



MARYGIRI PUBLIC SCHOOL

An Institution Run by CMI Fathers

KOOTHATTUKULAM

Circular No: MPS/GC/27/21-22

Date: 06/10/2021

For Class: 9

CBSE REGISTRATION CLASS-9 (2021-2022)

Dear Parents,

▪It is time to register the class 9 students to CBSE.

It is a very important process. The students data given must be correct. Parents and students should take note of the following:

Step 1

VERIFICATION OF STUDENT DATA

👉 Student data as per the school records will be given from the school.

👉 **Take a print out of the student data form, verify the details.**

👉 The student and parent are expected to come to school and verify the document and sign in person according to the time slot given. Date and time slot will be given shortly.

👉 Changes in the data will be permitted only if the parent submit the original supporting documents

Students ID Proof (Aadhar, Birth Certificate, Passport etc)

👉 **Note :** 1) In case the guardian is coming instead of the parent please inform the class teacher and take necessary guidelines.

2) Parents from very distant places and those who suffer from Covid need not come. But they should do it online as directed (separate guidelines will be given to them personally by the class teacher)

Step 2

CANDIDATES' PHOTO SPECIFICATIONS


Please find below the guidelines by CBSE for submitting a photograph of the student:

1. The photograph of the student should be taken in formal dress.
2. A recent photo, taken within the last 6 months.
3. Photo should be in full colour and of high quality to avoid any visible pixels.
4. Candidate's name as per Birth Certificate and date on which photo was taken to be mentioned on the picture.
5. Head should be positioned directly facing camera, centred and compose 80% of the image. The photo should capture from slightly above the top of the hair to the middle of the chest.

6. Eyes must be open and looking at the camera. Glasses must not be tinted unless worn daily for medical purposes.
7. Have a natural expression – smiling is allowed.
8. Candidate is in clear focus and distinguishable from the background. Solid colour backgrounds are best.
9. Full face must be visible.
10. **The size of the scanned image should be within 40 kb in jpg format only.**
11. Rename the file with your name and class before uploading.
For eg. Anna Saju IX A
12. **Upload the photo in Google class room under the topic CBSE REGISTRATION on or before 9th October 2021.**

Step 3

MAKING PAYMENT

 **Registration Fee** should be paid directly in cash when the parent comes to school for signing the document. (Please bring exact change)

Principal
06/10/2021