



Nagaland Board of School Education Kohima

NOTIFICATION NO. 6/2024
Dated Kohima, the 12th January 2024

CALENDAR FOR THE ACADEMIC YEAR 2024 (SECONDARY LEVEL)

The academic calendar for 2024 is hereby notified to all registered schools under NBSE for strict compliance:

January 2024	:	Reopening of schools for admission. All admission to be completed.
January/February 2024	:	Conduct of Preparatory Classes and Model Test.
February/March 2024	:	Meeting with the Centre Superintendents of HSLC Examination 2024
February 2024	1.	Regular classes to start for classes VIII to X
	2.	Financial Literacy Training for schools
	3.	Online Meeting with the Headmaster/Headmistress (Govt. & Private) recently upgraded to open Class IX & X from 2024 and fresh appointees as heads (those holding the post as Headmaster/Headmistress for the first time).
	4.	Meeting/Training/Workshop/Seminar
1 - 12 February 2024		SUBMISSION OF: Internal/practical mark list and grades for HSLC 2024. To be uploaded in the portal nbsenl.edu.in
February 2024	:	Conduct of HSLC Examination 2024
18-28 March 2024	:	COLLECTION OF:
	1.	Form nos.3, 6(a,b,c) & 15 (can be downloaded from NBSE website) (Form No. 16 to be generated using NBSE offline software)
	2.	Classes VIII & IX Certificates of Qualification 2023. The Certificates are to be collected from the Board's Office.
Information	:	Migrating students for admission to classes VIII, IX and X should seek prior permission from the Board. Last date for receiving of application is 30 th March 2024.
4 – 18 April 2024	:	SUBMISSION OF:
	1.	Duly filled in Form no. 8 of Class VIII as on 1 st April 2024 by all NBSE registered institutions and Middle schools (Both Govt. and Private) registered with the Directorate of School Education, Nagaland should be uploaded to the portal. Scanned provisional order issued by NBSE for migrating student if any should also be emailed to nbseclass8@gmail.com
	2.	Duly filled in Form no. 13 of Class IX as on 1 st April 2024 should be uploaded to the portal by all registered schools. Scanned provisional order issued by NBSE for migrating student if any should also be emailed to nbseclass9@gmail.com
	3.	Preprinted Form no. 16 of Class X as on 1 st April 2024 by all registered Institutions. Form no. 16 for change of school and migrating student if any can be downloaded from the portal and duly filled in form should be submitted along with Class IX certificate of qualification and provisional order issued by NBSE.
	4.	Form no. 6 (a, b & c) duly signed hard copy to be submitted to the Board.
	5.	Payment of Annual registration fee by registered Secondary and Higher Secondary schools through the portal.
	6.	Payment of Class VIII registration fee, fees for migrating students of Class IX & X and fees for Financial Literacy course of Class IX & X through portal.
	7.	Particulars of Class IX & X students opting for Financial Literacy course
	8.	Details of School Managing Committee
	9.	HSLC 2024 Question paper observation report.(Refer Note No.2)
	●	Payment of fees should be done during the period specified only – Not before or after
	●	Submission/additional submission of particulars will not be accepted after due date.

