

## Frequently Asked Questions

<b>Class X</b>		
<b>S.No.</b>	<b>Question</b>	<b>Reply</b>
1.	What is the minimum age of admission in class I in CBSE affiliated schools?	<p>CBSE has not prescribed age of admission in school in class 1. Parents may follow the minimum age prescribed by the concerned State/U.T. Government where the school is situated.</p> <p>Rule- 6 (iii) of Examination Bye-Laws please refer to the link <a href="http://www.cbse.nic.in">www.cbse.nic.in</a>&gt;Public Portal&gt;Examinations&gt; Examination Bye-Laws (Updated up to January 2013)</p>
2.	Has the Board fixed any age criteria to appear in class X examination?	No, the Board has not fixed any minimum/maximum age to appear in class-10 <sup>th</sup> examination however; at the time of admission the student should satisfy the requirements of age limits (minimum & maximum) as determined by the State/U.T. Government and applicable to the place where the School is located.
3	What is the procedure for seeking admission in Class X?	<p>Admission to class X in a school is open to</p> <p>(i) a student who has passed class IX</p> <p>(ii) is migrating from/ within one city/ state to another only on the transfer of the parent(s) or shifting of his/her family from one place to another. Application has to be forwarded by the new school to Regional Office concerned together with details and certified copies of the following documents, within one month of admission of the student for obtaining post facto approval of the Board:</p> <p>a) Progress report card of the previous class.</p> <p>b) Transfer/ school Leaving Certificate duly countersigned by the Educational Authorities in respect of State/ other than CBSE.</p> <p>c) Transfer/Movement Order of the parent(s) in respect of transfer or proof of new residence in respect of shifting of family from one place to another.</p> <p>Rule- 7.3 of Examination Bye-Laws please refer to the link: <a href="http://www.cbse.nic.in">www.cbse.nic.in</a>&gt;Public Portal&gt; Examinations&gt; Examination Bye-Laws(Updated up to January 2013)</p>
4	What is the eligibility criterion for a student to appear as a private candidate under Delhi Scheme in the Board examination in class X?	<p>The following category of candidates can appear as private candidate under Delhi Scheme:</p> <ul style="list-style-type: none"> <li>• Failure of previous year</li> <li>• Women candidates who are bonafide residents of the National Capital Territory of Delhi; and satisfy the following additional conditions:-</li> </ul> <p>(a)that they have privately pursued the prescribed course of study under proper guidance; and</p> <p>(b)that they are unable to join a Secondary School affiliated to the Board or there are such other reasons compelling them</p>

		<p>to appear at the examination as a private candidate.</p> <ul style="list-style-type: none"> <li>• women student who has left an institution at a stage earlier than or in class IX, shall be permitted to appear at the examination in the year in which she would have appeared, had she continued her studies in a recognized institution upto Secondary Examination.</li> <li>• a woman candidate shall be permitted to appear at the examination in the year in which she would have appeared, had she continued her studies in a recognized institution up to Secondary level.</li> <li>• Physically handicapped students on producing reasonable evidence of having difficulty to attend normal institutions in the subjects not involving practical training/examination.</li> <li>• Regular candidate (s) of the previous year who have completed regular course of studies and have been allotted Roll No. for appearing at the examination but could not appear at the Annual Examination due to medical reasons except shortage of attendance as laid down in the Examination Bye-laws</li> </ul>
5	Can a student be detained from appearing in Board examination?	As per Rule 15 of the Examination Bye-Laws in no case Heads of affiliated schools can detain eligible candidates from appearing at the examination except in the case of shortage of attendance of the student.
6	What is the percentage of attendance required to appear in the Secondary / Senior Secondary examination?	<p>Atleast 75% attendance in an academic session is required to be eligible to appear for the classes IX, X, XI &amp; XII examination. Candidates taking up a subject(s) involving practical examination are also required to have put in at least 75% of the total attendance for practical work in the subject in the laboratory. In respect of students participating in Sports at National level organized by recognized Federations/CBSE/School Games Federation of India (SGFI), the required percentage of attendance is 60%. Such candidates taking up a subject(s) involving practical examination are also required to have put in at least 60% of the total attendance for practical work in the subject in the laboratory.</p> <p>In accordance with rule 14 of Examination Bye-laws Shortage up to 15% only can be condoned by the Chairman in respect of those students appearing for the Secondary Examinations conducted by the Board and Senior School Certificate Examination. Cases of candidates with attendance below 60% in class X or class XII, appearing for the Board's examinations, as the case may be, shall be considered for condonation of shortage of attendance by the Chairman only in exceptional circumstances created on medical grounds, such as candidate suffering from serious diseases like cancer, AIDS, TB or similar serious diseases requiring long</p>

