

## **CBSE, CLASS –X EXAMINATION DETAILS CONFIRMATION FORM 2017-2018**

**“Form for mandatory filling of details of candidate duly signed by Candidate/Parents and Teacher”**

<b>(To be filled by school)</b>	<b>Admission No.</b>	
	<b>Date of Admission</b>	
<b>Candidate Name (in English Capital, as per School Record)</b>		
छात्र / छात्रा का नाम (हिन्दी में)		
<b>Sex</b>		
<b>Date of Birth (as per DOB Certificate)</b>		
<b>Caste ( SC / ST / OBC / GEN / Any Other )</b>		
<b>Disability (if any, as per provision)</b>		
<b>Aadhar No. of candidate ( if Available)</b>		
<b>Father’s Name (in English Capital, as per School Record)</b>		
पिता का नाम (हिन्दी में)		
<b>Mother’s Name (in English Capital, as per School Record)</b>		
माता का नाम (हिन्दी में)		

### **Undertaking**

I have thoroughly checked and read out all the details as filled in above for registration of Class X Board Examination 2018 in respect of my ward, as required by the school in Hindi/English Language. Since, the details are correct and as per school record of my child, therefore, I would not request for any change in the details filled in the Examination form of my ward such as date of birth / Candidate Name / mother’s Name / Father’s Name etc. if any mistake in Student credential is detected later, I will solely be held responsible for the same.

Signature of Father:

Signature of Mother:

Signature of Class Teacher:

Date:

Signature of School Principal .....

Seal of School bearing Address and Affiliation number .....

**NOTE: THIS FORM IS TO BE PRESERVED BY THE SCHOOL FOR PURPOSE OF VERIFICATION BY BOARD AT ANY STAGE.**

## **CBSE, CLASS –XII EXAMINATION DETAILS CONFIRMATION FORM 2017-2018**

**“Form for mandatory filling of details of candidate duly signed by Candidate/Parents and Teacher”**

<b>(To be filled by school)</b>	<b>Admission No.</b>	
	<b>Date of Admission</b>	
<b>Candidate Name</b> (in English Capital, as per Class Xth record)		
छात्र / छात्रा का नाम (हिन्दी में कक्षा 10वीं के आधार पर)		
<b>Class Xth Roll No. and Year of passing</b>		
<b>Name of Class Xth Board</b>		
<b>Sex</b>		
<b>Caste</b> ( SC / ST / OBC / GEN / Any Other )		
<b>Disability</b> (status if any)		
<b>Aadhar No. of candidate</b> ( if Available)		
<b>Father’s Name</b> (in English Capital, as per class Xth)		
पिता का नाम (हिन्दी में कक्षा 10वीं के आधार पर)		
<b>Mother’s Name</b> (in English Capital, as per class Xth)		
माता का नाम (हिन्दी में कक्षा 10वीं के आधार पर)		

### **Undertaking**

I have thoroughly checked all the details as above filled in for registration of Class XII Board Examination 2018 in respect of my ward, in Hindi/English Language as per class Xth documents & record(s). The details as furnished above, In respect of my ward is correct and I will not request for any change in credential later. if any mistake in Student credential is detected before / after declaration of result, I will solely be held responsible for the same.

Signature of Father:

Signature of Mother:

Signature of Class Teacher:

Date:

Signature of School Principal .....

Seal of School bearing Address and Affiliation number .....

**NOTE: THIS FORM IS TO BE PRESERVED BY THE SCHOOL FOR PURPOSE OF VERIFICATION BY BOARD AT ANY STAGE.**



केन्द्रीय माध्यमिक शिक्षा बोर्ड  
CENTRAL BOARD OF SECONDARY EDUCATION

F.CBSE/RO/DDN/LOC/PA/2017/

Dt. 18/09/2017

THE PRINCIPALS/ HEAD OF INSTT.  
ALL THE CBSE AFFILIATED SCHOOLS  
UNDER JURISDICTION OF CBSE, RO - DEHRADUN

**Sub: Format for collecting student particulars (Class X/XII) – Reg.**

Sir/Madam,

As you are aware that LOC for registration of Class IX/XI 2017-18 (SSE/AISSCE-2019) and for Board Exam Class X/XII 2018 will be live on CBSE website shortly, therefore, subsequent to the letter No. CBSE/ASC/112540/LOC dt. 30.09.2016 issued by the Hon'ble Controller of Examination, CBSE, Delhi and this office letter dated 19.10.2016, the Principal(s)/ Head of Instt. is requested to ensure collecting the particulars of the students through formats enclosed before filling of LOC for Board Exam 2018.

On having perusal of the trend of receipt of large number of correction cases after result declaration, it has been observed that despite of repeated instructions, the student particulars are being filled / uploaded online without referring to the School Records by the concerned staffs of schools which ultimately creates lots of problems to the students / parents and this office too. Eventually, capturing of incorrect student data gives rise to unwanted litigation matter since the provision / rule of CBSE do not allow any correction / change in student particulars after one year from the date of declaration of result.

Therefore, the activity of data collection needs special attention of the Principal / Head of Instt., so as to ensure that the particulars be filled / uploaded strictly on the basis of available School Records to avoid any further hindrance. Besides this, the student / parents should also be made aware about the essentiality of filling correct data while filling up the Registration / LoC Forms and the same must be verified by the school at its part through School Records.

This is being issued in order to ensure zero error in the student particulars and to avoid inconvenience to the stakeholders as well as CBSE, arising due to receipt of large number of correction cases after declaration of result at a later stage. As a preventive measure, it has been fixed that the schools after submission of LOC for Class X/XII will generate a format and supply the same to the parents/candidates to fill up and sign. The duly signed and completed format along with undertaking will be submitted by the parents/candidates to the school for records and verification by the Board and as evidence at the event of any request for correction / change received later on.

Therefore, it is requested that the contents of the letter may be carefully noted by the schools for needful compliance please.

Yours faithfully,

  
(Ranber Singh)  
Regional Officer

Encls: As above.