



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/ Regular/Optional/2020

12.08.2020

**CIRCULAR FOR REGULAR CANDIDATES FOR OPTIONAL EXAMINATION**

To,  
The Principal/Head of the Institutions  
affiliated to the CBSE

**Sub: Online submission of LOC for Regular Candidates of Class-XII whose result has been declared based on the assessment scheme and wish to improve their performance.**

Madam/Sir,

- Optional Examinations are proposed to be conducted in the month of September, 2020 alongwith the Compartment examination. The 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 1<sup>st</sup> July 2020 to 15<sup>th</sup> July 2020 and wish to improve their performance are eligible to appear for the Optional examination. Such students will approach their schools so that schools can submit their LOC. 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.**
- CBSE will be issuing following two circulars for appearing in Optional examinations:
  - For regular candidates appearing through schools
  - For private candidates applying directly through CBSE website

This circular is for regular candidates appearing through schools. Following information may be noted for needful compliance by the schools/candidates-

- Schools shall also have to submit LOC for Optional Examination in respect of regular students, for Class XII through e-Pariksha link- <http://cbse.nic.in/newsite/reg2020.html> w.e.f 13.08.2020. Only those Candidates whose name is submitted through the online process shall be allowed to appear for the examinations proposed to be held in September 2020.
- Schools will be informed about the date of downloading of admit cards. In case of any discrepancy in the Admit card, schools should contact concerned Regional Office of the Board.



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



Phone (off.) : 011-22509256-59, 22041807-08, Website: [www.cbse.gov.in](http://www.cbse.gov.in), [www.cbse.nic.in](http://www.cbse.nic.in)

3. For candidates appearing as Private candidate for the Optional examination, separate circular as mentioned above is available on the website of CBSE link <http://cbse.nic.in/newsite/private/index.html>. Schools may advise/direct such “Private Candidates” to apply online directly through CBSE’s website, whenever approached. The schedule will be the same for Regular and Private candidates.
4. In case of any difficulty/queries regarding online submission, IT Unit of concerned Regional Offices can be contacted as per enclosed list.
5. Candidates of Class XII whose result has been declared based on the assessment scheme in the subjects for which examination was scheduled from 1<sup>st</sup> July 2020 to 15<sup>th</sup> July 2020 and will be appearing to improve their performance in the Optional examination will be issued consolidated mark sheet.
6. Before submitting the form, candidate is requested to read and adhere to the following Annexures carefully:
  1. Eligibility criteria for Class XII & Class X - Annexure 1
  2. Fee Structure for Class XII & Class X - Annexure 2
  3. Detailed procedure of submitting online application - Annexure 3
7. It would be the responsibility of the schools to submit the LOC within the stipulated schedule. No request for extension of date on any issue, will be considered.

Separate circular has been issued for Private candidates and is available on CBSE’s website [www.cbse.nic.in](http://www.cbse.nic.in).



(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 1<sup>st</sup> July 2020 to 15<sup>th</sup> July 2020 and wish to improve their performance.

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

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

**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 for submitting online submission of Form by schools**

- I. Generate list of candidates from school login.
- II. Select Roll No. and Subject of candidate who wants to appear in Optional Examinations.
- III. Finalise the selection and note down “Application ID” generated.
- IV. Enter roll no. of candidates desirous of appearing for the optional examination. Details will be auto generated.
- V. Generate Final list for keeping in record in the school.