

  
**MEGHALAYA BOARD OF SCHOOL EDUCATION**  
**HEADQUARTERS :: TURA**

No.MBOSE/SSLC/Exam-143/93/2015/22160-23429

Dated Tura, the 22<sup>nd</sup> September, 2014.

From: Smt. S. N. Marak,  
**Controller of Examinations,**  
Meghalaya Board of School Education,  
Tura.

To :The Principals / Headmasters / Headmistresses of all Affiliated/Unaffiliated Secondary/ Higher Secondary Schools in Meghalaya.

Sub: Regular and Private Candidates with Selection Test - Submission of Forms and Fees for the S.S.L.C. Examination, 2015.

Sir/Madam,

I am to state that necessary instructions in respect of eligibility of the Private Candidates without Selection Test and Compartmental Candidates for the S.S.L.C. Examination, 2015 has already been issued to all concerned vide this office letter NO MBOSE/SSLC-143/93/2015/ dated Tura, the 27<sup>th</sup> August, 2014.

Further, I am to bring to your kind notice the following, in respect of the **Regular and Private Candidates with Selection Test** for the S.S.L.C. Examination, 2015 for favour of your guidance and necessary action. The Application and other related papers/forms will be available at the MBOSE Office Tura/Shillong from the 20<sup>th</sup> of October, 2014 onwards during office hours.

**1. DOCUMENTS TO BE SUBMITTED ALONG WITH THE APPLICATION FORM FOR THE FINAL S.S.L.C. EXAMINATION.**

**For candidates who have registered:**

- (a) Self attested photostat copy of Class IX progress report.
- (b) Self attested photostat copy of the MBOSE order for change of institution/centre.

**2. PHOTOGRAPH (For all categories of candidates)**

The candidates who will be allowed to sit for the SSLC Examination must have 2 (two) copies of recently taken passport size photo graphs (3.5 x 4.5 Cm.) either **coloured** or **black & white** along with his/her Final Application Form.

Out of the 2 (two) copies, 1 (one) must be self attested.

The candidate will paste (**not staple**) the unattested copy of the photograph, on the application form in the space provided for the purpose. The other one copy, the Principal/Headmaster/ Headmistress will retain in his/her office.

Heads of the Institutions are hereby instructed not to accept the Application Forms without the passport size photographs from any candidate.

**3. PRE-PRINTED FORMS.**

(a) Pre-printed forms are being issued to all candidates from affiliated and unaffiliated schools to minimize the mistakes and time taking in filling up the forms. Change is allowed only in the case of clerical error (spelling mistake etc) in the name/title and date of birth. Any correction thereof may be done using red ink. Major changes will not be entertained. Changes may also be made in the subjects i.e. Health Education/Computer Science and Additional English/MIL.

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(b) For candidates who failed in Class IX or in the Selection Test, their forms may be returned to MBOSE.

**4. EXAMINATION FEES :**

- a) **Regular Candidates (Candidates from Affiliated Schools):**  680/- ( 230.00 Examination Fee;  120.00 Mark Sheet Fee;  60.00 Admit Card Fee;  120.00 Certificate Fee and  150.00 Centre Fee).
- b) **Private Candidates with Selection Test:** Candidates from un-affiliated schools and those who failed in the Selection Test prior to 2014 (**who have already registered**):  880/- ( 230.00 Examination Fee;  120.00 Mark Sheet Fee;  60.00 Admit Card Fee;  120.00 Certificate Fee;  150.00 Centre Fee and  200.00 Permission Fee).

**N. B. Candidates at Sl. No.4 (b) above must pass the Selection Test conducted by the District School Education Officer.**

**5. SUBMISSION OF FORMS, FEES, ETC., BY THE CANDIDATES :**

(a) The last date for submission of forms, fees, etc., by the candidates (Regular and Private with Selection Test) will be fixed by the Principals, Headmasters and Headmistresses concerned so as to enable them to complete the compilation, etc. and submit the documents to the Board within the stipulated time as mentioned at 6 below i.e. on or before **the 25<sup>th</sup> of November 2014** positively.

(b) **Submission of forms, fees etc by affiliated Schools:**

For candidates from affiliated Schools, the submission of forms, fees etc will be done by the concerned institution as has been in practice. The candidates will be treated as Regular candidates from affiliated Schools. The Examination forms, fees and statements (Form No 43B) along with other forms are to be filled up accordingly and submitted to the Board on the stipulated date as mentioned above at 5(a).

