



GOVERNMENT OF KERALA

BOARD OF HIGHER SECONDARY EXAMINATIONS

APPLICATION FOR CORRECTIONS IN HIGHER SECONDARY CERTIFICATES

(Form should be filled in Block letters in English)

District in which the school is situated Mobile Number:

CORRECTIONS REQUIRED: (Put ✓ mark in appropriate columns)

1	NAME OF APPLICANT	<input type="checkbox"/>	2	DATE OF BIRTH	<input type="checkbox"/>
3	NAME OF FATHER	<input type="checkbox"/>	4	NAME OF MOTHER	<input type="checkbox"/>

1	Name of Applicant	
2	Address for Communication (With PIN Code)	
3	Register No. , Month & Year	

4. Particulars of Fee Remitted

Chalan No	Date	Amount Remitted	Name of Treasury	Head of Account
				“0202-01-102-97[03] other receipts

5. Details of Corrections Required

Sl. No	Corrections Required in	Existing	To be Corrected as (Attach documentary evidence)
1	Name		
2	Date of Birth	Date <input type="text"/> <input type="text"/> Month <input type="text"/> <input type="text"/> Year <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Date <input type="text"/> <input type="text"/> Month <input type="text"/> <input type="text"/> Year <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
3	Fathers Name		
4	Mothers Name		

DECLARATION

I do hereby declare that the details furnished above are true to the best of my knowledge and belief. I am fully aware that, in case any false information is detected in future at any stage, my application is liable to be rejected and that it is open to the Department to take appropriate action against me including cancellation of certificate.

Place :
Date :

Name and Signature of Applicant

CERTIFICATE

No.

Certified that the details furnished by the candidate have been verified with the school records and found correct. Hence I recommend for the correction of
.....
.....

The required documents for correction attached to the application are given below.

Date :
Place:

Office Seal

Name and Signature of the Principal

List of Enclosures :-

- (i).....
- (ii)
- (iii)
- (iv)

**INSTRUCTIONS FOR CORRECTIONS IN HIGHER SECONDARY
CERTIFICATE**

1. Application for all corrections should be routed through the School Principal in which the applicant last studied. The completed applications shall be duly recommended and submitted directly to the Joint Director (Exam), O/o Director of General Education, Higher Secondary Wing , Housing Board Buildings, Santhinagar, Thiruvananthapuram-1
2. Corrections shall be made only in accordance with the School Records.
3. Fee for issuing new certificate: Rs 40/-, remitted to Treasury Head of Account : 0202-01-102-97(03)Other Receipts.).
4. If a person is authorized by the applicant for collecting the certificate, the person so authorized shall submit photocopy of his ID card.
5. **The following documents are to be submitted in general for all corrections.**
 - (i) **Original Higher Secondary Certificate**
 - (ii) **Attested copy of SSLC**
 - (iii) **Original Chalan Receipt of Sub/Dist. Treasury for Rs. 40/-**
 - (iv) **self-addressed envelope with postage stamp worth Rs.42/- (if the certificate is to be sent by post)**
6. Incomplete applications will be rejected.