



ELUCIDATING ASSESSMENT CRITERIA CLASS-XII



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INTRODUCTION



BACKGROUND

- The **COVID-19 pandemic** is unprecedented. It has disrupted society in several ways. Quite understandably, educational processes in schools, have been deeply impacted. Given the current circumstances, CBSE has not found it possible to conduct the Senior School Certificate Examination for 2021 as generally conducted at the end of Class-XII. The examination has been cancelled Vide Notification No. CBSE/CE/EXAM.2021/ dated 01/06/2021.
- While committed to the health, safety and future of the lakhs of students, CBSE fully appreciates the need for School Leaving Certification for students and its importance in facilitating their pursuit of higher education.



CHALLENGES BEFORE CBSE & OBJECTIVE OF THE POLICY

- **FOR EXAMS TO BE FAIR TO ALL STUDENTS, THEY SHOULD BE STANDARDIZED** —factors such as the content and format of the examination papers and tasks, the administration conditions, access to resources and any supporting materials, and analysis of results should be the same (or equivalent) for all students.
- **DECLARATION OF VALID, RELIABLE, FAIR AND UNBIASED RESULTS TO STUDENTS IN THE PANDEMIC** situation is a formidably challenging task. Results calculated with the help of any approximation method would not be exactly at par with the results compiled on the basis of an actual examination.
- However, **THE ASSESSMENT POLICY WILL HAVE TO MEET THE STANDARDS OF BEING UNBIASED, RELIABLE, FAIR, VALID AND TRANSPARENT TO ALL ITS STUDENTS.** The assessment policy also needs to be procedurally robust and based on adequate credible and reliable information of the students' performance, to enable arriving at objective and precise conclusions about the performance of individual students.



MODE OF ASSESSMENT



The assessment of class XII will be a composite measure that reflects the students' performance in class XII and class XI exams and results of the performance in best three subjects out of main 5 subjects in class-X Board exams.

Scores from internal assessment / practical exams will be incorporated in the final result for each subject.

MODE OF ASSESMENT



CLASS-X	CLASS-XI	CLASS-XII
30% of Mean of Best 3 Result	30% of theory marks	40% of Periodic/Mid term/Pre-Board

MODE OF ASSESSMENT (ELEMENT 1: CLASS XII)



The first element in the assessment of for class XII are the results of

1. Unit tests

2. Mid- Term Exams

3. Pre-Board Examinations

Due to the nature of the online examinations from homes, and differential access to digital infrastructure. solely relying on these scores is not prudent for two reasons:

- First, the results of online examinations held this year **may not truly reflect the performance of students** as these were not in similar settings for all, and because of differential access to digital infrastructure.
- Second, these examinations not being Board examinations conducted by CBSE, **will not meet the goal of standardized assessment and may also reflect subjectivity inherent in school-based assessments.** The latter aspect though will be addressed by the moderation to be applied to the school- based assessments.

To address these two concerns, the class XII **school-based assessments need to be supplemented by standardized examinations conducted in Pre-Covid time.** To obtain a **holistic, fair, precise and unbiased** assessment of the students, additional information of the performance by the same student will help in obtaining results which are more accurate.

MODE OF ASSESSMENT (ELEMENT 2: CLASS X)



- Class X Board examinations held for the current cohort of class XII students fit the requirement.
- **The results of these examinations may be treated as a measure of students' ability.** This was the only public examination conducted by the Board for actual year-end assessment, when conditions were normal and the examinations were conducted in a regular standardized manner without any deviation from the scheme announced by the Board at the start of the academic session.
- However, it is likely that a student may not have been equally interested in all subjects in class X and may have underperformed in a few subjects. Since, the students did not know at the time of taking class X Board examinations that those marks will count towards the all-important class XII results, some of the shortcomings can be overcome by **using the scores obtained in theory exams average of best three (03) subjects out of main 5 subjects for the purpose of calculating the marks**, to give benefit to the students of omitting the scores of the subjects in which they underperformed due to any reasons.

