

Nursery to Std. X

Ref: PPSNC/Acad./013/2022Date: 18<sup>th</sup> August 2022

Dear Parents,

**Subject : Reminder - Submission of pending Documents**

Those who have not submitted the photocopy of the following documents are advised to submit all their photocopies in Admin office as soon as possible.

1. Latest passport size (35mm x 35mm) latest colour photographs of the child and group photo of family (Mother, Father of child and child) Size for **family photo: 6"x 4"** with plain white background.
2. A self-attested copy of the **Birth Certificate in English** with the Child's Name, Mother's Full Name and Father's Full Name clearly mentioned. **(If the Birth Certificate is not in English, Please apply to the concerned Government office and get the English copy)**

**\*Mandatory for all classes**

3. A self-attested copy of the student's aadhaar card and both the parents' aadhaar card is mandatory.
4. Address Proof of Residence.
5. Parents from the Reserved Category, **who want the caste to be entered in the school register should submit a self-attested copy of the Caste Certificate in the name of the student and issued by the concerned Government Authorities.**
6. Admission to **Std. II to Std. IX** will be treated as provisional till the receipt of the **original School Leaving / Transfer Certificate** from the previous school.

**Note:-**

- As per the Government directives Aadhaar card of students and parents and English copy of Birth Certificate of students are mandatory.
- If a copy of the Birth Certificate in English and Aadhaar Card are pending we are not able to provide you the Bonafide / TC.

**Office Timings : Monday to Friday 9.00 am to 1.00 pm.****\* Please ignore this notice if you have already submitted documents.***[Signature]*  
Principal