

## CIRCULAR FOR PARENTS

### (Collection of Answer Scripts – grades I to IX & XI)

Dear Parent,

Greetings!

This is to inform you that parents may collect their ward's answer scripts for the recent assessments (Evaluation II, Progression Test II, and Periodic Assessment II) conducted in December 2025. Parents who wish to collect the answer scripts are requested to inform the school at least one day in advance by contacting through the details mentioned below:

SI.No.	Category	Grades I to V	Grade VI to IX & XI
1.	<b>Contact Person</b>	<b>Ms Ritu Batra</b>	<b>Ms Farhin Ziaur</b>
2.	<b>Email</b>	<a href="mailto:ritu.batra@rgs.edu.in">ritu.batra@rgs.edu.in</a>	<a href="mailto:farhin.ziaur@rgs.edu.in">farhin.ziaur@rgs.edu.in</a>
3.	<b>Contact Number</b>	<b>7099036959</b>	<b>9707475579</b>
4.	<b>Venue</b>	<b>A Block Reception</b>	<b>B Block Admission Office</b>
5.	<b>Time</b>	<b>12:00 noon – 4:00 pm</b>	<b>12:00 noon – 4:00 pm</b>

If you are unable to collect it at this time, you can pick it up during the PTM after the annual examination.

Your cooperation in adhering to the above process will help ensure smooth coordination.

Warm regards,



**Dr. Arup K Mukhopadhyay**  
**Director**

Campus: Betuchi, NH 37, Guwahati-781035  
Mob: +91 88226 07725, +91 88226 07726  
e-mail: [principal@rgs.edu.in](mailto:principal@rgs.edu.in)

