

Dear Parents,

It is our constant endeavour to give our students and their parents a better experience than before. This year you can order for the books online. This means that parents need not come to school to place their order for books. You can do it in the comfort of your home and pay online.

Here is the step-wise process:

- Follow the link: <https://bit.ly/2V5QeSz>
- Enter the Student Code  
**NOTE:** The student code can be read from the Report card/ Fee Receipt. (The code is alphanumeric eg AB004, CC102)
- Details of the student appear
- 'Confirm'
- An OTP will be sent to the 'Registered Mobile Number' (as registered with school)
- Enter the OTP and click 'Submit'
- Click on 'Buy Stationery'
- The List is displayed with the entire set of books
- Choose the 'optional books' (eg. Hindi/French/Kannada) where applicable
- Click 'Proceed'
- The detailed order form is displayed
- Click 'Confirm'
- Click 'Make payment'
- Payment gateway opens
- After payment is made, you can view/print the invoice/save the screenshot.

**Please Note:**

- ✓ Orders once placed cannot be cancelled or refunded.
- ✓ You must only choose **ONE** of the language options.
- ✓ In Grade 9 and AS/A level, choose only as per the individual subject choices.

You can call Helpline Number **+91 8448440434** for any technical glitches like:

- OTP not received
- Student Code not found
- a particular grade not activated for online buying
- Payment successful, but no order confirmation received.

The link is open for placing the orders. Please place your orders early.

The books will be distributed at school from 22<sup>nd</sup> May. Confirmation of dates for book distribution will be sent later.

Thanks and Regards

Anuradha Krishnan  
Principal