

Proforma for submission of NRs & ICRs at Dy.E.O., office
MACHILIPATNAM

ONCE FAILED CANDIDATES

SSC SCHOOL CODE :

NAME OF THE SCHOOL with Address :

MANDAL :

NAME OF THE HM/PRINCIPAL :

CONTACT NO. OF HM/PRINCIPAL :

Material to be handed over by the HM/Principal at NRs receiving counter

1. COMPUTER NOMINAL ROLL (CNR)
NO. OF STUDENTS :
2. MANUAL NOMINAL ROLL (MNR)
NO. OF STUDENTS :
3. ORIGINAL CHALLAN OF FEE PAYMENT
(HEAD OF ACCOUNT – 001 Other Receipts)
Amount (No.of Students failed in less than 3 subjects_____ X Rs.110/-) :

Challan No. :

Date & Name of Treasury :

Amount (No.of Students failed in more than 3 subjects_____ X Rs.125/-) :

Challan No. :

Date & Name of Treasury :

Total amount :
4. Fee paid students list
(Names should be written in MNR serial order)
5. OMR cum ICR Sheets
(detached forms should be packed in between two cardboards and paste ANNEXURE C 2 on the top of cardboard)

No. of OMR cum ICR Sheets :
6. Electronic Nominal Roll-ENR
(to be taken print out from online)
7. Student registration forms one copy to each student
(to be taken print out from online)
NO. OF STUDENTS :
8. Covering letter of HM/Principal
9. Original Marks certificates of the students
10. Photo stat copies of Marks certificates of the students

SIGNATURE OF THE HM/PRINCIPAL