



Board of Intermediate & Secondary Education Dera Ismail Khan, Khyber Pakhtunkhwa, Pakistan.

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REGISTRATION NOTIFICATION

It is hereby notified for general information of all concerned that the schedule of online Registration for Intermediate (1st year) class for academic year 2022-2023 is as under:

| For Government & Private Institutions | |
|--|------------|
| Detail of Fee | Up to |
| With normal Fee (Reg:+Sports) (500+150) Total = 650 | 31-10-2022 |
| With late Fee (Reg:+Sports+Late fee) (500+150+150) Total = 800 | 24-11-2022 |
| With Double Late Fee (Reg:+Sports+Double late fee) (500+150+300) Total = 950 | 15-12-2022 |

1. The Heads of the institutions are advised to adopt the procedure of Online Registration through portal system (www.bisedik.edu.pk) for the regular students of 1st year class and submit hard copy along with requisite fee within due date to this office for confirmation of fee and students as well, otherwise fee shall be charged as per notification. In case of late submission of hard copy after online registration as per schedule mentioned above a penalty @ Rs.10/- per student per day shall be charged. Excess fee deposited for the registration cases shall not be entitled for refund nor to be accepted for the registration of the other students of the institution if any. Manual registration return shall not be accepted in any case.
2. However, late admission may be allowed from 01-10-2022 to 02-11-2022 in really deserving cases under the rules-3 (Chapter No. XVI) of the Board Calendar on the submission of the prescribed admission form with necessary fee of Rs.500/- Per student. Late admission application(s) with cogent reason on prescribed format shall reach to the Board office up to 15-12-2022 after provisional admission of such students. The Heads of Institutions are directed to produce an affidavit on stamp paper with the submission of registration on or before 15-12-2022 and after the approval of the Chairman to the effect that there is no other student on the role of Institution and no other registration will be made after 15-12-2022 on the pretext that the name of the student was left due to mistake or any other reason.
3. Late admission(s) cannot be taken on regular basis still the same is approved by the Chairman, BISE DI Khan; such application (s) is/are liable to be rejected, if the competent authority feels the lack of cogent reason.
4. The Heads of Institutions are advised to ensure College ID from the webmaster BISE DI Khan (03327229311, 03326739449) before the entry of the students through portal system and submit their entries for registration Gender-wise and also Group-wise through online service.
5. The Heads of Institutions are required to put the subjects and scanned Photo of the each students through portal system.
6. The Institutions 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 will be entertained for registration in other college without any prior permission/cancellation letter.
7. The Heads of Institutions are advised to submit the original migration certificates and SSC DMC copy /copies of the students migrating from other boards along with registration returns for 1st year 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 students name shall be excluded from the registration list.
8. The heads of the institutions are advised to maintain proper admission withdrawal register (AWR) of their students and send registration of students in accordance with the said AWR to avoid any missing, errors and irregularities.
9. The heads of institutions are required to submit the following documents of regular students of HSSC who have been migrated from other boards(s), within fortnight for registration in 1st & 2nd year class.

| | |
|----|---|
| 01 | Verified SSC DMC from the Board Concerned |
| 02 | Verified DMC of Part-I from Board Concerned |
| 03 | Countersigned copy of leaving School/ College certificate |
| 04 | Registration return along with covering letter duly signed by the Head of Institution with seal |
| 05 | Original-Migration Certificate |
| 06 | Prescribed fee |

If any Institution failed to provide the same, the penalty @ Rs.10/- per student per day shall be charged from the date of issuance of Migration Certificate.

10. Migration from one institution to another shall not be allowed after 31st October of the current-academic year.
11. The admission of students on scholarship basis specially in Privately Managed Institutions in 1st and 2nd Year class under specific bond/ agreement with the students at the time of admission is not liable to detain students Migration to other Institution/ Board and such bond/ agreement shall not be acceptable/ entertained by this office for such purpose therein.
12. At the time of Migration of the student from one institution to another, the Board is not bound to entertain any complaint by institution regarding the outstanding dues against the students.
13. If a regular student remains absent from the institution for 07 days without prior permission/ information and the same is not reported to this office within fortnight, the complaint lodged against the student by the Institution shall not be entertained.
14. Particularly the principals of privately managed institution are directed never to admit a student in 1st & 2nd year class until original migration certificate and leaving certificate is submitted. In case of non-provision of the same the penalty shall be levied on the institution.
15. Upper age limit for male student of 1st year at the time of admission should be 19 years.
16. While granting admission it must be ensured that the student is not already registered with BISE DI Khan. Already registered student 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 numbers shall be communicated for necessary information to this office, if otherwise eligible.

- The registration fee shall be deposited in any HBL, NBP and UBL branches.
5. 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 Recognition fee

| S/NO | Category of School/College | Fee |
|------|--|-----------|
| 01 | Government Higher Secondary School and College | Rs.600/- |
| 02 | Privately Managed Educational Institution (High level) | Rs.7000/- |

19. The heads of institutions are advised to provide authentic and duly verified specimen of their signatures along with stamps to avoid forgery in their signatures & stamps (in case of migration or other issues)
20. The heads of 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.
21. The time limit for change of the subject(s) /group in part I examination will be one month after closing of admission.

Note: The Heads of newly established colleges/ upgraded Higher Secondary Schools are advised to submit the copy of notification of Finance Department in connection with the sanctioned posts of the Science and Humanities Groups.

Sd/-
CHAIRMAN
Dated.21/09/2022

No.52 /Reg./BISE/DIKhan

Copy to:

1. PSO to Chief Minister, Khyber Pakhtunkhwa.
2. PS to Advisor to Chief Minister, Khyber Pakhtunkhwa.
3. PS to Secretary to Govt. Of Khyber Pakhtunkhwa, E&SE Department, Peshawar.
4. PS to Secretary to Govt: of Khyber pakhtunkhwa, Higher Education Department Peshawar.
5. Director Higher Education Department, Peshawar.
6. The Director, E & SE Department, Peshawar.
7. Managing Director, Private Schools Regulatory Authority, Khyber Pakhtunkhwa.
8. The DEO (Male) / (Female), D.I.Khan, Tank and Merged District SWTD.
9. All the Heads of recognized Govt: / Privately Managed Educational Institutions within the jurisdiction of BISE D.I.Khan.
10. PS to Chairman, BISEs Khyber Pakhtunkhwa.
11. Controller of Examinations, BISE D.I.Khan.
12. Managers, HBL, UBL and NBP under jurisdiction of BISE, D.I.Khan.
13. PS to Chairman, BISE, D.I.Khan.
14. All the sections in-charge, BISE, D.I.Khan.
15. PA to Secretary BISE, D.I.Khan.
16. Office record.


Deputy Secretary