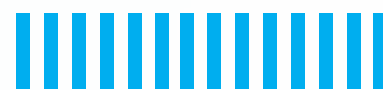


# PROSPECTUS



Microsoft

HUMBER

CONESTOGA

TORONTO

Robo Genius

Robo Genius

NCC

NCC

CPC

CPC

International Education

Ncc

Cpc

*First ISO Tech School*

# CAREER ACADEMY

SENIOR SECONDARY SCHOOL, AFFILIATED TO C.B.S.E, NEW DELHI

*Empowering Future Leaders through Excellence in Education*

## Nursery - XII



**Bhadson Road, Patiala (M) 91450-00064, 73411-19681**



[www.facebook.com/careeracademyschool](https://www.facebook.com/careeracademyschool)



[careerschoolacademy@gmail.com](mailto:careerschoolacademy@gmail.com)



Web: [www.careeracademypatiala.com](http://www.careeracademypatiala.com)

## About the School

**Career Academy Senior Secondary School**, The school operates under the aegis of the "J.K. Memorial Education Society," which is supported by distinguished academicians, bureaucrats, and professors. Established in 2000, Career Academy is a premier Co-educational institution affiliated with the Central Board of Secondary Education (CBSE), New Delhi. For over two decades, Career Academy has been dedicated to provide the people of Patiala with holistic, high-quality and career-focused education from Nursery to Grade-XII and preparing students for the Board's All India Secondary School Examination. Our mission is to help students explore their potential, excel academically and become well-rounded Individuals. Career Academy offers a dynamic and nurturing environment that empowers students to reach their full potential and prepares them for successful futures.

## Our Mission

**Our mission:** is to foster holistic development by providing students with a comprehensive education that balances academics, co-curricular activities, and life skills. We aim to create an inclusive and innovative learning environment that nurtures creativity, critical thinking, and a passion for lifelong learning.

## Our Vision

**Career Academy** envisions to become a leading educational institution known for academic excellence, character development and preparing students to be responsible, global citizens. We strive to cultivate a vibrant community where students are encouraged to explore their talents, evolve into well-rounded individuals and excel in all aspects of life.

## Career Academy Sen. Sec. School

We are thrilled to welcome our new students and parents to Career Academy. As we embark on this exciting new academic year, we are committed to shaping the future of our students with unwavering dedication, passion and cutting-edge expertise.

Our classrooms are now equipped with state-of-the-art technology panels, fostering an interactive and dynamic learning environment. The integration of **"Google Classrooms"** allows for seamless digital learning. Enhancing connectivity and efficiency in the educational experience. We are also proud to offer specialized programs such as our **ESL (English as Second Language)** program, designed to improve language proficiency, alongside our Coding and Robotics Clubs which nurture creativity and technical skills essential for the digital age.

In addition to our tech-driven approach, we have introduced a **"Dramatics Club"** that encourages creativity and public speaking, blending traditional learning with innovative practices. Our curriculum is further enriched with elements of the Canadian education system, preparing students for opportunities both in India and abroad particularly for those planning to pursue further studies internationally.

At **Career Academy** our commitment extends beyond academic excellence. We are dedicated to developing life skills, creativity and critical thinking in every student. With a low teacher-student ratio and personalized attention, we ensure that each child is nurtured to reach their full potential.

We are deeply grateful to you, our parents, for choosing **Career Academy** for your child's education and for placing your trust in us. We look forward to a year filled with learning, exploration and growth. Together, we will help your child achieve success and thrive in an ever-evolving world.

## LMS : Google Class Room

**Career Academy** is a technology-driven school, and all our educators are trained to effectively utilize Google Classroom to support and teach students with diverse learning styles. By leveraging this powerful platform, we ensure that students are connected with their learning resources 24/7. Google Classroom enables our students to enhance their conceptual knowledge, develop essential technological skills, and submit assessments or projects seamlessly online. It also allows students to easily access and track any missed content due to absences, ensuring continuity in their education. Additionally, the platform provides students with the flexibility to ask questions and seek assistance even after school hours, fostering a supportive and interactive learning environment.

## School Mobile App: "Futuristic"

**Career Academy** uses the "**Futuristic**" School Mobile App for the convenience of the parents. This Mobile App helps parents have online access to Homework, Attendance, Circulars, School Messages, Announcements, Online Fee Payment, Test/ Exam Results and Picture Gallery. The parents have round-the-clock access to all the above.

## Future Elevation of Career Academy



## Admission Process and Age Groups at Career Academy

01

### Inquiry and Information :-

- Parents can inquire about admissions by visiting the school office or contacting us via phone or email.
- An information packet, including the admission form and details about the school, will be provided.

02

### Submission of Admission Form :-

- Complete the admission form with all required details.
- Submit the form along with the necessary documents (e.g., birth certificate, pp-size photographs, proof of residence).

03

### Interaction/Interview :-

- An informal interaction between the child and parents is conducted at the pre-nursery, nursery, and kindergarten levels.
- For Grades 1 and 2, the child may be asked to participate in a basic assessment to gauge their readiness for the grade level.

