



Ref No.: LPS/Cir/ 1695 /2023-24

11.09.2023

**CIRCULAR (Grade IX & XI)**

Dear Parents,

**Sub.: CBSE Registration for Grade IX & XI**

As per the requirement of CBSE, for the registration of students studying in Grade IX / XI, the following may kindly be noted:

1. Towards the registration fee, an amount of **AED.150/-** to be paid by the students. The Fee can be paid either in cash (at the fee counter) or online (through the fee payment link available on the School website).
2. Soft copy of recent colour passport size photo (in **.jpg** format) of the student (in school uniform), giving name and date of taking the photograph at the bottom, to be submitted along with scanned copy of mark list of Grade X (for Grade XI students) / passport copy (for Grade IX students). More details about the passport size photo are given along with the proforma.
3. The signed and scanned copy of the duly filled proforma (format enclosed) to be submitted. Kindly read the instructions given along with the proforma before filling the **same**.

**[• Proforma Grade IX](#)**

**[• Proforma Grade XI](#)**

Kindly note that the submission of correct data is utmost important to avoid any future problems as correction in student's particulars or **change of subject** will not be accepted once the CBSE registration process is completed.

You are requested to send the above documents along with duly filled proforma and proof of exam fee deposited through email ( [cbseregn@leadersprivateschool.com](mailto:cbseregn@leadersprivateschool.com) ) latest by 20<sup>th</sup> September 2023.

With regards,

Sd/-  
**Rafia Zafar Ali**  
**Principal**

**Encl. : As above**