		<p>period of hospitalization.</p> <p>(iii) The Principal shall refer a case of shortage within the above prescribed limit of condonation to the Board, either with the recommendations or with valid reasons for not recommending the case</p> <p>(iv) The following may be considered valid reasons for recommending the cases of the candidates with attendance less than the prescribed percentage:</p> <p>(a) prolonged illness;</p> <p>(b) loss of father/mother or some other such incident leading to his absence from the school and meriting special consideration; and any other reason of similar serious nature.</p> <p>(d) Authorized participation in sponsored tournaments and sports meets of not less than inter-school level and at NCC/NSS camps including. The days of journeys for such participation shall be counted as full attendance.</p> <p>(e) Authorized participation in Sports at National level organized by recognized Federations/CBSE/SGFI.</p>
7	What is Scheme 1 and Scheme 2 to appear in SAII in class X?	<p>Scheme-1: For those who do not wish to move out of the CBSE System after Class X.</p> <p>Scheme -2: For those who wish to move out of the CBSE System after Class X i.e. who wish to join institutions/ schools/ Junior Colleges affiliated to Boards other than the CBSE.</p>
8	Is the syllabus for classes IX and X available on CBSE website?	Yes, the syllabus is available on the CBSE website <a href="http://www.cbseacademic.in">www.cbseacademic.in</a>
9	Does Summative Assessment II include the syllabus for the whole year?	No, the syllabus for Summative Assessment II includes only those topics which are prescribed to be taught during term II (October - March).
10	Is it mandatory to obtain 25% marks in the Summative Assessments in classes IX and X?	Yes, it is mandatory to obtain atleast 25% marks in the Summative Assessments (both SA1 and SA2 taken together) of each subject w.e.f the academic session 2013-14. Those obtaining less than 25% marks in a subject in SA1+SA2 shall not qualify that subject.
11	Is it optional to appear in Summative Assessments?	No, it is mandatory for a student to appear in both Summative Assessments in both classes IX and X.
12	Is there re-examination if any student is unable to appear in SA-I?	In case of non-appearance in SA1 on grounds of illness, one more chance can be availed upto 31st October of the session in class IX and X.
13	Which subjects can be taken under NSQF and what is the pass criteria?	One subject out of the listed subjects can be taken either at 'Compulsory' level or 'Optional' level. If taken at compulsory level the syllabus in other 05 main subjects will be rationalized and CGPA calculated out of six subjects. If taken at optional level CGPA will be calculated out of 5 subjects only.
14	How is the rounding of marks done for Formative and Summative Assessments to obtain Grade and	Rounding is done at FA and SA level separately. Marks obtained in all the 4 FAs and 2 SAs are totaled and then converted into grade and Grade Point.

	Grade Point?	
15	Are the grades of classes 9 and 10 combined for CGPA?	No, grades of classes IX and X are not combined for CGPA reflected in Class X.
16	What is the minimum qualifying Grade in a subject in classes IX and X?	A candidate must obtain minimum Grade D in all the five/six subjects. The overall grade in each subject is determined on the basis of the student's performance in all the assessments (4 FAs, and 2 SAs) in an academic session as per the following weightage: Term I: FA1 (10%) + FA2 (10%) + SA1(30%) = 50% Term II: FA3 (10%) + FA4 (10%) + SA2(30%) = 50%
17	What is the Board's policy for upscaling the grades in classes IX and X?	Under scholastic areas grades are upgraded to the next higher grade in one or two subjects as per the total grade points achieved under co-scholastic areas as under: <ul style="list-style-type: none"> <li>• 53-65 grades in two subjects of scholastic areas.</li> <li>• 40-52 grades in one subject of scholastic area.</li> <li>• Upgradation is done from lower grade to higher grade.</li> <li>• No upscaling is done if the Grade obtained in the subject is E2 or A1.</li> <li>• The upscaling of Grade in Scholastic Areas is applicable in Main Subject only (i.e. excluding Additional 6th Subject).</li> <li>• No grade in the subjects of scholastic areas is upgraded twice.</li> <li>• The upgraded grade is shown with '***'.</li> </ul>
18	How is the assessment done for SA2 under Schemes 1 & 2?	The Summative Assessment-2 (SA-2) conducted by the school (Scheme 1) and conducted by the Board (Scheme 2) is similar. Both Scheme I and Scheme II are : <ol style="list-style-type: none"> <li>1. Based on same syllabus prescribed for Term II only.</li> <li>2. Carry the same weightage of 30% towards final grade.</li> <li>3. Based on the same types of question papers in term of question paper design, blue print and difficulty level.</li> <li>4. Evaluated on the basis of marking schemes prepared by the Board.</li> <li>5. The answer copies of Board-conducted examination is got centrally evaluated by the Board at designated centers whereas those of school-conducted, by the school teachers based on the marking schemes supplied by the Board.</li> </ol>
19	Is the result for CBSE Class X Scheme-1 and Scheme-2 announced at the same?	Yes, the result for the Board conducted (Scheme-2) and school-conducted (Scheme-1) is declared at the same time.
20	Is a common certificate issued in class X under Scheme-1 & Scheme-2?	Yes, a common 'Gradesheet Cum Certificate of Performance' prepared, printed and signed by the Board is issued by the CBSE to all candidates at the end of Class X.
21	Is Date of Birth reflected in Gradesheet cum Certificate of Performance?	Yes, the Date of Birth of the candidate as entered in the records of the Board/School is indicated in the Gradesheet cum Certificate of Performance/Statement of Subjectwise Performance issued to the candidate at Secondary School level only.

