



INDIAN SCHOOL BOUSHER

(Affiliated to the Central Board of Secondary Education, New Delhi)

(Affiliation No: 6630203 and School No: 90252)

P.O. Box: 2886, Postal Code: 130, Al Awabi, Al Ansab, Sultanate of Oman



(GRADE XII)

[CBSE EXAMINATION REGISTRATION]

ISB/CR/ADM/2025-2026/061

02.09.2025

As we prepare for the upcoming academic procedures for the CBSE Examination, we would like to draw your attention to a critical aspect of your child's academic journey—the submission of the List of Candidates (LOC) for board examinations.

Importance of Correct Data Submission:

The accuracy of the data submitted for your ward is of utmost importance. It includes essential details such as **Name of the candidate, father and mother, Date of Birth, Sex (M/F) and subjects** that are key to their board exam registration.

Consequences of Errors:

Mistakes in the submission process, such as incorrect personal details or wrong subject selection, can cause unnecessary complications. These errors may lead to:

- Delayed or rejected exam applications.
- Incorrect subject entries, affecting your child's ability to appear for the correct exams.
- Difficulties in obtaining accurate marksheets and certificates.

Role of Parents:

As parents, your involvement in reviewing and verifying the data is crucial. We urge you to ensure that all information provided is accurate and matches your child's records. The school will assist in this process, but your responsibility is critical in reviewing the details before final submission.

Action Required:

- Carefully verify your ward's personal details and subjects offered.
- Ensure that the information is submitted within the stipulated time frame.
- Inform the school immediately if you identify any discrepancies.
- Pay the CBSE registration fees.
- Clear all the school fees dues up to September 2025.

Schedule:

First verification stage:

- The Class Mentor will send the LOC data of the student in an envelope on 2nd September 2025. Both the student and the parents will check the data and confirm that there are no discrepancies in the LOC data.
- In case of any discrepancy, kindly record it in the acknowledgement form.
- Ensure that the information slip is submitted on **08th September 2025 to the Class Mentor.**

Second verification stage:

- Once the LOC will be finalized after verification, parents (both Mother and Father) will have to visit school on **13th September 2025** for putting their signatures on the Final List of LOC.

Payment of Fees:

Grade	Examination Fee	Practical Examination Fee	If 6 th subject is opted
XII	RO 65.000	RO 2.000 per subject	RO 10.000

- The total fee for the examination will be intimated by the Class Mentor. Ensure that the payment is done on or before 10th **September 2025**.
- Please ensure that school fees are paid separately and not combined with the CBSE registration payment.

Account details for payment:

- Indian School Bousher, Bank Muscat
- Account Number: 0464057269190013
- Kindly add – (GR Number – GRADE & SEC – CBSE FEES) in the remarks while doing the online transfer.

The school fee counter is open on all working days (Sunday to Thursday) from 7.15 a.m. to 2 p.m. and 8 a.m. to 12 noon on first and third Saturdays.

Please note that this correction is final, subject to CBSE's approval and no correction will be entertained by CBSE later.

By working together, we can ensure that the data submitted is accurate and complete, avoiding any last-minute challenges. We count on your support to make this process smooth and efficient for the benefit of your ward's future.

Thank you for your cooperation.

Warm regards



P. Prabakaran

Principal

Indian School Bousher

