



ST. XAVIER'S COLLEGIATE SCHOOL

30, Mother Teresa Sarani, Kolkata – 700016

Phone : (033) 2255-1171 / 2290 6951

Email : principal@sxcs.edu.in

Website : www.sxcsccu.edu.in

Date : 17.05.2025

Ref.: SXCS/PPL/Office/2025/43

NOTICE

COLLECTION OF ISC 2025 CERTIFICATES AND DOCUMENTS DURING THE SUMMER VACATION

ISC CERTIFICATES WILL BE ISSUED FROM THE SCHOOL OFFICE FROM TUESDAY 20TH MAY ONWARDS.

PLEASE CHECK THE SCHOOL WEBSITE FOR THE NOTICE ON **SUMMER VACATION – SCHOOL OFFICE TIMINGS**.

STUDENTS SHOULD COME IN SCHOOL UNIFORM AND SHOULD CARRY THEIR ISC ADMIT CARDS TO COLLECT THEIR CERTIFICATES.

IN CASE THE STUDENT IS UNABLE TO COME AND COLLECT THE SAME, HE SHOULD AUTHORISE A CLOSE FAMILY MEMBER, WHO SHOULD CARRY A COPY OF THE ADMIT CARD, THE AUTHORISATION LETTER FROM THE STUDENT AND THE ORIGINAL AND A COPY OF A GOVERNMENT ISSUED ID PROOF.

FR. ROSHAN TIRKEY, SJ
PRINCIPAL



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NOTICE

SUMMER VACATIONS – SCHOOL OFFICE TIMING

The school office will be open during the summer vacation for any urgent work, as per timings given below :

MONDAY, 19TH MAY – FRIDAY, 23RD MAY, 2025 - 9 A.M. TO 11 A.M.

MONDAY, 26TH MAY – FRIDAY, 30TH MAY, 2025 - 9 A.M. TO 11 A.M.

MONDAY, 9TH JUNE – FRIDAY, 13TH JUNE, 2025 - 9 A.M. TO 11 A.M.

The office will be closed for the week Monday, 2nd June to Friday, 6th June, 2025.

Fr. Roshan Tirkey, SJ
Principal