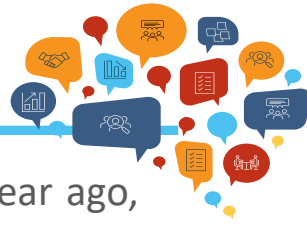
CONCERN SHOWN ON CLASS-X



- 1. That the students' ability may have evolved since when the class X Board exams were held**
- 2. Students are facing first Board Examinations hence, may not perform well.**
- 3. The best 3 subjects in class X Board may not coincide with the subjects being taught and assessed in class XII**

THUS SOLUTION OF THE PROBLEMS WAS ADDRESSED

MODE OF ASSESMENT (ELEMENT 3: CLASS XI)



It is therefore advisable to include class XI results as well in the overall assessment since they were held only a year ago, were based on the prescribed senior secondary syllabus and were conducted in settings that approximate standardized examinations

- The students of class XII have appeared in the class XI examinations conducted in the year 2019-2020 in an offline mode in the schools, by the time the lockdown was declared in March-2020. The examinations were conducted in a regular manner without any deviation from the scheme decided by the Board well in advance at the start of the academic session. Unlike class X, the examination in class XI is based on the senior secondary syllabus and gives a good indication of students' capabilities in their preferred subjects. The examinations were conducted for full duration in examination halls under proper supervision. **As a result, this exam has high reliability in terms of fair assessment of students' performance.**
- Issues have been brought to the notice of the Board regarding overall less award of absolute marks in class XI to students due to stringent marking. This should not be a matter of concern, as **this aspect will be taken care by the moderation policy to be applied.**
- The performance of a student in Class-XI, assessed in a credible manner thus provides an unbiased measure of the upcoming performance of the student in Class-XII.
- In some cases, it is possible that students might not have applied themselves fully to the class XI exams. However, **this will be addressed to an extent by taking into consideration class X marks along with class XI marks**



CONCERN SHOWN ON CLASS-XI



- 1. Class-X is easy and Class-XI is quite tough**
- 2. Some students might have changed their subjects in Class-XII**
- 3. Some schools may have easy Q/P and some tough Q/P etc.**

THUS SOLUTION OF THE PROBLEMS WAS ADDRESSED

PROCEDURE FOR ASSESSMENT



The students will be assessed out of maximum 100 marks for each subject. Which will include their theory scores and practical / internal assessment marks.

PROCEDURE FOR ASSESSMENT OF STUDENTS (1/2)

In class-XII examination, bifurcation of marks in Theory and Practical/Internal Assessment in various subjects is as follows:

Theory Marks	Practical/ Internal Assessment Marks	Total Marks
80	20	100
70	30	100
60	40	100
50	50	100
30	70	100

- Practical/Internal Assessment marks will be as per the existing policy laid out in circular number Acad-11/2019 dated March 6, 2019 available at:
http://cbseacademic.nic.in/web_material/Circulars/2019/11_Circular_2019.pdf.
- Based on the circular, Internal Assessments have already been done by the schools and a majority of schools have uploaded their data on the CBSE portal. It is required that all schools should upload the marks of Practical/Internal Assessment latest by 28th June 2021 as communicated vide letter No. CBSE/CE/Practical/2021 dated 06.06.2021

PROCEDURE FOR ASSESSMENT OF STUDENTS (2/2)

Due to cancellation of the Board examinations, the assessment of theory portion of 80/70/60/50/30 marks will be done by the school based on the following

Class XII	Marks based on Unit Test/Mid-Term/Pre-Board Exam	40 %
Class XI	Marks based on theory component of final exam	30 %
Class X	Marks based on average theory component of best three performing subjects out of main 5 subjects	30 %

- Marks of Practical/Internal Assessment etc. of class-XII will be on actual basis as uploaded by the school on the CBSE portal
- The total marks awarded should be in consonance with the past performance of the school Class-XII Board Examinations



