

Nagaland Board of School Education Kohima

NOTIFICATION NO.94/2023

Dated Kohima, the 26th September 2023

NO.NBE-3/Ex-Misc(10)/2023-24 :: It is hereby notified for the information of all concerned that the dates for filling up of forms for **HSLC & HSSLC Examinations 2024** for the **Regular students** is fixed from **3rd October to 13th October 2023**. Intending regular candidates are to note the dates and fill up their application forms by logging into the NBSE portal **nbsenl.edu.in**. Institutions/Schools are to collect the fees, verify the forms and pay the examination fee for their regular candidates within the above mentioned dates. *(The rules & regulations for filling up of Forms and submission are enclosed in Annexure 'A & 'B')*.

No applications shall be accepted after the stipulated dates.

Sd/- Asano Sekhose
Chairman

NO.NBE-3/Ex-Misc(10)/2023-24/2920

Dated Kohima, the 26th September 2023

A. Copy for information and necessary action:

1. All Heads of the Registered Institutions under NBSE. They are requested to guide their **Regular candidates** in filling up their Application Form.

B. Copy for information:

1. The Commissioner & Secretary to the Government of Nagaland, Department of School Education & SCERT, Kohima.
2. The Principal Director, School Education, Nagaland, Kohima.
3. All the DEOs/Sr. SDEOs/SDEOs, Nagaland.
4. The Director, DIPR, Nagaland, Kohima with a request to disseminate the contents of this notification in the media.

C. Office copy.

Keni Nagi
26/9/2023
(Keneilenyü Nagi)
Additional Secretary

**NAGALAND BOARD OF SCHOOL EDUCATION
KOHIMA**

**HSLC EXAMINATION 2024
RULES AND REGULATION FOR FILLING UP FORMS
AND SUBMISSION THEREOF.**

Category A:**Regular :**

- i) A student studying in a recognised school of this Board.
- ii) A student studying in a permitted school of this Board.

Category B :

Change of Examination Centre : Change of Examination Centre is permissible to Kohima Town only. A student seeking for change of centre shall download Form no. 19 from the portal and duly filled in Form should be scanned and email to hslcorder@gmail.com

GUIDELINES FOR CHECKING AND FORWARDING OF APPLICATION FORMS FOR HSLC EXAMINATION

- 1.(a) While filling up the forms, the candidate must know his/her Registration no. Candidates are to check if their particulars/details are correct in the form in respect of full name, surname, date of birth, father's name, mother's name, community to which they belong, Second language, sixth subject (if any) and the identification mark.
 - (b) The Head of the Institutions must check and ensure that all the students appearing from their institution have submitted their Online Application.
 - (c) Photo/Signature –
 - (i) Student/candidate should have a recent passport photo and signature in JPG/JPEG format.
 - (ii) Size of passport photo : 470 x 470 pixel (width x height)
 - (iii) Size of signature : 470 x 170 pixel (width x height)

Or take photograph directly from the NBSE mobile app.
 - (d) Certification/verification(online): The Head of registered school shall check the Application Form, the photograph, signature and all the entries made in the online by their students and be satisfied with it before it is forwarded to the Board.
2. (a) **Marks of Internal Assessment:**
Form no. 32 in the NBSE offline shall be uploaded after the allotment of HSLC Roll numbers. Schools shall download the NBSE offline and do the entry of internal/practical marks and upload it in nbsenl.edu.in portal.
Student who do not secure qualifying marks in the internal assessment are not eligible to sit for the external papers.
 - (b) **Grades for Work & Art Education and Physical & Health Education :**
The internal assessment grades of Work & Art Education and Physical & Health Education must be entered in grades by the school in Form No.32 and submit it online.
Students with E grades i.e. Needs Improvement/failed shall not be accepted.

3. **Submission of certificates/order :**

For students with disabilities, a certificate from a competent authority identifying the disability must be obtained and the scanned copy shall be emailed to **hslcorder@gmail.com**

4. **Payment of Examination Fees :**

Schools shall collect the prescribed examination fees from the students and make online payment through the portal after verifying and confirming online submission for their students.

Revised Rate of Examination fees:

- i) HSLC - ₹1350.00 (one thousand three hundred fifty)
- ii) Change of Centre - ₹ 200.00 (two hundred) extra

Students with disabilities will be exempted from payment of the examination fee **(For those who have furnished relevant certificate/documents from the competent authority).**

It is advisable to make bulk payment

INFORMATION

1. **The form of a candidate who do not have the qualifying grade/marks in the internal assessment in any of the subjects shall not be forwarded.**
2. **Schools/candidates are to note Notification N0. 115/2022, dated Kohima the 9th November 2022 that only those students who qualify in Mathematics A will be eligible to study Science stream and a student who qualify either in Mathematics A or B is eligible to study commerce stream in class XI.**
3. Signing for another person in his/her name or putting thumb impression for another person in his/her place, is an act of deceiving and also forgery.*
4. Examination centres shall be allotted by the Examination Committee of the Board.
5. For further details, please refer Management of Examinations.

*** Forgery is a criminal offence and is punishable under section No. 468 of IPC.**

**Sd/- Additional Secretary
NBSE**

**NAGALAND BOARD OF SCHOOL EDUCATION
KOHIMA**

**HSSLC EXAMINATION 2024
RULES AND REGULATION FOR FILLING UP FORMS
AND SUBMISSION THEREOF.**

Category I:

Regular :

A student studying in a recognized hr. sec. school/registered college of this Board.

Category II

Change of Examination Centre : Change of Examination Centre is permissible to Kohima Town only. A student seeking for change of centre shall download Form no. 50 from the portal and duly filled in Form should be scanned and email to hsslcorder@gmail.com

Online Submission of form: Candidates are to visit nbsenl.edu.in and fill the forms by following the steps given in the portal with intimation to the school where he /she is studying within the specified date and give their examination fee to their respective school/college.

The particulars of the candidates are based on Class XI records as on 1st August. As such, any discrepancy or correction in the particulars must be applied in written separately.

**GUIDELINES FOR CHECKING AND FORWARDING OF APPLICATION FORMS FOR
HSSLC EXAMINATION**

1. (a) While filling up the forms, the candidate must know his/her Registration no. Candidates must check that their particulars/details are correct in the form in respect of full name, surname, date of birth, father's name, mother's name, community to which they belong, Second language, Optional subject (if any).
- (b) The Principals must check and ensure that all the students appearing from his/her institution have submitted their Online Application Form.
- (c) Photo/Signature – (i) Student/candidate shall scan a recent passport photograph and signature in JPG/JPEG format.
(ii) Size of passport photo : 470 x 470 pixel (width x height)
(iii) Size of signature : 470 x 170 pixel (width x height)
Or take photograph directly from the NBSE mobile app.
- (d) Certification/verification(online): The Principal shall check/verify the Online Application Forms submitted by their students and be satisfied with it before it is forwarded to the Board.
- (e) Schools should forward the application of students with disabilities (who have submitted their certificate) stating the specific exemptions in examination to hsslcorder@gmail.com.

2. Marks of Internal Assessment and Grades for Work & Art Education and Physical Health Education:

Form no. 63 in the NBSE offline shall be uploaded after the allotment of HSSLC Roll numbers. Institutions shall download the NBSE offline and do the entry of internal/practical marks, grades and upload it in portal nbsenl.edu.in

Students who secure E grades in Internal Assessment subjects and failed marks in internal assessment in the subjects shall not be accepted.

3. Payment of Examination Fees :

Institutions shall collect the prescribed examination fees from the students and make online payment in the portal after verifying and confirming online submission for their students.

Revised Rate of Examination fees:

- i) Arts, Commerce, Science - ₹1500.00 (one thousand five hundred)
- ii) Practical Examination fee per subject - ₹ 100.00 (one hundred)
- iii) Change of Centre - ₹ 200.00 (two hundred) extra.

Students with disabilities will be exempted from payment of the examination fee (**For those who have furnished relevant certificate/documents**).

It is advisable to make bulk payment

INFORMATION

1. **Roll nos. are allotted only after the institutions submit the Forms. And the institution are to forward the internal/practical marks/grades only after the roll nos. are allotted.**
2. Signing for another person in his/her name or putting thumb impression for another person in his/her place, is an act of deceiving and also forgery.*
3. Examination centres shall be allotted by the Examination Committee of the Board.
4. Detail instructions for conduct of Practicals will be given at a later date.
5. For further details, please refer Management of Examinations.

*** Forgery is a criminal offence and is punishable under section No. 468 of IPC.**

**Sd/- Additional Secretary
NBSE**