

CIRCULAR

GNIPS/2024

Dated: 23-09-2024

Guidelines for Parents by CBSE to Fill LOC for Registration of Class IX,X,XI and XII.

Dear Parents,

Greetings of the day !

It has been observed that during Registration and submission of LOC, parents are submitting incorrect information. Even after the Registration and LOC process is over and the result is declared, they make request to the school and Board to correct the data of their ward. Also, the request is made to correct the subject(s) after the submission of the LOC which affects the smooth conduct of examination. Once the date of Registration and submission of LOC is over, no request to change/ correct personal data will be allowed.

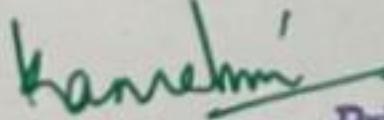
To avoid the above problems, the following requests are made to the parents :-

1. The personal data of your ward i.e. Name, Date of Birth, Mother's Name and Father's Name should be correctly filled in for registration and LOC.
2. All the names with the expanded form may be filled in and not the short names as in future at many places, documents in extended form are required.
3. The Date of Birth should be correct in all respects.
4. Subjects be filled in with due care in the LOC of both Classes X and XII as no change will be accepted after LOC submission for the main examinations.
5. It is the responsibility of the parents that all data submitted should be correct. You are required to submit affidavits and certificates for the support of any change in form.
6. The parents are also requested to visit the school whenever they are called by the school for signing the Registration and LOC.

Your valuable time and attention given for correct data and subject submission will not only help the Board in smooth and fair conduct of examination but also save you from several problems which you might face in future because of the wrong submission of data and subjects.

It is expected that parents will take the necessary action immediately.

With best wishes.


Mrs. Kamalvir Kaur **Principal**
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