COMPUTATION OF FINAL SCORE

The broad distribution of marks assigned to various components on the basis of which the final marks of every student will be computed is as follows

Theory Marks				Practical / IA Marks	Total Marks		
	Class X 30%	Class XI 30%	Class XII 40%	Class XII	Class X	Class XI	Class XII
80	24	24	32	20	24	24	52
70	21	21	28	30	21	21	58
60	18	18	24	40	18	18	64
50	15	15	20	50	15	15	70
30	09	09	12	70	09	09	82



COMPUTATION OF THEORY MARKS



Section outlines the procedure to be followed while computing marks in Class XII by combining theory marks of Grades X, XI and XII

COMPUTATION OF THEORY MARKS (CLASS XII THEORY MARKS)

The computation of theory marks for class XII will be based on performance in one or more Unit test(s)/Mid-Term/Pre-Board(s) theory examination.

- **The result committee of the school may decide weightage to be given to each exam based on the credibility and reliability of the assessment.**
- For example, if the committee may be of the considered view that only the Pre-Board exams may be taken into consideration, then a full weightage can be given to that component. Similarly, another school Result committee may decide to give equal weightage to Pre-Board exams and Mid-Term exams.
- As for as Unit Test(s)/ Mid-Term/Pre-Board Examination(s) are concerned during the session 2020-2021, following is possible: -
 - there may be differences in terms of the mode of conduct of examination i.e. Online/Offline.
 - that some of the students may not have appeared in any or some of the examinations conducted by the schools



COMPUTATION OF THEORY MARKS (CLASS XII THEORY MARKS)

- In all the above cases, Result Committee constituted by the School will have to address these challenges based on the analysis and study of the situation prevailing in the school and thereafter draw up a criterion for the assessment of Class-XII component. Committee is fully responsible to take any decision after analysis and study of the situation prevailing in the school and with the students. The aim should be to cover as broad a range of assessment objectives as possible.
- The Rationale for the criteria should be well thought out, objective and should be documented in the form of Rationale document (**Annexure-2**), explaining in detail how the school assessed marks of Class-XII component.
 - the reasons for the weightage given to different exams/ tests.
 - in cases where students have not appeared in none of the tests/exam categories then basis for the assessment should be indicated.

The committee should, in all cases, clearly record all its decisions in writing with the reasons in the Rationale document and take decision.



COMPUTATION OF THEORY MARKS (CLASS X AND XI THEORY MARKS)

Class XI Theory Marks:

