



# RAMJAS INTERNATIONAL SCHOOL

Sector IV, R. K. PURAM, NEW DELHI - 110022

Circular No.: RIS/2025/6/001

Date: 16 Jun 2025

Dear Students,

**Greetings from your Alma Mater!**

You are hereby informed to collect your Class XII CBSE Marksheet and Certificates from the School.

*Kindly carefully read the details below for collection of Certificates*

**The following testimonials are to be collected:**

1. Original CBSE Marksheet cum Passing Certificate
2. Character Certificate
3. Provisional Marksheet
4. School Leaving Certificate

**The Schedule for testimonial collection is as mentioned below:**

Class	Date	Timings
XII A	18 June 2025	8:00 AM - 10:30 AM strictly
XII B	19 June 2025	8:00 AM - 10:30 AM strictly
XII C	20 June 2025	8:00 AM - 10:30 AM strictly
XII D	21 June 2025	8:00 AM - 10:30 AM strictly

**Please Note:**

1. Student **must be** accompanied with any one of the parent
2. Student must carry their School ID Card and a pen with them.
3. Students and Parents to be dressed formally.
4. Ensure that bank details for refund of caution money have been submitted on the Google form link - <https://forms.gle/3gH9p7YLTZHDVCVxq9>
5. Username and Password to login to ERP can be collected from your Class Teacher. Please login to School ERP using the credentials and submit the feedback form. The steps to be followed are:

Login → Student Management → Teacher Feedback

**\*The above documents can only be collected subject to submission of:**

- a. caution money refund details on the Google link shared
- b. Feedback form on School ERP

Best regards

Ms. Richa Sharma

Principal