



# FEDERAL BOARD OF INTERMEDIATE AND SECONDARY EDUCATION

H-8/4, ISLAMABAD (PAKISTAN)

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No. (1)/FBISE/SSC-C/AE-2019/331

23<sup>rd</sup> October, 2018

## NOTIFICATION

(For Institutions within Pakistan)

It is hereby notified for the general information of all concerned that the **Secondary School Certificate (SSC) Part I & II Annual Examination, 2019** of the Federal Board of Intermediate and Secondary Education, Islamabad, shall commence with effect from **Tuesday, 12<sup>th</sup> March 2019**.

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

### SCHEDULE OF SUBMISSION OF ADMISSION FORM/LIST OF THE CANDIDATES ALONG WITH ADMISSION FEE

CATEGORY OF STUDENTS	NORMAL ADMISSION FEE		DOUBLE ADMISSION FEE		TRIPLE ADMISSION FEE	
	FROM	TO	FROM	TO	FROM	TO
Private candidates of SSC-I & II.	24-10-2018	04-12-2018	05-12-2018	20-12-2018	21-12-2018	10-01-2019
a. Regular candidates (SSC-I) b. The candidates (SSC-I) already registered in the current academic year but appear as private.	25-10-2018	11-12-2018	12-12-2018	26-12-2018	27-12-2018	10-01-2019
Regular/Ex-candidates of SSC-II (including Improvement cases).	25-10-2018	18-12-2018	19-12-2018	02-01-2019	03-01-2019	10-01-2019

### RATES OF ADMISSION FEE:

CATEGORY OF STUDENTS	Rates		
	SSC-I	SSC-II	SSC-I & II
Regular candidates (All Groups)	Rs.1000/-	Rs.1000/-	Rs.2000/-
Ex/ Registered Private candidates (All Groups)	Rs.1100/-	Rs.1200/-	Rs.2300/-
Non-Registered Private candidates (All Groups)	Rs.1700/-*	Rs.1800/-* (Only for Other Board candidates)	Rs.2900/-*
Registered IBCC candidates	---	---	Rs.2300/-
Non-Registered IBCC candidates	---	---	Rs.2900/-*
Improvement of marks/grade candidates	Rs.1200/-	Rs.1300/-	Rs.2500/-

\*Including Rs.600/- as registration fee.

### NOTE:-

- I. Those institutions/candidates who mail/post their admission forms/data along with requisite fee to the Board must dispatch them at least three days before the last date specified above to avoid payment of extra fee or rejection of admission form(s).
- II. The failure candidates of SSC Supplementary Examination, 2018 may also submit their Admission Forms according to the same schedule. Those candidates whose result is declared late by the Board may submit their Admission Forms with normal fee within 15 days of the date of declaration of their result, but before commencement of the examination, positively.
- III. Change of subjects/group will not be allowed under any circumstances after submission of admission form to the Board's Office.
- IV. Facility of reappearing in one or two papers of SSC Part-I along with Part-II papers, is provided only to passed candidates of SSC-I for which papers of Part-I will have to be indicated in the respective column of admission form. He/She will pay full fee of both the parts.
- V. 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 cards. Admission forms will not be entertained/accepted without registration number(s).
- VI. The Head of institution is requested to submit admission form(s) separately in respect of candidates who appeared/passed their SSC Part-I Examination from the Board other than FBISE. Their Original Result Cards of SSC-I and a photocopy thereof, duly verified by the respective Board must be attached with their admission forms.
- VII. The institutions and Ex-Private candidates of Gilgit-Baltistan (Gilgit/Skardu) should submit their admission forms to FBISE's Sub-Offices Gilgit & Skardu, as per schedule.
- VIII. Admission fee shall be submitted at any nearest HBL Branch by completing/downloading fee Challan available at FBISE website & sent it to Board's Office along with admission form/list within specified due dates.

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- IX. The candidates who intend to improve their Grade/Marks after passing SSC Examination can do so 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 appearing in a paper of a subject or any one part of the examination.
- X. A private candidate is allowed to appear in the subjects involving practicals subject to the condition that he/she provides certificate of having done the practicals at an affiliated institution duly signed by the Principal.

3. **MODE OF SUBMISSION FOR REGULAR CANDIDATES OF SSC-I & II.** Admission data (in soft form) placed on FBISE website for SSC-I & II candidates will be filled in letter and spirit by the institution within given due dates. No hard copy of admission form of SSC-I & II regular candidates shall be submitted by institution(s). Institutions shall only forward the computerized generated list of candidates including registration numbers, subjects/group, online challan receipts number, date of fee submission along with covering letter duly signed and stamped by Principal and original challan receipt (Board Copy) within given due dates to the Controller of Examinations (Conduct) by post/or at One window cell of FBISE. 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 i.e.051-9269516.

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](http://www.fbise.edu.pk) & the same along with requisite original challan receipt (Board Copy) must be submitted to the Controller of Examinations (Conduct) by post or at One Window Cell of FBISE. 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(02) 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. A candidate, appearing in any failure subject will pay full fee of his/her respective Part.

6. Private candidates, who have not been on the roll of any institution after 31<sup>st</sup> October of the current academic year must attach Original School Leaving Certificate of SSC Part-I along 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) which is not offered by the candidate from an affiliated secondary school. In case of non-schooling, an affidavit must be submitted on a stamp paper of Rs.10/- attested by the Oath Commissioner, along with a copy of Form "B" for proof of his/her Date of Birth.


7. **DOCUMENTS TO BE ATTACHED ALONG WITH ADMISSION FORM/LIST.**

- I. Attested copy of permission letter of FBISE if candidates have taken English Literature, Geography of Pakistan/Urdu Salees, Sindhi etc
- II. Attested copy of Equivalence Certificate issued by IBCC in case of foreign qualification (O level etc).
- III. Attested copy of letter of change of group/subjects, cancellation of SSC-I result (if applicable).

  
FATIMA TAHIRA  
CONTROLLER OF EXAMINATIONS  
(CONDUCT)

#### **DISTRIBUTION**

1. APS to Secretary, Ministry of Federal Education & Professional Training, Pak Secretariat, Govt. of Pakistan, Islamabad.
2. All the Chairmen, BISEs, in Pakistan.
3. The Director General, Federal Directorate of Education, G-9/4, Islamabad.
4. The Director of Education, FGEI, (C/G) Sir Syed Road, Rawalpindi Cantt.
5. The Director of Education, PAF Directorate of Education, Rear Air H.Q, Peshawar Cantt.
6. The Director of Education, Naval Headquarters, Islamabad.
7. The Director of Army Public School & College System, Army Central Library, GHQ, Rawalpindi.
8. C.B Education Directorate, C/O Chaklala Cantonment Board, Opposite Health Ways Laboratory, Murree Road, Rawalpindi.
9. The Secretary, Inter Board Committee of Chairmen, Plot No. 25, G-10/4, Islamabad.
10. All GSOs-I, FGEI, Regional Offices.
11. All the Heads of Educational Institutions (within the country) affiliated with FBISE, Islamabad.
12. The Manager, HBL, FBISE Branch, H-8/4, Islamabad.
13. The Controller P.T.V/ Radio News, Constitution Avenue, Islamabad.
14. The Editor, Daily Leading News Papers of Rawalpindi/Islamabad.
15. The Officer Incharge Website, FBISE, Islamabad.
16. All HODs, FBISE, Islamabad.
17. APS to Chairman and Secretary, FBISE, Islamabad
18. Incharge, FBISE Sub-Offices, Gilgit & Skardu (Gilgit-Baltistan).
19. Chat Room.
20. All concerned.

  
IBRAR AHMED KHAN  
DEPUTY CONTROLLER OF EXAMINATIONS  
SSC (CONDUCT)