

The Rajasthan Secondary Education Regulations, 1957

RAJASTHAN

India

The Rajasthan Secondary Education Regulations, 1957

Rule

THE-RAJASTHAN-SECONDARY-EDUCATION-REGULATIONS-1957 of 1957

- Published on 9 January 1958
- Commenced on 9 January 1958
- [This is the version of this document from 9 January 1958.]
- [Note: The original publication document is not available and this content could not be verified.]

The Rajasthan Secondary Education Regulations, 1957 Published vide Notification No. D. 4049/F. 1(91) Education/C/57 dated 23-12- 1957, published in the Rajasthan Gazette, Part 4-C, dated 9-1-1958[Section 37]In exercise of powers conferred by section 37 of the Rajasthan Secondary Education Act, 1957 (Act No. 42 of 1957), the State Government hereby makes the first regulations: -

Chapter I Preliminary

1.

These Regulations may be called the Rajasthan Secondary Education Regulations, 1957.

2.

They shall come into force at once.

3.

In these Regulations and Bye-laws made thereunder, unless there is anything repugnant in the subject or context,-(1)"Act" means the Rajasthan Secondary Education Act, 1957 (Act No. 42 of 1957);(2)"College" means an educational institution preparing candidates for an Intermediate Examination of the Board and recognised by the Board for such a purpose;(3)"Higher Secondary

School" or "Multi-purpose Higher Secondary School" means an educational institution preparing candidates for the Higher Secondary Examination of the Board and recognised by the Board for such a purpose;(4)"High School" means an educational institution preparing candidates for the High School Examination of the Board and recognised by the Board for such a purpose;(5)"Recognised institution" means an institution (college or school) recognised for admission to any examination of the Board;(6)"Principal" means the Head of a College recognised by the Board;(7)"Headmaster" means the Head of a High School, or a Higher Secondary School, or a Multi-purpose Higher Secondary School, recognised by the Board for the High School Examination or the Higher Secondary Examination.(8)"Head of an Institution" means the Headmaster of a High School or a Higher Secondary School or a Multi-purpose Higher Secondary School, or the Principal of an Intermediate College, recognised by the Board;(9)"Teacher" means a person actually engaged in the work of giving instructions in a school or college recognised by the Board;(10)"Guardian" means the natural or legal guardian, or a person approved by the Head of the institution concerned as the guardian of a student for the purpose of these Regulations;(11)"Session" means the period for which an institution is open for tuition during the twelve months commencing with the formation of new classes;(12)"Private Candidate" means a candidate for an examination conducted by the Board who has not, during the session preceding the examination, been studying at an educational institution of any kind;(13)"Regular Course of Study" means a course of study prescribed by the Board; and(14)"Scholar's Register" means the register containing the record of a scholar's progress kept by the institution to which he belongs, in the form approved by the Board.

Chapter II

The Board

- 1. The Board shall meet ordinarily in the months of October and January.**
- 2. The meeting of the Board held in the months of October shall be deemed to be the annual meeting of the Board.**

Chapter III

The Chairman

- 1. The Chairman shall have the right to attend and speak at the meetings of all the Committees of the Board.**

Chapter IV

The Secretary

- 1. The Secretary shall conduct the official correspondence of the Board under the authority of the Chairman and shall be responsible for keeping the minutes and the proper maintenance of all the records of the Board.**
- 2. The Secretary shall be responsible for seeing that all moneys are expended on the purpose for which they are granted or allotted.**
- 3. All fees and dues payable to the Board, and all sums received by the Secretary, qua Secretary, shall be credited without delay to the account of the Board with the State Bank of India or any other Bank or Treasury approved by the Board.**
- 4. The Secretary shall be responsible for the proper printing and issue of examination papers, and, subject to the control of the Examinations' Committee, for all arrangements connected with the conduct of the Board's examinations.**
- 5. The Secretary shall receive and, subject to the control of the Examination Committee, deal with applications from candidates for admission to the Board's examinations.**
- 6. It shall be the duty of the Secretary, on behalf of the Board, to issue to successful candidates, certificates in the approved form of having passed the Board's examinations.**
- 7. The Secretary shall have charge of the Board's library and shall forward books received from authors or publishers to the members of the Committee of Courses concerned.**
- 8. The Secretary shall annually in the month of June prepare and circulate to all concerned a list of schools and colleges recognised for the purpose of the Board's examinations, specifying the optional subject or subjects in which recognition has been granted.**
- 9. The Secretary shall be entitled to be present and to speak at any meeting of the Board, but shall not be entitled to vote thereat.**

10. The Secretary shall perform such other duties as may be assigned to him by the Board or may be necessary for the carrying out of its decisions.

Chapter V

Committees of the Board

1. In addition to the Committees specified in section 22 of the Act. the Board shall appoint the following other Committees:-

(a) a Committee to scrutinize applications from private candidates for permission to appear at the Board's examinations; (b) Results Committee,

2. The number of members appointed by the Board to any Committee shall, unless otherwise specified, not be more than five.

3. A Committee may co-opt persons to serve thereon up to a limit of one-third of the total number of members of the Committee.

4. If in the opinion of the Chairman, a Committee, under any of the Regulations or Bye-laws, is not sufficiently representative of the interests of all the areas under the jurisdiction of the Board or of the subject to be treated by the Committee, he may, notwithstanding anything contained in the Regulations or Bye-laws, nominate an additional member on the Committee so as to ensure adequate representation.

5. Members of Committees, other than co-opted members, shall hold office for a period of three years. The term of three years shall be reckoned from the date of the Board's meeting at which elections were held and close on a date immediately preceding the date of the triennial meeting of the Board.

The term of members of Committee co-opted or nominated under the above regulations shall be one year from the date of co-option or nomination.

6. Election of members to fill casual vacancies in the Committees of the Board shall be held at the meeting of the Board immediately following the occurrence of the vacancy, and members so elected shall hold office from the date of election for the residue of the term.

7. The Board shall appoint, at its annual meeting, a member of each Committee to be the Convener of the Committee. In the event of the Convener ceasing to hold office, the Committee shall appoint a substitution from among its own members to hold office till the next annual meeting of the Board.

Chapter VI

Committees of Courses

1. The Board shall appoint Committees of Courses in the following subjects or groups of subjects:-

(i)English(ii)Hindi(iii)Sanskrit and Gujarati(iv)Arabic, Persian and Urdu(v)History and Civics(vi)Social studies(vii)Geography(viii)Logic and Psychology(ix)Economics(x)Mathematics(xi)Physics(xii)Chemistry(xiii)Biology(xiv)General Science(xv)Commerce(xvi)Home Science(xvii)Music and Dancing(xviii)Fine arts (including Drawing and Painting etc.)(xix)Agriculture(xx)Engineering and Mechanical (Technical courses)(xxi)Crafts (including Wood Work, Metal Work, Hand spinning and weaving and Tailoring etc.)

2. Committees of Courses shall also be constituted for such other subjects of study as may from time to time be prescribed by the Board.

3. A Committee of Courses shall have at least two and not more than three members actually engaged in teaching the subject or subjects, with which the Committee is concerned, in recognised High Schools, Higher Secondary Schools, or Intermediate Colleges.

Such members shall not be below the rank of a Headmaster or Principal. If no Principal or Headmaster is available, a senior teacher of the subject shall be taken.

4. Each Committee of Courses shall prepare a syllabus in the subjects with which it is concerned, and, when necessary, recommend suitable text books and reasonable prices therefor.

5. Every Committee of Courses shall ordinarily meet in the month of September. The draft courses proposed by the Committee shall be circulated, as soon as may be, among the members of the Board. Any observations made by members in regard thereto shall be communicated by

them direct to the Convener concerned before the end of November in the same year. If, in the opinion of the Convener, the nature of the criticism received justifies the consideration of the courses drawn up by the Committee, he shall at once move the Secretary to summon another meeting of the Committee reconsider the courses or ascertain by correspondence the views of the members of the Committee on the suggestions received, otherwise the courses drawn up shall be taken to be finally approved by the Committee:

Provided that changes in the courses of study in one year shall not affect more than one-third of the whole course in any subject recommended for any of the Board's Examinations.

6. The courses finally approved by the Committee shall be submitted to the Board at its January meeting by the Convener or by some other member of the Committee who is a member of the Board and is present at the meeting.

7. The courses as finally approved and sanctioned by the Board shall be printed in the Prospectus and issued by the Secretary two years before the date of the examination in the case of High School and Intermediate examinations, and three years before the date of the examination in the case of Higher Secondary Examination.

8. If the Board is of opinion that a recommendation made by a Committee of Courses requires reconsideration, it may refer the matter back to the Committee. After considering the views of the Committee upon the reference, the Board shall decide the matter.

9. A Committee may bring to the notice of the Board any matter connected with the examinations or courses in respect of the subject or subjects with which it is concerned.

10. Any two or more Committees of Courses may, with the consent of the Chairman, or under a resolution of the Board, shall meet and render a joint report upon any matter with which they are severally and jointly concerned. In such cases the joint meeting shall elect its own Chairman from among the Conveners of the Committees jointly meeting.

11. It shall be the duty of the various Committees of Courses to make recommendations in proper time to the Examinations Committee on matters relevant to Regulations 3 (c), (d), (e). and (j) of Chapter LX of the Regulations.

12. The question-papers set in relevant subjects at the immediately preceding examinations of the Board, shall be placed for review before the Committees of Courses concerned and their remarks, if any, shall be placed before the Chairman for such action as he may consider necessary.

13. The Committees of Courses shall recommend names of examiners in their respective subjects for each year's examinations, as far as possible, from out of the register maintained by the Secretary for the purpose, for consideration of the Examinations' Committee.

14. No Committee of Courses shall prescribe or recommend for study for any examination any book written or published by a member of the Committee; and no book prescribed or recommended shall ordinarily be changed before a period of five years.

15. A copy of each book submitted by the authors or publishers shall be sent by the Secretary to each member of the Committee of Courses concerned at least 45 days before the date of the meeting of the Committee.

16. The following procedure is laid down for submission of books by the publishers or authors of books for consideration of the Committees of Courses:-

(1) Publishers or authors intending to submit their books to the Board should first get themselves registered with the Board on filling up an approved application form. This registration shall be valid for five years renewable for a subsequent period of five years on a further application. (2) Books submitted by publishers or authors not registered with the Board, shall not be considered. (3) Full name and address of the author of a book, submitted for consideration, should be given by the publishers on each book and the publishers must produce satisfactory evidence that the book is the production of the author named. (4) Publishers should disclose clearly, while submitting a book, whether they or any of their near relatives have any financial interest in any other firm of publishers. (5) Publishers or authors should submit seven copies of each book to the Board by the 30th June every year at the latest. They should also send two additional copies of each book in the subject of English and Hindi, and other compulsory subjects, without title page and without even containing the name of the publisher or the author (along with 7 copies of the book). (6) No book shall be sent by the publishers or authors direct to the members of a Committee of Courses. (7) On

the reverse of the title page of each copy of a book (excluding the copies without title page etc.), a slip of paper should be pasted securely containing the following information:- (i) Name of the book. (ii) Name of the author in full with address. (iii) Name of the publisher and his registered number in the Board. (iv) Name of the subject. (v) Name of class for which intended. (vi) Purpose (whether submitted as a text-book or supplementary reading or for library etc.). (vii) Price. (viii) Number of pages. (ix) Whether the book was submitted before, and, if so, when? (x) Date. (xi) This is to certify that there has been no infringement of copy right rules in the book entitled..... (xii) Signature of the publisher. (8) The words "Specimen", (year), should be stamped boldly on the first page of each book and on several other pages inside the book. (9) All books should be sent prepaid. (10) Separate forwarding letters should be sent for books relating to each subject. (11) If a book is prescribed or recommended by the Board for any examination, the publishers or authors should send two copies of each book for record in the Board. They should also send two copies of the same book whenever they bring out a new edition so long as that book remains in force so that it could be checked with the specimen originally submitted by them. (12) Canvassing by the publishers or authors for their books will render them liable to be removed from Register.

Chapter VII

The Finance Committee

- 1. The Finance Committee shall act as an advisory body in all matters concerning the finances of the Board.**
- 2. It shall consist of (a) The Chairman, (b) The Director of Education, and (c) Six members elected by the Board, one of whom should be a financial expert.**
- 3. The Secretary of the Board shall act as Secretary of the Committee.**
- 4. The Financial statement and the annual budget estimates of the Board shall be prepared by the Secretary and placed before the Finance Committee before being submitted to the Board.**

Chapter VIII

The Curriculum Committee

- 1. The Curriculum Committee shall consist of (a) The Chairman, (b) The Director of Education, (c) The Secretary, and (d) The Conveners of the various Committees of Courses.**

2. The duties of this Committee shall be-

(a)To consider the total number of compulsory and optional subjects for each of the Board's examinations;(b)To arrange the standard of the courses for the High School, Higher Secondary and Intermediate stages in a regular graded order;(c)To recommend curricula for the Board's Examinations and the syllabus in each subject;(d)The consider proposals for the introduction of new subjects and the exclusion of existing subjects; and(e)To consider questions of the formation of groups of subjects and the alternation of one group with another.

Chapter IX

The Examination's Committee

1. The Examination's Committee shall consist of-

(i)The Chairman,(ii)The Director of Education,(iii)Four persons elected by the Board from among the Conveners of various Committees of Courses, and(iv)Three persons, being members of the Board, elected by the Board.

2. The Secretary of the Board shall be the Secretary of the Committee.

3. It shall be the duty of the Examination's Committee subject to the sanction and control of the Board-

(a)to order examinations in conformity with the Regulations and to fix dates of holding them;(b)to consider the recommendations of the Committees of Courses with regard to examiners and to prepare lists of examiners for the approvals of the Board;(c)to recommend the number of question-papers to be set in each subject after receiving recommendations from the Committees of Courses concerned;(d)to recommend the standard of length for written tests in different subjects after receiving recommendations from the Committees of Courses concerned;(e)to propose maximum and minimum marks for each subject and for each part of a subject after receiving recommendations from the Committees of Courses concerned;(f)to prepare rules for the award of grace marks;(g)to recommend forms of applications to be filled in by candidates applying for permission to appear at examinations, and forms of certificates to be granted to successful candidates;(h)to propose rates of honoraria for examiners and others;(i)to propose the opening and closing of centers of examination;(j)to suggest the mode of conducting the oral and practical test, if any;(k)to arrange for the moderation of question-papers; and(l)to consider all other matters arising out of the conduct of examinations, and to make recommendations when necessary to the Board.