22	When a candidate drops one year, what is the syllabus applicable for the following examinations?	The candidate has to appear in the syllabus prescribed for the year in which he/she plans to appear for the examination. Refer Curriculum for that academic year available on the website.
23	Is it mandatory for a student who has appeared in the Board examination to leave the school or CBSE Board?	Students may be able to continue in a CBSE school after appearing for the SA II conducted by the Board i.e. Scheme 2.
24	How is CGPA calculated?	As per Scheme of Studies the Cumulative Grade Point Average (CGPA) is the average of Grade Points obtained in all the subjects excluding additional 6 <sup>th</sup> subject. However, for candidates who have offered one compulsory subject under NSQF, his/her CGPA is out of Six subjects. An indicative equivalence of Grade Point and percentage of marks is computed as follows: Subject wise indicative percentage of marks =9.5x GP of the subject Overall indicative percentage of marks =9.5x CGPA
25	Is a candidate eligible to improve his / her performance after qualifying class X?	Yes, a candidate who has qualified class X examination of the Board can re-appear for upgrading the performance in one or more subjects in the main examination in the succeeding year only. The candidate may appear as a private candidate. Those re-appearing in all subjects can also appear as regular candidate if admitted by the school. The candidate(s) appearing for upgrading the performance can appear in the subject(s) in which they have appeared for the Examination.
26	Will the 'Gradesheet Cum Certificate of Performance' be same for Upgrading of Performance and main examination in class X?	No, candidates who appear for Upgrading of Performance will be issued only Statement of Subjectwise Performance reflecting the grade(s) obtained in the said examination.
27	Can the school show the Answer Sheets of classes IX and X?	Yes, except for Summative Assessment 2 of Class X. However, School may take it back for maintaining record.
28	Can school communicate the marks of Summative Assessment 2 to the candidates of class X?	No, schools are directed not to communicate the marks of Summative Assessment 2 to the candidates of class X under any circumstances.
29	How many times students of class X can appear in EIOP examination at secondary level?	A candidate who has appeared for the Secondary School Examination and obtained Grades E1 or E2 in any or all the subjects under Scholastic Area, is eligible for appearing for the Improvement of Performance examination conducted by the Board in July/School by July the same year, as per the option exercised for the Main examination held in March the same year.
30	How is the result calculated in Class X if a candidate has an additional subject?	In respect of an additional subject, the following norms are applied: (a) A language offered as an additional subject replaces a language in the event of failing in the same provided after replacement the candidate has English or Hindi as one of the language; and (b) the replacement should satisfy the conditions as laid down in the Scheme of Studies.
31	Does CBSE award Merit Certificate in Class X?	Yes, the Board awards Merit Certificate to such candidates who obtain Grade A1 in all the five/six subjects under Scholastic Area A, as per the qualifying criteria.

