Important Notes:

1. You have received OTP for the verification of your identity, in connection with data verification of you ward *name of the student* having the School Admission Number *9999*, in your mail id *mail@mail.com*. You must download the pdf of the data verification and send the same pdf to survey@schod.co.in from your verified email mail@mail.com and the subject of the mail must be *unique number of the pdf*.
2. If there is change in existing data for which documentary evidence is required, then applicable valid document/s must be attached in the same mail in which the downloaded pdf is sent. In the body of the mail, a list of attached documents must be given.
3. You should not delete the sent mail from your sent mail folder until the data is approved or rejected. The sent mail will be considered as a proof later if there is any dispute on the data of the student.
4. Message regarding the approval or rejection of the data change will be given only through the Notification menu of the School Digital.

This must be displayed immediately after the verification of OTP, but before the generation of the pdf. The same is to be printed at the end of the pdf to be generated.