20 - 31 May 2024	:	Payment of Examination fee for Class IX Final examination by registered schools/Centre schools through portal.
June/July 2024	:	Conduct of HSLC Compartmental/Improvement Examination (Dates shall be announced later)
5 June 2024	:	Observance of World Environment Day (Report to be sent forthwith through mail)
10-19 June 2024	:	Conduct of Phase I for Classes VIII & IX Final Examinations and Mid Term for Class X (dates will be notified later)
29 June 2024	:	Last date for deletion of student's name for secondary level.
24 June - 8 July 2024	:	Summer Vacation for schools located in the hilly/cooler region of the state
15 - 29 July 2024	:	Summer Vacation for schools located in the hot and plain areas of the state
1 – 12 August 2024	:	SUBMISSION OF:
	1.	Progress Reports (form no.15) should be mailed to nbseclass10@gmail.com for Class X. Question papers of Mid-term Examination of Class –X by registered schools can be submitted to the Board through registered post/speed post. (Form No. 15 can be downloaded from the portal)
	3.	PCR Record (Form no.3) should be mailed to nbseform@gmail.com
	4.	Academic report (Form no.5) by all registered schools compulsorily (Refer Note No.2) (can be downloaded from the portal)
	5.	Form No. 10 – Particulars of Transferred students (Can be downloaded from NBSE website) and should be mailed to nbseclass10@gmail.com (for class X) and nbseclass9@gmail.com (for class IX)
		COLLECTION OF:
	1.	Registration Cards of secondary (Class VIII)
5 September 2024	:	Training/Workshop/Seminar
	:	Teachers' Day Celebration (Report to be sent forthwith through mail)
11 – 117 September 2024:		COLLECTION OF:
	1.	Form No. 7 (can be downloaded from NBSE portal)
September 2024	:	SUBMISSION OF:
	1	Online submission of Application Form and payment of Exam fee for HSLC Examination 2025 for regular & repeaters of candidates. (Specific date and other details will be notified later)
	2.	Specimen signature of the Head of the Institution which can be downloaded from the portal and duly filled specimen signature should be emailed to nbseclass10@gmail.com
30 September 2024	:	Last date of receiving applications from schools for upgradation, recognition and introduction of sixth subjects/vocational subjects for the next academic session. For more information, refer 'General Rules'
October 2024	:	Conduct of English Listening & Speaking Test (Class IX & X)
	:	Swachhta Hi Sewa Campaign (Report to be sent through mail)
11 November 2024	:	Observance of National Education Day (Report to be sent forthwith through mail)
14 November 2024	:	Observance of Children's Day (Report to be sent forthwith through mail)
16 November 2024	:	Culmination program of NBSE Golden Jubilee
26 November 2024	:	Observance of Constitution Day (Report to be sent forthwith through mail)
November/December 2024:		Conduct of Phase II Classes VIII & IX Final Examinations (dates will be notified later)
1 December 2024	:	Observance of World AIDS Day/ Statehood Day (Report to be sent forthwith through mail)
5 – 14 December 2024	:	Conduct of Model Test/Preparatory classes for HSLC candidates by all registered schools
16 December 2024	:	LAST DATE FOR SUBMISSION OF:
	1.	Results of Class-VIII and IX should be uploaded to the portal for approval.
	2.	Annual Report of School Managing Committee to be mailed to nbsenaq@gmail.com
	3.	Academic report to be mailed to nbsenaq@gmail.com
	4.	Form No. 7- Assessment report on the activities conducted given in the 'Life Skills' textbook to be mailed to nbseform@gmail.com

5. Class VIII & IX Question papers (1st & 2nd Phase), specimen signature and valued answer scripts (including scripts of failed candidates) can be submitted through speed post (answer scripts must be kept for six months by the school)

February/March 2025

: HSLC Examination 2025

Sd/- Asano Sekhose
Chairman

IMPORTANT:

1. **All Schools must have email address.**
2. **Schools should visit the Board's website/portal regularly for getting important notifications issued by the Board.**
3. **Schools are advised not to wait for the LAST day for collection or submission.**
4. **Schools should carefully check the dates mentioned here or any dates specified separately for any collection or submission of forms.**
5. **The penalty for failure to submit forms and fees on the specified dates is a fine of ` 30,000/-**
6. **All General holidays indicated in the State Govt. Calendar are to be observed as State/National holidays compulsorily.**
7. **The 1st and 3rd Saturdays of the month are to be utilized for co-curricular activities/Life skills/social works etc. only**
8. **Schools should also organize activities/programmes related to HIV/AIDs to sensitize the students.**
9. **Schools should practice plastic free campus and advocate elimination of single use plastic items. No junk food within the school compound.**
10. **Cleanliness drive in the schools should be carried out on regular basis.**
11. **Inspection/visit of schools will be carried out by the Board's Officials at any time of the academic year.**
12. **In case of any change in the dates specified above, it shall be notified to the schools.**
13. **Schools must inform the Board in written (along with relevant documents such as appointment order & educational documents and transfer order) as and when new Headmaster/Headmistress is appointed.**
14. **All registered school should conduct remedial teaching/preparatory classes for HSLC candidates till 14th December every year.**