Chapter X

The Results Committee

1. There shall be a Results Committee for declaration and publication of the results of Board's examinations.

2. The Committee shall consist of the following:-

(1)The Chairman;(2)The Director of Education;(3)Three Heads of Institutions from High Schools, Intermediate Colleges and Higher Secondary Schools-one from each-nominated by the Chairman every year;(4)The Secretary.

3.

(1)The decisions taken by the Results Committee with regard to the results of candidates, or cases of unfair means of any kind used by the candidates in connection with the examinations shall be final.(2)The following will tantamount to using unfair means:-(i)Securing admission to an examination by making a wrong statement in the application form, or by producing a false document or otherwise;(ii)Tampering with any entry in the certificate or the statement of marks or any other document that might have been issued to a candidate by the Board or by any other sister institution;(iii)Giving to or receiving assistance from any other candidate in the examination room;(iv)Having in possession papers, books or notes in the examination room;(v)Using or attempting to use any other unfair means during the examination or in connection with the examination;(vi)Communicating or attempting to communicate with an examiner with the object of influencing him in the award of marks or with the Secretary or any other member of the staff with the object of influencing him in the discharge of his duties in connection with the examination or forging any person's signature on the form of application or any other document submitted to the Board;(vii)Using abusive or obscene language in the answer book;(viii)Smuggling in or out an answer-book, impersonifying or doing any act of misconduct.

4. The Examination results as passed by the Results Committee shall be published in the Rajasthan Gazette.

Chapter XI

Appointment of Examiners

1. No person shall be appointed as an examiner in a subject unless he:-

(a)Possesses at least three year's teaching experience in the subject not below the standard of the examination for which he has been appointed examiner and had five years' teaching experience in that subject; or(b)Possesses five years' experience of working as an examiner in a subject of the standard of the examination concerned or any other recognised public examination of an equal or higher standard; or(c)Is an educational Inspector, or an administrative officer possessing at least five years' experience of teaching the subject to the standard of the examination or a higher standard; or(d)Possesses special knowledge of the subject concerned.

2. Head-examiners or Paper setters shall be appointed from amongst those who have at least-

(a) five years' teaching experience, and (b) three years' experience of working as an examiner in the subject for an examination of the Board, or any other recognised public examination of an equal or higher standard.

3. A register of persons eligible for examinership under the above rules shall be maintained by the Secretary of the Board in each subject separately for each examination conducted by the Board.

4. Applications for enrollment in the Register should be made in the approved form to the Secretary of the Board. Persons from outside the Board area shall be stated under a separate heading marked 'Externals' for each subject.

5. Any person discovered to have given a wrong information in his application for enrollment shall be debarred from examinership for such period as the Chairman may determine.

6. The Committee of Courses shall ordinarily recommend names of persons for examinership from the Register.

7. The Examination Committee will, after careful consideration of the recommendations made by the Committee of Courses, draw up final lists of examiners for approval of the Board.

8. No person shall be appointed examiner for any examination for more than 3 years consecutively and no one should cease to be an examiner before two years unless his work is found unsatisfactory. However not more than one-half of the examiners appointed in a year shall be replaced next year.

9. There shall be a gap of at least two years before a person is again appointed as an examiner after he has rendered services as an examiner for two or three years consecutively.

10. No person shall ordinarily be appointed examiner in more than one paper in any one year.

11. The examiners should be selected in rotation form out of the Register, and they should be so appointed that all sections and interests, as far as possible, are adequately represented.

12. Not more than one examiner shall ordinarily be appointed from any one recognised institution in the same paper at one examination.

13. In the case of papers where more than one examiner is appointed, all co-examiners shall conform to the standard of the Head Examiner. The Head Examiner should send detailed instructions for the marking of paper to each sub-examiner with the paper set; so that sub-examiners may know what is required before they being marking papers.

14. If an examiner is unable to mark the answer-books after setting the question-paper, he shall be entitled to only half the amount of the fees for paper-setting, the other half being paid to the examiner who marks the answer-books for him.

15. If any examiner is for any cause incapable of acting as such or a vacancy arises for any other reason, the Chairman shall appoint an examiner to fill such a vacancy.

16. No one shall be appointed as a paper-setter in any subject for any examination at which any of his near relations intends to appear in that year. Every paper-setter shall, as soon as may be, after his appointment has been made, communicate to the Secretary, if any such relation intends so to appear.

17. The maximum number of answer-books allotted to any examiner in any one year shall not exceed 350.

Chapter XII

Remuneration to Examiners etc.

The following are the rates of remuneration to examiners, tabulators and checkers fixed for the Board's examinations:-I. Intermediate Examinations

1. For setting a full paper Rs. 35/-
2. For marking each answer-book Rs. 1/-
- To the Head Examiner, in addition to the fee for marking answer-books Rs. 30/- to be paid in respect of each sub-examiner (if any) working under him, no additional fee being paid for re-examining marked answer-books received from sub-examiners or for applying models to them. At least ten models should be supplied to each sub-examiner.
4. For translating a paper Rs. 20/-
5. For practical examination (to the external examiners only) Rs. 1/- per candidate with a minimum fee of Rs. 30/- per center.
- For setting question papers for
6. practical examination in a subject. Rs. 40/- in each case.
7. For the Head Examiner in each practical examination. Rs. 10/- per one hundred candidates with a minimum fee of Rs. 50/- and a maximum of Rs. 100/- for the whole work.

Note. - The fee for head-examinership shall be payable only if there are other co-examiners for practical examination in a subject. The question of setting a paper or payment of remuneration in that connection will not arise if there is no co-examiner.

II. Higher Secondary Examination Same as for Intermediate Examinations

III. High School Examination

1. For setting a paper Rs. 25/-
2. For setting a paper in Urdu Shikast Rs. 10/-
3. For marking each answer-book Rs. 0.50 nP.
4. For marking Shikast Sheets Rs. 15/- per one hundred candidates.
5. For practical examination per candidate Rs. 1/- with a minimum fee of Rs. 20/- per each Center
6. To the Head Examiner for checking practical work done by sub-examiners. Rs. 10/- per one hundred candidates.
7. To the Head Examiner, in addition to the fee for marking answer-books to setting questions. Rs. 20/- on the same conditions as in the Intermediate Examinations.
8. For translating a paper. Rs. 15/-

IV. Miscellaneous

1. To tabulators for tabulating the results of main examinations. Rs. 30/- per 100 candidates.
2. To checkers for checking the results of main examination Rs. 15/- per 100 candidates.
3. To cross-checkers for checking the results of candidates Rs. 15/- per 100 candidates.
4. To tabulators for tabulating the Supplementary Examination results.

Rs. 15/- per 100
candidates.

5. To checkers for checking the Supplementary examination results.

Rs. 10/- per 100
candidates.

Chapter XIII

Recognition of Institutions by the Board

1. The Recognition Committee shall consist of-

(1)The Chairman.(2)The Director of Education,(3)Six persons elected by the Board, of which at least one shall be a Principal of an Intermediate College, one Head-master of a Higher Secondary School, one Headmaster of a High School, one Principal of a Post-graduate College affiliated to the University of Rajasthan or a University Professor, and one Principal of a Degree College affiliated to the University.

2. The Secretary of the Board shall act as Secretary of the Committee.

3. Its duties shall be to scrutinize applications for recognition, to call for other information necessary for purposes of recognition, and to perform such other duties as may be delegated to it by the Board. It may for the purpose appoint such sub-committees as it considers necessary.

4. An institution desiring to be recognised for the purposes of an examination conducted by the Board shall, not after than the 1st of September in the year preceding that in which it proposes to open classes in preparation for an examination, apply to the Secretary for permission to open classes. The application shall be submitted through the Director of Education Rajasthan.

5. Each institution applying for recognition as a High School. Intermediate College, or as a Higher Secondary School, shall remit with its application a fee of Rs. 200/-; and Rs. 100/- per subject in case it is for recognition in an additional optional subject or subjects, subject to a maximum of Rs. 200, provided that the applications for recognition in more than one subject or standard are made at one time.

No application shall be entertained if the same is not accompanied by the fee as stated above. The aforesaid fee shall also be remitted with applications for permanent recognition.

6. Applications for recognition shall set out in detail the following particulars upon which the Director of Education shall make his report and recommendations:-

(a)whether there is a real need for the institution in the locality;(b)the constitution of the governing body, if any;(c)the name of the Manager or Secretary or Correspondent as the case may be;(d)the qualifications and grades of pay and conditions of service of the teaching staff;(e)the examination or examinations for which it desires recognition;(f)the subject or subjects of instruction in which the institution undertakes to make provision;(g)the accommodation provided in class-rooms and in hostels;(h)the provision made for the health, recreation and discipline of scholars;(i)the financial position of the institution and the source and amount of income;(j)the scale of fees charged and the provision, if any, for the admission of poor scholars; and(k)the number of scholars in each class or section of a class.

7. On receipt of this application, the Secretary shall submit it forthwith to the Chairman who shall direct a local inquiry and report on that application. For the purposes of this inquiry, the Chairman shall appoint an Inspector or Inspectors, as he may consider necessary in each case, from a panel constituted by the Board on the recommendation of the Committee of Recognition.

The Chairman may, in any case, either for dearth of suitable persons on the panel, or to strengthen the Inspection Committee, appoint Inspectors from outside the panel. The report and recommendations of this inquiry shall be submitted by the Secretary to the Recognition Committee.

8. Any other information which the Board may call for in connection with the application shall be supplied by the institution through the Director of Education.

9. In forwarding their report of inquiry to the Board, the persons appointed under Regulation 7 above, shall state whether and in what subjects or on what conditions, recognition should, in their opinion, be granted.

10. No institution shall be recognised or continue to be recognised unless it complies with the following requirements:-

(a)that it shall be under the inspection of the inspecting officers of the Education Department of the State and shall be open to inspection by such other person or persons as the Board may, for purposes of formal inspection, depute independently or associate with such officers;(b)that in the case of a High School, or a Higher Secondary School, the middle and primary sections of the school continue to be recognized by the Department of Education;(c)that in the case of an Intermediate

College, the High School in connection with which Intermediate classes have been opened continues to be recognised by the Board and the middle and primary sections of the High School continue to be recognised by the Department of Education of the State; Note: - This clause does not apply to the Intermediate classes which form part of Degree Colleges. (d) that Rules and Regulations issued by the Education Department of the State, so far as they are not inconsistent with the Board's Regulations, are duly followed; (e) that all information and returns called for from the institution by the Board shall be duly furnished by the Head of the Institution; (f) that it shall not prepare and send up candidates for a rival examination (High School, Higher Secondary, or Intermediate in Arts, Science, Commerce, or Agriculture Examinations) when an examination of the same nature and similar standard is held by the Board; (g) that it shall make suitable arrangements for health and recreation of its pupils, which will include the following:-(a) proper sanitary arrangements; (b) medical inspection of its pupils at least once a year, followed by a proper medical treatment, where necessary; (c) Physical Education of its pupils consisting of outdoor games or physical exercises; N.B. - Clause (b) shall be optional for girls only. (h) that it shall provide accommodation at the rate of not less than 12 sq. feet of floor space for each scholar in a class-room; (i) that it shall limit the admission into any class or section of a class to the number of scholars for which there is accommodation in the class-room, subject to a maximum of 35 scholars in each class or section of a class in High School or Higher Secondary School, and 60 scholars in each class or section of a class in the Intermediate classes: Provided that if there is adequate accommodation and adequate staff to cope with the extra work involved in the increase in the number of scholars, and the Director of Education is satisfied that the efficiency of work would not suffer, the number of scholars in class or section of a class in the High School classes may be not more than 45; (j) that it shall appoint and maintain an adequate number of teaching staff possessing the minimum qualifications as may be prescribed by the Board and on the minimum emoluments as may be recommended under the bye-laws framed by the Board for the purpose; (k) that it shall follow such rules regarding the admission and migration of scholars as may be laid down by the Board; (l) that if called upon to do so, it shall place its building, staff, furniture and apparatus at the disposal of the Board to be used for its examinations.

11. If satisfied that an institution is deserving of recognition (he Board shall direct the Secretary to enter its name upon a list of recognised institutions to be kept by him, and the Secretary shall inform the institution through the Director of Education, in which subject, on what conditions, and for what examination or examinations it has been recognised.

12. The Chairman may entertain an application for recognition which is received after the prescribed date and so far as possible arrange for a local inquiry and report on the same. In case however, there is no time for undergoing the whole procedure, he may, if he is satisfied of the urgency and the Government makes out a special case for his consideration, grant permission pending formal recognition after due inspection, to open classes on an assurance by the Director of Education that the essential staff,

equipment and accommodation were being arranged and that they will be available before the classes are started, and on an express condition that if as a result of inspection it was found that the institution was not fit for recognition, the class will have to be disbanded forthwith.

In no case the classes shall be started if the conditions are not fulfilled to the satisfaction of the Chairman.

13. Where an institution desires to add to the subjects of instruction in respect of which recognition has been granted, the procedure prescribed by the foregoing Regulations shall, as far as may be, be followed.

14. An institution recognised by the Board for the purpose of any of its examinations shall submit to the Board, through the Director of education. Annual Returns giving the personnel and pay of the teaching staff. Any change in the management shall be communicated as soon after the change, as possible.

15. The Director of Education shall forward to the Secretary, copies of all notifications from a recognised institution communicating changes in Management and in the number, qualifications, and salaries of the teaching staff, the result of which in his opinion, affects the fitness of the institution for continued recognition be the Board.

16. The Board shall have every recognised institution periodically inspected. Such inspection for an institution shall be held once in every five years and at shorter intervals, if necessary. Recognition Committee shall select the institutions for such inspections in each year and, on receipt of the reports recommend to the Board, steps, if any, to be taken on them. The reports with the Committee's opinion shall be submitted to the Board which will taken it into consideration at its next meeting and inform the institution of its decision through the Director of Education.

