



المدرسة الهندية – مسقط

INDIAN SCHOOL MUSCAT

(Affiliated to the Central Board of Secondary Education, New Delhi. Affiliation No. 6130001)

ص.ب : ٢٤٧٠ ، روي. الرمز البريدي : ١١٢ ، سلطنة عمان. هاتف : ٢٤٧٠٢٥٦٧ ، ٢٤٧٨٤٠٥٥ ، ٢٤٧٨٤٠٦٩ ، ٢٤٧٨٤٠٩٧ – فاكس : ٢٤٧٩٤٩١٩
P.O. Box: 2470, Ruwi, Postal Code: 112, Sultanate of Oman - Tel.: 24784097, 24784069, 24784055, 24702567 - Fax : 24794919
Email : ismoman@omantel.net.om Website: www.ismoman.com



ISM/PRN/051/2024-25

May 14, 2024

CIRCULAR TO THE PARENTS OF CLASS XII (BATCH 2023-24)

Dear Parents,
Greetings from Indian School Muscat!

The CBSE has declared the Classes X and XII results. Evaluation of the answer books was done under a well-settled policy for evaluation. To ensure that the evaluation is qualitative, objective, and error-free. CBSE has taken several steps. After maintaining the quality of the evaluation, Standard Operating Procedures were used for the preparation of results.

Although, CBSE has taken a large number of possible steps in assessment and in the preparation of results, however, if students are still not satisfied with their evaluation/result, they are provided the facility for verification of marks, the facility to obtain the Photocopy of their evaluated answer books, and the re-evaluation of their answers.

Students using these facilities are requested to read the guidelines carefully before applying to avoid any inconvenience later.

Given below are the Modalities and Schedule for the Senior School Certificate Examination (Class XII) 2023-24 for the processes of

(I) Verification of Marks

(II) Obtaining (Scanned) Photocopy of the Evaluated Answer Book(s)

(III) Re-evaluation of Answer(s)

Detailed modalities for applying for Verification of Marks, obtaining a Photocopy of the Evaluated Answer Book(s), and Re-evaluation of the answers for the candidates who have appeared for the Senior School Certificate Examination (Class XII), 2023-2024 are as given below:

1. Requests for all the processes will be accepted only Online and during the specified schedules along with processing charges. No application after the scheduled date and time and in offline mode will be accepted. CBSE has informed in advance regarding the proposed schedule vide circular no. CBSE/ Coord/ Verification/ 2024 dated 06.05.2024.
2. The processing charges can only be deposited online (Credit/Debit Card/Net Banking). Processing charges shall not be accepted through Postal Order/DD/Money order/Cheque/Cash etc.
3. Incomplete/offline/without fee applications will be summarily rejected without any correspondence with the candidate.





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4. Only a single application for each step per candidate will be accepted in the online process. The candidate must decide in advance whether he/ she has to apply for one subject or multiple subjects. **Once applied, no second opportunity will be accorded.**
5. Board will not be responsible for any consequences due to revision of mark(s) or delay in the process, for reasons beyond control.
6. Decrease even by one mark shall be affected.
7. In cases, where there is a change in marks (both increase or decrease). such candidates shall have to surrender the Marksheet cum Certificate which is in their possession. Thereafter, they shall be issued a new Marksheet cum Certificate with the revised performance.
8. Processing charges are non-refundable.

(I) VERIFICATION OF MARKS

- a) Schedule is given in Annexure-1. Processing charges are Rs .500/- per subject.
- b) The outcome of the verification of marks will be communicated in the same login account of the candidate from where she/he has applied for verification in the following manner:
 - i. The outcome of the verification of marks will be uploaded to the login account of the candidate on the CBSE website. No individual communication will be sent in this regard.
 - ii. In case of a change in marks. the first communication that marks have been changed (increase/ decrease in marks) will be uploaded/ hosted.
 - iii. Thereafter, once the result is re-calculated, the actual increase or actual decrease of marks will also be uploaded/hosted.
 - iv. The applicants are advised to visit CBSE's website for the status of the verification request.
- c) **ONLY THOSE CANDIDATES WHO WILL APPLY FOR VERIFICATION OF MARKS ONLINE WILL BE ELIGIBLE TO APPLY FOR OBTAINING PHOTOCOPY OF ANSWER BOOK(S) IN THAT/THOSE SUBJECT(S).**

(II) APPLICATION FOR OBTAINING A PHOTOCOPY OF THE EVALUATED ANSWER BOOK

- a) Only those candidates who have applied for verification of marks Online in the manner as prescribed above will be eligible to apply for obtaining a photocopy of the evaluated answer book(s) .
- b) Processing charges are Rs. 500/- per subject for Class-X. The schedule is given in Annexure-1.
- c) Application submitted on behalf of the candidate and also the incomplete application will be summarily rejected and fees deposited shall be forfeited without any further reference.
- d) Applicants will be provided a scanned copy of the Answer Book in their login account after blocking all information relating to the identity of the Examiner/Evaluator/ any other official associated with the examination process etc.





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- e) **IF THE CANDIDATE DESIRES TO CHALLENGE THE MARKS AWARDED TO ANY QUESTION, THEN SHE/HE WILL HAVE TO APPLY ONLINE (AS PER THE SCHEDULE) FOR RE-EVALUATION OF ANSWERS.**

(III) RE-EVALUATION OF EVALUATED ANSWER BOOK

- Only those candidates who have applied to obtain a photocopy of the evaluated answer book shall be eligible to apply for reevaluation or challenge the marks awarded to any question(s) .
- Request for re-evaluation/challenges shall be accepted only for the theory portion @ Rs.100/- per question.
- The applicant will have to refer to the marking scheme in the subject concerned which would be available on the website along with the question paper. Thereafter, candidates can submit an application for reevaluation in the required question(s) with clear and proper reasoning.
- Status of reevaluation shall be uploaded on the website followed by a formal communication from the Regional Office.
- Decrease even by one mark shall be affected.
- The result of the re-evaluation will be final and no appeal or review against the re-evaluation will be entertained.

In case of all the above three activities, i.e. I, II, and III, the decision of the Board on the marks awarded shall be final and binding on the candidates.

Photocopy of the Answer Book (s) under RTI-Act-2005 will be provided as per provisions of RTI Act, 2005. However, a request for verification and/or re-evaluation cannot be made under RTI Act and shall not be entertained.

Please find annexure 1 for further details.

Kind regards,



Rakesh Joshi
Principal





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ANNEXURE – 1

SCHEDULE FOR VERIFICATION OF MARKS, OBTAINING A PHOTOCOPY OF EVALUATED ANSWER BOOKS AND RE-EVALUATION FOR CLASS -XII EXAMINATIONS, 2023- 2024			
	ACTIVITY	Duration	Fee
VERIFICATION OF MARKS:			
1	Apply online	17/05/2024 (Friday) To 21/05/2024 (Tuesday) up to Midnight 11:59:59	Rs.500/per subject
OBTAINING PHOTOCOPY OF EVALUATED ANSWER BOOKS			
2	Apply online	01/06/2024 (Saturday) To 02/06/2024 (Sunday) up to Midnight 11:59:59	Rs.700/- per answer book
RE-EVALUATION			
3	Apply online	06/06/2024 (Thursday) To 07/06/2024 (Friday) up to Midnight 11:59:59	Rs. 100/per question

Note- All processes being online, all days are considered as working.

