

# 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**