(c) **Submission of forms, fees etc by unaffiliated Schools:**

Unaffiliated Schools will collect the forms and statements from their respective Examination centres and fill up accordingly. After filling up the Examination forms and statements (Form No. 43C) the heads of the unaffiliated Schools will pack the said forms, statements etc and seal the packet(s) and submit the same to the Centre-in-Charge. Kindly specify the number of candidates and subjects as shown in the following label which needs to be pasted on top of the packet(s).

Name of the unaffiliated School _____ _____
Number of Candidates Male: _____ / Female: _____
Subject(s) : Health Education _____ Computer Science _____ Additional English _____ Khasi _____ Garo _____ Hindi _____ Assamese _____ Bengali _____ Mizo _____ Urdu _____
Centre of Examination _____
Signature & Seal of Head of the Institution

The Officer-in-charge of the centre will be responsible for collecting the packets of the unaffiliated Schools as mentioned in 6(b) above, and submit the same along with other categories of candidates from his/her Centre to the Board Office. The officer-in-charge shall have to see the subject of each unaffiliated schools from the label and tally the number of subjects for his/her centre and fill up the requirement in **Form No. - 39. The fees of the unaffiliated Schools is to be submitted to the Officer-in-charge. The Officer-in-charge in turn will make one consolidated draft of all the candidates from his/her centre and submit the same accordingly to the Board.**

**Note for all categories of candidates:**

While preparing the Statements of candidates in Form No.43-B/43-C/43-D, it should be kept in mind that the same candidate must have the same serial number in all the 3(three) copies of the statements. If possible, for the convenience of the school and to avoid any mistakes, the school may generate the data as required in the various columns of Statement of candidates (Form No. 43-B/43-C/43-D) in computers to print and paste in the statement accordingly.

(c) Under no circumstances, more than one category should be shown in the same sheet. The Application Forms should also be arranged for each category of candidates as indicated below.

**Category of candidates for the SSLC Examination, 2015:**

- |                       |   |   |
|-----------------------|---|---|
| (i) Male Regular      | - | } For candidate from affiliated Schools   |
| (ii) Female Regular   | - |   |
| (iii) Male Private    | - | } From unaffiliated Schools   |
| (iv) Female Private   | - |   |
| (v) Male Private      | - | } Those who failed in the Selection   |
| (vi) Female Private   | - |   |
| (vii) Male Regular    | - | } Re-admitted in the same Institution/<br>those who have change their<br>Institution/Centre |
| (viii) Female Regular | - |   |

6. (a) **Form G-A** (Statement of fees) is to be submitted only by the Heads of the affiliated Schools and Officer-in-charge of Examination centres.
- (b) **Form No. 39** (Subject wise Statement of Candidates) is to be submitted by the affiliated Schools and Officer-in-Charge of Examination Centre only.
- (c) Candidates who have not paid fees, should not be included in the statement.

**N.B. Forms of Private candidates from unaffiliated schools and candidates who failed in the Selection Test prior to 2014 shall be submitted from the main SSLC Examination centre only.**

**7. LATE FINE:**

Due to late submission of forms, fees, etc., by the schools, the Board has been facing a great inconvenience with regard to time and additional financial obligation to print the statements etc. of late comers. In view of this, the Board has decided as follows:

(a) For forms and fees submitted up to the **fifth day** after the last date of submission of forms and fees fixed by the Board, **a late fine of ₹ 800.00** (Rupees eight hundred) only per page of each statement (per page of Form No.43-B/ 43-C & 43-D) will have to be paid by the school concerned.

(b) After the fifth day, no fees and forms forwarded by the schools will be accepted by the Board.

