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केन्द्रीय मुक्त विद्यालयी शिक्षा एवं परीक्षा बोर्ड

(भारतीय संविधान के अनुच्छेद 19(1)(सी) एवं 19(1)(जी) तथा मानव संसाधन एवं विकास मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त संगठन)

पंजी० कार्यालय : चतुर्थ तल, प्राईम प्लाजा, इंदिरा नगर, लखनऊ - 226016

कैंप कार्यालय : सी-91 जे० जे० क्लस्टर पीरागढ़ी कैंप, नई दिल्ली-110056

CENTRAL BOARD OF OPEN SCHOOLING AND EXAMINATION

(An Autonomous organization under Article 19(1)(C) and 19(1)(G) of the Constitution of India and under the Ministry of Human Resource Development, Government of India)

पत्रांक संख्या

Ref. No.: ...CBOSE/Ex.com/1006

दिनांक:

Date: ...12/02/2021

Circular

To,

All the Principals/Heads of Institutions affiliated to CBOSE

Subject: Change of Examination/Practical Centre- reg.

Madam/Sir,

It has come to the notice of the Board that because of Covid Pandemic, some students of classes-X and XII alongwith their families have shifted to some other city/country and therefore, they are unable to appear in the practical examination/theory examination from the Open school/examination centre from where the students are registered for the Boards examination.

Looking into the problem, CBOSE has decided to permit the change in examination centre. The process for making a request in this regard would be as follows: -

1. It is mandatory, that student concerned should have been issued Roll No. for the Examination by the CBOSE.
2. Student concerned will make a request to the school requesting to change the theory examination centre/practical examination centre or both (as the case may be). While making the request student

will also inform the school and the city (state), student would prefer to appear in the theory examination/practical.

3. Based on the request received by the school, from the student, school will login into school account on the CBOSE website and submit the details of the student i.e. Name of the student, Roll No., Change required in theory, Change required in Practical, Change required in both, required city/country etc.
4. The choice of city from where student wishes to appear in the examination, should be submitted carefully as no change will be allowed once request is submitted by the school.
5. In case change for both theory examination centre and Practical is required, both will be changed to one city only. Two separate centres i.e. one for theory and one for practical will not be allowed.
6. Based on the request, CBOSE will allot the examination centre in the same city or in neighbouring city. Decision of the CBOSE will be final.
7. During the conduct of practical examination, marks will be uploaded as per instructions by the school from where student has appeared in the Practical.
8. School from where student was registered will mark "T" i.e. Transfer case in front of the name/R.No of the candidate in the online link.
9. Result of these candidates will be declared from the Regional Offices from where they were registered.

All the Regional Officers will ensure that marks of all such candidates are uploaded on website till 11th June, 2021.

In case, there is any candidate who is suffering from Covid and not able to appear in the practical examination, school can also make a request for change of city through the same login id.

The schedule for the entire process will be as follows:

- 1) Students can send the request to their school by 25th March, 2021.
- 2) School will upload the requests latest by 31st March, 2021.

No request beyond the above schedule, in any case, shall be accepted by the CBOSE for change of centre.

Copy with a request to respective Heads of Directorates as indicated below to also disseminate the information to all concerned schools under their jurisdiction:

1. All Regional Directors/Regional Officers of CBOSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions
2. All Joint Directors/Deputy Directors/Assistant Directors, CBOSE
3. In charge IT Unit with the request to put this circular on the CBOSE websites
4. The Assistant Librarian, CBOSE



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5. The Public Relations Officer, CBOSE
6. PS to Chairperson, CBOSE
7. SPS to Secretary, CBOSE
8. Guard File

Organization Secretary
Central Board of Open Schooling and
Examination, New Delhi