17. If the Director of Education is of opinion that any institution recognised by the Board has, by reason of deterioration ceased to meet the requirements of the Board, he shall make a report of the same to the Board. On receipt of this report, the Board may institute such enquiry as it thinks fit. The report of the enquiry will be submitted to the Board which will take it into

consideration at its next meeting and inform the institution of its decision through the Director of Education.

18. In any case in which the Board may decide that action is necessary upon the report, it will first call upon the institution, through the Director of Education, to show cause why such action should not be taken.

19. No action shall be taken by the Board on any report by the Director of Education without first giving the institution concerned an opportunity of making any representation, it may wish to make, through the Director of Education, to the Board.

20. The Board shall, if satisfied that the institution is no longer fit for recognition, direct the Secretary to issue a warning to the governing body, through the Director of Education, that unless within a period fixed by the Board the institution removes the defects, to which attention has been called, its name will be struck off the List of Recognised Institutions, or that its recognition will be withdrawn in one or more optional subjects. The Board shall have power to extend from time to time the period so fixed.

21. If within the time fixed by the Board, or within such further time as may be allowed by it, the institution fails to satisfy the Board that it is conforming to its requirements, the Board shall strike the name of the institution off the List of Recognised Institutions, or shall withdraw recognition in one or more optional subjects.

22. The Board may, at a subsequent date after report by such person or persons as it deems fit, reinstate an institution on the List of Recognised Institutions, or if recognition was withdrawn in one or more optional subjects, restore to it the privileges of preparing candidates therein.

23. No institution shall be recognised in any branch of Experimental Science etc. unless it satisfied the Board:-

(a) that the number of students assigned to a single teacher in practical work at one time does not exceed 20, (b) that suitable laboratories in each branch of Experimental Science are provided, and each of them is adequately equipped, (c) that laboratory journals are regularly maintained by the students and kept for inspections, and (d) that workshops etc. are provided wherever vocational and technical education is given.

Chapter XIV

Residence of Students

1. Where accommodation is available, every student of a recognised institution shall reside in a hostel provided by it, or in a hostel recognised by the Head of the Institution, or with parents or guardian.

2. Where no accommodation is available in a recognised hostel, the Head of an Institution, may permit a student or students to live in lodgings reserved by the keeper thereof for students of recognised institutions provided-

(a)that the lodgings are open to inspection by the Head of the Institution concerned or by any other person or persons deputed by the Board for the purpose.and(b)that the keeper is willing to submit to the requirements regarding supervision of students laid down by the Head of the Institution or by the Director of Education.

Chapter XV

Private Candidate

1. Private candidates shall be eligible to appear at the Board's examinations on the conditions laid down in these Regulations.

2. A candidate who desires to offer himself for examination as a private candidate, should sent in an application in the approved form together with the examination fee so as to reach the Secretary not later than the 1st of October, or by 16th of October, if accompanied by a late fee of Rs. 5/- Preceding the date fixed for the next ensuing examination, through the Inspector of Schools of the division concerned, or the Head of a recognised High School. Higher Secondary School, or an Intermediate College. He should also forward the original copy of the Scholar's Register granted to him by the institution, if any, at. which he last studied.

3. All private candidates other than women candidates appearing at the above examinations of the Board shall affix to their application forms for permission to appear at the examination a miniature size (bust) of their photograph duly attested by the officers forwarding the application forms.

4. Private candidates who have failed to obtain promotion to Class X of a High Schools or Class XII of an Intermediate College (i.e. those who have been detained in Class IX, and the first Year Intermediate Class) shall not be admitted to the next ensuing High School or Intermediate Examination

Every year in the beginning of the session the Heads of Institutions under the Board should send to the Secretary of the Board, as list of students who have been detained in Class IX and the First Year Intermediate class, containing the student's name, his age, his father's name, place of residence and guardian's name.

5. A student who has left an institution at a stage earlier than Class IX shall not be permitted to appear at the High School Examination as a private candidate in a year earlier than that in which he would have appeared, if he had continued his studies at a recognised institution up to the High School Examination. This would not apply to women candidates or such other candidates as have not attended a school for at least five years preceding the examination at which they want to appear.

6. Private candidates shall be eligible appear at the Intermediate in Arts Examination and the Intermediate Examination in Commerce, only if they are-

(i) teachers in educational institutions recognised by the Education Department, who have put in a continuous service as such for at least 18 months immediately preceding the examination at which he intends to appear, or (ii) women residing in the territorial jurisdiction of the Board, or (iii) failures at the examination concerned conducted by the Board or the University of Rajasthan in a previous year, or (iv) ex-students who had fulfilled all the formalities of appearing at the above examinations in a previous year of the Board or the University of Rajasthan, and were eligible to appear at the same but could not appear for reasons of ill-health or some other adequate cause.

7. Candidates shall not be allowed to appear as private candidates at the Intermediate in Science Examination and Intermediate in Agriculture Examination unless they are failures at the examination concerned conducted by the Board or the University of Rajasthan, in a previous year, and had passed at the practical tests in the examination at which they had last appeared. Such candidates will not be required to appear again at the practical tests. The marks previously obtained by them in the practical examination shall be added to the marks secured at the theory examination in order to determine their result.

8. No one shall be allowed to appear as a private candidate at the Higher Secondary Examination, except failures at the same examination conducted by the Board in a previous year. They shall have to offer the same subjects as they offered when they appeared as regular candidates. Those appearing as the examination with Science, Technical, Agriculture or any other Group, which involves a practical examination, shall be allowed to do so only if they had passed at the practical tests. Such candidates will not be required to appear again at the practical tests. The marks previously obtained by them in the practical examination shall be added to the marks secured at the theory examination in order to determine their result.

9. The following certificates shall be submitted by the private candidates who desire to appear under the category of teachers:-

(i) A certificate from the Director of Education to the effect that immediately preceding the date of the examination at which he wishes to appear, he will have served continuously as a teacher for eighteen months in one or more recognised institutions. (ii) A certificate of character from the Director of Education. Before being admitted to the examination at which such a candidate has been permitted to appear, he will also be required to submit a certificate in an approved form signed by the Director of Education to the effect that he has fulfilled the condition laid down with regard to service as a teacher and such a certificate must reach the Secretary not later than 21 days and not before one month preceding the date of the commencement of the examination.

10. Before being admitted to the examination at which she has been permitted to appear, a woman candidate shall be required to submit a certificate in an approved form signed by the officer who originally forwarded her application, to the effect that she has fulfilled the condition in regard to residence within the territorial jurisdiction of the Board. Such certificate must reach the Secretary not later than 21 days and not before a month preceding the date of the commencement of the examination.

11. The failures and ex-students shall submit a certificate from the head of the institution last attended by them that they had failed at a particular examination, or they had satisfied all the requirements of the prescribed course of studies at his institution including the necessary minimum attendance so as to be eligible for admission to examination.

12. Application from intending private candidates shall be referred to the Committee of the Board appointed to scrutinize applications from private candidates, which may consist of the Secretary and two Heads of recognised institutions to be nominated by the Chairman every year. The Chairman, after considering the recommendations of the Committee, shall grant or reject the applications.

13. (a) Private candidates for the High School, Intermediate in Arts, and Intermediate in Commerce examinations may change their subjects of examination from those previously offered by them. If more than one academic year has elapsed since their last appearance at the examination, they will not be required to give any reasons for the change.

(b) Private candidates who appeared and failed at any of the above examinations immediately prior to the submission of their application, and desire to offer for the next examination subjects other than those previously offered must give an adequate explanation of the change.

14. Private candidates shall not be allowed to offer the following such subjects for their High School Examination as they involve practical work, even in no practical examination is held in these subjects:-

(1) Physics and Chemistry (2) Biology (3) Chemistry and Biology (4) Agriculture (5) General Engineering Science (6) Engineering Drawing (7) Wood Workshop Practice (8) Engineering Workshop Practice (9) Hand Spinning and Weaving (10) Elementary Agriculture (11) Metal Work (12) Wood Work (13) Tailoring. Notwithstanding the above provisions, a private candidate may be permitted to offer such a subject or subjects provided that:-(i) he had put in a satisfactory course and completed all practical work and written work prescribed in the subject for the examination at an institution recognised by the Board in that subject and submits a certificate to that effect from the Head of that Institution. For the purposes of a satisfactory course, 75 per cent attendance at lectures and practical work in the laboratory, farm or workshop of the institution, as the case may be, will be necessary. OR (ii) he had studied the subject as a regular student at an institution recognised by the Board but had failed with that subject at the examination of the Board of a previous year and provided that he passed in the practical examination of that subject if a practical examination was held in which a pass was necessary. Such a candidate would be examined in theoretical papers only, and the marks secured by him at the last practical examination would be added to the theory marks in order to determine his result.

15. Candidates residing outside the territorial jurisdiction of the Board shall not be permitted to appear at the Board's Examinations as private candidates.

16. Private candidates shall not be allowed to offer for their examination any subject, even if it is recognised for the examination, which is not being taught in a recognised institution or in which no institution is recognised.

17. Private candidates, who passed the Cambridge School Certificate Examination, and intend to appear at an Intermediate Examination, should specify in the application form the standard of attainment in each of the subjects in which they have passed the Cambridge School Certificate Examination as shown in the detailed result of the examination.

18. No candidate shall be admitted as a private candidate at an Intermediate Examination unless two years shall have elapsed since the date of his passing the High School or an equivalent examination, or one year after his passing the Higher Secondary or an equivalent examination.

19. Persons fulfilling any of the following conditions may be admitted as private candidates of the High School Examination in English only (i.e. in all the papers of English prescribed for the High School Examination under the compulsory group as well as optional groups) and shall, if successful, be entitled to a certificate of having passed the examination in English only:-

(a) Persons who have passed the following Public Examinations in an Oriental Language (Sanskrit, Persian or Advance Hindi, Urdu or Arabic) recognised by the Board:- (1) Maulvi, Alim, Mulla (now defunct), and Fazil in Arabic and Munshi and Kamil in Persian conducted by the Education Department of the U.P., Diploma Examinations in Arabic and Persian conducted by the Lucknow University and the Munshi (Proficiency in Persian) Munshi, Alim (High Proficiency in Persian), Munshi Fazil (Honours in Persian), Maulvi (Proficiency in Arabic), Maulvi, Alim (High Proficiency in Arabic) and Maulvi Fazil (Honours in Arabic), conducted by the Punjab University. (2) The Sanskrit Examinations conducted by the Banaras Government Sanskrit College, the Banaras Hindu University, the Punjab University, the Education Department, Rajasthan, and the Sanskrit Title Examination of the Calcutta Sanskrit Association. (3) The Madhyama and Sahitya Visharad Examinations of the University of Rajasthan. (4) The Examination in Advanced Urdu, conducted by the Education Department of U.P., and the Adibe (Proficiency in Urdu), Adibe Alim (High Proficiency in Urdu) and Adibe Fazil (Honours in Urdu), conducted by the Punjab University. (5) The Examination in Advanced Hindi, conducted by the Education Department of U.P., and the Ratan (Proficiency in Hindi), Bhushana (High Proficiency in Hindi), and Prabhakar (Honours in Hindi), conducted by the Punjab University, and the Central Board of Secondary Education, Ajmer, and Kovid (for High School Examination only) and Ratan examinations conducted by Rastra Bhasha Prachar Samiti, Wardha. (6) The Visharad (Madhyama) Examination held by the All-India Sahitya Sammelan, Allahabad. (7) The Vidushi (Ordinary). Vidushi (Honours), and Vidya Vinodni Examinations held by the Prayag Mahila Vidhyapith, Allahabad. (b) Drawing Masters or Manual

Training Instructors, or Teachers in a vocational or technical subject or Physical Training Instructors working in institutions recognised by the Board, or in Normal Training School recognised by the Education Department, Rajasthan.

20. A candidate who holds a certificate of having passed the High School Examination in all subjects may be accepted as a fulfilment of the condition of passing in English required in this Regulation, provided the candidate has also passed a recognised Public Examination in an Oriental Language. High School Examination in English only under these Regulations or of having passed an examination, equivalent to the High School Examination in English only, under similar conditions, may be admitted as a Private candidate to the Intermediate Examination in English only (i.e. in General English and English Literature) provided at least one academical year shall have elapsed since the date of his passing the High School, or equivalent examination, in English and such a candidate shall, if successful, be entitled to a certificate of having passed the Intermediate examination in English only.

Chapter XVI

Examinations, Enrollment and Migration.

General Rules

1. The Board shall conduct the following examinations:-

(a)The High School Examination;(b)The Higher Secondary Examination;(c)The Intermediate in Arts Examination;(d)The Intermediate in Science Examination;(e)The Intermediate in Commerce Examination;(f)The Intermediate in Agriculture Examination;(g)Examinations for the award of Diplomas or Certificates in such other branches of study as the Board may from time to time prescribe.

2. The Board's examinations shall be held at such centres and on such dates and at such time as the Board may from time to time appoint.

3. The tests at the Board's examinations may be written or partly oral or practical and partly written. Oral and practical tests shall be carried out by the examiners appointed by the Board in such manner as the Examination's committee may prescribe from time to time. Written tests shall be by means of question papers, and the question papers shall be given out

simultaneously at every centre at which the examination is being held.

4. Every candidate for admission an examination, other than the Supplementary Examination, from an institution recognised by the Board shall, not later than 10th December, each year-

(a) pay the fee prescribed for the examination together with a fee of Re. 1/- for communicating paper-wise marks in each subject; (b) state the optional subjects in which he desires to present himself for examination; and (c) furnish the Secretary with a certificate from the Head of the institution showing that he has completed a regular course of study (including practical work and experiments in the case of subjects which involve practical work) and that he is of good character.

