

CHAPTER-2

SECONDARY SCHOOL CERTIFICATE EXAMINATION

2.1 Secondary School Certificate Examination shall consist of two parts:

- a. Secondary School Certificate Annual Examination Part-I.
- b. Secondary School Certificate Annual Examination Part-II.
- c. The Examination of Part-I shall be held at the end of Class-IX and that of Part-II at the end of class X.

2.2 Conditions of Eligibility (Regular candidates)

- a. The Secondary School Certificate Annual Examination SSC Part-I shall be open to a candidate who:
 - (1) is a bonafide candidate and is on the roll of an affiliated institution before appearing in the examination;
 - (2) has submitted his admission form and paid the prescribed fee to the Board through the Head of his institution by such dates as may be fixed by the Board.
 - (3) has been registered at SSC-I Level by the Board.
- b. The SSC Part-II annual examination shall be opened to a candidate who:
 - (1) is a bonafide candidate and is on the roll of an affiliated institution before appearing in the examination;
 - (2) has passed, at least one year before, the Secondary School Certificate Part-I Examination or any other Examination recognized as equivalent to the aforesaid examination;
 - (3) has passed at least two years before, the Middle Standard Certificate Examination or any other equivalent to the Middle Standard Certificate Examination, provided that he takes both parts of examination together;
 - (4) has passed his SSC (Part-I) Examination from any other Board. He will provide original verified photocopy of result card issued by the concerned Board.
- c. A candidate for SSC Part-I and SSC Part-II Examination is also required to:
 - (1) have registered himself with the Board at the Secondary School Certificate stage either before or during the academic year prior to the commencement of the examination if migrated from other Board.
 - (2) have certified by the head of the institution that the candidate:
 - (a) possesses good character and conduct,
 - (b) has satisfactorily performed the work of the class throughout the academic year preceding the examination;
 - (c) possess date of birth according to the school record (in figures);
 - (3) has attended not less than:

- (a) 75% of the full course of studies in each of the subject in which he/she desires to be examined;
- (b) 75% of the period assigned to practical work in a subject having practical:
- (c) 72 hours of manual work during the academic year preceding the examination in addition to 45/47 academic periods which are formally provided in the school time-table;

2.3 Attendance

- a. The attendance of candidates shall be counted from the beginning of the academic session upto the 14th day preceding the commencement of the examination or the close of the session whichever is earlier.
- b. In case a candidate who rejoins the 9th class after having failed/passed/absent at the Secondary School Certificate Examination Part-I, the attendance shall be counted from the 10th day following the announcement of the results of the Secondary School Certificate Examination or from the beginning of the academic session, whichever may be later, up to the 14th day before the commencement of the examination.
- c. In case of a candidate whose result is declared late, the attendance shall be counted from 10th day after the publication of his/her result or the date of his/her joining the institution, whichever is earlier, if, however, the result is declared during the summer vacations, the attendance shall be counted from the day of the re-opening of the school after summer vacations.
- d. Where a candidate's attendance upto the date of submission of form falls short of required percentage, but is likely to make up till the date of counting (last working day), with or without the condonation permissible (10 days by the Head of Institution and further shortage upto 30 days of the total working days by the Chairman in exceptional cases), his/her application for examination may be sent provisionally with a forwarding note. If such candidate does not complete the required attendance even upto 14th day before commencement of examination, the Head of the Institution shall report the matter to the Controller of Examinations so as to reach him/her at least 10 days before the commencement of the examination for cancellation of his/her candidature. His/her Roll No. Slip too, if issued, shall be returned to the Board.
- e. If a candidate is not short of the required percentage of attendance at the time of submission of the admission forms, but subsequently falls short of such percentage the Head of the Institution shall report his/her name to the Controller of Examinations so as to reach him/her at least 10 days before the commencement of the examination for cancellation of candidature.
- f. In case of a candidate who does not appear in Annual Examination on account of shortage in attendance, the required percentage of attendance may be counted for the two years of his/her stay in the school, whether these two years are in the 9th and 10th classes or in the 10th class only.

2.4 Eligibility of Private Candidates

- a. The Secondary School Certificate Examination shall be open to any private candidate who:
 - (1) is a resident of an area within prescribed jurisdiction of Federal Board, i.e.

Islamabad Capital Territory, Northern Areas, Abroad and Cantonment Areas.

- (2) is certified by the head of an affiliated institution.
- (3) bears good character and conduct.
- (4) Change of category from regular to private after passing SSC-I/HSSC-I is allowed upto last date of submission of admission form.
- (5) is not simultaneously being a candidate for any examination to be held by any other Board or University.
- (6) pastes two copies of attested recent photographs on the space provided for the purpose in the admission form duly attested by the person who signs the admission form (the attestation of admission form and photographs should be of the same person).
- (7) has not been disqualified by any Examining Body.
- (8) has not qualified the Secondary School Certificate from any other Board.
- (9) has completed Nazira Quran.
- (10) has provided/attached an affidavit of non-appearance in any other Board exams on the stamp paper of Rs. 20/- duly signed by the Oath Commissioner (in case of local candidates) and by the Education Counselor of Pakistan (in case of abroad candidates) along with copy of Birth Certificate issued by the Union Council/Municipal Committee, copy of the passport (abroad candidates) or form 'B', etc.

b. A private candidate shall be allowed to appear in Subjects involving practical(s), subject to production of practical certificate(s) issued by the affiliated institution of FBISE or an affidavit of practical completed on the stamp paper of Rs. 20/- duly signed by the Oath Commissioner (in case of local candidates) and by the Education Counselor of Pakistan (in case of abroad candidates).

c. A candidate who is found guilty of having concealed any fact in his/her application for registration/admission to the examination or having made any false statement shall be debarred from appearing at the Board's examination for such period as may be decided by the Board.

d. The candidate of other Board is also required to provide an attested copy of his SSC-I result card along with Migration Certificate (in case of candidate(s) other than Federal Board).

2.5 Rejection of Admission Form

The FBISE shall have the right to reject the admission form of a candidate, if:

- a. the form is not correctly filled in and any required information is wanting;
- b. the form is not submitted to the Board within stipulated dates;
- c. requisite fee has not been deposited according to Board's schedule;
- d. the candidate does not settle objections raised in accordance with the rules by the

Controller of Examinations within specified period;

- e. the candidate does not fulfill the conditions of eligibility to the examination;
- f. the same has not been submitted within due date even though the fee has been deposited on time.