

REGULATIONS

THE COUNCIL

Origin

1. The Council for the Indian School Certificate Examinations was established in 1958 by the University of Cambridge Local Examinations Syndicate with the assistance of the Inter-State Board for Anglo-Indian Education. It is registered under the Societies Registration Act No. XXI of 1860.

Recognition

2. The Delhi Education Act, 1973, passed by Parliament, in Chapter I under *Definitions* Section 2 (s), recognises the Council as a body conducting public examinations.

Constituents

3. The Council has been so constituted as to secure suitable representation of Governments responsible for schools (which are affiliated to it) in their State/Territories, the Inter-State Board for Anglo-Indian Education, the Association of Indian Universities, the Association of Heads of Anglo-Indian Schools, the Indian Public Schools' Conference, the Association of Schools for the I.S.C. Examination and eminent educationists.

Administration

4. The Council is administered by an Executive Committee consisting of the Chairman and four members elected by the Council. The Chief Executive and Secretary of the Council is the ex-officio Secretary of the Committee.
5. The Chief Executive and Secretary acts as Secretary to the Council under the authority of the Chairman. Subject to the overall control of the Council and the Executive Committee, the Chief Executive and Secretary exercises all powers of the Council related to the administration of the examinations in accordance with the provisions of the Regulations and other rules and procedures approved by the Council from time to time and for the time being in force.

Examinations

6. The Council conducts the Indian Certificate of Secondary Education, the Indian School Certificate and the Certificate of Vocational Education, Examinations.
7. There is a Committee on Examinations and subject Committees for drawing up and revising syllabuses and receiving criticisms and suggestions. The Council has its own teams of trained examiners, specialists and competent advisers.

INDIAN SCHOOL CERTIFICATE EXAMINATION

CHAPTER 1

A. Introductory

1. The **Indian School Certificate Examination** has been designed as an examination, through the medium of English, in accordance with the recommendations of the New Education Policy 1986, after a two-year course of studies beyond the *Indian Certificate of Secondary Education* (Year-10) Examination or its equivalent.
2. Private candidates are not permitted to appear for the examination.

B. Conditions of eligibility for admission to Class XI

1. (a) Candidates who have been awarded Pass Certificates in the Indian Certificate of Secondary Education Examination with passes in five subjects including English and a second language are eligible to be admitted for preparation in courses of study leading to the Indian School Certificate Examination.
(b) Candidates who have been awarded Pass Certificates in the Indian Certificate of Secondary Education Examination with passes in five subjects including English, but without a pass in the second language, may be admitted *provisionally* to the first year of the course. They will be required to pass in the second language of the Indian Certificate of Secondary Education Examination at the end of

Class XI before being declared *eligible* for promotion to Class XII, in preparation for the Indian School Certificate (Year-12) Examination.

2. (a) The eligibility of candidates who have been awarded Pass Certificates in an equivalent examination conducted by another Examining Board will be decided by the Chief Executive and Secretary of the Council. The conditions of eligibility are as follows:

- (i) The candidate must have been awarded a Pass Certificate in accordance with the requirements of the Board at an equivalent examination taken at one and the same sitting, and subject to provisions 2 (a) (ii) and 2 (b).
- (ii) The candidate must have obtained pass marks in accordance with the regulations of the Board in (i) English (ii) a Second Language (as distinct from English) and (iii) three other written subjects, accepted by the Council.

- (b) After obtaining a Clearance Certificate from the Council, Heads of Schools may admit provisionally in Class XI, a candidate who has been thus awarded a Pass Certificate by another Examining Board. They must submit to the Council immediately on granting provisional admission certified true copies of the Statement of Marks issued to the candidate by the Examining Board. If the candidate is eligible, the Council will issue an Eligibility Certificate to the Head of the School concerned in respect of the candidate.

Note: The Clearance Certificate shall be granted by the Council on the basis of the marksheet awarded to the candidate.

- (c) Heads of Schools may also admit *provisionally* a candidate who has been awarded a Pass Certificate in an equivalent examination conducted by another Board with pass marks in English but without a pass in a Second Language. Such a

candidate, however, will be required to *pass* in the Second Language of the Indian Certificate of Secondary Education Examination at the end of Class XI before being declared *eligible for promotion* to Class XII in preparation for the Indian School Certificate (Year-12) Examination. In this case the Eligibility Certificate will be issued *after* the candidate has been declared to have passed in the Second Language.

