



**FEDERAL BOARD OF INTERMEDIATE AND SECONDARY EDUCATION
H-8/4, ISLAMABAD (PAKISTAN)**

Phone No: 9269506, Fax No: 9269507

E-mail: controller.c@fbise.edu.pk website: www.fbise.edu.pk

No. F-1(G)/HSSC-C/F.NOTI/A-2019/ 1843

Dated: 27-11-2018

NOTIFICATION

(For institutions in Abroad)

It is hereby notified for the general information that the **Higher Secondary School Certificate (HSSC) Part I & II Annual Examination, 2019** of the Federal Board of Intermediate and Secondary Education, Islamabad, will commence from **Tuesday, the 16th April, 2019**.

2. The schedule for receipt of admission forms along with admission fee in the Board's office is as under:-

a. SCHEDULE FOR SUBMISSION OF ADMISSION FORM ALONG WITH FEE			
S.#	SCHEDULE	FROM	TO
i.	With normal fee	03-12-2018	15-01-2019
ii.	With double fee	16-01-2019	28-01-2019
iii.	With triple fee	29-01-2019	14-02-2019

b. RATES OF ADMISSION FEE:				
S.#	CATEGORY	HSSC-I	HSSC-II	HSSC-I & II
i.	For regular/ex/private candidates (all groups)	US \$ 100/-	US \$ 100/-	US \$ 200/-
ii.	Additional subject/IBCC Cases	-----	-----	US \$ 200/-
iii.	Improvement of Marks/Grade	US \$ 125/-	US \$ 125/-	US \$ 225/-
iv.	Registration fee (for private candidates if not registered before)	-----	-----	US \$ 75/- (In addition to exam admission fee as applicable)

3. **MODE OF SUBMISSION FOR REGULAR CANDIDATES OF HSSC-I & II** Admission data (in soft form) placed on FBISE website for HSSC-I & II candidates will be filled in letter and spirit by the institution within given due dates. **No hard copy of admission form of HSSC-I & II of the regular students shall be submitted by institution(s). Institution shall only forward the computerized generated list of students with their registration number, subjects/group, online Bank challan receipts number, date of fee submission along with covering letter duly signed and stamped by Principal and original Bank challan receipt (Board Copy) within given due dates separately for HSSC-I & HSSC-II to the Controller of Examinations (Conduct) by post or at One Window Cell of FBISE Islamabad.** Correction in the editable field of the available data will be done by institution till final submission of Admission forms. In case of any difficulty in data entry, please contact the number 051-9269516 and 051-9269514.

4. **MODE OF SUBMISSION FOR EX, PRIVATE, IBCC AND IMPROVEMENT CANDIDATES** The categories of the candidates (Ex, Private, IBCC & Improvement) should fill in the admission form which can be downloaded from FBISE website www.fbise.edu.pk & the same along with original challan receipt (Board Copy) must be submitted to the Controller of Examinations (Conduct) by post or at One Window Cell of FBISE Islamabad. Admission form of non-registered Private/IBCC candidates must be got attested from any of the Government Officer of BPS-17 and above in Education Department/officers of Armed Forces/Head of an affiliated institution. Only non-registered Private/IBCC candidates have to paste two passport size photographs on prescribed places at page 1 of the admission form (one un-attested whereas second one must be got cross attested)

5. Those candidates who intend to improve their Grade/Marks after passing HSSC Examination can do so by re-appearing in any number of subjects/papers of their choice or Part-I or Part-II or both the Parts/entire examination as the case may be within a period of one year of passing the relevant examination. The candidates appearing in any subject (both the papers) involving practical examination shall appear in the practical examination as well. However, candidate neither requires nor can appear in practical if he/she is appearing in a paper of a subject or any one part of the examination.

6. **FOR COMPARTMENT CASES.** Those candidates who intend to reappear in any number of paper(s) of HSSC Part-I or Part-II after having failed, they would pay full fee of their respective part of examination and online admission form can be down loaded from FBISE website www.fbise.edu.pk

7. Private candidates residing in the territorial jurisdiction of FBISE may also apply to appear in the examination of the Federal Board. However, they shall not be allowed to offer any subject/group of subject(s) not offered by the affiliated institution(s) and manual admission form can be down loaded from FBISE website www.fbise.edu.pk.

