



LTIS/ Secondary School/Cr. no/12

Date: 20/09/2021

Dear Parents,

Parents are requested to get the following list of documents without fail at the earliest. Last date for submitting the documents is 22/09/2021.

Please carry the following amount which is CBSE Board fees- **Rs 2150** in an envelope with child's name written on it.

Required documents –

1. Caste certificate (if the ward belongs to SC/ST/OBC/NT and want to submit the same)
2. Recent passport size colour photograph

The **specifications of the photograph** are

#photograph should be in coloured with school uniform

#size should be within 40kb

#photograph should have white background

should have date (date of clicking the photograph) and name of the child

#need to submit hardcopy (2 photos)

Kindly note that you need to mail the soft copy of student's passport size photograph on **ltis.ltjss@gmail.com**

Specimen picture

-----2.5 cm-----



3.5 cm

For LTIS

**Principal
Ms Ritu Kapur**