5. The following fees shall be paid in respect of the examinations held by the Board:-

- | | |
|--|--|
| (1) High School Examination. | Rs. 20/- by each candidate from a recognised institution.
Rs. 25/- by each private candidate. |
| (2) Higher Secondary Examination. | Rs. 25/- by each candidate from a recognised institution.
Rs. 30/- by each private candidate. |
| (3) Intermediate in Arts, Science and Commerce Examinations. | Rs. 25/- by each candidate from a recognised institution.
Rs. 30/- by each private candidate. |
| (4) Intermediate in Agriculture Examination Part I. | Rs. 20/- by each candidate from a recognised institution.
Rs. 25/- by each private candidate. |
| (5) Intermediate in Agriculture Examination Part II. | Rs. 25/- by each candidate from a recognised institution.
Rs. 30/- by each private candidate. |
| (6) Examination in one subject only. | Rs. 8/- |
| (7) Examination in more than one subject | Rs. 5/- for each subject. |
| (8) Fee for checking the result of candidates. | Rs. 10/- per candidate. |
| (9) Fee for checking the result of candidates appearing in one subject only. | Rs. 4/- per candidate. |

- (10) Fee for communicating paper-wise marks in each subject, obtained by a candidate at an examination. Re. 1/-per candidate.
- Fee for communicating paper-wise marks in one subject, obtained by candidate at an examination, having appeared in that subject only. Re. 1/-per candidate.

6. A candidate who fails to pass or is unable to present himself at the whole or a part of an examination conducted by the Board shall not receive a refund of his fees; unless-

(i) a candidate dies before the commencement of the examination. (ii) a candidate is detained from appearing at the examination on account of shortage in percentage of attendance. (iii) a candidate is declared ineligible to appear. Provided that refund shall in no case be given to candidates whose forms have been rejected on account of their producing a false certificate or making a false statement in the form of application or who has failed to produce documents subject to production of which he was declared eligible.

7. A candidate, who from sickness or other adequate cause is unable to present himself for an examination shall not be entitled to refund of his fees provided that the Board, on application from a candidate who absented himself from the examination or failing that also at the next following examination without payment of any further fee, his fee being held over for the next examination. In such a case the application of the candidate supported by a proper medical certificate from a recognised medical practitioner (or a duly qualified Hakim or Vaidya) or other evidence to show that his absence from the examination was unavoidable, must reach the Secretary within one month after the commencement of the examination at which a candidate is unable to appear and it should be sent through the officer who originally forwarded his application for appearing at an examination:

Provided that this concession does not apply to a candidate who absents himself from a part of the examination.

8. The Secretary shall, after satisfying himself that a candidate has complied with all the requirements for admission to an examination of the Board, furnish the candidate with a card of admission, on presentation of which to the Superintendent of the examination centre, the candidate shall be permitted to sit for the examination.

9. Notwithstanding anything contained in these Regulations, no candidate who has been expelled or is still undergoing rustication, shall be admitted to any examination of the Board. A candidate under expulsion shall not be allowed to appear at any examination as a private candidate for one year from the date of expulsion.

10. The Secretary, if satisfied that a candidate's admission card has been lost or destroyed, may grant a duplicate card on payment of a further fee of Re. 1/-.

11. Except when otherwise provided in these Regulations, the names of candidates who have passed an examination of the Board shall be placed in three divisions, and further, the names of the students from the recognised institutions shall be grouped according to the institution in which they have studied.

12. A candidate who has failed in an examination may present himself for one or more subsequent examinations, provided that he shall on each and every such occasion satisfy the Board that he has fulfilled the conditions laid down in the Regulations for the admission of candidate to the Board's examinations.

13. A candidate who has appeared at an examination of the Board may apply to the Secretary for the scrutiny of his marks and the rechecking of his result in accordance with the following rules:-

1. Such application must be made within one month from the date of the declaration of results at the Board office.

2. All such applications must be accompanied by the laid down fee which must be sent to the Secretary by Money Order only.

3. No candidate shall be entitled to a refund of the fee unless, as a result of the scrutiny, a mistake affecting his examination result is detected.

4. If on scrutiny and rechecking a mistake in the result is detected, the result of the scrutiny shall be at once notified. In all other cases the result of the scrutiny shall be communicated to the candidate, as soon as possible,

through the Officer who forwarded his application.

5. The work of scrutiny does not include re-examination of the answer-books with a view to seeing whether there has been any mistake in totalling the marks assigned to individual questions or in the form of omitting the marks assigned to any question.

14. A candidate who has fulfilled the conditions laid down for admission to one of the Board's examinations, will not be detained from appearing at that examination, unless the Chairman of the Board permits the Head of the Institution concerned to detain him for adequate reasons fully submitted by him in writing to the Chairman.

15. Duplicate copies of certificates of examinations conducted by the Board shall not be granted except in cases in which the Board is satisfied by the production of an affidavit on a stamped paper of the value of two Rupees through the Head of the Institution from which the applicant passed the examination, or in the case of private candidates, through the officers who had forwarded their application forms for permission to appear at the examination, that the applicant has lost his certificate, or that it has been destroyed and that the applicant has a real need for a duplicate copy of his certificate. In such cases a duplicate of a certificate may be granted on payment of a fee of Rs. 5/-.

The application and the affidavit should be in the form approved by the Board.

16. Students who after passing an examination from a Board or University which has been recognised by the Board as equivalent to its High School Examination or Higher Secondary Examination, seek admission to Class XI or Class XU of an Intermediate College, within the jurisdiction of the Board, shall before they are admitted, be required by the Principals of colleges, to which they seek admission, to produce an eligibility certificate signed by the Secretary of the Board on payment of a fee of Rs. 2/-. Applications for such a certificate should be made to the Secretary on a printed form, to be obtained from the office of the Secretary. The Eligibility Certificate should be obtained by the 15th September.

17. A duplicate copy of the Eligibility Certificate, in case the original copy is reported to have been lost, shall be issued by the Secretary on receipt of a fee of Re. 1/-.

18. All students seeking admission to an Intermediate Examination of the Board shall be required to be enrolled on payment of a fee of Rs. 2/- to be paid once only irrespective of the number of times a candidate appears at the examination or whether he appears as a college student or as a private candidate. The application for enrollment shall be submitted to the Secretary through the Principal of the College concerned by the first of October in the year in which he first joins the College and by a private-candidate through the Officer who forwards his application for admission to the examination by the same date in the year preceding the year he will first take his examination. On enrollment, the secretary shall issue an enrollment Certificate to each candidate showing the enrollment number under which his name been registered, which shall be stated by the student in all his application for admission to the examinations of the Board.

Candidates who are not enrolled by the prescribed date, either for submitting their applications and fee late, or for want of a migration certificate, shall be required to pay a further fee of Rs. 3/- in each case and no candidate who is enrolled later than the 31st of December of the year preceding the year of examination will be permitted to sit for the ensuing examination and no refund of any of the fees paid by a candidate till then will be permissible. A duplicate copy of the enrollment certificate shall be granted on payment of a fee of Re. 1/-.

19. Paper-wise marks obtained by the candidates in each subject at any examination held by the Board shall be communicated to them after the declaration of the results on payment of a fee of Re. 1/- which shall be deposited along with the Examination fee. The marks shall be supplied to a regular candidate through the Head of the institution concerned and to a private candidate direct by post.

The fee shall not be refunded except under the circumstances mentioned in Regulation 6. In the case of a candidate whose examination fee is withheld under Regulation 7, the fee for the supply of marks shall also be taken to have been automatically withheld for the examination in the ensuing year. A duplicate copy of the marks, in case the original one is reported to have been lost, destroyed or miscarried, shall be issued by the secretary on receipt of a fee of 0.50 nP.

20. Any candidate who has been declared successful at an examination of the Board after the declaration of his result, before the certificate is delivered to him, may apply to the Secretary for a provisional certificate for passing the examination. The application of the candidate for appearing at the examination together with a fee of Rs. 2/- if however, the certificate is urgently required and the application does not come through the forwarding officer, a fee of Rs. 5/- must be sent to the Secretary.

21. A migration certificate, shall on application be issued on payment of a fee of Rs. 5/- by the Secretary in cases where it is required for migration to other Boards or Universities.

22. Duplicate copies of the following certificates shall be granted by the Secretary if he is satisfied that the original certificate was miscarried in post or did not reach the applicant, or for any other bonafide reasons, on payment of a fee of the value of two Rupees in each case:-

(1) Certified copy of marks. (2) Migration certificate.

Chapter XVII

Supplementary Examinations

1. A Supplementary Examination shall be held, not later than August 15, every year for candidates who having appeared in all subjects at the immediately preceding High School, Higher Secondary: Intermediate in Arts, Intermediate in Science, Intermediate in Agriculture and Intermediate in Commerce Examination, fail in one subject only:

Provided that in the case of High School and Higher Secondary Examinations, a candidate should have either obtained at least 40 per cent of the aggregate number of marks allotted to the remaining subjects: or obtained at least 20 per cent marks in the subject in which he failed : Provided further that if a candidate fails in a subject which involves practical examination, he shall have passed at the practical examination in order to qualify himself for admission to the supplementary examination and such a candidate shall not be examined in practicals again. Such candidates who take the Supplementary Examination may be provisionally permitted at their own risk by the Principal of the college to join the next higher class in an institution recognised by the Board, pending the result of the Supplementary Examination and count attendance in case they are successful at the Supplementary Examination. The attendance of a candidate who joins the next higher class on the declaration of the result of the Supplementary Examination and of those who' having failed at the

Supplementary Examination, rejoin at institution, may be calculated from the date of admission but not later than a week after the declaration of the Supplementary Examination result.

2. Candidates shall be declared to have passes the examination if they secure 33 per cent of the marks in the subject in which they appear at the Supplementary Examination. No division shall however be awarded to such candidates.

3. A candidate who desires to appear at an examination under these Regulations, shall submit his application to the Secretary,, in a prescribed form through the Officer who had forwarded his application for appearing at the Annual Examination, so as to reach his not later than the 15th of July each year, together with the full fee as prescribed for the main examination and a marks-fee of Re. 1/-.

All candidates, other than women candidates, shall affix to their application forms a miniature size (bust) of their photographs, duly at tested by the officer forwarding their application forms.

4. A Candidate who is successful at the Supplementary Examination will be awarded a certificate in the form approved by the Board.

5. A candidate who fails to pass or in unable to present himself at the Supplementary Examination shall not receive a refund of his fee:

Provided that if a candidate dies before the commencement of the examination, his examination fee shall be refunded.

6. The Secretary shall after satisfying himself that a candidate has complied with all the requirements for admission to the Supplementary Examination of the Board furnish the candidate with a card of admission on presentation of which to the Superintendent of the examination centre the candidate shall be permitted to sit for the examination.

7. The result of Supplementary Examination shall be published under the orders of the Chairman and no meeting of the Results Committee will be necessary.

8. A candidate who has appeared at the Supplementary Examination of the Board may apply to the Secretary for the scrutiny of his marks and the rechecking of his result in accordance with the rules framed by the Board for the scrutiny of marks at the annual examinations.

Chapter XVIII

High School Examination

1. Every candidate for High School Examination shall be examined in five subjects included in the Compulsory group and two subjects from the Optional group, subject to the proviso mentioned against each group.

Compulsory

1. Hindi

2. English

3. General Science,

(Physics, Chemistry and Biology-including Hygiene).

4. Social Studies.

5. Elementary Mathematics.

Optional Group I.-One of the following:-

1. Urdu.

2. Hindi.

3. Gujarati.

4. English.

5. French.

6. German.

Group II.-One of the following: -

1. Sanskrit.

2. Persian.

Group III.-One or two subjects of the following:-

1. History.

2. Geography.

3. Civics with Indian Administration.

4. Elementary Journalism.

Group IV.-Mathematics.Group V.- One or two subjects from the following:-

1. Drawing and Painting.

2. Music.

3. Home Science (for women candidates only).

Group VI.-Both subjects to be taken:-

1. Mathematics.

2. Physics and Chemistry.

Group VII.-Both subjects to be taken:-

1. Physics and Chemistry.

2. Biology.

Group VII.-Both subjects to be taken:-

1. Chemistry and Biology.

2. Agriculture.

Group IX.-Any four papers from the following:-

- | | |
|-------------------------|---------|
| 1. Book-keeping | 1 paper |
| 2. Commercial Geography | 1 paper |
| 3. Business Methods. | 1 paper |
| 4. Hindi Typewriting. | 1 paper |
| 5. English Typewriting. | 1 paper |
| 6. Hindi Shorthand. | 1 paper |

Note. - Four papers from the above group will be deemed equivalent to two subjects.

2. The candidate has to obtain minimum pass marks in all the papers put together, i.e. in the group as a whole.

Group X.-Two subjects from the following Vocational group, one of which should be Engineering Drawing:-

1. General Engineering Science.

2. Engineering Drawing.

3. Wood Workshop Practice.

4. Engineering Workshop Practice.

Group XI.-One of the following vocational subjects, along with allied Mathematics, Drawing and Accounts:-

1. Hand-spinning and Weaving.

2. Elementary Agriculture, with-

(a)Fruit Preservation and canning, or(b)Bee keeping, or(c)Poultry Farming, or(d)Dairy Farming.

3. Metal Work.

4. Woodwork.

5. Tailoring.

6. Leather Work.

A candidate offering a subject from this group will not be required to offer a second optional subject. Note. - (1) A candidate who desires to offer more than two subjects from under the optional subjects may be allowed to offer three subjects with the permission of the headmaster of the school provided the high school in which he is prosecuting his studies is recognised in that subject and the instructions for offering subjects from the groups are complied with. Such a candidate shall have to pass in two optional subjects only, but the two in which he passes must conform to the grouping restrictions. If he passes in the third subject also, an entry that effect will be made in his certificate. (2) A candidate who has passes the High School Examination of the Board may present himself for examination in any subsequent year in one or more optional subjects in which he has not previously passed the High School Examination, and such a candidate shall, if successful, be entitled to have an entry made in the certificate already granted to him, certifying in which additional subject or subjects, he has passed provided that if he wishes to appear in a subject or subjects, which involve practical work, he should produce satisfactory evidence that he has completed the practical course prescribed for the subject in an institution recognised by the Board for the High School standard in that subject.