## Class XII

1	What is the procedure for seeking admission in Class XII?	<p>Admission to class XII in a school is open            (i) to a student who has passed class XI            (ii) is migrating from/ within one city/ state to another only on the transfer of the parent(s) or shifting of his/her family from one place to another.</p> <p>Application should be forwarded by the new school to Regional Office concerned together with details and certified copies of the following documents, within one month of admission of the student for obtaining post facto approval of the Board:</p> <p>a) Progress report card of the previous class.            b) Transfer/ school Leaving Certificate duly countersigned by the Educational Authorities in respect of State/ other than CBSE.            c) Transfer/Movement Order of the parent(s) in respect of transfer or proof of new residence in respect of shifting of family from one place to another.</p> <p>For rule- 7.5 of Examination Bye-Laws please refer to the link: <a href="http://www.cbse.nic.in">www.cbse.nic.in</a>&gt;Public Portal&gt; Examinations&gt; Examination Bye-Laws(<a href="#">Updated up to January 2013</a>)</p>
2	What is the eligibility criterion for a student to appear as a private candidate under Delhi Scheme in the Board examination in class XII?	<p>The following category of candidates can appear as private candidate under Delhi Scheme:</p> <ul style="list-style-type: none"> <li>• Failure of previous years.</li> <li>• Teachers serving in educational institutions affiliated to the CBSE.</li> <li>• Regular candidates of the previous year who have completed regular course of studies and had been allotted Roll No. but could not appear due to medical reasons except shortage of attendance as laid down in the Examination Bye-laws.</li> <li>• Women candidates who are bonafide residents of the National Capital Territory of Delhi and have passed the Delhi Secondary or an equivalent examination at least two years before appearing at the Senior School Certificate Examination subject to conditions mentioned in bye-law 17(iii);</li> <li>• Physically handicapped students (only from Delhi).</li> </ul> <p>For rule- 17(iii) of Examination Bye-Laws please refer to the link: <a href="http://www.cbse.nic.in">www.cbse.nic.in</a>&gt;Public Portal&gt; Examinations&gt; Examination Bye-Laws(<a href="#">Updated up to January 2013</a>)</p>
3	What is the eligibility criterion for a student to appear as a private candidate under All India Scheme in	<p>The following category of candidates can appear as private candidate under All India Scheme:</p> <ul style="list-style-type: none"> <li>• Failure of previous years.</li> </ul>

	the Board examination?	<ul style="list-style-type: none"> <li>Teachers serving in educational institutions affiliated to the CBSE.</li> <li>Regular candidates of the previous year who have completed regular course of studies and has been allotted Roll No. but could not appear due to medical reasons except shortage of attendance as laid down in the Examination Bye-laws.</li> </ul>
4	What is the pass criteria?	A candidate has to obtain atleast 33% marks (separately in theory & practical) in five subjects as per Scheme of Studies to be declared Pass.
5	Is it mandatory to pass in Theory and Practical Examinations separately?	Yes, in a subject involving practical work, a candidate has to obtain 33% marks in theory and 33% marks in practical separately in addition to 33% marks in aggregate, in order to qualify in that subject.
6	What is the criteria for being placed in Compartment?	As per Examination Bye-Laws of the Board a candidate failing in one subject out of 5 subjects is placed under Compartment.
7	I have 6 subjects in class 12. If I fail in two subjects, what will my result show?	The result will be Compartment in two subjects
8	I have 6 subjects in class 12. If I fail in two subjects, then can I appear in two subjects in the compartment exam?	No, since compartment examination is a single day examination, you have to appear only in one subject.
9	I have 6 subjects in class 12(5 main and 1 additional). If I fail in one of the main subjects and pass in additional, then can I appear for compartment in that failing sixth subject?	Yes, you can reappear in the failing subject at the Compartment Examination to be held in July the same year under <b>Improvement category</b> .
10	How many chances are there for the compartment examination?	Three chances, first chance in July the same year, Second Chance in March/April of next year and Third Chance in July of next year.
11	Can I opt Biology as a private Candidate?	No, Biology being a practical subject is not permitted for a private candidate.
12	What will the results show when a candidate passes in the additional subject, but fails in one of the main subjects?	<p>In respect of a candidate offering an additional subject, the following norms are applied:</p> <p>(a) A language offered as an additional subject replaces a language in the event of a candidate failing in the same provided after replacement the candidate has English/Hindi as one of the languages.</p> <p>(b) An elective subject offered as an additional subject replaces one of the elective subjects offered by the candidate. It may also replace a language provided after replacement the candidate has English/Hindi as one of the languages.</p> <p>(c) Additional language offered at elective level replaces an elective subject provided after replacement; the number of languages offered does not exceed two.</p>

