



FEDERAL BOARD OF INTERMEDIATE AND  
SECONDARY EDUCATION SECTOR H-8/4,  
ISLAMABAD

Ph: +92-51-9269508, 9269519-43-41

E-mail: controller@fbise.edu.pk



No. (1)/FBISE/HSSC-C/1<sup>st</sup> AE-2023/1258

January, 27<sup>th</sup>, 2023

**NOTIFICATION  
(FOR ABROAD)**

It is hereby notified for the general information and necessary action of all concerned that the following schedule has been formulated for submission of online Admission Forms and payment of fee for HSSC 1<sup>ST</sup> ANNUAL EXAMINATION, 2023 which will tentatively commence with effect from Thursday 25<sup>th</sup> May, 2023.

SUBMISSION OF ONLINE ADMISSION FORM OF THE CANDIDATES ALONG WITH ADMISSION/EXAMINATION FEE			
Sr #	Schedule for submission of online Admission Forms	From	To
1.	with normal fee	---	20-03-2023
2.	with the double fee	21-03-2023	30-03-2023
3.	with the triple fee	31-03-2023	10-04-2023

RATES OF ADMISSION/EXAMINATION FEE				
Sr#	Category of Students	HSSC-I	HSSC-II	HSSC-I&II
1.	Regular/Ex/Registered Private/ IBCC/Additional Subjects/Improvement cases.	US\$ 130	US\$ 130	US\$ 260
2.	Non-Registered Private Candidates/IBCC cases	*US\$230/-	*US\$230/-	US\$ 360
3.	*Included US\$ 100/- as Registration Fee. However Registration Fee will be paid once.			
<b>NOTE: Deletion of admission form /Correction in Roll No Slip etc. = US\$ 50/-</b>				

**02. The following instructions on submission of Online Admission Forms will be followed:-**

- i. The Institutions should ensure that online Admission Forms of all the candidates alongwith deposited fee receipt must be uploaded on the FBISE Portal ON OR BEFORE the last date specified above to avoid payment of extra fee or rejection of Admission Form(s).
- ii. All the Heads of Institutions are requested to submit online Admission Forms separately in respect of the candidates who appeared/passed HSSC Part-I Examination from the Board other than FBISE. Their HSSC-I Result Card duly verified from respective Board, must be uploaded
- iii. The Incomplete Admission Forms (Draft) will not be accepted for examination and will be removed from the website if not complete within a week.
- iv. The candidates of HSSC Part-II are eligible to take facility of reappearing in all/any number of papers of HSSC Part-I alongwith Part-II papers for which they will mention desired papers in the respective column of Admission Form.
- v. An Institution/Candidate applying in the category of disability should mention his/her accessibility need at the time of submitting his/her Admission Form in black and white otherwise he/she will not be entertained. Such candidates will also submit prescribed Proforma designed for said purpose. Proof Disability Certificate should also be uploaded.
- vi. **No Examination Fee will be charged from Orphan, differently abled Candidates, prisoners and wards of 'Shuhada' (Proof shall be uploaded).**
- vii. In case of any difficulty in submission of Online Admission Forms, the Institution /candidate may contact FBISE IT Programmer/Assistant at Phone number 051-9269516, 051-9269555-57 (Ext. 227) during office hours.
- viii. The Candidates who remained on roll of an affiliated Institution after 30<sup>th</sup> December 2022 are not eligible to appear in Exam as private candidate. The candidates who remained on roll not more than 30<sup>th</sup> December 2022 will attach College Leaving Certificate along with online Admission Form available at FBISE website [www.fbise.edu.pk](http://www.fbise.edu.pk). A Private candidate is not allowed to appear in subject(s) involving Practical.
- ix. A candidate can appear in the additional subject(s) in current course. In case of involving Practicals to the condition that he/she provides certificate of having done the Practicals of said subjects at an affiliated institution duly signed by the Principal with official stamp.
- x. A candidate, appearing in any failure Paper(s)/ Improvement paper of Part-I OR Part-II will pay full fee of respective Part.
- xi. In case of IBCC cases, the candidates will submit online Admission Form and upload scanned copy of original Equivalence Certificate issued by the IBCC.
- xii. Scanned copy of Permission Letter issued by 'Research and Academic' Department of FBISE if Pakistani Culture is opted by the candidate in lieu of Urdu Compulsory must be uploaded.
- xiii. A private candidates who have passed SSC & HSSC Part-I Exam from the Board other than FBISE can opt subject not subjects involving practical and submit verified scanned copy of result card and NOC/Migration Certificate along with online admission form.
- xiv. All the Non Registered Private Candidates will upload photograph with blue or white background on prescribed place of the Admission Form.

