

**ASSESSMENT & EXAMINATION**  
**FREQUENTLY ASKED QUESTIONS (FAQs)**  
**Session 2024-25**

**SENIOR SCHOOL**

**1. Will there be a change in the Paper Pattern for SSC & HSSC Exam Papers?**

Ans: No, the previous year's paper pattern will be followed in session 2024-25, as per the instructions given by FBISE. Questions in paper are based on SLOs (Students Learning Outcomes) with restricted choice (100%) in Section B & C. Latest Models Papers will be available on FBISE Website as well.

**2. Is there any change in OMR sheet?**

Ans: Yes, format of OMR sheet has been revised. New formats are available on ([https://www.fbise.edu.pk/notifications/ssc/OMR\\_SSC.pdf](https://www.fbise.edu.pk/notifications/ssc/OMR_SSC.pdf)) FBISE official website. Follow the instructions given on OMR-sheet before attempting the paper.

**3. What is the purpose of SLO based exam?**

Ans: Through SLO based exams, students are encouraged to write in their own words by focusing totally on concepts rather than rote learning. Students are advised to focus totally on clearing concepts rather than learning a topic as it is from text book. This reform has been initiated by Federal Board to build conceptually strong educated people for future challenges.

**4. From where students can get the scheme of studies, estimated time allocation and weight-age for various units / chapters?**

Ans: The scheme of studies, estimated time allocation and percentage-wise weight age of each chapter for all subjects are available in the National Curriculum 2006 (for X & XII) and National Curriculum 2022(for class IX &XI).

**5. What is E-sheet? What is the purpose of using E-sheets?**

Ans: "E-sheet" is an ordinary answer sheet / copy however it has been divided in such a way that each question shall be attempted on space provided. All notifications and videos are available on website. Moreover, instructions related to e-sheet will be made part of FBISE Roll Number Slips to facilitate students. E-sheets (subject based) are already in use from 2021 both for SSC and HSSC exams.

**6. How much space is given in E-sheet to each question?**

Ans: Space has been allocated to different questions keeping in view the maximum possible length for response of each question. In this way the candidates will attempt their questions in the allocated / provided space for each answer.

**7. What points must be kept in mind while attempting E-sheet?**

Ans: Following points must be kept in mind while attempting E-sheet: i. Avoid writing unnecessarily or irrelevant. ii. Leave the provided space blank if not attempting that specific part. iii. Margins are not required. iv. Do not un-staple E-sheet. v. No extra sheet will be provided for attempt of extra questions.

**8. Would extra sheet be provided to complete the answer?**

Ans: No, no extra sheet will be provided. Since sufficient (double) space for writing answers is available in the E-sheets so there would not be a need for extra sheet.

**9. Will the Question be written on E-sheets or separate Question Paper will be provided?**

Ans. Question paper will be given separately. Only question number and part number will be mentioned on the E-sheet with pre-allocated space for the answer / solution.

Follow the instructions given on answer copy (e-sheet) before attempting the paper.

Sample e-sheets are uploaded on FBISE website.

**10. What is E-marking or on-screen marking?**

Ans: E-marking is an electronic marking to mark papers. For this purpose, answer sheets will be scanned to make database for each part. These databases will be uploaded on portal. Examiners will be given login ID and password so they can check papers online from all across the country. Adoption of Screen Marking shall tide over the involved risks of paper's transportation and assessment of paper through single examiner etc. One paper will be marked by 8-10 examiners who will mark respective portion. It will reduce not only variance in marking but also ensure fair grading. It will certainly improve the prevailing assessment quality by deputing the professionally qualified assessment staff from all over the country instead of particular areas which will eventually eliminate the possibilities of various tabulation errors. [https://www.fbise.edu.pk/screen\\_marking.php](https://www.fbise.edu.pk/screen_marking.php)

**11. Students who appeared in SSC Examination in 2023 or given improvement Examination in 2024, can they re-appear in 2025 with three elective subjects only?**

Ans: After passing Part –II, candidates can improve within four years (with multiple chances) in any subject or number of subjects.

**12. Is it possible to give staggered part 1 and 2 exams in first and second annual exams?**

Ans: Yes, it is possible to give staggered part 1 and 2 in first and second annual exams. Subjects can be staggered as well according to student's preparation. Furthermore, there is no discrimination in this regard for regular or private candidates.

**13. How it is possible to solve numerical based MCQs for Physics, Chemistry and Mathematics paper with accuracy since solving them on question paper is not allowed?**

Ans: E-sheets for descriptive papers will be handed over along with objective paper so that students can solve numerical based MCQs on two rough papers attached with E-sheet in case of Mathematics, Chemistry and Physics papers. This step has been initiated to avoid solving of numerical based MCQs on objective paper.

**14. How to justify time distribution to attempt objective paper?**

Ans: 20 minutes time frame after objective paper distribution will be strictly followed for all candidates.

**15. Why pencil made diagrams are unacceptable?**

Ans: Diagrams drawn with pencil on answer sheet need to be avoided since pencil made diagrams are not scanned properly. Students are advised either to make diagram with pen or if they have sufficient time they can make a sketch with pencil and then trace it with pen so that scanner can read it properly. Diagram must be drawn at its specific space as provided in the e-sheet.

**16. What is marking procedure as per F.B.I.S.E. Examinations reforms?**

Ans: Rubric based marking will be done. i.e; marks for each step will be given. Please consult school administration / subject teacher for specific guidance.