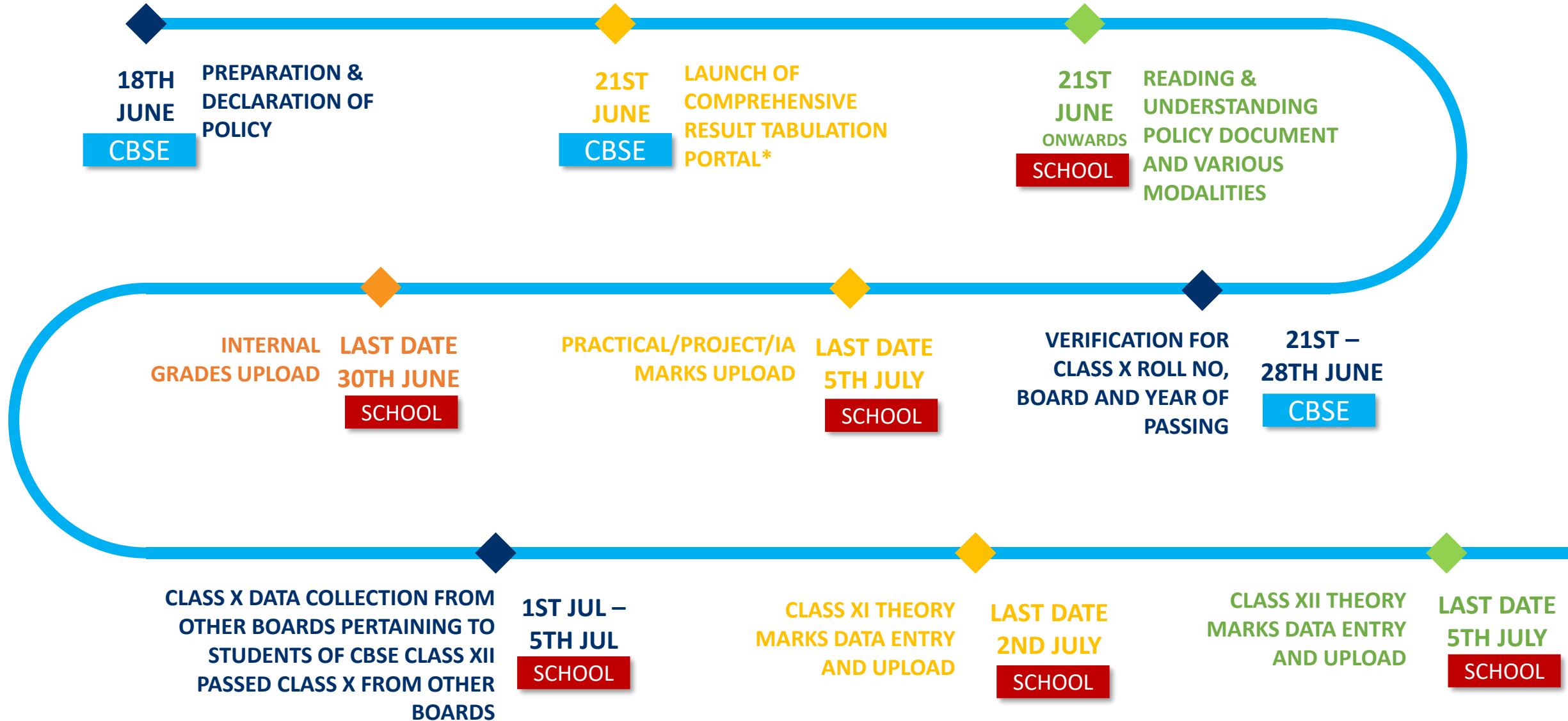
- Computation of class XI theory marks shall be on the basis of year end final theory exam in respective subjects.

