

Date:

From  
The Principal  
School Name:  
School Address:

To  
  
The Secretary  
Sewa International  
49, Deen Dayal Upadhyaya Marg  
New Delhi - 110002

Sir

This is to certify that Master/Miss. \_\_\_\_\_ (Admission no: \_\_\_\_\_) S/o or D/o \_\_\_\_\_ is a bonafide student of our school currently enrolled in Grade \_\_\_\_\_ for the academic year 2024-2025.. His/Her attendance record for the previous academic year (2023-2024) was \_\_\_\_\_% (Days Attended / Working Days).

**School UDISE Number:**

His/Her annual tuition fee for the academic year 2024-25 is as follows:

- Admission fees:
- Tuition fees:
- Library fees:
- Lab fees:
- Book fees:
- Uniform fees:
- Transportation fees:
- Miscellaneous, if any:
- Total:
- Part payment made by parent, if any:
- Balance to be paid:

If you need editable version (MS Word format) of this letter, please write to [sac-support@sewainternational.org](mailto:sac-support@sewainternational.org)

He/She is not in receipt of any other scholarship.

You can pay the fees on behalf of child to the following school account:

- **School Account Name:**
- **Account Number:**

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- **Bank Name:**
- **Bank Branch:**
- **IFSC:**

We will issue the receipt stating that the fee is paid by **Sewa International**.

**Contact person:** (to inform about the fee transfer and follow-up for receipt)

**Office Phone:**

**Email:**

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Name and Sign:

Principal (school seal)

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