



FEDERAL BOARD OF INTERMEDIATE AND SECONDARY EDUCATION

Sector H-8/4, Islamabad, PAKISTAN
(ISO Certified)

No. FBISE/REGN/NOTIF/HSSC/2021-2023/2756

09 September, 2021

NOTIFICATION

It is hereby notified for information of all concerned that the schedule of **ADMISSION** and **REGISTRATION** of the students of **Class-XI** for the **Academic Session 2021-2023** will be as follows:

a. SCHEDULE FOR ADMISSION IN INSTITUTIONS

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| (1) Start of Admission to class XI | Immediately after the declaration of SSC II Result by the FBISE, Islamabad |
| (2) Last date for Admission to class XI | 01 November 2021 |
| (3) Admission with Special (prior) permission of the Chairman/Chairperson FBISE with Rs 800/- (Inland)/US \$ 20/- (Abroad) per candidate as special permission fee | up to 30 November 2021 |

b. SCHEDULE FOR RECEIPT OF REGISTRATION RETURN

Receipt of Registration Return with
Normal fee @ Rs 800/- (Inland)/
US \$75/- (Abroad) per candidate up to 15 December 2021

c. LATE SUBMISSION OF REGISTRATION RETURN

In case a candidate is admitted within the stipulated period mentioned above at para 1(a) but Registration Return is not submitted within the stipulated period i.e. up to **15 December 2021** a surcharge of Rs 800/- (Inland) / US \$ 20/- (Abroad) per month per candidate will be levied **up to fifteen (15) days after the announcement of schedule of examination/admission forms**. The part of the month shall be treated as full month for purpose of fee. In late submission cases, the following documents shall also be forwarded with the Registration Returns **duly attested** by the Principal concerned:

- Copy of Admission Form (filled at the time of admission in the institution)
- Copy of Admission Withdrawal Register (relevant page)
- Copy of the SSC Result Card
- Copy of fee deposit slip (fee deposited for admission in the institution)

d. No request for late registration will be entertained after the deadline as highlighted at para 1(c) above.

Note : The Board may ask for original record pertaining to documents mentioned at para 1 (c) or any other document (if required).

2. All affiliated institutions shall submit registration returns online by filling the Registration Return proforma available at our website www.fbise.edu.pk. Registration Fee shall be deposited at any nearest HBL Branch by completing and downloading the fee challan, available at our website up to 15 December 2021. Registration fee for institutions abroad may also be paid through **Credit Card (Master or Visa) through FBISE website** OR may be deposited in following accounts via **Swift MT 103**:

Accounts	Swift Code	IBAN Code
Foreign Account(Rs)	HABBPCKA	PK26HABB0022110050002001
Foreign Account(\$)	HABBPCKA	PK79HABB0022117900687511

Instructions/procedure for online submission of Registration Returns are/is available on FBISE website (www.fbise.edu.pk)

3. Hard copy of the computerized Registration Return alongwith original fee challan (FBISE Copy), attested copy of SSC Result Card/Equivalence Certificate, Gap Certificate (if applicable), original NOC/Migration Certificate (other Board cases) and a copy of valid Affiliation letter must be submitted to the Assistant Secretary, HSSC Registration by post or at One Window Cell of the FBISE, upto closing date of Registration Return i.e. 15 December 2021.

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(2)

4. A candidate who has passed "O" level or equivalent examination shall be allowed admission within (30) thirty days of declaration of result. Similarly, admission on transfer basis from Board to Board may be made within **thirty (30) days** of withdrawal of the student from the previous institution subject to eligibility determined by the Board. The institution shall, however, get the students registered with FBISE within **fifteen (15) days** of the admission on payment of normal fee and on provision of relevant documents. Late fee will be charged thereafter as prescribed at Para 1 (c). The following documents must be enclosed with the Registration Return of such candidates:

- a. Original NOC / Migration Certificate
- b. SSC Result Card duly attested by the Principal concerned
- c. College Leaving Certificate duly attested by the Principal concerned
- d. In case of Admission in HSSC-II, manual Registration Return may be submitted alongwith two photographs duly attested by the Principal concerned and Proof of promotion to HSSC-II/ Copy of the HSSC-I Result Card **duly verified by the Board concerned.**
- e. Copy of the Equivalence Certificate issued by the IBCC (where applicable) duly attested by the Principal concerned

5. A student who is not registered with any other Board due to any reasons (supported by documents) shall be treated as fresh candidate for the purpose of Registration. In case of delay, late fee per month will be charged w. e. f. the date of admission as described at para 1 a and c (whichever is applicable). Such cases will be entertained up to fifteen (15) days after the announcement of schedule of Examination/ Admission Forms.

6. The Head of Institution shall be solely responsible for communication of complete and accurate particulars of the students, i.e. **spellings of name, parentage, gender and placement of correctly scanned recent photograph (preferably in current College Uniform)** etc. as these particulars shall be treated as full and final; and will be exhibited on all the documents / certificates issued by the Board.

7. Mere registration of a candidate shall not entitle him / her to appear in an examination. He/She must fulfill the conditions laid down for the eligibility to sit an examination. The Board reserves the right to cancel the registration of a candidate at any stage if it is found that the particulars provided are false.

8. **Registration Numbers of the candidates already registered with FBISE at SSC level will remain the same/valid on payment of renewal fee.** However, candidates migrating from other Boards to FBISE at HSSC level shall be allotted fresh registration numbers/cards.

9. **It is expected that all stakeholders i.e. heads of institutions and students etc will follow the SOPs of government regarding Covid-19 while processing the registration data.**


(MIRZA ALI)

Director (Registration & Academics)

☎ 051-9269510

Email: director.acad@fbise.edu.pk

The Heads of all Institutions Affiliated at
HSSC level with FBISE, Islamabad
(As attachment through E-mail as well)

Copy to:

The Director General, Federal Directorate of Education, G-9/4, Islamabad
The Director of Education, Naval HQs, Islamabad
The Chairman, Private Educational Institutions Regulatory Authority, G-8, Islamabad
The Director of Education, FGEI (C&G), Sir Syed Road, Rawalpindi
The Director, Army Directorate of Education (IGT&E Branch), GHQ, Rawalpindi
CB Education Directorate, C/o Chaklala Cantonment Board, Murree Road, Rawalpindi
The Director of Education, PAF Rear Air HQs, Peshawar
GSO-I, Regional Offices (C&G) Rawalpindi, Wah, Peshawar, Mangla, Gujranwala, Lahore, Multan, Quetta, Bahawalpur & Karachi Cantt
All Embassies/Pakistan Missions concerned.

Internal:

APS to Chairman

APS to Secretary

All HODs

The Director (IT) (with the request to upload it on website alongwith instructions for submission of Registration Return)

Deputy Secretary (Finance)

Deputy Director (Audit)

Incharge FBISE Sub-offices Gilgit and Skardu

Chat Room.

Note: Information on the subject matter alongwith Registration Return Proforma and Bank Challan are available at the FBISE Website www.fbise.edu.pk


(SABIR HUSSAIN)

Deputy Secretary (Registration)

☎ 051-9269524