



# DIAMOND PUBLIC SCHOOL

SASARAM ROAD PARASIYA, KOCHAS ROHTAS BIHAR -821112  
AFFILIATED TO C.B.S.E NEW DELHI UPTO (10+2)

## Application Form for Change of Address or Contact Number

Date: .....

Student's Particulars existing in School Record as on date:

1. Name: .....
2. Class & Sec: ..... Admission No. : .....
3. Mother's Name: .....
4. Father's Name: .....
5. Present Address: .....  
.....

### Changes sought to be made in the following:

1. Present Address: .....  
.....
2. Contact No. : .....
3. Emergency Contact No. listed in the child's Almanac: .....
4. Email ID: .....

Signature of the Parent .....

### For Office Use only

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

### Authorized Signatory

Received by Principal's Office on ..... and changes recorded in Student's file.

Signature with Date

Received by Admin Off. On ..... and changes recorded in Student's file.

Signature with Date

Class Teacher intimated of the change on ..... by .....

Signature with Date

Transport I/C intimated of the change on ..... by .....

Signature with Date

Net set if ID-Card issued on .....

Signature with Date