Note: This provision does not apply in cases where the Board does not have provision for the teaching of a second language.

3. Exemption from study of a second language:

Candidates coming from foreign and State Boards that do not have provision for the teaching of a Second Language, may enroll for the ISC (12) examination without having to pass in a Second Language at the Class X level examination. The Heads of concerned Schools are required to write to the Secretary with full details for grant of exemption to these candidates.

C. Conditions of Entry

1. Entry to the Indian School Certificate Examination in the case of eligible candidates who are being entered for the first time is restricted to candidates with a minimum of 75% attendance of the working days during *each year* of the two-year course at school(s) affiliated to the Council and registered for the Indian School Certificate Examination. The last date of computing attendance at schools is February 15, of the year of the examination.

Candidates may be entered only by the school they are attending and in this respect, the decision of the Head of the school is final.

2. Candidates who are entered as school candidates in accordance with (1) above, and who were not awarded *Pass Certificates* may be entered again by a school on the document entitled "Confirmation / Correction of Entries", provided that such candidates are in attendance at an affiliated and registered school in the year of examination.

Candidates can be entered only by the school they are attending and in this respect, the decision of the Head of the school is final.

- Candidates entered as school candidates in accordance with (1) or (2) above and who are not awarded *Pass Certificates* will be permitted to re-appear for the examination once only in the year following their failure but not thereafter, without further attendance at an affiliated and registered school.

They must apply on the special form provided for the purpose, which will be obtainable from the Council's office, through the Principals of Schools from which the candidates appeared for the examination in the previous year and failed.

- Candidates who have been awarded Pass Certificates will be permitted to enter for a *Supplementary Pass Certificate* in any of the subjects offered for the ISC examinations earlier by a candidate without further attendance at an affiliated and registered school. Candidates who wish to appear for a subject other than that they offered at the ISC (12) examinations will be required to complete and pass Class XI portion of the prescribed syllabus before they enter for the ISC (12) examination. They must apply on the special form provided for the purpose, which will be obtainable from the Council's office through the Principals of Schools from which the candidates appeared originally for the examination.
- There is no age limit for candidates taking the examination.

D. Minimum Attendance Requirement

Candidates whose attendance is below 75% of the working days are ordinarily *not* eligible to sit for the examination. However, the Chief Executive and Secretary has authority to condone the shortage in the case of candidates whose minimum attendance is not less than 60% of the working days. This is inclusive of illness and other special circumstances. Heads of Schools may represent to the Chief Executive and Secretary, cases of candidates who deserve special consideration for condonation, provided that the attendance of such candidates is not less than 60% of the working days, during each year of the

two year course. Heads of schools are not to refer condonation of attendance in cases of candidates having below 60% attendance. The last date for computing attendance at school is February 15, of the year of the examination.

E. Withdrawal of Candidates

Candidates may be withdrawn at any time previous to the commencement of the examination.

Provided that, once the entries have **been acknowledged as accepted by the Council's office**, Heads of Schools may only withdraw candidates:

- on account of illness of the candidates certified by a registered medical practitioner; or*
- at the express written request of the parents/legal guardians of the candidates.*

Applications for withdrawals will have to be submitted on the special form to be supplied by the Council's office.

Refunds in the case of candidates duly withdrawn will be made in accordance with the conditions laid down under the heading 'Refunds' on page 9 of these Regulations.

F. Syllabuses

The Regulations and syllabuses of the Indian School Certificate Examination are included in this booklet which is obtainable from: M/s Evergreen Publications, 4738/23, Ansari Road, Daryaganj, New Delhi -110002. Tel: 23280337, 23264528. Fax No. 23262183.

G. Scope of Selected Syllabuses

The Scope of selected syllabuses of the Indian School Certificate Examination is included in the booklet 'Scope of Syllabuses' which is obtainable from: M/s Evergreen Publications, 4738/23, Ansari Road, Daryaganj, New Delhi -110002. Tel: 23280337, 23264528. Fax No. 23262183.

H. Disqualification

If any of the regulations made for the conduct of the examination is disobeyed, the candidate or candidates concerned may be disqualified.

