



# West Bengal Council of Higher Secondary Education

VIDYASAGAR BHAVAN  
9/2, BLOCK-DJ, SECTOR-II, SALT LAKE  
KOLKATA – 700 091

Memo No: D.S. (Exam)/02/I/13/14

Date: 04.07.2013

To: The Head of the Institution

## Subject: Annual Working Plan

Sir / Madam,

Please find hereunder the working plan to ensure the smooth running of your institution and sequential coordination of the activities relating to the Annual and Higher Secondary Examination, 2014.

Sl. No.	DESCRIPTION: Class XI	D A T E
1	ISSUE OF REGISTRATION FORMS FROM THE COUNCIL	12.08.2013 onwards
2	a) Submission of <b>REGISTRATION FORMS</b> along with fees by the Instn. to the Council. b) Submission of <b>Class XI Annual examination Fees</b> by the Institutions to the Council. (those who Registered before 2013-2014 they also submit within this period).	1 <sup>st</sup> phase: 11.09.2013 to 20.09.2013
		2 <sup>nd</sup> phase: 23.09.2013 to 30.09.2013
3	ISSUE OF THE REGISTRATION CHECK LIST (Class-XI) FROM THE COUNCIL	20.11.2013 CAMP
4	SUBMISSION OF CORRECTED CHECK LIST BY THE INSTITUTION TO THE COUNCIL	Within 18.12.2013
5	<b>Distribution of Registration Certificate(2013-2014) &amp; Practical Question Papers for ANNUAL EXAMINATION – Class – XI (OLD &amp; NEW SYLLABUS )</b>	19.02.2014 CAMP
6	ANNUAL EXAMINATION – Class – XI ( THEORY ) OLD SYLLABUS	From : 12.03.2014 to 28.03.2014
	ANNUAL EXAMINATION – Class – XI ( THEORY ) NEW SYLLABUS	From : 12.03.2014 to 29.03.2014
	ANNUAL EXAMINATION – Class – XI ( PRACTICAL )	From : 09.04.2014 to 23.04.2014
7	<b>PUBLICATION OF RESULTS of Class – XI Annual Examination by the schools</b>	Within 30.04.2014
8	Submission of Result Sheets of Class – XI Annual Examination to the Council	Within 05.05.2014
9	<b>BEGINNING OF Class - XII</b>	1 <sup>st</sup> Week of May, 2014
<b>DESCRIPTION: Class XII</b>		
10	DISTRIBUTION OF ENROLMENT FORM FOR <b>Continuing and Special Candidates</b>	12.08.2013 onwards
11	SUBMISSION OF FILLED IN ENROLMENT FORM ( <b>Continuing and Special Candidates</b> )	Without Late Fine: 11.09.2013 to 20.09.2013
		With Late Fine: 16.12.2013 to 24.12.2013
12	DISTRIBUTION OF ENROLMENT FORM for <b>Regular Candidates &amp; Non Received ENROLMENT FORMS of Continuing &amp; Special Candidates (2<sup>nd</sup> Copy)</b>	20.11.2013 Camp
13	SUBMISSION OF FILLED IN ENROLMENT FORM for <b>Regular Candidates of 2014</b>	Without Late Fine: 16.12.2013 to 24.12.2013
		With Late Fine: 03.01.2014 to 10.01.2014
14	<b>H. S. MUSIC PRACTICAL EXAMINATION</b>	From : 27.01.2014 to 31.01.2014
15	DATE SCHEDULE OF OTHER H.S. PRACTICAL EXAMINATIONS	a) January 03, 04, 06 to 10 of 2014
	a) PHYS, NUTN, PSYC	b) January 11, 13, 15 to 18, 20 of 2014
	b) CHEM, GEGR, HOMN	c) January 21, 22, 24, 25, 27 to 29 of 2014
	c) BIOS, STAT, COMS, AGNM, FACR, COMA, GEOL, FRNC	
16	SUBMISSION OF ANSWER SCRIPTS, MARKS FOIL of the Candidates appearing at the <b>H. S. Practical Examination – 2014.</b>	Within 07.02.2014
17	<b>ISSUANCE OF THE ADMIT CARD</b>	Within 1 <sup>st</sup> Week of March, 2014
18	<b>HIGHER SECONDARY EXAMINATION – 2014</b>	From 12.03.2014 to 28.03.2014
19	<b>PUBLICATION OF H.S EXAMINATION RESULTS</b>	By June 7, 2014
20	SUBMISSION OF PRE-PRINTED TEACHER' DATA SHEETS BY THE INSTITUTIONS	30.09.2013
21	<b>Post Publication Scrutiny / Post Publication Review</b>	<b>On line Submission of PPS / PPR by the Candidate within 05 days from the date of publication of H.S. Result</b>
		<b>For the student through schools within 15 days from the date of publication of results</b>
		<b>For the institution within 20 days from the date of publication of results</b>

Your cooperation is solicited.

Thanking you,

Yours truly,

*Anilay Ray*

Deputy Secretary (Examination)