



# BOARD OF INTERMEDIATE & SECONDARY EDUCATION MARDAN

No. 125/Reg/Gen/BISEM

Date: 04-08-2025

## NOTIFICATION

It is hereby notified for general information of all concerned that Registration schedule of 1<sup>st</sup> year class (regular students) for the Academic Session 2025-26 is as under: -

CATEGORY	DETAIL OF FEE	UPTO
<b><u>Both Govt. &amp; Private Institutions</u></b>	Normal Fee (Reg. + Sports) (1000 + 250) Total = Rs.1250/-	10-10-2025
	With Late Fee Rs.1750/-	24-10-2025
	With Double Fee Rs.2200/-	05-11-2025

Change of Subject:	Rs.700/- (per subject)	Last date :05-12-2025
Photo Correction /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 register 1<sup>st</sup> year class students through Board's portal [portal.bisemdn.edu.pk](http://portal.bisemdn.edu.pk) and submit the hard copy (BISE Final Report) along with original Bank Receipt (Computer generated receipts only) for confirmation within above specified date. In case of delay in confirmation late fee will be charged. **Help Guide** for Registration is also available on web portal. (For details contact 0937-844689).
2. **Provisional admission can, however, be allowed from 06-11-2025 to 05-12-2025** to facilitate real hardship cases of student(s) subject to approval by the Chairman as admissible under chapter XVI clause No. 3 of Board Calendar and on submission of prescribed online application form along with online receipt of Rs.1000/-.
3. Provisional admissions cannot be taken as final till the same is approved by the Chairman and if in his opinion, the reason of late admission is not sound and convincing he can reject such applications.
4. Late admission cases shall not be entertained after **05-12-2025** under any circumstances.
5. Student's registration data which is not confirmed by **05-12-2025** shall be deleted next day by the system automatically.
6. Upper age limit of the student (Male) for admission in 1<sup>st</sup> year class is 19 years. This means that student born on or after **31-08-2006** shall be eligible for the session 2025-2026.
7. NADRA Form B, Father CNIC Number, Picture, Nationality, Religion and Student / Parent Mobile Number are necessary to be entered in the portal.
8. Change of photograph is not allowed after the commencement of examination.
9. Heads of institutions are advised to register only those Migrated Students in 1<sup>st</sup> Year Class who have provided Original Migration Certificate(s) to the institution as **Original Migrations are mandatory to be submitted with registration returns.**
10. Cancellation of Registration or Double Registration is not allowed. Science (Failed and Absent) Student(s) and Arts (Absent only) student(s) in HSSC Annual-I Examination 2024, 2025 and registered in 2023 & 2024 only are allowed to appear as regular candidates in the coming HSSC Annual-I Examination 2026.

11. Heads of the 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. Heads of institutions are advised to register students migrated in 2<sup>nd</sup> Year Class from other Boards in “**Other Board Registration Menu**” in the portal and submit the following documents of migrated students along with hard copy of online Registration Return (**Water Marked as Other Board Students**), within 15 days to this office.
  - i. **Original Migration Certificate from Board concerned.**
  - ii. **Verified DMC of Class 1<sup>st</sup> Year from Board concerned.**
  - iii. **Countersigned copy of College Leaving Certificate.**
  - iv. **Registration Return along with reference letter duly signed by Head of institution concerned.**
  - v. **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 certificate.
13. Migration (College to College) shall not be allowed after **31-12-2025** till result declaration of HSSC Annual-I Examination 2026.
14. Registration 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 E&SE Khyber Pakhtunkhwa, Peshawar.
3. P.S to Secretary E&SE Department Khyber Pakhtunkhwa, Peshawar.
4. P.A to Director E&SE Department. Khyber Pakhtunkhwa, Peshawar.
5. P.S to Director Higher Education Khyber Pakhtunkhwa, Peshawar.
6. Chairmen BISE Abbottabad, Bannu, D.I. Khan, Kohat, Malakand, Peshawar & Swat.
7. DEOs E&SE District Mardan, Swabi & Nowshera.
8. P.S to Chairman, BISE, Mardan.
9. All Section Officers BISE, Mardan.
10. All the Heads of the Recognized Govt. / Private Institutions within the jurisdiction of BISE, Mardan.
11. Official Website

  
**(Prof. Hazrat Ali)**  
**SECRETARY**  
BISE, Mardan.