



BOARD OF INTERMEDIATE & SECONDARY EDUCATION SAIDU SHARIF, SWAT.

No.304-16/Acad:/BISE_Swat

Dated: 09-07-2019

It is notified for the information of all concerned that the Chairman has been pleased to the schedule of Online registration for Intermediate (1st year/11th) for academic year 2019-20.

SCHEDULE FOR GOVERNMENT INSTITUTIONS		
DETAIL OF FEE	FROM	TO
With Normal Fee (Reg+Sports) (220+80) Total = Rs. 300/- Per Student	01-08-2019	16-09-2019
With Late Fee (Reg+Sports+Late Fee) (220+80+100) = Rs.400/-	17-09-2019	16-10-2019
With Double Late Fee (Reg+Sports+Double late Fee) (220+80+200) Rs. 500	17-10-2019	31-10-2019

SCHEDULE FOR PRIVATELY MANAGED INSTITUTIONS :-		
DETAIL OF FEE		
With Normal Fee (Reg+Sports) (350+100) Total = Rs. 450/-	01-08-2019	16-09-2019
With Late Fee (Reg+Sports+Late Fee) (350+100+50) = Rs.500/-	17-09-2019	16-10-2019
With Double Late Fee (Reg+Sports+Double late Fee) (350+100+100) Rs. 550	17-10-2019	31-10-2019

1. The Head of the Institutions are advised to adopt procedure for Online registration through portal system (portal.bisess.edu.pk) for 1st year class regular students and submit along with requisite fee within due date to this office for confirmation of fee payment against institution concerned, otherwise fee shall be charged as per notification. Payment in excess of the submitted cases for registration shall lose entitlement for refundable nor to be accepted for the next registration of the student(s) if any. Manual registration return shall not be accepted.
2. However late admission can be allowed from 31-10-2019 to 29-11-2019 in really deserving cases under the rules (Chapter No.XVI) item No.03 of Board Calendar on the submission of the prescribed admission form with necessary fee of Rs. 300/- Late Admission application (s) with cogent reasons on prescribed format shall be submitted to the Board office upto 29-11-2019 after provisional admission of such students. The Head of Institution are instructed to produce an affidavit on stamp paper with the submission of Registration on or before 29-11-2019 and after the approval of the chairman to the effect that there is no other student is on the roll of institution and no registration will be made after 29-11-2019 on the pretext that the name of the student was left due to mistake or any other reason.
3. **The Head of the institutions are advised to ensure College I.D from the programmer of BISE, Swat before entry of the students through portal system and submit their entries for registration gender wise also group wise through online service.**
4. **The Head of the Institutions are required to put the subjects and scan photo of the students against each student through portal system.**
5. You are, requested to check the registration return before submitting the same to this office, so that the name, Father's Name, Date of Birth, Roll Number and year of passing the SSC Examination are in accordance with the particulars entered in their provisional certificates.
6. The Head of the Institutions are advised to submit the original migration certificate (s) and SSC DMC (s) copy/copies of student (s) migrating from other Board (s) along with registration return for 1st year/11th class registration to this office at the time of confirmation if an institution fails to provide the same, their applications shall not be entertained and the student name shall be excluded from the list.
7. **Those who qualify for admission on merit but pertain to the previous SSC session must be brought into the notice of BISE for getting clearance certificate that such students are not already registered with BISE, Swat. They shall be admitted after getting clearance certificate from the Board.**
8. The Head of the Institutions are required to submit the following documents for regular student (s) HSSC status, migrated from other Board, within fortnight, for registration in 1st year/2nd year intermediate.
 - ❖ Verified SSC DMC (Board Concerned)
 - ❖ Verified DMC Part-1 (regular student) Annual 2018/2019 from Board concerned.

- ❖ Countersigned copy of College Leaving Certificate.
- ❖ Registration return along with covering letter duly signed by the Head of institution concerned.
- ❖ Original Migration Certificate.
- ❖ Proper Receipt of prescribed fee.

If an Institution fails to provide the same, a penalty @ Rs. 20/- per student per day shall be charged from the date of issuance of migration certificate.

9. **Migration (College to College) shall not be allowed after December 31, 2019 till the result declaration of Annual HSSC Examination 2019.**
10. The Admission of a Student on scholarship basis, especially in private institutions, in 1st /2nd year under specific Bond/Agreement with the student (s) at the time of admission is not liable to detain a student migration to other institution/Board and such Bond/Agreement shall not be acceptable/entertained by this office for such purpose therein.
11. The Head of the institutions are directed to collect fee and other charges from the student at the end of every month. Otherwise the complaint of the Head of Institution regarding fee and other charges against the students at the time of migration to other Institution/Board shall not be entertained.
12. If a regular students remain absent from the institutions/college for 7 days without any prior permission/information's and the same is not reported by the head of institution with in fortnight to this office, the complaint lodged against the student by the Head of Institution shall not be entertained.
13. The head of institution are advised to conduct the detention examination of 1st year class of regular student before December 15, 2019. Many students face difficulties when they submit their admission forms for examination or other problem of migration after due date.
14. Particularly the principals of private institution are directed to never admit a student in 1st year & 2nd year in the jurisdiction of BISE, Swat until original migration certificate (college to college) and college leaving certificate is submitted. In case of non provision of the same the penalty shall be levied on institution.
15. Age limit to the student for 1st year is 19 year for regular male student as per rule for regular students.
16. **Regular candidates of 1st year 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)**
17. The head of the Institutions are advised to provide authentic and duly verified specimens of their signatures along with stamps to avoid forgery in their signatures & stamps (in case of migration or other issues).
18. The head of the institutions are advised strictly to provide their Telephone/Mobile Numbers, full mailing address and E-Mail address, if any to this office for ready use.
19. It has been decided in 155th KPBC meeting that old registration numbers of students be retained instead of new. It is therefore requested that, student once registered may **not** be forwarded for fresh registration under the rules.


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(SECRETARY)

B.I.S.E, Saidu Sharif, Swat

Copy for Information to:

- 1) P.S to Minister for Education, Govt: of Khyber Pakhtunkhwa.
- 2) P.S to Secretary (E&SE), Govt: of Khyber Pakhtunkhwa Peshawar.
- 3) Director College Khyber Pakhtunkhwa, Peshawar.
- 4) Section Officer (B/T) E&SE KPK Peshawar.
- 5) P.S to Chairman BISE, Saidu Sharif, Swat.
- 6) P.A to Controller, BISE Saidu Sharif Swat.
- 7) District Education Officer (M/F), District Swat, Shangla & Buner.
- 8) File of Schedule of Admission.


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