13	What is the procedure for appearing in additional subjects?	As per Rule 43 of the Examination Bye-Laws an additional subject can be offered within 6 years of passing the examination of the Board provided the additional subject is prescribed in the Scheme of Studies. No exemption from time limit is given after six years. This facility is available at the annual examination only.
14	Is a candidate eligible to improve his / her performance?	Yes, a candidate who has passed Class XII examination of the Board can re-appear for improvement of performance in one or more subjects in the main examination in next year only. The candidate may appear privately; those re-appearing for the entire examination can also appear as regular candidates if admitted by the school. The candidate(s) appearing for improvement of performance can appear in the subject(s) in which they have appeared for the Examination.
15	Can a candidate simultaneously appear for Improvement as well as Additional subject examination?	No, a candidate appearing under Improvement of Performance category cannot appear for additional subject simultaneously.
16	Is the mark sheet same for Improvement of Performance and main examination?	No, candidate who appears for improvement of performance is issued only Statement of Marks reflecting marks obtained in the improvement examination.
17	What is the Procedure of grading system?	Board does not have grading system in class XII based on marks. However, for awarding the grades, all the passed students, subject wise, are put in a rank order and awarded grades as follows : A-1 Top 1/8th of the passed candidates A-2 Next 1/8th of the passed candidates B-1 Next 1/8th of the passed candidates B-2 Next 1/8th of the passed candidates C-1 Next 1/8th of the passed candidates C-2 Next 1/8th of the passed candidates D-1 Next 1/8th of the passed candidates D-2 Next 1/8th of the passed candidates E Failed candidates  Hence candidates obtaining the same marks in two subjects will not necessarily get the same Grade

**Miscellaneous**



1	Can a student who scores less than 60% in class 10 secure admission in class XI with PCM subjects?	Since schools have their own admission rules the allocation of stream by schools is done in accordance with their own rules and CBSE has no interference in such matters.
2	Is it possible to change subject in class XI?	Yes, change of subject(s) in class XI can be allowed by the Head of the School but not later than 31st of October of that academic session.
3	Can a student from a school affiliated to any University/ Board outside India seek admission in the School affiliated to the CBSE? What is procedure of such admissions?	Yes, as per Rule 6.2 of the Examination Bye-Laws of the Board, a student migrating from a School in a foreign country, other than the School affiliated to this Board, is eligible for admission after obtaining an eligibility certificate from this Board. For obtaining eligibility certificate from the Board, the Principal of the School to which admission is being sought will submit to the Board full details of the case and relevant documents. The eligibility certificate will be issued by the Board only after the Board is satisfied that the course of study undergone and examination passed is equivalent to the corresponding class of this Board. For such cases students/ parents should approach the school in which admission is to be taken.
4	Is it possible to change subjects in classes X and XII?	As per rule 26 of the Examination Bye-Laws of the Board the candidate cannot offer a subject in class X/ XII which he/she has not studied and passed in class IX/ XI respectively. However, to avoid undue hardship to a candidate change of subject in class X/XII is permitted by the Board. Request for change of subject has to be made before 31 <sup>st</sup> August. All such requests should be sent to Regional Office through school concerned.
5	What is the procedure for correction in Date of Birth?	The application for correction in date of birth is entertained by the Board only within one year of the date of declaration of result. No correction whatsoever is made on application submitted after the said period of one year.  For notification dated 25.06.2015 Please refer to the Board's website <a href="http://www.cbse.nic.in">www.cbse.nic.in</a> >Public Portal>Examinations> Examination Bye-Laws> <a href="#">Addition/ Amendment in the Examination Bye-laws (25/06/2015)</a>
6	How can I apply for correction in Name? What documents I require and what is the procedure for that?	Requests for corrections in the documents issued by the Board to make it consistent with what is given in the school record or list of candidates (LOC) submitted by the school to the Board are only considered within one year of the date of issue of the document.  For notification dated 25.06.2015 Please refer to the Board's website <a href="http://www.cbse.nic.in">www.cbse.nic.in</a> >Public Portal>Examinations> Examination Bye-Laws> <a href="#">Addition/Amendment in the Examination Bye-laws (25/06/2015)</a>
7	What is the procedure of	The procedure of countersignature on TC has been detailed in

