



BOARD OF INTERMEDIATE & SECONDARY EDUCATION MARDAN

No.86 /Reg/Gen/BISEM

Date: 10-07-2017

NOTIFICATION

It is hereby notified for the general information of all concerned that the following schedule of online registration for Intermediate (1st Year) class for the Session 2017-18 is as under:-

CATEGORY	DETAIL OF FEE	UPTO
<u>Govt. Institutions</u>	With Normal Fee (Reg + Sports) (200 + 80) Total = Rs. 280/-	31/08/2017
	With Late Fee Rs.100/= (280 + 100) Total = Rs. 380/-	11/09/2017
	With Double Late Fee Rs. 200/= (280 + 200) Total = Rs. 480/-	20/09/2017
<u>Private Institutions</u>	With Normal Fee (Reg + Sports) (300 + 100) Total = Rs. 400/-	31/08/2017
	With Late Fee Rs.150/= (400 + 150) Total = Rs. 550/-	11/09/2017
	With Double Late Fee Rs. 300/= (400 + 300) Total = Rs. 700/-	20/09/2017

Note: - White background color photo (300x300) pixels must be included during on line registration on portal.

1. The Head of the institutions are advised to adopt procedure for **online registration** through portal system (portal.bisemdn.edu.pk) for 1st year class regular students and submit **landscape print out of Final Report** along with requisite fee within due date to this office for due confirmation of fee payment against institution concerned, otherwise fee shall be charged as per notification. Excess amount more than the submitted cases of the Registration is neither refundable nor claimable for late Registration cases. **Portrait print out or manual registration return shall not be accepted.**
2. Late admission can however be allowed from 21/09/2017 to 20/10/2017 only in **really deserving cases** under the rules (Chapter No. XVI) item No. 03 of Board Calendar on on-line late admission form with necessary fee of Rs. 300/- Late Admission Form(s) shall be submitted to the Board Office upto 20/10/2017 after provisional admission of such students.
3. Late Admission(s) can not be taken on regular basis till the same is approved by the Chairman. If in his opinion the reason of the late admission is not cogent, he can reject such applications.
4. The Heads of the Institutions are required to make entry group wise and gender wise. Father NIC No, Religion, Mobile Number and Signature of student are also required in the portal.
5. 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 first 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.
6. The Heads of the Institutions are directed to submit the registration return with in due dates. The penalty shall be imposed on the institution in case of late submission of registration returns.
7. The Heads of the Institutions are advised to submit the original migration certificate(s) and SSC DMC(s) of other Board(s) migrating student(s) along with registration return for 1st year registration to this office after admission is / are confirmed, otherwise it would not be entertained.
8. The Head of Institutions are instructed to submit within 15 days, the following documents of those students migrated either in 1st Year or in 2nd Year, from other Boards for the registration to this office. If an Institution fails to provide the same, a penalty @ Rs. 20/- per head /per day would be charged.
 - a. Verified SSC DMC for 1st year, verified HSSC Part-1 DMC for 2nd year from Board concerned.
 - b. Registration Return along with reference letter duly signed by Head of Institutions.
 - c. Original Migration Certificate, College Leaving Certificate and prescribed fee.
9. College to college migration shall not be allowed in jurisdiction of this Board after 31/12/2017.

10. The Heads of the Institutions are directed to collect fee from the student(s) at the end of every month otherwise the complaint of the Head(s) of institution(s) regarding fee and other charges against the student(s) at the time of migration to other Institution / Board shall not be entertained.
11. The Heads of the institutions are advised to direct the students for submitting **Clearance Certificate** from their respective Boards, if they have passed their **SSC Exam before SSC Supply 2016.**
12. The registration fee will be deposited vide ABL Branches in the jurisdiction of BISE, Mardan.
13. Copy of the current extension / renewal of institution for the session 2017-18 must be attached with registration returns. Private institutions should submit renewal proforma / staff statement proforma with academic section.

THE RATES OF ANNUAL RENEWAL / AFFILIATION FEE

Category	Status of Institution	Annual Renewal Fee
<u>Govt. Institution</u>	HSS / COLLEGE	Rs. 600/-
<u>Private Institution</u>	HSS / COLLEGE	Rs. 7000/-

14. Late admission cases will not be entertained after 20-10-2017 under any circumstances.
15. The Heads of the Institutions are advised to provide their Telephone / Cell No, full mailing address and E-mail address (if any) to this office for timely correspondence.

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DR. SHAUKAT HAYAT
(CHAIRMAN)

Copy for information to:

1. P.S to Minister for Education (E&SE), Khyber Pakhtunkhwa, Peshawar.
2. P.S to Secretary (E&SE) Deptt: Khyber Pakhtunkhwa, Peshawar.
3. Director Higher Education Khyber Pakhtunkhwa, Peshawar
4. Chairmen BISE Abbottabad, Bannu, D.I. Khan, Kohat, Malakand, Peshawar & Swat.
5. EDOs (E&SE) District Mardan, Nowshera & Swabi.
6. P.S to Chairman, BISE, Mardan.
7. All Section Officers BISE, Mardan.

SECRETARY