The following schedule of Class 9th enrolment is notified for the general information with respect to Academic Session 2015-16.

<table>
<thead>
<tr>
<th>Category</th>
<th>With Normal Fee</th>
<th>With Late Fee</th>
<th>With Double Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>31/05/2015</strong></td>
<td><strong>16/06/2015</strong></td>
<td><strong>15/07/2015</strong></td>
<td></td>
</tr>
<tr>
<td>Government Institutions</td>
<td>Enrol+Sports(150+50)</td>
<td>Late Fee of Rs.100/-</td>
<td>Double Late Fee of Rs.200/-</td>
</tr>
<tr>
<td></td>
<td>=Rs. 200/-/Per Student</td>
<td>(200+100=Rs.300/-)</td>
<td>(200+200=Rs.400/-)</td>
</tr>
<tr>
<td>Private Institutions</td>
<td>Enrol+Sports(200+50)</td>
<td>Late Fee of Rs.100/-</td>
<td>Double Late Fee of Rs.200/-</td>
</tr>
<tr>
<td></td>
<td>=Rs. 250/-/Per Student</td>
<td>(250+100=Rs.350/-)</td>
<td>(250+200=Rs.450/-)</td>
</tr>
</tbody>
</table>

1. The old conventional method of enrolment is no more acceptable and that’s why all the Institutions have to log on to the Board’s website [www.enrol.bisemalakand.edu.pk](http://www.enrol.bisemalakand.edu.pk) for online enrolment module, School Code, User Name and Password of every Institution have already been conveyed.

2. If an institution fails to submit enrolment forms within the specified period quoted above i.e. up to 15/07/2015 a penalty @ Rs.20/- Per Day Per student would be charged only in extra ordinary cases with the provision of Admission Withdrawal Register.

3. The particulars : Student(s) Name, Father Name and Date of Birth must be typed from the school record/A.W.R in enrolment return along with covering letter duly signed by the Head of the institution concerned. **CUTTING, OVER WRITING & ERASING WILL NOT BE ACCEPTED.**

4. Candidates having attained the age of 14 Years would be eligible for appearing in the SSC Part-I (9th) Examination 2016. The minimum level for date of Birth is 31/03/2002.

5. The Heads of the institutions are directed to countersign Admission Withdrawal Register (AWR) from the concerned AEO/OEDEO (M/F)/Board Regulatory Authority (in case of Private institution) and also the Heads of institutions put sign and stamp on every page of A.W.R. otherwise claims shall not be entertained for any amendment in Board record i.e. Name, Father Name & Date of Birth after submission of enrolment in the Board.

6. The student cannot change his/her institution without having a proper Migration.

7. School to school migration i.e (Local Migration) will not be allowed under any circumstances after the expiry of due date (i.e. 31/12/2015) for the submission of admission forms.

8. The student of 9th or 10th class will not be admitted till the submission of **Original School to School Migration Certificate and School Leaving Certificate**, otherwise the penalty shall be levied on the institution.

9. No migration will be allowed under any circumstances after 31/12/2015 till the declaration of Annual (2016) SSC Examination result.

10. School Leaving Certificate (S.L.C) may not be issued to the student seeking migration until & unless allowed by the Board authorities.

11. The regular students of class 9th /10th must produce DMC verified & SLC attested copy from institution concerned along with original migration form in case of students migrated from other Boards within the period of a fortnight for the enrolment to BISE Malakand otherwise, penalty would be imposed/charged.

12. The Heads of Government and Private Educational Institutions are required to deposit the Annual Renewal/Affiliation fee on the prescribed Bank slip along with covering letter duly signed by the Principal of the concerned institution.

13. **The Extension in Provisional Registration/Affiliation for the Session 2014-15 will be expired on 15th April, 2015.**

**THE RATES OF ANNUAL RENEWAL/AFFILIATION FEE**

<table>
<thead>
<tr>
<th>S.No</th>
<th>Status of School</th>
<th>Annual Renewal Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Government High School</td>
<td>Rs. 300/-</td>
</tr>
<tr>
<td>2</td>
<td>Government Higher Secondary School</td>
<td>Rs. 600/-</td>
</tr>
<tr>
<td>3</td>
<td>Private Schools upto SSC Level</td>
<td>Rs. 5000/-</td>
</tr>
<tr>
<td>4</td>
<td>Private Schools &amp; Colleges upto HSSC Level</td>
<td>Rs. 7000/-</td>
</tr>
</tbody>
</table>

13. The Heads of the institutions are advised to write Telephone/Cell No; complete mailing address and e-mail address of their institution for the proper correspondence/coordination.

14. The above rules/directives are subject to changes, if any, issued by the Competent Authority.

15. If a regular student fails Part-II 9th class examination, after qualifying the same examination in the subsequent year, would be eligible for regular admission in the same institution in part-II( 10th class), if practical involved, otherwise he/she will appear in private capacity.

16. The Head of the institutions are directed to collect fee and other charges from the student(s) up to the end of month, otherwise the complaint of the Head(s) of Institution(s) regarding fee and other charges against the student(s) at the time of getting migration to any other institution/Board shall not be entertained.

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**Copy for information to the:**

2. PS to Secretary (Elementary & Secondary Education) Govt: of Khyber Pakhtunkhwa Peshawar.
3. PS to Chairman BISE Malakand
5. DEO’s (M+F) (E&SE) Districts Dir (L), Dir (U), Malakand and (A.E.O) Bajaur Agency.
6. Controller of Examinations BISE, Malakand
7. All the Section Heads of BISE, Malakand.
8. All the Principals/Headmasters/Headmistresses GGHS/GGSS/GHS/GHSS/Private Institutions Affiliated with BISE Malakand.

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**SECRETARY**

BISE, Malakand