**17. What is rubric?**

Ans: Rubric is a measuring scale (marking key) to help examiner how to mark a specific question. Rubrics for each paper will be provided by F.B.I.S.E. to examiner. By using rubric examiner will focus more on quality than on quantity. Whole question marks will not be deducted. For example: Difference between AC generator and DC motor? [3 marks] For this question rubric will be like:

- 3 correct differences = 03 marks
- 2 correct differences = 02 marks
- 1 correct difference = 01 mark
- No correct difference = 0 mark

**18. How to get the roll number slips?**

Ans: Roll number slips are available with school administration. Moreover, these have been uploaded on FBISE website. Students can download it easily.

**19. Is it mandatory to appear in PBA during improvement examinations?**

Ans: If someone wants to improve a subject and gets absent in that subject practical, in such case previous practical marks before improvement will be counted for that specific subject.

**20. Can student attempt extra questions/parts?**

Ans: NO, as all questions are with restricted choices, students have to attempt all the questions. Furthermore, No space is given for extra questions in the E Sheets.

**21. What are the conditions for change of examinations center?**

Ans: Within the same city center will not be changed. This option is available only to the transfer cases (another city- with valid reason/ proof).

**22. Is there any change in the result card format of the students?**

Ans: Yes, FBISE Result card format has been changed/modified. Now the subject wise grades along with subject wise GPA will be reflected instead of absolute marks on their report card.

**23. What is the pass percentage of the students at SSC & HSSC level?**

Ans: It has been increased to 40 % by FBISE

**24. What is the latest assessment policy for the practical examination at SSC & HSSC level?**

Ans: For Session 2025 there will be PBA (Practical Based Assessment) for SSC and HSSC . Model Papers/ guidelines and list of practicals has been uploaded on FBISE Website.

**25. Is there any link or video available related to FBISE instructions?**

Ans: Yes, FBISE videos have been available on Student's & teacher's AIS portal.

**26. Is PBA going to be a part of the theory paper in upcoming exams?**

Ans: No such instructions have been received from FBISE till date.

**27. What is min or max age limit for class 9 registration at FBISE?**

Ans: Please refer to FBISE One window cell for details related to registration & affiliation matters.

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**28. Will there be any change in the assessment framework for SSC and HSSC?**

Ans: FBISE has not yet issued any notification regarding a change in the assessment framework. As soon as any information w.r.t the change in assessment framework/paper pattern is received from FBISE, it will be promptly conveyed to all stakeholders.

**29. What are the general rules for FBISE examinations?**

- Ans: a. All examinations of the Board shall be held at such places and dates as it may decide from time to time. The date for commencement of examination as well as the last date for the receipt of examination forms and fees shall be notified through institutions and the local press well in advance.
- b. The fees of admission to examination shall be such as may be determined by the Board from time to time.
- c. The programme of practical examination shall be notified through the respective institutions and centre of examinations.
- d. It shall be the responsibility of candidates to find out and know the correct date, time, place of examination and the seats earmarked for and allotted to them at the centre of examinations.
- e. (1) All registered students of an affiliated institution shall be eligible for admission to the examination of the Board as provided under these rules.
- (2) Private candidates who fulfill the conditions laid down for their admission to the examination shall be eligible to sit in the examination.
- (3) Such other students shall be eligible for admission to the Board's examination as may be permitted by the Chairman to appear from time to time.
- f. A candidate who ignores the cautions, warnings and instructions prescribed by the Board shall himself/herself be responsible for any mistake or eventual mishap, which may occur to him/her at the examination.
- g. The following shall be the medium of examination:
- (1) Urdu
- (2) English
- (3) Approved provincial language.  
(Permission to use an approved provincial language as medium of examination shall have to be sought).



- h. Action taken by the Chairman towards regulating the examinations and ensuring that the examinations are conducted and concluded satisfactorily shall not be called into question in any executive, administrative or judicial proceedings except the Controlling Authority i.e. Board of Governors and the Ministry of Education which may review the same and give such instructions as it may decide.
- i. The Chairman shall have power to exclude any candidate from any examination, if he/she is satisfied that such a candidate is not a right person to appear in it.
- j. Notwithstanding anything contrary to these rules, no candidate who is undergoing any restriction at the time of submitting the application form or during the period of examination or who was expelled during the academic year just preceding the date of examination at which he/she intends to appear shall be admitted to the examination.
- k. The students who have completed their studies from affiliated institutions of FBISE in abroad and thereafter returned and settled in Pakistan shall be treated at par with local/inland students for different payment on submission of documentary proof i.e. photocopy of Passport indicating the expiry or cancellation of his/her VISA or CNIC showing his/her address in the country or an affidavit to this effect i.e. He/She has returned to Pakistan and now is residing in Pakistan, etc.
- l. Existing Examination Rules for SSC shall be applicable for SSC Technical Group.
- m. No private candidate shall be allowed to appear in SSC (Technical Group).
- n. There would be no gender discrimination for opting any trade of the Technical Group. (Notification dated 20-07-2022)

**30. What are the instructions of FBISE regarding Re-examination/ Quashing/ Revision of Results?**

- Ans:
- a. If the Chairman is satisfied that a situation did arise or has arisen which calls for reexamination of paper(s) in particular subject(s), it may issue necessary directions to that effect.
  - b. Notwithstanding anything contrary to these rules the Chairman shall have the power to:(1) hold a special examination for any reason;(2) cancel the paper/entire examination(s) held at a particular centre/all centres if he is

satisfied that the examination has not been held under proper conditions and make necessary arrangements of affected candidates in the same year or when it deems fit.