Class X Theory Marks

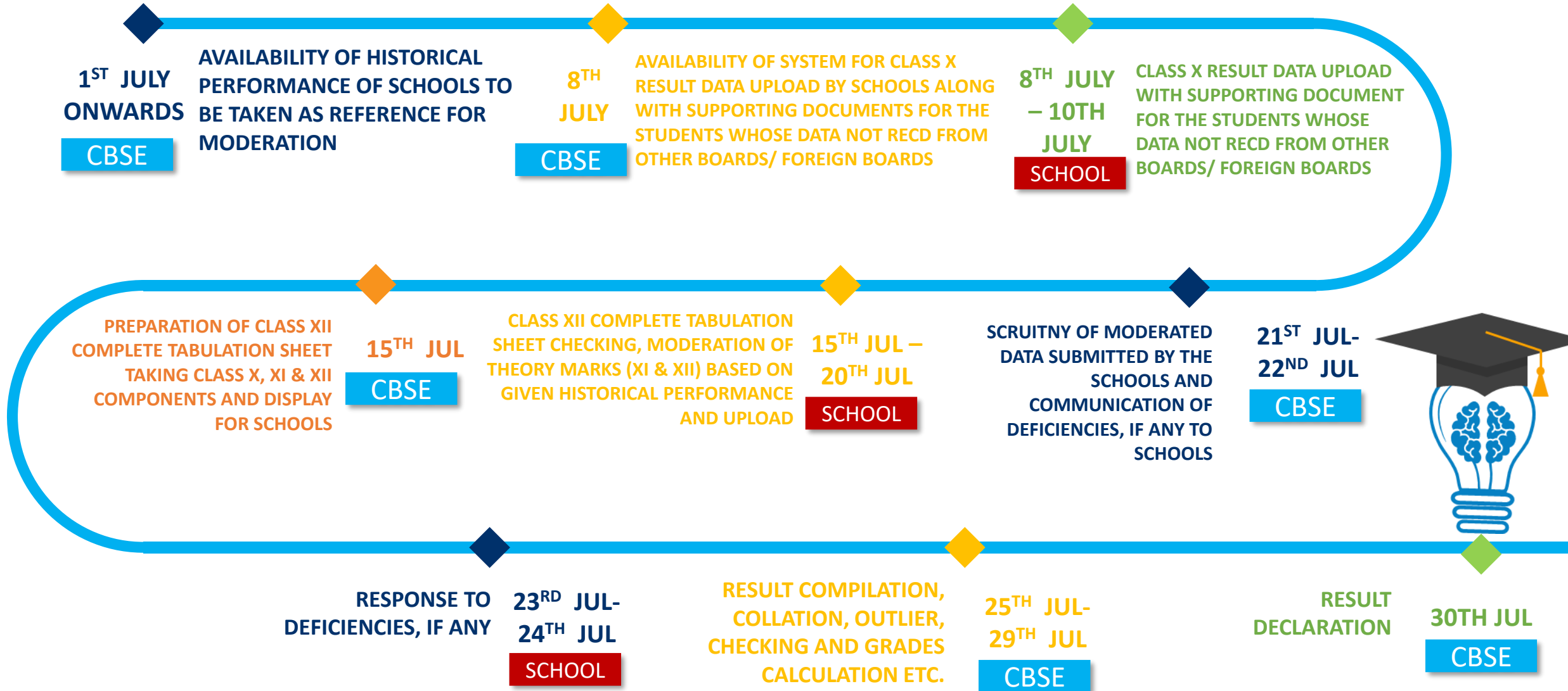
- Computation of class X theory marks shall be based on average theory marks obtained by the student(s) in best three performing subjects out of main 5 subjects. This average will be uniformly awarded to all the class XII subjects based on theory weightage.
- To facilitate ease in entering the theory marks of class X, the Board will provide the marks for the students who have appeared in CBSE class X examinations. For students of other Boards, the schools will have to enter the information based on the class X mark sheets of the students available with schools.



STEPS, RESPONSIBILITY & TIMELINES OF CLASS XII RESULT COMPILATION (1/2)



STEPS, RESPONSIBILITY & TIMELINES OF CLASS XII RESULT COMPILATION (2/2)



CONSTITUTION OF RESULT COMMITTEE

The computation of theory marks for class XII will be based on performance in one or more Unit test(s)/Mid-Term/Pre-Board(s) theory examination and the Result Committee of the school may decide weightage to be given to each exam based on the credibility and reliability of the assessment.

CONSTITUTION OF RESULT COMMITTEE

Each school shall form a Result Committee of 5 members with the following constitution:

- i. Principal of the School (Chairperson)
- ii. 02 Senior Most Teachers of the School, teaching Class-XII
- iii. 02 Teachers from neighboring Senior Secondary Schools teaching Class-XII co-opted
- iv. as external members

Special Invitee:

- i. The result committee may also invite a teacher with IT back ground for full time assistance in computation of results.
- ii. Subject teacher(s) shall be present in committee for deliberations as and when performance of their subject and students is being discussed and recorded.

Rules for the constitution of the Committee and their roles & responsibilities are given in **Annexure-1**

Honorarium to the Committee members

- The external committee members will be paid a total fixed honorarium of Rs. 2500/- each by the Board. Three internal committee members and IT teacher will be paid a fixed honorarium of Rs.1500/- each by the Board
- CBSE will make available an online module to claim the honorarium which will be remitted directly into the account of Committee members



MODERATION POLICY



As marks of class XI and class XII component will be awarded at school level, they will strictly not be comparable across schools due to the variations in the quality of question papers, the evaluation standard and processes, the mode of conduct of exams etc. Therefore, to ensure standardization, each school will have to internally moderate the marks to account for the school level variations by using a reliable reference standard.