2. There shall be one paper for each of the compulsory subject and two papers in each of the optional subject except for the following where the number of papers and/or practical is given against each:-

- | | |
|---|----------------------------------|
| 1. Music. | One paper and one practical. |
| 2. Home Science. | Two papers and one practical. |
| 3. General Engineering Science, Engineering Drawing, Wood-workshop practice, Engineering workshop practice. | One paper and a practical test. |
| 4. Vocational subjects under group XI. | Two papers and a practical test. |

Each paper shall be of 2 ½ hours duration, and shall carry 50 marks unless otherwise mentioned in the prospectus. Total marks in the subjects which have one paper and one practical, or subjects which have two papers, or two papers and one practical, shall be 100, equally dividend between the papers and practical unless otherwise mentioned in the prospectus. The marks in the Vocational subjects under Group XI shall be as follows:-

Paper I 60 marks.

Paper II 60 marks.

Practical 80 marks.

Total 200 marks.

3. A candidate is not entitled to a certificate of having passed the High School Examination unless he qualifies a separately in each subject of the compulsory group and each subject of the optional group offered by him thereat. The pass percentage for each subject, or a portion of the subject if so required in the prospectus, shall be 33.

The minimum percentage of marks required for a pass in first and second divisions shall be 60 and 45 per cent respectively in the aggregate. For distinction 75% of the aggregate marks in a subject shall be minimum. All the rest will be given third division if they obtain the minimum pass in each subject. N.B. - Distinctions will not be awarded in individual compulsory subjects but in the full group of all the compulsory subjects taken as a whole, i.e. candidates scoring an aggregate of 75% (i.e. 188 marks at least) in the compulsory subjects taken together, will be given distinction.

4. Dairies shall be kept by all teachers employed in teaching classes preparing for the High School Examination, showing the work done in class in each subject taught by them and such diaries shall be inspected by the oral or practical examiners or by such other authorities as the Board may depute.

5. The question papers set and the written answer-books of all candidates at the terminal examinations shall also be subject to inspection in such manner and by such authorities as the Board may direct.

6. The head of the institution shall furnish the oral or practical examiner or such other authority as the Board may appoint, with a list of the candidates undergoing examination in the subject or subjects with which he is concerned and shall make an entry against each name regarding the proficiency of the candidate as judged by his record therein during the course of study prescribed for the examination.

7. Candidates for the High School Examination are permitted to answer questions in English, Urdu or Hindi, in all subjects other than English.

8. Candidates who have passed the Junior Cambridge (Junior Local) Examination in five such subjects (of which one shall be Hindi), as are recognised for the High School Examination of the Board may be admitted to the High School Examination in the academic year following that in which they pass the Junior Cambridge Examination.

Chapter XIX

Higher Secondary Examination

1. A Candidate for the Higher Secondary Examination shall have attended a regular course of study for three academic years prescribed by the Board. He shall be required to take for his examination the following compulsory subjects, and the number of optional subjects as noted against each, from any of the groups mentioned below:-

Compulsory (i) Hindi. (ii) General English. (iii) Social Studies. (iv) General Science. (v) One Craft out of the following:-(a) Spinning and Weaving, (b) Wood Work, (c) Metal Work, (d) Tailoring, (e) Workshop Practice, (f) Leather Work, (g) Gardening, (h) Elementary Agricultural Engineering, (i) Domestic Science (Compulsory for girls not taking Home Science group under optionals). (j) Embroidery and Knitting Work, (k) Clay Modelling and Paper Mache. N.B. - For candidate taking Agriculture group under optionals. the Crafts shall be the following of which any one may be taken:-(i) Wood Work, (ii) Metal Work, (iii) Elementary Engineering. Optionals Group I. - Humanities: (Any three to be selected):-(i) Elements of Economics and Civics; (ii) Elements of Psychology and Logic; (iii) Sanskrit; (iv) History; (v) Geography; (vi) Mathematics; (vii) Advanced English or Hindi or any other Indian or Foreign Languages; (viii) Persian; (ix) Music. Group II. - Sciences: (Any three to be selected) :-(i) Physics; (ii) Chemistry; (iii) Biology; (iv) Geography; (v) Mathematics. Group III. - Commerce: (Three subjects to be taken-(i) and (ii) are compulsory, and out of (iii), (iv), (v) and (vi) any one may be selected):-(i) Commercial Practice. (ii) Book-keeping. (iii) (a) Commercial Geography. (b) Elements of Economics. (iv) Shorthand and Typewriting in English. (v) Shorthand and Typewriting in Hindi. (vi) Typewriting in English and Hindi. Group IV. - Agriculture- (Three subjects to be taken-(i) is compulsory, and out of the rest any two to be selected):-(i) General Agriculture; (ii) Animal Husbandry; (iii) Horticulture and Gardening; (iv) Agriculture Chemistry with Biology. Group V. - Fine Arts: - Any of the following Sections to be offered):-Section A. - Drawing and Painting: - (Three subjects to be taken from either of the groups-No. 1 is compulsory in each case and any two from 2, 3 and 4):-Group A-

1. History of Indian Painting (compulsory);

2. Painting;

3. Designing and Still Life;

4. Murals and Frescoes.

Group B-

1. History of Indian Painting (compulsory);

2. Technical Drawing;

3. Commercial Art;

4. Engraving.

Section B. - Modelling :- (Three subjects to be taken-No. 1 is compulsory and any two from 2, 3 and 4):- (1)History of the Art of Modelling-compulsory;(2)Clay Modelling;(3)Paper Mache Work;(4)Plaster Moulding.Section C - Music and Dancing. - (Three subjects to be taken-No. 1 and 2 are compulsory and any one from 3, 4 and 5):- (1)History of the Art of Music-(compulsory);(2)Tabla or Mridang-(compulsory);(3)Vocal Music;(4)Instrumental Music;(5)Dancing (Kathak Style or Bharat Natyam).Group VI. - Home Science. - (Any three to be selected):- (i)Home Economics;(ii)Mother Craft, Child care and Child Psychology;(iii)Physiology, Hygiene, Home Nursing and First Aid;(iv)Nutrition and Cooking;(v)Sewing and Laundry.Group VII. - Technical: - There shall be two alternative courses A and B in this group. Candidates offering these courses will not be required to take up the compulsory subjects as given in the beginning of this regulation. Course A be offered by such candidates as desire to go for Engineering studies. Course B would provide foundation for training in Craftmanship.Course A. - (The following subjects include all compulsory and optional subjects for the course)(i)Hindi;(ii)General English;(iii)Social Studies;(iv)Mathematics;(v)Physics;(vi)Chemistry;(vii)General Engineering (Theory);(viii)General Engineering (Practical)-5 Trades.Course B-Compulsory.(i)Hindi;(ii)General English;(iii)Social Studies;(iv)General Science;(v)Engineering Drawing.Optional. - (Any one of the following groups):- (i)General Mechanics Course;(ii)Radio Mechanics Course;(iii)Electrician's Course;(iv)Motor Mechanics Course.

2. There shall be one paper for each of the compulsory subjects and two papers and/or Practical tests in each of the optional subjects except where it is mentioned otherwise in the Prospectus.

3. Each paper shall be of three hours duration. The compulsory subjects shall be of 100 marks each and marks assigned to every optional subject including practical tests, if any, shall be 200 and each optional subject shall consist of two papers of 100 marks each unless otherwise mentioned in these Regulations or Prospectus.

4. The total number of marks for the compulsory and optional papers will be the same for all groups, viz. 1100.

5. A candidate is not entitled to a certificate of having passed the Higher Secondary Examination unless he qualifies separately in each subject of the compulsory group and in each subject to the optional group offered by him thereat.

The Pass percentage in each subject, or a portion of the subject, if so required in the prospectus, shall be thirty-three. The minimum percentage of marks required for a pass in First and Second Division shall be 60 and 45 per cent respectively in the aggregate. For distinction 75% of the aggregate marks in a subject shall be the minimum. All the rest will be given third division if they obtain the minimum pass marks in each subject.

6. No candidate shall be permitted to be transferred from the High School course to the Higher Secondary course, or vice versa.

Chapter XX

Intermediate Examinations

(General) 1. Before entering upon the courses of study prescribed for the Intermediate in Arts, Science, Commerce or Agriculture examinations, every candidate shall be required to have passed the Boards High School Examination or to have passed an examination which by Regulation 2 is declared equivalent to the High School Examination of the Board.

2. The following examinations are declared equivalent to the Board's High School Examination for the purpose of enabling a candidate to enter upon the courses of study prescribed for the Intermediate Examinations:-

(1) The High School Examination conducted by the University of Rajasthan, (2) The High School Examination of the Board of High School and Intermediate Education, United Provinces, (3) The High School Examination of the Board of High School and Intermediate Education Rajputana, Central India and Gwalior (now Central Board of Secondary Education Ajmer), (4) The Matriculation Examinations of the Universities of Allahabad, Bombay, Calcutta, Madras, Andhra, Patna, Jammu and Kashmir, Gauhati, Utkal, Banaras (Admission Examination), and Aligarh (High School Examination), (5) S.S.L.C. Examination of Madras University, (6) The Cambridge School Certificate (formerly called Senior Local) Examination, provided that a candidate has passed in five of such subjects as are recognised for the High School Examination of the Board, (7) The Higher Secondary or the Higher Secondary Technical Certificate Examination of the Board of Higher Secondary Education, Delhi Province, (8) The Diploma Examination of the Chiefs Colleges, (9) The High School Examination for European Schools in the Central Provinces and other provinces, (10) The High School Certificate Examination of the Board of High School Education, Central Provinces, (11) The Anglo-Vernacular High School and English High School Examinations of Burma, (12) The London University Matriculation Examination, (13) The English School Leaving Certificate Examination of

Travancore State,(14)The High School Leaving Certificate Examination of Hyderabad (Daccan), provided a candidate has passed in class I or class II,(15)The Higher Secondary Certificate Examination conducted by the Board of Secondary Education, Hyderabad (Daccan), subject to the condition that a minimum of 33 per cent of the marks in each subject has been obtained,(16)The Secondary School Leaving Certificate Examination of Mysore, provided a candidate has been declared eligible for admission to a University course,(17)The Diploma Examination of the Royal Indian Military College, Dehra Dun, so long as the syllabus and the standard of the examination continue to be the same as those of the examinations recognised in the foregoing clause(8),(18)The High School Examination of the Board of Secondary Education, Delhi, provided a candidate has passed the examination in five subjects excluding (except in the case of women candidates) Domestic, Science,(19)The Matriculation Examination of the Punjab University, provided the candidate has passes the examination in five subjects,(20)The Cochin State S.S.L. Examination subject to the condition that the candidates passing the examination are held eligible for admission to Madras University,(21)The S.L.C. Examination conducted by the Government of Nepal, provided a candidate has passes the examination in Class I or Class II,(22)The High School Examination conducted by the Board of Intermediate and Secondary Education, Dacca,(23)The Indian Air Force Matriculation Test,(24)The Indian Army Special Certificate of Education,(25)Qualifying Examination of the Delhi University for admission to the three year degree course of the Delhi University,(26)S.S.L.C. Examination of the Government of Bombay provided a candidate has passed in seven subjects obtaining not less than 35% marks in each subject,(27)High School Examination of the Board of Secondary Education, Madhya Bharat, Gwalior,(28)The Secondary School Examination of the Bihar Examination Board, Patna,(29)The General Certificate of Education (Ordinary) of the London University,(30)Matriculation Examination (Old) of Osmania University, Hyderabad (Daccan),(31)High School Examination of the Vishwa Bharti Shanti niketan,(32)The British Civil Services Commission Forces Preliminary examination:Provided that students who have passed the Cambridge School Certificate (Senior Local) Examination in five such subjects are recognised for the High School Examination of this Board, may be admitted to the Senior Intermediate class of the academic year following their pass in the Cambridge Examination:Provided further that students who have passed the Qualifying Examination for admission to the three year degree course of the Delhi University or the Higher Secondary or Higher Secondary Technical Certificate Examination of the Board of Higher Secondary Education, Delhi, may be admitted to the Senior Intermediate class, provided a candidate takes the same subject or subjects which he had offered for any of the examination concerned and passes a test to be held by the Principal of the college to which he seeks admission.

3. No candidate shall be admitted to any Intermediate Examination unless two academic years shall have elapsed since the date of his passing the High School or an equivalent examination: unless it is otherwise provided for in these Regulations.

4. A student who has passed the Higher Secondary Examination of the Board or an examination declared equivalent thereto may be admitted to the Second Year Class of an Intermediate College within the jurisdiction of the Board, provided that he offers the same subjects at an Intermediate Examination of the Board as he had offered for his Higher Secondary or an equivalent examination.

5. A student, who after passing High School Examination of the Board or an examination recognised by the Board as equivalent thereto, has kept one academic year for the Intermediate Examination at a college, affiliate to a recognised Board of Secondary Education, or to a recognised University enacted by Law; and been duly promoted to the Second Year Intermediate Class in that College, may be allowed to migrate to the Second Year Class of an Intermediate College, within the jurisdiction of this Board, provided that-

(i) the migration has been necessitated owing to the transfer of his parents which should be duly certified; (ii) the student will study the same subjects in the Second Year Class of the College to which he migrates in the Board's area that he studied in the Intermediate class of the college from which he migrates. N. B. - This clause shall not authorise any college to which a student migrates in the Board's area to teach subjects in which it is not recognised by the Board. (iii) the attendance put in by the candidate at the College from which he migrates will be counted towards his total attendance required for attending at the examination. (iv) the head of the institution has no objection to his transfer.

6. The minimum number of marks required to pass an examination shall be as laid down in the Statements of maximum and minimum number of marks assigned to various subjects for these examinations as may be approved by the Board from time to time.

To pass an examination, candidates must pass in all the subjects taken by them. Intermediate in Arts Examination

7. Every candidate for the Intermediate in Arts Examination shall be examined in the following subjects:-

Compulsory Subjects

1. General English.

2. General Science.

Optional Subjects (Any 3 of the following)

1. English Literature.

2. A Classical Language, viz., Sanskrit, Arabic, or Persian.

3. A Modern Indian Language (Hindi or Urdu) or a Modern European Language (German or French).

4. History, and Allied Geography.

5. Geography.

6. Logic and Psychology.

7. Economics.

8. Mathematics.

9. Civics.

10. Drawing and Painting.

11. Music.

12. Home Science.

8. A candidate, who has passed the Intermediate Examination in Arts or Science of the Board or of the University or Rajasthan, may appear at a subsequent Intermediate in Arts Examination or Examinations conducted by the Board in one or more optional subjects in which he has not previously passed the Intermediate Examination.

