

## 1. ELIGIBILITY OF CANDIDATES

### 1. Admission of Students to a school: Transfer/Migration of Students

#### Admission: General Conditions:

- 1.1 (a) A student seeking admission to any class in 'School' will be eligible for admission to that class only if he:-
- (i) has been studying in a school recognised by or affiliated to this Board or any other recognised Board of Secondary Education in India;
  - (ii) has passed qualifying or equivalent qualifying examination making him eligible for admission to that class;
  - (iii) satisfies the requirements of age limits (minimum and maximum) as determined by the State/ U. T. Government and applicable to the place where the school is located; and
  - (iv) produces:-
    - (a) the School Leaving Certificate/transfer certificate signed by the Head of the Institution last attended and countersigned;
    - (b) document(s) in support of his having passed the qualifying or equivalent qualifying examination; and
- (b) No school or person shall, while admitting a child, collect any capitation fee and subject the child or his or her parents or guardian to any screening procedure, as stipulated in section 13(1) of THE RIGHT OF CHILDREN TO FREE AND COMPULSORY EDUCATION ACT, 2009.

Any School or person, if in contravention of the above provisions-

- (i) Receives capitation fee, shall be punishable with fine which may extend to ten times the capitation fee charged
  - (ii) Subjects a child to screening procedure, shall be punishable with fine which may extend to twenty-five thousand rupees for the first contravention and fifty thousand rupees for each subsequent contravention or as may be decided from time to time, as stipulated in section 13(2) of THE RIGHT OF CHILDREN TO FREE AND COMPULSORY EDUCATION ACT, 2009.
- (c) For the purposes of admission to elementary education, the age of a child shall be determined on the basis of the birth certificate issued in accordance with the provisions of the Births, Deaths and Marriages Registration Act, 1886 or on the basis of such other document, as may be prescribed, as stipulated in section 14(1) of THE RIGHT OF CHILDREN TO FREE AND COMPULSORY EDUCATION ACT, 2009.

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### **Explanation:-**

- (a) A person who has been studying in an institution which is not recognised by this Board or by any other recognised Board of Secondary Education or by the State/ U. T. Government of the concerned place shall not be admitted to any class or a "School" on the basis of Certificate(s) of such unrecognised institutions attended by him earlier.
- (b) 'Qualifying Examination' means an examination-the passing of which makes a student eligible for admission to a particular class; and 'equivalent examination' means an examination conducted by any recognised Board of Secondary Education/Indian University or an institution recognised by or affiliated to such Board/University and is recognised by the Board equivalent to the corresponding examination conducted by this Board or conducted by a "School" affiliated to/recognised by this Board.

- 1.2** No student migrating from a school in a foreign country other than the school affiliated to this Board, shall be eligible for admission unless an eligibility certificate in respect of such a student has been obtained from this Board. For obtaining eligibility certificate from the Board, the Principal of the School to which admission is being sought will submit to the Board full details of the case and relevant documents with his own remarks/ recommendations. The eligibility certificate will be issued by the Board only after the Board is satisfied that the course of study undergone and examination passed is equivalent to corresponding class of this Board.
- 1.3** No person who is under the sentence of rustication or is expelled from any Board/University/ School or is debarred from appearing in the examination for whatever reason by any Board/ University shall be admitted to any class in a School affiliated to this Board.
- 1.4** No student shall be admitted or promoted to any subsequent higher class in any school unless he has completed the regular course of study of the class to which he was admitted at the beginning of the academic session and has passed the examination at the end of the concerned academic session, qualifying him for promotion to the next higher class.
- 1.5** No student shall be admitted in Class XI and above in a school affiliated with the Board after 31st day of August of the year except with prior permission of the Chairman, CBSE/Competent Authority as may have been defined in the State/Union Territory Education Acts. The application for permission to grant admission after 31st August shall be routed through the Principal of the school specifying the reasons which are unavoidable. The candidate shall complete the required percentage of attendance (75%) for Class XI & XII as per Examination Bye-Laws of the Board to make him/her eligible for the examinations conducted by the Board/School. In such cases where the admission by the candidate could not be taken in a higher class by the stipulated date because of the late declaration of result by the Board in respect of the examinations conducted by the Board such permission would not be required, provided the candidate applied for admission within a fortnight of the declaration of the result.



- 1.6** No child shall be subjected to physical punishment or mental harassment. Whoever contravenes the provisions of Sub-Section (1) shall be liable to disciplinary action under the service rules applicable to such person, as stipulated in sections 17(1) & (2) of THE RIGHT OF CHILDREN TO FREE AND COMPULSORY EDUCATION ACT, 2009.

## **2. Admission to Class XI**

- 2.1** Admission to class XI in a school shall be open only to such a student who has:

- (a) Obtained minimum Grade D in at least five subjects of external examination as per the Scheme of Studies and a Qualifying Certificate at the Secondary School(Class X) Examination conducted by this Board/Senior Secondary School affiliated to this Board.
- (b) Has passed an equivalent examination conducted by any other recognised Board of Secondary Education/Indian University and recognised by this Board as equivalent to its secondary school examination; and

Notwithstanding anything contained in the rules above, Chairman shall have the powers to permit admission in Class XI in respect of such students who have opted for not appearing for the Secondary School examination conducted by the Board but changing school after passing the Secondary School examination conducted by a Senior Secondary school affiliated to the Board on grounds of shifting of family from one place to another, transfer of parent(s), for better academic performance or on medical grounds etc. to avoid undue hardship to the candidate(s).

## **3. Admission to Class XII:**

- (i) As the syllabus prescribed at Senior level is of two years integrated course, no admission shall be taken in class XII directly. Provided further that admission to Class XII in a school shall be open only to such a student who:
  - (a) has completed a regular course of study for Class XI and has passed class XI examination from an institution affiliated to this Board;
  - (b) has completed a regular course of study of Class XI and has passed class XI examination from an institution affiliated to this Board and migrating from one city/ State to another only on the transfer of the parent(s) or shifting of their families from one place to another, after procuring from the student the mark sheet and the Transfer Certificate duly countersigned by the Board; and
  - (c) has completed a regular course of study for class XI and has passed class XI examination from a institution recognised by / affiliated to any recognised Board in India can be admitted to a school affiliated to this Board only on the transfer of the parent(s) or shifting of their families from one place to another, after procuring from the student the mark sheet and the Transfer Certificate duly countersigned by the Educational Authorities of the Board concerned.



**Notwithstanding anything contained in the rules above, Chairman shall have the powers to allow change of school for better academic performance, medical reason etc. to avoid undue hardship to the candidate(s).**

In case of all such admissions the schools would obtain post facto approval of the Board within one month of admission of the student.

4. Notwithstanding anything contained in paras 1 to 5 of this Byelaws, the admission of students passing qualifying examination from an examination body outside India shall be regulated according to the provisions contained in clause 1.2 of this chapter; provided that the condition of completing regular course of study for class XI is satisfied in cases of admission to Class XII.

**5. Admission Procedure**

- (a) Admission register in the form prescribed by the State Government concerned/Kendriya Vidyalaya Sangathan/Navodaya Vidyalaya Samiti as the case may be, shall be maintained by the "School" where the name of every student joining "the School" shall be entered.
- (b) Successive numbers must be allotted to students on their admission and each student should retain this number throughout the whole of his career in the school. A student returning to the school after absence of any duration shall resume admission on his original number.
- (c) If a student applying for admission to a school has attended any other school, an authenticated copy of Transfer Certificate in the format given in the Examination Bye-Laws from his last school must be produced before his name can be entered in the admission Register.
- (d) In no case shall a student be admitted into a class higher than that for which he is entitled according to the Transfer Certificate.
- (e) A student shall not be allowed to migrate from one "School" to another during the session after his name has been sent up for the **Senior School Certificate(Class XII) Examinations** conducted by the Board. This condition may be waived only in special circumstances by the Chairman.
- (f) A student leaving his school at the end of a session or who is permitted by the school during the session shall on a payment of all dues, receive an authenticated copy of the Transfer Certificate up-to-date. A duplicate copy may be issued if the Head of the institution is satisfied that the original is lost but it shall always be so marked.
- (g) In case a student from an institution not affiliated to the Board seeks admission in a school affiliated to the Board, such a student shall produce a transfer certificate duly countersigned by an authority as indicated in the format given in Examination Bye-Laws.
- (h) If the statement made by the parent or guardian of a student or by the student himself/



herself, if he/she was major at the time of his/her admission to a school, is found to contain any wilful misrepresentation of facts regarding the student's career, the head of the institution may punish him/her as per provision of the Education Act of the State/ Union Territory or Kendriya Vidyalaya Sangathan/Navodaya Vidyalaya Samiti Rules, as the case may be, respectively and report the matter to the Board.

## **6. Admission to Examinations**

### **General**

Notwithstanding anything contained in these Byelaws, no candidate who has been expelled or is under the punishment of rustication or is debarred for appearing in or taking an examination for any reason whatsoever, shall be admitted to the All India/Delhi Senior School Certificate Examinations conducted by the Board

### **All India/Delhi Senior School Certificate Examinations:**

## **7. Academic Qualification for Undertaking Examinations:**

7.1 A candidate for All India/Delhi Senior School Certificate Examination should have obtained/ passed the following at least two years earlier than the year in which he/she would take Senior School Certificate Examination (Class XII) of the Board :

- (a) (i) obtained minimum Grade D in at least five subjects of external examination and a Qualifying Certificate at the Secondary School Examination(Class X) conducted by the Board , or
- (ii) obtained minimum Grade D in the Scholastic areas as well as satisfactory Grades in Co-Scholastic areas under the Continuous and Comprehensive Evaluation scheme in the Secondary School examination conducted by the school affiliated to the Board upto Senior Secondary level and Certificate of School -,Based Assessment duly signed by the Board or
- (iii) has passed an equivalent examination conducted by any other recognised Board/ University.
- (iv) has passed Class XI examination from an institution affiliated to this Board or an insitution recognized by / affiliated to any recognized Board in India atleast one year earlier than the year in which he would take Senior School Certificate Examination of the Board.

## **8. Admission to Examinations: Regular Candidates**

All India/Delhi Senior School Certificate Examination will be open to such regular candidates who have submitted their duly completed application for admission to the concerned examination, and/or his name in the manner prescribed by the Board, along with the prescribed fee forwarded to the Controller of Examinations by the Head of the Institution/School with the following duly certified by such head:-



- (a) that he possesses the academic qualifications as laid down in Examination Bye-Laws;
  - (b) that he has not passed equivalent or higher examination from this Board or equivalent or higher examination of any other Board or University;
  - (c) that he is on the active rolls of the School;
  - (d) that he has completed a “regular Course of study” as defined and detailed in Examination Bye-Laws in a school in the subjects in which he would appear in the Examination;
  - (e) that he bears a good moral character and is of good conduct; and
  - (f) that he satisfies all other provisions applicable to him/her, of the Examination Bye-Laws and any other provision made by the Board by governing admission to the examination concerned, if any.
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- (a) It is mandatory upon a school affiliated to the Board to follow the Examination Bye Laws of the Board in toto.
  - (b) No affiliated school shall endeavor to present the candidates who are not on its roll nor will it present the candidates of its unaffiliated branch/schools to any of the Board’s Examinations.
  - (c) If the Board has reasons to believe that an affiliated school is not following the sub-section (i) and (ii) of this section, the Board will resort to penalties as deemed fit.

#### **10. A Regular Course of Study**

- (a) The expression “a regular course of study” referred to in the Bye-Law means at least 75% of attendance in the classes held counted from the day of commencing teaching of Class XI/ XII, as the case may be, upto the 1st of the Month preceding the month in which the examination of the School / Board commences. Candidates taking up a subject(s) involving practicals shall also be required to have put in at least 75% of the total attendance for practical work in the subject in the laboratory. Heads of institutions shall not allow a candidate who has offered subject(s) involving practicals to take the practical examination(s) unless the candidates fulfil the attendance requirements as given in this Rule.
- (b) The candidates who had failed in the same examination in the preceding year and who has rejoined Class XI/XII shall be required to put in 75% of attendance calculated on the possible attendance from the 1st of the month following the publication of the results of that examination by the School/Board upto the 1st of the month preceding the month in which the examination of the School / Board commences.
- (c) In the case of migration from other institutions, attendance at the institution/school recognised by the Education Department of the State/Union Territory from which the candidate migrates will be taken into account in calculating the required percentage of attendance.



## **11. Requirement of Attendance in Subjects of Internal Assessment**

- (a) No student from a School affiliated to the Board shall be eligible to take the Senior School Certificate Examination conducted by the Board unless he has completed 75% of attendance counted from the opening of class XII upto the first of the month preceding the month in which the examination commences in the internal assessment.
- (b) No student from a School affiliated to the Board shall be eligible to take the Senior School Certificate Examination conducted by the Board unless he has completed 60% of attendance in respect of students participating in Sports at National level organized by recognized Federations/CBSE/SGFI counted from the opening of class XII upto the first of the month preceding the month in which the examination commences in the subjects of internal assessment. Also no student from a School affiliated to the Board shall be eligible to take the Class XI Examination conducted by the School unless he has completed 60% of attendance in respect of students participating in Sports at National level organized by recognized Federations/CBSE/SGFI in the subjects of internal assessment.
- (c) Exemption from W.E/Art Education/P & H E may be granted to a candidate on medical grounds in respect of Senior School candidates appearing for the Senior School Certificate Examination conducted by the Board provided the application is supported by a certificate given by a registered medical officer of the rank not below that of Assistant Surgeon and forwarded by the Head of the School with his recommendations.
- (d) The Chairman shall have the powers to condone shortage of attendances in subjects of internal assessment in respect of Senior School candidates appearing for the Senior School Certificate Examination conducted by the Board.

## **12. Rules for Condonation of shortage of Attendance**

- (a) If a candidate's attendance falls short of the prescribed percentage, in case of students appearing for the Secondary and Senior School Certificate Examinations conducted by the Board, the Head of the School may submit his name to the Board provisionally. If the candidate is still short of the required percentage of attendance within three weeks of the commencement of examination, the Head of the Institution shall report the case to the Regional Officer concerned immediately. If in the opinion of the Head of the Institution, the candidate deserves special consideration, he may submit his recommendation to the Regional Officer concerned not later than three weeks before the commencement of the examination for condonation of shortage in attendances by the Chairman, CBSE who may issue orders as he may deem proper. The Head of the school in his letter requesting for condonation of shortage in attendance, should give the maximum possible attendance by a student counted from the day of commencing teaching of Classes X/XII(beginning of the session) upto the 1st of the month preceding the month in which the examination of the Board commences, attendance by the candidate in question during the aforesaid period and the percentage of attendance by such a candidate during the aforesaid period.



- (b) Shortage up to 15% only may be condoned by the Chairman in respect of those students appearing for the Senior School Certificate Examination conducted by the Board. Cases of candidates with attendance below 60% class XII, appearing for the Board's examinations, shall be considered for condonation of shortage of attendance by the Chairman only in exceptional circumstances created on medical grounds, such as candidate suffering from serious diseases like cancer, AIDS, TB or similar serious diseases requiring long period of hospitalization.
- (c) The Principal shall refer a case of shortage within the above prescribed limit of condonation to the Board, either with the recommendations or with valid reasons for not recommending the case.
- (d) The following may be considered valid reasons for recommending the cases of the candidates with attendance less than the prescribed percentage:
  - (i) prolonged illness;
  - (ii) loss of Father/Mother or some other such incident leading to his absence from the school and meriting special considerations;
  - (iii) any other reason of similar serious nature; and
  - (iv) authorised participation in sponsored tournaments and Sports Meets of not less than inter school level and NCC/NSS Camps including the days of journeys for such participation shall be counted as full attendance.
  - (v) authorised participation in Sports at National level organised by recognized Federation/CBSE/SGFI.

### **13. Detaining of Eligible Candidates**

In no case the Heads of affiliated schools shall detain eligible candidates from appearing at the examination of the Board.

### **14. Private Candidates**

Definition. Refer Examination Bye-Laws.

### **15. Persons eligible to appear as 'Private Candidates' at Delhi Senior School Certificate (Class XII) Examination:**

- a) candidates who had failed to qualify at the Delhi Secondary School Examination of the Board;
- b) teachers serving in education institutions affiliated to the Board; and
- c) (i) Women candidates who are bonafide residents of the National Capital Territory of Delhi and satisfy the following additional conditions:-



- (a) that they have privately pursued the prescribed course of study under proper guidance; and
- (b) that they unable to join a Secodary School affiliated to the Board or there are such other reasons compelling them to appear at the examinations as a private candidate.
- (c) A girl student who has left an institution at a stage earlier than or in Class IX shall not be permitted to appear at the examination as a private candidate in a year earlier than in which she would have appeared, had she continued her studies in a recognised institution upto Secondary Examination.
- (d) Physically handicapped students on producing reasonable evidence of having difficulty to attend normal institutions in the subjects not involving practical training/examination.
- (d) Regular candidate(s) of the previous year who have completed regular course of Studies and have been allotted roll no. for appearing at the examination but could not appear at the Annual Examination due to medical reasons except short age of attendance as laid down in the examination bye laws will also be eligible to reappear at a subsequent examination as a private candidate in the syllabus and text books as prescribed for the examination of the year in which he will reappear.

**16. Persons eligible to appear as 'Private Candidates' at All India Senior School Examination**

- (a) A candidate who had failed at the All India Senior School Certificate Examination of the Board will be eligible to reappear at a subsequent examination as a private candidate in the syllabus and text books as prescribed for the examination of the year in which he will reappear.
- (b) Teachers serving in educational institutions affiliated to the Board.
- (c) Regular candidates (s) of the previous year who have completed regular course of studies and have been allotted Roll No. for appearing at the examination but could not appear at the Annual Examination due to medical reasons except shortage of attendance as laid down in the Examination Bye laws will also be eligible to reappear at a subsequent examination as a private candidate.

**17. Procedures for submission of Applications of Private Candidates at All India/Delhi Senior School Examination**

- (i) A private candidate must submit to the Regional Officer of the Board within the prescribed limit an application in the form prescribed together with the prescribed fee for the examination and three copies of passport size photographs duly signed by the candidate and counter signed in the case of teacher by the authorities mentioned in Rule 1.18 (ii) (a) or 1.19 (ii) and in case of others a member of the Governing Body of the Board or Head



of a School affiliated to the Board.

- (ii) If the application of a private candidate is received after the prescribed date, he shall pay late fee as prescribed.
- (iii) When a private candidate's application for admission to the examination is rejected, the examination fee including late fee if any, paid by him less Rs. 10/- or the amount as decided by the Chairman from time to time, will be refunded to him, provided that in the case of candidates whose applications have been rejected on account of the candidate's producing a false certificate or making a false statement in the application, the full amount of fee shall be forfeited.
- (iv) Private candidates shall not be allowed to offer for their examination, a subject (even if the subject is recognised for the examination) which is not being taught in an affiliated school.
- (v) Private candidates shall not be allowed to offer such subjects for the examinations which involve practical work except in case of candidates who had failed earlier and who had put in a regular course of study at an institution affiliated to the Board in the previous academic year. However, notwithstanding this condition, female candidates, may offer Home Science with practical.
- (vi) Those regular candidates who have failed to obtain promotion to class XII of the school affiliated to the Board or any other recognised Board shall not be admitted to the Senior School Certificate Examination of the Board as private candidates.
- (vii) Every year, in the beginning of the session, the Heads of School shall send to the Regional Officer concerned, a list of female and handicapped students who have been detained in Class XI containing student's name, date of birth, the name of his father or guardian and the place of residence.

#### **18. Rules for Change in Subject**

- (i) Change of subject(s) in class XI may be allowed by the Head of the School but not later than 31st of October of that academic session.
- (ii) No candidate shall be permitted to change his subject of study after passing Class XI.
- (iii) The candidate shall not offer a subject in Class XII which he has not studied and passed in Class XI.
- (iv) Notwithstanding anything contained in the rule 26 (ii) & (iii) Chairman shall have the powers to allow a change in subject(s) to avoid undue hardship to the candidate provided such a request for change is made before 30th September.

#### **19. Submission of Migration Certificate by Private/Teacher Candidates for All India/Delhi Senior School Certificate Examination.**

The candidates who have passed the Secondary or equivalent examination from other recognised Board/University shall be required to submit Migration Certificate from the concerned Board/University along with the examination form. However, in case a Migration Certificate is not received fifteen days before the commencement of the examination, the candidature of the candidate shall be cancelled and the admit card for appearance at the examination shall not be issued to him by the Board.



## 2. SCHEME OF EXAMINATIONS AND PASS CRITERIA

### 2.1 General Conditions

- (i) The Scheme of Examinations and Pass Criteria for All India/Delhi Senior School Certificate Examination conducted by the Board, shall be as laid down from time to time.
- (ii) Class XI examination shall be conducted by the schools themselves.
- (iii) The Board will conduct the external examinations at the end of Class XII.
- (iv) Class XII examination will be based on the syllabi as prescribed by the Board for Class XII from time to time.
- (v) Number of papers, duration of examination and marks for each subject/paper will be as specified in the curriculum for the year.
- (vi) The examination would be conducted in theory as well as in practicals, depending upon the nature of the subject(s) and the marks/grades allotted shall be as prescribed in the curriculum.
- (vii) Marks/grades shall be awarded for individual subjects and the aggregate marks shall not be given.

### 2.2 Grading

- (i)(a) Assessment of theory/practical papers in external subjects shall be in numerical scores. In addition to numerical scores, the Board shall indicate grades in the marks sheets issued to the candidates in case of subjects of external examinations. In case of internal assessment subjects, only grades shall be shown.
- (ii) Letter grades on a nine-point scale shall be used.
- (iii) The grades shall be derived from scores in case of subjects of external examination. In case of subjects of internal assessment, they shall be awarded by the schools.
- (iv) The qualifying marks in each subject of external examination shall be 33% at Senior School Certificate Examination. However, at Senior School Certificate Examination, in a subject involving practical work, a candidate must obtain 33% marks in the theory and 33% marks in the practical separately in addition to 33% marks in aggregate, in order to qualify in that subject.
- v)(a) For awarding the grades for the Senior Secondary Examination, the Board shall put all the passed students in a rank order and will award grades as follows:
  - A-1 Top 1/8th of the passed candidates
  - A-2 Next 1/8th of the passed candidates
  - B-1 Next 1/8th of the passed candidates
  - B-2 Next 1/8th of the passed candidates
  - C-1 Next 1/8th of the passed candidates
  - C-2 Next 1/8th of the passed candidates



- D-1      Next 1/8th of the passed candidates
- D-2      Next 1/8th of the passed candidates
- E        Failed candidates

#### **NOTES:**

- (a) Minor variation in proportion of candidates to adjust ties will be made.
- (b) In case of a tie, all the students getting the same score, will get the same grade. If the number of students at a score point need to be divided into two segments, the smaller segment will go with the larger.
- (c) Method of grading will be used in subjects where the number of candidates who have passed is more than 500.
- (d) In respect of subjects where total number of candidates passing in a subject is less than 500, the grading would be adopted on the pattern of grading and distribution in other similar subjects.

### **2.3 Merit Certificates**

- (a) The Board will award Merit Certificates in each subject to the top 0.1% of candidates passing that subject, provided that they have passed the examination as per the pass criteria of the Board at the Senior School Certificate Examination.
- (b) The number of merit certificates in a subject will be determined by rounding off the number of candidates passing the subject to the nearest multiple of thousand. If the number of candidates passing a subject is less than 500, no merit certificate will be issued.
- (c) In the matter of a tie, if one student gets a merit certificate, all candidates getting that score will get the merit certificate.

### **2.4 Scheme of Examination (Senior School Certificate Examination)**

- (a) The Board shall conduct examination in all subjects except General Studies, Work Experience, Physical and Health Education, which will be assessed internally by the schools.
- (b) In all subjects examined by the Board, a student will be given one paper each carrying 100 marks for 3 hours. However, in subjects requiring practical examination, there will be a theory paper and practical examinations as required in the syllabi and courses.
- (c) In Work Experience, General Studies and Physical and Health Education, the School will maintain cumulative records of student's periodical achievements and progress during the year. These records are subject to the scrutiny of the Board as and when deemed fit.
- (d) A candidate from a recognised school who has some physical deformity or is otherwise unable to take part in Work Experience and Physical and Health Education, may be granted exemption by the Chairman on the recommendation of the Head of the institution.



supported by the medical certificate from a Medical Officer of the rank not below an Assistant Surgeon.

- (e) Private/Patrachar Vidyalaya and candidates sponsored by Adult School shall be exempted from Work Experience, General Studies and Physical and Health Education.
- (f) A candidate may offer an additional subject which can be either a language at elective level or another elective subject as prescribed in the Scheme of Studies, subject to the conditions laid down in the Pass Criteria.

## **2.5 Pass Criteria (Senior School Certificate Examination)**

- (a) A candidate will be eligible to get the pass certificate of the Board, if he/she gets a grade higher than E in all subjects of internal assessment unless he/she is exempted. Failing this, result of the external examination will be withheld but not for a period of more than one year.
- (b) In order to be declared as having passed the examination, a candidate shall obtain a grade higher than E (i.e. at least 33% marks) in all the five subjects of external examination in the main or at the end of the compartmental examination. The pass marks in each subject of external examination shall be 33%. In case of a subject involving practical work a candidate must obtain 33% marks in theory and 33% marks in practical separately in addition to 33% marks in aggregate in order to qualify in that subject.
- (c) No overall division/distinction/aggregate shall be awarded.
- (d) In respect of a candidate offering an additional subject, the following norms shall be applied:
  - (i) A language offered as an additional subject may replace a language in the event of a candidate failing in the same provided after replacement the candidate has English/Hindi as one of the languages.
  - (ii) An elective subject offered as an additional subject may replace one of the elective subjects offered by the candidate. It may also replace a language provided after replacement the candidate has English/Hindi as one of the languages.
  - (iii) Additional language offered at elective level may replace an elective subject provided after replacement, the number of languages offered shall not exceed two.
- (e) Candidates exempted from one or more subjects of internal examination shall be eligible for appearing in external examination and result shall be declared subject to fulfilment of other conditions laid down in the Pass Criteria.
- (f) In order to be declared as having passed the Class XI Examination a candidate shall obtain 33% marks in all the subjects. The pass marks in each subject of examination shall be 33%. In case of subject involving practical work a candidate must obtain 33% marks in theory and 33% in practical separately in addition to 33% marks in aggregate in order to qualify in that subject.



## **2.6 Eligibility for Compartment in Senior School Certificate Examination**

A candidate failing in one of the five subjects of external examination shall be placed in compartment in that subject provided he/she qualifies in all the subjects of internal assessment.

## **2.7 Compartment Examination for Senior School Certificate Examination**

- (a) A candidate placed in compartment at the Senior School Certificate Examination may reappear at the compartmental examination to be held in July the same year, may avail himself/herself of Second Chance in March/April and Third Chance in July of next year. Further he/she may avail himself/herself of Fourth Chance in March/April and Fifth Chance in July of the subsequent next year. The candidate will be declared 'PASS' provided he/she qualifies the compartmental subjects in which he/she had failed. Syllabi and Courses shall be the same as applicable for the candidates of full subjects appearing at the examination in the year concerned.
- (b) A candidate who fails to appear or fails at one or all the chances of compartment at the Senior School Certificate Examination shall be treated to have failed in the examination and shall be required to reappear in all the subjects at the subsequent annual examination of the Board as per syllabi and courses laid down for the examination concerned in order to pass the examination. The candidates' practical marks/internal assessment marks obtained in the Main examination will be carried over till the fifth chance compartmental examination. The candidate shall have the option to appear at the practical examination in the subjects involving practical or retain their previous marks in one more annual examination after the Fifth Chance Compartment.
- (c) A candidate placed in compartment shall be allowed to appear at the subsequent five chances of Compartment only in those subjects in which he/she has been placed in compartment.
- (d) For subjects involving practical work, in case the candidate has passed in practical at the main examination he/she shall appear only in theory part and previous practical marks will be carried forward and accounted for. In case a candidate has not qualified/failed in practical/internal assessment he/she shall have to appear in theory and practical/internal assessment both irrespective of the fact that s/he has already qualified/cleared the theory examination.