- c. The Chairman shall have the power to quash the result of candidate wholly or partially after it has been declared, in case:(1) he/she has been disqualified on account of using unfairness in the examination; (2) a mistake is found in his/her result; (3) it is found that he/she was not eligible to appear in the examination; (4) there is any other reason which may be determined by the Chairman.
- d. If in quashing the result under rule c (2) and c (3) a candidate is declared as failed who was previously declared to have passed in an examination, the Board may, after considering the circumstances of the case give to the candidate the benefit of any privilege which he/she may have acquired by studying in the next higher class in an affiliated institution or taking an examination conducted by the Board.
- e. The Board shall have the powers to revise the result of the candidate(s) in a particular subject(s) before declaration, if it is satisfied that a malafide has been shown by the examiner or any other concerned person. In such a case the revision will be made by the examiner(s) appointed by the Chairman.

**31. What are the instructions of FBISE regarding loss of answer book of any candidate at Examination Centre?**

- Ans:
- a. If any answer book of candidate is lost at the Centre after having been received by the Centre Superintendent of the examination or by any of the invigilator(s) or in transition and if he/she passes in all other subjects of the examination, he/she may be required to reappear in that particular paper in which the answer book was lost, on a date fixed by the Chairman and if he/she obtains pass marks he/she shall be deemed to have passed the examination.
  - b. If an answer book of a candidate received by the office or by an examiner is lost, the Chairman shall have the power to decide:
    - (1) whether the candidate be given the average of marks, earned by him, in the missing paper;
    - (2) whether the candidate be required to appear again in that paper on a date to be fixed by the Chairman.

- c. The following formula shall be applicable for determining the average of missing paper(s) both at SSC and HSSC levels:
- (1) Compulsory Paper(s): Average of other Compulsory Papers
  - (2) Science Paper(s): Average of other Science Papers
  - (3) Elective/optional Paper(s): Average of other Elective/optional Paper(s)
  - (4) Practical Papers(s): Average of other Practical Papers
  - (5) Average of Mathematics Paper shall be determined either on the average of Science Papers or on the average of Elective Papers, as the case may be.
  - (6) Objective paper(s) (Compulsory): Average of other compulsory objective paper(s).
  - (7) Objective paper(s) (Elective/optional): Average of other Elective/optional objective paper(s).
  - (8) Subjective paper(s) (Compulsory): Average of other Compulsory Subjective paper(s).
  - (9) Subjective paper(s) (Elective/optional): Average of other Elective/optional Subjective paper(s).
  - (10) Sheet B: average of the all-other subjective question(s) of the paper.
- d. In case of a dispute whether answer book(s) of candidate(s) was/were duly received or not, the decision of the Chairman shall be final.

**32. What are the SOPs regarding recounting of marks in answer books?**

- Ans:
- a. The answer book of a candidate in any examination shall not be reassessed under any circumstances. However, after the publication of the results of the Board's examination, if a candidate, whether passed or failed, has strong grounds and belief that some mistake has been made in connection with his results, he/she may apply to the Controller of Examinations (Secrecy) on prescribed application form along with attested photocopy of Marks Sheet for recounting of marks of his answer book in one paper or more as the case may be on payment of prescribed fee.
  - b. Application for recounting shall be received upto 20 days from the date of announcement of the result.
  - c. The Chairman may accept the application for recounting of marks of answer books upto 10 days from the expiry of the date in exceptional



cases. He may also have the powers to condone the delay of the receipt of application(s) in case of hardship.

- d. Whereas the recounting does not mean reassessment or re-evaluation of the answer book, the Chairman or any officer of a Recounting Committee appointed by him shall see that:
- (1) there is no mistake in the grand total on the title page of the answer book;
  - (2) the total of various parts of question has been correctly made at the end of each question;
  - (3) all totals have been correctly brought forward on the title page of the answer book;
  - (4) no portion of any answer has been left un-marked;
  - (5) total marks in the answer book tally with the marks sheet;
  - (6) the answer book or any part thereof has not been changed / detached;
  - (7) the handwriting of the candidate tally in the questions/ answer book.
- e. The Recounting Committee in the event of detection of any omission or mistake in the script or in the compilation of the result of a candidate shall report the case to the Controller of Examinations who shall forward the case along with relevant record and recommendations to the Chairman for perusal / approval. After approval, the Controller of Examinations will get the omission rectified by referring the answer script to the relevant Head or Sub-Examiner / Secrecy Officer as first priority. However, in cases of real hardships due to nonavailability of concerned officer(s), the Controller of Examination shall identify a panel of available reputed senior Head/Sub Examiner/Secrecy Officer on case-to-case basis for suitable nomination by the Chairperson. Record of such nominations/cases along with change(s) in result, if any, shall be compiled by the concerned Controller of Examinations. Revised mark sheet will be issued on surrendering the previous one.
- f. If the Recounting Committee / officer concerned of the Board finds, subject to provisions made under rule e. above, any discrepancy by virtue of which the marks of the candidate are decreased the record shall be

corrected accordingly and revised marks sheet issued after the previous one is surrendered.

- g. g. If any such candidate refuses to surrender his/her marks sheet required under rule g. above shall be treated as to have misbehaved. As such his result shall be liable to cancellation and to any other penalty awarded by the Chairman/Committee or officer appointed by the Chairman.
- h. The Chairman shall also have the powers to effect the recovery of the marks sheet by force through any of the law enforcing agencies.
- i. (1) The Controller of Exams (Secrecy) with the approval of Chairman shall constitute Recounting Committee(s) on yearly basis for recounting of marks of answer scripts of candidates, each for SSC and HSSC examinations, comprising three members from amongst the teaching faculty of affiliated institutions.  
(2) The candidate(s) may see his/her answer script(s) up to the extent of identifying the script as his/her own. (3) In case of any change in marks/discrepancy, the recounting fee shall be refunded to the candidate(s) for that paper(s).
- j. (1) Non-mentioning the version by a candidate, MCQs shall be evaluated against all keys/versions and award of better marks shall be given.  
(2) Failure of machine to read an OMR sheet due to technical reasons or in case of nonavailability of OMR sheet(s) during paper(s) in examination centre(s) and MCQs marked manually but with wrong key, such cases shall thoroughly be checked and recommended, if any, by the following Committee as these cases do not fall in purview of re-evaluation / re-assessment i.e., probability of correctness of MCQs is either zero or one:
  - i. Secretary, FBlSE
  - ii. Data Processing Manager
  - iii. Controller of Examinations (Secrecy)
  - iv. Controller of Examinations (Conduct)
- (3) Cases of mismatch between the marks of machine and examiners, sub-examiner shall re-ascertain its evaluation before final submission of result and if discrepancy emerged at any later stage

before or after declaration of result, marks given by machine shall be awarded.

