

INDIA
INTERNATIONAL
SCHOOL

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13th February, 2025

Dear Parents,

Sharing with you once again the CBSE guidelines for SSE/SSCE-2025. Please ensure your ward follows strictly (pdf attached)

Kindly read thoroughly the instructions printed on the Admit Card for SSE/SSCE-2025 & ensure your ward follows the same.

Please find attached the **Sample Cover Page** of the Board Answer Book, duly filled in, for your ward's reference.

Also, advise your ward to read carefully the instructions printed on the back side of the OMR Sheet of the Board Answer Book and follow accordingly.

Regards

Class Teacher

Guidelines for SSE/SSCE-2025

- Students must reach the Examination Centre before 10:00 a.m. **No entry will be allowed after 10:00 a.m. on any grounds.**
- Dress Code: School Uniform.
- Students must carry with them the Admit Card & the School ID Card for every exam failing which they may not be allowed to take the exam.
- Please ensure signature of candidate & parent on the Admit Card (mandatory)
- Students will be subjected to extensive and compulsory physical frisking before entering the examination centre.
- No student should be found in possession of any barred item (list attached).
- Students must carry with them only the permitted items (List attached).
- Students must not indulge in any unfair means activity (List of all cases of UFM – Category 1 to 5 along with penalties imposed for the same by CBSE, attached)

PERMITTED AND BARRED ITEMS

LIST OF PERMITTED ITEMS

- g) Admit Card & School Identity Card (for regular students)
- h) Admit Card & Any Govt. Issued Photo Identity Proof (for private students)
- i) Stationery items i.e., Transparent Pouch, Geometry/Pencil Box, Blue/Royal Blue Ink/Ball Point/Gel Pen, Scale, Writing Pad, Eraser,
- j) Analogue Watch (**Smart Watches / Digital Watches are not allowed**)
- k) Transparent Water Bottle.
- l) Metro Card, Bus Pass, Money.

LIST OF BARRED ITEMS (Not Permitted inside the examination centre)

- g) Any textual material (printed or written), bits of papers, Calculator (Students with Learning Disability i.e. Dyscalculia are permitted to use Calculator as per Circular No. CBSE/COORD/2020 dated 20.01.2020 and are provided the same by Exam centre), Pen Drives, Log Table (shall be provided by the centres), Electronic Pen/ Scanner, etc.
- h) **Any communication device - such as Mobile Phone, Bluetooth, Earphones, Microphone, Pager, Health Band, Smart Watch, Camera, etc.**
- i) Other items like Wallet, Goggles, Handbags, Pouches, etc.
- j) Any eatable item opened or packed, except for diabetic students
- k) Any other item which could be used for unfair means
- l) Use of the above or similar items will be treated under the “Unfair Means” category and will attract punishment as per rules.

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1. All cases of Unfair Means will be dealt as per the following GUIDELINES

CATEGORY - 1		PENALTY IMPOSED BY CBSE
1.1	Having Question Papers of previous years. Supported by report of Invigilator/Checking Staff	Cancellation of current Examination in the concerned subject. Shall be allowed to take the Examination in that Subject in the Compartment examination, if otherwise eligible. The benefit of doubt shall be given to such student against whom no evidence is available to testify to the foul intents on their part.
1.2	Writing Questions or Answers on any material other than the Answer Book for writing answer. Supported by report of Invigilator/Checking Staff	
1.3	Tearing of any page of the answer book or supplementary answer book etc. Supported by report of invigilator/checking staff that the student has torn the page(s) of Answer-Book	
1.4	Contacting or communicating or trying to do so with any person, other than the Examination Staff, during the examination time in the examination centre. Supported by report of invigilator/checking staff	
1.5	Having copying material (hard copy etc.) in her/his possession but have not use it. Supported by report of invigilator/checking staff	
1.6	Breaching examination rules or any direction issued by CBSE from time to time, in connection with the conduct of Examinations. Supported by credible evidence	
CATEGORY - 2		
2.1	Affixing/uploading of fabricated photograph on the Admit Card. Supported by Documentary Evidence	Cancellation of current Examination in all Subjects. Shall have to take the examination in all subjects in the next year
2.2	Erasing or obliterating any information printed on the Answer Book(s). Supported by report of Invigilator/Checking Staff or Evaluator	

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2.3	Providing wrong information on the answer sheet. Supported by documentary evidence		
2.4	Having copying material in her/his possession (hard copy etc.) and having used it. Supported by report of invigilator/checking staff or Evaluator		
2.5	Having communicated with another student or the Assistant Superintendent directly or indirectly. Supported by report of invigilator/checking staff		
2.6	Assisting other student to engage in malpractice. Supported by report of invigilator/checking staff		
2.7	Giving assistance to other student(s) directly or indirectly of any kind or attempting to do so. Supported by report of invigilator/checking staff		
2.8	Taking assistance from other student(s) directly or indirectly of any kind or attempting to do so. Supported by report of invigilator/checking staff		
CATEGORY - 3			
3.1	Taking away the Answer Book out of the Examination Hall/Room/Centre.		Cancellation of current as well as next year's examination in all subjects. Shall have to take the examination in all subjects thereafter.
3.2	Smuggling out Question Paper or part thereof, out of the Examination Hall. Supported by report of Invigilator/Checking Staff		
3.3	Smuggling out Answer Books/Supplementary Answer Sheet or part thereof, out of the Examination Hall. Supported by report of Invigilator/Checking Staff		
3.4	(i) Possession, use or attempted use of any electronic device (including Mobile Phone), which can be used as communication device, after entering the examination centre. Supported by report of invigilator/checking staff (ii) Students indulging in spreading rumours affecting smooth conduct of examinations.		

