



MAHARAJA AGRASEN MODEL SCHOOL

(Sr. Secondary)

CD-BLOCK, PITAMPURA, DELHI

Circular No. MAMS/2023-24/48

September 23, 2024

INSTRUCTIONS FOR DATA VERIFICATION & FEE COLLECTION OF CLASSES IX AND XI (2024-25) FOR CBSE REGISTRATION

Dear Parent

This is to inform you that the data verification process for CBSE Registration of Class IX and XI students 2024-25 has started.

1. Please refer to CBSE circular no. CE/CBSE/2024/163685/7689 dated September 11, 2024 for further details. The summary has been appended to this circular.
2. Please note that no change on any account will be permissible after data verification.

CBSE Registration Fee for Class IX and XI -2024-25 in INR

Class IX- ₹300 as CBSE registration fees

Class XI- ₹300 as CBSE registration fees

Regarding photographs to be uploaded on the CBSE portal for LOC please note the instructions.

- The photograph should be in full colour with white background and in high quality to avoid any visible pixels
- The photo must be taken in the last six months
- Full name as per the school record and date of click at the bottom (center) of the photograph should be there.
- The size of the photograph should be less than 40kb and only in JPG format.
- The Photograph (soft copy) must be shared with the email ID provided by the respective Class Teacher

SUMMARY OF CBSE circular CE/CBSE/2024/163685/7689 dated September 11, 2024

"Caution to students and parents for submitting correct student data and subjects in the List of Candidates (LOC)"

- It has been observed in the past that students keep changing their personal data as well as the subjects offered by them after submission of the LOC. Due to these issues, the smooth conduct of examinations is severely affected.
- With the Board's commitment to conduct the examination smoothly & successfully the following has been decided:
 1. The students' data submitted in LOC will not be changed or corrected once LOC is submitted. Requests for correction will only be accepted once the result is declared by the CBSE.
 2. No subject correction after submission of LOC will be allowed. Once the subject is submitted in LOC, it will be considered as final.
 3. If any student wishes to correct the subjects, then the correction will be made after the conduct of examinations for Supplementary Examinations only. Such students may decide to appear or not to appear in the Main examination in the subject(s) which is submitted wrongly in the LOC. Their results will be declared as per the Examination Bye-laws of the Board. These decisions will be implemented in all subjects including Mathematics (Standard)/Mathematics (Basic) in Class X.
 4. The parents are directed to kindly note:
 - i. Please ensure that the data of the students and subjects submitted is correct.
 - ii. The school will obtain the signatures from the parents before submission of the information regarding LOC to CBSE.
 - iii. Please note that no change in information would be entertained after the signature of the parent.

With best regards

Principal



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