NOTIFICATION
(For institutions within Pakistan)

It is hereby notified for the general information that the Higher Secondary School Certificate (HSSC) Part I & II Annual Examination, 2016 of the Federal Board of Intermediate and Secondary Education, Islamabad, will commence from Tuesday, the 26th April, 2016.

2. The schedule for receipt of admission forms along with admission fee in the Board’s Office is as under:
   a. SCHEDULE OF ADMISSION FEE

      FEE SLAB                      FROM                  UPTO
      (1) With normal fee            12-01-2016             11-01-2016
      (2) With double fee            29-01-2016             28-01-2016
      (3) With triple fee            29-02-2016             29-02-2016

   b. RATES OF ADMISSION FEE:

      CATEGORY                      HSSC-I    HSSC-II   HSSC-I & II
      (1) For regular candidates    Rs. 1100/- Rs. 1100/- Rs. 2200/-
          (all groups)             ———      ———      ———
      (2) For ex/private candidates Rs. 1200/- Rs. 1200/- Rs. 2400/-
          (all groups)             ———      ———      ———
      (3) Additional subject/IBCC  Rs. 1350/- Rs. 1350/- Rs. 2550/-
          cases
      (4) Improvement of marks/grade ———      ———      ———
      (5) Registration fee (for private candidates if not
          registered before)        ———      ———      ———

NOTE:
   i. Those institutions/candidates who mail their admission forms to the Board must dispatch them at least three days before the last date specified above to avoid payment of extra fee and rejection of admission form(s).
   ii. Private candidates are not allowed to offer the paper(s)/subject(s) involving practicals.
   iii. The failure candidate(s) of HSSC Supplementary Examination, 2015 may also submit their admission forms with normal fee within 15 days from the date of declaration of result but before commencement of the examination positively.

3. The Board has launched online system for submission of its fee. This has been done to facilitate its stakeholders within Pakistan. Affiliated institutions, private or ex-candidates may remit their requisite fee in any nearest Habib Bank Limited (HBL) branch. The Admission Forms and challan slips can be downloaded from FBISE website i.e. www.fbise.edu.pk. Board copy of challan must be attached with the covering letter/admission form.

4. Admission forms of regular candidates must be attested by their respective head of institution and forwarded to the Board through a covering memo. Admission form of Ex and Private candidates will be attested by a Government officer of BPS-17 and above in education department/officers of Armed Forces/Head of an affiliated institution. Two Photographs are to be pasted on prescribed places at page 1 of the admission form one un-attested whereas second must be got cross attested. Private candidates will deposit registration fee along with their admission form/fee.

5. OTHER BOARD CASES. 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 their admission forms.

6. FOR COMPARTMENT CASES. The candidates who intend to reappear in any number of papers of HSSC Part-I or Part-II after having failed, they would pay full fee of their respective part of examination.

7. DOCUMENTS TO BE ATTACHED WITH ADMISSION FORM. An attested photocopy of registration card issued at HSSC level from FBISE and result card of SSC examination must be attached with the admission form, if the candidate is appearing in HSSC Part-I only or HSSC Part-I & II together as a fresh. An attested photocopy of HSSC Part-I Result Card must be attached, if he/she is appearing in HSSC Part-II examination. The candidates who appear as regular in HSSC Part-I from a college and appear in HSSC Part-II from another college must provide an attested copy of the College Leaving Certificate, along with admission form. The candidates taking Pakistan Culture/Urdu Sales/English Advance etc must attach an attested photocopy of permission letter issued by the Federal Board with their Admission Forms. Permission for change of group/subject(s)/cancellation of 1st year’s results letter must also be attached (if applicable). The candidates who passed their Secondary School Certificate from a country other than Pakistan must attach an attested photocopy of Equivalence Certificate issued by the IBCC along with their admission forms.

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8. Change of subjects/group will not be allowed under any circumstances after submission of admission form to the Board's Office.

9. Private candidates residing in the territorial jurisdiction of FBISE who has not been on the roll of any institution after 30th November of the academic year must attach original College Leaving Certificate of HSSC Part-I with the admission form 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) or involving practical(s).

10. 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.

11. The institutions and Ex-Private candidates of Gilgit-Baltistan (Gilgit/Skardu) should submit their admission forms to FBISE Sub - Office Gilgit, as per schedule.

12. The candidate(s) who wish to improve their grade/marks should fill in the admission form(s) along with improvement application form which can be downloaded from the FBISE Website (www.fbise.edu.pk).

13. 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. Admission form will not be entertained without registration number/card.

DISTRIBUTION

1. PS to Secretary, Ministry of Federal Education and Professional Training, Pak Secretariat, Government of Pakistan, Islamabad.
2. All the Chairmen, BISEs, in Pakistan.
4. The Director of Education, FGEI, C/G Sir Syed Road, Rawalpindi Cantt.
5. The Director Education, PAF Directorate of Education, Rear Air H.Q, Peshawar Cantt.
6. The Director of Education, Navel Headquarters, Islamabad.
7. The Director Army Public School & College System, Army Central Library, GHQ, Rawalpindi.
8. The Secretary, Inter Board Committee of Chairmen, Plot No. 25, G-10/1, Islamabad.
9. All GSOs-I, FGEI, Regional Offices.
10. All the Heads of Institutions (within the country) affiliated with FBISE, Islamabad.
11. The Manager, HBL, FBISE Branch, H-8/4, Islamabad.
13. The Editor, Leading News Papers of Rawalpindi/Islamabad.
14. The Officer Incharge Website, FBISE, Islamabad.
15. All HOD's, FBISE, Islamabad.
16. Incharge, FBISE Sub-Office, Gilgit (Gilgit-Baltistan).
17. APSs to Chairman and Secretary FBISE, Islamabad.
18. All concerned.

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