 3 — ADMISSION GRIEVANCE COMMITTEE

Where the aggrieved person is not satisfied with the decision of the **Office of the CAO**, an appeal may be submitted to the **Admission Grievance Committee**. A written appeal may be submitted at the **School Front Desk**, where it shall be duly received and acknowledged by the authorised person and forwarded to the Committee for consideration.

The **Admission Grievance Committee** shall review the relevant records, examine the matter and issue an appropriate decision within **03 working days** of receipt of the appeal. A copy of the **Grievance Closure Report** shall be provided to the aggrieved person.

Admission Grievance Committee Details:

Chairman:

School Secretary

Member 1:

General Manager

Member 2:

Dean Academics

Member 3:

Dean Residence

Member 4:

Dean Student Well Being

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