

## **CERTIFICATION**

### **63. Passing Certificate/Marks Statement**

(i) A candidate who has appeared in an examination of the Board shall be issued a statement of marks/grades.

(ii) A candidate who has appeared in the examination of the Board and has passed the examination shall be issued a pass certificate. However, candidate who has appeared for an improvement of performance or for an additional subject in a subsequent examination shall not be issued a separate certificate or a combined marks statement. Such candidates shall be given only a statement of marks in that subject(s).

### **64. Provisional Certificate**

(i) A candidate who has passed the examination may be issued a provisional certificate by the Board on payment of fee prescribed from time to time.

(ii) A candidate who has been placed in Compartment may be issued a provisional certificate indicating the fact as such.

### **65. Date of Birth Certificate**

(i) The Date of Birth of the Candidate as admitted in the records of the Board shall be indicated in the pass certificate issued to the candidate at Secondary School level only.

(ii) A candidate can obtain from the Board a Date of Birth Certificate indicating his date of birth as admitted in the records of the Board on payment of the prescribed fee.

### **66. Migration Certificate**

(i) A candidate who has appeared in an examination of the Board and has passed the examination may obtain a Migration Certificate on payment of the prescribed fee.

(ii) A candidate placed in Compartment may also be issued a Migration Certificate indicating his/ her status as such.

### **\* 67. Duplicate Pass Certificate**

A Candidate may obtain duplicate / triplicate certificate on payment of the prescribed fee and submission of an application on a prescribed form in the

event of loss/theft/mutilation of the original certificate provided that an affidavit is filed to that effect before an official not below the rank of a first class Magistrate or a Member of the Governing Body of the Board. Further the person requesting for duplicate or triplicate certificate would notify the loss/theft/mutilation of the certificate through Press Note/advertisement in some leading Newspaper and shall submit the Press Clipping to the Board along with application and the affidavit.

### **\*\*68 Provision of mother's name**

The candidates will have the option either to mention the mother's name or the father's name or both into the records of the Board (Certificate, Marks Statement etc.)

### **Changes in Board's Certificate**

#### **69.1 Changes and Corrections in Name**

(i) Correction in name means correction in spelling errors, factual errors, typographical errors in candidate's Name/Surname, Father's Name/Mother's Name to make it consistent with what is given in the school record.

Change in name also includes alteration, addition, deletion to make it different from the school records.

(ii) Application for correction in name may be considered any time provided that the application of the candidate is forwarded with the following documents:

(a) Admission form(s) filled in by the parents at the time of admission.

(b) The School Leaving Certificate of the previous school submitted by the parents of the candidate at the time of admission.

(c) Portion of the page of admission and withdrawal register of the school where the entry has been made in respect of the candidate.

(iii) The Board may effect necessary corrections after verification of the Original records of the school and on payment of the prescribed fee.

(iv) Applications regarding change in name/surname will be considered where such changes have been permitted by a Court of Law and notified in a Government Gazette. In the event of Court of Judicature allowing the change of name of a candidate, the same shall be carried out by the Board

after obtaining relevant documents concerning change of name published in an official gazette.

## **69.2 Change/Correction in Date of Birth**

(i) No change in the date of birth once recorded in the Board's records shall be made. However, corrections to correct typographical and other errors to make the certificate consistent with the school records can be made provided that corrections in the school records should not have been made after the submission of application form for admission to Examination to the Board.

(ii) Such correction in Date of Birth of a candidate in case of genuine clerical errors will be made under orders of the Chairman where it is established to the satisfaction of the Chairman that the wrong entry was made erroneously in the list of candidates/application form of the candidate for the examination.

(iii) Request for correction in Date of Birth shall be forwarded by the Head of the School alongwith attested Photostat copies of :

(a) application for admission of the candidate to the School;

(b) portion of the page of admission and withdrawal register where entry in date of birth has been made; and

(c) the School Leaving Certificate of the previous school submitted at the time of admission.

(iv) The application for correction in date of birth duly forwarded by the Head of School alongwith documents mentioned in byelaws 69.2(iii) shall be entertained by the Board only within two years of the date of declaration of result of Class X examination. No correction whatsoever shall be made on application submitted after the said period of two years. This will be effective from the examination to be held in March, 1995.