



BOARD OF INTERMEDIATE & SECONDARY EDUCATION MARDAN

No. 113/Reg/Gen/BISEM

Date: 05-10-2021

NOTIFICATION

The following schedule of online Registration for 1st year class regular students for the academic Session 2021-22 is hereby notified for information of all concerned.

CATEGORY	DETAIL OF FEE	DUE DATE
<u>Govt. Institutions</u>	With Normal Fee (Reg. + Sports) (220 + 80) Total = Rs. 300/-	05/11/2021
	With Late Fee Rs. 410/-	15/11/2021
	With Double Late Fee Rs. 520/-	25/11/2021
<u>Private Institutions</u>	With Normal Fee (Reg. + Sports) (350 + 100) Total = Rs. 450/-	05/11/2021
	With Late Fee Rs. 625/-	15/11/2021
	With Double Late Fee Rs. 800/-	25/11/2021

Instructions:

1. The Heads of the institutions are advised to register 1st year class students through Board's portal portal.bisemdn.edu.pk and submit the hard copy (BISE Final Report) alongwith original Bank Receipt (**Computer generated receipts only**) for confirmation within above specified dates. In case of delay in confirmation late fee will be charged. **Help Guide** for Registration is also available on web portal. (For details contact 0937-844689).
2. Provisional admission can, however, be allowed from 26-11-2021 to 24-12-2021 to facilitate real hardship cases of students subject to approval by the Chairman as admissible under chapter XVI clause No. 3 of Board Calendar and on submission of prescribed online application form alongwith online receipt of Rs. 300/-.
3. Provisional admissions cannot be taken as final till the same is approved by the Chairman and if in his opinion, the reason of late admission are not sound and convincing he can reject such applications.
4. Late admission cases shall not be entertained after 24-12-2021 under any circumstances.
5. Student's registration data which is not confirmed by 24-12-2021 shall be deleted next day by the system automatically.
6. Upper age limit of the student (Male) for 1st year admission is 19 years. This means that student born on or after 31-08-2002 shall be eligible.
7. NADRA Form B, Father CNIC Number, Picture, Nationality, Religion and Student / Parent Mobile Number are necessary to be entered in the portal.
8. Heads of institutions are advised to register only those Migrating Student(s) who have provided Original Migration Certificate(s) to the institution as Original Migrations are necessary to be submitted with registration returns.
9. Last date for change of subject/group is 24-01-2022 with fee @ Rs. 200/- per subject change and Rs. 600/- per group change.
10. Cancellation of Registration or Double Registration is not allowed. Science (Failed and Absent) Student(s) and Arts (Absent only) student(s) in HSSC (A) Examination 2021 and registered in 2019 & 2020 only are allowed to appear as regular candidates in the coming HSSC (A) Examination 2022.
11. Heads of institutions are advised to register students migrated from other Boards in "**Other Board Registration Menu**" in the portal and submit the following documents of migrated students along with hard copy of online Registration "Water Marked as Other Board Students", within 15 days to this office.
 - i. **Original Migration Certificate from Board concerned.**
 - ii. **Verified DMC of class 1st Year from Board concerned.**
 - iii. **Countersigned copy of College Leaving Certificate.**
 - iv. **Registration Return along with reference letter duly signed by Head of institution concerned.**
 - v. **Prescribed fee**

If an institution fails to provide the same, a penalty of **Rs. 30/-** per student per day shall be charged from the date of issuance of migration certificate.

12. Migration (College to College) shall not be allowed after 31-12-2021 till result declaration of HSSC (A) Examination 2022.
13. Heads of the institutions are advised to collect fee and other dues from the student(s) at the end of every month. Complaints regarding fee and other dues against the student(s) at the time of migration to other institution / Board shall not be entertained.
14. Heads of the institutions are advised to download online Renewal Challan from portal and deposit Annual Renewal /Affiliation fee for Academic Session 2021-2022.

RATES OF ANNUAL RENEWAL FEE

S.NO	CATEGORY OF SCHOOL	ANNUAL RENEWAL FEE
1	Government Higher Secondary School	Rs. 600/-
2	Government College	Rs. 600/-
3	Private College	Rs. 7000/-

15. Registration and renewal fee shall be deposited in ABL or UBL Branches in the jurisdiction of BISE, Mardan.

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CHAIRMAN
BISE, Mardan

Copy for information to:

1. P.S.O to Chief Minister, Govt. of Khyber Pakhtunkhwa, Peshawar.
2. P.S to Minister for Education (E&SE), Khyber Pakhtunkhwa, Peshawar.
3. P.S to Secretary (E&SE) Deptt. Khyber Pakhtunkhwa, Peshawar.
4. P.S to Director (E&SE) Deptt. Khyber Pakhtunkhwa, Peshawar.
5. P.S to Director Higher Education Khyber Pakhtunkhwa, Peshawar.
6. Chairmen BISE Abbottabad, Bannu, D.I. Khan, Kohat, Malakand, Peshawar & Swat.
7. DEOs (E&SE) District Mardan, Nowshera & Swabi.
8. P.S to Chairman, BISE, Mardan.
9. All Section Officers BISE, Mardan.
10. All the Heads of the Recognized Govt. / Private Institutions within the jurisdiction of BISE, Mardan.
11. Official Website


SECRETARY