

Education Excellence Conclave 2026

Participation Guidelines

Organised by: CCLP Worldwide

Presented by: UNESCO Club of Education Charter

Knowledge Partner: Saraswati World School

Media Partner: News24Media

Welcome

The **Education Excellence Conclave 2026** is a prestigious educational initiative dedicated to recognising outstanding academic achievement while promoting excellence, leadership, character, innovation and responsible citizenship among students.

Schools are invited to nominate their meritorious students for recognition through the official School Nomination Portal.

Participation in the Conclave signifies a school's commitment to celebrating academic excellence and inspiring future generations.

1. Eligibility

Participation is open only to recognised educational institutions.

Eligible institutions include:

- CBSE Schools
- CISCE (ICSE/ISC) Schools
- State Board Schools
- Government Schools
- Government-Aided Schools
- Private Recognised Schools
- Kendriya Vidyalayas
- Jawahar Navodaya Vidyalayas
- Other recognised institutions approved by the Organising Committee.

Students must fulfil the eligibility criteria published separately.

2. School Registration

Every participating institution must complete the **School Registration Form** before submitting student nominations.

Only **one registration** should be submitted per school.

The school should nominate a coordinator who will act as the primary point of contact with the Organising Committee.

3. Student Nominations

Each school shall submit **one consolidated Student Nomination Form** containing details of all eligible students.

Schools should use only the prescribed Student Nomination Template available from the Nomination Portal.

Individual student submissions are not permitted.

4. Documents Required

Schools should keep the following documents ready before submitting nominations:

Mandatory Documents

- Completed Student Nomination Template
- Board Examination Marksheets
- Recent Passport-size Photograph of each nominated student
- Principal's Declaration duly signed and stamped
- School Logo (optional but recommended)

All uploaded documents should be clear, complete and legible.

5. Principal's Declaration

The Principal must certify that:

- all submitted information is correct;
- all academic records have been verified by the school;

- nominated students satisfy the prescribed eligibility criteria;
 - necessary parental consent has been obtained;
 - participation has the approval of the school management.
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6. Submission Process

The nomination process consists of two stages:

Step 1

Complete the School Registration Form.

Step 2

Submit the Student Nomination Form together with all required supporting documents.

Schools are advised to review all entries carefully before final submission.

7. Verification Process

After submission, the Organising Committee will verify:

- school details;
- student information;
- academic records;
- supporting documents.

Additional information or clarification may be requested wherever necessary.

Incomplete or unverifiable nominations may not be considered.

8. Selection and Recognition

Recognition shall be based on:

- fulfilment of the prescribed eligibility criteria;
- successful verification of documents;
- compliance with these Participation Guidelines.

Recognition may include:

- Certificate of Recognition
 - Medal of Excellence
 - Stage Felicitation
 - Official Photography
 - Publication on official media platforms
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9. Media and Photography Consent

By participating in the Education Excellence Conclave 2026, participating schools confirm that they have obtained the necessary permissions from students and parents/guardians for the use of photographs, videos, names and related information for:

- official event documentation;
 - school publications;
 - Education Excellence Initiative publications;
 - website;
 - social media;
 - press coverage;
 - educational promotion.
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10. Code of Conduct

Participating schools are expected to:

- maintain the dignity of the event;
 - cooperate with the Organising Committee;
 - ensure discipline during the programme;
 - nominate only genuinely eligible students;
 - respect the schedule and instructions issued by organisers.
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11. Communication

All official communication shall be made through the nominated School Coordinator.

Schools are requested to regularly check their registered email and mobile number for updates regarding:

- nomination status;
- verification;
- event schedule;
- reporting instructions;

- important announcements.
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12. Important Dates

The Organising Committee will announce:

- Last Date for School Registration
- Last Date for Student Nominations
- Verification Schedule
- Publication of Final Participant List
- Event Date
- Reporting Time

These updates will be published on the official website.

13. Cancellation and Withdrawal

The Organising Committee reserves the right to:

- reject incomplete nominations;
 - cancel nominations based on incorrect or misleading information;
 - withdraw recognition if false information is discovered after verification;
 - modify the programme schedule due to unavoidable circumstances.
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14. Limitation of Responsibility

While every effort will be made to conduct the Conclave smoothly, the Organising Committee shall not be responsible for:

- incorrect information submitted by schools;
 - technical issues arising from internet connectivity during online submissions;
 - delays caused by incomplete documentation;
 - circumstances beyond reasonable control affecting the conduct of the event.
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15. Acceptance of Guidelines

Submission of the School Registration Form and Student Nomination Form shall constitute acceptance of these Participation Guidelines, the Eligibility Criteria, the Terms of Participation, and all decisions of the Organising Committee.

Contact Information

Education Excellence Conclave Secretariat

Organised by: CCLP Worldwide

Presented by: UNESCO Club of Education Charter

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Document Version

Participation Guidelines

Education Excellence Conclave 2026

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The Organising Committee reserves the right to amend these guidelines whenever necessary. Any revisions will be published on the official website and shall take effect from the date of publication.