



BOARD OF INTERMEDIATE & SECONDARY EDUCATION MARDAN

No. 126 /Enrol/Gen/BISEM

Date: 06-08-2025

REVISED

NOTIFICATION

It is hereby notified for the general information of all concerned that Enrollment Schedule (Revised) of 9th Class (Regular Students) for the Academic Session 2025-26 is as under: -

CATEGORY	DETAIL OF FEE	UPTO
Both Government & Private Institutions	Normal Fee (Enrol + Sports) (700 + 250) Total = Rs. 950/-	25-06-2025
	With Late Fee Rs. 1300/-	10-07-2025
	With Double Fee Rs. 1650/-	25-07-2025

Change of Subject	Rs. 700/-	Last date :25-09-2025
Picture Change	Rs. 1000/-	

N.B: Fee deposit Bank receipts along with Registration Returns / Proforma must be submitted to the Board office within due date(s). Submission via post or A to Z Services is not acceptable.

Instructions:

1. The Heads of the institutions are advised to enroll 9th class students through Board's portal portal.bisemdn.edu.pk and submit the hard copy (BISE Final Report) alongwith original Bank Receipt (**Computer generated receipts only**) for confirmation within above specified dates. In case of delay, late fee will be charged. **Help Guide** for Enrollment is also available on web portal.
(For details contact 0937-844689, 0344-0991734 during office hours).
2. If an institution fails to submit enrollment forms for confirmation by **25-07-2025** (the last date for enrolment with double fee), it can apply within the next 30 days upto **26-08-2025**. However, penalty @ **Rs. 50/-** per day per student will be charged along with late fee subject to the provision of Admission Withdrawal Register (AWR) to check the exact date of admission of student.
3. NADRA Form B, Father CNIC Number, Nationality, Photo, Religion and Student/Parent Mobile Number are necessary to be entered in the portal.
4. Minimum age at the time of Enrollment of a candidate will be more than twelve (12) years, meaning there by a student born on or before **31-03-2013** is eligible.
5. Particulars of student(s) name, father name, date of birth, admission number, date of admission, groups, subjects etc must be in conformity with admission withdrawal register. However, the particulars of a student through student card shall be verified and dully signed by the parents for the purpose of record and ready reference.
6. The Heads of the institutions are advised to ensure comparison of student's particulars before finalization of data. Correction will be granted to an institution only once in a session for necessary correction using their credential (username, password).
7. Student(s) enrollment data which is not received/confirmed on or before **26-08-2025**, shall be deleted by the system automatically.
8. Cancellation of enrollment or double enrollment are not allowed. Science (failed & absent) student(s) and Arts (absent only) student(s) up to SSC (Annual-I) Examination 2025 and enrolled in 2022, 2023 and 2024 are allowed to appear as regular candidates in the coming SSC (Annual-I) Examination 2026.

9. Migration (school to school) shall not be allowed after **31-12-2025** till the result declaration of SSC (Annual-I) Examination 2026.
10. Heads of institutions are advised to enroll students (class 10th) migrated from other Boards in “**Other Board Enrollment Menu**” in the portal and submit the following documents of migrated students along with hard copy of online enrollment (**Water Marked as Other Board Students**), within 15 days to this office.
- Original Migration Certificate from Board concerned.**
 - Verified DMC of 9th class from Board concerned.**
 - Countersigned copy of School Leaving Certificate.**
 - Enrollment Return along with reference letter duly signed by Head of institution concerned.**
 - Prescribed fee**
- If an institution fails to provide the same, a penalty of **Rs. 50/-** per student per day shall be charged from the date of issuance of migration / school leaving certificate.
11. Heads of institutions are advised to collect fee and other dues from the student(s) at the end of every month. Complaints regarding fee and other dues against the student(s) at the time of migration to other institution / Board shall not be entertained.
12. Enrollment fee should be deposited using computer-generated receipts at any Allied Bank (ABL) Branch.

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**CHAIRMAN
BISE, Mardan**

Copy for information to:

1. P.S.O to Chief Minister, Govt. of Khyber Pakhtunkhwa, Peshawar.
2. P.S to Minister for Education (E&SE), Khyber Pakhtunkhwa, Peshawar.
3. P.S to Secretary (E&SE) Deptt: Khyber Pakhtunkhwa, Peshawar.
4. P.S to Director (E&SE) Deptt. Khyber Pakhtunkhwa, Peshawar
5. Chairmen BISE Abbottabad, Bannu, D.I. Khan, Kohat, Malakand, Peshawar & Swat.
6. DEOs (E&SE) District Mardan, Nowshera & Swabi.
7. P.S to Chairman, BISE, Mardan.
8. All Section Officers BISE, Mardan.
9. All the Heads of the Recognized Govt. / Private Institutions within the jurisdiction of BISE, Mardan.
10. Official website.


**PROF. HAZRAT ALI
SECRETARY**