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CENTRAL BOARD OF SECONDARY EDUCATION
(भारत सरकार, मानव संसाधन मंत्रालय के अधीन एक स्वायत्त संगठन)
(An Autonomous Organisation under the Union Ministry of Human
Resource Development Govt. of India)
शिक्षाकेंद्र, 2, सामुदायिककेंद्र, प्रीतविहार, दिल्ली 110301
SHIKSHA KENDRA, 2, COMMUNITY CENTRE,
PREET VIHAR, DELHI - 110 301

COORD./DS/2015/

Dated: 07.1.2016

To

All the Heads of the
schools affiliated to CBSE

Sub: Requirement of attendance for appearing for the class XII & X examinations conducted by the Board.

Sir/Madam,

As per Rule 13 of the Examination Bye-laws a student is eligible to appear for the examinations at class XII or X level only when he/she has attained atleast 75% of attendance upto the 1st of the month preceding the month in which the examination of the School/Board commences. Students participating in Sports at National level organised by recognized Federations/CBSE/SGFI. A student should have attained atleast 60% of attendance. The same criteria is also applied for subjects of internal assessment.

As per Rule 14(ii) of the Examination Bye-laws shortage upto 15% is condonable in exceptional circumstances on medical grounds such as suffering from serious diseases like Cancer, AIDS, TB or similar serious diseases requiring long period hospitalization.

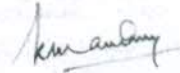
The following be also considered valid reasons for recommending the cases of the candidates with attendance less than the prescribed percentage:

- prolonged illness;
- loss of father/mother or some other such incident leading to his absence from the school and meriting special consideration; and
- any other reason of similar serious nature
- Authorised participation in sponsored tournaments and sports meets of not less than inter-school level and at NCC/NSS camps including the days of journeys for such participation shall be counted as full attendance.
- Authorised participation in Sports at National level organised by recognised Federations/CBSE/SGFI.

Schools are requested to send the following information along with their recommendation for condoning or not condoning the shortage of attendance to avoid unnecessary correspondence and expedite approvals:-

- (i) specific recommendation whether to condone or not to condone the shortage of attendance;
- (ii) Maximum possible attendance by a student counted from (working days) the day of commencing teaching of class XII/X(beginning of the session upto 1ST February).
- (iii) Number of days the candidate has attended the school
- (iv) Percentage of attendance of the candidate during above said period.
- (v) Reasons for shortage of attendance with supporting documents.

Yours faithfully,



(K.K.CHOUHURY)
Controller of Examinations