MODERATION OF RESULTS FROM CLASS XI AND XII COMPONENT

NO SCALING REQUIRED FOR CLASS X MARKS AS RESULTS ARE ALREADY STANDARDIZED

Background of Moderation

✓ VARIATIONS IN MARKS ACROSS SCHOOLS

Class XI and XII are awarded across different schools are not comparable owing to variation in quality of questions, exam conduct and evaluation process across schools

✓ STANDARDISATION VIA SCHOOL LEVEL MODERATIONS

Each school shall internally moderate results via the schools level result committee using a reliable reference standard

✓ TRANSPARENT SCALING OF SCORES

The results committee of the school will scale up or scale down class XI and class XII marks based on the total marks

Rationale of Moderation Approach



**Past Data is
Reliable and
Unbiased**

Marks obtained by students of a school in previous Board examinations will be used for moderation. As this method relies on **school's own past performance**, it will be a **reliable, unbiased and a fair reference point**



**Fairness in
Scoring is
Top Priority**

Moderation is necessary in **interest of fairness** and to ensure that the marks allocated are comparable and there is **no adverse impact or undue gain** for **any student** because of the methodology/processes of **evaluation used by the individual school**

MODERATION OF RESULTS FROM CLASS XI AND XII COMPONENT

NO SCALING REQUIRED FOR CLASS X MARKS AS RESULTS ARE ALREADY STANDARDIZED



Moderation where
Historic Data is
Available

- 1. Best Overall Performance In Past 3 Years As Reference Point:** If, say, the overall average performance of students for a specific schools is 72% (2017-18), 74% (2018-19) and, 71% (2019-2020), the school will use 2018-19 (best overall scores) as the reference year & use subject-wise averages of that year
- 2. Subject scores can only be 5 marks (+/-) different than Reference Year:** The subject wise marks for 2020-2021 should be +/- 5 of marks obtained in the reference year by student. The overall avg. marks for the school in 2020-21, should not exceed its overall marks by 2 marks from reference year
- 3. Cases where only 1-2 years of data is available:** For schools with only 2 years of data, the best scores out of two years' will be taken and, in case, data is available for only 1 year, the same will be taken



Moderation where
Historic Data is
NOT Available

Schools taking CBSE Class XII Board exams for first time, and **not having any historic data**, the reference year will be based on **best overall average performance** from among the district, state and national averages, as follows:

- I. Schools from **no specific group of schools** can view last **3 year Board results** of their school category (independent, KVS, JNV, Govt. and Aided etc.) at the district, state and national level to pick for best performance
- II. Schools from **specific group of schools** can view last **3 year Board results** of their group of schools at the district, state and national level to pick for best performance
- III. Schools that **switched from other Board to CBSE** can use **performance in previous year** in its earlier board, **subject to CBSE approval**

MODERATION OF RESULTS FROM CLASS XI AND XII COMPONENT

NO SCALING REQUIRED FOR CLASS X MARKS AS RESULTS ARE ALREADY STANDARDIZED

Please note: Schools having **10 or less than 10 students** in any subject(s), there is no need to follow the strict subject wise average in these subject(s). In such situation schools **should adhere to the overall average**, i.e. all the subjects taken together, for moderation



Use of Online System
for **accuracy and**
safety checks

CBSE would make available an **Online System for schools to facilitate** this moderation process. The online system will be enabled with the following aspects:

- 1. Board Distribution of Marks:** The subject wise broad distribution of marks obtained by the students of a school in a specific year will be made available via a school login account
- 2. Assess Accuracy of Mark Distribution:** School can enter the 2020-21 marks on the online system and check if the marks allocated are in line with historical distribution. The Result Committee shall revise the marks in case of mismatch
- 3. Built in Safety Checks:** The online system will check for major deviation in distribution of overall-marks and subject level wise average marks. Schools will only be able to file the marks once they are consistent with the Boards policy