NOTE :

1. **CCE Report Card for Class IX & X students must be properly entered and kept in the school office for inspection/submission as and when asked for.**
2. **Academic report/Question paper observation report: The concerned subject teacher has to write in detail the topic coverage/question paper observation of each subject. The academic report may contain inputs on the content/textbooks or questions in the textbooks. This can be submitted online through the address: nbseform@gmail.com**
3. **Annual report, Observance reports of Teachers' Day, Environment Day, Children's Day, Constitution Day, World AIDS Day, National Education Day, Swachh Bharat, Swachhta Hi Sewa (the Swachhta Hi Sewa is a Pledge of the Nation to create a clean, healthy and new India which begins from 15 Sept. - 2nd Oct. every year) etc. can also be submitted online through the address nbsenag@gmail.com**
4. **The head of the school can send a responsible teacher duly authorized by him/her for collection and submission of forms or documents. However, for collection of confidential packets, it shall be as per the rules.**
5. **All registered schools are expected to submit the enrolment and particulars of its students to the concerned DEO.**
6. **Failed centre repeaters shall pay a forwarding fee of ` 100/- to the Centre School during submission of forms to be utilized by the centre school.**
7. **The rate of examination fees are: Class IX ` 700/- to be collected from each student (submit ` 500/- to the Board and retain ` 200/- by the school/centre) HSLC ` 1350/-, HSLC (Compartmental)- ` 600/- per subject, Improvement HSLC - ` 600/- per subject.**
8. **Rate of School Annual Registration Fee: Government - ` 4000/- , Private ` 5000/-**
9. **Class VIII Registration fee and Certificate of Completion of Elementary education is ` 300/- per student for Govt. schools and ` 400/- for private schools, but for migrating student of class VIII, IX & X, it is ` 900/- per student.**
10. **For submission of Application Forms for HSLC Examination 2025, refer "Rules and Regulations for filling up of Forms" for more details.**
11. **No Institution shall collect any fee/money from candidates for issue of admit card/marksheet, etc. Necessary action shall be initiated against any institution/centre practicing this.**

Designated schools	:	<u>District</u>	<u>Name of the institution</u>
		Chümoukedima	Govt. Higher Secondary School, Chümoukedima
		Dimapur	Govt. Higher Secondary School, Dimapur
		Kiphire	Loyola Higher Secondary School, Kiphire
		Longleng	Phom Lempong Higher Secondary School, Longleng
		Mokokchung	Mayangnokcha Govt. Higher Secondary School, Mokokchung
		Mon	Govt. Higher Secondary School, Mon
		Niuland	Govt. Higher Secondary School, Niuland
		Noklak	Govt. Higher Secondary School, Noklak
		Peren	Govt. Higher Secondary School, Jalukie
		Phek	Govt. Higher Secondary School, Phek
		Tuensang	St. John Higher Secondary School, Tuensang
		Tseminyu	Govt. Higher Secondary School, Tseminyu
		Shamator	Govt. Higher Secondary School, Shamator
		Wokha	Don Bosco Higher Secondary School, Wokha
		Zunheboto	Govt. Higher Secondary School, Zunheboto

Mail Address of NBSE : **Email :**
nagaboard@gmail.com - for official correspondence
nbsenag@gmail.com - for submission of different reports

Website : <http://www.nbsenagaland.com> **Portal** : <https://www.nbsenl.edu.in>

Contact No.	Chairman	0370 2950126	Secretary	0370 2260058	Addl. Secy	0370 2260500
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** For any query, contact the concern branch/Officer*

Events of National importance notified by the Government of India should be observed by all the schools registered with the Board.