

**MIZORAM BOARD OF SCHOOL EDUCATION**  
**AIZAWL – 796012**

No.R.12011/2/2020-MBSE(HSS)/128

Dated Aizawl, the 8<sup>th</sup> September, 2021

**EXAMINATION NOTICE**

It is hereby notified for the information of all concerned that the Higher Secondary School Leaving Certificate Examinations, (Arts, Science, Commerce) 2022 will be conducted during **March 2022** by the Mizoram Board of School Education for which dates and detailed programme of the Examination will be notified later.

All Principals of Higher Secondary Schools are, therefore, informed to collect Examination application forms etc. within office hours from **27<sup>th</sup> September, 2021** onwards from the places mentioned below:

1. **Aizawl District** - MBSE Office, Chaltlang
  - Champhai District** - DEO Office, Champhai
  - Kolasib District** - DEO Office, Kolasib
  - Lunglei, District** - MBSE Regional Office, Lunglei
  - Lawngtlai District** - DEO Office, Lawngtlai
  - Mamit District** - DEO Office, Mamit
  - Siaha District** - DEO Office, Siaha
  - Serchhip District** - DEO Office, Serchhip
  - Hnahthial District** - DEO Office, Hnahthial
  - Khawzawl District** - DEO Office, Khawzawl
  - Saitual District** - DEO Office, Saitual
2. **Last dates for submission of forms and fees to the Board's office are :**
- (a) **Without late fee** - **18<sup>th</sup> November, 2021**
  - (b) **With late fee** - **26<sup>th</sup> November, 2021**
- Note: Submission of application form beyond this date will not be entertained by the Board.**
3. **Fees payable for the Examination are:**
- (a) Examination fee including admit card, marksheet & certificate (for all candidates) - Rs. 600.00
  - (b) (i) Permission fee (for private & unaffiliated school candidates) - Rs. 300.00
  - (ii) Permission fee for provisionally affiliated school candidates - Rs. 150.00
  - (c) Practical fee (per subject): - Rs. 150.00
  - (i) to be submitted to the Board - Rs. 50.00
  - (ii) to be retained at the centre - Rs. 100.00
  - (d) Centre fee (to be paid to the Centre) - Rs. 200.00
  - (e) Late Fee (per candidate) - Rs. 500.00
  - (f) Examination fee for Compartmental exam(*per subject*) - Rs. 300.00

*Contd on page 2....*

4. **The following candidates shall be eligible to appear in the HSSLC Examinations, 2022:**
- (a) **Regular candidates:** Candidates sent up by affiliated/permitted Higher Secondary Schools who have fulfilled the conditions laid down in section 10 of the MBSE Examination Bye-Laws, 2008.
  - (b) **Private Candidates**
    - i. A candidate who had failed at the HSSLC Examinations, from 2019 onwards on production of their Marksheets issued by the Board.
    - ii. Teachers serving in any educational institutions affiliated to the MBSE. Teacher candidates should submit their application forms to the Board along with a certificate issued by the Head of institution in which they are serving duly countersigned by the concerned DEO/SDEO.
    - iii. Women/Physically handicapped students on producing reasonable evidence having difficulty to attend normal institutions as per Board's rules.
    - iv. Detenu candidates and candidates from Defense services on furnishing a certificate from the concerned officer as per Board's rules.
    - v. The candidates from Higher Secondary Schools not affiliated to the Board and whose permission to open school is not granted by the School Education Department, Govt. of Mizoram.
    - vi. Students who have already passed the HSSLC examination, desirous of improving their performance, subject to Board's rules. Improvement of performance is not allowed for those who are already pursuing higher studies.
5. Applications without Registration number shall be rejected.
6. **Private candidates who are willing to retain their previous practical marks should submit an attested photo-copy of their marksheet to the Examiner on the day of the practical examination. The Examiner shall enter their marks in the markslips along with the marks of the other candidates. The mark slips of all candidates including those candidates retaining their previous practical marks should be sent to the Board along with other documents like practical answer books, photo-copy of the marksheets, etc.**
7. The marks obtained by the students in Internal Assessment (All SUBJECTS) and grades awarded to students in Work Experience, General Studies, Physical and Health Education must be submitted by all the Heads of Institutions to their respective Centre Superintendents at a date fixed by the Centre Superintendent without fail along with their names and examination Roll Numbers in a prescribed format.
- Note : Heads of Institutions should ensure that the internal marks of those candidates (private candidates only) retaining their previous Internal marks are included.***
- Centre Superintendents are requested to submit these to the Board's office in hard and soft copy in a prescribed form without fail on a date which will be notified at a later date. Centre Superintendents should ensure that no internal mark and grade of any of their feeder schools under their jurisdiction is neglected. Submission of marks/grades beyond this date will not be entertained by the Board. **Further, the Board will not entertain any form of appeal for revision of internal marks/grades once submitted to the Board.**

