



**NOTIFICATION**

It is notified for information of all concerned that schedule for online enrollment of 9<sup>th</sup> class regular students for the academic session 2026-27 is as under.

CATEGORY	DETAIL OF FEE	UPTO
Both Govt: & Private Institutions	Normal Fee (Enrollment +Sports) (700+200)Total Rs. 900	30-06-2026
	With Late Fee Rs. 1000	21-07-2026
	With Double Fee Rs. 1100	11-08-2026

**N.B : Fee Deposit Bank receipt along with Enrollment Returns/Proforma must be submitted to the Board Office within due date (s).**

1. All heads of the Affiliated Institutions are required to apply online for enrollment of their 9<sup>th</sup> class regular students through official website of this Board ([www.bisess.edu.pk/site/ims](http://www.bisess.edu.pk/site/ims)) and submit a hard copy of the same with requisite fee within due date to this office for confirmation. Manual enrollment return shall not be accepted.
2. All heads of institution are directed to deposit the enrollment fee only on the system generated slip after finalizing the report. Other types of deposits will not be accepted.
3. Enter complete particulars of students carefully according to the online enrolment form along with picture 300x300 pixels (white background). **Change in group** is allowed to the institution within a period of one month from the date of normal fee ( Till 01-08-2026).
4. If an institution fails to submit enrollment forms for confirmation up to **10-08-2026** a penalty @ Rs.20/- (Twenty Rupees) per day per student shall be charged till **10-09-2026** subject to the provision of Admission Withdrawal Register (AWR) to check the exact date of admission of student against the prescribed date.
5. All Heads of the Affiliated Institutions are advised to ensure comparison of student's particular i.e. Name, Father Name & Date of Birth with AWR before confirmation. Furthermore, draft enrollment cards must be issued to all students and shall be received in return duly signed by the student's father/guardian and principal. All corrections in name, father name, DOB etc shall be carried out up to 26<sup>th</sup> August, 2026, after that no correction will be allowed.
6. Before admitting a student it should be ensured as to whether the student is already enrolled with BISE, Swat or not. In case he/she is already enrolled then he/she must seeks migration certificate if otherwise eligible. Re-admission in 9<sup>th</sup> class, on the basis of previous enrollment Number, shall be communicated for necessary information, if otherwise eligible.
7. Regular candidates of 9<sup>th</sup> class who are failed would remain as regular candidates for the next annual examination if the institution has capacity to accommodate them, otherwise the students be allowed to migrate to another institution. The student can also appear in private capacity (Ex-regular Student)
8. **Minimum Age of the student at the time of enrollment of the each academic year must be more than Twelve 12 Years. Each Academic session starts from 1<sup>st</sup> April of each year.**
9. **All Head of Govt: and private Educational institutions are directed that submission of Nadra registration number i.e from (B) of the each student, in the enrollment is compulsory.**
10. Head of institutions are advised to enroll students migrated from other Boards in "**Other Board Enrollment Menu**" in the portal and submit the following documents of migrated students along with hard copy of online enrollment (Water Marked as other Board students), within 15 days to this office.
  - i. Original Migration Certificate from Board concerned.
  - ii. Verified DMC of 9<sup>th</sup> class from Board concerned.
  - iii. Countersigned copy of school Leaving Certificate.
  - iv. Enrollment return along with reference letter duly signed by Heads of institution concerned.
  - v. Prescribed fee.

If an institution fails to provide the same, a penalty of Rs.30/- per students per day shall be charged from the date of issuance of migration certificate.

11. A student of class 9<sup>th</sup> or class 10<sup>th</sup> 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.
12. If a regular student(S) remains absent from the institution for Seven (07) days without permission/ information and the same is not reported by Head of the institution **within fortnight** to this office, the complaint lodged against the student(S) by Head of the Institution shall not be entertained.
13. A regular student failed in (Part-1) 9<sup>th</sup> class examination, after qualifying the same examination in the subsequent year, would be eligible for regular admission in class 10<sup>th</sup> in the same institution or any other recognized institution subject to the provision of School to School Migration Certificate for admission in other institution.
14. 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.
15. The Heads of the Institutions are advised to put their signature and official seal on every page of **Admission withdrawal Register** & duly countersigned by the concerned AEO/DEO (In case of Government institutions) concerned or by Private Schools 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.
16. 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.
17. Migration (School to School) shall not be allowed after 31<sup>st</sup> December 2026 till the result declaration of SSC (A) Examination 2026.
18. School Leaving Certificate (S.L.C) shall not be issued to a student until he/she gets migration certificate from Board.
19. All Heads of affiliated institutions are advised never to sign migration application/form after due date i.e 31 December, 2026. In such situation Board is authorized to refuse or scrutinize the case for proper action.
20. In case a regular student of class 10<sup>th</sup> applies for migration certificate from this Board, he shall produce copies of DMC (Detail Marks Certificate) & SLC (School Leaving Certificate) duly attested by Head of the concerned Institution.
21. Heads of the affiliated Institutions are directed to collect fee and other dues from the student(s) at the end of every month. Complaints regarding fee and other dues against the student (s) at the time of migration to other institution/Board shall not be entertained.
22. Heads of the Government and Private Educational Institutions are required to deposit Annual Renewal/Affiliation fee on the prescribed Bank slip along with covering letter duly signed by the Principal of the concerned institution.
23. Principals of all Private Schools are hereby directed to submit fresh staff statement of their institutions for the Session 2026-27 as per Board Calendar Chapter XI Para 6 sub Para 11,12, 14 etc, without which renewal of Registration shall be refused.
24. Principals of all private schools are directed to submit **Registration/Renewal of Registration for 2026-27 issued by PSRA before or along with the enrollments.**

25. RATES OF ANNUAL RENEWAL OF AFFILIATION FEE.

S.No	Status of School	Annual Renewal Fee
1	Government High School	Rs. 1000/-
2	Private Schools up to SSC Level	Rs. 7,000/-
3	Govt: Higher Secondary School	Rs. 1500
4	Private Colleges	Rs.10,000


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

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**CHAIRMAN**  
**BISE SAIDU SHARIF SWAT**

Endst.No. and date even

**Copy for information to:**

- 1) PS to Chief Minister, Govt: of Khyber Pakhtunkhwa.
- 2) PS to Minister for Education, (E&SE) Deptt: Govt. of Khyber Pakhtunkhwa, Peshawar.
- 3) PS to Secretary (E&SE) Deptt: Govt: of Khyber Pakhtunkhwa Peshawar.
- 4) PS to Director E&SE Deptt: Govt: KP Peshawar.
- 5) PS to Director Higher Education Govt: of KP Peshawar.
- 6) The Chairmen All BISEs of KP.
- 7) Director Colleges Khyber Pakhtunkhwa, Peshawar.
- 8) Section Officer (B/T) E&SE Deptt: KPK Peshawar.
- 9) PS to Chairman BISE, Saidu Sharif, Swat.
- 10) Deputy Director (Registration) Private Schools Regulatory Authority Govt: of KP Peshawar.
- 11) PA to Controller, BISE Saidu Sharif, Swat.
- 12) Deputy Director IT BISE Saidu Sharif, Swat.
- 13) District Education Officer (M/F), District Swat, Shangla & Buner.
- 14) All Section Heads BISE, Saidu Sharif, Swat.
- 15) The Principals/Head Masters/Head Mistress of all Govt: Private Schools.
- 16) Web Master for uploading the same on official website.
- 17) File "Schedule of Admissions".

  
**UMAR HUSSAIN**  
**( SECRETARY )**  
**BISE,SAIDU SHARIF, SWAT**