



# HVM CONVENT SCHOOL

(A Senior Secondary School)

Affiliated to C.B.S.E, New Delhi (Affiliation No. 1630652 School Code 20632)

KARAMSAR COLONY, NEW SUBHASH NAGAR, BASTI JODHEWAL, LUDHIANA, PUNJAB.

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PCIR/016/2026 - 27

Date: 04.05.2026

## Circular (Reminder)

**Subject: Urgent Reminder for Clearance of Development Charges and Monthly Tuition Fee**

*Dear Parents*

This is a gentle yet urgent reminder regarding the **non-payment of development charges and monthly tuition fees** of your ward.

As the **First Periodic Test** is scheduled to commence shortly, all parents are requested to clear the pending dues **before the examination** to avoid any inconvenience or consequences for your ward.

Timely payment is essential for the smooth functioning of the school and to ensure that your child can participate in all academic activities without any disruption.

We seek your prompt attention and cooperation in this matter.

For any queries or assistance, please contact the school office.

**Principal**