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- xv. The candidates who intend to improve their Grade/Marks after appearing/passing HSSC Examination can do opt /appear in any number of Subjects/Papers In current course of their choice of Part-I or Part-II or both the Parts as the case may be within a period of four years HSSC-II Examination with multiple chances before obtaining higher qualifications
- xvi. The candidates appearing in both the papers of any subject involving practical examination for improvement shall appear in the practical examination as well. However, the candidate neither requires nor can appear in Practical Exam if he/she is appearing in single paper /part.
- xvii. Change of Subjects/Group will not be allowed under any circumstances after submission of Admission Form to the FBISE's online portal.
- xviii. The Ex/Private candidates are requested to ensure that the particulars written by him/her in the Admission Forms are recorded correctly. The incomplete Admission Form will not be accepted
- xix. The fee of private students, whom admission forms are being forwarded through institution, must be remitted collectively instead of individually
- xx. Original Bank Draft/EFT receipt must be submitted by post/by bag to the Controller of Examinations within given due dates.

**03. MODE OF REMITTANCE OF FEE**

For remittance of fee to the FBISE account, the overseas institution(s)/candidate(s) may exercise one of the following options:-

- i. The payment may be made through Credit Card (Master or Visa) from FBISE website (Preferably for quick credit and verification of fee).
- ii. The payment may be made through SWIFT "MT-103" (via Commercial channel instead of home remittance (PRI)) for credit into **FBISE Pak Rupee Account Swift Code: HABBPCCA IBAN Code No. PK26HABB 0022 1100 5000 2001** at the Habib Bank Limited, FBISE branch, Sector H-8/4, Islamabad (Pakistan) OR FBISE US dollar account (IBAN) **PK 79 HABB 0022 1179 0068 7511** (for US dollar remittance only) at Habib Bank Limited, FBISE Branch, H-8/4, Islamabad (Nature of fee must be mentioned while preparing Swift MT 103 form/text).

**Note: Receipt of deposited fee through MT103 swift message must be attached with the online admission form(s).**

- iii. Payment may also be made through **Bank Draft drawn able at Islamabad (Pakistan)** Issued in the favour of Secretary, Federal Board of Intermediate & Secondary Education, Islamabad.
- iv. The institutions/candidates forwarding online admission forms from KSA and UAE may remit the dues/examination fee through following banks to HBL, FBISE account:-

i.	Banks in KSA	Arab National Bank, Al-Bilad Bank, National Commercial Bank, Al-Jazair Bank, Al-Jadeed Bank, Al-Moodi Exchange Co, Al-Ansari Co. and Al-Fardan Exchange Co
ii.	Banks in UAE	UAE Exchange Co, Hello Paisa and HBL UAE Branch

- v. The details of fee should be specified in the covering letter and following information must be provided on the backside of Swift Payment Receipt/Bank Draft:

**FOR INSTITUTIONS**

Name of Institution \_\_\_\_\_  
No. of candidates \_\_\_\_\_  
Nature of Fee \_\_\_\_\_  
In batch \_\_\_\_\_

**FOR INDIVIDUALS**

Name of Candidate \_\_\_\_\_  
Father's Name \_\_\_\_\_  
Nature of Fee \_\_\_\_\_  
Serial No of admission form \_\_\_\_\_


- vi. The Institution established as examination centre is hereby allowed to retain **US\$ 30/-per candidate** (Regular/Ex./Private) on account of expenses of examination activities i.e. Remuneration of superintendent, deputy superintendent, invigilators, ministerial staff, practical examiner, Lab staff, Resident Inspector. Institution concern will also bear other expenses from that amount like expenses on receiving and dispatching of examination material and printing of online question papers.

  
**(AQEEL IMRAN)**

**Controller of Examinations**

**DISTRIBUTION**

- 1. APS to Secretary, Ministry of Federal Education & Professional Training, Pak Secretariat, Govt. of Pakistan, Islamabad.
- 2. All Heads of Educational Institutions (Abroad) affiliated with FBISE, Islamabad.
- 3. Pakistan Embassies in the relevant Countries.
- 4. All HOD's, FBISE, Islamabad.
- 5. APSs to Chairman and Secretary, FBISE, Islamabad.
- 6. The Manager, HBL, FBISE Branch, H-8/4, Islamabad.
- 7. Officer Incharge Website, FBISE, Islamabad
- 8. The Section Officer (Bag Section), Ministry of Foreign Affairs, Islamabad.
- 9. Chat Room
- 10. All Concerned.

  
**(SYED AZHAR QAYYUM SHAH)**  
**Deputy Controller of Examinations**  
**(Conduct)**