	countersignature on TC (Transfer Certificate)?	circular No. COORD/EC.7/2014 dated 26.11.2004.
8	How can a student receive authenticated copy of the Transfer Certificate from the school affiliated to the Board?	A student leaving his school at the end of a session or who is permitted to leave his school during the session on account of migration from one city/State to another on the transfer of the parent(s) or shifting of their families from one place to another or parents' request, especially in classes IX/X/XI/XII, as the case may be, shall on payment of all dues, receive an authenticated copy of the Transfer Certificate up to date. A Duplicate copy may also be obtained provided the head of the institution is satisfied that the original is lost but it shall always be so marked.
9	What is the procedure of Verification of Documents?	Board has provision of verification of documents (Mark Sheet/Certificate) on payment of Fee of Rs.200/- plus postal charges paid in the form of Demand Draft in the name of Secretary, CBSE, payable at place where Regional Office is located. Fee is not charged from requests received from Government departments.  For yearwise record held at Regional Offices please refer to the jurisdiction of CBSE Regional Office at Annexure-1.
10	Do the marks increase after verification?	The marks may increase or decrease on verification as per the actual marks obtained
11	Is a new mark sheet issued after verification?	Yes, a new mark-sheet is issued in case of change in marks. The candidate has to surrender the old marks statement.
12	How long can a school retain Original Date of Birth Certificate?	Schools are required to retain the Original Birth certificate only till it is required for verification purpose.
13	How can I calculate percentage of marks	Board does not have provision of awarding overall division/distinction/aggregate hence the percentage be calculated in accordance with the criteria of the incoming institution/organization
14	How to obtain copy of the Answer Book of Board X/XII examination?	Applicant can apply for obtaining the Photocopy of Answer Book by paying prescribed fee within stipulated time frame. For details please visit Website.
15	Does CBSE award merit Certificate in class XII?	Yes, the Board awards Merit Certificates in each subject to the top 0.1% of candidates passing that subject, provided they have passed the examination as per the pass criteria of the Board.
16	Does CBSE have any exemption for the differently abled candidates?	Yes, The relaxations are contained in circular dated 08.4.2011, circular No.25 /2012 dated 12.04.2012, Notifications dated 11.03.2015 and 25.6.2015 which is available at CBSE website <a href="http://www.cbse.nic.in">www.cbse.nic.in</a> >Public Portal> Circulars>2012 and Examination>Examination Bye- Laws.  1. Exemption from examination in the third language from Classes VI to VIII is granted to <ul style="list-style-type: none"> <li>• Visually impaired candidates</li> <li>• Candidates suffering from speech / hearing defects</li> <li>• Dyslexic candidates</li> <li>• Candidates with disabilities as defined in the Persons with</li> </ul>

Disabilities Act, 1995.

2. Spastic, Visually Impaired, Physically Handicapped, Dyslexic, Autistic and candidates with disabilities as defined in the Persons with Disabilities Act, 1995 are permitted to use a Scribe or allowed Compensatory time as given below or both :

For paper of 3 hours duration            60 minutes

For paper of 2½ hours duration        50 minutes

For paper of 2 hours duration           40 minutes

For paper of 1½ hours duration        30 minutes

3. Autistic candidate is permitted to use the services of a scribe or an Adult prompter.
4. A person to be appointed as scribe should not have obtained his/her qualifications in the same subject (s) in which the candidate shall be appearing for the examination
5. Candidate shall have the discretion of opting for his own scribe and shall have the flexibility in accommodating change in scribe in case of emergency.
6. Candidate shall also have the option of meeting the scribe a day before the examination.
7. Services of Scribe shall be provided free of cost
8. The Scribe shall be paid by the Board remuneration as prescribed from time to time.
9. Centre Supdts. have been requested to arrange suitable room on the ground floor as far as possible.
10. Candidates with visual and hearing impairment, Spastic, Dyslexic, Autistic and candidates with disabilities as defined in the Persons with Disabilities Act, 1995 have the option of studying one compulsory language as against two. This language should be in consonance with the overall spirit of the Three Language Formula prescribed by the Board. Besides one language any four of the following subjects can be offered:

Mathematics , Science, Social Science, another language, Music, Painting, Home Science ,Foundation of Information Technology, Commerce (Elements of Business) & Commerce(Elements of Book Keeping And Accountancy), E–Typewriting (English) ,E-Typewriting(Hindi), Introduction to Computer Technology, Retail (NSQF) and Information Technology(NSQF)