CHAPTER II

IMPORTANT NOTE: The responsibility for the correct selection of subjects to meet university or professional requirements of a candidate or candidates will be that of the school.

A. Subjects of Examination

Part I - External Examination

Compulsory Subjects

1. English
2. Environmental Education

Elective Subjects

3. An Indian Language
4. A Modern Foreign Language
5. A Classical Language
6. Literature in English
7. History
8. Political Science
9. Geography
10. Sociology
11. Psychology
12. Economics
13. Commerce
14. Accounts
15. Business Studies
16. Mathematics
17. Physics
18. Chemistry
19. Biology
20. Home Science
21. Fashion Designing
22. Electricity & Electronics
23. Engineering Science
(*May not be taken with Physics*)
24. Computer Science
25. Geometrical & Mechanical Drawing
26. Geometrical & Building Drawing
27. Art
28. Music (Indian or Western)
29. Physical Education
30. Business Mathematics
(*May not be taken with Mathematics*)
31. Environmental Science
32. Biotechnology

Part II - Internal Examination

Socially Useful Productive Work and Community Service (Compulsory).

Exemption from Socially Useful Productive Work and Community Service requirement may be made, in special cases, by the Chief Executive and Secretary of the Council.

B. Scheme of Examination

1. (a) The syllabuses in English (Compulsory) and in Indian/Foreign/Classical Languages (Elective) have not been bifurcated. **Questions will be set from the entire syllabus for the year-12 examination.**
(b) The syllabuses in Environmental Education (Compulsory) and Elective subjects (except Indian Languages) are prescribed separately for Class XI and Class XII. The syllabuses prescribed for Class XI will be examined *internally* by the school and the syllabuses for Class XII will be examined *externally* by the Council.
2. The examination at the end of Class XI will be conducted by the schools and the promotion of candidates from Class XI to Class XII will be the responsibility of the Heads of the Schools and in this respect, the decision of the Head of the College/School is final.
3. The prescribed syllabus for Class XII will be examined externally by the Council on papers on the subject matter of the syllabus.
4. The result of the Indian School Certificate (Year-12) Examination will be based on the external examination at the end of Class XII and on Socially Useful Productive Work and Community Service, evaluated internally by the School.

C. Choice of Subjects

All candidates for the Pass Certificate must enter and sit for **English** (compulsory), **Environmental Education** (compulsory), with **three, four or five** elective subjects and must have been evaluated internally by the School in Socially Useful Productive Work and Community Service (compulsory).

Note:

1. A candidate may not enter for more than seven subjects including the compulsory subjects English and Environmental Education.
2. A School may not enter candidates for subjects for the teaching of which no provision is made by the School.
3. **The responsibility for the correct selection of subjects to meet university or professional requirements of a candidate or candidates will be that of the school.**
4. Certain subjects have practical papers. Candidates offering such subjects must also take the practical examination; otherwise the subject in question will be considered incomplete.

D. Awards and Conditions for Awards

1. PASS CERTIFICATES will be awarded to candidates who at *one* and *the same examination* attain the pass standard in *four* or *more* subjects which must include the subject English.

Provided that no candidate except as otherwise exempted by the Council, shall be awarded a Pass Certificate unless in addition to fulfilling the conditions above, he has attained a pass grade in SUPW and Community Service as examined/assessed internally by the School.

2. SUPPLEMENTARY PASS CERTIFICATES will be awarded to candidates who have obtained PASS CERTIFICATES and who appear in a subsequent examination and reach the pass standard in *one* or *more* subjects.
3. STATEMENTS OF MARKS will be issued to all candidates who are awarded Pass Certificates/Supplementary Pass Certificates.

The pass mark for each subject is 40%.

E. Issue of Results

All results will be issued through the Heads of Schools, to whom results will be sent as soon as possible after the award has been completed. The result sheets show the result in the examination as a whole and also indicate the standard reached in each subject taken, except Socially Useful Productive Work and Community Service, by grades from 1 to 9, 1 being the highest and 9 the lowest. Grade 1, 2, 3, 4, 5 or 6 indicates a *pass*

with credit, 7 or 8 indicates a *pass* and 9 a *failure*. Very good is indicated by 1 or 2.

