



RGS/035 /2023-24

30th Aug. 2023

**LOC Checklist
Grade 10 & 12**

Dear Parent,

Greetings!

We wish to inform you that we have received the registered list of candidates for grades 10 and 12 for the CBSE Board Examinations, 2023 – 24.

You are requested to visit the school on **Saturday, September 2** (either parent or both), between **9.00 am – 1.00 pm, from Gate no. 3**, along with the following documents as per the schedule given below.

Grade 10 (A Block, Ground Floor)

10 A – Room no. 001

10 B – Room no. 003

10 C – Room no. 005

Grade 12 (B Block, Ground Floor)

12 A – Room no. 004

12 B – Room no. 005

12 C – Room no. 010

Documents to be carried

- Aadhar card of both the parents (to verify the names)
- Aadhar card of the student
- List of subjects opted by the student
- Caste / Minority certificate, if opted for
- Grade 10th pass certificate (Only for grade 12)

CBSE fee to be deposited in the Accounts Office

- Rs. 300/- per subject
- Rs. 150/- per subject for practical (Only for grade 12)
- Rs. 350/- for Migration Certificate (Only for grade 12)
- Rs. 200/- as Administration fee

Kindly ensure that the school fee dues, if any, are cleared by Friday, September 1, 2023.

Once the dues are cleared (School fee + CBSE fee), an NOC will be issued by the Accounts Department. The NOC is to be shown to the class teacher before verifying the details on the LOC.

Thank you

Warm regards
Principal



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