Such a candidate, if successful, shall be awarded a certificate of having passed the Examination in the subject or subjects concerned. Intermediate in Science Examination

9. Every candidate for the Intermediate in Science Examination shall be examined in the following subjects:-

Compulsory Subjects

1. General English.

2. Social Studies.

Optional Subjects (Any 3 of the following).

1. Mathematics.

2. Chemistry.

3. Physics.

4. Biology.

5. Geography.

6. Home Science.

10. A candidate, who has passed the Intermediate Examination in Science of the Board or that of the University of Rajasthan, may appear at a subsequent Intermediate in Science Examination or Examinations conducted by the Board in one or more optional subjects in which he has not previously passed the Intermediate Examination: provided that the case of a subject for which practical work or a practical examination is prescribed, he produces satisfactory evidence to the Board that he has completed the practical course prescribed for the subject in a college recognised by the Board up to the Intermediate Examination in Science in that subject.

Such a candidate, if successful, shall be awarded a certificate of having passed the examination in the subject or subjects concerned.

11. There shall be two examinations, one at the end of first year called Intermediate in Agriculture Examination, Part I, and the other at the end of II year called the Intermediate in Agriculture Examination Part II.

The diploma for passing the Intermediate in Agriculture Examination shall be awarded after successfully completing the courses of study laid down for II year.

12. The subjects of examination for the Intermediate in Agriculture Examination, Part I, shall be the following:-

Botany.Zoology.Chemistry I.Physics.English.

13. Only such candidates as have successfully passed the Intermediate in Agriculture Examination, Part I, shall be eligible for appearing at the Intermediate in Agriculture Examination Part II.

14. A candidate who has passed the Intermediate in Science Examination of the Board or an examination equivalent thereto with Chemistry and Biology as optional subjects, shall be eligible for admission o the Intermediate in Agriculture Examination Part II after prosecuting a regular course of study for not less than one academic year, since the date of his passing the aforesaid examination, at an institution recognised by the Board for the Intermediate in Agriculture Examination.

15. The subjects of examination for the Intermediate in Agriculture Examination Part II, shall be:-Crops, Animal, Husbandry, Agricultural Engineering, Soils and Climatology, Economics, Chemistry II, Mathematics and Social Studies.

N.B. - The subject of Social 'Studies shall be introduced in the first year, but examination in the subject will be held along with Part II.

16. A candidate shall not be declared to have passed the examination unless he secures at least 33 per cent marks in each written paper and practical Examination separately. A candidate who fails to obtain 33 per cent marks but obtains at least 20 per cent marks in the theory examination in one paper only shall be eligible to appear in the paper in which he has failed at a Supplementary Examination in August, provided he has secured at least 40 per cent marks in aggregate of the whole examination (theory and practical). Such a candidate shall be declared to have passed the examination if he obtains at least 33 per cent marks in the paper in which he has appeared. No division shall, however, be awarded to such candidates.

Intermediate in Commerce Examination

17. The following are the subjects of examination. These may be arranged in alternative groups in such manner and which such additions and alternations as the Board may from time to time lay down:-

Compulsory subjects

- 1. Languages.**
- 2. Book-keeping and Accountancy.**
- 3. Business Methods.**
- 4. Economics and Commercial Geography.**
- 5. General Knowledge.**

Optional Subjects (Any one of the following)

- 1. English Steno-typing (Shorthand and Typewriting)**
- 2. Hindi Steno-typing (Shorthand and Typewriting)**
- 3. Banking.**
- 4. Elements of Industrial Organisation.**
- 5. Mathematics.**
- 6. Advertising and Salesmanship.**

18. Any candidate, who has passed the Intermediate in Commerces Examination of the Board or that of the University of Rajasthan may appear at any subsequent Intermediate in Commerce Examination conducted by the Board in any subject in which he has not previously passed the Intermediate in Commerce Examination. Such candidates, if successful, shall be awarded a certificate of having passed the examination in the subject or subjects concerned.

19. Candidates who have passed the High School Examination of the Board or an equivalent examination may present themselves for examination in either one or both the papers of Steno typing (Shorthand and Typewriting test) of the Intermediate in Commerce Examination in any subsequent year as private candidates on payment of a fee of Rs. 8/- for each paper. The minimum pass marks in each paper shall be awarded a certificate of having passed the Intermediate in Commerce Examination in Shorthand or Typewriting, or both, only.

Admission of in Service Students to Board Examinations

20. Persons in employment, residing in the territorial jurisdiction of the Board, will be eligible to appear at the Intermediate Arts and Intermediate Commerce examinations of the Board. Such persons shall be part-time students studying in colleges recognised by the Board for the purpose in the evening hours and shall in all respects be subject to the conditions laid down by the Board for full-time regular students to the conditions, eligibility, fees attendance etc. etc. (including courses of study and standard of passing) except in so far as herein provided.

21. A candidate desiring to appear at an examination as in- service student, must get himself enrolled in the Board at least 18 months before appearing at the Board examination. He shall not be admitted to the college unless he produces satisfactory evidence of his being in-service, and is permitted by his employer for the purpose. He shall thereafter be required to submit six-monthly certificate to show that he is continuing in- service.

22. No candidate who is enrolled in a college, or at the Board, for an examination as a regular student shall be registered as an in-service student for that examination and vice-versa; provided that transfer of regular students to evening classes may be allowed in special cases at the discretion of the Principals of Colleges on a prior sanction obtained from the Board, if they have joined any service. Such students, as are allowed to be transferred from the regular side to the evening classes will, however be termed as in-service students and their results of examination also declared as in-service students, through credit for the attendance put in by them as regular students will be given. Transfers from in-service side to regular side may also be allowed at the discretion of the Principals of Colleges, but such

students will retain their status of in-service students.

23. Enrollment as an in-service student shall be open to such persons only as are gainfully employed within the Board area and shall be valid only for the examination for which it has been obtained. A candidate will not be required to re-enroll himself, if he fails at the examination, for re-appearing in the same.

24. The certificate awarded to in-service students shall be distinguished by the words 'granted under the Board Regulations laid down for in-service candidates'.

25. An institution desiring to seek recognition for evening classes shall be required to make an application to that effect, and shall be recognised only, if it satisfies such conditions as may be laid down by the Board with regard to buildings, staff, management, grants for equipment and library etc. etc. for such colleges. Colleges already recognised by the Board (for day hours) could also add evening classes but every such college seeking introduce evening classes for in-service students, shall also have to apply and get itself recognised for the purpose before opening the classes.

26. There shall be a regular and qualified staff, possessing the same qualifications as are laid down by the Board for teachers in the recognised colleges, with a Principal for the evening classes, appointed

on salaries prescribed by the Board and such evening classes shall be under the regular control and inspection of the Board. Recognised colleges for imparting instructions to in-service students, shall also have a distinct staff for evening classes. However, if in such colleges some of the staff is common, the teachers concerned should get an allowance of at least Rs. 75/- per mensem for teaching evening classes.

27. The Principals of the evening classes shall exercise the same responsibilities as are exercised by the Principals of the recognised colleges. They shall draw a suitable salary, or allowance, as the case may be.

Chapter XXI

Provident Fund

1. In these Regulations-

(a)"Salary" means monthly salary, and includes all fixed monthly allowances by way of pay acting or personal allowances, but does not include any other allowance.(b)"Servant" means every whole-time officer or servant of the Board, other than those whose services have been lent to the Board by Government or who is on leave from a Government post, appointed permanently to a substantive appointment or appointed for a fixed period of not less than three years, and carrying a salary of Rs. 25/- per mensem or more.Note. - Persons appointed on probation to permanent posts shall be eligible to subscribe to the fund, but if their services terminate before their confirmation, they shall not be entitled to receive any portion of the Board's contribution or the interest accruing thereon.(c)"Subscriber" means a servant on whose behalf a deposit is made under these rules.(d)"Savings Bank" means the Post Office Savings Bank.(e)"Interest" means the interest which is paid on a deposit in the Post Office Savings Bank.

2. Every servant of the Board shall subscribe to the Provident Fund at the rate of 8 per cent of his salary. This amount shall be deducted by the Board from every salary bill presented. In the calculation of this deduction fractions of a rupee of a salary shall be omitted. Deductions from the salaries of depositors, when on leave on less than full pay, shall be optional. The amount so deducted, together with the contribution by the Board under Regulation 3 below shall be deposited in the Saving Bank to the credit of an account opened in the name of each subscriber. The payments in respect of the monthly deductions and contributions shall, so far as possible, be made into the Bank within two days of the receipt of the money:

Provided that the State Government may permit the Secretary of the Board to open Provident Fund Account with a Bank approved for the purpose, if the case of an employee of the Board is not covered by the Teacher's Provident Fund Rules.Note. - Servants of the Board are given the option of raising their subscription to the Provident Fund to 12 or 15-5/8 per cent of their salary if desired either permanently or for a specified period.

3. The Board shall in the case of each subscriber make a monthly contribution at the rate of (i) 12 per sent of the salary in the case of employees drawing a salary of Rs. 250/- p.m. or below, (ii) 10 per cent, of the salary in the case of employees drawing a salary of over Rs. 250/-p.m. upto and including Rs. 500/- and (iii) 8 per cent of the salary in the case of employees drawing a salary of over Rs. 500/- p.m.

4. Invest in Government Securities, or Postal Cash Certificates, or National Savings Certificates, of the amount, to the credit of a subscriber shall be permissible, through the Post Office, on the conditions that:-

(i) In the case of Government Securities, no Security of the face value of less than Rs. 100/- shall be purchased at one time; (ii) The Securities shall be kept in the custody of the Accountant General, Posts and Telegraphs, and the receipts thereof in the custody of the Secretary; and (iii) The Postal Cash Certificate and the National Savings Certificates shall be kept in the custody of the Secretary.

5. Subscribers to the Board's Provident Fund on whose behalf accounts are opened at the Post Office under the provision of these Regulations shall not be deprived of their right to open ordinary private accounts in the Post Office Savings Bank or to purchase Postal Cash Certificate or National Cash Certificates or Government Securities, through the Post Office.

6. A statement of the total amount at the credit, of each subscriber shall be furnished to him once in the beginning of each year.

7. A subscriber at the termination or resignation of his services shall be entitled to receive the amount which accumulates to his credit.

8. On a subscriber's death, or his becoming insane, the amount at his credit shall be paid to the person or persons duly nominated by him, or when no nomination is made, to his legal heir or heirs.

9. The amount at the credit of a subscriber shall not be subject to any deduction even to cover loss or damage sustained by the Board through the subscriber's misconduct or negligence.

10. No final withdrawal shall be allowed until the termination of a servant's service or his death. But in case of necessity temporary withdrawal may be permitted at the discretion of the Chairman. The amount withdrawn shall not exceed the total sum deposited by the subscriber.

11. The amount withdrawn under Regulation 10 shall be refunded to the Fund by thirty equal monthly instalments. A subscriber may, however, at his option, make payment in less than thirty instalments or may repay two or more instalments at the same time. Recoveries shall be made monthly, commencing from the first payment of a full month's salary after the

withdrawal. The instalments shall be paid by the deduction from salary or leave salary and shall be in addition to the usual subscription.

12. No servant shall be eligible for a fresh advance until the amount already advanced has been fully paid up.

13. Each depositor must file in the office of the Board a declaration in the form appended to this Chapter, stating the names of the person or persons to whom he wishes the amount of his accumulation in the Fund to be paid in the event of his death or his becoming insane. The subscriber may from time to time, add or change his nominee by a written application to the Board.

14. The Chairman may, under such conditions as may be prescribed, permit the payment of premia on Life Assurance Policy or Policies on the life of a subscriber out of his personal subscription to the Provident Fund Account, under Regulation 2 above; provided that the Insurance Company is first approved by him and the policy is assigned to the same person (or persons) who is declared as beneficiary of the Provident Fund.

Form of Declaration(For [-----] [Here State married or unmarried.] Subscriber).I hereby declare that in the event of my death or of my becoming insane the amount at my credit in the Provident Fund shall be distributed among the persons mentioned below in the manner shown against their names.The amount due to a nominee who is a minor at the time of my death or of my becoming insane shall be paid to the person, whose name appears in column 5.

Name and address of the nominee or nominees	Relationship with the subscriber	Whether major or minor; if minor, state his age	Amount or share of deposit	Name and address of the person to whom payment isto be made on behalf of the minor	Sex and parentage of person mentioned in column 5
1	2	3	4	5	6

Dated, Jaipur 19 . Signature of two witnesses.Signature of Subscriber.

Chapter XXII

Travelling and Halting Allowances

1. Members of the Board and Committee shall be granted travelling and halting allowances for attending meetings of the Board at places at which they do not reside, at the following rates:-

(i) For all journeys performed by rail - Single 1st class fare each way, plus 6 naya paisa per mile to cover incidental expenses, from his permanent headquarters or from any other place from which the journey is actually performed, whichever is less. During summer vacations, however, a member can be paid from any place other than his permanent headquarters if he has actually travelled from that place, subject to a maximum of 400 miles. Note. - This maximum limit of 400 miles shall not apply when a member is required to come from his home town during the summer vacation to attend the Board or Committee meeting. (ii) For road journeys. - Daily allowance if the distance travelled is 20 miles or less; mileage at 5 nP. a mile in excess of 20 miles if the road journey exceeds 20 miles. Mileage allowance shall not be admissible for journeys to places connected by rail. (iii) For all journeys performed by road in continuation of rail journey - (a) 50 nP. per mile or daily allowance whichever is less, if the road journey does not exceed 20 miles. (b) If the road journey exceeds 20 miles, daily allowance for the first 20 miles plus mileage allowance at 50 nP. per mile for each mile in excess of 20 miles. (iv) Daily allowance. - Rs. 7.50 nP. for each day on which a meeting or meetings are attended. (v) A conveyance allowance of Rs. 5/- for each day on which a meeting or meetings are attended, shall be granted to the local members of the Board and its Committees. Note. - For purpose of the above Regulation, the allowance for railway and road journey shall be admissible by the shortest route. If the journey is performed at a fare greater than by the shortest route, the Chairman may pay the fare calculated according to the route actually taken; provided that he is satisfied after making such enquiry as he considers necessary, that there was a considerable saving in time by taking the longer route.

