

Instructions & Guidelines for filling online Examination/RR Renewal Form of Class 11th/12th Session Annual 2025 (Regular)

Step 1:- Read the official Notification issued by JKBOSE regarding filling of Online form of Class 11th/12th Session Annual Regular, 2025 and Click on the link available on the home page – **“Online Examination/RR Renewal Form for Class 11th/12th Session Annual Regular, 2025”**

Step 2 Examination form can only be filled through school account and for filling Exam form online school shall have to open Office Login window, enter School ID and Password, as already provided, to fill the examination form/s.

Step 3:- Select the “Examination Form Class 11th/12th” option available in school Login.

Step 4:- Fill the examination form by entering the correct Registration No. and by clicking “Get Details” option, the registered data/particulars of the candidate/s, and photograph will automatically be fetched. Upload candidate Signature (not more than 50KB) and fill rest of the fields for completion of form. Check all the entries especially the photograph, subjects and signature properly before final submission of form

Step 5:- Once the examination form is submitted, the request shall automatically be forwarded to the “Principal Account” of the respective institution.

Step 6:- The prescribed examination fee shall only be paid through the “Clerk Account” of the institution, after the examination form is approved by the Principal. Students are not permitted to pay the fee directly.

Note:-No Corrections after Fee Payment: once the fee has been paid, any corrections will not be allowed. It's the responsibility of the institution to carefully fill the form and ensure all the particulars are accurate before making the payment