**33. Under what circumstances examination fee will be refunded?**

Ans: Examination fee once paid shall not be refunded or transferred to a subsequent Examination even if the candidate fails to present himself for the Examination, except in the following cases:

- a. If the name of the candidate has been submitted by the Head of the Institution, but later on his attendance is found short of the required percentage and his name has been withdrawn at least 30 days before the commencement of Examination, fee so deposited will be refunded 90%.
- b. If the candidate after having deposited the fee and Examination Form is declared ineligible to appear in an Examination, his Admission Form will be rejected and 90% of fee will be refunded.
- c. If the amount paid in the Board's funds is in excess of the amount due from the candidate/institution as admission fee or late fee or both as the case may be, the amount in excess shall be refunded.
- d. If admission fee is paid but the admission form is not submitted and as a result the candidate has not taken the examination, 90% of the fee deposited will be refunded.
- e. If the candidate is declared pass in the subject(s) on recounting basis or correction in result (even Roll No. is allotted), 90% of deposited fee meant for examination shall be refunded.
- f. If a candidate dies before appearing in the examination 100% fee shall be refunded, to his/her legal heirs immediately.
- g. A claim for refund of any fee, if admissible under the rules, must be made within one year after the fee is deposited. No claim shall be entertained after that date. However, in case of private candidate, the examination fee shall be refunded in the name of parents/guardian/candidate as the case may be.
- h. Amount deposited erroneously in the Board's account should be refunded.
- i. Fee should be refunded, in-case of non-utilization of services by the depositor.
- j. In case of discrepancy established on part of Board, fee should be refunded without deduction of service charges.

- k. Fee should be refunded after proper verification of concerned section & Accounts branch.
- l. Admission fee should be refunded after start of exam, in case of non-issuance of roll number slip.
- m. 10% Service charges will be deducted on refund cases except Sr. No. f&j.
- n. Amount less than Rs. 500/- (Rupees Five Hundred Only) should not be refunded.
- o. Secretary – FBISE will be the sanctioning authority for all refund cases.

**34. What are the instructions of FBISE regarding Appointment of Amanuensis/Writer?**

- Ans:
- a. An amanuensis shall be allowed at the examination centre if requested for in the case of: (1) a blind candidate. (2) a candidate who is permanently or temporarily disabled from writing with his/her own hand.
  - b. On application by the candidate or his/her guardian on prescribed form, Controller of Examinations concerned may permit the appointment of amanuensis and inform the Superintendent of the Centre concerned for making arrangements.
  - c. A medical certificate issued by the civil surgeon/Specialist of Govt. Hospital or Head of an Organization established by the Government for disabled shall be provided that the candidate is disabled either permanently or temporarily and that he/she is not able to write with his/her own hand.
  - d. The amanuensis shall be a regular student of eighth class if a candidate is appearing in SSC Part-I or II (or both) examinations and of matriculate if the candidate is appearing in HSSC Part-I or II (or both) examinations. The amanuensis will produce a certificate from head of institution verifying his/her being a bonafide student as such.
  - e. The Centre Superintendent shall arrange a separate accommodation for the disabled/blind candidate and appoint special invigilator for him/her.
  - f. No remuneration shall be paid to the amanuensis by the Board. The special invigilator provided to disabled/blind candidate shall however be paid by the Board.
  - g. No additional fee shall be charged from a candidate who has been allowed an amanuensis. However, an incentive (per paper) equal to remuneration of an Invigilator shall be given to the writer.

- h. Disabled/Blind/Amanuensis/Writer candidates may be given 45 minutes extra time for writing their answers at the centre.

**35. What are the SOPs of FBISE for a candidate to change Examination Centre?**

- Ans:
- a. Change of centre shall not be allowed under normal circumstances. However, under special circumstances stated below permission for change of centre may be granted.
  - b. Candidate will be allowed change of centre if his/her father or guardian has been transferred/retired/shifted within Pakistan and abroad. The application should be accompanied by a photocopy of transfer/retirement order of father/guardian duly attested by the head of affiliated institution and in case of shifting within Pakistan an affidavit is required and from abroad or vice versa, an attested copy of passport and valid visa/confirmed air-ticket must be provided. The change of centre shall only be allowed by the Chairman or his authorized officer.
  - c. Each application for change of centre shall be accompanied by the prescribed fee as prescribed by the Board from time to time which shall not be refunded even if the change is not allowed.
  - d. No change from one centre to another in the same city/ twin city shall be allowed under any circumstances.
  - e. An application for change of centre shall ordinarily be entertained upto 30 days before the commencement of examination. However, Chairman in exceptional cases, may accept the application after the stipulated period and allow change of centre at any time.
  - f. In case the Chairman feels necessary, he may order change of centre of candidate(s) at any time, before or during the examination, for any reason not necessarily to be disclosed to the candidate(s).