The standard reached in Socially Useful Productive Work and Community Service (internally assessed) will be shown on the result sheets by grades A, B, C, D or E: A being the highest, and E the lowest. A, B, C or D indicate a *pass* and E a *failure*.

F. Certificates, etc.

1. *Pass Certificates/Supplementary Pass Certificates* will be issued through the Heads of schools as soon as possible after the issue of results.
2. Duplicates of *Pass Certificates/Supplementary Pass Certificates* are not issued.
3. Duplicates of *Statements of Marks* will be issued on application accompanied by a certificate countersigned by the Head of School concerned, stating that the original Statement of Marks has been actually lost, and on payment of special charges.
4. *Migration Certificates* will be issued at the request of Heads of Schools concerned to candidates who have been awarded Pass Certificates on payment of special charges.

G. Ownership of answer scripts and other materials

All written replies (answer scripts) and any other work done by candidates during the examination and the copyright therein are the property of the Council and will not be returned. Every application to enter for the examination (whether through a school or by an individual candidate) will be deemed to constitute an agreement by each candidate entered for the examination with the Council to assign such copyright to the Council.

H. Evaluation of Answer Scripts

1. The evaluation of answer scripts and of other work done by candidates during the examination is within the domestic jurisdiction of the Council and, therefore, no outside person or authority has jurisdiction to check/scrutinise the answer scripts or other work done by candidates.
2. The marking of answer scripts and of other work done by candidates during the examination conducted by the **Council** or its examiners and the

results of such marking shall be final and legally binding on all candidates. The **Chief Executive and Secretary of the Council** will not, except in his absolute discretion, enter into correspondence about results with candidates or their parents or guardians or other persons claiming to act in *loco parentis*.

I. Enquiries concerning examination results

1. All enquiries concerning examination results on behalf of school candidates must be made to the **Chief Executive and Secretary of the Council** by the Principal of the School concerned and must reach the **Council's office**, not later than the specified date. Schools are asked to bear in mind that a large number of answer scripts are re-marked by Chief Examiners before the awards.

Enquiries should be restricted to results which are *significantly* below the standard suggested by the candidate's school work in the subject.

2. The accuracy of a subject grade awarded will be checked on request provided that the Principal of the School forwards the application. Such applications must be made in the proforma prescribed by the Council and must be received in the Council not later than one month after the receipt of the results by the Schools. Schools will be required to pay the charges for each recheck as prescribed by the Council from time to time.

The re-check will be restricted to checking whether all the answers have been marked, and that there has been no mistake in the totaling of marks for each question in the subject, and transferring marks correctly on the first cover page of the answer book, and whether the continuation sheets attached to the answer book mentioned by the candidate are intact. No other re-evaluation of the answer script or other work done by the candidate as part of the examination will be carried out.

- (i) No candidate shall claim or be entitled to re-evaluation or disclosure or inspection of the answer scripts or other documents as these are treated as most confidential by the Council.

- (ii) The recheck will be carried out by a competent person, appointed by the Chief Executive and Secretary of the Council.
- (iii) On rechecking the scripts, if it is found that there is an error, the marks will be revised.
- (iv) The communication regarding the revision of marks, if any, shall be sent to the Principal of the School in the case of regular candidates within a reasonable time. In the case of other candidates, it will be sent directly, within a reasonable time.
- (v) The Council will not be responsible for any loss or damage or any inconvenience caused to the candidate, consequent on the revision of marks.
- (vi) The Council shall revise the Statement of Marks and Pass Certificate in respect of such candidates whose result has changed after the previous Statement of Marks and Pass Certificate is returned.

The decision of the Chief Executive and Secretary of the Council on the result of the scrutiny and re-check shall be final.

3. If the Principal of a School considers that the results in one subject are *significantly* below reasonable expectation, the **Chief Executive and Secretary of the Council** is prepared to ask the examiners for notes on the main weaknesses shown by the work of a few selected candidates. It is necessary to limit such notes to *one subject per school* on any one occasion of examination and to restrict the enquiry to the work of *not more than six* candidates whose work is *significantly* below the standard as suggested by the candidate's school work in the subject. Applications for making special notes must be received in the **Council's office** not later than one month after the receipt of the results by the school. Charges commensurate with the work involved will have to be paid to the Council.