8. A candidate who has failed in the examination in the first attempt shall be required to re-appear in all the subjects at the subsequent annual examination of the Board as a private candidate but :
- a) shall have the option to appear for the practical examination in subjects involving practicals or retain the previous year's practical marks for three consecutive years.
  - b) shall retain the previous year's internal marks for three consecutive years only.
- In case he/she fails to pass the examination in three consecutive years, he/she shall have to re-appear in all the subjects including practicals and internal assessments. Failure candidates who want to appear as regular candidate shall re-appear in all the subjects including practicals and internal assessments.
9. The candidates shall be allowed to take one additional subject as per Board's scheme of studies.
10. The list of candidates in soft copy (Excel format) with label stating the name of School must be submitted along with the application forms as per the proforma appended herewith in Appendix-I.
11. **As already notified vide circular 1 of 2018 No. N. 12019/1/2018-MBSE(HS)/43 Dated 11<sup>th</sup> July 2018, the particulars of candidates supplied by the schools in soft-copy will be directly transferred to computerized examination system. Correctness of candidates data is of highest importance as data will be used for :**
- (a) making requisite quantity of material available for holding examinations
  - (b) generating Admit Cards with correct details of the candidates
  - (c) compiling and declaring of results
  - (d) issuing Mark sheet, Certificate and Migration Certificate to the candidates
  - (e) uploading result on Boards website, Digilocker etc.

**It is desired from the schools that particulars of candidates should be 100% correct. As such, all Heads of Institutions are advised to strictly ensure that the lists of particulars of candidates submitted by the school is complete and correct in all aspects.**

12. **All Heads of Institutions should ensure that particulars of candidates in soft-copy is 100% correct with the hard-copy.**
13. **Principal should ensure that the name & father's/mother's name and all other particulars of the candidate written in the application form is exactly the same as recorded in the HSLC documents, Birth Certificate and Baptismal Certificate of the candidate.**

Sd/- LALTHANGBIKA  
Secretary  
Mizoram Board of School Education

Memo No. R.12011/2/2020-MBSE(HSS)/128(A) Dated Aizawl, the 8<sup>th</sup> September, 2021

Copy to:

1. The Secretary to the Govt. of Mizoram, School Education Department, Aizawl, Mizoram for information.
2. The Director of School Education, Govt. of Mizoram, Aizawl for information.
3. The District Education Officer, Aizawl and Lunglei for information.
4. All concerned District Education Officers, under Govt. of Mizoram. They are requested to distribute Examination forms etc. to all Higher Secondary Schools within their jurisdiction.
5. The Regional Officer, MBSE Regional Office, Lunglei. He is informed to receive Examination forms and fees from Higher Secondary Schools within Lunglei, Siaha and Lawngtlai Districts and submit to the Board's office.
6. All Principals of Higher Secondary Schools Mizoram, for information and necessary actions.
7. System Administrator, MBSE for uploading to the official website.
8. News Editor, \_\_\_\_\_ for favour of publication as News Item for public service.
9. Notice Board/ Relevant File.