**36. What are the conditions for a candidate to qualify the examination?**

- Ans:
- a. In order to qualify the examination, it shall be necessary for a candidate to pass in all the subjects. Where, a subject comprises two/three papers, it shall be necessary for him/her to pass at least in the subject on the aggregate of marks of the two/three papers, respectively. (No. F. 1-1(116/3.i)/FBISE/M&H/2022/175 January 05, 2023)
  - b. Where a subject involves practical, it shall be necessary for a candidate to pass theory and practical separately.



- c. A candidate shall have to obtain at least minimum qualifying marks i.e. 33% in theory and practical, separately. Whereas in Diploma Courses (Diploma in Commerce/Diploma in Office Management or Diploma in Associate Engineering/Diploma in Dress Designing and Making):
- (1) In order to pass the theory component of a course a student must obtain at least 40% marks in the theory component
  - (2) In order to pass practical component/training a student must obtain 50% marks in sessional and final part of the component training separately
  - (3) A candidate who has passed either theory or practical component of course will not require to re-appear in that component.
  - (4) A candidate who has passed in sessional part of the practical component/training will not be required to repeat that part.(No. F. 1-1(116/3.i)/FBISE/M&H/2022/175 January 05, 2023)
- d. Marks obtained by the candidate in theory paper-I will be combined with marks of theory paper-II of the subject or its alternative for aggregate purpose at SSC, HSSC levels. In diploma courses marks obtained by the candidates in theory-I will be combined with marks of paper-II/III of the subject for aggregate purpose. (No. F. 1-1(116/3.i)/FBISE/M&H/2022/175 January 05, 2023)
- e. If a candidate fails either in the theory or practical of a paper the marks obtained by him/her in theory and practical shall not be combined for aggregate purposes.
- f. If a candidate fails to pass in the subject on aggregate of the two/three papers of Part I, Part-II and Part III (theory and practical) shall be declared fail in the paper in which he/she actually fails. Subjects having different nomenclature in any part of Diploma Courses are mandatory to be passed separately. (No. F. 1-1(116/3.i)/FBISE/M&H/2022/175 January 05, 2023)
- g. Appearance in both/all three papers of a particular subject is necessary for the compilation of result. (No. F. 1-1(116/3.i)/FBISE/M&H/2022/175 January 05, 2023)
- h. If a candidate fails to qualify in the subject on the aggregate of two/three papers he/she will be declared fail in the paper(s) in which he/she actually fails and shall be allowed to appear in compartmental/failure paper(s), if

otherwise eligible. (No. F. 1-1(116/3.i)/FBISE/M&H/2022/175 January 05, 2023)

- i. A candidate failing in more than two (02) subjects in SSC-II/ HSSC-II examination shall have to appear in all the subjects of that examination in the next Annual examination as a fresh one, while a candidate failing in 2 or less than 2 subjects would be placed under compartment and would appear in the failed paper(s)/subject(s) at the examination within the prescribed chances i.e. five subsequent attempts only. The candidates shall be allowed to appear in the course (syllabus) in which he/she already appeared upto two attempts (within one year) for the remaining chances (i.e. three attempts), he/she shall be allowed to appear in failed paper(s) only in the current course.
- j. A regular/private candidate, who does not appear in SSC Part-I/HSSC Part-I examination, due to any valid reason, may appear in SSC Part-I/HSSC Part-I or in both the parts, if otherwise eligible.
- k. A regular/ex/private candidate failing in any number of subjects or a candidate appearing in additional subject in SSC/HSSC examinations will be eligible for grace marks up to 01% of total marks. One star shall be given against the marks where grace marks have been given to the candidate, and the definition of the star shall be given in a footnote on the Result Card.
- l. One mark shall be allowed to all those candidates loosing higher grade by one mark.
- m. No grace marks shall be allowed to candidates who appear for improvement of marks/grade.
- n. Case of extreme hardship presented to the Chairman for grant of marks up-to a maximum of five marks, may be considered by the Chairman in favour of the candidate in order to alleviate the hardship provided that:
  - (1) The candidate does not avail of double benefit in terms of provision of grace marks and /or award of one mark towards better grade, after award of the said marks under hardship. However, all those candidates, including those who appear for improvement, who are losing better division or in individual subject, as the case may be for want of one to five marks, shall be given these marks,

automatically, through computer system at the time of compilation of their result.

- (2) Two stars shall be shown against the marks where such hardship marks have been added. In a footnote on the Result Card definition of the stars shall be given.
  - (3) The candidate to whom marks under hardship have been given by the Chairman, via system, for improving him/her to better division, shall not claim any further marks, even if he/she has not been granted all the marks which the Chairman is otherwise empowered to.
  - (4) In determining the hardship, the decision of the Chairman shall be final.
- o. The word 'Retry' instead of 'fail' shall be used on the result card of failure candidates.
  - p. A candidate failing in any number of subjects of Diploma Courses would be placed under compartment and would appear in the failed paper (s)/ subject(s) only. The candidate shall be allowed to appear in failed paper(s)/subject(s) only in the current course. (No. F. 1-1(116/3.i)/FBISE/M&H/2022/175 January 05, 2023)

**37. What are the instructions of FBISE regarding eligibility and reappearance in the Secondary/Higher Secondary School Certificate Examination?**

- Ans:
- a. Failure candidates of SSC-I/HSSC-I will re-appear in their failed paper(s) alongwith SSC-II/HSSC-II in next annual examination.
  - b. A candidate failing in more than two (02) subjects in class SSC-II/HSSC-II examination shall have to appear in failed paper(s) only in the current course.
  - c. The result of SSC Part-I and HSSC Part-I examination shall remain intact for a period of two (02) years after the date of its declaration.
  - d. No additional examination chance shall be provided in lieu of the allowed chance of appearing in theory or practical examination missed on the part of candidate for any reason.
  - e. The special children (physically handicapped deaf & dumb and blinds) may qualify the examination without any restriction of the number of examination opportunities/attempts. Medical Certificate issued by the Specialist or Civil Surgeon of any Government Hospital is a pre-requisite

for the purpose. These students shall be exempted from all sort of fee payable to the Board.