04

### Admission Confirmation:

- After the interaction or assessment, parents will be notified of the admission status.
- Upon confirmation, the admission fee and other applicable charges must be paid to secure the child's seat.

05

### Orientation:

- An orientation session may be held for new parents and students to familiarize them with the school environment, curriculum, and policies.

## AGE GROUPS

**Nursery  
Age Group**  
3 +

**Lower Kindergarten  
(L-KG) Age Group**  
4 +

**Upper Kindergarten  
(U-KG) Age Group**  
5 +

*Note: Admission should be as per the prescribed age group as per NEP.  
Age cut-off dates may vary slightly depending on school policy. Parents are  
advised to check the specific requirements during the admission process.*

## Document Checklist

- 4 Passport size Photographs of the student and both the Parents/Guardian.
- Student's Date of Birth certificate issued by Govt.
- Student's and parent's Aadhaar card/ Passport Copy of residential proof.
- Previous school report card is required for admission for Classes I to X, for Class XI, pre-board result is required.
- TC issued by the previous school along with the TC of E-Punjab required for admission in Classes I to XII.

## SCHOOL HOUSES





# STREAMS FOR XI & XII

## Subject Combinations Offered

*At Career Academ , we offer a range of academic streams for students in Grades XI & XII, tailored to their Career aspirations and academic strengths. Each stream provides a comprehensive curriculum designed to prepare students for higher education and future careers.*

MEDICAL	NON-MEDICAL	COMMERCE	HUMANITIES
<b>Subject Offered</b> English Core (301) Physics (042) Chemistry (043) Biology (044)	<b>Subject Offered</b> English Core (301) Physics (042) Chemistry (043) Mathematics (041)	<b>Subject Offered</b> English Core (301) Business Studies (054) Economics (030) Accountancy (055)	<b>Subject Offered</b> English Core (301) Political Science (028) Economics (030) Psychology (037)
<b>Optional</b> Physical Education (048) Mathematics (041) Punjabi (104) / Informatics Practices(065)	<b>Optional</b> Physical Education (048) Punjabi (104) / Informatics Practices(065)	<b>Optional</b> Physical Education (048) Mathematics (041)/Applied Mathematics (241) /Punjabi (104) / Informatics Practices(065)	<b>Optional</b> Physical Education (048) Mathematics (041)/Punjabi (104)/Informatics Practices(065)

*Note:- It is at the discretion of students to opt for 6th Subject within/any stream as an Additional Subject. Please make sure that the Additional subject should not be the same as Compulsory or Main Subject. In this regard, the students may also opt for "Punjabi" (104) as their 6th subject.*

## Our Signature Programs

### Career Development Program (CDP)

- Career planning & aptitude testing.
- Stream selection guidance.
- Personalized counseling.
- Career path exploration.

### 3-D Spiritual Educaion

- Ethical & moral values
- Interactive activities
- Emotional well-being
- Community service focus

### Robotics & Electronics Club (Paid)

- Hands-on Robotics b ilding.
- Electronic Projects.
- Robotics Competitions.
- STEM Integration.

### ESL: English as Second Language

- Beginner English skills
- Reading, writing, speaking focus
- Interactive teaching methods
- Personalized support

### IT Tech Program (Paid)

- IT skills education
- Hardware & software knowledge
- Real-world applications
- IT certifications preparation

### Coding Club (Paid)

- Fun coding sessions
- Basic to advanced programming
- Logical thinking & creativity
- Personal project development

### Artzilla: Art and Craft Club

- Creative art projects
- Drawing, painting, sculpting
- Artistic self-expression
- Student artwork showcase

### Matilda: Dramatics Club

- Acting & theater production
- Creativity & public speaking
- Plays & performances
- Teamwork & confidence building

### ECO Club

- Environmental awareness
- Eco-friendly projects
- Conservation education
- Community involvement

### Dhwani: Musical and Instrumental Club

- Choir & instrumental training
- Musical talent development
- Various musical styles
- Concerts & recitals

### Personality Development and Life Skills

- Confidence & communication
- Essential life skills training
- Self-awareness & growth
- Holistic development workshops

### Student Exchange Program

- ·Cultural Exchange and Understanding
- ·Academic Growth and Learning
- ·Learning skill Development
- ·Collaborations with International Schools
- ·Curriculum Integration

