



FEDERAL BOARD OF INTERMEDIATE AND SECONDARY EDUCATION

Sector H-8/4, Islamabad, PAKISTAN

No.FBISE/REGN/NOTIF/SSC/2011-2013/500

08-03-2011

NOTIFICATION

It is hereby notified for information of all concerned that the schedule of **ADMISSION** and **REGISTRATION** for the students of **Class-IX** academic session 2011-2013, will be as follows:

a. SCHEDULE FOR ADMISSION

- | | | |
|---|---|-----------------|
| (1) Start of Academic Session | - | 15-04-2011 |
| (2) Last date for Admission | - | 30-04-2011 |
| (3) Admission with prior permission of
Chairman/Chairperson FBISE with
Rs 500/- and US \$ 10/- per candidate
as special permission fee | - | upto 16-05-2011 |

b. SCHEDULE FOR SUBMISSION OF REGISTRATION RETURN

- | | | |
|--|---|-----------------|
| (1) Receipt of Registration Return
with normal fee @ Rs 300/- and
US \$ 50/- per candidate | - | upto 31-05-2011 |
|--|---|-----------------|

(2) In case an institution fails to submit the Registration Return within the stipulated period a surcharge of Rs 300/- and US \$ 10/- per month per student will be levied upto fifteen days before the announcement of schedule of examination/admission forms. The part of the month shall be treated as full month for purpose of fee. Following documents may also be forwarded with the Registration Return duly attested by the concerned Principal:-

- Copy of Admission Form
- Copy of Admission Withdrawal Register
- Copy of School Leaving Certificate
- Copy of fee deposit slip

(3) No request for registration will be entertained after the deadline that is fifteen days before the announcement of schedule of receipt of admission forms for the examination.


2. All institutions may remit their registration fee by Pay Order or Bank Draft in favour of the **Secretary Federal Board of Intermediate and Secondary Education, Islamabad**, drawnable at Islamabad, and must provide the following information on back side of the Pay Order/Bank Draft. **Registration fee through Electronic transfer will not be acceptable:**

- Name of institution
- Number of candidates

3. Admission on transfer basis from Board to Board may be made within forty five(45) days of the withdrawal of the student from previous institution subject to eligibility determined by the Board. The institution shall however get the students registered with the 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 in Para 1b(2) above. Following related documents must be enclosed with the Form:

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- a. Original NOC/Migration Certificate
 - b. Copy of SSC-I Result Card duly attested by the concerned Principal
 - c. Copy of School Leaving Certificate duly attested by the concerned Principal
 - d. Copy of Equivalence Certificate issued by the IBCC duly attested by the concerned Principal.
4. Students who is not registered with any other Board due to any reasons 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 admissions as notified by the Board.
5. The Board reserves the rights to cancel the registration of a student at any stage if it is found that the particulars provided by him/her were false or the candidate has concealed the facts.
6. 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, parentage and date of birth etc. **as these particulars shall be treated as full and final; and will accordingly be exhibited on all 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 in an examination over and above.**


(ASLAM GUL)
Director (Academics)
☎ 051-9250610

**The Head of all Institutions
affiliated with FBISE Islamabad**

Copy to:

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

Internal:

Chairperson
Secretary
Controller of Examinations (Conduct)
Controller of Examinations (Secrecy)
Director (Research)
Data Processing Manager
Director (One Window Cell)
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


(MUSARRAT RAUF)
Assistant Secretary (SSC-Registration)
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