



IEM PUBLIC SCHOOL

NOTICE

Session: 2026-2027

Date: 01.09.2026

Ref. No. IEMPS/SL/NOTICE/2026-27/101

Subject: Felicitation Ceremony – U.S Consulate, Kolkata invitation: MyMentor

**Dear Parents,
Greetings from IEM Public School!**

Heartiest congratulations on your excellent performance in the MyMentor Human Skills Assessment and being selected for the prestigious award ceremony.

We are pleased to inform you that selected students of IEM Public School who have performed exceptionally well in the MyMentor Human Skills Assessment have been invited to attend an Exclusive In-Person Felicitation Ceremony.

Selected Students-

1. Surbhi Jha –VIII-B
2. Adrija Sadhukhan – IX-A
3. Shriyans Chatterjee- X-A
4. Humayra Zarin – VIII-B
5. Alekhya Samui-VIII-A
6. Afreen Shaikh- VIII-B
7. Tejas Pandey-VIII-A
8. Srinjoy Sinha- IX-A

Programme Details

Particulars	Details
Date	2 September 2026 (Wednesday)
Time	12:30 PM to 4:30 PM
Venue	The American Center, 38A, Jawaharlal Nehru Road, Park Street area, Kolkata, West Bengal 700071
Organized By	MyMentor, in association with the U.S. Commercial Service, U.S. Department of Commerce

Important Guidelines & Schedule for Selected Students

- **Reporting Time & Uniform:** Selected students must report to school at the regular morning time wearing their proper school uniform with blazer.
- **Departure & Dispersal Schedule:**
 - Students will depart from the school for the venue at **10:00 AM** (after their exam).
 - Dispersal will take place at **5:00 PM**.
 - Parents are requested to collect their wards directly from the school premises upon dispersal.
 - Please note that **school bus service will not be available** at that time.
- **Mandatory Identification:** Students must carry their original School ID card and original Government-issued photo ID (Aadhaar card) for security verification (photocopies will not be accepted).
- **Prohibited Items:**
 - Laptops, iPads, power banks, and cameras are strictly prohibited inside the premises.
 - Heavy luggage, sharp objects, chewing gum, lighters, or cigarettes are forbidden as no storage facility is available on-site.
 - External gifts or felicitation items are not allowed.
- **Food & Refreshments:** Food and water will be provided at the venue; outside food and drink are strictly prohibited.



IEM PUBLIC SCHOOL

- **Photography & Security:** Photography in and around the venue is strictly prohibited. Students must maintain proper discipline and strictly follow the directions of accompanying school representatives.

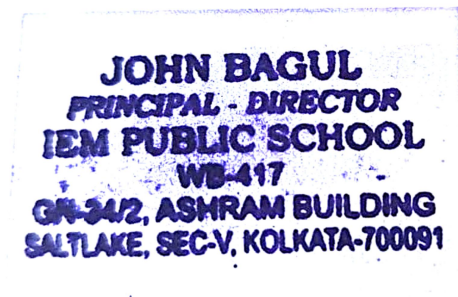
Parents of the selected students are requested to fill out the attached consent form and submit the duly signed copy to the school authority prior to the event.

Thank you.

Mr. John Bagul

Principal-Director

IEM Public School, Salt Lake



CC to-

- HR Head, Head Master, Head Mistress, School Coordinator, Facility Manager, Accounts Department, Admission Head, Reception, Canteen, Security

PARENTAL CONSENT FORM

Date: _____

Sub: **Admissiontree.in Conversations 2026 – Masterclass**

I hereby give full permission for my ward, _____, to participate in the Exclusive In-Person Felicitation Ceremony organized by MyMentor in association with the U.S. Commercial Service at The American Center, Kolkata, on **2 September 2026**.

I permit my ward to participate in the programme and abide by the instructions given by the school authorities.

I confirm that I have read, understood, and agreed to the following rules:

- **Attendance & Attire:** My ward will report to school at the regular morning time wearing the proper school uniform with blazer.
- **Travel & Dispersal:** My ward will depart from the school premises at 10:00 AM (after their exam). I understand that school bus service will not be available for dispersal at 4:00 PM and hereby undertake to pick up my ward directly from the IEM Public School premises at 4:00 PM.
- **Mandatory Documents:** My ward will carry their original School ID Card, original Aadhaar Card, and original non-transferable invitation pass (with completed RSVP).
- **Security & Prohibited Items:** I am aware that no electronic devices (laptops, iPads, cameras, power banks), heavy luggage, sharp objects, or outside food/water are permitted inside the venue premises. Mobile phones will be allowed only after clearing security.
- **Code of Conduct:** My ward will maintain strict school discipline, refrain from photography on the premises, and abide by all instructions given by the accompanying school representatives.

Signature of Parent: _____

Name of the Parents: _____

Contact Number: _____

Emergency Contact Number: _____



INVITATION



An
**Exclusive In-Person
Felicitation Ceremony For
Top Performing Students Of
The MyMentor Human
Skills Assessment.**

**Across A Select Group of Pioneering
Schools In Eastern India**

**from 12:30pm - 4:30pm | September 2, 2026
at The American Center (Kolkata)**



Please scan to RSVP (mandatory).
Carry this invite (non-transferable) and an original
government-issued photo ID for security clearance.