

H.S.C BOARD EXAM 2020-21 FORM FILLING SCHEDULE

PRIVATE REPEATERS AND CLASS IMPROVEMENT

- The Arts, Science and Commerce (**ONLY PRIVATE REPEATERS & CLASS IMPROVEMENT ONLY**) will be filling their H.S.C Board Exam 2020-21 Form as per the Procedure listed below.
 - a) Students will download the HSC Board Exam Form 2020-21 from College website: www.standrewscollege.ac.in.
 - b) Students will then take a **clear print out** of the same on “LEGAL SIZE” paper only. Note that the document has 03 pages.
 - c) Keep the following documents ready: **Recent Passport size Photo with white background** (Black and White /Colour), Adhaar card, Parent/Guardian Savings account number with IFSC code, X STD Mark-sheet/X STD Leaving Certificate Xerox (for entering Name, etc). Note that all this will be required during the Form filling.
 - d) **Fill the form neatly in blue or black ball pen only**; in case of any doubts leave that information blank. When you come to College the Office Staff will guide you. **Fill the subject's combination very carefully.**
 - e) **Once step-d is over, students will visit the College Office physically** as per the Schedule Displayed Below. They should carry the filled H.S.C Board Exam Form 2020-21; their photo as described in step-c, pen, etc. Students are expected to come on time and will strictly follow the COVID-19 SOP like wearing of masks, social distancing, use of sanitizer or hand wash, etc.
 - f) **DO NOT SIGN AND AFFIX PHOTO ON THE H.S.C BOARD EXAM FORM 2020-21.**
 - g) **At the top of the form write your name, mobile number, stream and category (example: Private Repeater or Class Improvement)**

- The Schedule for **PHYSICALLY** Submission of H.S.C BOARD EXAM 2020-21 FORM AND AFFIXING PHOTO AND SIGNATURE IS AS FOLLOWS:

PRIVATE REPEATERS & CLASS IMPROVEMENT ONLY

Sr.No	Day	Date	Time	Room
1	MON	11-01-2021	9:30 AM TO 11:30 AM	COLLEGE OFFICE
2	WED	13-01-2021	9:30 AM TO 11:30 AM	COLLEGE OFFICE

- **Students are required to carry the following documents while submitting the HSC Board Exam Form :**
 - a) Completely filled HSC Board Exam Form
 - b) Previous Year HSC Mark-sheet copy
 - c) X STD Mark-sheet
 - d) FYJC Result
 - e) Adhaar copy
 - f) recent passport size photo with white background
 - g) Caste Certificate (if applicable)
 - h) LD Certificate (if applicable)
- Ms. Belinda will be Office in-charge for guidance and support to students with regards to H.S.C Board Exam 2020-21 Form filling and collection of all relevant documents from the students.
- For any queries the students should contact the College Office when they come to College Physically to submit the above documents. Students must be extremely careful while filling the H.S.C Board Exam Form 2020-21 with regards to their name, house address, adhaar card, subject combination, etc. Any error not rectified by the students especially with respect to their subjects & other aspects, the College will not be responsible for the same.
- **LATE COMERS WILL NOT BE ENTERTAINED.**

Date: 09 January 2021

Vice-Principal