



ମାଧ୍ୟମିକ ଶିକ୍ଷା ପରିଷଦ, ଓଡ଼ିଶା, କଟକ

ବିଜ୍ଞପ୍ତି ନଂ 3139 / (Exam. Conf.-I) / ତା. 27-10-2026

୨୦୨୭ ମସିହା ବାର୍ଷିକ ହାଜିରା ସାର୍ବଜନିକ ପରୀକ୍ଷା ନିମନ୍ତେ ଫର୍ମ ପୂରଣ ସମ୍ପର୍କିତ ସୂଚନା

ଏତଦ୍ୱାରା ସମସ୍ତଙ୍କ ଅବଗତ ନିମନ୍ତେ ଜଣାଇ ଦିଆଯାଉଅଛି ଯେ, ଆସନ୍ତା ୨୦୨୭ ମସିହା ବାର୍ଷିକ ହାଜିରା ସାର୍ବଜନିକ (ରେଗୁଲାର ଓ ଏକ୍ସ-ରେଗୁଲାର) ପରୀକ୍ଷା ପାଇଁ ଫର୍ମ ପୂରଣ ନିମ୍ନ କାର୍ଯ୍ୟପ୍ରଣାଳୀ ଅନୁଯାୟୀ ଅନୁଷ୍ଠିତ ହେବ ।

୧. ୨୦୨୭ ମସିହା ବାର୍ଷିକ ହାଜିରା ସାର୍ବଜନିକ ପରୀକ୍ଷା ନିମନ୍ତେ ବିଦ୍ୟାଳୟରେ ପଢୁଥିବା ନିମ୍ନୋକ୍ତ 'କ' ଓ 'ଖ' Category ଛାତ୍ରଛାତ୍ରୀଙ୍କର ଫର୍ମ ପୂରଣ ONLINE ମାଧ୍ୟମରେ ବିଦ୍ୟାଳୟର ମୁଖ୍ୟଙ୍କ ଦ୍ୱାରା କରାଯିବ । 'ଗ' ଓ 'ଘ' Category ଛାତ୍ରଛାତ୍ରୀଙ୍କର ଫର୍ମ ପୂରଣ ବୋର୍ଡର ଆବେଦନ କାର୍ଯ୍ୟାଳୟର ଉପ ସମ୍ପାଦକଙ୍କ ଦ୍ୱାରା OFFLINE ମାଧ୍ୟମରେ କରାଯିବ ।

(କ) Regular [School Reg. (SR) & Quasi Reg. (QR)] ପରୀକ୍ଷାର୍ଥୀ

(ଖ) Ex-Regular (ER) ପରୀକ୍ଷାର୍ଥୀ

(ଗ) Correspondence Course Regular (CR) ପରୀକ୍ଷାର୍ଥୀ

(ଘ) Correspondence Course Ex-Regular (CER) ପରୀକ୍ଷାର୍ଥୀ

୨. ଫର୍ମ ପୂରଣ କରିବାର ଧାର୍ଯ୍ୟ ତାରିଖ ଓ ସମୟ - ତା. ୦୨/୧୧/୨୦୨୬ ଠାରୁ ୨୧/୧୧/୨୦୨୬ ରାତି ୧୧.୪୫ ପର୍ଯ୍ୟନ୍ତ ।

୩. ଫର୍ମ ପୂରଣ ନିମନ୍ତେ Online Link, ସବିଶେଷ ନିର୍ଦ୍ଦେଶାବଳୀ ଏବଂ Step by Step Instruction,

www.bseodisha.ac.in website ମାଧ୍ୟମରେ ଉପରୋକ୍ତ ସମୟ ମଧ୍ୟରେ ଅନବରତ ଉପଲବ୍ଧ ହେବ ।

S. S. S.
ସମ୍ପାଦକ 26.10.26

Memo No. 3140 (Exam. Conf.) / Dt. 27-10-2026

Copy forwarded to the Joint Director, I & PR Department, Govt. of Odisha, Bhubaneswar for kind information and necessary action. He is requested to publish this notification in ^{only one} Odia local dailies on dt. 28-10-26 for one issue only utilising space 08cm x 12cm inside page of the publication at the approved rate. A complimentary copy be sent to the Finance Section of B.S.E, Odisha, Kataka along with the bill in duplicate for pass and payment.

(1) Soney

S. S. S.
Secretary,
B.S.E, Odisha, Kataka

Memo No. 3141() / (Exam. Conf.)/ Dt. 27-10-2026

Copy forwarded to All Head of the Institutions of all recognised High School/ All District Education Officers/ All Inspector of Schools, SSD Department of the State for information and necessary action.

