

1. Class IX CBSE Registration is done in year 2025-26 to appear for board exams in 2025-26. In class X again LOC (List of candidates) is filled and submitted along with exam fee .(In class X again board exam fee , you need to pay)
2. Please follow the steps for registration in IX.- as below
3. Students must give the expanded name of Self and Father / Mother/Guardian. No abbreviations be given.
4. May check that their data is similar in all the documents like Date of Birth Certificate, School records, Aadhaar and Passport etc.
5. They will anticipate the requirement of the surname as when visiting abroad, it may be required by the visiting country to have both name and Surname.
6. Their Date of Birth is as per Date of Birth certificate and as per school record.
7. Students should describe their name in full i.e. no abbreviated form shall be accepted.
8. Bringing into the notice of the students that how correct data is to be provided for registration.
9. Registration details will be provided to the students and the parents in the form of registration card by the school to confirm correctness of details.
10. Schools are requested to fill in full name of the candidate, mother, father/guardian. **Abbreviations should be avoided as they create problems for the students' in future.**

Students have to come (phone call and date will be given roll number wise)and meet the admin and one to one fill the admission form for IX along **with registration fee Rs 350**. In case of any changes in the fee we will intimate you.

Students need to carry all their documents in original as well as xerox to the school along with **4 photographs** as described below. Try to contact each other and go to one photographer only . After filling the manual form we will fill it online and after taking the print again one to one parent and student will be called for verification of all name, surname , DOB . CBSE is very strict towards the data – so no changes will be done once the data is submitted .

PHOTO TYPE

- Photo should be in full colour and of high quality to avoid any visible pixels.
- Photo must be taken in the last 6 months.
- Head should be positioned directly facing camera, centered and compose **80% of image**. Photo should capture from slightly above top of hair to middle of chest.
- Have a natural expression - smiling is allowed.
- Subject (candidate) is in clear focus and distinguishable from the background. Solid colour backgrounds are best.
- Eyes must be open and looking at the camera. Glasses must not be tinted unless worn daily for medical purposes.
- The individual's full face must be clearly visible. Photograph of the students which clearly indicates the name of the student along with the date of taking the photograph (photograph should have been taken on or after 1st April of the academic session)



Documents to bring in original and Xerox of Aadhaar of student , Aadhaar of both parents , bank pass book of parent , Pan card , Caste certificate of child/Father , Birth certificate , Current light bill , 4 photo ,

Parents Please NOTE - Due to non payment of fees and other reasons - currently enrolled regular student of a CBSE-affiliated school cannot simply switch to or appear as a private candidate for the main board exams. ®

Rules for Regular Students

School Enrollment: If you are currently studying as a regular student in Class 10 or Class 12, your school must submit your details through the regular List of Candidates (LOC).

Attendance Mandate: You must meet the mandatory school attendance requirements (usually 75%) and complete internal assessments or practicals through your school.

No Direct Switch: You cannot opt out of school or choose private candidate status just to avoid attending classes.