



BOARD OF INTERMEDIATE & SECONDARY EDUCATION D.I.KHAN

No. **19/Reg: /BISE/DIK**

Dated: **03-07-2018**

NOTIFICATION

It is hereby notified for general information of all concerned that the following schedule of Online Registration for Intermediate (1stYear) class for the academic year 2018-19 is as under:-

GOVT. INSTITUTIONS		
DETAIL OF FEE	FROM	TO
With Normal Fee (Reg + Sports) (200+80) Total = Rs. 280/-	16-07-2018	31-08-2018
With Late Fee (Reg + Sports + late fee) (200+80+100) Total = Rs. 380/-	01-09-2018	10-09-2018
With Double Late Fee (Reg + Sports + Double late fee) (200+80+200) Total = Rs. 480/-	11-09-2018	01-10-2018
PRIVATELY MANAGED INSTITUTIONS		
DETAIL OF FEE	FROM	TO
With Normal Fee (Reg + Sports) (300+80) Total = Rs. 380/-	16-07-2018	31-08-2018
With Late Fee (Reg + Sports + late fee) (300+80+100) Total = Rs. 480/-	01-09-2018	10-09-2018
With Double Late Fee (Reg + Sports + Double Late fee) (300+80+200) Total = Rs. 580/-	11-09-2018	01-10-2018

1. The Heads of all the Institutions are advised to adopt procedure for online registration through portal system (<http://www.bisedik.edu.pk/>) for 1st year class regular students and submit along with requisite fee within due date to this office for confirmation of fee payment against institutions concerned otherwise fee shall be charged as per notification. Payment in excess of the submitted cases for registration shall lose entitlement for refund nor it shall be accepted for the next registration of the student(s) if any. Manual registration return shall not be accepted.
2. However, late admissions can be allowed from 02-10-2018 to 31-10-2018 in really deserving cases under the rules (Chapter No.XVI item No.03) of Board Calendar on the submission of the prescribed admission form with necessary fee of Rs.300/-. Late Admission application(s) with cogent reasons on prescribed format shall be reached to the Board office Upto 31-10-2018 after provisional admission of such students. The Heads of Institutions are instructed to produce an affidavit on stamp paper with the submission of Registration on or before 031-10-2018 and after the approval of the chairman to the effect that there is no other student is on the Roll of institution and no registration will be made after 31-10-2018 on the pretext that the name of the student was left due to mistake or any other reason.
3. Late Admission(s) cannot be taken on regular basis till the same is approved by the Chairman, BISE D.I.Khan. Such application(s) is/are liable to be rejected, if the Competent Authority feels the lack of cogent reasons
4. **The Heads of the institutions are advised to ensure College I.D from the Webmaster BISE D.I.Khan before entry of the students through portal system and submit their entries for registration gender wise and also group wise through online service.**
5. **The Heads of the Institutions are required to put the subject and scan photo of the students against each student through portal system**
6. The Institutions concerned must ensure regular class attendance within the college of all such students, whose cases are submitted via online registration list for confirmation, failing which application(s) of such student(s) will be entertained for registration in other college without any prior permission/cancellation letter.
7. The Heads of the Institutions are advised to submit the original migration certificate(s) and SSC DMC(s) copy/copies of student(s) migrating from other Board(s) along with registration return for 1st year / 11th class registration to this office at the time of confirmation, if an institution fails to provide the same, their applications shall not be entertained and the student name shall be excluded from the list.
8. The Heads of the Institutions are advised to maintain proper Admission Withdrawal Register (A.W.R) of their students and send registration of students in accordance with to the said A.W.R to avoid any missing, errors and irregularities.
9. The Heads of the Institutions are required to submit the following documents for regular student(s), HSSC status, migrated from other Board(s), within fortnight, for registration in 1st year/2nd year intermediate.

i.	Verified SSC DMC (Board Concerned)
ii.	Verified DMC Part-1 (regular student) Annual 2017-18 from Board concerned. Countersigned copy of College Leaving Certificate.
iii.	Registration return along with covering letter duly signed by the Head of Institution Concerned.
iv.	Original Migration Certificate.
v.	Proper Receipt of prescribed fee.
10. **Migration (College to College) shall not be allowed after December 31st, 2018 till the result declaration of Annual HSSC Examination:2018-19**
11. The admission of a student on scholarship basis, especially in private institutions, in 1st/2nd year under specific Bond/Agreement with the student(s) at the time of admission, is not liable to detain a student migration to other Institution/Board and such Bond/Agreement shall not be acceptable/entertained by this office for such purpose therein.

12. The Heads of the institutions are directed to collect fee and other charges from the student(s) at the end of every month. Otherwise the complaint of the Head of Institution regarding fee and other charges against the students at the time of migration to other Institution/Board shall not be entertained.
13. If regular student remain absent from the institutions/colleges for 7 days without any prior permission/information and the same is not reported by the head of Institution within fortnight to this office, the complaint lodged against the student(s) by the Head of Institution shall not be entertained.
14. If the head of the institution wants then detention examination may kindly be conducted before December 15, 2018
15. Particularly the principals of private institution are directed never to admit a student in 1st year & 2nd year in the jurisdiction of BISE, D.I.Khan until original migration certificate (college to college) and college leaving certificate is submitted. In case of non-provision of the same the penalty shall be levied on the institution.
16. Age limit for male student(s) seeking admission in 1st year is 19 years.
17. It should be ensured before admitting a student as to whether or not; the student/applicant is already registered with BISE, D.I.Khan. In case already registered, he/she is ineligible for new registration and must submit migration certificate, if otherwise the applicant becomes eligible. In case of a student re-admission in 1st year, the expired/old registration number shall be communicated for necessary information to this office, if otherwise eligible.
18. The registration fee shall be deposited in any National Bank of Pakistan Branches, situated within the jurisdiction of BISE, D.I.Khan
19. According to online portal system software the renewal for new academic year is a must after that the registration menu will be open for the fresh registration.
20. The heads of the Institutions are advised to provide authentic and duly verified specimen of their signatures along with stamps to avoid forgery in their signatures & stamps (in case of migration or other issues)
21. The heads of the institution are advised strictly to provide their Telephone/Mobile Numbers, full mailing address and E-mail address, if any, to this office for ready use.
22. The time limit for change of the subject/subjects/group in part 1 examination will be one month after closing of admission.

Sd/-
CHAIRMAN

Note: The Last date on the gazetted leave will be posted to the next working day.
Endstt: No. & Date Even.

Copy for information to:

1. P.S.O to Chief Minister, Govt, of Khyber Pakhtunkhwa
2. P.S to Education Minister, (E&S) Govt, of Khyber Pakhtunkhwa
3. P.S to Secretary, Elementary & Secondary Education Govt, of Khyber Pakhtunkhwa
4. P.S to Secretary Higher Education Govt Of Khyber Pakhtunkhwa
5. P.S to Director Higher Education, Govt, of Khyber Pakhtunkhwa
6. P.S to Director Education (FATA) Govt Of Khyber Pakhtunkhwa
7. P.Sto Director Elementary & Secondary Education Govt of Khyber Pakhtunkhwa
8. The Chairmen, All BISEs Govt of Khyber Pakhtunkhwa
9. All the Principal of Govt / Private recognized intuitions within jurisdiction of BISE D.I.Khan
10. Manager National Bank Sheikh Yousaf branch Bannuroad ,DIKhan.
11. Manager Habib Bank Main branch circular road DIKhan.
12. PS to Chairman,BISE,DIKhan.
13. All Section Officers BISE ,DIKhan.

SECRETARY

Cell # 03327229311
03448221125