## Facilities and Infrastructure



**Campus: Lush, green environment conducive to learning and growth.**



**Conference Hall - The School has two big halls for intra and interschool competitions.**



**States-of-the-art classrooms with smart panels by Promark.**



**Computer Labs: Junior and Senior labs for digitally integrated learning**



**Science Labs : Dedicated Physics, Chemistry, Biology and Composite Junior Science Lab.**



**Sports Facilities: Basketball courts, football fields, and indoor sports.**



**Library: Well-stocked with books, journals, and digital resources.**



**Psychology lab : Used for teaching Psychology and to have student support program - SSP**

# RULES

## Fee Rules :-

- School fees and transport fees must be paid either ONLINE or OFFLINE.
- School fees are to be paid in four quarterly installments each year due in April, July, October and January. Payments must be made by the 10<sup>th</sup> of each respective month.
- Payments made after the 15<sup>th</sup> of the month will incur a late fee of **Rs.10** per day. If fees are not paid by the end of the relevant month, the student's name will be struck off the school rolls.
- School fees can be paid at **Punjab National Bank**, Grid Road, Jassowal, Bhadson Road, Patiala.
- **Account Name: Career Academy**
- **Account Number: 16861131000090**
- **IFSC Code: PUNBO168610**
- **Bank Address : Punjab National Bank, Grid Road, Jassowal, Bhadson Road, Patiala**
- The facility to pay fees ONLINE through the **SCHOOL APP** is also available.
- Fees can also be paid by cheque. A separate cheque must be issued for each child.
- If a cheque bounces, a fine of **Rs. 500/-** will be charged.
- Fees and dues once paid are Non-Refundable and Non-Transferable.
- Monthly fees and other charges are subject to an approximate 8% increase annually.
- To withdraw from the transport facility, a three-month written notice along with payment of three months' transport fees is required.

## Withdrawal Rules :-

- Parents who propose to withdraw their ward by the end of the session in March, must inform the Principal in written by 31st January failing which the fees will become due up to June month.
- School leaving certificate (Transfer Certificate) will be issued only after all the dues are cleared. **Rs. 1000/-** will be charged as T.C. Fee.
- T.C. will be issued after 6 working days from the date of submission of application .
- For T.C. the applicants should first clear all dues (Fee, Library, Sport, Tuition Fee/ Transport Fee & any other)
- A duplicate or triplicate copy of T.C. will be issued only after an affidavit with additional fee of **Rs. 500/-**
- If any student withdraws in the mid-session three months Tuition Fee/Transport Fee will be charged from the date he/she leaves the school.
- If the name of pupil has been entered in the register of the following month, the fees for that month is due even if the absence continues.

## School Transport Policy :-

- The school provides bus transportation for students on a first-come, first-served basis. Here are some rules to remember if your child rides the school bus.
- Students must carry their Identity Card to travel on the school bus. No student will be allowed on the bus without it.
- The bus will not wait for any student. Students are expected to arrive at the bus stop at least five minutes before the scheduled arrival time of the bus.
- To discontinue the transport service, a written notice must be provided three months in advance, along with payment for three month's transport fees.
- Students should only approach the bus once it has come to a complete halt and are expected to take their seats immediately. Leaning out, peeping out or standing on the footboard is strictly prohibited.
- While the bus is in motion, students must remain seated and refrain from shouting, distracting the driver or causing any damage to the bus.
- Any act of negligence or vandalism will result in the student being barred from using the school transport service.
- No requests for route diversions or extensions to designated stops will be entertained. The bus will follow its pre-determined route.
- The bus attendant and student bus monitors are responsible for maintaining order and discipline on the bus.
- A list of students and their respective stops will be available on each bus.
- Bus monitors are required to occupy the rear seats reserved for them to effectively supervise and monitor other students.
- Although the school implements comprehensive security measures, it will not be liable for compensation in the event of any mishap.
- These rules are in place to ensure the safety and well-being of all students using the school transport service. We appreciate your cooperation in following these guidelines.



## OUR ACADEMIC SCHOLARS



Avinash Singh  
96.6%

## MERIT HOLDERS X - XII



Kirandeep Kaur  
95.8%



Ramandeep Kaur  
95.4%



Gursimran Kaur  
94.0%



Shubmanpreet Kaur  
93.0%



Shubhi  
92.6%



Armaanpreet Singh  
92.6%



Vani  
91.8%



Meera  
91.0%



Avneet Kaur  
89.0%



Ravneet Kaur  
88.0%



Mandeep Kaur  
87.0%



Vineet  
86.2%

## OUR SPORTS ACHIEVERS

### NATIONAL/STATE LEVEL PLAYERS



Yuvika  
GRAPPLING



Vishu  
FOOTBALL



Sudeep Singh  
FOOTBALL



Hushandeep Kaur  
KHO-KHO



Shifa  
BADMINTON



Yaadvi  
CYCLING



Abhinav Joshi  
ATHLETICS (200M)



Sarthak  
CHESS



Ranvir Singh  
CARROM BOARD



Prabhnor Singh  
SKATING



Vishavdeep Singh  
VOLLEYBALL



Parveen Kaur  
SKATING / HOCKEY

### Meeting time for Parents:

- Fee: 8:30 am to 12:30 pm
- Administration: 8:30 am to 10:00 am
- Transport: 8:00 am to 9:00 am
- Admission: 8:30 am to 5:00 pm

Mobile: 7341119684, 7341119863  
Mobile: 7341119681, 9145000064  
Mobile: 7341119684, 7341119863  
Mobile: 9145000064, 7341119681