



केन्द्रीय माध्यमिक शिक्षा बोर्ड
(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)
CENTRAL BOARD OF SECONDARY EDUCATION
(An Autonomous Organisation under the Ministry of Human Resource Development, Govt. of India)



COORD/ Optional/Private/2020

12.8.2020

CIRCULAR FOR PRIVATE CANDIDATES FOR OPTIONAL EXAMINATION

Sub: Online submission of forms by Private Candidates of Class-XII for the Optional Examination i.e. whose result has been declared based on the assessment scheme and wish to improve their performance


1. Optional Examinations are proposed to be conducted in the month of September, 2020 alongwith the Compartment examination. Dates will be announced soon. Candidates of Class XII whose result has been declared based on the assessment scheme in the subjects for which examination was scheduled from 1st July 2020 to 15th July 2020 and wish to improve their performance are eligible to appear for the Optional examination. This is in compliance of the Notification No. CBSE/CE/SPS/2020 dated 25.6.2020. **The marks obtained by a candidate in these optional examinations will be treated as final for those who have opted to take these examinations.**
2. Private candidate desirous to appear in optional examination to improve their performance (Class XII) for the examination proposed to be held in September 2020 shall apply through the link <http://cbse.nic.in/newsite/private/index.html> w.e.f. 13.08.2020. Details in respect of candidates who are eligible to apply will be auto-generated in the online system. If a candidate makes wrong entries in his/her application form or submits false information, statement or produces false/fake document, his/her form shall be rejected and fee paid shall be forfeited.
3. Merely submission of form and fee would not entitle a candidate to appear for the Optional Examination and those who are applying for the Examination should ensure that they fulfill all eligibility criteria as stipulated. If it is found at any stage that he/she does not fulfill the stipulated criteria, his/her application will be cancelled, and fee will be forfeited.
4. Regular candidates of CBSE affiliated schools who have appeared for Feb/March 2020 Examination and whose result has been declared based on the assessment scheme in the subjects for which examination was scheduled from 1st July 2020 to 15th July 2020 and wish to improve their performance are also eligible to appear for the Optional examination. They should approach the school from which they have appeared in Class XII examination, 2020.
5. Date for downloading of the admit card will be informed later. Candidate will be able to download the Admit Card from the website of CBSE www.cbse.nic.in. In case of any discrepancy in the Admit card candidate should contact concerned Regional Office of the Board as per jurisdiction.



"शिक्षा केन्द्र", 2, सामुदायिक केन्द्र, प्रीत विहार, दिल्ली-110092
"SHIKSHA KENDRA" 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110092



6. Previous mark-sheet is not to be surrendered to the Board.
7. Candidate will be examined only in the Syllabus as prescribed for the year of Examination. Students must go through the eligibility and pass criteria as well as curriculum for the year of examination and scheme of studies carefully before filling the form.
8. Consolidated mark sheet will be issued to the candidates of Class XII whose result has been declared based on the assessment scheme in the subjects for which examination was scheduled from 1st July 2020 to 15th July 2020 and will be appearing to improve their performance in the Optional examination.
9. Before submitting the form, candidate is requested to read and adhere to the following Annexures carefully:
 1. Eligibility criteria for Class XII - Annexure 1
 2. Fee Structure for Class XII - Annexure 2
 3. Detailed procedure of submitting online application - Annexure 3
 4. Jurisdiction of Regional Offices - Annexure 4
10. It would be the responsibility of the candidate to submit the form and fee within the stipulated schedule. No request for extension of date on any issue including online payment related will be considered.
11. For any queries candidates may call at CBSE Helpline No. 1800-11-8002 or 011-22509257-59 between 10.00 AM - 5.00 PM on all working days.



(DR. SANYAM BHARDWAJ)
CONTROLLER OF EXAMINATIONS

OPTIONAL EXAMINATION - SEPTEMBER 2020

ELIGIBILITY CRITERIA - CLASS XII

Candidates whose result has been declared based on the assessment scheme in the subjects for which examination was scheduled from 1st July 2020 to 15th July 2020 and wish to improve their performance.

