



West Bengal Council of Higher Secondary Education

Vidyasagar Bhavan
9/2, Block DJ, Sector-II, Salt Lake, Kolkata – 91

No : L/Secy/63/2023

Date : 24/04/2023

NOTIFICATION

Attention : All Heads of Higher Secondary Institution

Subject : Implementation of Online portal for Submission of Academic applications

With reference to our earlier Notification [Memo No. L/Secy/62/2023 dated 20/04/2023] and as directed , all Institutions are being requested to check their school profile in the online portal .

If the following fields are found blank or the information shown is not appropriate, please send the correct information immediately through mail to noreply@wbchse.org.in

1. Up to which year Renewal of Recognition was given ;
2. Last Renewal Memo No;
3. Last Renewal Memo Date;

Send copy of Last Renewal letter issued by the Council as attachment .

4. Category of the School;
5. Type of the School [Boys/Girls/Co-Ed].

- **It may be noted that , this is very urgent and without proper information in these fields , the Institution will face problem in interacting with the online portal for submission of academic applications.**
- **Mention your Institution Code in the mail.**
- **The Institutions who would find all the information in these fields appropriate , are being requested not to send any mail.**

[Tapas Kumar Mukherjee]

SECRETARY

West Bengal Council of HS Education