S. L. 26.10.24
Secretary,

BSE, Odisha, Kataka

Memo No. 3142(30) / (Exam. Conf.)/ Dt. 27-10-2026

Copy submitted to all Collector-cum-District Magistrates of the State for kind information and necessary action.

S. L. 26.10.24
Secretary,

BSE, Odisha, Kataka

Memo No. 3143(3) / (Exam. Conf.)/ Dt. 27-10-2026

Copy submitted to the Director, Secondary Education, Odisha/ State Project Director, OSEPA/ Additional Secretary to Govt. Deptt. of School & Mass Education, Odisha for favour of kind information.

S. L. 26.10.24
Secretary,

BSE, Odisha, Kataka

Memo No. 3144(60) / (Exam. Conf.)/ Dt. 27-10-2026

Copy forwarded to all officers of the Board including zonal offices for information and necessary action. The Deputy Secretary of all zonal offices are requested to do the offline form fillup of all category (Regular & Ex-Regular) of Correspondence Course Candidates within the specified period.

S. L. 26.10.24
Secretary,

BSE, Odisha, Kataka

BOARD OF SECONDARY EDUCATION, ODISHA, KATAKA

No. 3145 (Exam. Conf.-I)/ Dt. 27.10.2026
20/25

THE GENERAL INSTRUCTION FOR FILLING UP OF APPLICATION FORMS FOR CLASS-X, HSC EXAMINATION, 2027

1. The students of recognised secondary schools who have been promoted to Class- X as per their performance in Class-IX examination, 2025-26 can fill up application forms for appearing at Class-X, HSC Examination, 2027, under school regular category through their Head of Institutions.
2. Besides the regular students at 'Sl. No.-1' above, all category of Ex-Regular students from 2014 and onwards are also eligible to fill up the form for appearing at Class-X HSC Examination. However these candidates are to appear the examination in the existing syllabus meant for regular students during the academic session, 2027. The question paper in all subjects will be same for both Regular & Ex-Regular category.
3. The students who have taken admission into Correspondence Course of the Board shall fillup forms for appearing at the Class-X, HSC Examination, 2027 under CC Regular category.
4. Deputy Secretary of all zonal offices will be the authority for filling up of forms for regular and ex-regular category Correspondence Course students of their zone in offline mode and submit the data after one week of completion of form fill up at the head office.
5. No candidate other than that at 'Sl. No.-1 to 4' above is allowed to fill up application form for Class - X, HSC Examination, 2027. The Head of the Institutions will be the Login authority for school students.
6. During online filling up of application forms, the Head of the Institutions should be very careful in filling up of the subjects such as First Language, Second Language, Third Language and vocational subjects.
7. Subject of the candidate filled up by the Head of the Institutions cannot be changed at the later stage. For example if a candidate has filled up forms in TLH under third language, he/she cannot appear in other third language subjects. The Centre Superintendents cannot change the subject on basis of undertaking as done in previous years. In a such cases "Absent" will be marked against the changed subject if illegally appeared.
8. The students who have taken Vocational Trades in lieu of 3rd language subjects, their Vocational Subject code shall be shown automatically. If any wrong subject code has been entered, the same can be edited by the Log In authorities.
9. The Head of the Institutions are to note that SEP under Second Language and TLV under Third Language are meant for only physically disabled candidates. Other candidates can not opt the above subjects. Head of the Institutions will be held responsible in case wrong subject is filled up.
10. Apart from entering the correct subjects, they should also fill up the script (writing language) for other subjects such as Mathematics, General Science & Social Science. The entry of script shall be required if the First Language subject of the candidate is other than Odia.

11. Date of filling up of forms is from 02/11/2026 till 21/11/2026 11.45 pm.
12. In case of any difficulty faced in doing the online filling up of application forms, the log in authorities may contact the B.S.E., Odisha by sending message through e-mail controllerofexaminationodisha@gmail.com The message should contain specific problem faced along with school code & mobile no. of the log in authority.
13. The Head of the Institution are required to submit a copy of the D.R. receipt with the concerned zonal offices on or before 26/11/2026.

Wm *26/11/2026*
Controller of Examinations,
B.S.E., Odisha, Kataka

Memo No. 3146 (993) (Exam. Conf.-I)/ Dt. 27-10-26
Copy forwarded to :-

1. All District Education Officers of the State for information and necessary action. The Deputy Secretaries of all zonal offices of the Board for information and necessary action.
2. Heads of the Institutions for information and necessary action.

