



The Jammu and Kashmir State Board of School Education.

BOSE Campus, Bemina, Srinagar

NOTIFICATION

It is hereby notified for information of all stake holders and the concerned eligible candidates in particular that the schedule for submission of Permission-cum-Admission Forms and Statement of Enrolments completed in all respects duly filled in on the prescribed formats for fresh private / all previous failure/Re-appear candidates of the affiliated academic institutions of **Kashmir Division** excluding **Kargil, Keran, Tangdar, Machil and Gurez** for the **Higher Secondary Examination part-II (Class 12th)** Session, Bi-Annual, 2018-19, is given as under:-

02. Schedule for Deposition of forms and description of fee:-

S.No	Particulars	Date/s
a)	Last Date with Fee of Rs.900/-per candidate	07-12-2018
b)	Preparation days for submission Form/Fee for (a) above	10-12-2018 and 11-12-2018
c)	Late Fee for Ist count: Rs.580/- Per candidate	12-12-2018 to 21-12-2018
d)	Preparation days for submission Form/Fee for (b) above	24-12-2018 and 26-12-2018

The cost of Admission -Cum-Permission Forms shall be **Rs. 20/= per form**

Note;-In case the last date/s for submission of fee/ forms is declared as holiday, the next working day shall be treated a last date.

02. Instructions and Guidelines for the Processing and Submission of the Permission cum Admission Forms/fee and related Statement of Enrollments:-

- The candidate shall fill in the particulars and affix one latest digital coloured photograph on their respective Permission-cum-Admission Form& submit the same in the concerned institution.*
- The Heads of the institutions are instructed to submit the Permission-cum-Admission Forms and Statement of Enrolments completed in all respects & duly filled in the prescribed formats along with forwarding letters in triplicate in the respective BOSE offices through their authorized representatives/admission In- charge only. The letters must indicate the number of candidates (enrolled & appearing) subject wise and+description of fee deposited in the Bank.*
- The Heads of the Institutions concerned shall also ensure that:**
 - Particulars of only five candidates are filled on each side of the enrolment page.*
 - Affix the latest digital coloured photograph of each candidate against his/her particulars on the enrolment form duly signed and stamped as well as sent-up list which remains with the institutions for record and reference.*
 - Cover the photographs with quality transparent adhesive tape on enrollment form to avoid chance of misuse and impersonation*
 - The fee, as prescribed above, shall be deposited by the Heads of the affiliated Academic institutions for the concerned candidates in the shape of "Bank slip" to be obtained from the concerned Boxe office, pledged to the Chairman, the J&K State Board of School Education and deposited in the designated Branches of Jammu & Kashmir Bank.*
 - The Heads of the institutions shall forward Internal sessional awards of Class 12th to the concerned Sub/Branch offices of the BOSE well in time for necessary action.*

No:- F-Gen(HSE/Bi-Ann/18-19/KD;

Dated: - 16-11-2018

Copy to the:-

- 01. All Joint Secretaries of the Board for information. .**
- 02. Heads of all Affiliated Higher Secondary Institutions of KD.**
- 03. All Sub/ Branch Office, of the Board for information.**
- 04. Assistant Secretary Audit Section/Examination-I/Registration /Strong Room/Forms K.D**
- 05. Private Secretary to Chairman/Secretary for information of the Chairman/Secretary.**
- 06. Information Officer, Kashmir Division with the request to publish the notification in leading local dailies of the valley.**
- 07. Accounts Officer, Kashmir Division for information and necessary action.**
- 08. I/C Computer Cell-KD for uploading the notification on BOSE web site.**
- 09. In charge Shaharbeen Radio Kashmir, Srinagar**
- 09. Branch Manager, JK Bank.**
- 10. Notice Board /office copy.**

(Syed Abdur Rouf)
Joint Secretary
General KD