

NOTICE

The process of printing identity cards for all sections of the college has been initiated. Due to the pandemic a gap of two academic sessions has resulted in the need to update the photographs available in our data base.

Parents are requested to upload a passport size photograph of their son in summer uniform (**Khaki**) with a white background. Kindly ensure that the photograph is as per the sample provided in this notice.



The College ERP shall be updated with these photographs which will now appear on the pupils ERP dashboard. This will be stored in his E-Locker from where Ecopies of the identity card can be downloaded and the photograph can be edited, if required, from time to time.

Further you may review the pupil related information on the dashboard and if required certain fields can be updated such as, occupation, postal address and email address.

This is password protected and can be done through an OTP to the designated mobile number available in the college database.

The portal to accept photographs for issue of identity cards and change data if required for the academic session commencing on 04 April 2022 shall close on <u>Thursday 24, March 2022 at 5:00 p.m.</u> Kindly click on the link below to submit the photograph for pupils presently of **Preparatory to Class 11. The class to be** clicked on is that which the pupil was studying in <u>as on 01 January 2022</u>.

https://lmclko.edunify.in/fees/update_details

R. M. Jouland

(C. A. McFarland) Principal

College Notice No – **31** Date. Wednesday, 16 March 2022