Wm *26/11/2026*
Controller of Examinations
B.S.E., Odisha, Kataka

BOARD OF SECONDARY EDUCATION, ODISHA, KATAKA

STEP BY STEP INSTRUCTIONS FOR ONLINE FILLING UP OF APPLICATION FORMS FOR CLASS-X, HSC EXAMINATION, 2027

1. The following officers are the authority to Log In for filling up of application forms.
[a] School students - Head of the Institutions
[b] Correspondence students - Deputy Secretary of concerned zonal offices.
2. The authorities to Log In shall go through the General Instruction and Step by Step Instruction before filling up of the application forms for Class-X, HSC Exam, 2027.
3. The online application for filling up of application forms shall be available from 02/11/2026, 08.00 am onwards on visiting the website i.e. www.bseodisha.ac.in
4. On visiting the above website, Log In page shall be displayed on the screen. You can enter the application by entering the User ID & Password.
5. The User ID will be the school code & password is the same that has been used for Enrolment of Class-IX students.
6. The application will have the following major sections:-
[A] School Profile.
[B] Registration Regular
[C] Registration Ex-Regular.
[D] Registered Students List for Edit.
[E] Registered Teachers List
[F] Declaration & Payment
[G] Descriptive Roll Sheet.

The filling up of application forms can be done more than once. However if the head of the institution is filling up the forms for suppose, 20 candidates, he/ she has to complete the process and log in again to do the filling up of application forms for more candidates.

[A] School Profile:-

- This section contains information regarding the school which will automatically be displayed basing on the data submitted during enrolment of Class-IX students for appearing at the HSC Examination, 2027. However if some information needs to be edited, the same can be done along with entry of name and mobile number of the Head of the Institution and uploading of his/her full signature. Thereafter "SUBMIT" button has to be clicked to move to the next section for filling up of the application forms for Regular and Ex-Regular students. If non editable field needs to be corrected the same can be corrected at Head Office, Kataka on production of original documents. .
- The Head of the institutions has to enter medium of instruction in which the students are being taught. This will be Odia in almost all schools. However some

schools have medium of instructions as Telugu/ Hindi/ English which should be mentioned correctly.

- The field "School comes under which Department" should be entered correctly i.e. whether it comes under "Deptt. of S & ME or Deptt. of SC & ST or Private".

[B] Registration Regular:-

- [i] On clicking "Registration Regular" at the top of the screen, the data of students who have been enrolled during 2025-26 in Class-IX shall be displayed.
- [ii] The Head of the Institution is supposed to go through the data shown on the screen. He has to read the name of the candidates one after other and finalize, who shall fill up the application forms out of the name of candidates shown on the screen. The candidate who have passed Class-IX annual exam can only be eligible for filling up of forms. Further PEN of each candidate has to be entered. In case of students not having PEN, information of such students is to be submitted to the Head Office, Kataka at the earliest for generation of temporary number to be used in place of PEN.
- [iii] Once the candidates at [ii] above is finalised, Head of the Institution has to do the following entries.
 - (a) Enter script for other subjects where first language subjects of candidate is other than FLO.
 - (b) Thereafter select the candidates at the extreme right box and click "SAVE" button, so that the candidates are shifted and displayed under the section "Registered Student List for Edit". This can be done for one candidate or more number of candidates at a time.
 - (iv) Likewise all students, who shall be selected, will be deleted from this section and shall automatically be displayed under the section "Registered Student List for Edit".
 - (v) After completion of registration of Regular candidates you can click "Registration Ex-Regular" to go for registration of Ex-Regular candidates.

[C] Registration Ex-Regular:-

- [i] Before going for registration of Ex-Regular candidates, the Head of the Institution should keep himself ready with the Roll Nos., Enrolment No. (UIN) and year of last appeared examination of those candidates who come under this category.
- [ii] Enter Roll No., UIN No. and year of the examination press "VIEW", the data of the candidate will be displayed on the screen. It is to be noted that, year of examination shall be the year of the last examination in which the candidate had appeared and failed.
- [iii] The Appearing Code of all candidates who come under this category will be "A" except for the compartmental candidates. Upload their scanned photograph and signature and click "UPDATE" button, so that this particular candidate moves to the section "REGISTERED STUDENT LIST FOR EDIT". The similar procedure shall be followed one by one for registration of more than a single candidate.
- [iv] If on entering the Roll No., UIN No. & Year of the Examination the data of the candidate is not displayed on the screen, the Head of the Institution has to approach

Central Office, Kataka to fill up the application form of that candidate within the stipulated period.

