



केन्द्रीय माध्यमिक शिक्षा बोर्ड



(मानव संसाधन विकास मंत्रालय, भारत सरकार, के अधीन एक स्वायत्त संगठन)

शिक्षा सदन, 17, इन्सटिट्यूशनल क्षेत्र, राउज एवेन्यु, दिल्ली-110002.

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organization under the Union Ministry of Human Resource Development, Govt. of India)
"Shiksha Sadan", 17, Institutional Area, Rouse Avenue, Delhi-110002

CBSE/DIR (ACAD.&TRG)/SA-I/2012

Dated: 13.08.2012
Circular No. - Acad. 48/2012

All the Heads of Institutions
affiliated to CBSE

Sub: Conduct of School Based Summative Assessment-I (September, 2012) Classes IX & X-2012

Dear Principal,

As you are aware, the Central Board of Secondary Education has introduced Examination Reforms and Continuous & Comprehensive Evaluation (CCE) in its schools since the academic year 2009-10 and the detailed scheme has already been intimated to all Heads of schools vide CBSE's previous circulars.

1. The scheme is in operation in all CBSE affiliated schools. As per the scheme, four Formative Assessments and two Summative Assessments would be held in an academic year. **The first Summative Assessment (SA-I) for this term for Classes IX and X is scheduled to be conducted in the second half of September, 2012.**
2. Under the School Based Summative Assessment-I, the students will be tested internally based on the following criteria:
 - a) **Syllabus and design of the Examination Question Papers in different subjects for Classes IX and X Summative Assessment(s) will be the same as circulated by the Board and available on the CBSE website: www.cbseacademic.in**
 - b) As was done earlier, the Summative Assessment-I will be in the form of a pen and paper test conducted by the schools themselves.
 - c) In order to ensure standards, the Question Paper Bank in different subjects would be sent by the Boards so as to reach the schools well in time.
 - d) Evaluation of answer scripts will be done by the school teachers themselves on the basis of the Marking Scheme provided by the Board. The school may use the Sahodaya School Cluster for spot evaluation so that teachers from other schools are also involved, if they so wish.
 - e) There will be random verification of the assessment procedures of schools by the Board officials/nominees appointed by the Board.
3. It has been decided to provide Question Paper Bank for **English Communicative, English Language & Literature, Hindi-A, Hindi-B, Mathematics, Science, Social Science and Communicative Sanskrit**. In respect of other subjects/languages, the schools will administer their own question papers.

4. The Board will be sending Compact Disc (CD) containing Question Paper Bank for Classes IX & X and the school may:
- i) pick up one question paper for each subject.
- OR**
- ii) mix and match the paper by using different questions/sections from different sets of question papers and prepare a question paper based on Board's Sample paper, design and blue print.
- OR**
- iii) **prepare their own question papers as per syllabus and design available on CBSE's website (www.cbseacademic.in). However, in case the school prepares its own question papers, the question papers and marking scheme so prepared should be emailed to the Board (email id: summative@cbseacademic.in) for its verification within a week of conduct of the respective papers.**
- iv) The Board plans to dispatch the CDs containing question papers for classes IX and X to all schools so as to reach by 10th September, 2012.
 - v) Every School, Sahodaya Cluster(s) or City may design their own date sheet for Classes IX and X examination accordingly.
5. The schools need to take out the print of the desired question paper (refer para 4 above) and, thereafter, the required number of prints/copies may be made at the school level. These question papers must be kept in the safe custody carefully.
6. **The schools will conduct the SA-I for Classes IX and X during the second half of September, 2012.**
7. Another CD containing the Marking Scheme of the main subjects would be sent to every school separately in due course and will reach the schools well in time.
8. The answer books should be evaluated by teachers as per the marking scheme provided by the Board.
9. **Kindly note that answer books of school based SA-I for classes IX and X should not be sent to the Board under any circumstances.**
- However these must be preserved and kept in the safe custody at the school as per schedule given in C.B.S.E. circular dated 28/06/2012 and reproduced below:

