

**INDIA
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28th January, 2025

Dear Parent,

Sharing with you the CBSE guidelines w.r.t. Board Examination 2025 – Class X & XII. You are advised to read the guidelines thoroughly & ensure that your ward follows strictly.

- 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)

Regards

Mishra

**Nidhi Mishra
Principal**

PERMITTED AND BARRED ITEMS

Students will be subjected to extensive and compulsory physical frisking before entering the examination centre. The following is a list of items that are permitted and barred from taking to the Examination Centres:

LIST OF PERMITTED ITEMS

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

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

- a) 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.
- b) Any communication device - such as Mobile Phone, Bluetooth, Earphones, Microphone, Pager, Health Band, Smart Watch, Camera, etc.**
- c) Other items like Wallet, Goggles, Handbags, Pouches, etc.
- d) Any eatable item opened or packed, except for diabetic students
- e) Any other item which could be used for unfair means
- f) 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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	Book with or without any appeal. Supported by report of invigilator / checking staff or Evaluator	
5.4	Use of Any other Ink or Pencil for writing answers in the answer book. Supported by report of invigilator / checking staff or Evaluator	
5.5	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	