

**Joining Instructions for the new Academic Year 2024-2025**

Dear Parents,

Warm Greetings to you and your ward!

It gives us a sense of gratification & fulfilment to complete yet another academic year on a successful note.

As we move to the new academic session 2024-25, we look forward to welcome your ward/s to another eventful year at Navkis.

Please find below important information regarding culmination of the current session and activities for the upcoming academic session prior to start of classes.

**Results for the AY 23-24**

The results for each grade will be declared as per the schedule below. Parents are required to come in person along with their ward/s and meet the respective class teachers and collect the Report Cards on the designated date and time mentioned below.

Date and Day	8.30 am-11.30 am	12noon -2.30 pm
April 6, 2024 (Saturday)	Gr1 &2	Gr3
April 8, 2024 (Monday)	Gr 4 & 5	Gr 6
April10,2024(Wednesday)	Gr 7	Gr 8

**School Fee:**

Parents are requested to note that the first instalment of the school fee for the academic year 2024-25 should be paid on or before the **15<sup>th</sup> of April 2024** and the second instalment should be remitted on or before the **31<sup>st</sup> August 2024**.

Please refer to fee structure as below. **FEE CARD** for the fee details is available on CoolG also.

**SCHOOL FEE STRUCTURE FOR THE AY 2024-2025**

NAVKIS EDUCATIONAL CENTRE - GOKULA		Instalments	
Grades	Fee 2024-25	I	II
Grade 6 to 10	103,000	51500	51500

**Note :** *Edufin a Fintech Company, has expressed the willingness to offer our parents, an opportunity to remit the school fees of their ward/s in easy monthly instalments, through an Interest-free Education Loan Scheme. Interested parents can contact **7669098333** for more details.*

**School Essentials (Text Books, Note Books, etc):**

Parents are requested to note that the vendor will distribute the school essentials at the school campus. Please refer to **ESSENTIALS** for the amount to be paid towards the School Essentials for your ward/s. It also carries information relating to payment mode and distribution date. The grade-wise booklist will be displayed on the school noticeboard for your perusal. The payment for the school essentials can be made either through the School CoolG (ERP) or at the school fee counter on or before **15<sup>th</sup> April, 2024**.

### **Uniform and Shoes:**

The sizing trials have been conducted in the school by the vendor/tailor for all the students. Order forms are being shared to the parents on ERP (CoolG) to book their requirement with quantity. Please refer to **ORDER FORM** for the components of the school uniform and shoes. The ORDER FORM also includes the price for each uniform component, mode of payment and dates for collection from the school campus. The order along with the payment for uniforms should be placed on or before 31<sup>st</sup> March 2024

Note : To place the order kindly open CoolG through the browser only (<https://www.coolg.in>) User manual is attached for your reference.

### **School transport Facility:**

Existing students who wish to avail the Transport Facility are required to register with the outsourced Transport Service Provider. The Transport Kiosk will be functional, on Campus from **April 5<sup>th</sup> to 20<sup>th</sup> April 2024**, on all working days between **9 am to 3 pm**. Representatives of the Transport Service Provider will be available to attend to your needs.

### **Transfer Certificates:**

Parents who have applied for Transfer Certificates for their ward/s, can collect the same from the school office between **15<sup>th</sup> April 2024** and **22<sup>nd</sup> April 2024**, during the school hours. Please be informed that the student must submit a copy of the letter from the new institution confirming the grant of Admission.

### **Re-opening of School:**

The commencement date for the Academic Year 2024-25 is mentioned in the table below. Please note that attendance on the day of reopening is mandatory. We look forward to welcome your ward to the school on the first day of the new academic year.

Grade	Date of Reopening	School timings	
III to X	3 <sup>rd</sup> June 2024 (Monday)	7.55 am to 2.45 pm On all Working Mondays to Fridays	7.55 am to 12.15 pm On all Working Saturdays [First, Fourth and Fifth]*
I & II	5 <sup>th</sup> June 2024 (Wednesday)	7.55 am to 2.45 pm On all Working Mondays to Fridays	Holiday on all the Saturdays

We appreciate your continued trust and cooperation as we strive to provide the best educational experience for your child. If you have any queries or require further clarification, please feel free to contact the school administration.

Thank you for your understanding and support.

Best regards,

**PRINCIPAL**