St. Columba's School
1 Ashok Place, New Delhi, 110001
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Phone: 011 - 23363134 / 23363462
CBSE Affiliation No.: 2730144
School ID: 2026125

17th April 2026

Dear parents,

The importance of attendance cannot be overstated under any circumstances.
In light of this, please make note of the DOE guidelines pertaining to attendance for 2026-27:

Attendance Criteria:

1. A student will not ordinarily be eligible to appear in the Annual Exam, if he does not have at least 75% actual attendance of the total attendance during the session up to the date of the Annual Exam. The attendance for the session will be counted for the working days from the date of admission.
2. While calculating the percentage of actual attendance during the session, a student's actual attendance and total attendance in the previous school(s), if any, during the current session will invariably be added to his actual attendance and the total attendance in the present school.
3. If the date of commencement of the session in the State or UT from where the student has migrated, is different from the date of commencement of the session in the National Capital Territory of Delhi, the total and actual attendance will be counted from the actual date of commencement of the session in that State/UT.
4. Actual attendance with respect to the total attendance will be intimated with the exam results to the parent or the guardian.
5. He, however, will be allowed to appear at the Annual Exam only under the provision of instructions of these guidelines.

Student's Attendance: Total Marks = 5
Attendance Range in Percentage

96 – 100:	5 marks
91 – 95:	4 marks
86 – 90:	3 marks
81 – 85:	2 marks
76 – 80:	1 mark
Up to 75:	NIL

Please note: Fraction of the attendance will be rounded off as per mathematical formula in all the cases.

Thank you,

Br. Robert Fernandes
PRINCIPAL
ST. COLUMBA'S SCHOOL
NEW DELHI-110001