



CENTRAL BOARD OF SECONDARY EDUCATION  
(An Autonomous Organisation under the Ministry of Human  
Resource Development, Government of India)  
SHIKSHA KENDRA, 2, COMMUNITY CENTRE,  
PREET VIHAR, DELHI - 110 301.

27-6-2011

COORD/AS/F-08/2011

## NOTIFICATION

### Subject: Amendments/Additions in Examination Bye Laws

1. In pursuance of the recommendations of the Examination Committee held on 26.4.2011 the following amendments/additions have been made in the Rules of the Examination Bye-laws. These have also been ratified by the Governing body at its meeting held on 22.6.2011:

#### CHAPTER 7 - RULE 41.1(i) - QUALIFYING CRITERIA (SECONDARY SCHOOL EXAMINATION)

EXISTING RULE	AMENDED RULE
41.1 (i) A candidate will be eligible to get the Qualifying Certificate/Certificate of School Based Assessment, if he/she gets a minimum Grade D in all the five subjects (excluding the 6 <sup>th</sup> additional subject) under Scholastic Area A in the main or at the subsequent five attempts of Improvement of Performance and grades in the subjects under Scholastic Area B and Co-scholastic Areas as stipulated in the Scheme of Studies	41.1 (i) A candidate not covered under the scheme of Continuous and Comprehensive Evaluation will be eligible to get the Qualifying Certificate if he/she gets minimum Grade 'D' in all the five subjects (excluding the 6 <sup>th</sup> additional subject) under Scholastic Area A in the main or at the subsequent five attempts of Improvement of Performance. However, a candidate who has appeared at the Secondary School Examination under the Scheme of Continuous and Comprehensive Evaluation will be eligible to get the Certificate of Continuous and Comprehensive Evaluation indicating the grades obtained in the subjects under Scholastic Area A and grades obtained in the subjects under Scholastic Area B and Co-scholastic Areas.
CHAPTER 7 - RULE 42(i)(b), 42(i)(c) AND 42(ii)(b) - IMPROVEMENT OF PERFORMANCE/COMPARTMENT EXAMINATION FOR SECONDARY/SENIOR SCHOOL CERTIFICATE EXAMINATION	
Existing Rule	Amended Rule

**42(i)(b)** A candidate who has appeared for the Secondary School Examination conducted by the Board and obtained Grades E1 or E2 in any or all the five subjects(excluding the 6<sup>th</sup> additional subject) under Scholastic Area A, as per the Scheme of Studies, shall be eligible for improving his/her performance in any or all the five subjects and may reappear at the subsequent attempts, at the examination conducted by the Board. The candidate will be issued Statement of Subject wise Performance/Certificate of School-Based Assessment provided she/he obtains minimum Grade D in at least five subjects (excluding the 6<sup>th</sup> additional subject) as per the Scheme of Studies and grades in the subjects under Scholastic Area B and Co-scholastic Areas.

**42(i)(c)** A candidate who has appeared for the Secondary School Examination conducted by the Senior Secondary School affiliated to the Board and obtained Grades E1 or E2 in any or all the five subjects(excluding the 6<sup>th</sup> additional subject) under Scholastic Area A, as per the Scheme of Studies, shall be eligible for improving his performance in any or all the five subjects and may reappear at the only attempt, at the examination conducted by the Senior Secondary School affiliated to the Board. The candidate will be issued Certificate of School-Based Assessment provided he obtains minimum Grade D in at least five subjects(excluding the 6<sup>th</sup> additional subject) as per the Scheme of Studies and grades in the subjects under Scholastic Area B and Co-Scholastic Areas.

**42(ii)(b)** *A candidate who fails to obtain minimum Grade D in the five subjects (excluding the 6<sup>th</sup> additional subject) under Scholastic Area A at one or all the chances of Improvement of Performance at the Secondary School Examination shall be treated to have not qualified the examination and shall be required to reappear in all the*

**42(i)(b)** A candidate who has appeared for the Secondary School Examination and obtained Grades E1 or E2 in any or all the five subjects(excluding the 6<sup>th</sup> additional subject) under Scholastic Area A, as per the Scheme of Studies, shall be eligible for improving his/her performance in any or all the five subjects and may reappear at the **1<sup>st</sup> chance of Improvement of Performance as per the option exercised for the Main examination held in March the same year. The candidate will be issued Statement of Subject wise performance/Certificate of Continuous and Comprehensive Evaluation indicating the grades obtained in the subjects under Scholastic Area A and grades in the subjects under Scholastic Area B and Co-scholastic Areas.**

**42(i)(c)** A candidate who has appeared for the Secondary School Examination conducted by the Senior Secondary School affiliated to the Board and obtained Grades E1 or E2 in any or all the five subjects (excluding the 6<sup>th</sup> additional subject) under Scholastic Area A, as per the Scheme of Studies, shall be eligible for improving his performance and may reappear at the **1<sup>st</sup> chance Improvement of Performance examination to be conducted by the School to be held by July the same year. Candidates appearing for School Based Summative Assessment II, shall however, appear for their subsequent second, third, fourth and fifth chances of Improvement of Performance at the examination to be conducted by the Board. The candidate(s) will be issued Certificate of Continuous and Comprehensive Evaluation indicating the grades obtained in the subjects under Scholastic Area A and grades in the subjects under Scholastic Area B and Co-scholastic Areas.**

