

Wednesday, September 10, 2025
Circular No.: -SGS/Admin./PC041B/2025-26
Class: XII



Subject: Verification of LOC and Fee for CBSE Registration –Class XII

Dear Parents,

This is to inform you that CBSE has initiated the process for submission of the List of Candidates (LOC) for students of Class XII for the academic session 2025–26.

To ensure timely registration of your ward, you (both parents) are required to visit the school from September 11, 2025 to September 13, 2025 onwards, between 8:30 am to 3:00 pm to:

- Verify the details of their ward as entered in the LOC
- Sign the LOC document
- Submit the required registration fee (cash only)

CBSE has increased the fee to ₹320 per subject for Class XII this year. You need to pay **₹1600 as CBSE registration fee** (for 5 subjects) and an **additional ₹160 each** as practical fee for the following subjects:

- **Science Stream:** Physics, Chemistry, Biology, Computer Science
- **Commerce Stream:** Accountancy, Business Studies
- **Arts/Humanities Stream:** Fine Arts, Geography, Political Science, Psychology
- **Other Subjects:** Physical Education and Economics

The fees is to be paid in **CASH only** in the Accounts Department before verifying the LOC details for your ward.

The verification process needs to be completed by September 13, 2025 for timely submission of the LOC.

Incase, there are any corrections or modifications to the LOC, the same must be updated (along with submission of the required documents/proofs) by September 13, 2025. **No changes will be entertained after this date.**

Your cooperation in completing this process within the stipulated timeline is essential to avoid any discrepancies in your ward's CBSE registration.

Warm regards,


Miti Dhingra
Head of School