

**COUNCIL OF HIGHER SECONDARY EDUCATION,
MANIPUR.**

**GUIDELINES FOR PREPARATION OF TABULATION SHEET AND RESULTS
FOR CLASS - XI EXAMINATION, 2021.**

1. The assessment of marks in all subjects shall be in numerical scores and the results shall indicate Divisions.
2. A student should secure minimum 33 marks for declaration of pass in all the 5 (five) subjects (excluding 4th elective subject). Pass marks for practical involving subjects are 21/12 in theory and 12/21 in practical, and pass marks for subjects without practical involving is 33.

MINIMUM MARKS FOR	
*Distinction with letter	400
Ist Division	300
IInd Division	225
IIIrd Division	165

3. Abbreviation used against the result : **A** – Absent; **F** – Failed; **E** – Expelled; **I** – 1st Division; **II** – 2nd Division; **III** – 3rd Division.
4. A candidate must qualify in all five subjects including English and Alternative English/MIL as compulsory subject. For candidate offering four elective subjects, the subject obtaining the lowest mark shall be the 4th elective subject and the marks obtained in the 4th elective subject shall not be taken into account for the determination of his/her pass, Rank and distinction with letter. The lowest mark securing elective subject (4th subject) shall be encircled with red ink for easy identification.
5. In case of subjects involving practical, marks obtained in theory and practical should be entered separately in the column provided whereas the marks of subjects having no practical should be entered in the **sub-total** column and the corresponding theory and practical columns be kept blank.
6. Sub-totalling for a subject having practical is to be done only when the candidate secures pass marks or more in both theory and practical in the subject otherwise the sub-total column should be kept blank.
7. **Marginal Cases :**
 - (ii) In case of candidate(s) securing the following mark(s) in the theory papers, the tabulators may enter the corresponding pass mark(s) as given below :
 - a) 30,31 and 32 marks – as 33 marks (for theory paper of 100 marks)
 - b) 19 and 20 marks – as 21 marks (for theory paper of 70 marks)
 - c) 11 marks – as 12 marks (for theory paper of 40/30 marks)

Contd.

8. Placement in Higher Division :

While determining division, in case of candidate(s) securing a total mark of less than 1(one) mark only of a corresponding higher division, such candidate(s) shall be given the benefit of 1(one) mark in the aggregate to obtain the minimum mark of the corresponding higher division by adding 1(one) mark in English subject and such candidate(s) shall be placed in the next higher division. The awarding of 1(one) mark, in such case(s), shall be reflected in the Tabulation Sheet as +1 to the mark secured in English.

9. The institution shall submit the completed Tabulation sheet along with result sheet in duplicate for approval of the Council before announcement of result. The result sheets should be prepared division-wise in order of roll numbers and not in order of merit.

10. LAST DATE FOR SUBMISSION OF TABULATION SHEET:

The prepared Tabulation Sheets in duplicate and the Result Sheets shall be submitted to the Council for approval on or before the 31st July, 2021.

11. ANNOUNCEMENT OF RESULTS:

All institutions under the Council shall submit the Tabulation Sheets and the recommended results as per the pass criteria and classification of successful candidates of the Council on or before the date mentioned above. Thereafter the institutions shall announce the results of the Examination after due approval is accorded by the Council.



(A. Sukumar Singh)
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