J. Re-examination

The **Chief Executive and Secretary of the Council** shall have the power to hold a re-examination or an additional examination, if he is satisfied that such a re-examination or additional examination is necessary.

K. Last date for retaining answer scripts

The Council does not undertake to retain answer scripts of candidates later than 60 days after the date on which the results are issued.

For *enquiries concerning examination results* attention is invited to paragraph I above.

CHAPTER III

A. Awarding Committee

There will be an Awarding Committee consisting of two Heads of schools, one of whom will be a member of the Council, and the Chief Executive and Secretary of the Council who will act as convenor. The functions and powers of the Awarding Committee will be:

- (i) To consider all cases of unfair means reported to the Chief Executive and Secretary of the Council by the supervising examiners of the examination centres or by examiners during the marking of scripts or by any other source; and**
- (ii) To take decisions on such cases in accordance with the provisions of Regulations of the examination following the procedures approved by the Council.**

B. Use of Unfair Means

1. If the **Awarding Committee** is satisfied that a candidate has made previous arrangements to obtain unfair help in connection with the question papers from any person connected with the examination centre or any agency within or outside the examination centre, the candidate is liable to have his results in the examination as a whole cancelled.
2. (i) Candidates who are detected in giving or obtaining, or attempting to give or obtain, unfair assistance, or who are otherwise detected in any dishonesty whatsoever will be reported to the **Chief Executive and Secretary of the Council** and may be expelled from the examination room forthwith and refused admission to subsequent papers.
(ii) The Supervising Examiner or any member of the supervisory staff shall seize the answer scripts in which the use of unfair assistance is suspected.

(iii) The Supervising Examiner shall send the seized answer scripts with a report giving the details of the evidence and the explanation of the candidates concerned to the **Chief Executive and Secretary of the Council** without delay and, if possible, on the day of the occurrence.

(iv) In case the candidates concerned refuse to give explanatory statements they should not be forced to do so, only the fact of refusal shall be recorded by the Supervising Examiner and attested by two members of the supervisory staff on duty at the time of the occurrence.

(v) The Supervising Examiner has discretion to permit such candidates to answer the remaining part of the question papers but on answer sheets separate from those in which the use of unfair means is suspected.

3. Candidates found guilty of

- (i) bringing in answer sheets or
- (ii) taking out or attempting to take out answer sheets or
- (iii) unlawfully substituting answer scripts or getting the answer scripts replaced during or after the examination with or without the help of any person connected with the examination centre, or any agency within or outside the examination centre

shall be reported to the **Chief Executive and Secretary of the Council** and their results in the examination as a whole will be cancelled.

4. If it is subsequently discovered and the **Awarding Committee** is satisfied that candidates have either copied from other candidates or given opportunity to other candidates to copy from them or communicated dishonestly with other candidates, their results in the paper or subject or subjects in question or their results in the examination as a whole will be cancelled.

5. A candidate detected in approaching directly or indirectly an examiner or any member of the staff of the Council with the object of influencing them regarding the candidate's examination result shall have his result in the examination as a whole cancelled.

