

DELHI PUBLIC SCHOOL PATNA

School Office

Kashi Place, New Dak Bungalow Road, Patna

Telephone

2225118/2220118

E-Mail

info@dpspatna.com



CHANGE IN ADDRESS OR PHONE NUMBER APPLICATION

Date

APPLICANT'S PARTICULARS EXISTING IN SCHOOL RECORDS AS ON DATE

1. Name
2. Class Section Admission Number
3. Father's/Guardian's Name
4. Address
5. Phones: (R) (O)
6. Mobile: (Father) (Mother)
7. E-mail

CHANGES SOUGHT TO BE MADE

1. Please change my residential address in School's records as follows w.e.f.
2. Subsequent to the aforementioned change our telephone nos. have changed not changed.
The new phone numbers are
3. The emergency phone no. listed in our child's Almanac/I-Card has changed not changed.
The new emergency phone number is

Signature of Parent

FOR OFFICE USE ONLY

As per the request of the parents the changes as requested for have been recorded in all relevant documents/files/school records.

Authorised Signatory

Received by Principal's Office on and change recorded in student's file.

Initials Date

Received by Admn. Off./Acconts on and change recorded in the files.

Initials Date

Class Teacher intimated of the change on by

Initials Date

Transport In-Charge intimated on Change noted in Bus Records.

Initials Date