**SSC PUBLIC EXAMINATION, MARCH 2020 --- CHECK LIST**

**Fee receiving and counter signing the Nominal Rolls of regular Candidates**

|  |  |  |
| --- | --- | --- |
| 1. School Code (Check Whether the School code is Correct)
 | : |  |
| 1. Name of the School with Phone Number
 | : |  |
| 1. Address of the School
 | : |  |
| 1. Whether the School has recognition for 2019-20 (ETR Proceedings for all classes has to be enclosed I to X) (Under Process Certificates shall not be accepted)
 | : |  |
| 1. Additional Section Permission copy has to be enclosed (up to 55 candidates per section may be allowed)
 | : |  |
| 1. Whether DCEB Fee is paid or not (if yes- mention DD No. & Dt:
 | : |  |
| 1. Whether Sports Fee is paid or not (if yes- mention DD No. & Dt
 | : |  |
| 1. Fee Report of the Academic Year 2019-20 is to be submitted to the MEO Concerned.
 | : |  |
| 1. Number of Students in class X as per Attendance
 | : |  |
| 1. Whether the names of the students in Attendance Register are in the Admission Register (Check names of the Students with the Admission Register)
 | : |  |
| 1. Whether total numbers of students in Nominal Rolls is less than or equal to the strength of sections sanctioned
 | : |  |
| 1. Whether there are under aged students (if so, age condo nation orders are to be enclosed) ( Candidates as to complete 14 years age as on 31.08.2019
 | : |  |
| 1. Whether Examination Fee Exemption is claimed for the students - belonging to SC, ST & BC.(if so enclose Latest Parent Income Certificate from the competent authority and caste certificate)
 | : |  |
| 1. Whether the First Language opted by the students/written in Manual Nominal Rolls is admissible
 | : |  |
| 1. Total Number of Candidates in Nominal Rolls
 | : |  |
| 1. Number of Candidates --- Fee Exemption is claimed
 | : |  |
| 1. Number of Candidates --- Examination Fee is paid
 | : |  |
| 1. Total Amount of Examination Fee to be paid
 | : |  |
| 1. Examination Fee paid particulars
 | : | Challan No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Bank Name & Branch: \_\_\_\_\_\_\_\_\_\_\_\_\_\_STO/DTO Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 1. Whether Examination Fee is remitted on or before due date
 | : |  |
| 1. Whether Class X Subject Teachers particulars are enclosed
 |  |  |

 Signature of the Correspondent/Head Master

 With Seal: