



CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Union Ministry

of Human Resource Development Govt. of India)

SHIKSHA KENDRA, 2, COMMUNITY CENTRE,

PREET VIHAR, DELHI - 110 301

COORD/2009

08.10. 2009

All the Heads of the Schools
affiliated to the Board

Subject: Requirement of 75% of attendance in Classes X/XII

Sir/Madam,

You are aware that as per the Examination Bye-laws of the Board, it is essential for every student to complete the required percentage of attendances and the rules of the Examination Bye-laws in this regard are as under:

Rule 13.1(i) : The expression " a regular course of study" referred to in these Bye-laws means atleast 75% of attendance in the Classes held counted from the day of commencing teaching Classes IX/X/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 candidate fulfils the attendance requirements as given in this Rule.

Rule 13.1 (i) (a) : The expression " a regular course of study" referred to in these Bye Laws means atleast 60% of attendance in respect of students participating in Sports at National level organized by recognized Federations/CBSE/SGFI, the Classes held counted from the day of commencing teaching Classes IX/X/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 60% 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 candidate fulfills the attendance requirements as given in this Rule.

Rule 13.2(i): No student from a School affiliated to the Board shall be eligible to take the examination unless he has completed 75% of attendance counted from the opening of class IX/X/XI/XII upto the first of the month preceding the month in which the examination commences in the subjects of internal assessment.

Rule 13.2(i) (a): No student from a School affiliated to the Board shall be eligible to take the examination 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 IX/X/XI/XII upto the first of the month preceding the month in which the examination commences in the subjects of internal assessment.

Rule 14(ii) of the Examination Bye-laws allow for condonation of shortage of attendance upto 15% only to be condoned by the Chairman and the Rule is as under:

“Shortage up to 15% only may be condoned by the Chairman. Cases of candidates with attendance below 60% in class X or class XII, as the case may be, 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.”

Regular course of study implies that the students have to be physically present in the school and they attend the classes for the full duration on the dates they are physically present.

In order to ensure that the students of Classes IX/X/XI/XII marked present and those students registered for Class IX and those sponsored for the Class X & XII examinations are physically present in the school, Board may conduct surprise inspections.

The Board, time and again, has been bringing to the notice of the schools to adhere to the rules contained in the Examination Bye-laws and also

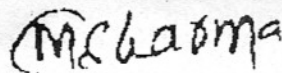
requests all the Heads of the Schools to bring the above essential rules of completion of attendances to the notice of all the candidates whose names have been sponsored by the school for the Board's examinations- 2010, and their parents, either verbally or in writing, especially those candidates who have not attended/are not attending the school regularly for various different reasons whatsoever may be.

It may also be brought to their notice that shortage in attendances will be condoned only as per Rule 14 of the Examination Bye-laws, to avoid any hardship to the students/parents immediately before the commencement of the examinations. It may also be brought to their notice that in case of shortage of attendance without valid reasons, they would not be permitted to appear for the Board's Class X/XII examinations.

We are sure that once the students are aware of the necessity of completing the attendance requirement, majority of students would certainly attend the classes regularly, thus reducing the number of requests for condonation in shortage of attendance at the last minute.

Kindly acknowledge receipt.

Yours faithfully

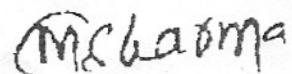


(M.C.SHARMA)

CONTROLLER OF EXAMS.

Copy to:

1. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi - 110054
2. The Commissioner, Kendriya Vidyalaya Sangathan, 18, Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110016
3. The Secretary, Central Tibetan School Administration, EFF, ESS Plaza, Sector 3, Rohini, Delhi-85
4. The Additional Director General, Director General of Army Education, A-wing, Sena Bhawan, DHQ-PO, New Delhi
5. The Deputy Director of Education, Border Security Force, Block - 10, CGO Complex, Lodhi Road, New Delhi-110003
6. The Secretary. AWES, Army Headquarters, Adjutant General Branch CW-4, Army Welfare Education Society, West Block No.3, R.K. Puram, New Delhi-110022
7. The Secretary & Director Education, Govt. of Sikkim, Gangtok (Sikkim) - 737101
8. The Director of Education, Andaman and Nicobar Island, Port Blair-744101
9. The Director of School Education, Govt. of Arunachal Pradesh, Civil Sectt Ita Nagar-791111, Arunachal Pradesh
10. The Director. Navodaya Vidyalaya Samiti, A-28, Kailash Colony, New Delhi - 110048
11. The Director of Public Instruction, Chandigarh Administration, Sector-9, Chandigarh-160017
12. All the HODs and other Officers of CBSE
13. D.O. to Chairman, CBSE
14. All the Regional Officers of the CBSE.
15. All the Education Officers of the CBSE
16. Education Officer, CBSE with a request to get the circular printed in the forthcoming issue of the CENBOSEC
17. Joint Secretary (IT), CBSE with a request to host the circular on the Website.
18. PRO, CBSE, Delhi



CONTROLLER OF EXAMS.