

CIRCULAR FOR PARENTS

(INTERNATIONAL COMMERCE OLYMPIAD SESSION 2025- 26 - GRADE XI to XII)

All concerned are requested to take note:

- The International Commerce Olympiad (ICO) is scheduled on **7.11.2025 (Friday)**.
- The Exam is optional for the students of **Grade XI-XII**.

The following is the schedule to be followed by students of Grade XI-XII who have opted for the exam:

Reporting Time to the exam venue:	08:20 AM
Distribution of Question booklet and OMR:	08:20 AM-08:25 AM
Filling up of details by students and signing by Invigilator:	08:25 AM-08:30 AM
Writing time:	08:30 AM-09:30 AM
Submission of OMR to the Invigilator:	09:30 AM-09:35 AM
Classes resume as per the timetable:	09:40 AM

Examination Venue:

- Students of Grade XI-XII who have opted for the exam will be seated in the library (2nd floor-B block).

Important Instructions:

- Students must mandatorily sign the attendance sheet.
- If there is an error in the spelling of the Name, correction must be done in the attendance sheet by writing the correct spelling in BLOCK LETTERS.
- Students must carry the admit card on the day of the exam.

By order,



Director

Dr. Arup Kr. Mukhopadhyay

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