Schedule and fee for Optional Examination for Class XII – SEPTEMBER 2020

Schedule for On-line submission of Form	Applicability of fee
13.08.2020 (Thursday) to 22.08.2020 (Saturday) Upto 5.00 pm For such candidates, as no fee is being charged, hence, the above schedule will be final and no extension of date will be permissible.	Not to be paid

DATES ARE SACROSANCT. NO EXTENSION ON ANY GROUND WILL BE GIVEN. AS ONLINE SERVICES ARE AVAILABLE 24x7 INCLUDING HOLIDAYS, NO EXCUSE OF THE SAME OR OF ANY TECHNICAL GROUND WILL BE ACCEPTED.

Procedure of submitting online application

- I. Enter your Roll No., School No., Centre No. as mentioned in the admit card.
- II. Enter your address and select the subject (Class XII only)
- III. Submit the application and note down **“Application ID”**.
- IV. Upload your recent Colour Photograph (max size 50 KB; JPG) and Signature (max size 4 KB; JPG)

FOR ANY QUERY OR HELP CONTACT FOLLOWING DURING OFFICE HOURS

REGIONAL OFFICE	JURISDICTION OF REGIONAL OFFICES	CONTACT
Regional Office – Ajmer Central Board of Secondary Education, Todarmal Marg, Ajmer-305030	Gujarat & Rajasthan	roajmer.cbse@nic.in Tel:91-145-2634114 91-11-2634119-(IX/XI Registration Queries) 91-11-2634118 (Class X LOC Queries) 91-11-2634117 (Class XII LOC Queries) Fax: 91-145-2421543
Regional Office – Bengaluru Central Board of Secondary Education, Degree College Building No. 57, Hesarghatta Main Road, Near Sapthagiri Hospital, Chimney Hills, Chikkabanavara, Bengaluru – 560090	Karnataka	robengaluru@cbse.gov.in robengaluru.cbse@nic.in Phone: 09141050872
Regional Office – Bhopal Central Board of Secondary Education, Rohit Nagar, Phase-II, Ward No.53, Bawadia Kalan, Bhopal-462039	Madhya Pradesh	robhopal@cbse.gov.in robhopal.cbse@gmail.com Phone: 0755-2425045 0755-2425048
Regional Office – Bhubaneswar Central Board of Secondary Education, Plot No. 4(PT), Saileshree Vihar, Chandrasekharapur, District Khordha - 751 021 Odisha	West Bengal, Odisha, Chhattisgarh	rocbsebsr@rediffmail. com, robhubaneshwar.cbse@nic.in Tel:91-674-2548426, 91-674-2542312, 91-674-2548212 (Extn 129) FAX:-91-674-2547312, Helpline Mobile No.- 9853246315
Regional Office – Chandigarh Central Board of Secondary Education, Presently Camped at RO Punchkula, Chandigarh	U.T. of Chandigarh, Punjab, J&K, U.T. of Ladakh	rochandigarh.cbse@gmail.co m Phone: 07814277267