		<p>11. candidates with disabilities as defined in the Examination Bye-laws have the option of taking up Music, Painting, Home Science as the subjects of study</p> <p>12. Physio-therapeutic exercises are considered as equivalent to Physical and Health Education course of the Board.</p> <p>13. Alternative type questions are provided in lieu of questions having visual inputs for Visually Impaired candidates in the subjects of English Communicative and Social Science.</p> <p>14. Separate question papers in enlarged print are provided in the subjects of Mathematics and Science.</p> <p>15. Visually Impaired candidates are given separate question papers containing multiple choice questions based on Practical component in lieu of practical in the subjects of Physics, Chemistry and Biology in class XII.</p> <p>16. Question papers administered in the subjects of Physics, Chemistry, Mathematics and Biology are without any visual input</p> <p>17. Alternative type questions are provided in lieu of questions having visual inputs in the subjects of History, Geography and Economics in class XII.</p> <p><u>Medical Certificate</u></p> <p>Medical certificate issued by the following agencies/organizations is considered for granting concessions to Differently abled candidates:</p> <p>i) Disability Certificate(s) issued by Government hospitals controlled by either the Central or State Governments;</p> <p>ii) Disability Certificate(s) issued by Recognized institutes of national level viz National Association for the Blind, Spastic Society of India etc; and</p> <p>iii) Disability Certificate(s) issued by Non-governmental Organizations/practitioners registered with Rehabilitation Council of India/Central Government/State Government of the Respective State.</p> <p>Students studying in schools affiliated to the Board and desirous of availing the exemptions/concessions should approach the concerned Regional Office of CBSE through the Head of their Institution preferably while in Class IX and/or XI. The request should be supported by relevant medical certificate and recommendation from the Head of the School/Institution. Only those students would be considered for grant of exemption/concession in whose respect relevant category has been entered during registration in Class IX and/or XI.</p>
17	How to obtain duplicate certificate/	Candidate can obtain duplicate/triplicate certificate/ mark sheet/

	mark sheet/ Grade sheet Cum certificate of Performance?	Grade sheet Cum certificate of Performance on submission of the application form which is available at CBSE website <a href="http://www.cbse.nic.in">www.cbse.nic.in</a> >Public Portal>Forms. 2. Fee to be paid through Demand Draft/Pay Order or Indian Postal Order favoring “Secretary CBSE” payable at concerned Regional Office only. 3. Record upto 1974 Examination has been weeded out hence no documents upto 1974 can be issued by the CBSE.
18	Will a student lose marks if he/she opts for Hindi as a medium for writing Class 12 Board examination?	No, as the Question papers are bilingual, the students can write their answers in Hindi or English medium.
19	Are marks deducted for missing steps in the Mathematics Class 12 exam?	It is always better to write all the steps and write the solution to the questions systematically. At times, major steps in the solution are assigned separate marks in the Marking scheme. A candidate may lose marks if these specific steps are not written.
20	Do examiners deduct marks for exceeding the word limit and spelling mistakes, especially in the language papers?	The approximate word limit is given for short and long answer questions and students are expected to write answers within the word limit.
21	I'm in Class XII, having non-medical science. I'm facing some problems in Physics and I want to know if solving the NCERT questions and CBSE sample papers is sufficient to score good marks?	The Question Papers for the Board's examination are based on the syllabus prescribed by the Board. The CBSE has uploaded Syllabus, Sample Question Papers Blueprint and Marking Scheme on its Academic website <a href="http://www.cbseacademic.in">www.cbseacademic.in</a> You may also refer to the previous years' question papers and marking schemes given on the Board's website <a href="http://www.cbse.nic.in">www.cbse.nic.in</a> >Public portal>Examinations.
22	Does poor handwriting affect performance in the Board exams? Is there any speed limit?	No. However, answers should be written which can be read easily by the examiner. Being neat and legible is important. There is no speed rate prescribed. It is better to divide time and plan answers while reading the question paper in the beginning.
23	I am in Class XII Science stream and would like to know whether Clark's tables are allowed for the final exams. And for which all subjects are they allowed?	Clarks Tables/Logarithmic Tables are allowed for the Board examinations in Mathematics, Physics and Chemistry.
24	I would like to know whether a student can use the basic calculator in the exam. State-run schools allow the same.	Use of calculator is not allowed in CBSE examinations.
25	Will the marks in the Pre-board be counted in final result in class	No. However, getting good marks in the Pre-boards clearly indicates that one has prepared well. Being consistent in preparations will definitely fetch good marks in board exams as well.
26	I want to speak to CBSE on some clarification on a matter to whom I contact?	Necessary information is available in public domain on the website and FAQs.  You may also ask your query through ‘ <b>Interact with Chairman</b> ’ which is available at CBSE website <a href="http://www.cbse.nic.in">www.cbse.nic.in</a> >Public Portal> Interact with Chairman.