Please note: Result Committee has to ensure that the **marks of students are aligned with the broad distribution of marks provided by the Board**. This is only a broad guideline and reasonable differences in terms of number of actual students in each category of the distribution would be permissible. **However, the school subject wise and overall scores should be within the limits provided**

PROCESS PROTOCOL FOR SPECIAL CASES

THIS SECTION PROVIDES A GUIDE TO THE STANDARD PROCEDURES FOR SPECIAL CASES

Assessment of More Than 5 Subjects

If any student has opted for more than 5 subjects, then mean marks of the **best of the 3 subjects out of maximum allotted marks after conversion** (in case maximum marks are other than 80) may be awarded in the subject.

Assessment of New Subjects

Subjects whose examination was to be conducted for the first time in 2020-2021, assessment of such subjects **shall be done by awarding average of best 03 subjects**

Subject Change from Class XI to Class XII

If any student has changed subject in Class XII with approval of CBSE, the assessment in the subject in Class-XI, shall be done by awarding average of best 03 subjects. Hence in **Class IX, name of the same subject which was offered in Class-XII will be recorded**

Students who Passed Class X from any other Board

Class X CBSE board marks will be available in in pre-filled mode. However, for students with Class X results from non-CBSE board, **schools will upload the marks of such students** on boards' link. Schools to maintain **alignment with maximum marks in CBSE**

MANDATORY COMPLIANCES



COMPLIANCE TO BE FOLLOWED BY SCHOOLS

Safe Keeping of Records

Schools will **seal student records** and the rationale document signed by all members of Results Committee. These should be kept in the custody of the Principal for subsequent verification. Evidence of student performance should be documented student-wise in a secure manner. **These documents may be called upon for subsequent verification.**

Verification of Records by CBSE

CBSE may depute a **team to verify the documents and the process of awarding marks uploaded by schools.** Certain schools identified during these verifications would be asked to submit their record at the Regional Office to be verified by a team of experts deputed by CBSE

Action against Non-Compliance

CBSE may **start disaffiliation process, impose financial penalties or hold the Class XII results of a school,** in case the school deliberately indulges in practices that are not consistent with fair, unbiased and objective practices of assessment.



COMPLIANCE TO BE FOLLOWED BY SCHOOLS

Data Once Uploaded will be Final

CBSE will be providing assistance to the schools in many ways. Schools are expected to be doubly sure about the correctness of the result prepared. Data of both internal and external assessment once filled by the school would be considered final. **No request for correction of marks because of wrong entry or mistake of any sort will be allowed**

Candidate not appeared in any assessment

If any candidate has not appeared in any of the assessments conducted by the school, **the school will not conduct any examination now**. Committee will do an objective assessment of such students using the information of Class-X, Class-XI and Class-XII by recording evidence in this regards.

Candidates with Benchmark Disabilities

If any student with benchmark disability has not appeared in any of the assessments conducted by the school, **the school will not conduct any examination now for such candidates**. Committee will do an objective assessment of such students using the information of Class-X, Class-XI and Class-XII by recording evidence in this regards.



CBSE SUPPORT TO SCHOOLS



For successful implementation of this policy CBSE will organize webinars, upload Frequently Asked Questions, provide an online detail of school wise reference etc.

CBSE SUPPORT TO THE SCHOOLS

- ✓ **CBSE will provide online detail of school wise reference year marks as well as a provision to confirm whether the assessment is as per Boards Policy**
- ✓ Schools can send queries to their City Coordinator who can submit common themes at: Class-12-result@cbseshiksha.in.
- ✓ CBSE will upload FAQs on website and also reply to queries in FAQs City Coordinators will keep in regular contact with the schools and also inform them about the email id on which schools will communicate with them.
- ✓ A **help desk will be setup by the CBSE** in Examination Department to assist the committee in preparation of the result. Helpdesk will work from 09.30AM to 5.00 PM on working days.
- ✓ A support in the form of software at the end of schools shall also be made available.



