



**COUNCIL OF HIGHER SECONDARY EDUCATION,
MANIPUR**

APPLICATION FORM FOR REGISTRATION OF STUDENTS

(To be filled in by the student's in his/her own handwriting)

1. **Name of the student in full:**
(in block letters & as per HSLC/Equivalent Examination record)
2. **Mother's name in full:**
(in block letters & as per HSLC/Equivalent Examination record)
3. **Father's name in full:**
(in block letters & as per HSLC/Equivalent Examination record)
4. **Category:** General / SC / ST / OBC *(Tick whichever is applicable)*
5. **Date of Birth :**

<i>D</i>	<i>D</i>	<i>M</i>	<i>M</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>	<i>Y</i>

(as per HSLC/Equivalent Examination record)
6. **Permanent Address:** PIN
P.O. P.S.
District *E-mail ID*
Phone Nos. (any two) of the Student and Parent (i) (ii)
7. **Class in which admission is sought:** XI (Arts / Science / Commerce)
(Tick whichever is applicable)
8. **Name of the Institution under which registration is sought:**
9. **Details of HSLC /Equivalent Examination Passed:** (For admission in Class-XI/Council Private Candidate):

Name of Examination	Roll No.	Year	Board/Council/University	Name of School/College	Div./Grade

10. **Eligibility Certificate No.** **date** *(for students admitted with eligibility permission from the Council and migrated from other Boards/Councils/Universities other than Board of Secondary Education, Manipur)*

DECLARATION BY THE STUDENT

I, hereby, declare that all the information given in this application are true and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage, my registration with the Council shall be liable to be cancelled.

Date :

Signature of the student

DECLARATION BY THE HEAD OF INSTITUTION

The particulars of the student furnished here in the application form have been verified and found correct as per records available in this institution.

Date

Mobile Phone No.

*Signature of the Head of Institution
(with office seal)*

FOR OFFICE USE ONLY

Remarks : Accepted / Rejected.

Checked by :

INSTRUCTIONS

1. The duly filled in application form shall be submitted to the office of the Principal of the institution concerned. The Head of the institution shall forward the same to the office of the Council of Higher Secondary Education, Manipur along with necessary fee and documents within the last date fixed by the Council from time to time.
Late fine fixed by the Council from time to time will be charged if the application is not received within the stipulated time.
2. Incomplete application form without necessary documents and prescribed registration fee shall be rejected summarily.
3. A fee prescribed by the Council from time to time shall be charged for correction of any wrong entry in the ***Application Form / Enrolment and Registration Statement***.
4. A student should register from **only one institution**. ***“In case, a student is found to have been enrolled/registered in more than one institution, – (a) his/her enrolment and registration will be cancelled for that particular session; or (b) he/she shall be fined a sum of Rs.10,000/- (Rupees ten thousand) only if he/she desires to opt only one of the institutions and continue to be a student of that institution”.***
5. Those indigenous Tribal Students whose mother tongue is not included in the given 15 (fifteen) MIL Subjects i.e. (1) Assamese (2) Bengali (3) Hindi (4) Hmar (5) Kom (6) Manipuri (7) Mizo (8) Nepali (9) Paite (10) Tangkhul (11) Thadou Kuki (12) Vaiphei (13) Zou (14) Ruangmei (15) Mao La and domiciled in Manipur should enclosed their **Tribe Certificate** issued by the Designated authority at the time of submission of enrolment & registration form in support of offering Alternative English.(vide Notification No. 3/3/2009-HSC(Vol-V) dated the 25th May, 2016)

6. **LIST OF DOCUMENTS TO BE ENCLOSED :**

(All the Photostat copies should be attested by the Head of Institution concerned.)

A Photostat copy each of –

- (a) Admission Card of HSLC/ Equivalent Examination.
 - (b) Mark Sheet of HSLC/Equivalent Examination.
 - (c) Eligibility Certificate issued by the **Council (For students from other Boards / Councils / Universities other than Board of Secondary Education, Manipur)**
 - (d) Valid SC/ST/OBC Certificate issued by the concerned authority.
 - (e) Notification No. 3/3/2009-Hsc(Vol-V) Dated 25/05/2016 shall be complied with.
 - (f) Passport Size Photograph (JPEG 50 KB) to be uploaded during the **‘on-line Registration’** process.
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