

**GOA BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION**  
(A Corporate Statutory Body Constituted by an Act of the State Legislature)

ALTO BETIM - GOA 403 521

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GBSHSE/EXAM/CERT-CELL/MISC/2007-08/

Date : 28/11/2007

CIRCULAR NO .75.

To,  
The Heads of all recognized  
Higher Secondary Schools/Institutions  
under the jurisdiction of this Board.

Sub:- Issue of Eligibility Certificate.

It is observed that the Principals are reluctant to admit students for Std. XI in their institutions for failing to submit the Eligibility Certificate in case of students who seek admission in Higher Secondary Schools recognized by this Board after passing the Xth Std. examination of a Board other than this Board, it is, therefore, informed as under:

1. The final eligibility certificate will not be issued by the Board unless the students satisfy the norms. Provisional certificate may be issued by the Principals, if required, based on the merits of the case provided that the necessary formalities are completed by the concerned students within the date specified by the Principals..
2. The applications for Eligibility Certificate of the students admitted to the institution shall be forwarded by the Head of the institution to this office alongwith necessary documents and fees so as to reach this office on or before 31<sup>st</sup> July of the academic year and in bulk . Applications without necessary fees and documents shall be rejected. In case of application for Eligibility certificate forwarded to the Board's office after the prescribed period, three times the normal fees shall be collected by the Principals and sent to the Board's office. It may please be noted that while admitting students without eligibility certificate the Principals shall take meticulous care to find that the students produce the mark list and/or the Passing Certificate of his/her Xth Std. examination and the School Leaving Certificate countersigned by a competent authority of the Department of Education from that state.
3. They shall not declare the results of such students at XI th Std. examination until they receive the Final Eligibility Certificate of these students from the Board. The Principal, however, shall inform the Board while forwarding the applications of such students for Std. XII examination regarding the status of Final Eligibility Certificate of these students.

4. No Leaving Certificate in case of students whose applications for eligibility is yet be cleared by this Board shall be issued without prior approval of the Board.
5. No student of other boards without passing the qualifying examination shall be admitted to the school.

The Board shall inform the Principals on or before 31<sup>st</sup> August of the academic year regarding eligibility to the students whose applications have been forwarded to this office.

The Principals shall strictly observe that no student or parent is directed to the Board for collecting Eligibility certificate.

A copy of the Eligibility Form enclosed herewith may be xeroxed at your end and supplied to the students on demand. The rates of fees shall be as under which are subject to revision from time to time :

- 1) Rs. 100/- in case of applications sent to this office within one month of the starting of the academic year.
- 2) Rs. 300/- in case of applications sent to this office after one month of the starting of the academic year.

This Circular supersedes all other circulars in this regard. The contents of this circular may be informed to all concerned.



(Dr. K. K. Nadkarni)  
Secretary

Encl : as stated above.

Copy forwarded with compliments to :-

1. All members of the Goa Board of secondary & Hr. Sec. Education, Alto Betim.
2. The Director of Education, Panaji.
3. The Director of State Institute of Education, Alto Betim.
4. All Dy. Education Officer of School, North/South/Central Education Zones. Mapusa / Margao / Panaji