8. The candidate(s) who wish to improve their grade/marks should fill in the admission form(s), which can be downloaded from the FBISE website (www.fbise.edu.pk).

NOTE:

- Private candidates are not allowed to offer the paper(s)/subject(s) involving practicals.
- The failure candidate(s) of HSSC Supplementary Examination, 2018 may also submit their admission forms with normal fee within 15 days from the date of declaration of result.
- The Head of Institution is requested to submit admission form(s) separately in respect of candidates who appeared/passed their HSSC Part-I Examination from any other Board. Their Original Result Cards of HSSC-I and a photocopy thereof, duly verified by the respective Board must be attached with covering letter by the Principal.
- Change of subject(s)/group will not be allowed under any circumstances after submission of admission form to the Board's office.
- Facility of reappearing in one or two papers of HSSC Part-I along with Part-II papers, is provided for which papers of Part-I will have to be indicated in the respective column of admission form. He/She will pay fee of both the parts.

Cont'd P/2

- vi. All the Heads of affiliated institutions are requested to ensure that the particulars of candidates on the admission forms are recorded on the basis of registration card excerpt subjects which are editable by the Head of Institution.

9. **MODE OF REMITTANCE OF FEE**

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

- i. The payment may be made through Credit Card (Master or Visa) from FBISE website.
- ii. The payment may be made through SWIFT "MT-103" 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), (Nature of fee must be mentioned while preparing Swift MT 103 form/text) 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.
- iii. Payment may also be made through **Bank Draft drawn able at Islamabad (Pakistan)** issued in the favour of Controller of Examinations (Conduct), Federal Board of Intermediate & Secondary Education, Islamabad.
- iv. The institutions/candidates forwarding 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.

NOTE: 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

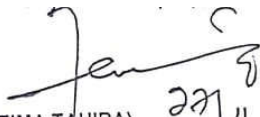
Name of Institution _____
 No. of candidates _____
 Nature of Fee _____

FOR INDIVIDUALS

Name of Candidate _____
 Father's Name _____
 Nature of Fee _____


10. **DOCUMENTS TO BE ATTACHED WITH ADMISSION FORM (PRIVATE CANDIDATE)**

- i. Attested copy of SSC Result Card if appearing in HSSC Part-I or HSSC Part-I & II together as a fresh.
- ii. Attested copy of HSSC Part-I Result Card if appearing in HSSC-II examination.
- iii. Attested copy of College Leaving Certificate in case of appearing in HSSC-II as private candidate with admission form if applicable.
- vi. Attested copy of permission letter of FBISE if candidates have taken Pakistani Culture/Urdu Salees.
- v. Attested Copy of Equivalence Certificate issued by IBCC in case of foreign qualification (O levels etc.).
- vi. Attested copy of letter of change of group/subject, cancellation certificate of 1st year result (if applicable).


 (FATIMA TAHIRA)
 CONTROLLER OF EXAMINATIONS
 (CONDUCT)
 Ph. 051-9269506

DISTRIBUTION

1. APS to Secretary, Ministry of Federal Education & Professional Training, Pak Secretariat, Govt. of Pakistan, Islamabad.
2. The Secretary, Inter Board Committee of Chairmen, Plot No. 25, G-10/4, Islamabad.
3. All Heads of Educational Institutions (Abroad) affiliated with FBISE, Islamabad.
4. Pakistan Embassies in the relevant countries.
5. All HOD's, FBISE, Islamabad.
6. APSs to Chairman and Secretary, FBISE, Islamabad.
7. The Manager, HBL, FBISE branch, H-8/4, Islamabad.
8. Officer Incharge Website, FBISE, Islamabad
9. The Section Officer (Bag Section), Ministry of Foreign Affairs, Islamabad.
10. All Concerned.


 (HAFIZ QAMAR ZAMAN)
 ASSTT: CONTROLLER OF EXAMINATIONS
 (HSSC-CONDUCT)
 Ph. 051-9269541