



The Jammu & Kashmir Board of School Education
Registration Section, BOSE Campus, Bemina, Kashmir

C I R C U L A R

Subject:- Providing of Registration Return details to the candidates (students) and Correction/Verification of Registration Return Particulars.

As the Registration Return details of 2022-23 academic session is already available in the respective school logins, in this context, it is impressed upon all the Heads of the affiliated academic institutions/schools of the Kashmir Division of the Union Territory of Jammu & Kashmir and district Kargil of the Union Territory of Ladakh to check the accuracy and correctness of the Registration particulars of their concerned students/candidates by reference of their related admission records/s and provide a stamped and attested copy of the relevant Registration details to all the concerned candidates/students free of cost.

Further, any discrepancy or variation, if found, in the registered particular/s shall be reported to the concerned Board office as per the enclosed format (case wise) along with the supporting documents by or before 3rd November;2023.

NO:- F. RR-01(Reg-B)23/KD

Dated:- 20th October;2023

Joint Secretary, Registration
Kashmir Division

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20/10/23

Copy for information and necessary action;

1. Joint Secretary, Examinations, Kashmir Division.
2. Assistant Secretary .IT & SS, Kashmir Division.
3. All Heads of the Tehsil and District Board Offices of Kashmir Division with the information to collect and consolidate the discrepant/correction cases and comprehensively and minutely scrutinize all the relevant supporting documents , attest them and forward the same to the office of Assistant Secretary, Registration , Kashmir Division as per the enclosed format necessarily by or before 7th Novemeber;2023. Further, the Heads of the respective Board Offices shall provide the computerized details of each case as per the word format provided by the Registration Section, Kashmir Division
4. Private Secretary to Secretary/Chairman.
5. Concerned File



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**FORMAT FOR
CORRECTION IN REGISTRATION PARTICULAR/S OF 2022-23 ACADEMIC SESSION**

III- REGISTERED PARTICULARS:-

| S.NO. | Particulars | Description |
|-------|------------------------|-------------|
| 01. | Registration Number. | |
| 02. | Name of the Candidate. | |
| 03. | Mother's Name. | |
| 04. | Father's Name. | |
| 05. | Date of Birth. | In Words |
| | | In Figures |

IV- CORRECTION SOUGHT:-

| Correction Sought in | From | To |
|----------------------|------|----|
| | | |
| | | |
| | | |

III- SUPPORTING DOCUMENTS:-

| S.NO. | Name of the Document. | Enclosed/ Not enclosed |
|-------|---|------------------------|
| 01. | Basic Admission Form. | |
| 02. | Admission-cum-Enrollment of Primary Department. | |
| 03. | Admission-cum-Enrollment of Middle Department. | |
| 04. | Admission-cum-Enrollment of Higher Department. | |
| 05. | Other document/s, if any. | |

-: UNDERTAKING :-

I _____, Principal _____ undertake that the details furnished above are true & correct and as per the records available in this Institution/School, Nothing has been concealed or put in a fabricated manner, the school shall be responsible if any discrepancy is found in the furnished information.

Dated:- _____
Place:- _____

Seal & Signature
Contact Number:- _____



The Jammu & Kashmir Board of School Education
BOSE Office _____

NO:-

Date:-

*The documents furnished by the Principal _____
related to the correction in Registration Particular/s of _____
who was on the rolls of the school in Class 9th during 2022- 23 academic session were verified
and scrutinized by reference of the Original records produced by the said school in this office.
These documents are duly attested and are forwarded along with the case/s for further follow up
action at you end.*

*Special Remark/s:- _____
(If any)*

*Assistant Secretary,
Registration,
Kashmir Division.*

*Officer In-charge; Assistant/Deputy Secretary
Board Office _____
Kashmir Division*