

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 & fulfillment 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 the culmination of the current session and activities for the upcoming academic session prior to start of classes.

1.
2.

Results for the AY 23-24

The results for each grade will be announced as per the schedule below. Parents are required to come in person along with their ward/s in regular school uniform and meet the respective class teachers on the designated date and time mentioned in the table hereunder.

Date and Day	9 am-12 pm	1 pm-3 pm
April 5, 2024 (Friday)	UKG, Gr1	Gr2
April 6, 2024 ((Saturday)	Gr3	Gr4
April 8, 2024 (Monday)	Gr5	Gr6
April10,2024(Wednesday)	Gr8	Gr7, G9

School Fee:

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

Please refer to *Annexure 1* for the grade-wise fee 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 *Annexure 2* for the amount to be paid towards the School Essentials for your ward/s. The annexure also carries information relating to payment mode and distribution date. The grade-wise booklist will be displayed on the school notice board for your perusal. The payment for the school essentials can be made either through the School ERP or at the school fee counter on or before 15th 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 sent out to the parents to book their requirement with quantity. Please refer to *Annexure 3* for various grade-wise components of the school uniform and shoes. The annexure 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 31st March 2024

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 5th to 20th 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 **15th April 2024** and **22nd 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
LKG to Grade 10	03-06-2024
Pre-KG	06-06-2024

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

ANNEXURE-1

SCHOOL FEE STRUCTURE FOR THE AY 2024-2025

NAVKIS EDUCATIONAL CENTRE - MYSORE		Instalments	
Grades	Fee 24-25	I	II
Grade 1	65,000	32500	32500
Grade 2	65,000	32500	32500
Grade 3	65,000	32500	32500
Grade 4	65,000	32500	32500
Grade 5	65,000	32500	32500
Grade 6	71,500	35750	35750
Grade 7	71,500	35750	35750
Grade 8	71,500	35750	35750
Grade 9	71,500	35750	35750
Grade 10	71,500	35750	35750

ANNEXURE - 2
NEC MYSORE
SCHOOL ESSENTIALS AY 2024-2025

GRADE	AMOUNT
1	6350
2	6320
3	7250
4	7780

GRADE	Students who opt for Hindi as 2 nd Language	Students who opt for Kannada as 2 nd Language
5	7710	7520
6	6610	6770
7	6740	6910
8	7030	6970
9	7510	7500

NOTE:

1. Payment for School Essentials should be done on or before 15th April 2024
2. Parents can remit the payment through anyone of the following modes:
 - a. Using the student credentials, login to the ERP. Select School Essentials option and remit the payment using any of the available modes in the Payment Gateway such as UPID, Debit / Credit Card or Bank Transfer
 - b. Pay cash or transfer through UPI at the school fee counter
3. The school essentials will be distributed from 15th May to 31st May between 9am and 3pm. Formal confirmation of the distribution date along with time slots for respective grades will be rolled out in due course.
4. The vendor has informed us that payment on or before the due date is necessary for timely distribution of the materials.

ANNEXURE -3
NAVKIS EDUCATIONAL CENTRE
PRICE LIST FOR UNIFORM AY 2024-25

BOYS

SL.NO	ITEM	GRADE 1 TO 5	GRADE 6 TO 10
1	Shirt - White	540	600
2	Shorts - Coffee	400	NOT APPLICABLE
3	Trouser - Coffee	NOT APPLICABLE	830
4	Belt	160	160
5	Socks	100	100
6	House Track Shirt	500	550
7	House Track Pant	520	550
8	Sweat Shirt-Hoodie	998	998

GIRLS

SL.NO	ITEM	GRADE 1 TO 5	GRADE 6 TO 10
1	Shirt - White	540	600
2	3 Pleat Skirt - Coffee	750	NOT APPLICABLE
3	Box Pleat Skirt - Coffee	NOT APPLICABLE	800
4	Belt	160	160
5	Socks	100	100
6	House Track Shirt	500	550
7	House Track Pant	520	550
8	Sweat Shirt-Hoodie	998	998
9	Cycling Short	200	200

RATES FOR SHOES AY 2024-25

SHOES (PLAETO ASPIRE)		BOYS & GIRLS	
No	Type	Grade 1 to 4	Grade 5 to 10
1	VELCRO (Size: 1UK- 4UK)	1440	*
2	LACE (Size: 5UK- 12UK)	*	1530

NOTE:

1. Parents are requested to place their orders for the uniforms and remit the payment on or before 31st March 2024
2. The vendor will be able to process and deliver all orders received on or before 31st March 2024 as per the schedule planned between 15th May to 31st May 2024
3. The order can be placed through the Cool Guru (School ERP). Please remit the payment as per the order through any of the modes available on the Payment gateway such as UPID / Debit & Credit Card / Bank Transfer.
4. For your convenience and understanding, the User Manual for order booking through Cool Guru is also appended herewith.
5. Delivery of the uniforms will be done at the school campus from 15th May onwards. The grade-wise delivery schedule will be shared with you in due course.