



# ST. GREGORIOS CENTRAL SCHOOL

(Senior Secondary School affiliated to CBSE, Delhi. Code No. 930492)

Kuthirappanthi (P.O), Thazhava, Karunagappally, Kollam Dist., Kerala - 690523

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Ref: STGCS/Affiliation/DEO/001/2024

12-July-2024

To

The Secretary  
Affiliation Unit  
Central Board of Secondary Education,  
Shiksha Kendra, 2, Community Centre,  
Preet Vihar, Delhi-110092

Dear Sir / Madam

**Sub: School Code : 75448 - Request for Deadline Extension to Submit DEO Certificate for Extension of Affiliation reg.**

*Your kind attention is invited to the subject cited above.*

As part of the Affiliation Extension process, we are directed to submit a Certificate from the District Educational Officer, Kollam, Kerala and upload the same on the CBSE Affiliation Portal. We have submitted all the documents for obtaining the DEO Certificate to the DEO Office concerned. Due to some unexpected formalities, we are unable to obtain the same on time. In order to keep up with the Deadline of Affiliation Extension Process, we are uploading all the relevant documents instructed by CBSE on the Affiliation Portal except the DEO Certificate.

I, humbly therefore request you to kindly grant an extension of deadline to submit the same and promise that the DEO Certificate will be produced as soon as we get it from the DEO.

Looking forward to hearing a positive response from your end.

*Sobhana Kumari C N*  
12/ July / 24

(PRINCIPAL)

PRINCIPAL  
ST. GREGORIOS CENTRAL SCHOOL  
KUTHIRAPPANTHI, P. O.  
KARUNAGAPPALLY

