NOTIFICATION

It is hereby notified for information of all concerned that the Academic Session 2015-17 shall start w.e.f 15-08-2015. The schedule of ADMISSION and REGISTRATION for the students of Class-XI for the aforesaid session, shall be as follows:

a. SCHEDULE FOR ADMISSION

(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

-up to 31-08-2015

(3) Admission with prior permission of the Chairman FBISE with Rs 600/- (Inland) and US $ 20/- (Abroad) per candidate as special permission fee

-up to 15-09-2015

b. SCHEDULE FOR RECEIPT OF REGISTRATION RETURN

Receipt of online Registration Return with Normal fee @ Rs 600/- (Inland) per candidate and US $75/- (Abroad) per candidate

-up to 30-09-2015

c. LATE SUBMISSION OF REGISTRATION RETURN

In case an institution fails to submit the Registration Return within the stipulated period, a surcharge of Rs 600/- (Inland) and US $ 20/- (Abroad) per month, per student will be levied up to fifteen days after the announcement of examination schedule. The part of the month shall be treated as full month for purpose of fee. The following documents, duly attested by the Principal concerned, should be forwarded with Registration Return only in such cases:

i. Copy of Admission Form (in the institution)

ii. Copy of Admission Withdrawal Register (relevant page)

iii. Copy of the SSC Result Card

iv. Copy of fee deposit slip (fee deposited for admission in the institution).

d. No request for registration except Migration cases (as mentioned at para 3) will be entertained after the deadline.

2. All affiliated institutions shall submit registration return online by filling in the Registration Return at the website www.fbise.edu.pk. Registration Fee shall also be submitted online from within Pakistan at any nearest HBL Branch by completing/downloading fee challan, available at the FBISE website and for abroad through Electronic Transfer (Swift Code “MT 103”) up to 30-09-2015. (Instructions / Procedure for online submission is enclosed). However, a hard copy of the computerized Registration Return along with the original fee challan (FBISE Copy) and a copy of Affiliation letter must be submitted to the Assistant Secretary, HSSC Registration by post or at One Window Cell of the FBISE, within three (03) days of the closing date of submission of Registration Return.

3. Admission on transfer basis from Board to Board may be made within thirty (30) days of the withdrawal of the student from the previous institution subject to eligibility determined by the Board. The institution shall, however, get the students registered with this Board within ten (10) days of the admission on payment of normal fee on production of related documents. Late fee will be charged thereafter as prescribed at Para 1c above. The following documents must be enclosed with the Registration Return of such candidates:

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4. 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 notified by this Board. But in any case not later than fifteen (15) days after the announcement of Examination schedule / Admission Form.

5. The Head of Institution shall be personally and legally responsible for communication of complete and accurate particulars of the students, i.e. spellings of name and parentage etc. as these particulars shall be treated as full and final and will, accordingly, be exhibited on all the documents / certificates issued by the Board.

6. 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 in an examination over and above. The Board reserves the rights to cancel the registration of a candidate at any stage if it is found that the particulars provided by him / her were false or the candidate has concealed any facts.

Heads of all Institutions
affiliated with the FBISE, Islamabad

Copy to:
The Joint Secretary (Admin), Ministry of Education, Training and Standards in Higher Education, Islamabad
The Director General, Federal Directorate of Education, G-9/4, Islamabad
The Director of Education, FGEI (C&G), Sir Syed Road, Rawalpindi
The Director, Army Directorate of Education (IGT&E Branch), GHQ, Rawalpindi
The Director of Education, PAF Rear Air HQs, Peshawar
The Director of Education, Naval HQs Islamabad
The GSO-I, Regional Office, Rawalpindi, Wah, Peshawar, Mangla, Gujranwala, Lahore, Multan, Quetta, Bahawalpur & Karachi Cantt
All Embassies / Pak, Missions

Internal:
The Chairman, FBISE, Islamabad
The Secretary, FBISE, Islamabad
The Controller of Examinations (Conduct), FBISE, Islamabad
The Controller of Examinations (Secrecy), FBISE, Islamabad
The Director (Research), FBISE, Islamabad
The Data Processing Manager, FBISE, Islamabad
The Director (One Window Cell), FBISE, Islamabad
The Incharge FBISE Sub-office Gilgit-Baltistan

Note: Information on the subject matter alongwith Registration Return Proforma is also available at the FBISE Website www.fbise.edu.pk

Deputy Secretary (Registration)
☎ 051-9269524