(LALRINMAWIA RALTE)

Controller of Examinations

*Mizoram Board of School Education*



**INSTRUCTION FOR DATA ENTRY OF THE STUDENTS,  
HSSLC EXAMINATION 20\_\_**

**MICROSOFT EXCEL ah chauh chhut tur a ni a, Word leh Pagemaker hman loh tur ani.**

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
R/P	SCA	Name	Fname	Mname	Add	Ph No.	Aadhaar No.	Pin	SDC	CCD	Sex	RegNo	RegY	Cat	B/Phy	E	Cs2	Es1	Es2	Es3	Addl

Data should be entered in columns as below : (Use CAPITAL letter when applicable)

1. **R/P** - Regular/Private (Use R for Regular and P for Private)
2. **SCA** - Stream (1 for Arts, 2 for Science and 3 for Commerce)
3. **Name** - Name of candidate  
\* Name, FName, Mname-ah hian a hma lamah space dah loh tur hming a sei deuh pawhin tlar khatah chhut phei vek tur **'Wrap text'** hman loh tur
4. **Fname** - Father's Name ( Title (Dr./Rev./etc) dah loh tur)
5. **Mname** - Mother's Name
6. **Add** - Address. Eg. Dawrpui,Aizawl/Bazar Veng, Mamit/etc.
7. **Ph No.** - Landline No./Mobile No.
8. **Aadhaar No** - Aadhaar No
9. **Pin** - Pin code.
10. **SCD** - School Code (e.g. 1, 2, 67, 145 etc.)
11. **CCD** - Centre Code (e.g. AZL-001, LLI-002 etc)
12. **Sex** - Enter **M** for male and **F** for female
13. **RegNo** - Registration Number of the candidate (e.g. 123,34,56 etc.)
14. **RegY** - Registration Year (e.g. 2010-2011, 2011-2012, 2012-2013 etc)
15. **Cat** - Category (ST,SC,GN,OBC only)
16. **B/Phy** - If Physically Handicapped/Blind, enter **'Y'** otherwise leave it blank.
17. **E** - English (Enter '1')
18. **Cs2** - Core subject (Enter subject code - 3 for Mz, 2 for Hn etc)
19. **Es1** - First Elective subject (Enter subject code - 11 for Ps etc)  
(For Science Stream = 21 (Physics))
20. **Es2** - Second Elective subject (Enter subject code - 12 for H etc)  
(For Science Stream = 22 (Chemistry))
21. **Es3** - Third Elective subject (Enter subject code - 13 for So, 20 for M etc)  
\* Note for Es1, Es2 & Es3 **Subject code. tlem ber Es1-ah, code no tlem ber dawt Es2-ah leh code no. tam ber Es3-ah chhut luh tur.**  
**Eg. Es = 11, Es = 14, Es = 21**
22. **Addl** - Additional subject (Enter subject code - 13 for So, 20 for M etc)

Save the file by school code Eg. 13 .xls, 23.xls, etc.

