



CIRCULAR FOR CLASS XII

TIS/ VV/ 2021-22/098

September 2021

Dear Parents

CBSE has started the process of generating the List of Candidates (LOC) for class XII Board examination 2022. In this regard, you are requested to fill the attached proforma and submit as per the instructions given herewith latest by **Friday, 24 September 2021**.

Please make a note of the following instructions:

- The proforma should be filled in **BLOCK LETTERS**.
- Ensure that the spellings of names (of parents as well as the student) are correct and as per the class X marksheet.
- **No abbreviation** of names of the Father, Mother or the Student is accepted by CBSE. For example if the name of the father is Badri Nath Tiwari, it should be filled as Badri Nath Tiwari only and not B N Tiwari. Please do not write the title for eg Mr, Mrs, Ms etc.
- Ensure that the **Date of Birth** of the student is filled as per the class X marksheet.
- **IMPORTANT-** Ensure that there are no errors while filling up the form as no change in the details filled by you will be entertained either by CBSE or by the school, once you submit the proforma.
- **Fee details:**
 - Examination Fee- Rs 1,500/- (for five subjects)
 - Migration Certificate Fee- Rs 350/- (compulsory)
 - Practical Fee- Rs 150/- per subject (for all subjects except English Core)
 - Additional Subject Fee- Rs 450/- (Examination Fee- Rs 300/- + Practical fee- Rs 150/-)
- * Visually impaired students are exempted from paying the Examination fee.
- **Details of payment (choose any ONE):**
 - **Online payment-** you can log onto CampusCare and click on the link "CBSE REGISTRATION" to complete the payment.
 - **Cash payment-** you can pay in the school office.
- **Mode of submission of the proforma (choose any ONE):**
 - The duly filled proforma along with the CampusCare receipt of the payment can be mailed to info.vv@tagoreint.com
 - A printout of the proforma, duly filled, along with the fee in cash can be submitted in the school office from Monday, 20 September to Friday, 24 September 2021 between 8:15 am to 12:30 pm.

LAST DATE OF SUBMISSION OF PROFORMA AND REGISTRATION FEE IS FRIDAY, 24 SEPTEMBER 2021, 12:30 PM.

Shafalee Gupta
PRINCIPAL