REDUCTION IN THE PERIOD OF RETENTION OF THE ASSESSMENTS OF CLASSES IX & X AT SCHOOL LEVEL

Vide Circular No. 8/2012 of 19.1.2012 against Sl. No. 10 schools have been instructed to preserve and keep the answer books of classes IX and X in the safe custody at the school for at least a period of three years (in case of Class IX) and two years (in case of Class X) along with question papers and marking schemes for any verification by the Board subsequently. It has, time and again been brought to the notice that with increasing volume it is becoming difficult to preserve the record. The Board has, therefore, reduced the retention period of the assessments of classes IX and X to be preserved at the school level w.e.f. 2013 examination and the same is as under:

i) Answer books of candidates (both for main and IOP examination) shall be preserved by the School upto 02 months after declaration of result in respect of such candidates who have not applied for verification of grades or sought photocopy of the answer book.

ii) Schools shall preserve the answer books in cases where mistake has been detected on account of verification of grades and those cases seeking photocopy of answer book(s) as under -

- Mistake detected on account of Verification of grades - 01 year from the date of declaration of result
- In case of providing photocopy of answer book(s) - 01 year if no RTI case received and 03 years if RTI case received

iii) Schools shall preserve the answer books of sub-judice cases for 01 year after the final judgement

iv) Schools shall weed out the evidence of assessments of classes IX & X alongwith the answer books of class X of the relevant examination viz. for 2013 Class X examination the evidence of assessments of class IX session 2011-2012 and Class X session 2012-2013 be weeded out 02 months after declaration of result of class X.

v) Schools shall weed out the hard copies of the marks data for classes IX and X alongwith the answer books of the Class X examination of the relevant year viz. for 2013 Class X examination the evidence of assessments of class IX session 2011-2012 and Class X session 2012-2013 be weeded out 02 months after declaration of result of class X. □

This may be brought to the notice of all teachers, students and parents of Classes IX and X.

For any further clarification please contact the **Joint Director (Academics & Vocational), CBSE, Shiksha Sadan, 17-Rouse Avenue, Institutional Area, New Delhi-110002** on phone no. 011-23211576/23212603 or through E-mail: summative@cbseacademic.in

Yours sincerely,



(Ram Shankar)
Joint Director (Academics & Vocational)

Copy to the respective Heads of Directorates, Organizations, and Institutions as indicated below with a request to disseminate the information to all the schools under their jurisdiction:

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet Singh Marg, New Delhi- 110016.
2. The Commissioner, Navodaya Vidyalaya Samiti, A-28, Kailash Colony, New Delhi.
3. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi- 54.
4. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector-9, Chandigarh- 160017.
5. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim- 737101.
6. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar-791111
7. The Director of Education, Govt. of A&N Islands, Port Blair- 744101.
8. The Director of Education, S.I.E., CBSE Cell, VIP Road, Junglee Ghat, P.O. 744103, A&N Islands.
9. The Secretary, Central Tibetan School Administration, ESS ESS Plaza, Community Centre, Sector 3, Rohini, Delhi- 110085
10. All the Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions.
11. The Joint Director (Acad. & Voc.), CBSE, Rouse Avenue, New Delhi.
12. The Education Officers/ AEOs of the Academic Branch, CBSE.
13. The Research Officer (Tech.) with the request to put this circular on the CBSE Academic website and ensure that all copies are received from Sl. No. 1-21.
14. The Library and Information Officer, CBSE.
15. E.O. to Chairman, CBSE
16. DO/ PA to Secretary, CBSE
17. PA to CE, CBSE
18. PA to Director (Academics & Training)
19. PA to HOD (AIEEEE)
20. PRO, CBSE
21. APRO, Acad. & Trg., Unit, CBSE

(Ram Shankar)
Joint Director (Academic & Vocational)