

SHREE VASISHTHA VIDHYALAYA

(English Medium, CBSE affiliated, Member-NPSC, Recipient-International School Award)

Circular for Classes X and XII

Date: 29.04.2025

Subject: Strict Compliance with CBSE Attendance Requirements for Board Examination Eligibility

Dear Parents,

Greetings! This is to **seriously alert all parents and students** that the Central Board of Secondary Education (CBSE) has issued **strict guidelines** regarding student attendance for Board Examination eligibility. As per the CBSE Examination Bye-Laws:

- It is **mandatory** for every student of Classes X and XII to maintain a **minimum of 75% attendance** throughout the academic session to be **eligible** to appear for the Board Examinations.
- **No relaxation** in attendance will be granted, except in cases of extreme emergencies like prolonged illness, participation in national or international sports events, or other serious reasons — and even then, only when supported by **proper documentary evidence**.

It is therefore **critical** that parents and students understand the gravity of this requirement and ensure strict compliance.

Please note the following important instructions:

1. Mandatory Attendance Compliance:

- Students falling short of the required 75% attendance will be **disqualified from appearing** in the Board Examinations.
- In case of absence due to illness or any medical emergency, a **written leave application**, along with a **valid medical certificate and supporting documents**, must be submitted to the school **immediately after** the leave is taken.
- Leave taken without a written application and valid proof will be treated as **unauthorized absence** and will adversely impact the attendance record.

2. Strict Leave Procedures:

- In case of medical emergencies, the parent must **submit the leave application and medical documents immediately** after availing the leave.
- For any other reason, absence must be informed **in advance and in writing** with proper justification.
- During CBSE inspections, if students are found to be absent without proper leave records, it will be presumed that they are **not attending school regularly**. Such students may be **barred** from appearing for the Board Examinations.

We urge all parents to monitor their ward's attendance closely and ensure full compliance with the above rules.

Regular school attendance is not just a Board requirement but is also crucial for the student's academic and holistic development.

Non-compliance will lead to serious consequences for the student's Board Examination eligibility.

Let us work together to secure the future of our students.

Thank you for your attention and cooperation.

Warm regards,

Shree Vasishtha Vidhyalaya