



NOTIFICATION

It is hereby notified for general information that the following schedule for enrollment of 9th class regular students for the academic session **2019-20** is as under:-

| Category | With Normal Fee | With Late Fee | With Double Fee |
|--------------------------------|--|---|--|
| | 31/05/2019 | 18/06/2019 | 17/07/2019 |
| Government Institutions | Enroll+Sports(170+50) =Rs. 220/-Per Student | Late Fee of Rs.100/- (220+100=Rs.320/- | Double Late Fee of Rs.200/- (220+200=Rs.420/- |
| Private Institutions | Enroll+Sports(220+50) =Rs. 270/-Per Student | Late Fee of Rs.100/- (270+100=Rs.370/- | Double Late Fee of Rs.200/- (270+200=Rs.470/- |

- All heads of Affiliated Institutions are required to apply for enrollment online through portal system of this Board (portal.bisess.edu.pk) for 9th class regular students and submit a hard copy of the same with requisite fee within due date to this office for confirmation, otherwise fee shall be charged as per notification. Manual enrolment return shall not be accepted and strict disciplinary action be taken against the institution.**
- Enter complete particulars of student carefully according to the online enrolment form along with picture 300x300 pixels (white background). The institution may change the students group upto 30th November 2019, after that no group change is allowed.
- If an institution fails to submit enrollment forms for confirmation upto **17th of July 2019** a penalty @ Rs. 20/-(Twenty Rupees) per day per student shall be charged till 31st of October 2019 subject to the provision of Admission Withdrawal Register (AWR) to check the exact date of admission of student against the prescribed date.
- All Heads of the Institutions are advised to ensure comparison of student's particular i.e, Name, Father Name & Date of Birth with AWR before confirmation. Furthermore, draft enrolment cards must be issued to all students and shall be received in return duly signed by the student, father/guardian and principal. All corrections in name, father name and DOB etc shall be carried out upto 30th November 2019 after that no correction is allowed.
- It should be ensured, before admitting a student, whether or not he/she is already enrolled with BISE, Swat. In case he/she is already enrolled then he/she must seeks migration certificate if otherwise eligible. Re-admission in 9th class, on the basis of previous enrollment Number, shall be communicated for necessary information, if otherwise eligible.
- Regular candidates of 9th class who are failed or cancelled his/her result would remain as regular candidate for the next annual examination provided, the institution has capacity to accommodate them, otherwise the student should be allowed to migrate to another institution or he/she may appear in private capacity (Ex-regular Student)**
- Candidate who has not attained 14 year of age on commencement date of SSC (A) Exams 2020 would not be eligible for appearing in SSC 9th class (A) Exams 2020. **The minimum level for date of Birth is 31-03-2006.**
- The Heads of the Institutions are directed to submit the following documents of migrated students from other boards within **fortnight** for enrollment to this office and shall also apply online.
 - **Verified DMC 9th class (Regular student) A/2018 & 2019 from Board Concerned.**
 - **Countersigned copy of School Leaving Certificate.**