2. When a member under Regulation 1, has to attend two meetings of the Board with an interval of less than four days between the meetings attended, excluding the days of meetings, he shall be entitled to charge only daily allowance for the intervening days.

3. The Chairman will be granted travelling and halting allowance at the following rates:-

(a) for rail journey. - Double 1st class fare plus 6 nP. per mile to cover incidental expenses. In case he travels by Air- conditioned coach, actual fare plus 6 nP. per mile. (b) For road journey. - 50 n.P. per mile. (c) For air journey. - Actual fare plus ¼ of the standard air fare or the incidental charges to which he would have been entitled had he travelled by rail, whichever is less. (d) Halting allowance. - Rs. 10/- per day while travelling or halting on duty.

4. Subject to Regulation 5, the travelling allowance to Inspectors for inspecting Schools and Colleges and to examiners shall be on the following scales:-

(i) For journeys performed by rail, single 1st class fare each way by the shortest route plus 6 n.P. per mile to cover incidental expenses. Note. - When it is possible to travel between two places by alternative route, and the journey is performed at a fare greater than that by the shortest route, the

Chairman may pay the fare calculated according to the route actually taken, provided that he is satisfied, after making such enquiry as he considers necessary, that there was a considerable saving in time by taking the longer route.(ii)For road journeys. - As in the case of members of the Board, Committees, etc. under clause (ii) and (iii) of Regulation I.(iii)Daily allowance. - Rs. 7.50 n.P. per day for the days on which an inspection or examination is conducted.

5. Servants of the Board shall be given travelling and halting allowances in accordance with the scale shown in the Schedule, attached to these Regulations.

6. In cases not covered by these Regulations, the Board shall decide what allowance shall be given.

7. "Day" in these Regulations means a calendar day beginning and ending at midnight.

8. No allowance shall be admissible for a day of journey unless the absence from headquarters of the person concerned on account of the journey on that day is for more than 8 hours.

9. Actual air fare, plus 3 n.P. per mile for incidental expenses, will be paid, in exceptional cases to persons who actually travel by air, even though there are other means of communication, at the discretion of the Chairman.

Schedule

S. No.	Category of officer	For Journey by Rail	For road Journeys	For road journeys in continuation of railwayjourneys	Daily allowance for days of business only
1		2	3	4	5
1.	A. Persons drawing pay of above Rs. 400/- permensem	Single first class fare each way & 6 nP.per mile to cover incidental expenses	Dally allowance if the distance travelled is 20miles or less. Mileage allowance at the following rates if thedistance travelled is over 20 miles:-1. A Category 50 nP.2.B Category 37 nP.3. C Category 19 nP.4. D	Mileage allowance at the rates given in col. 4,if the road journey exceeds 20 miles, if it does not exceed 20miles, mileage allowance or daily allowance whichever is less	Rs. 7.50 nP. per day

Category 12nP.

			50 nP. per day for every Rs. 25/- or fraction of Rs. 25/- of pay subject to a maximum of Rs. 7.50 per day.
2.	B. Persons drawing pay of over Rs. 200/- p.m. upto Rs. 400/- p.m.	Single 2nd class fare plus 5 nP. per mile to cover incidental expenses	
3.	C. Persons drawing pay of Rs. 60/- or over upto Rs. 200/- per month	Single 2nd class fare plus 3 nP. per mile to cover incidental expenses	25 nP. per day for every Rs. 12.50 nP. or fraction of Rs. 12.50 nP. of Pay.
4.	D. Class IV servants	One and a half III class fare	No allowance is permissible for any day on which a servant does not reach a distance exceeding 5 miles from headquarters or return thereto from a distance exceeding 5 mile. Rs. 1/- per day.

Note. - 1. Ordinarily daily allowance shall be allowed for a continuous halt of not more than 10 days at any one place, but the Chairman may in special cases grant daily allowance for the period in excess of 10 days at half the rate of daily allowance when there is a continuous half of more than 10 days at any place.

2. The Steno-graphers and Orderlies to the Chairman or to any other officer while travelling with them shall receive daily allowance while travelling and halting subject to restriction given in Regulation 8.

3. Daily allowance for half at expensive places as may be declared by the Board, shall be paid at double the rate of daily allowance admissible to an officer.

Chapter XXIII

Conditions of Service, Leave etc. of the Servants of the Board

1. The regulations in this chapter apply to all permanent whole time servants of the Board, excluding those whose services have been lent to the Board by Government or who are on leave from a Government post.

2. Leave is earned by duty only.

3.

(1)A servant who resigns or is discharged from the employment of the Board cannot, if re-employed after an interval count his former service towards leave without the permission of the authority re-appointing him.(2)A servant who is dismissed or removed from the Board's service, but is re-instated, is entitled to count his former service, towards leave unless the authority re-instating his declares that he shall not so count it in whole or in part.

4. Leave cannot be claimed as of right. When the exigencies of the Board's service so require discretion to refuse or revoke leave of any description is reserved to the authority empowered to grant it.

5. All orders recalling a servant to duty before the expiry of his leave should state whether he return to duty is optional or compulsory. If it is compulsory, the servant, shall be entitled to travelling allowance.

6. A servant who remains absent after the expiry of his leave is not entitled to leave salary during the period of such absence. Wilful absence from duty after the expiry of leave involves forfeiture of appointment.

7. The Secretary of the Board shall have powers of appointment, leave, grant of increments dismissal, suspension, fine and degradation of class IV servants of the Board Office. The Chairman of the Board shall exercise similar powers in the case of ministerial staff of the Board Office.

The power of granting leave to Secretary and Assistant Secretaries shall also rest with the Chairman.

8. For every servant, a service book or service roll shall be maintained by the Board in the form in which they are maintained in Government officers, and the Secretary shall have them kept up to date. An up-to-date leave account

shall also be maintained by him in a suitable form.

9. Leave may be of the following kinds which may be combined with each other, subject to limits laid down in these rules:-

(i)Leave on full pay.(ii)Leave on half pay.(iii)Leave on quarter pay (on medical certificate).(iv)Leave without pay.Note 1. - Casual leave is not treated as a regular leave and is not debited to the leave account. Casual leave shall not be combined with regular leave of any kind.

2. "Pay" means substantive pay and does not include acting allowance.

10. The leave on full pay which a servant earns in one twelfth of the period he remains on duty. He also earns leave on half pay equal to one-twelfth of the period spent on duty.

11. It will be at the discretion of the sanctioning authority to grant leave on half pay even if leave on full pay is due, if it is necessary to do so in the interests of the Board.

12. The maximum period of leave on full pay which a servant can take at any one time either separately or in combination with any other leave is four months.

13. The maximum period of leave with allowances (on full pay and half pay) which a servant can take at any one time is two years. This period may be extended by six months if the extension of leave is granted on quarter pay on medical certificate under Regulation 16.

14. A servant on return from leave on fully pay taken separately or in combination with any other leave must remain on duty for at least six months before he can be granted leave on full pay :

Provided that in case of urgent necessity or sickness, the sanctioning authority may, at his discretion, grant leave on full pay to a servant of the Board before the expiry of six months from the date he last returned from leave on full pay.

15. When a servant applies for leave on medical certificate and no leave on full or half pay is due to him, leave on quarter pay may be granted to him, subject to the condition that the total period of such leave granted to a

servant during the whole period of service, shall not exceed two years.

Note - 1. The medical certificate shall be from the Civil Surgeon in cases in which the salary exceeds Rs. 300/- In cases where the salary does not exceed Rs. 300/- the medical certificate shall be from a qualified medical practitioner whose name is borne on the register of medical practitioners.

2. The possession of a medical certificate does not in itself confer upon the servant of the Board concerned any right to leave. The certificate should be submitted to the authority competent to grant the leave and the orders of that authority shall be awaited.

16. In case of necessity and when no other leave is due, leave without pay may be granted, subject to the condition that no servant can be granted such leave for more than two years, during the whole period of his service. No servant is entitled to leave without pay.

17. Casual leave may be granted up to a limit of 15 days in a calendar year.

18. Casual leave may be taken in one or more instalments, as the applicant desires, but shall not ordinarily exceed ten days at a time.

19. Casual leave, shall not be combined with any other kind of leave, but it may be taken either at the beginning or end of holidays, provided the total period of absence does not exceed 15 days.

Note. - If casual leave is taken either between two holidays or both at the beginning and end of holidays, the total period of absence shall be treated as leave.

20. Servants belonging to Class IV establishment may be granted leave under the preceding Regulations provided no extra expense is involved. The leave salary of the absentee must not exceed what remains from his pay after provision has been made for efficient discharge of his duties. When however, the period of leave does not exceed one month in a year and the Secretary is satisfied that the leave is urgently required, extra expenditure upon a limit of half the pay of the post may be incurred.

21. Members of the Board's clerical staff may be paid acting allowance according to the following rules: -

- 1. Acting allowance is an allowance given in addition to substantive pay, if any, to an officer who is appointed to officiate in an appointment of which either there is no holder or of which the holder is an absentee.**
- 2. An Officer holding an appointment substantively who is appointed to officiate in another appointment, shall not draw an acting allowance, unless the officiating appointment involves the assumption of duties or responsibilities of greater importance or of a different character. This condition is not fulfilled if the two appointments are on the same scale of pay.**
- 3. An Officer with the substantive appointment of a progressive scale of Pay officiating in another appointment is entitled to (1) his substantive pay with the increments thereon as they fall due and (2) the acting allowance equal to one-fifth of the minimum pay of the new appointment, provided that his total emoluments do not exceed the amount of the pay of the incumbent he is appointed to officiate.**

In cases when the pay of the officiating incumbent in respect of his own post is equal to or more than the pay of the person in higher grade whom he is asked to officiate, the officiating allowance shall be fixed by the Chairman having regard to the nature of the work and the responsibility involved.

- 4. Subject to the sanction of the Chairman, the Secretary shall, according to the nature and importance of the work decide whether in cases of absence on leave of a member or clerical staff an extra hand is necessary to carry on the Board's work and shall also determine the amount of the salary of the extra hand, if any, and the allowance to be allowed to one or more members of the permanent staff who may be required to carry on the Board's work during the period of absence on leave of the permanent incumbent.**

Similar arrangements for carrying on work may be made in the case of a permanent vacancy occurring in the staff of the Board's office only for such time as the vacancy is not duly filled up.

- 22. The date of compulsory retirement of all permanent whole time servants of the Board is the day on which they attain the age of 60 years. An officer may be retained in service after the date of compulsory retirement in special circumstances which must be recorded in writing and such an extension be given for not more than one year at a time subject to the maximum of three**

years provided that the officer concerned remains fit the duty.

Chapter XXIV

Miscellaneous

1. Detailed information regarding the examinations of the Board shall be given in the Prospectus of the examination which will be issued annually by the Secretary of the Board.

2. The Board shall, from time to time, lay down such rules for the admission of students in recognised institutions, for migration of students and for any other matter arising out of the functions of the Board, and prescribe such forms and registers with rules for their maintenance as may be deemed necessary.

The Board may also make Bye-laws in order to provide for all matters which are to be prescribed by Bye-laws and are not provided for in the Act or in the Regulations.

3. The expression "A Regular Course of Study" means attendance at least 75 per cent of the lessons and other teaching in a recognised institution in the subject or subjects for the examination at which the candidate intends to appear, and at such other practical work (such as work in a laboratory) as is required by these Regulations or any other rules in force for the time being.

For this purpose the Head of an institution shall forward a statement in a prescribed form containing the names of candidate whose attendance is short so as to reach the Secretary 21 days before the date of the commencement of the examination.

4. For the purpose of a Regular Course of Study the following rules must be observed with regard to minimum number of meetings of a class that must be held in preparation for any of its examinations:-

(i) The minimum number of working days, exclusive of examination days, for which recognised institutions will be open during one academical year, shall not be less than 210 days. (ii) No candidate will be presented for an examination of the Board by a recognised institution, unless he has been present for at least 75 percent of the days for which the institution was open during two academic years in Classes IX and X in the case of High School Examination, for at least 75 percent of the days for which the institution was open during three academic years in Classes IX, X, and XI in the case of the Higher Secondary Examination, and for at least 75 per cent of the lectures delivered in each subject and at least 75 per cent of tutorial and practical work classes (taken together) held in

each subject during two academic years, in Classes XI and XII in the case of Intermediate Examinations.(iii)If on account of bonafide illness supported by a medical certificate or certified by the head of the institution, from his personal knowledge, or any other reason deemed sufficient by the Chairman, the total attendance of a student falls short of the required minimum attendance, the head of the recognised institution may condone a deficiency of not more than six days in the case of High School Examination, and of not more than 3 per cent (a) lectures delivered, and (b) practical and tutorial (taken together) delivered in each subject in the case of Intermediate Examinations. All cases in which this privilege is exercised must be reported to the Chairman. If the shortage in any case exceeds the above, the Chairman may in very special circumstances condone a deficiency upto a limit of 20 days in the case of High School Examination, of 30 days in the case of Higher Secondary Examination, and upto 6 percent of the lectures delivered and practical and tutorial done in each subject in the case of the Intermediate Examinations. In addition to this, the Chairman may condone a further shortage upto 5 attendance at the most in the case of Intermediate Examinations in such special cases as may be recommended by the heads of institutions.Note. - The N.C.C. cadets sent out to Parades and Camps and such students as are deputed to represent their institutions in games, athletic and cultural activities conducted by the Board or by the Government, be treated as present for the days of their absence for the above purposes, and their presence shall be added to their total attendance.(iv)Excepting private candidates, no candidate shall be presented for the High School Examination unless he has attended 75% of the periods devoted to Physical Training, including attendance at games to the extent of 15 per cent. Wherever possible, Military Drill (close order Drill) shall form part of Physical Training. Exemption shall not be granted to any student from Physical Training except on medical grounds. The minimum number of periods devoted to Physical Training in such institutions during one academic year shall be hundred. The period for which a candidate has been declared unfit for Physical training, shall not be counted for the purpose of calculating his percentage of attendance. For purpose of condonation of shortage in attendance at Physical Training, such rules as apply for the regular teaching work, shall be applied to the Physical Training also.(v)Students of Intermediate colleges who go out on excursions in connection with the practical work in Economics, History, Geography, Commerce, Chemistry, Physics, or Biology should be marked present in colleges for the day they are put on such excursions.(vi)In the case of failed and detained candidate from recognised institutions, and of those having passed the Junior Cambridge (Junior .Local) or Senior Cambridge (Senior Local) or any other examinations as provided for in these Regulations, are admitted to class X of a recognised High School or class XI of a Higher Secondary School or class XII of a recognised Intermediate college under the Regulations, the percentage will be calculated for on academic year only. The course for the High School or the Intermediate Examination being a two years course in each subject and for the Higher Secondary of three years, a change of subject in class X, XI or XII, as the case may be, is not permissible.(vii)In exceptional cases where a candidate has migrated from one institution to another institution, both being within the jurisdiction of the Board, and if an optional subject taken by him is not taught in the latter institution, the Head of the Institution may permit a change of subject or subjects with the permission of the Board. The attendance put in by a candidate in a subject which he subsequently changed with the permission of the Board should be counted alongwith the attendance in the new subject or subjects for the purpose of calculating his percentage of attendance in the new subject or subjects.