- f. During the period specified for the attempts to clear the failed subjects/papers the candidate can get his/her elective groups/subjects (from practical to non-practical subjects only) changed in the current course. However, specified period i.e. five subsequent attempts will remain the same.
- g. Failure candidates of SSC-II/HSSC-II after availing their permissible chances will be eligible to appear as Ex/Private in SSC-I/HSSC-I or SSC-I & II/HSSC I & II or both parts.
- h. A student, who has completed the courses but does not appear in SSC-I/HSSC-I examination or having appeared has failed/absent shall be eligible to join the class in which he/she was studying, not later than 20 days to the re-opening of the institution after summer vacations or after the declaration of the examination result whichever is later. A failed/absent/ passed candidate can get his/her all papers of SSC-I/HSSC-I cancelled for reappearing in these papers i.e. SSC-I/HSSC-I. A passed candidate can also get his/her all/any paper(s) of SSC-I/HSSC-I improved by re-appearing in these papers along with SSCII/HSSC-II. However, the regular candidates shall invariably apply through institution along with prescribed fee.
- i. A passed candidate is allowed facility of reappearing in any number of papers of SSC-I / HSSC-I along with SSC-II /HSSC-II examinations for the purpose of improvement. The candidate shall be eligible to retain the previous result/marks in case he/she fails to obtain better marks in any reappearing paper.

**38. Who can appear in 2<sup>ND</sup> annual examination?**

- Ans:
- a. Second Annual Examination shall be held after declaration of Annual Examination result of that year but before the next Annual Examination.
  - b. Second Annual Examination shall be open to:
    - (1) The candidates who fully or partially fail or remain absent in the First Annual Examinations or who stagger/change their subjects can appear in the Second Annual Examinations.

- (2) The already passed candidates shall be eligible to appear for improvement or in additional subject(s) in Second Annual Examinations.
- (3) The candidates who withdraw their candidatures (name) from appearing in the First Annual Examinations before issuance of Roll No. Slips are exempted from payment of requisite fee for Second Annual Examination. However, such candidates will have to submit their admission forms to FBISE as per previous practice. (4) All the pass candidates shall be issued result cards showing "Passed in Annual Examinations" as the word "Supplementary" has been abandoned. (5) Fresh candidates are eligible to appear in either of the two examinations. (No. F. 1-1(116/3.iii)/FBISE/M&H/2022/177 January 05, 2023)

**39. What is the FBISE policy for candidates who want to improve their grades?**

- Ans:
- a. A candidate who has already passed the SSC-II or HSSC-II examination (annual/ second annual) shall be given multiple chances to reappear for improvement of grade/marks in the examination as an Ex-candidate in the current course (syllabus), provided he/she avails the concession within a period of four years of passing (before obtaining higher qualification) the said examination. If a candidate submits his/her admission form for improvement of grade/marks and does not avail the opportunity, he/she may avail the next chance within the time limits as specified above.
  - b. If a candidate succeeds in improving his/her grade/marks, a Result Card showing the improved grade/marks shall be issued to him/her without surrendering previous Result Card.
  - c. Opportunity for improvement of grade/marks will not be provided to those candidates who have passed the Secondary/Higher Secondary School Certificate Examination from the Boards of Education other than the Federal Board.
  - d. (1) Candidate who wish to improve their marks in SSC or HSSC examination can do so by re-appearing in any number of subject(s)/paper(s) of their choice or part-I or PartII or both the parts/entire examination as the case may be, within a period of one year of passing the relevant examination.



- (2) Candidates appearing in any subject (both/all three of the papers) involving practical examination shall appear in the practical examination as well. However, candidate neither required nor can appear in a practical if he/she is appearing in a paper of a subject or any one part of the examination. (No. F. 1-1(116/3.i)/FBISE/M&H/2022/175 January 05, 2023)
- (3) Each paper of theory in a subject (Part-I, Part-II and Part-III) shall be treated individually for the purpose of grant of better marks. Moreover, practical shall also be dealt on same analogy in case of improvement. (No. F. 1-1(116/3.i)/FBISE/M&H/2022/175 January 05, 2023)
- e. No application for improvement of grades/marks shall be considered without prescribed fee (non-refundable) for improvement of grades/marks.

**40. What are the FBISE instructions regarding submission of admission Form and Fee?**

- Ans:
- a. Every candidate on the roll of an institution and registered with the Board shall submit his/her application for admission to the examination on the prescribed form and remit the prescribed fee through the head of the institution concerned so as to reach the Board on the dates as notified by the Board.
- b. Every Ex/Private candidate shall submit his application for admission to the examination duly attested by a Government officer of BPS-17 & above in Education Department/officers of Armed Forces beside the Head of an affiliated institution on prescribed form complete in all respects and remit the prescribed fee to the Board within such dates as may be fixed by the Board.
- c. Those institutions/candidates who mail their admission forms to the Board must dispatch them at least three (03) days before the last date specified by the Board to avoid payment of extra fee and rejection of admission forms.
- d. No late fee shall be charged from a candidate if his result is declared after the last date prescribed for submission of admission form and fee, provided the admission form and fee are received in the Board's office within 15 days from the date of declaration of his result, but before commencement of examination in which he intends to appear.