**Annexure-1**

**Address & jurisdiction of the CBSE Regional Offices**

S.No.	State as per School address	Record available	Address of Regional Office
1	Rajasthan, Gujarat, Madhya Pradesh, Dadra and Nagar Haveli	From 1975 onwards	Central Board of Secondary Education Todarmal Marg, Ajmer-305030, Rajasthan
2	Haryana, Punjab, Chandigarh, J&K, Himachal Pradesh	Upto 2000 at Ajmer	Central Board of Secondary Education Todarmal Marg, Ajmer-305030, Rajasthan
		2001 onwards at Panchkula	Central Board of Secondary Education, Sector-5, Panchkula-134109, Haryana
3	Assam, Nagaland, Manipur, Meghalaya, Tripura, Sikkim, Arunachal Pradesh	Upto 2000 at Ajmer	Central Board of Secondary Education Todarmal Marg, Ajmer-305030, Rajasthan
		2001 onwards at Guwahati	Central Board of Secondary Education Shilpgram Road, Near Sankardev Kalakshetra, Panjabari Guwahati-781037, Assam
4	Tamil Nadu, Andhra Pradesh, Karnataka, Maharashtra, Goa, Puducherry, Andaman & Nicobar Islands, Daman & Diu	Upto 1990 at Ajmer	Central Board of Secondary Education Todarmal Marg, Ajmer-305030, Rajasthan
		1991 onwards at Chennai	Central Board of Secondary Education New No.3 (old 1630-A), J Block, 16 <sup>th</sup> Main Road, Anna Nagar(West) Chennai-600040, Tamil Nadu
5	Kerala, Lakshadweep	Upto 1990 at Ajmer	Central Board of Secondary Education Todarmal Marg, Ajmer-305030, Rajasthan
		1991 -2013 at Chennai	Central Board of Secondary Education New No.3 (old 1630-A), J Block, 16 <sup>th</sup> Main Road, Anna Nagar(West) Chennai-600040, Tamil Nadu
		2014 onwards at Thiruvananthapuram	Central Board of Secondary Education LIC Divisional Office Campus 2 <sup>nd</sup> Floor, Block-B Pattom, Thiruvananthapuram – 695004, Kerala
6	Uttar Pradesh (Cities other than those listed under Regional Office, Dehradun)	Upto 2000 at Ajmer	Central Board of Secondary Education Todarmal Marg, Ajmer-305030, Rajasthan
		2001 onwards at Allahabad	Central Board of Secondary Education 35-B, Civil Station, M.G. Marg, Civil Lines,

			Allahabad-211001, Uttar Pradesh
7	Uttarakhand and Western Uttar Pradesh i.e. Aligarh, Badaun, Baghpat, Bareilly, Bijnor, Bulandshahr, Etah, Gautambudh Nagar(Noida), Ghaziabad, Hapur, Hathras/ MahaMayaNagar, J.P.Nagar(Amroha), Kasganj(Kanshiram Nagar), Mathura, Meerut, Moradabad, Muzaffarnagar, Pilibhit, Rampur, Saharanpur, Sahjahanpur, Sambhal and Shamli	Upto 2000 at Ajmer	Central Board of Secondary Education Todarmal Marg, Ajmer-305030, Rajasthan
		2001-2013 at Allahabad	Central Board of Secondary Education 35-B, Civil Lines, M.G. Marg, Civil Lines, Allahabad-211001, Uttar Pradesh
		2014 onwards at Dehradun	Central Board of Secondary Education, 99, Kaulagarh Road, Dehradun-248001 Uttarakhand
8	Bihar, Jharkhand	Upto 2000 at Ajmer	Central Board of Secondary Education Todarmal Marg, Ajmer-305030, Rajasthan
		2001 to 2010 at Allahabad	Central Board of Secondary Education 35-B, Civil Lines, M.G. Marg, Civil Lines, Allahabad-211001, Uttar Pradesh
		2011 onwards at Patna	Central Board of Secondary Education Ambika Complex, Behind State Bank Colony, Brahmsthan, Sheikhpura Raja Bazar, Bailey Road, Patna-800014, Bihar
9	West Bengal, Odisha, Chhattisgarh	Upto 2000 at Ajmer	Central Board of Secondary Education Todarmal Marg, Ajmer-305030, Rajasthan
		2001 to 2010 at Allahabad	Central Board of Secondary Education 35-B, Civil Lines, M.G. Marg, Civil Lines, Allahabad-211001, Uttar Pradesh
		2011 onwards at Bhubaneshwar	Central Board of Secondary Education 6 <sup>th</sup> Floor, AlokBharti Complex, Saheed Nagar, Bhubaneshwar – 751 007, Odisha
10	Delhi, Foreign Schools	Upto 2002 at Ajmer	Central Board of Secondary Education Todarmal Marg, Ajmer-305030, Rajasthan
		2003 onwards at Delhi	Central Board of Secondary Education, PS 1-2, Institutional Area, I.P. Extension, Patparganj, Delhi-110302