- [v] After completion of the filling up of application forms for all ex-regular candidates click **"REGISTERED STUDENT LIST FOR EDIT"**, so that all candidates who have filled up forms shall be seen on the screen.

[D] Registered Students List for Edit:-

- [i] In this section the data of all category of candidates who have filled up application forms shall be displayed on the screen which can be viewed, downloaded and edited. The Head of the institutions are required to take the advantage of the edit option given at this stage. It is advised to download and take a print copy of the "Registered Student List" and thoroughly check if any mistake exists. Mark the mistake and effect correction on the screen in favour of those students before going to the next stage that is declaration. The following data of a candidate can be edited.

Regular Candidates

- Mother's Name
- Father's Name
- Date of Birth
- Gender
- Language Subjects (First/Second/Third)
- Script for other subjects
- Aadhar No.
- Religion
- Whether Physically Challenged
- Whether Scribe Required

Ex-Regular Candidates

- Father's Name
- Mother's Name
- Gender
- Religion
- Language subjects

- [ii] After effecting correction click **"UPDATE"** button.

- [iii] In case some other information apart from that mentioned above is required to be corrected, the Head of the Institution has to approach Central Office, Kataka for effecting necessary correction. However this should be completed within the stipulated period of filling up of application forms and required correction should be supported by **genuine documents**.

- [iv] After completion of edit of all information, the Head of the Institution shall move for **"Registered Teacher List"**.

[E] Registered Teacher List:-

- i. Registered Teacher List will show details of all the registered teachers of the school. It has **"VIEW/ MODIFY/ TRANSFER"** action.

- ii. Teacher joined the school due to transfer process and whose name is not showing in registered teacher list, his/her name can be added by clicking "INSERT" button.
- iii. It should be remembered that, if some student's enrolment has been left out, the same can be taken up after completion of the previous enrolment. However "Registered Teacher List" can neither be viewed nor modified for the second time.
- iv. It is to be noted that, the Registration process shall be completed only when print copy of Descriptive Roll Sheet & Registered Teacher List are downloaded. The log in authority will be held responsible in case the registration process is left incomplete that is without downloading the print copies as stated.

The Registered Teacher List shall have to be countersigned by the concerned District Education Officer. Cases of death or resignation of Teachers are to be intimated to the Head Office for deletion at this level. A copy of the said list duly countersigned by the DEO and Descriptive Roll Sheet of the students shall have to be submitted to the concerned Zonal Deputy Secretary of the Board on or before 26.11.26.

[F] Declaration:-

On clicking the declaration section, the following declarations have to be given by the Head of the Institutions on clicking the box.

- ☐ I do hereby declare that, the information submitted by me are correct and based on official documents of the school. The Ex-Regular students registered by me are eligible for appearance at the Class-X, HSC Exam, 2027. The copies of Caste Certificates of SC & ST students have been preserved which may be require data any time by the B.S.E., Odisha for the purpose of audit or for any other purposes. **The correction of data in favour of the registered students, have been effected and no further correction is required.** The photograph of the candidates in the database have been duly uploaded which is genuine. **I shall be held solely responsible for any incorrect information submitted in this application.**

Payment:-

Fee structure for filling up of application forms is as follows:-

CATEGORY	AMOUNT OF FEE PER CANDIDATE
[a] School Regular (SR)	Rs.420/-
N.B. Students of Govt. and Govt. Aided Schools belonging to ST/SC Category are exempted from the above fee at [a]	
[b] Quasi Regular(QR)	Rs.500/-
[c] Ex-Regular(ER)	Rs.500/-
[d] Correspondence Course Regular(CR)	Rs.500/-
[e] Correspondence Course Ex-Regular(CE)	Rs.500/-

After certifying the above declarations, press "PAYMENT" button, so that you will be directed to payment gateway. After successful payment, you will be directed to the next page for downloading the Descriptive Roll Sheet.

7. If the Log In authorities require some more students for registration, they can very well follow the similar procedure and do the form fill up work.
8. The last date for submission of application form shall not be extended this year. Hence log in authorities are instructed to complete the form fill up work well in advance and do not wait for the rush at the fag end.
9. The filling up of application process will be completed only after downloading of "Descriptive Roll Sheet" and not downloading the. "Registered List". In case you have not received the copy of Descriptive Roll Sheet, your students shall not be eligible for appearing at the Class-X, HSC Examination, 2027.


Controller of Examinations,
B.S.E., Odisha, Kataka