5. The accounts of the Board shall conform to the Government financial year, viz., April 1st to March 31st.

6. The Budget Estimates for the forthcoming year shall be prepared by the Secretary and submitted to the Board through the Finance Committee.

7. (a) The Annual Accounts and Balance Sheet of the Board shall every year, and at intervals of not more than fifteen months, be audited by auditors appointed by the State Government, and the Board shall meet the cost of each audit from its own fund.

(b) The Accounts and Balance Sheet when audited, together with the Auditor's Reports, shall be submitted to the State Government each year.

8. The Secretary of the Board shall, as a general rule, have full powers of expenditure within the budgeted allotment; provided that the sanction of the Chairman will be obtained in cases in which the expenditure in a single case exceeds Rs. 500/-.

9. No re-appropriation from one major head to another major head exceeding Rs. 1,000/- of allotments in the annual budget, shall be made except by the Board on the recommendation of the Finance Committee. The Chairman shall sanction re-appropriation from one major head to another major head up to a limit of Rs. 1,000/- per year. He is also authorised to sanction re-appropriations from one minor head to another minor head.

Chapter XXV

Medals, Scholarships and Prizes

1. The Board shall annually award (i) six gold medals to candidates standing first in the High School Examination, Higher Secondary Examination, Intermediate in Arts Examination, Intermediate in Science Examination, Intermediate in Commerce Examination, and Intermediate in Agriculture Examination and (ii) six silver medals to candidates standing second in the High School Examination, Higher Secondary Examination, Intermediate in Arts Examination, Intermediate in Science Examination, Intermediate in Commerce Examination and Intermediate in Agriculture Examination:

Provided that if two or more candidates obtain the same position securing equal number of marks in the aggregate each one of them shall be given a medal.

2. Medals to candidates standing first at the examinations of the Board shall be awarded on the condition that the candidates receiving them pass the examinations in the first division.

3. The Board shall award annually the following scholarships tenable for 24 months, except in the case of Higher Secondary Examination as a result of which they will be awarded for 36 months, in the following manner:-

(i) Two scholarships of the monthly value of Rs. 25/- each to the candidates who stand first and second at the Intermediate in Arts Examination. (ii) Two scholarships of the monthly value of Rs. 25/- each to the candidates who stand first and second at the Intermediate in Science Examination. (iii) Two scholarships of the monthly value of Rs. 25/- each to the candidates who stand first and second at the Intermediate in Commerce Examination. (iv) One scholarship of Rs. 25/- p.m. to a candidate who stands first at the Intermediate in Agriculture Examination, as a result of Part II Examination. (v) One scholarship of Rs. 25/- p.m. to a woman candidate who stands first at the Intermediate Examinations, among the women students. (vi) Two scholarships of the monthly value of Rs. 20/- each to / the candidates who stand first and second at the Higher Secondary Examination, tenable for 36 months. (vii) Two scholarships of the monthly value of Rs. 16/- each to the candidate who stand first and second at the High School Examination. (viii) Two scholarships of the monthly value of Rs. 12/- each to the candidates who stand third and fourth at the High School Examination. (ix) One scholarship of the monthly value of Rs. 16/- to a woman candidate who stands first at the High School Examination, among the women candidates. Note. - (1) Only one scholarship will be awarded to a candidate In case a candidate gets two, he is to select one, and the remaining scholarship will be awarded to the next best candidate. (2) For the award of a scholarship, first class is necessary.

4. Recipients of scholarship shall be awarded the above scholarships provided they pursue higher studies in recognised institutions within the area of the Board; failing which, scholarships shall be awarded to the next best students who fulfill the conditions.

5. The payment of a scholarship shall be stopped if a candidate discontinues his studies during the middle of a course, from such date as he leaves the institution.

6. Scholarship shall be payable only if reports of studies, conduct and attendance, from the heads of institutions in which the scholarship holder continue their studies, are satisfactory. In the event of unsatisfactory report,

the scholarship shall be stopped.

7. Endowments relating to scholarships, Medals and other rewards of a recurring character will be accepted by the Board, only when offered in cash or secured by investments in Securities described in section 20 of the Indian Trusts Act, 1882.

Chapter XXVI

Meetings of the Board and its Committees

- 1. At all meetings of the Board or any Committee thereof at list one-third of the total number of members of the Board or a Committee, shall form a quorum.**
- 2. If a quorum is not present within thirty minutes after the time fixed for the meeting, there shall be no meeting.**
- 3. If in the course of a meeting any member calls attention to the absent of a quorum the Chairman shall dissolve the meeting.**
- 4. If a member continually disregards or questions any order or ruling of the Chairman made at a meeting of the Board, the Chairman may suspend that member for that day.**
- 5. No motion, which has been negatived by the Board shall be again brought forward except with the permission of the Chairman, within one year from the date upon which it was negatived.**
- 6. Meetings of the Board and of its Committees shall, unless for special reasons the Chairman otherwise directs be held at Jaipur.**
- 7. Notice of meetings shall be despatched to all members, of the Board not less than a fortnight before the meeting together with the agenda papers for the meeting.**
- 8. No business other than that contained in the agenda papers shall be transacted at a meeting except with the consent of the Chairman.**

9. Notice of a motion or resolution to be moved at a meeting of the Board must be in the hands of the Secretary not less than seven days before the meeting.

10. All questions as to whether proper notice of a motion has been given, shall be decided by the Chairman, whose decision shall be final.

11. (a) No motion or resolution of which due notice has not been given may be moved at a meeting of the Board, except-

(i)to adjourn a debate,(ii)to adjourn the meeting,(iii)to dissolve the meeting,(iv)to change the order of the business,(v)to refer any matter to any Authority or Officer of the Board of the Education Department,(vi)to pass to the next item of business,(vii)to appoint a committee,(viii)to resolve the meeting into a Committee,(ix)to propose that the question be now put,(x)to move an amendment to a motion of which notice has been given.(b)A motion under (i), (ii), (vi), or (ix) above shall be put to the vote without discussion.(c)Motions under (ix) shall only be moved with the consent of the Chairman.

12. Every motion must be seconded, otherwise it shall drop. The seconder of a motion may reserve his speech with the permission of the Chairman.

13. When a motion that is in order has been seconded it shall be stated from the Chair, before it is discussed.

14. If no member rises to speak to the motion after it has been stated from the Chair, the Chairman shall proceed to put the question to the vote.

15. Not more than one motion and one amendment thereto shall be placed before the meeting at the same time.

16. A motion once disposed of shall not be again brought forward at the same meeting or at any adjourned sitting thereof.

17. No amendment shall be proposed which would in effect constitute a direct negative to the original motion.

18. Every amendment must be relevant to the motion upon which it is moved.

19. No amendment shall be proposed which substantively raises a question already disposed of by the meeting, or which is inconsistent with any resolution already passed by it.

20. The order in which amendments that are in order are to be taken up, shall be determined by the Chairman.

21. An amendment must be seconded in the same way as a motion otherwise it shall drop. The Seconder of an amendment may reserve his speech with the permission of the Chairman.

22. When an amendment that is an order has been moved and seconded it shall be stated from the Chair.

23. The mover of a motion for dissolution has no right of reply.

24. No member shall be allowed to speak more than once in the course of the discussion on a motion. When the Chairman has ascertained that no other member entitled to address the meeting desires to speak, the mover of the original resolution may reply upon the whole debate.

25. No member shall speak on the question after the mover has entered on his reply.

26. When the debate is concluded, the Chairman shall, after summing up, if he so desires, put the question to the vote thus:-

(i) If there is amendment, the Chairman shall state the motion and the amendment and take the vote of the meeting. (ii) If the amendment is negatived, the original motion shall again be stated from the Chair and subject to the foregoing Regulations any other amendment which is in order may then be proposed thereto. (iii) If an amendment is carried, the motion as amended shall be stated from the Chair, and may then be debated as a substantive question to which any further amendments, to the original motion which are in order, so far as they shall be applicable, may be proposed, subject to the foregoing Regulations. Such further amendment shall be disposed of in the same manner as the original amendment. When all the amendments have been thus dealt with, the Chairman shall take the vote of the meeting on the motion as amended as the substantive resolution.

- 27. A motion for dissolution or adjournment, may be moved at any time as a distinct question, but not as an amendment, nor so as to interrupt a speech.**
- 28. If a motion for dissolution is carried, the business before the meeting shall drop.**
- 29. If a motion for adjournment is carried, the meeting shall be adjourned and the business shall be resumed at the adjourned meeting.**
- 30. A motion for the adjournment of a debate to some specified date and hour may be moved in like manner, and if it be carried, shall have the effect of postponing the debate on the question under consideration to the date and hour specified. If the motion be negatived, the debate shall be resumed.**
- 31. A meeting or debate renewed or continued after an adjournment is to be deemed one with that preceding the adjournment.**
- 32. A motion to pass to the next item of business may be made at any time in like manner and subject to the same rules as one for adjournment. If such motion be carried, the motion under consideration and the amendments thereon, if any, shall drop.**
- 33. At any time after a motion or amendment has been made, a member may request the Chairman to put the question, and if it appears to the Chairman that the motion has been sufficiently discussed, he may close the discussion, by calling upon the mover for his reply, and may then put the question, to the vote.**
- 34. No member shall speak for more than fifteen minutes when proposing a motion or amendment or for more than ten minutes when seconding or speaking to a motion or amendment or when replying.**
- 35. Proposals relating to vote of thanks, messages of congratulations, or condolence, addresses and other matters of a like nature, may be moved from the Chair without previous notice.**

36. The Chairman may, at any stage in the proceedings, at his own discretion or at the request of a member, explain the scope and effect of the motion or amendment which is before the meeting. He may also at the conclusion of a debate sum up the debate, if he so desires.

37. If the Chairman desires to take an active part in a debate, he shall vacate the Chair until the vote on that debate shall have been taken. During such time the Chair shall be taken by a member present appointed by the Chairman. The acting Chairman shall during the debate in question, exercise the rights of the Chairman.

38. Any member may with the permission of the Chairman, rise even while another is speaking, to explain any expression used by himself which may have been misunderstood by the speaker, but he shall confine himself strictly to such explanation.

39. Any member may call the Chairman's attention to a point of order even while another member is addressing the meeting but no speech shall be made on such point of order.

40. The Chairman shall be the sole judge on a point of order and may call any member to order, and may, if necessary, dissolve the meeting or adjourn it to some hour on the same or the following day.

41. A motion or amendment may be withdrawn, by permission of the Chairman, by any member, who has given notice of such motion or amendment.

42. Any motion or amendment standing in the name of a member who is absent from the meeting may, with the permission of the Chairman, be brought forward by any other member.

43. On putting any question to the vote, the Chairman shall call for an indication of the opinion of the Board by a show of hands in the affirmative and negative and shall declare the result thereof according to his opinion.

44. A motion for the appointment of a Committee on a subject under debate may be made by any member at any time and without previous notice.

45. A motion for the appointment of a Committee must define the purpose for which the Committee is to serve and the number of members to compose it. Amendments for enlarging or restricting the number may be made without previous notice. If the motion is carried, the member moving shall name the persons whom he wishes to form the Committee. Other names may also be proposed. A ballot shall then be taken, if necessary, and the requisite number appointed from those who obtain the largest number of votes. The Chairman shall nominate one of the members elected as Convener of the Committee.

46. The proceedings of a Committee appointed by the Board shall be presented to the Board as its next meeting subject to due notice.

47. The Convener of a Committee shall furnish to the Secretary a copy of the report of every meeting of the Committee together with a list of the members present.

48. The quorum of a Committee shall not be less than one-third of the total number of members consisting it.

49. No quorum shall be necessary at an adjourned meeting of a Committee.

50. In all cases of election other than those specifically provided for, the candidate shall be proposed and seconded. If no more candidate are nominated then there are vacancies to be filled, the Chairman shall be declare those candidates to be elected. If the number of candidates exceeds the number of vacancies, the voters shall state on the on the ballot paper the names of the candidates they desire to vote for up to the limit of the number of vacancies. The Chairman shall then appoint tellers to count the votes and declare the result of the voting forthwith.

51. The Chairman may at his discretion direct that the business of a Committee shall be transacted wholly or partly by correspondence.

52. At all meetings of the Board or its Committees every question shall be decided by a majority of the votes of the members present. In the case of the votes being equally divided, the Chairman or the Convener, as the case may be, shall have a second or a casting vote.

53. Only decisions, not speeches, shall be printed in the records.

54. As soon as practicable after a meeting of the Board, a draft of the minutes of such meeting shall be submitted by the Secretary to the Chairman and attested by him. The minutes shall, then be circulated to all members, and such of them as were present shall within a fortnight of the issue of the minutes, communicate to the Secretary any exceptions taken, if any, shall be laid before the next meeting of the Board, and the minutes, in their final form shall then be confirmed.

55. In any case not provided for by these Regulations, the Chairman shall be entitled to give his own ruling as to procedure.