**42(ii)(b)** At the Secondary School Examination a candidate who does not obtain minimum Grade D in the five subjects (excluding the 6<sup>th</sup> additional subject) under Scholastic Area A at one or all the chances of Improvement of Performance shall be treated to have not qualified the examination and shall be required to reappear in all the



<p>subjects at the subsequent examination to be held in March of the subsequent year as per syllabi and courses laid down for Summative Assessment II for the year of examination concerned, in order to qualify the examination. The candidates' grades obtained in all the Formative Assessments and Summative Assessment I at the Main examination shall be carried over till all the chances of Improvement of Performance.</p>	<p>subjects at the examination to be held in March of the subsequent year, in order to qualify the examination. The syllabi and courses shall be as laid down for Summative Assessment II for the year of examination concerned. The candidates' grades obtained in all the Formative Assessments and Summative Assessment I at the Main examination shall be carried over till all the chances of Improvement of Performance.</p>
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**CHAPTER 8 – RULES 61 (i), 61(ii) and 61 (xi) – VERIFICATION OF MARKS/GRADES OBTAINED BY A CANDIDATE IN A SUBJECT**

<i>EXISTING RULE</i>	<i>AMENDED RULE</i>
<p>61 (i) A candidate who has appeared at an examination conducted by the Board may apply to the Regional Officer of the Board for verification of marks in any particular subject. The verification will be restricted to checking whether all the answer's have been evaluated and that there has been no mistake in the totalling of marks for each question in that subject and that the marks have been transferred correctly on the title page of the answer book and to the award list and whether the supplementary answer book(s) attached with the answer book mentioned by the candidate are intact. No revaluation of the answer book or supplementary answer book(s) shall be done.</p>	<p>61(i)(a) A candidate who has appeared at an examination conducted by the Board may apply to the Regional Officer of the Board, <b>in the manner as prescribed by the Board</b>, for verification of marks/ Grades in any particular subject. The verification will be restricted to checking whether all the answer's have been evaluated; there has been no mistake in the totalling of marks for each question in that subject; the marks have been transferred correctly on the title page of the answer book and to the award list; whether the supplementary answer book(s) mentioned by the candidate and attached with the answer book are intact. No revaluation of the answer book(s) shall be done.</p> <p><b>However, students appearing for School conducted Summative Assessment II at the Main examination or the 1<sup>st</sup> chance Improvement of Performance may apply for verification of grades in their respective school(s).</b></p>
<p><b>61(i)(b) New Rule</b></p>	<p><b>61(i)(b) In case of Secondary school students appearing for subsequent attempts of Improvement of Performance, such candidates shall apply to the Board for verification of grades.</b></p>
<p>61 (ii) Such an application must be made by the candidate within 21 days from the date of the declaration of result for main Examination and 15 days for Compartment Examination</p>	<p><b>61 (ii)(a) For the Senior School Certificate and Secondary School Examinations conducted by the Board</b> such an application must be made by the candidate within 21 days from the date of the declaration of result for Main Examination <b>held in March/April</b> and 15 days</p>





<b>be issued Statement of Subject wise Performance/Qualifying Certificate by the Board.</b>	of Subject wise Performance/Qualifying Certificate by the Board
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II The Examination Committee at its meeting held on 21.6.2011 has amended Rule 69.1 of the Examination Bye Laws relating to Change/Correction in Name to read as under. This has also been ratified by the Governing Body at its meeting held on 22.6.2011:

EXISTING RULE	AMENDED RULE
<p>i) No change in name/surname once recorded in the Board's records shall be made. However, correction in name to the extent of correction in spelling errors, factual typographical errors in the candidate's name/surname, father's name/mother's name or Guardian's name to make it consistent with what is given in the school record or list of candidates (LOC) submitted by the school may be made.</p> <p>Provided further that in no case, correction shall include alteration, addition, deletion to make it different (except as mentioned above from the LOC or the school records.)</p>	<p><b>i) Change in name of candidate/Father/Mother/Guardian once entered in the Board's record at any stage while studying in Class IX, X, XI, XII or thereafter, within a period of ten years from the date of issue of first such document shall be considered on written request of the Candidate(not minor)/father/mother/guardian duly forwarded by the Head of the Institution supported by the following documents:</b></p> <p><b>a) Original copy of two newspapers (daily English/Hindi newspaper at National level &amp; daily newspaper in a vernacular language circulated in the locality), in which the desired change has been published;</b></p> <p><b>b) Original Affidavit duly sworn before the Judicial Magistrate, First Class / Metropolitan Magistrate/ Executive Magistrate/ Sub Divisional Magistrate;</b></p> <p><b>c) Original copy of Publication in Government Gazette;</b></p> <p><b>d) Payment of prescribed fee.</b></p> <p><b>e) True Copy of admission form filled in by the parents duly updated as per Gazette Notification of desired change and duly attested by the Head of the concerned institution.</b></p> <p><b>f) True Copy of School Leaving Certificate of the previous school submitted by the parent/ candidate at the time of admission and updated as per Gazette Notification of desired change, duly attested by the Head of the concerned institution.</b></p>

