



HERBERT SCHOOL

EDUCATION WITH A DIFFERENCE
Changangei Airport Road, Imphal - 795140

NOTICE FOR CLASS XI

Dated, the 25th July 2018

This is to inform to all the students of Class XI of the School that every student should be enrolled and registered under the Council of Hr. Secondary Education, Manipur and **necessary fees are to be paid to the school on or before the 7th August 2018** for onward transmission to the Council.

The prescribed Registration form shall be made available from the school office wef the 25th July 2018 and the students are advised to enclose the following documents –

A Photostat copy of each of

- (a) Admission Card of HSLC/Equivalent Examination**
- (b) Mark Sheet of HSLC/Equivalent Examination**
- (c) Eligibility Certificate issued by the Council (For students from other Boards/Councils/ Universities other than Board of Secondary Education, Manipur**
- (d) Valid SC/ST/OBC Certificate issued by the concerned authority**

All the Photostat copies should be attested by the Head of Institution concerned.

The photograph of 50 KB (Jpeg) of the student for class XI and the students who were not enrolled with photograph earlier and who are going to enroll in class XII during the current session shall be uploaded as per format provided in the portal of the Council.

Incomplete application form without necessary documents and prescribed registration fee shall be rejected summarily.

Enrolment and registration form should be sent up by a student from only one institution. A sum of Rs. 10,000/- will be fined by the Council if his/her name appears in more than one institution.

The last date of submission of completed application form for enrolment and registration with a net fee of Rs. 500/- (rupees five hundred) only is 7th August 2018.

The school authority is not responsible if any student fails to submit the duly filled in prescribed application form in time.

Sd/-
Principal