Regional Office – Chennai Central Board of Secondary Education, New No-3, Old No. 1630 A, "J" Block, 16th Main Road Anna Nagar West, Chennai-600040	Andhra Pradesh, Tamil Nadu, Telangana, Puducherry and Andaman & Nicobar Islands	rochennai@cbse.gov.in Tel.91-44-26164608, 91-44-26162264 Fax: 91-44-26162212
Regional Office – Dehradun Central Board of Secondary Education, 99, Kaulagarh Road, Dehradun - 248001, Uttarakhand	Uttarakhand and Districts of Uttar Pradesh - Badaun, Bijnour, J.P.Nagar/ Amroha, Moradabad, Muzaffarnagar, Rampur, Saharanpur and Sambhal	roddn.cbse@nic.in Tel: 91-135-2757744, 91-135-2753250 (Extension-205) 91-135-2753251, 2753248 Mob. No.7579214383
Regional Office – Delhi East Central Board of Secondary Education, PS-1-2, Institutional Area, I.P.Extn. Patparganj, Delhi-110 092	East Delhi, South East Delhi, South Delhi, South West Delhi, New Delhi, Shahdara and Foreign Schools	rodlicu@gmail.com Tel:91-11-22236195 , 22236180
Regional Office – Delhi West Central Board of Secondary Education, C-128 & C-129, Mangolpuri Industrial Area, Phase-1, Delhi – 110083	West Delhi, North West Delhi, North Delhi, North East Delhi and Central Delhi	rodelhi-west.cbse@gov.in rodw.cbse@gmail.com Phone: 011-61344801, 011-61344806
Regional Office – Guwahati Central Board of Secondary Education, Shilpo gram Road (Near Sankar dev Kalakshetra), Panjabari, Guwahati-781037	Assam, Nagaland, Manipur, Meghalaya, Tripura, Sikkim, Arunachal Pradesh, Mizoram	roguwahati.cbse@nic.in Tel: 91-361-2334661(Direct) EPABX NO.: 91-361- 2331995, EXT.- 30 Fax No.: 91-361-2330992
Regional Office – Noida Central Board of Secondary Education, A-83, Sector -136, Noida, G.B. Nagar (U.P.) – 201305	Agra, Aligarh, Baghpat, Bareilly, Bulandshahar, Etah, Firojabad, Gautam Budh Nagar, Ghaziabad, Hapur, Hathras, Kasganj / Kashi Ram Nagar, Mainpuri, Mathura, Meerut, Pilibhit, Shahjahanpur and Shamli	ronoida.cbse@gmail.com Phone: 07827288099
Regional Office – Panchkula Central Board of Secondary Education, Sector- 5 , Panchkula - 134109 (Haryana)	Haryana, Himachal Pradesh	ropanchkula.cbse@nic.in Tel:91-172-2585193 91-172-2583547 91-172-2585577 Fax:91-172-2585163

<p>Regional Office – Patna Central Board of Secondary Education, Ambika Complex, Behind State Bank Colony, Near Brahmsthan, Sheikhpura,Raza Bazar, Bailey Road, Patna-800 014</p>	<p>Bihar, Jharkhand</p>	<p>ropatna.cbse@nic.in Tel:91-612-2295048, 91-612-2295008, 91-612-2295080</p>
<p>Regional Office – Prayagraj (Allahabad) Central Board of Secondary Education, 35 B, Civil Station, M.G. Marg, Civil Lines, Prayagraj (Allahabad)-211001</p>	<p>Ambedkar Nagar, Amethi, Auraiya, Ayodhya, Azamgarh, Bahraich, Ballia, Balrampur, Banda, Barabanki, Basti, Bhadohi, Chandauli, Chitrkoot, Deoria, Etawah, Farukhabad, Fatehpur, Ghazipur, Gonda, Gorakhpur, Hamirpur, Hardoi, Jalaun, Jaunpur, Jhanshi, Kannauj, Kanpur Dehat, Kanpur Nagar, Kaushambi, Kushi Nagar, Lakhimpur Kheri, Lalitpur, Lucknow, Maharajganj, Mahoba, Mau, Mirjapur, Pratapgarh, Prayagraj, RaiBareilly, Sant Kabir Nagar, Shrabasti, Siddharth Nagar, Sitapur, Sonbhadra, Sultanpur, Unnao and Varanasi</p>	<p>roallahabad.cbse@nic.in DIRECT LINE : 91-532 – 2400434 EPABX LINE : 91-532-2407970-72 WITH EXTN – 116 (COMPUTER CELL) Fax:91-532-2408977</p>
<p>Regional Office – Pune Central Board of Secondary Education, RLM Business Park, SR. NO. 28/4/A, Old Kharadi Mundava Road, Opposite to Bollywood Multiplex, Kharadi, Pune – 411014 Maharashtra</p>	<p>Maharashtra, Goa, Daman & Diu, Dadra & Nagar Haveli</p>	<p>ropune.cbse@nic.in Phone: 020-46917171</p>

Regional Office – Thiruvananthapuram Central Board of Secondary Education, Block - B, 2nd floor, LIC Divisional Office Campus, Pattom, Thiruvananthapuram - 695004, Kerala	Kerala & Lakshadweep	rotrivandrum.cbse@nic.in Tel: 91-471-2534404 91-471-2534496 Fax: 91-471-2534406
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