- e. Admission form will only be accepted if the requisite admission fee is deposited along with it. In case, the fee is short of the required amount the admission form will be accepted after full fee is deposited which is due according to schedule notified by the Board.
- f. No admission form of regular candidate for his examination shall be entertained in absence of the Registration number.
- g. Fees from foreign national students studying in Board's affiliated Institutions within Pakistan shall be charged at par with the candidates of overseas Pakistani Institutions.
- h. The admission form & Examination Fee must be submitted upto 10 (ten) working days before the commencement of examination with penalty per day, after the expiry of quadruple fee schedule. After the dead line the rest of the admission forms (as hardship cases) will be entertained on fulfillment of the requirements (Performa of late admission along with requisite fee).

**41. What is the SOPS for change of elective Subject/Group/Category?**

- Ans:
- a. The students of affiliated institutions and private candidates will be permitted to change their subject(s)/Group of subjects once offered by them only in accordance with the conditions laid down in these rules.
  - b. Elective subject(s)/Group offered by or allowed to regular students in class IX/XI & Part-I in the beginning of the session shall not be changed ordinarily. If however, change of elective subject(s)/Group is/are absolutely necessary in the interest of a student keeping in view his aptitude and interest, the change will be allowed provided the case is referred by Head of Institution and he/she is able to complete the required attendance in the changed subject(s)/Group. (No. F. 1-1(116/3.i)/ FBISE / M&H/2022/175 January 05, 2023)
  - c. The change will be allowed only for a particular examination.
  - d. After a candidate has appeared at SSC-II/HSSC-II/Part-II Examination, he/she shall not be allowed to change any subject.(No. F. 1-1(116/3.i)/FBISE/M&H/2022/175 January 05, 2023)
  - e. Change of category from regular to private after passing SSC-I/HSSC-I is allowed upto last date of submission of admission form.
  - f. Application for change of subject(s) in case of regular candidate shall be entertained up to 30th November of that year. In case of private candidate,

- the permission for change of subject(s) may be obtained up to last date of submission of admission forms before commencement of examination with prior permission of Controller of Examinations (Conduct).
- g. The cases of candidates, which do not fall under any of these rules, may be referred, by the Head of the institution concerned, to the Chairman, who will decide each case on its merit.
- h. A candidate who seeks permission to change the group or subject offered by him shall give the option finally and the permission once issued will not be cancelled.
- i. A regular candidate failing at SSC-II/HSSC-II/Diploma Final Year Annual Examination may reappear as ex-candidate of his respective institution within the allowed chances only in the same group and subjects which he offered in the last examination as a regular candidate. **OR** During the period specified for the attempts to clear the failed subjects/papers the candidate can get his/her elective groups/subjects (from practical to non-practical subjects only) changed in the current course however, specified period i.e. five subsequent attempts will remain the same. (No. F. 1-1(116/3.i)/FBISE/M&H/2022/175 January 05, 2023)
- j. Before appearing, at part-I of the SSC/HSSC/Diploma Examination, a student may with the permission of the Principal, change one or more elective subjects in the same group of subjects provided he is able to complete the required attendance in the changed subject(s) or Group of subjects during the Academic year. (No. F. 1-1(116/3.i)/FBISE/ M&H/ 2022 /175 January 05, 2023)
- k. After a candidate has appeared in Part-I of SSC/HSSC/Diploma Examination he will not be allowed to change any individual subject or subjects except in exceptional cases which would be referred to the Chairman whose decision shall be final. (No. F. 1-1(116/3.i) /FBISE/ M&H/2022/175 January 05, 2023)
- l. A student having appeared in SSC Part-I /HSSC Part-I Examination as a private candidate may change his category from private to regular and seek admission in Class X/XII, provided:
- (1) The Head of affiliated institution is prepared to admit him in class X/XII on the basis of class IX/XI result.

- (2) He can change his/her subject(s) /groups as indicated by him in the admission form for Class IX/XI. However, at HSSC level if the candidate opt subject involving Practical of any group, he/she must had opted Science Group at SSC level.
- (3) Change of category from private to regular is allowed up to 30th November.

**42. Can a candidate opt and appear in additional subjects? What are the detailed instructions of FBISE regarding this matter?**

- Ans: a. A candidate after passing SSC/HSSC examination or an examination recognized as equivalent there to, may appear in any additional subject(s) in current course not offered by him/her previously. If a candidate intends to appear in the subject(s) involves practical, proof of performing the relevant practical will be provided to the Board. (No. F. 1-1(116/3.v)/FBISE/ M&H/2022/179 January 05, 2023)
- b. (1) A candidate can appear in any number of additional subjects along with their group of subject(s) already opted at SSC/HSSC level. However, in case they opt for subject(s) involving practicals, proof of performing the relevant practical will be provided to the Board before appearing in examination.
- (2) The students of Diploma of Associate Engineering (DAE) to pass Biology as an additional subject along with their subjects of technology already opted can do so by providing proof of completion of practicals from any FBISE affiliated institution for equivalence of HSSC Pre-Medical Group. (Notification dated 20-07-2022).
- (3) A candidate after having passed an examination of a foreign agency which has been declared as equivalent to SSC/HSSC by the IBCC may appear in first available opportunity in additional subject(s) required for seeking admission to a higher class in first available opportunity.
- (4) A candidate passing additional subject(s) will be issued certificate of additional subject(s) only and this examination shall have no bearing on his/her grade and as such it will not be considered as improvement in grade/marks.