6. Candidates guilty of disorderly conduct or causing disturbance in or near the examination room are liable to be expelled from the examination hall forthwith and will be refused admission for subsequent papers.
 7. (i) Candidates are not permitted to have in their possession, while in the examination room, any book, memorandum or pocket book, notes, or paper whatsoever, except the correct question paper. Candidates using slide rules as permitted by the regulations must see that any information (formulae or other data) shown on them is securely covered. They must return any incorrect question paper to the Supervisor immediately.
 - (ii) Candidates disregarding this caution are liable to have their results in the examination as a whole cancelled.
 8. (i) Persons obtaining admission to the examination on false representation shall be expelled from the examination hall forthwith and will be reported to the Police.
 - (ii) Candidates who are impersonated shall be reported to the **Chief Executive and Secretary of the Council** and their results in the examination as a whole will be cancelled.
 9. (i) The decision in respect of the results of candidates who are suspected of using unfair means may be delayed considerably and will not be issued with the results of other candidates.
 - (ii) Candidates whose results in the examination as a whole have been cancelled may be debarred from entry to any subsequent examination.
 10. A person who commits an offence under these regulations but is not a candidate, shall be dealt with as under:
 - (i) The Secretary to the Council may, if he so decides, hand the case over to the Police.
 - (ii) In the case of a teacher or a person connected with an institution, his conduct shall be reported to the Governing (or Managing) Body of the institution.
 11. Entries may not be accepted from a school where any member of the staff has at any time committed any offence under these regulations.
 12. If the **Awarding Committee** is satisfied that the use of dishonest means in a paper or papers has been widespread at a centre, the **Awarding Committee** reserves the right to cancel the results of all candidates of that centre in the paper or papers concerned, or in the entire examination at the centre if several papers are involved.
 13. For cases of unfair means not covered by these regulations, the **Awarding Committee** may enforce penalties according to the nature of the offence.
 14. Provided that no penalty under these regulations shall be imposed except after -
 - (i) giving the candidate an opportunity of making such representation in writing as he may wish to make in that behalf; and
 - (ii) taking the representation, if any, submitted by the candidate within the period allowed to him, into consideration.
- C. Power to alter, cancel results, certificates, etc.**
1. The **Chief Executive and Secretary of the Council** shall have the power to alter or cancel the results of a candidate after it has been declared, if
 - (i) the candidate is found guilty of having used unfair means, or
 - (ii) a mistake is found in his result, or
 - (iii) it is observed that an attempt has been made to unfairly alter the marks of a candidate by either tampering with the script or any other means that is not good practice.
 2. The **Chief Executive and Secretary of the Council** shall have the power to cancel a *Pass Certificate/Supplementary Pass Certificate* which has been defaced or altered in any detail without the authority of the Council or which has been obtained by impersonation or by false representation of facts or by fraudulent or dishonest means of any kind.

CHAPTER IV

A. General Arrangements

1. **Date of Examination:** The printed timetable will be made available to all schools well before the examination.
2. **Centres of Examination:** Centres for each town or area will be arranged by the Heads of the Schools concerned in consultation with the Council.
3. **Registration Forms:** Registration forms will be supplied to the schools in **June/July** on application for registration to Class XI.
Completed forms and charges must be sent to the Council, New Delhi, **by the specified date.**
4. **Confirmation/Correction of Entries:** Confirmation / Correction of Entries shall be sent to schools in July/August.
5. **Transfers:** The *transfer* of a candidate from a centre in one town to a centre in another town will be allowed only within the same examination and for reasons accepted as adequate and on payment of special charges. An additional charge may be made if it is necessary to send copies of question papers by air to the centre of transfer. Applications, naming the town to which a transfer is desired, should reach the Council's office two months before the commencement of the examination.
6. **Name:** *Great care must be taken to ensure that the name of each candidate is entered in exactly the same way as it was entered in the ICSE or equivalent Certificate. No subsequent change in the name of the candidate will be permitted.*
7. **Entries for less than a certificate:** Candidates who have obtained *Pass Certificates of the Indian School Certificate* may subsequently enter for one or more subjects. A candidate who reaches the pass standard in the subject/subjects offered will receive a *Supplementary Pass Certificate*.
8. **Examination Charges.*** **The scale of charges will be notified separately.** Bank Drafts should be made payable to the *Council for the Indian*

* The Council reserves the right to increase the charges, should this prove necessary.

School Certificate Examinations, New Delhi. Payment should be sent at the time of submitting the Confirmation / Correction of Entries.

Arrangements for Practical examinations and visits of examiners are made by the Heads of Schools, with the approval of the Council. No charges are payable to the Council for these, but there may be a special local fee to cover the cost.

9. Refunds

- (a) Refunds may be made in respect of candidates who may be withdrawn from the examination provided that the Head of the School notifies the Council not later than the specified date. The Council does not undertake to arrange for refunds to be made in cases where notification is received later than that date. No refund can be made for a candidate who has taken any part of the examination.
 - (b) The refund will amount to *half* the amount of the *subject charge* already paid.
 - (c) *Refunds will ordinarily be made in the month following the declaration of the results.*
10. **Infectious Diseases:** Candidates who have been exposed to any infectious disorder cannot be examined at a centre unless they are out of quarantine.
However, a candidate suffering from an infectious disease, if declared medically fit to sit for the examination, may be permitted to appear for the examination after proper arrangements are made for his/her isolation and separate supervision. The scripts should be packed in separate envelopes and the school should seek the advice of the Medical Officer in charge in regard to the fumigation of the scripts before their dispatch to the Council.
 11. **Time allowance for Question Papers:** Any time specially allocated for reading through question papers or studying maps will be stated on the question papers.
 12. **Materials to be provided by candidates:** Candidates must provide pencils, erasers, mathematical and dissecting instruments and painting materials. They are required to write their answers with *pens and in black ink*; fountain

