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DAV CENTENARY PUBLIC SCHOOL, PASCHIM ENCLAVE, NEW DELHI
CBSE DATA VERIFICATION AND FEE COLLECTION 2023
CIRCULAR – CLASS IX

Circular No. DAVPEMN/2023-24/14

September 13, 2023

Dear Parent

Please be informed that CBSE Registration work is in process for students of Classes IX to XII. A slip containing all particulars of your ward is being provided. All the particulars pre-filled in the slip are as per school records. Parents and students are requested to go through all the information given very carefully. Also, parents are requested to fill in the blanks as given in the slip provided.

Following information must be checked / entered very carefully by the parent and student:

- Student's Name and its spelling
- Father's Name and its spelling
- Mother's Name and its spelling
- Date of Birth (NO CHANGE ALLOWED)
- Date of Admission (NO CHANGE ALLOWED)
- Admission Number (NO CHANGE ALLOWED)
- All subjects' studied and opted by the student
- Category (General/SC/ST/OBC)
- PWD – Yes/No
- Aadhaar number
- Only child – Yes/No

Note – in case parents want to get any change done in the pre-filled information, please contact Class Teacher on immediate basis. Also, visit to school office may be required to get changes done.

PLEASE NOTE ANY CHANGES REQUIRED, CAN BE DONE IN CLASS IX LOC ONLY. SAME INFORMATION WILL BE USED FOR CLASS X CBSE LOC. NO CHANGES WILL BE PERMITTED TO BE DONE IN CLASS X.

DULY FILLED & VERIFIED & SIGNED LOC SLIPS MUST BE SUBMITTED BY STUDENTS TO CLASS TEACHER ON SEPTEMBER 15, 2023 POSITIVELY.

Also, the parents are requested to note that the Examination Fee of CBSE will be included in Monthly fee of school, in October Month. Hence, all the parents must clear the office dues till October Month, latest by October 5, 2023. This is important and urgent, as CBSE LOC needs to be submitted timely.

Kindly be informed that careful verification of data and timely payment of examination fee is important responsibility of the parent. For final verification of data, parents will be required to visit school later, as per information provided.

This circular is also uploaded on School Website. Any delay caused by parents will lead to penalty for the parents, as imposed by CBSE.

Looking forward for your cooperation, as always.

Best wishes and Regards


Sonia Malik

Principal