



NEELKANTH VIDYAPEETH, HYDERABAD

29th MARCH, 2025
Circular No. 002 / 2025- '26

Subject: Important: March 2025 Reporting Guidelines, Rules, and Key Reminders

Dear Parent,

Jai Swaminarayan

Wishing you and your family a very **Happy Ugadi!**

As we prepare for the new academic session, kindly follow the guidelines below for a smooth reporting process.

1. Reporting Schedule:

- **Classes 6 to 9:** 31st March, 9:00 AM – 11:00 AM
- **Classes 10 & 12:** 31st March, 2:00 PM – 4:00 PM

Note:

Late reporting will incur a fine of **₹500 per day**, to promote discipline and punctuality

Students are advised to report in full school uniform.

2. Steps for Smooth Reporting:

- **Park your vehicle** only in the designated parking area.
- **Collect NOC from Admin Office** – This is mandatory for reporting.
 - If the **1st Term Fee is unpaid**, please complete the payment first.
 - Parents who **have already paid** can show the receipt and proceed directly to hostel reporting.
- **Kindly leave the campus immediately after reporting** to:
 - Allow students to attend their classes which begin on the same day
 - Help maintain smooth flow for other parents completing the process

3. Recommendation:

- To avoid long waits, we strongly advise clearing all pending fees **online at the earliest** before reporting.
- **Note:** The last date for online fee payment was **15th March 2025**. Late payments may delay the NOC issuance process.

4. Health & Safety:

- Student should furnish reports of recent illness if any
- Advised for your ward to get vaccinated for seasonal diseases, Influenza vaccination and Chicken pox (2 doses) 3 months apart.
- Dermatologist clearance certificate is mandatory for students with previous history of skin issues.
- In special cases, it is recommended to carry a doctor's prescription and prescribed medicines.

5. Dress Code & Essentials

- Students must not forget to carry Pooja kit,
- Mandatory One pair of Traditional dress (Kurta Pyjama/Kurta Doti)
- Maintain decent haircut and clipped nails.
- Seasonal SUMMER ware & care (3/4th trousers are permitted) and care is recommended. You can check the temperature conditions in this area during summer on the internet.
- Round neck T-shirts, black colored shirts/T-shirts and torn jeans are strictly not permitted.
- Only limited quantity of dry fruits except Pista is permitted.
- ***No Couriers / Parcels shall be entertained, If sent, shall be returned back except Medicines***

6. Pocket Money:

- **Pocket money to be maintained Rs.5000. (Inventory Ledger Statement can be forwarded on parent request)**

7. Prohibited Items & Consequences:

- Any eatables (including homemade food) / snacks, Chewing Gums, Mouth Fresheners, and any other fast-food sachets are strictly prohibited;
- More than recommended items and quantity of the same are not permitted.
- ***Electronic gadgets, camera, smart phones, smart watches, pen drives, currency wallets and gold ornaments, white board and permanent markers are strictly prohibited.***
- ***Consequences for Violations***
 - Any prohibited items found will be immediately confiscated
 - Confiscated items will not be returned under any circumstances
 - ₹5,000 fine for banned electronics/valuables
 - Possible suspension for serious/repeated violations

We sincerely thank you for your trust and cooperation, and look forward to a productive academic year ahead with your continued support.

Warm regards,

Principal