



केन्द्रीय माध्यमिक शिक्षा बोर्ड (शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Education, Govt. of India)

REMINDER 1

CBSE/Registration /IX-XI/2025-2026/

07.10.2025

To

The Principals

All Schools affiliated with CBSE

(Through CBSE website)

Subject: Following accuracy while submitting Registration data for class IX/XI 2025-2026 – reg.

Madam/Sir,

CBSE has issued a detailed notification no CBSE/COORD/REGN/2025-26/ dated 11/09/2025 regarding all the pre requisites to fill the Registration data for class IX/XI 2025-2026 along with detailing the importance of correct and timely submission of Registration data by all affiliated schools in case of all of your students.

All school are directed to go through the above-mentioned circular meticulously before filling up of candidates' data as this is the first step towards preparation for Board Examinations 2026-2027. The Staff engaged for filling up of candidates' data should be made aware of all the guidelines, which are laid down in the said circulars to avoid any mistakes. Parents may also be briefed about the importance of correct data and the consequences arising thereby of wrong data submission.

Schools are directed to ensure that data for 100% students studying in Class IX/XI may be filled and **no student remains unregistered** in these classes for any of the following reasons:


1. The student was unwell/ not in station and not attending during the period of Registration of Data.
2. The name was mistakenly left/deleted due to any reason
3. Any technical failure

If any student is left from registration and request is made in 2026 while submitting LOC for 2027, request will not be accepted for registration and school will not be allowed to sponsor any student(s) for the 2027 examinations.

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Page-2/-

Hence, all principals are once again directed to ensure accurate submission of the Registration data for class IX and XI before **the last date** without late fee which is **16/10/2025**.


(Dr. Sanyam Bhardwaj)
Controller of Examinations

Copy to the respective Heads of Directorates, Organizations and Institutions as indicated below with a request to disseminate the information to all the schools under their jurisdiction and direct them to submit requests accordingly :-

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110016.
(commissioner-kvs@gov.in)
2. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida-201309.
(nvsshww@gmail.com, commissioner.nvs@gov.in)
3. The Secretary, Eklaya Model Residential Schools (EMRS), Ministry of Tribal Affairs, Government of India.
(nests-tribal@tribal.gov.in, commissioner.nests@tribal.gov.in)
4. The Secretary, Sainik Schools Society, Room No. 101, D-1 Wing, Sena Bhawan, New Delhi-110001.
(pvpsainikschool@gmail.com)
5. The Navy Education Society (NES), Directorate of Naval Education, West Block V, Wing II, Floor II, RK Puram, Sector 1, New Delhi 110066. (nesnavy@gmail.com)
6. The Group Captain Education (Schools) Directorate of Education, West Block-VI, Air HQs (RKP), R.K. Puram, New Delhi-110066. (dopsmp@iaf.nic.in)
7. The Secretary AWES, Integrated Headquarters of MoD (Army), FDRC Building No. 202, Shankar Vihar (Near APS), Delhi Cantt-110010.
(coordsection.aweshq@awesindia.edu.in)
8. The Chairman, Odisha Adarsha Vidyalaya Sangathan, N-1/9, Near Doordarshan Kendra, PO Sainik School Nayapalli, Bhubaneswar, Odisha-751005.
(oavsbbsr.od@gov.in)
9. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110054. (diredu@nic.in)
10. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160017. (dpi-chd@nic.in)
11. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim -737101.
(directorhehrdd@gmail.com)

12. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar- 791111.
(dirschdn@sify.com)
13. The Director of Education, Govt. of A&N Islands, Port Blair -744101.
(dirschdn@sify.com)
14. The Director, Department of School Education, UT of Ladakh, 2nd Floor, Civil Secretariat, Leh-Ladakh. (pr.secy@ladakh.gov.in)
15. The Director, Directorate of School Education, Government of Puducherry, A" Block, I Floor, Perunthalaivar Kamaraj Centenary Educational Complex, 100 ft Road, Anna Nagar, Puducherry - 605 005. (dse-edn@py.gov.in)
16. The Director, Sambhota Tibetan Schools Society, Dharmshala, Himachal Pradesh.
(dhe-sml-hp@gov.in)
17. The Deputy Secretary to Chairperson, for kind information of the Chairperson, CBSE.
18. All the Heads of Department of the Board.
19. All Regional Directors/Regional Officers of CBSE with the request to send this circular to all the principals of the affiliated schools of the Board in their respective regions.
20. Web Admin with the request to put this Circular on the CBSE Website.
22. Media & Public Relations, CBSE for appropriate disseminating and publicity(cbsemediapr@cbseshiksha.in)
23. CBSE Call Centers (callcentre@cbseshiksha.in)