



# BOARD OF INTERMEDIATE & SECONDARY EDUCATION BANNU

No. 184/Reg/Mig/BISE-B

Dated: 22-06-2018

## NOTIFICATION

It is hereby notified for general information of all concerned that the following schedule of online registration for Intermediate (1<sup>st</sup> Year /11<sup>th</sup>) 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/-	13-07-2018	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	24-09-2018

PRIVATELY MANAGED INSTITUTIONS			
DETAIL OF FEE		FROM	TO
With Normal Fee (Reg + Sports) (300+80)	Total = Rs. 380/-	13-07-2018	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	24-09-2018

1. The Head of the Institutions are advised to adopt procedure for online registration through portal system (portal.biseb.edu.pk) for 1<sup>st</sup> year class regular students and submit along with requisite fee within due date to this office for confirmation of fee payment against institution concerned, otherwise fee shall be charged as per notification. Payment in excess of the submitted cases for registration shall lose entitlement for refund nor to be accepted for the next registration of the other student(s) if any. Manual registration return shall not be accepted in any case.
2. However late admission can be allowed from 25/09/2018 to 25/10/2018 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/- per student. Late Admission application(s) with cogent reasons on prescribed format shall reach the Board office upto 25/10/2018 after provisional admission of such students. The Head of Institution are instructed to produce an affidavit on stamp paper with the submission of Registration on or before 25/10/2018 and after the approval of the Chairman to the effect that there is no other student is on the role of institution and no registration will be made after 25/10/18 on the pre text 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 Bannu. 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 Bannu (0928-633266,03319250270) before entry of the students through portal system and submit their entries for registration gender wise also group wise through online service.
5. The Heads of the Institutions are required to put the subjects and scan photo of the students against each student through portal system.
6. The Institution 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 Head 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 1<sup>st</sup> year/11<sup>th</sup> 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 Head 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 the said A.W.R to avoid any missing and irregularities.
9. The Head of the Institutions are required to submit the following documents for regular student(s), HSSC status, migrated from other Board, within fortnight, for registration in 1<sup>st</sup> year/2<sup>nd</sup> year intermediate.
  - i. Verified SSC DMC (Board Concerned)
  - ii. Verified DMC Part-1(regular student) Annual 2017/2018 from Board concerned.
  - iii. Countersigned copy of College Leaving Certificate.
  - iv. Registration return along with covering letter duly signed by the Head of Institution Concerned.
  - v. Original Migration Certificate.
  - vi. Proper Receipt of prescribed fee.

If an Institution fails to provide the same, a penalty @ Rs.10/- per student per day shall be charged from the date of issuance of migration certificate.

10. Migration (Collège to College) shall not be allowed after October 31, 2018 till the result declaration of HSSC Annual Examination 2018.

11. The admission of a student on scholarship basis, especially in private institutions, in 1<sup>st</sup> /2<sup>nd</sup> 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 Head of the institutions are directed to collect fee and other charges from the student 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 a regular student remains absent from the institutions/college for 7 days without any prior permission/information's and the same is not reported by the head of Institution within fortnight to this office, the complaint lodged against the student 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. Principals of Institutions, Private Institutions in particular are directed to never admit a student in 1<sup>st</sup> year & 2<sup>nd</sup> year in the jurisdiction of BISE, Bannu until original migration certificate (college to college) and school/college leaving certificate is submitted. In case of non-provision of the same the penalty shall be levied on institution.

16. Upper Age limit of the student for 1<sup>st</sup> year is 19 years for male student.

17. It should be ensured, before granting admission to a student, as whether or not, the students/applicants are already registered with BISE, Bannu. Already registered students are ineligible for new registration. They are required to submit Migration Certificate. In case of a student re-admission in 1<sup>st</sup> 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, Bannu.

19. According to online portal system software the renewal of new academic year is must after that the registration menu will get opened for the fresh registration.

20. The head of the Institutions are advised to provide authentic and duly verified specimens of their signatures along with stamps to avoid forgery in their signatures & stamps (in case of migration or other issues).

21. The head of the institutions 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 Subject/Subjects/Group in the Part-I Examination will be one month after closing of admissions.

**Note: The Heads of the Institutions are advised to provide a copy of the sanction posts of the Finance Department Govt. of Khyber Pakhtunkhwa for Science & Humanities Group in case of newly upgraded Higher Secondary School/Colleges.**

-Sd/-

**CHAIRMAN**  
Board of Intermediate &  
Secondary Education, Bannu

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.S to Director Elementary & Secondary Education Govt of Khyber Pakhtunkhwa
8. The Chairmen, All BISEs Govt of Khyber Pakhtunkhwa
9. Director Research & Development, BISE Bannu
10. All Section Officers, BISE Bannu.
11. All the Principal of Govt / Private recognized intuitions within jurisdiction of BISE Bannu.
12. The Manager, National Bank of Pakistan Bannu Township Branch, Bannu.
13. P.S to Chairman, BISE Bannu.

**SECRETARY**  
Board of Intermediate &  
Secondary Education, Bannu