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3.5	Using abusive language, threatening the staff on duty. Supported by report of invigilator/checking staff	
3.6	Indulging in violence at the time of examination or thereafter in the examination center. Supported by report of invigilator/checking staff	
3.7	Forceful entry/exit in/from Examination Centre or Hall. Supported by report of invigilator/checking staff	
CATEGORY - 4		
4.1	Impersonation. Paying/placing/making someone else to write examination. Supported by report of invigilator/checking staff	Cancellation of current as well as of next three years' examination in all subjects. Shall have to take the examination in all subjects thereafter.
4.2	Uploading/sharing any examination related material, correct or wrong, on social media. Supported by credible evidence	
4.3	Approaching any Authority(ies)/person(s) related to the conduct of exams soliciting unauthorized privilege(s) in these Examinations. Supported by report of such authority	
4.4	Taking legal course or any other means to influence CBSE for gaining advantage in their favour, by providing false information. Supported by documentary evidence	
CATEGORY - 5		
5.1	Using obscene/derogatory language in the answer book. Supported by report of invigilator/checking staff or Evaluator	Counseling by UFM Committee so that she/he abstains from using such language in the answer book in future examinations. Currency notes etc. shall be forfeited and deposited in Board's account.
5.2	Using threatening language in the Answer-Book for the evaluators with or without any appeal. Supported by report of invigilator/checking staff or Evaluator	
5.3	Using language/threat of harm to oneself in the Answer-	

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	<p>Book with or without any appeal. Supported by report of invigilator / checking staff or Evaluator</p>	
5.4	<p>Use of Any other Ink or Pencil for writing answers in the answer book. Supported by report of invigilator / checking staff or Evaluator</p>	
5.5	<p>Having enclosed/attached a currency note or other such instrument with the answer book with or without any appeal/message for the evaluator. Supported by report of invigilator / checking staff or Evaluator</p>	

केन्द्रीय माध्यमिक शिक्षा बोर्ड दिल्ली
सोनियार स्कूल सर्टिफिकेट परीक्षा (कक्षा बारहवीं)
परीक्षार्थी प्रवेश-पत्र के अनुसार भरे

Code and Set
As per the Question paper

विषय Subject: BUSINESS STUDIES

विषय कोड Subject Code: 301

परीक्षा का दिन एवं तिथि
Day & Date of the Examination: Saturday, 22.02.2025

उत्तर देने का माध्यम
Medium of answering the paper: English

उत्तर पत्र के उत्तर लिखने के लिए कोड भरें
Code Number: Set Number: 1 2 3 4

अतिरिक्त उत्तर-पुस्तिका (सी) की संख्या
No. of supplementary answer book(s) used:

बेधभागी विकलांग व्यक्ति: हाँ / नहीं
Person with Benchmark Disabilities: Yes / No: NO

विकलांगता का कोड (प्रवेश पत्र के अनुसार)
Code of Disability (As per the admit card): -

क्या लेखक - लिपिक उपलब्ध कराया गया: हाँ / नहीं
Whether writer provided: Yes / No: -

यदि दृष्टिहीन हैं तो उपयोग में लाए गए सॉफ्टवेयर का नाम
If Visually challenged, name of software used:

If used

*यदि उत्तर में एक अक्षर लिखें। अन्य के अक्षरों को खाली छोड़ दें। यदि परीक्षार्थी का नाम 22 अक्षरों से अधिक है, तो केवल नाम के प्रथम 22 अक्षर लिखें।
Each letter be written in one box and one box be left blank between each part of the name. In case Candidate's Name exceeds 22 letters, write first 22 letters.

कार्यालय उपयोग के लिए
Space for office use

To be filled in by the candidate as per Admit Card

निम्ने ताला संकेत चक्रे को पूरे गहरे निशान से भरें।
Write and darken the appropriate circle as applicable.

*परीक्षार्थी का नाम बड़े अक्षरों में Candidate's Name in CAPITAL letters

NAINA PALIWAL

Grid for marking answers with bubbles for letters A-Z and digits 0-9.

उत्पन्ना संख्या Roll No.

11676210

Grid for marking roll number digits.

As per Admit Card

विषय कोड Subject Code

054

Grid for marking subject code.

केंद्र संख्या Centre No.

810442

Grid for marking centre number.

Sample

विषय Subject: Business Studies School No. as per admit card: 10455

अनुक्रमिक (शब्दों में)
Roll No. (in words): One Sixteen Lakhs Seventy six Thousands two hundred ten only

पिता/संबन्धक का नाम
Father's/Guardian's Name: Rajat Paliwal

परीक्षार्थी के हस्ताक्षर Signature of Candidate:

As per Admit Card

इस पृष्ठ पर परीक्षार्थी द्वारा भरे गए सम्पूर्ण विवरण की जांच कर ली गई है।
All the particulars filled in by the candidate on this page have been verified

Please Do not write beyond this line