## **2.8 Retention of Practical Marks in Respect of Failure candidates for Senior School Certificate Examinations**

- (a) A candidate who has failed at the Senior School Certificate Examination in the first attempt shall be required to re-appear in all the subjects at the subsequent annual examination of the Board. He/she shall appear only in theory part and his/her previous practical marks will be carried forward and accounted for if he/she has passed in practical. In case a candidate has failed in practical he/she shall have to appear in theory and practical both. If he/she fails to pass the examination in three consecutive years, after the first attempt, he/she shall have to reappear in all the subjects including practical.



## **2.9 Additional Subject(s)**

- (a) A candidate who has passed the Senior School Certificate Examination of the Board may offer an additional subject as a private candidate provided the additional subject is provided in the Scheme of Studies and is offered within six years of passing the examination of the Board. No exemption from time limit will be given after six years. Facility to appear in additional subject will be available at the annual examination only.
- (b) However, candidates appearing in six subjects at the Senior School Certificate Examination having been declared 'Pass' by virtue of securing pass marks in five subjects as per Rule 40.1(iv) may appear in the failing subject at the Compartment Examination to be held in July the same year.

## **2.10 Improvement of performance - Senior School Certificate Examination**

- (a) A candidate who has passed an examination of the Board may reappear for improvement of performance in one or more subjects in the succeeding year only; however, a candidate who has passed an examination of the Board under Vocational Scheme may reappear for improvement of performance in the main examination in the succeeding year or the following year provided they have not pursued higher studies in the mean time. They will appear as private candidates. Those reappearing for the whole examination may, however, appear as regular candidates also if admitted by the school as regular students. The candidate (s) appearing for improvement of performance can appear in the subject (s) only **in which they have appeared for the Examination.**
- (b) For subjects involving practical work, in case the candidate has passed in practical at the main examination, he/she shall be allowed to appear in theory part only and marks in practical obtained at the main examination shall be carried forward and accounted for. In case a candidate has failed in practical, he/she shall have to appear in theory and practical both irrespective of the fact that he/she has already cleared the theory examination.
- (c) Candidates who appear for improvement of performance will be issued only Statement of Marks reflecting the marks of the improvement examination.
- (d) A candidate appearing for Improvement of Performance in one or more subjects can not appear for additional subject simultaneously.

### **Examination Bye-Laws**

Rest of conditions for appearing in the examination shall be as laid down in the Examination bye laws of the Board from time to time.



### 3. SCHEME OF STUDIES

#### 3.1 Academic Stream

*The learning areas will include:*

#### **I&II Two Languages (Core/Elective) out of**

Hindi, English, Assamese, Bengali, Gujarati, Kashmiri, Kannada, Marathi, Malayalam, Manipuri, Oriya, Punjabi, Sindhi, Tamil, Telugu, Urdu, Sanskrit, Arabic, Persian, Limboo, Lepcha, Bhutia, Mizo, Tangkhul, Bodo, Nepali, Tibetan, French, German, Portuguese, Russian and Spanish.

- Notes:**
1. Out of the languages, one shall be English or Hindi, both English and Hindi can also be offered simultaneously.
  2. The languages may be offered either at Core/Elective level. The same language, however cannot be offered both at the Core level and Elective level.
  3. A candidate has the freedom to offer, in lieu of one of the two languages above, any other elective subject provided under III below.

**Note:** English can be offered at any of the three levels given below:

1. English Core
2. English Elective
3. Functional English

#### **III to V. Three Electives out of the following:**

Mathematics, Physics, Chemistry, Biology, Biotechnology, Engineering Graphics, Economics, Political Science, History, Geography, Business Studies, Accountancy, Home Science, Fine Arts, Agriculture, Computer Science/Informatics Practices, Multimedia and Web Technology, Sociology, Psychology, Philosophy, Physical Education, Music and Dance, Entrepreneurship, Fashion Studies, Creative Writing and Translation Studies, Heritage Crafts, Graphic Design and Mass Media Studies. (In this regard please also refer to notes under 3.2.1. and 3.2.2 below).

- Note:** 1. The candidate shall opt either for Computer Science or Informatics Practices. However along with either of this, they can opt for Multimedia and Web technology. Thus, a Candidate can opt for maximum of two IT based Courses.

#### **VI. General Studies**

#### **VII. Work Experience**

#### **VIII. Physical and Health Education**



***Additional Subject:***

A candidate can also offer an additional elective which may either be a language at elective level (out of those mentioned above) or, any other elective subject. In this respect please also refer to clause 2.5 (iv) under chapter 2.

While transacting the Curriculum due emphasis should be laid on National Identity and Value Education. Schools are expected to draw their own programmes in this area in accordance with the guidelines contained in the brochure 'National Integration through Schools' published by the Board, Likewise, programmes in General Studies, Work Experience and Physical and Health Education be planned in accordance with the guidelines brought out by the Board.