- **Enrollment form/return along with reference letter duly signed by the Head of Institution concerned.**
 - **Original Migration Certificate from board concerned.**
 - **Prescribed Fee.**
9. A student of 9th or 10th Class shall not be admitted or enrolled until **Original School to School Migration Certificate and School Leaving Certificate** is submitted. In case of non provision of the same, the penalty will be imposed on the institution.
 10. If a regular student(S) remained absent from the institution for Seven (07) days without any prior permission/information and the same is not reported by the Head of the institution **within fortnight** to this office, the complaint lodged against the student (S) by the Head of the Institution shall not be entertained.
 11. If a regular student failed in (Part-1) 9th class examination. and after qualifying the same examination in the subsequent year, would be eligible for regular admission in any recognized institution in Part-9/10 class subject to the provision of School to School Migration Certificate for admission in other institution. (Except in subject(s) in which the practical(s) is/are involved). Otherwise he/she will appear in private capacity.
 12. The particulars of the student (s) Name, Father Name & Date of Birth and admission withdrawal number must be taken from the **Admission withdrawal Register** along with covering letter dully signed by the Head of the Institution. Any cutting, erasing and alteration in the above particulars of a student in the online return proforma/Hard copy shall not be accepted.
 13. The Heads of the Institutions are advised to put their signature and official seal on every page of **Admission withdrawal Register** & duly countersign by the concerned AEO/DEO (In case of Government institutions) concerned or by Board/Regulatory Authority (in case of Private institutions). **A.W.R** which is not attested and countersigned shall not be entertained for any official use particularly related to correction in name, father name and date of birth.
NOTE:- Incomplete A.W.R found in any institution shall bring a minimum penalty Rs. 10000/-to the institution concerned.
 14. Any alteration whether by cutting or erasing related to the name, father name and date of birth of the student in A.W.R is strictly prohibited and shall never be accepted for correction in the above particulars.
 15. Migration (School to School) shall not be allowed after 31st December 2019 till the declaration of SSC (A) Exams 2019.
 16. School Leaving Certificate (S.L.C) shall not be issued to a student until he/she gets migration certificate from Board.
 17. All Heads of affiliated institutions are advised never to sign migration application/form after due date i.e 31 December, 2019. In such situation Board is authorized to refuse or scrutinize the case for proper action.
 18. In case of apply for other boards and to get migration certificate from this Board, a regular student of class 09, 10 shall produce copies of DMC (Detail Marks Certificate) & SLC (School Leaving Certificate) dully attested from the concerned Head of the Institution.
 19. The Heads of affiliated Institutions are directed to collect fee and other dues from the student(s) at the end of every month, otherwise the complaint of the Head (s) of Institution (s) regarding fee and other dues against the student (s) at the time of migration to the other institution/Board shall not be entertained.

20. The Heads of Government and Private Educational Institutions are required to deposit the Annual Renewal/Affiliation fee on the prescribed Bank slip along with covering letter duly signed by the Principal of the concerned institution.

21. All the Private Schools Principal are hereby directed to submit fresh staff statement of their institutions for the Session 2018-19 as per Board Calendar Chapter XI Para 6 sub Para 11,12, 14 etc, without which renewal of Registration shall be refused.

THE RATES OF ANNUAL RENEWAL/AFFILIATION FEE

| S.No | Status of School | Annual Renewal Fee |
|------|---|--------------------|
| 1 | Government High School | Rs. 300/- |
| 2 | Government Higher Secondary School | Rs. 600/- |
| 3 | Private Schools up to SSC Level | Rs. 5000/- |
| 4 | Private Schools & Colleges up to HSSC Level | Rs. 7000/- |

22. The above rules/directives are subject to changes, if any, issued by the Competent Authority.



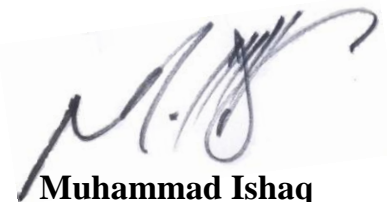
Muhammad Ishaq
Assistant Secretary (Acad)
BISE Saidu Sharif, Swat

No. 234/Acad:/BISE_Swat

Dated: 19-04-2019

Copy for information to:

- 1) PSO to Chief Minister, Govt of Khyber Pakhtunkhawa Peshawar.
- 2) P.A to Education Minister, (E&S) Govt. of Khyber Pakhtunkhawa Peshawar.
- 3) P.S to Secretary, Elementary & Secondary Education Govt. of KPK Peshawar.
- 4) The Chairman/Chairperson BISE, Abbottabad, Bannu, D.I.Khan, Kohat Malakand, Mardan & Peshawar.
- 5) P.S to Chairman BISE, Saidu Sharif, Swat.
- 6) P.A to Secretary BISE, Saidu Sharif, Swat.
- 7) District Education officer (M/F) District Swat, Shangla, Buner.
- 8) All Section Heads BISE, Saidu Sharif, Swat.
- 9) To the Principals/Head Masters/Head Mistress of all Govt: Private Schools.
- 10) File of Schedule of Admission.



Muhammad Ishaq
Assistant Secretary (Acad)
BISE Saidu Sharif, Swat