<p>ii. Application for correction in name /surname will be considered only within ten years of the date of declaration of result provided the application of the candidate is forwarded with the following documents:</p> <p>a) Admission form(s) filled in by the parents at the time of admission.</p> <p>b) The School Leaving Certificate of the previous school submitted by the parents of the candidate at the time of admission.</p> <p>c) Portion of the page of admission and withdrawal register of the school where the entry has been made in respect of the candidate.</p> <p>iii. The Board may effect necessary corrections after verification of the original records of the school and on payment of the prescribed fee.</p>	<p><b>g) True Copy of the page of admission and withdrawal register of the school where the entry has been made in respect of candidate showing updation as per Gazette Notification of desired change, duly attested by the Head of the concerned institution</b></p> <p>ii) Correction in name to the extent of correction in spelling errors, factual typographical errors in the Candidate's name / Surname, Father's name / Mother's name or Guardian's name to make it consistent with what is given in the school record or list of candidates (LOC) submitted by the school may be made.</p> <p>Application for correction in name of Candidate/Father's/Mother's/ Guardian's name will be considered only within ten years of the date of declaration of result provided the application of the candidate is forwarded by the Head of Institution with the following attested documents.</p> <p><b>a) True Copy of Admission form(s) filled in by the parents at the time of admission duly attested by the Head of the concerned institution</b></p> <p><b>b) True Copy of the School Leaving Certificate of the previous school submitted by the parents of the candidate at the time of admission duly attested by the Head of the concerned institution.</b></p> <p><b>c) True copy of the portion of the page of admission and withdrawal register of the school where the entry has been made in respect of the candidate, duly attested by the Head of the concerned institution</b></p> <p>iii. The Board may effect necessary corrections after verification of the original records of the school and on payment of the prescribed fee.</p>
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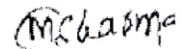


iv. Rule added	iv. In case of change the document(s) will have a caption that may be read as <b>"CHANGE ALLOWED IN NAME/FATHER'S NAME/MOTHER'S NAME/GUARDIAN'S NAME FROM _____ TO _____ ON(DATED _____) AS PER REQUEST OF THE CANDIDATE AND GAZETTE NOTIFICATION NO. _____ DATED _____."</b>
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The procedure for Change in name of the Candidate/Mother/Father/Guardian shall be allowed by charging a sum of Rs.1,000/- + actual cost of the document concerned. For correction in name, the existing fee will continue. The applications shall be entertained on the basis of request for such changes in the records of Class IX, X, XI, XII only and up to Class VIII the Head of the Institution may consider such request after completion of formalities indicated in rule 69.1(i). The Board shall issue revised document(s) on surrendering of the original document(s).

Heads of all the affiliated Schools may kindly take note of the above and make it known to all concerned.

Yours faithfully,



(M.C. SHARMA)  
CONTROLLER OF EXAMINATIONS

**Copy to:**

1. Head of all the institutions affiliated to the Board
2. The Director of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi – 110054
3. The Commissioner, Kendriya Vidyalaya Sangathan, 18, Institutional Area, Shaheed Jeet Singh Marg, New Delhi – 110016
4. The Secretary, Central Tibetan School Administration, EFF, ESS Plaza, Sector 3, Rohini, Delhi-85
5. The Additional Director General, Director General of Army Education, A-Wing, Sena Bhawan, DHQ-PO, New Delhi
6. The Deputy Director of Education, Border Security Force, Block – 10, CGO Complex, Lodhi Road, New Delhi-110003.
7. The Secretary, AWES, Army Headquarters, Adjutant General Branch CW-4, Army Welfare Education Society, West Block No.3, R.K. Puram, New Delhi-110022

8. The Secretary & Director Education, Govt. of Sikkim, Gangtok (Sikkim) – 737101
9. The Director of Education, Andaman and Nicobar Island, Port Blair-744101
10. The Director of School Education, Govt. of Arunachal Pradesh, Civil Sectt. Ita Nagar-791111, Arunachal Pradesh
11. The Commissioner, Navodaya Vidyalaya Samiti, A-28, Kailash Colony, New Delhi-110048.
12. The Director of Public Instruction, Chandigarh Administration, Sector-9, Chandigarh-160017
13. All the HODs and other Officers of CBSE
14. E.O. to Chairman, CBSE
15. All the Regional Officers of the CBSE.
16. All the Education Officers of the CBSE
17. Joint Secretary(IT), CBSE with a request to upload the circular on the Website.
18. Head (I&R), CBSE with a request to get the circular printed in the forthcoming issue of CENBOSEC.
19. PRO, CBSE, Delhi

*M. G. Sharma*

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