

Circular Number : ODMEG/20220302/310

2nd March 2022

ADMINISTRATIVE INSTRUCTIONS

For Session 2022-23

Dear Parents,

Happy Greetings!

At the outset, I would like to convey my sincere thanks to the ODM family, Bhubaneswar, for their consistent and continuous support and cooperation during this pandemic. Here are some of the vital information for the next academic session, i.e. 2022-23

Annual Examination 2021-22

-The Annual Examination, 2021-22 is in progress.

- All Classes will remain suspended from the next day of completing the Annual Examination, 2021-22, till the beginning of the new session, 2022-23.

Result Publication

| Class | Date and Time of Declaration of Result |
|---------------------|--|
| STD IX and STD XI | 9th March 2022 04:00 PM |
| STD VI and STD VIII | 10th March 2022 04:00 PM |
| STD I and STD V | 12th March 2022 04:00 PM |
| LKG & UKG | 12th March 2022 04:00 PM |

Note:

1. The results will be published on ODM Connect App for all Classes, except LKG & UKG
2. For LKG & UKG, the results will be sent via the Official Whatsapp Group
3. You have to update the ODM Connect App to get the results on App
4. The report card will be sent via registered email IDs as well
5. Please note- You won't be able to access the report card if you have not cleared the total dues for the session. So please, check the ODM Connect app, and ensure you have zero fees dues.

For any further clarification on this, please reach out to us at

happinesshelpdesk@odmegroup.org

CHANGING YOUR TOMORROW

Commencement of New Session

| Class | New Session Beginning Date |
|---------------|----------------------------|
| Std XII (New) | 11th March 2022 |
| Std IX & X | 15th March 2022 |
| LKG-Std VIII | 18th March 2022 |

School for March will continue with the reporting time 8:15 am for the students. However, the timing for April will be intimated later *(if a change is required)*.

New Utility Store

We are proud to announce that, this year, we will be opening a new utility store right outside the ODM Public School, Patia Campus. Parents and students can collect the books, notebooks & uniforms from the store with ease according to their convenience.

The store will be operational from 2nd week of March, from where the books & notebooks can be collected along with Uniform. The exact date will be informed via a Whatsapp communication.

PROCEDURE: Issue of Books & Notebooks, 2022-23

1. Procurement of Note-Books of ODM brand is mandatory for all the students.
2. This time, parents can collect the books & notebooks from the ODM Utility store, according to their convenient time.
3. The following steps have to be followed to be able to collect books & notebooks

| | |
|---------------|---|
| Step-1 | Clear the Annual Session Fees for next session via ODM Connect App, post result publication |
| Step-2 | Only then, you will be able to pay the books & notebooks fees via the ODM Connect App |
| Step-3 | You will get a receipt upon payment of Books & notebooks fees online and post that, you can collect the Books & notebooks from Utility Store according to your convenient time |
| NOTE: | i. Payment of Books & Notebooks via the ODM Connect App is mandatory. No offline payment will be accepted at the store ii. Uniform purchases can be made directly at the store iii. Please carry a bag to collect the books & notebooks |

4. This time, on App, the Home-Delivery option of Books & notebooks would be available upon an extra payment of delivery charges. Interested parents can avail of the opportunity.

The delivery would be available in three following categories:

In Bhubaneswar | In Rest of Odisha | In Rest of India,

The delivery would take 3-7 working days, based on the delivery location.

Books & Notebooks: Availability Dates

| Class | Books & Notebooks would be available from |
|--------------|---|
| Class IX & X | 14th March onwards |
| LKG-Std VIII | 15th March onwards |
| Class XII | 11th March onwards <i>Notebook Sets would be provided in the class, Book sets have to be procured externally</i> |

Fees of Session 2022-23 & Books-Notebooks Charges

1. The fees for the session 2022-23 will be communicated through separate circular latest by 5th March 2022
2. The prices of the books and notebooks will also be communicated through a separate notification before the publication of the results.

Transport

1. The transport team would be sending a particular consent form for students interested in availing of transport facilities latest by 5th March 2022.
2. Interested students would be required to submit the details, followed by 1st Quarter's transport fee latest by 13th March, to initiate the transport services

Transfer Certificate

1. If any parent is interested in applying for the TC, the parent is requested to do so latest by 10th March 2022 (**Note- This is the extended deadline**).

Please download and fill the following format -<https://tinyurl.com/yxwbxwpp> and upload the same in the following link- <https://forms.gle/DHtStmvEdvztXsCU8>

We look forward to your cooperation and support as always!

**Warm Regards,
Team ODM!**