pens and ball-point pens may be used, but pencils may be used only for diagrams. The use of slide rule is permitted in science subjects, but candidates using it should state this on their scripts and should be warned of the possible loss of accuracy involved. *Information such as formulae or other data which appears on the slide rule must be securely covered before it is taken into the examination room.* Mathematical tables will be provided; candidates are not allowed to take mathematical tables into the examination room. Candidates are permitted to use electronic calculators. The name and specification of a recommended calculator is given below:

Casio fx - 82 MS (Scientific Calculator)

Note: Calculators of other makes with similar functions are also permitted.

13. **School Estimates:** Principals of schools may submit school estimates on a special form available from the Council's office for any candidate for whom special consideration is asked because of illness or other difficulty experienced *during* the examination.
14. **Statement of Result:** *Special charges are payable to the Council for the issue of a certifying statement of an examination result; this amount should be forwarded with the application. The statement will normally be sent to the authority to whom it has to be produced.*
15. **Textbooks:** *No special editions of books are prescribed except those which are mentioned specifically; the Council cannot undertake to recommend textbooks.*

16. **Standard in Subjects:** *In every subject, unless otherwise stated, standards will be assessed on the performance in the different papers in the subjects.*

17. **Clarity and Neatness:** *Attention is called to the fact that the ability of candidates to express themselves clearly and to present their answers neatly and accurately is taken into account in assessing their work in all subjects.*

B. Special Papers and Alternative Syllabuses

The Council is prepared to consider requests for special papers:

- (i) in subject for which no provision is made in these regulations;
- (ii) on a syllabus different from that prescribed in one of the subjects of the examination. Such papers and syllabuses must be of an equal standard with those to which they are proposed as alternatives.

Special charges to cover the extra cost involved will normally be payable for each paper especially made for a small number of candidates. Applications should be made to the *Council at least two years* before the examination is to take place.

C. Equivalence and Recognition

Will be notified separately.

School Code No:

PROFORMA FOR A RECHECK OF SUBJECT GRADE

To

The Chief Executive and Secretary,
Council for the Indian School Certificate Examinations,
Pragati House, 3rd Floor,
47 – 48, Nehru Place,
New Delhi – 110 019

From:

Dear Sir/ Madam,

I hereby apply for a recheck in the result of candidate _____

Index No.

--	--	--	--	--	--	--	--	--	--

in subjects (s) :

S. No.	Subject	Subject Code	S. No.	Subject	Subject Code						
1.	_____	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>				2.	_____	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>			
3.	_____	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>				4.	_____	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>			
5.	_____	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>				6.	_____	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>			
7.	_____	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>						<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td><td style="width: 20px; height: 20px;"></td></tr></table>			

in accordance with the ISC Examination Regulations and Syllabuses March 2009 Chapter II I. (2).

The result of the recheck may be communicated to me in due course.

A Bank Draft for Rs. _____ (at the rate of Rs. ___/- per subject) in favour of **The Council for the Indian School Certificate Examinations** payable at **New Delhi** is enclosed herewith as charges for the recheck.

Yours faithfully,

Bank Draft No. _____

Date: ___/___/_____

Principal's Signature

- Note:**
1. The accuracy of a subject will be checked on request in one or more subjects per candidate.
 2. The last date for receipt of recheck applications in the office of the Council is 30th June, 2009.
 3. This form may be photocopied, if required.

School Code No: _____

COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS
ACKNOWLEDGEMENT SLIP FOR RECHECK CHARGES – 2009

For Office use only	Details (To be filled by the candidate/school)
	DD No.:
	Date:
	Bank Name:
	Amount:
Receipt No.:	Name of Candidate:
Date:	Index No.: