



CBSE/COORD/JS(C)/2018

Dated:23.02.2018

Principal/ Heads of the Institutions

All CBSE Affiliated Schools

ADVISORY REGARDING ISSUE OF CBSE ADMIT CARD

Several instances of not issuing Admit Card by various CBSE affiliated Schools on the ground of performance of students in the Pre-Board Tests (conducted by schools internally) have come to the notice of the CBSE. It is further noted that some schools are charging Fee for release of Admit card.

This practice of withholding Admit Card has been viewed very seriously by the Board. Rule 15 of the CBSE Examination Bye-Laws is very clear. The same is reproduced below for strict compliance by all the schools:-

Rule 15 of Examination Bye-Laws: *Detaining of Eligible candidates*

"In no case the Heads of affiliated schools shall detain eligible candidates from appearing at the examination."

It may be noted that the Board issues admit card only to those candidates which have been sponsored by schools in their finalized list of candidate (LOC) of Class X/XII. Therefore, the school has already confirmed eligibility of such candidates for appearing in Board examinations. This being the position, it is reiterated that holding of Admit Card/ not allowing eligible candidate to appear in Practical/ Theory Examination in Class X/XII is violative of CBSE Examination Bye-Laws. The School will also not charge any fee for issue of Admit Card to the eligible candidate.

The above directions may be strictly adhered to by all the schools.

Yours faithfully,

(K.K. CHOUDHURY)
CONTROLLER OF EXAMINATIONS

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