



Dear Parents,

You are no doubt aware that the Council for the Indian School Certificate Examinations has provided candidates for the Examinations, 2020 (both ICSE and ISC) to write the remaining papers from the city or town in which they are presently located. This is due to restrictions in movement and safety of the boys due to the Covid 19 crisis.

This can only be possible if an examination centre is located in the place of residence. The plan of action has to be conducted on an urgent basis. Parents of candidates from this College are expected to contact the College and request for a change of centre. To make this easier, the College has provided a format which is attached to this message. Kindly complete this immediately and send it to us on email at **mburnell2000@gmail.com**

The College shall then forward this to the Council and await their scrutiny and decision. Please ensure a prompt response.

Thanking You.

Yours faithfully,

(C. A. McFarland)

Principal

Tuesday, 02 June 2020

To  
The Principal,  
La Martiniere College,  
Lucknow.

Dear Sir,

My son \_\_\_\_\_ a candidate for the \_\_\_\_\_ (ICSE/ISC) examination  
2020 with UID No. \_\_\_\_\_ is at present residing in \_\_\_\_\_ (name of  
City).

I would be grateful if my son is permitted to write the remaining papers for his examination  
from this city. The schools affiliated to the Council, in the vicinity, which serve as  
examination centres are suggested below:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

I request that this application be forwarded through the College to the Council for an  
immediate decision.

Thanking You.

Yours faithfully,

Signature of Parent  
Name of Parent

Date: 2 June, 2020.