**(c) Forms and fees will not be accepted directly from the candidates.**

**(d) Fees will not be accepted in installments.**

**8. The Fees** collected from the candidates are to be remitted to the Board by paying directly to the Board's account from any SBI branch. Pay to the Executive Chairman, MBOSE, Tura, Account No 11308055133, SBI New Tura Branch. The counterfoil receipt will have to be submitted in original to prove the payment of fees while submitting the forms. Heads of the institutions/officers-in-charge are advised to make a photo copy of the counterfoil receipt and keep it as School office copy. Payment may also be made by Bank draft from Meghalaya Co-operative Apex Bank/State Bank of India pledged in favour of the Executive Chairman, Meghalaya Board of School Education payable at Tura. **The Centre Fee should be sent to the Officer-in-Charge of the respective centre.**

**9. COURSES OF STUDIES:**

The candidates of the S.S.L.C. Examination, 2015 shall be examined in the subjects as shown below:

**Subject for Examination**

**For Regular candidates from affiliated Schools and Private candidates from unaffiliated Schools:**

<b>Subject</b>	<b>Theory Marks (Externally Assessed)</b>	<b>Internal Marks Practical (Internally Assessed)</b>	<b>Total</b>
English	80	20	100
Additional English/Indian Language	80	20	100
Mathematics	80	20	100
Science & Technology	80	20	100
Social Studies	80	20	100
Health Education / Computer Science	80	20	100

**Private candidates who failed in the Selection Test prior to 2014 Examination, will have to appear for 100 marks in all the 6 (six) subjects.**

**INTERNAL ASSESSMENT**

(For Regular candidates from affiliated Schools and Private candidates from unaffiliated Schools) :

- (i) Physical Education (PE)
- (ii) Creative Expression (CE)
- (iii) Work Experience/SUPW (WE/SUPW)
- (iv) Environmental Education (EE)

NOTE: Indian Languages (IL):Khasi, Garo, Assamese, Bengali, Hindi, Nepali, Urdu and Mizo.  
Alternative to Indian Languages (IL):Additional English.

**10. INSTRUCTION TO FILL IN GRADES OF INTERNAL ASSESSMENTS FOR THE S.S.L.C. EXAMINATION (REGULAR & PRIVATE CANDIDATE).**

- (a) Columns No.10, 11, 12 and 13 of Form No. 43-B & 43-C should indicate the grades obtained by the candidate.
- (b) Internal Assessment **grades (i.e.PE/CE/WE/EE)** should be indicated only for the following categories of the candidates:
  - (i) Regular candidates appearing from affiliated schools.
  - (ii) Private candidates appearing for the first time from unaffiliated schools.
  - (iii) Failed candidates re-appearing as regular candidates from affiliated schools.
  - (iv) Failed candidates re-appearing as private candidates from unaffiliated schools after attending regular classes.
- (c) Internal Assessment grades obtained in the S.S.L.C. Examination(s) cannot be carried over to the next Examination.

- IMPORTANT NOTE :**
- (i) Forms of the previous years should not be used.
  - (ii) The **names of the Expelled candidates** of the SSLC Examination 2014 should not be included. (List of expelled candidates enclosed)
  - (iii) If the Internal Assessment marks and grades of a candidate(s) are not submitted in time by the schools, **the candidate's/candidates' result shall be withheld.**
  - (iv) An amount of ₹ 230/- per withheld candidate shall be charged from the School. The fees are to be borne by the School and should not be charged from the students.
  - (v) Candidates from affiliated schools who failed in the School Selection Test are not allowed to appear in the final examination as private candidates in the immediate ensuing SSLC Examination. **Any candidate found violating the regulation would lead to cancellation of his/her candidature.**

- (vi) As per our office Notification No. 220 dated Tura, the 9-2-2011 concerning candidates with specific learning disabilities (Dyscalculia only), heads of the institutions shall ensure that such candidates if any in their respective institutions take advantage of the provision.
- (vii) Phone number of candidates should be filled up in the space given in the form.

Soliciting your cooperation in the interest of the student community.

Yours faithfully,

(S. N. Marak)  
**Controller of Examinations,**  
Meghalaya Board of School Education,  
Tura.

No.MBOSE/SSLC/Exam-143/93/15/

Dated Tura, the \_\_\_\_ September, 2014.

**Copy forwarded to:-**

1. The Executive Chairman, Meghalaya Board of School Education, Tura.
2. The Director i/c. & Joint Controller of Examinations, MBOSE, Shillong Office, Shillong.
3. The District School Education Officer of all the Districts in Meghalaya.
4. The Joint Director, ITES, Meghalaya Board of School Education, Tura.
5. PRO's of MBOSE Tura/Shillong Office.
6. All Officers of Examination Branch, MBOSE Tura/Shillong.

Sd/-

(S. N. Marak)  
**Controller of Examinations,**  
Meghalaya Board of School Education,  
Tura.

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