

Circular No.143/2024-25

Date: 31 Jan, 2025

**APAAR ID GENERATION AND NAME CORRECTION GUIDELINES**

Dear Parents,

We are pleased to inform that 90% of the APAAR IDs for students have been successfully generated by the school. However, on a day-to day basis, the school continues to receive requests from parents regarding either the addition of surname/middle name/ or correction in name

Parents are requested to take a note of the school's course of action:

- Name change or correction will now be incorporated only upon the submission of a valid Aadhaar card as proof of the requested modification.
- Once the APAAR ID has been generated, no further changes will be made in the student's name and school records.

We request all our parents to carefully verify the child's details and submit any necessary correction before the APAAR ID is being generated to avoid discrepancies in both school as well as CBSE records.



Asha Prabhakar  
(Principal)

Kindness, Resilience, Respect



Distribution:

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Staff (via e-mail)  
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