

Circular Number: ODMEG/20221118/452

Date: 17-Nov-2022

**Withheld Pre-Board Exam for Non-Payment**  
**(STD-XII)**

Dear Parents,

Greetings of the day! We hope that you and your family are safe & healthy.!

With deep regret, we feel it essential to apprise you of the following points related to Fees-deposit.

I. Despite several reminders, calls and notifications, some of the parents are still not paying the school fees, as a consequence of this indifferent attitude, it has put the school and its management in a difficult position.

II. The parents need to understand that we have teachers and support staff members and the day-to-day necessary recurring establishment expenses have also to be met out for the smooth running of the institution, of which all parents and students are an integral part.

III. The fees of up to 6th Installment was supposed to be deposited by **20th Aug 2022** but some of the parents have not cleared these till date.

3. Special Note:

**a. We won't allow the students to sit in Pre-Board Exams starting from December if the pending fees are not cleared latest by 30th November, 2022**

**b. All the late fees are auto-calculated in ODM-Connect Software along with the Fine payable (if any)**

**CHANGING YOUR TOMORROW**

- c. *No payment will be accepted through direct deposit to our bank account.* Please note, if someone deposits money in our bank account, we would return the money and then request the parents to pay via ODM Connect. In this process of refund and re-deposit, the number of delayed days will be calculated on a pro-rata basis for late-fine according to the auto-calculating system of ODM Connect.
- d. We would not entertain any request of considering exemption of the late fees-fine.

Therefore, we request all our esteemed parents earnestly to clear the dues of the pending quarters by 30th Nov 2022 to avoid a situation, where their ward is not allowed to sit for the pre-board exams.

*Note : Please ignore this message, if you have already paid*

**Warm Regards**  
**Team ODM!**