



NIRJA SAHAY D.A.V. PUBLIC SCHOOL, KANKE, RANCHI - 06

Ref. No. : NS DAV /Class -XI/2017-18/ 792

Date : 22.03.2017

Dear Parents / Guardian,

Our heartiest congratulations to you on the excellent result of your ward. The beaming face of your ward must give pleasure to you. We express our sincere thanks for your support and cooperation in the work of school. We expect the same in the session 2017-18 too.

☞ **School Fee** : The fee for the month of April, 2017 will be accepted without fine till 30th April 2017 except on holidays. Kindly consult the school office to know the schedule for the payment of school fee. Kindly deposit the fee on monthly basis. The defaulter's name shall be struck off the roll on non-payment of the fee for two months without any intimation. You can make payment through cheques also as indicated below :

Upto 15th April - Fee for the month of April, May and June

Upto 15th July - Fee for the month of July, August and September

Upto 15th October - Fee for the month of Oct., Nov. and Dec.

Upto 15th January - Fee for the month of January, February and March

☞ **Student's Diary**: Parents should check the Student's Diary regularly and must use it as a tool of communication between school and parents / guardian.

☞ **Attendance, Regularity & Punctuality** :

- Only with an attendance of 75% out of total working days, a student is entitled to take the Annual Examination or the CBSE Examination.
- If a pupil is absent continuously for more than 7 days without any valid reason, his / her name shall be struck off the rolls.
- Kindly submit the medical certificate if your ward is sick for more than three days.
- Any leave other than sickness shall be granted under special circumstances only.

☞ **Discipline** : It is expected on the part of pupils to abide by the rule and regulations of the school. They should observe good manners, etiquette and utmost discipline. Violation of school rules will lead to heavy fine / suspension / rustication.

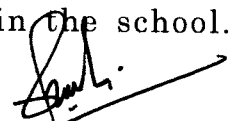
☞ **Home Work/ Assignments** : Parents / Guardian must provide congenial atmosphere of study to their wards at home. They should encourage them to complete their home work / assignments on time.

☞ **School Uniform** : The students should wear the Summer Uniform as prescribed in the Student's Diary.

☞ **Important Note**: i) Tuition Fee is likely to be revised in the session 2017-18.
ii) Parents / Guardian applying for the Transfer Certificate (T.C.) in respect of their ward(s) in the new session (2017-18) are supposed to pay all charges of new class(es) hence they should apply for the T.C. upto 31st March, 2017 on all working days.

iii) English shall be the only acceptable mode of communication on the school premises.

iv) Mobile/electronic gadgets, Motorbike & Scooty (without licence & helmet) are strictly prohibited in the school.


Principal