- (5) In case of additional subject(s) a candidate may avail two attempts to pass paper(s)/improve marks/result. (No. F. 1-1(116/3.v)/FBISE/M&H/2022/179 January 05, 2023)
- (6) A candidate may appear in Pakistan Studies and Islamiyat as additional subject(s) in the first available opportunity.
- (7) A candidate who is allowed to appear in additional subject(s) by the IBCC may qualify his examination without any restriction of the number of opportunities / attempts.
- (8) If a candidate submits his/her admission form for additional subject(s) exam and does not avail of the opportunity, he may appear in the next chance, if otherwise eligible.
- c. After having qualified for the award of Diploma of Associate Engineer in one Technology, admission for second Diploma in another Course/ Technology is allowed as fresh candidate with new Registration. (No. F. 1-1(116/3.i)/FBISE/M&H/2022/175 January 05, 2023)

**43. Which grading formula will be followed by FBISE from session 2024 onwards?**

Ans: A candidate who has qualified for the grant of (Secondary / Higher Secondary School Certificate) shall be placed in one of the following grades:

Letter Grade	In Percentages	Description	5.0 Scale (GPA) for 1 credit subject
A <sup>++</sup>	95% to 100%	Exceptional	5.0
A <sup>+</sup>	90% to 94%	Outstanding	4.7
A	85% to 89%	Excellent	4.3
B <sup>++</sup>	80% to 84%	Very Good	4.0
B <sup>+</sup>	75% to 79%	Good	3.7
B	70% to 74%	Fairly Good	3.3
C	60% to 69%	Above Average	3.0
D	50% to 59%	Average	2.0
E	40% to 49%	Below Average	1.0
U	Less than 40%	Unsatisfactory	0

(No. 3-19/FBISE/RES/738 January 25, 2023)

**44. What is the FBISE policy for Declaration of Top Positions?**

- Ans: a. A candidate shall be eligible for ranking among position holders who:
- (1) qualifies SSC/HSSC Annual Examination in the first attempt;
  - (2) appears in the HSSC examination within 2 years of passing the SSC or equivalent examination.
  - (3) was admitted in class-IX/X, promoted to class-XI/XII and appeared in SSC/HSSC Part-I & II examination together.



- b. A candidate shall not be considered eligible for ranking among position holders, if he/she
  - (1) repeats Part-I examination after getting previous Part-I result cancelled.
  - (2) does not appear/pass or fail in SSC Part-I/HSSC Part-I examination and rejoins class-IX/XI.
  - (3) avails the facility of improvement in one or two papers SSC-I/HSSC-I examination as mentioned previously. i-e: Each paper of theory in a subject (Part-I and Part-II) shall be treated individually for the purpose of grant of better marks. Moreover, practical shall also be dealt on same analogy in case of improvement.
  - (4) remains absent in any paper of SSC-I/HSSC-I and re-appears in the same paper along with SSC-II/HSSC-II examination.
- c. Position will be determined on the basis of actual awards shown on the answer books. However, the final award will be considered if errors/omissions are found by the Rechecking Committee appointed by the Chairman Board and the same have been rectified.
- d. Positions will be declared on the basis of highest total marks, in order of merit.
- e. Separate positions will be worked out for each group in the SSC as well as HSSC examination irrespective of gender discrimination in each group.
- f. Positions once declared shall be liable to change if a discrepancy is found and corrected by the Board within six months of the declaration of the result, or completion of the rechecking cases, whichever is later.
- g. The Board shall have the power to declare as many numbers of positions, as it may deem necessary.

**45. When ex/private candidates be issued result cards?**

Ans: The candidates (ex/private) would be issued free of cost Result Cards within one year after declaration of Result. All such applications would be entertained after 10 days after declaration of Result.

**46. Can a candidate get Duplicate Result Card. How?**

- Ans:
- a. Every successful / failure candidate may obtain Duplicate Result Card by submitting application to the Controller of Exams (Secrecy).
  - b. Fee for Duplicate Result Card will be charged as prescribed from time to time by the Board.
  - c. Duplicate Result Card will be dispatched through Registered Post/TCS etc.
  - d. The word 'Duplicate' will be mentioned at the Result Card by the Board.

## **SPORTS**

**1. How many sports groups are there in APSACS?**

Ans: There are total of 3 groups in sports Group-1: Class I-V Group 2: Class VI-VIII  
Group 3: IX-XII & CAIE classes

**2. How many levels of competitions are held in APSACS?**

Ans: There are total of 4 levels of sport's competitions held in APSACS:

- a. Inter-House Competitions
- b. Inter-School Competitions
- c. Inter-Regional Competitions
- d. Inter-Zonal Competitions

**3. Is there any sports competition for Preschoolers?**

Ans: Preschoolers will have the opportunity to participate in sports during their School Sports Day, only.

**4. Why Inter-Regional Competitions have been introduced for group 1(IV-V) and 2 students?**

Ans: Based on the requests received from different regions, opportunity of Inter-Regional Competition has be provided to students of gp I & II and the slot/event has been reflected in calendar.

**5. Is it mandatory to conduct Inter-Regional competitions for group1 and group 2?**

Ans: Inter-Regional Competitions are not mandatory for group1 & group 2. It is at the discretion of Regional Director & school administration to decide.

**6. Is it mandatory to conduct Inter-Regional competitions for group 3?**

Ans: Yes, both Inter-Regional & Inter-Zonal Competitions are mandatory for group 3.

**7. Which ball is used in Cricket? Hard Ball or Tape Ball**

Ans: Tape Ball will be used in Cricket for all groups (1,2,3)

**8. Is it mandatory to conduct all games (mentioned in policy/annual plan) for group1 & group 2?**

Ans: No, it is not mandatory.

**9. Is it mandatory to conduct all selected games for group 3?**

Ans: Yes, it is mandatory to conduct all selected games for group 3.

**10. Has the Sports plan been shared with the schools?**

Ans: Yes, Sports Plan is shared annually with the schools and it is reflected in the