**Save the file and copy to pendrive or CD and submit to MBSE along with the application form.**

**MIZORAM BOARD OF SCHOOL EDUCATION**  
**AIZAWL- 796012**

**HSSLC – 2022 EXAM FORM FILL – UP CHUNGCHANGA HRIATTUR PAWIMAWHTE.**

1. Exam Form hi **candidate-te ngeiin an fill-up tur** a ni a, midangin fill-up sak awih a ni lo.
2. Candidate-te **Hming leh Nu leh Pa hming** chu **HSLC** a ziah dan nen a inang thlap tur a ni a, tih danglam tur a ni lo.
3. Birth Certificate/Baptisma nena inmil thlapin **Hming, Pa hming leh Nu hming** te ziah vek tur a ni a, **Head of Institution**-in a enfiah ngei ngei tur a ni. Passport size photo an thil tel chu anmahni ngei a ni tih **Head of Institution**-in a endik bawk tur a ni.
4. Exam tur Subject-te chu dik takin ziah tur a ni a, Exam Form theh luh tawh hnuah **Subject thlak awih a ni lo ang.**
5. Registration Number leh a kum(year) dik taka fill-up tur a ni a **(entir nan – 05260/2012-2013)**. Registration No. leh kum fill-up lo chu pawm a ni lo ang.
6. Mizoram a **Census** hnuhung berah Other Backward Class (OBC) an awm loh avangin exam form-a community status category-ah hian **Other Backward Class (OBC)** ni a inngai an awm a nih chuan an nihna tichiangtu **Certificate an thil tel ngei tur a ni a**, chutiang thil tello chu pawm a ni lo ang.
7. Exam form-a community column-ah hian Mizo ni lo, hnam dang candidate chuan an sakhua (Religion) ziah tur a ni e. **e.g: Hindu, Muslim etc.**
8. Candidate-te form fill up hi **Head of Institution**-in a endik hnu-ah particulars/information zawng zawng a dik ngei a ni tih lantir nan a countersign tur a ni.
9. ST/SC/GEN/OBC tih hi statistic lak nan a pawimawh em avangin naupangten a dik tak an ziah ngei a ni tih **Head of Institution**-in a check tur ani.
10. Blind/Physically handicapped/Spastic candidate nei te chuan chiang taka tarlan tur a ni.
11. Candidate-te particulars chu Excel file-ah chhut dan tur **“instruction”** ang thlapin uluk takin Computer-ah chhut luh tur a ni a. Exam form thehluh rualin Pen Drive-in hun tiam chhungin theh luh ngei tur a ni.
12. Application form chu Regular, Private, Compartment (2<sup>nd</sup> chance) leh Improvement-ah thliar phawt hnuah hmeichhia zawng alphabetical order-a rem tur a ni a, chumi zawhah mipa zawng alphabetical order-a rem tur a ni. Regular form, Private form leh Improvement form te hi dah fin hauh loh tur a ni.  
(e.g: Regular/Private/Improvement →Female/Male in alphabetical order)
13. **Candidate te particulars (Name/Father’s name etc. ) excel soft copy-a thehluhte chu rollsheets atan rin tawp tur anih avangin school ten dik lo awm lova thehluh tur a ni e.**



(LALRINMAWIA RALTE)

Controller of Examinations

Mizoram Board of School Education

**MIZORAM BOARD OF SCHOOL EDUCATION : AIZAWL, MIZORAM**  
**STATEMENT OF PAYMENT OF EXAMINATION FEES FOR HSSLC EXAMINATIONS, 20\_\_\_\_\_**

Name of HSS : \_\_\_\_\_ Exam Centre Code : \_\_\_\_\_ Phone No. : \_\_\_\_\_

	Candidate	Male	Female	Total	AMOUNT OF FEES PAID						Total	
					Exam fee @ 600	Compartmental fee @ 300	Permission fee		Late fee @500	Total Practical Papers		Practical fee @50/ paper
							Private/ Unaffiliated @300	Provisionally affiliated @ 150				
ARTS	Regular											
	Private											
	Compartmental											
	Total											
SCIENCE	Regular											
	Private											
	Compartmental											
	Total											
COM.	Regular											
	Private											
	Compartmental											
	Total											
OVERALL	Regular											
	Private											
	Compartmental											
	Total											

NB : He form hi dik taka fill-up tur a ni a, Exam fee pek rualin copy 2 (hnih) thehluh tur a ni.

\_\_\_\_\_  
Signature of Principal with office seal

**PROFORMA FOR SUBJECT -WISE BREAK UP OF HSSLC EXAMINATION 2022**

**NAME OF HSS: \_\_\_\_\_ CENTRE NO. \_\_\_\_\_**

**SCHOOL CODE: \_\_\_\_\_**

Sl. No.	Subject	No. of Candidates			
		Arts	Sc.	Com.	Total
1	ENGLISH				
2	MIZO				
3	HINDI				
4	BENGALI				
5	NEPALI				
6	POLITICAL SCIENCE				
7	HISTORY				
8	EDUCATION				
9	ECONOMICS				
10	GEOGRAPHY				
11	PUBLIC ADMINISTRATION				
12	SOCIOLOGY				
13	PSYCHOLOGY				
14	HOME SCIENCE				
15	GEOLOGY				
16	PHYSICS				
17	CHEMISTRY				
18	BIOLOGY				
19	COMPUTER SCIENCE				
20	MATHEMATICS				
21	BUSINESS STUDIES				
22	ACCOUNTANCY				
23	BUSINESS MATHEMATICS				

**NO. OF CANDIDATES BELONGING TO (ALL STREAMS):**

CASTE/TRIBE	MALE	FEMALE	TOTAL
Scheduled Tribe (ST)			
Scheduled Caste (SC)			
General			
Other Backward Classes (OBC)			

\_\_\_\_\_  
**Signature of Principal  
with Seal**