**3.2 List of Vocational Subjects**

Sl. No.	Name of the Course	Subject Code
1.	Office Secretaryship	
	a Office Practice and Secretaryship	604
	b Secretariat Practice & Accounting	605
	c Office Communication	606
2.	Stenography & Computer Application	
	a Typewriting (English)	607
	b Stenography (English)	608
	c Typewriting (Hindi)	609
	d Stenography (Hindi)	610
3.	Accountancy and Auditing	
	a Financial Accounting	611
	b Elements of Cost Accountancy & Auditing	612
	Additional Subject Optional	
	1. Store Accounting	
	2. Typewriting	
4.	Marketing and Salesmanship	
	a Marketing	613
	b Salesmanship	614
	c Consumer Behaviour and Protection	615



5.	Banking	
	a Cash Management and House Keeping	619
	b Lending Operations	620
	c Management of Bank Office	621
6.	Electrical Technology	
	a Engineering Science	622
	b Electrical Machines	623
	c Electrical Appliances	624
	Additional Subject Optional	
	1. Applied Physics	625
	2. Mechanical Engineering	626
7.	Automobile Technology	
	a Auto Engineering	627
	b Auto Shop Repair and Practice	628
	Additional Subject Optional	
	1. Applied Physics	625
	2. Civil Engineering	629
8.	Structure and Fabrication Technology	
	a Fabrication Technology - II	630
	b Fabrication Technology - III	631
	Additional Subject Optional	
	1. Applied Physics	625
	2. Civil Engineering	629
9.	Air Conditioning and Refrigeration Technology	
	a Air Conditioning and Refrigeration - III	632
	b Air Conditioning and Refrigeration - IV	633
	Additional Subject Optional	
	1. Applied Physics	625
	2. Civil Engineering	629



10.	Electronics Technology	
	A Electronic Devices and Circuits	634
	B Radio Engineering and Audio Systems	635
	C Television and Video Systems	636
	Additional Subject Optional	
	1. Electrical Engineering	637
	2. Civil Engineering	629
11.	Dairying	
	A Milk and Milk Products	639
	B Milk Production, Transport and Milk Cooperatives	640
	C Dairy Plant Instrumentation	641
12.	Horticulture	
	A Vegetable Culture	642
	B Floriculture	643
	C Post Harvest Technology and Preservation	644
13.	Health Care and Beauty Culture	
	A Beauty Therapy and Hair Designing - II	654
	B Cosmetic Chemistry	655
	C Yoga Anatomy and Physiology	656
14.	Ophthalmic Techniques	
	A Biology (Ophthalmic)	657
	B Optics	658
	C Ophthalmic Techniques	659
15.	Medical Laboratory Technology	
	A Laboratory Machine (Clinical Pathology, Hematology & Histopathology)	660
	B Clinical Biochemistry	661
	C Microbiology	662



16.	Auxiliary Nursing & Midwifery	
	A Fundamentals of Nursing II	663
	B Community Nursing II	664
	C Maternity & Child Health Nursing II	665
17.	X-Ray Technician	
	a Radiation Physics	666
	b Radiography I (General)	667
	c Radiography II (Special investigation, imaging and Radiography)	668
18.	Food Service & Management	
	a Advanced Food Preparation	675
	b Meal Planning & Service	676
	c Establishment & Management of Food Service Unit	677
19.	Fashion Design & Clothing Construction	
	a Textile Science	684
	b Designing & Pattern Making	685
	c Clothing Construction	686
20.	Textile Design Dyeing & Printing	
	a Textile Science	684
	b Basic Design	687
	c Dyeing & Printing	688
21.	Hotel Management and Catering Technology	
	a Food Preparation-II	690
	b Accommodation Services	691
	c Food & Beverage Service-II	692
22.	Tourism and Travel	
	a India -The Tourist Destination	693
	b Travel Trade Management	694
	c Tourism Management and Man-Power Planning	695



23.	Bakery and Confectionery	
	a. Food Service & Hygiene	696
	b. Bakery Science	697
	c. Confectionery	698
24.	IT Application	
	a. I T System	699
	b. Business Data Processing	700
	c. DTP, CAD and Multimedia	701
25.	-Library Management	
	a. Library Admn. & Management	702
	b. Classification and Cataloguing	703
	c. Reference Service	704
26.	Life Insurance	
	a. Principles Practice of Life Insurance	705
	b. Computer & Life Insurance Administration	706
27.	Transportation System & Management	712
28.	Poultry Farming	
	a. Poultry Nutrition & Physiology	716
	b. Poultry Products Technology	717
	c. Poultry Diseases & their control	718
29.	FINANCIAL MARKET MANAGEMENT	
	a. Accounting for Business - 1	Class XI
	b. Introduction to Financial Market - 1	Class XI
	c. Computer Applications in Financial Markets	Class XI
	d. Accounting for Business - 2	Class XII
	e. Introduction to Financial Markets - 2	Class XII
	f. Business Process Outsourcing Skills	Class XII