



BOARD OF INTERMEDIATE & SECONDARY EDUCATION BANNU

No.466/Reg/Mig/BISE-B

Dated:21-09-2023

NOTIFICATION

It is hereby notified for general information of all concerned that schedule of online registration for Intermediate (1st Year/11th) class for the academic year 2023-2024 is as under:

Rates and Dates for submission of online hard copy registration		
GOVT / PRIVATE INSTITUTIONS		
DETAIL OF FEE	Rates	Dates
With Normal Fee (Registration + Sports) (700+250)	Total = Rs. 950/-	15-10-2023
With Late Fee (Registration + Sports + late fee) (700+250 + 150)	Total = Rs. 1100/-	10-11-2023
With Double Late Fee (Registration + Sports + Double late fee) (700+250 + 300)	Total = Rs. 1250/-	25-11-2023

1. The Heads of the Institutions are advised to adopt procedure for online registration through portal system (portal.biseb.edu.pk) for 1st year class regular students and **submit registration hard copy 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. **The Hard copy must be reached to this office in above dates otherwise penalty @ Rs.30/- per student per day shall be charged.**
2. The Heads of the Institutions are required to submit the following documents of regular students of HSSC Who have migrated from other Board(s) within fortnight for registration in 1st & 2nd year class.

1.	Verified SSC DMC & HSSC Part-I from the Board Concerned
2.	Countersigned copy of leaving School/College Certificate
3.	Registration return along with covering letter duly signed by the Head of Institution with seal
4.	Original Migration Certificate
5.	Prescribed Fee

3. The Heads of the Institutions are directed to mention/write BISE, Bannu allotted Registration Number and School/College Code on the front of other Board Migrated Students' DMCs and Migration Certificates along with photocopy.
4. The Heads of the Institutions are advised to ensure user credentials from the Programmer of BISE, Bannu before entry of the students through portal system and submit their entries for registration gender wise and group wise through online service.
5. The Heads of the Institutions are required to put the subjects and fresh photo of the students against each student through portal system.
6. The time limit for change of Subject/Subjects/Group in the Part-I Examination will be one month after closing of admissions.
7. 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.
8. The Head of the Institutions are advised to submit the original migration certificate(s), SLC and HSSC 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.
9. 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.
10. Migration (College to College) shall not be allowed after **31 December** of the current academic year. College to College Migration will be done through concerned institutions and Computerized Generated Fee Receipt of Migration ought to be submitted in BISE, Bannu Registration/Migration Section within 15 days.
11. 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).
12. The Registration 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 by this office for such purpose therein.
13. 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.
14. 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 with in fortnight to this office, the complaint lodged against the student by the Head of Institution shall not be entertained.

15. If the Head of the Institution wants to take detention exam, then detention examination may kindly be conducted before **15 December** of the current academic year.
16. Upper Age limit of the student for 1st year is 19 years for male student.
17. While granting admission, it must be ensured that the student is not 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 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 NBP, BoK, UBL and HBL Banks Branches mentioned on the **Computerized Generated Fee Receipt** only situated within the jurisdiction of BISE, Bannu.
19. According to online portal system software the renewal of affiliation of an institution for new academic year is must otherwise registration menu will not get open for the fresh registration.

RATES OF ANNUAL RENEWAL/AFFILIATION FEE


S.No	CATEGORY OF SCHOOL/COLLEGE	ANNUAL RENEWAL FEE of GOVT. Institutions	ANNUAL RENEWAL FEE of Private Institutions
1.	School (Only Having SSC Level)	Rs. 800/-	Rs. 8000/-
2.	Colleges/Higher Secondary (Only Having HSSC Level)	Rs. 1500/-	Rs. 10000/-
3.	School & Colleges (Both SSC & HSSC/Colleges Level)	Rs. 1500/-	Rs. 10000/-

20. The Registration of the students will be subjected to the renewal of Affiliation; all those Institutions that have outstanding dues must clear before Registration.
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. **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

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 Elementary & Secondary Education Govt of Khyber Pakhtunkhwa
7. The Chairmen, All BISEs Govt of Khyber Pakhtunkhwa
8. Director Research & Development, BISE Bannu
9. All Section Officers, BISE Bannu.
10. All the Principal of Govt/Private recognized intuitions within jurisdiction of BISE Bannu.
11. The Managers, NBP, HBL, UBL & BoK within jurisdiction of BISE Bannu.
12. P.S to Chairman, BISE Bannu.
13. Programmer and Webmaster BISE Bannu.


(SECRETARY)
Board of Intermediate &
Secondary Education, Bannu