

MOST IMPORTANT



GOA BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION
(A Corporate Statutory Body Constituted by an Act of State Legislature)
ALTO BETIM – GOA 403 521

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GBSHSE/Cert-Cell/2014/2333

Date: 27/10/2014

CIRCULAR NO. 33

To,

The Heads of all Recognised Secondary
and Higher Secondary Schools
within the Jurisdiction of this Board.

SUB: Regarding Parents' name in the Passing Certificate of SSC/HSSC Examination.

Sir/Madam,

In the past, the space provided for entering the father's and mother's name of a candidate on the application form for SSC and HSSC Exam was restricted to 33 characters. The Candidate's were advised to use initials in their parents name if the name exceeded 33 characters. The certificate issued by the Board would accommodate the parent's name to the extent of 33 characters.

In case the candidate wanted the parent's name in full, the same was endorsed on the back of the certificate after obtaining a letter from the Head of the School.

This year, as the forms have been filled on-line, we have received a few representations asking to increase the space provided for parent's name. Due to administrative reasons, this is not possible but the Board shall endorse the full name of the parents on the back of the certificate, if a request letter is sent by the Heads of the Schools.

In all cases where the candidates desire their parent's full name, the Heads of the Schools shall write to the Board after receipt of the hall ticket **by 10th March 2015**, listing the Seat No., Name of the Candidate, Father's Name, Mother's Name and asking for the change of name. All such cases in the school shall be forwarded through one letter to the Board. The Board shall endorse the full name(s) on the back of the Certificates, before the certificates are sent to the school.

The letter should include every Candidates details in the following format:

- *Seat No.:*
- *Candidate Name:*
- *Father's Name (as per GR):*
- *Mother's Name (as per GR):*

sd/-

(Bhagirath G. Shetye)
Secretary

C.C.: (i) Director, Directorate of Education, Porvorim – Goa.
(ii) I.T. Section, GBSHSE.
(iii) Certificate Cell, GBSHSE.
(iv) Office Copy.
(v) Guard File.