

**23<sup>rd</sup> August, 2023**

**Dear Parents,  
Greeting of the day!**

We are in the process of finalizing the data for the LOC submission of Grade X & XII. We request you to come to school office to check & verify your ward's details positively between Friday, 25<sup>th</sup> August & Saturday, 26<sup>th</sup> August 2023. Timings 9:00am to 1:00pm.

**Note:-**

1. It is mandatory for the parents to visit the school for verification of the details, failing which the data will be submitted. In such cases the parents should not hold the school responsible for any mismatch in details of their ward at a later date.

**Thanking you  
Regards,**

**Ms. Archana Pal Singh  
Principal**