POST EXAM PROCESS



POST EXAM PROCESSES

Tasks	Description
Declaration of Results	CBSE will declare the results as per rule 59 of the Examination Bye-Laws of the Board
Boards Policy for Qualifying Class-XII Examination	Any student is not able to meet the qualifying criterion, he/she will be placed in “ Essential Repeat’ or “Compartment” Category
Verification/Photocopy of Answer Book/ Re-evaluation	As assessment has been done by the schools and answer books have already shared with the students . Process of verification of marks, providing photocopy and re-evaluation scheme will not be applicable for Session 2020- 2021.
Schedule of Activities	The time lines given are to be adhered to by the schools for the purpose of compilation and declaration of results which can be seen at Annexure – 4
Conduct of Compartment Examinations	Compartment examinations will be conducted for students who are placed in compartment category, after the declaration of results. Modalities for same will be shared later on at appropriate time

POST EXAM PROCESSES

Tasks	Description
Students not satisfied with Assessment policy	Students not satisfied with the assessment as per the current policy can appear for exams later when conditions are safer. Marks scored in later examination will be considered as final
Policy for Private/Patrachar/2nd chance Compartment etc.	For Private, Patrachar and 2 nd chance Compartment students, etc. Exams will be conducted once the conditions become conducive for examinations . The details will be shared in due course
Students not satisfied with Assessment policy	After declaration of result, if candidates are not satisfied. They can register online for an examination . Exam will be conducted by the board only in main subjects as and when conditions are conducive. The marks obtained by a candidate in this examination will be final
No Merit List	As per practice the Board, no merit list will be prepared by the Board for Class XII 2021 results
No 0.1% Merit List	As a special case, the Board will neither declare subject wise 0.1 % merit list of students nor issue merit certificates
Dispute resolution	Disputes regarding computation of results will be referred to a committee constituted by CBSE

EXAMPLES OF CALCULATIONS

CLASS-X

MM=80	COMPONENT=30%	$\text{MEAN} = 70 + 80 + 65$ $= 215 / 3 = 71.66$ $30\% \text{ of } 71.66 = \mathbf{21.5}$
SUBJECT	MARKS AWARDED	
1	70	
2	65	
3	80	
4	60	
5	65	

EXAMPLES OF CALCULATIONS

CLASS-XI		
MM=80	COMPONENT=30%	30% of each Subject
SUBJECT	MARKS AWARDED	
1	50	15
2	75	22.5
3	55	16.5
4	65	19.5
5	75	22.5

EXAMPLES OF CALCULATIONS (SUBJECT CHANGES FROM CLASS-XI TO CLASS-XII)

CLASS-XI			
SUBJECTS IN CLASS-XI	MARKS IN CLASS-XI	SUBJECTS IN CLASS-XII	SUBJECTS IN CLASS-XII
ENGLISH	75	ENGLISH	75
PHYSICS	75	HISTORY	$75+75+65=215/3$ = 71.7
CHEMISTRY	55	GEOGRAPHY	71.7
MATHS	65	ECONOMICS	71.7
PHYSICAL EDUCATION	52	PHYSICAL EDUCATION	52

EXAMPLES OF CALCULATIONS

CLASS-XII		
MM=80	COMPONENT=30%	40% of Each Subject
SUBJECT	MARKS AWARDED	
1	55	22
2	77	30.8
3	63	25.2
4	80	32
5	76	30.4

WHERE TO MODERATE OF MARKS

CLASS-XII (MM=80)

SUBJECT	TOTAL		MODERATION POLICY	SCHOOL SUBJECT AVERAGE	Marks Range
1	58.5	~59	+/-5	65	60-70
2	74.8	~75	+/-5	70	65-75
3	63.2	~63	+/-5	60	55-65
4	73.1	~73	+/-5	65	60-70
5	74.5	~75	+/-5	71	66-76

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ANNEXURE

ANNEXURE

ITEM	DESCRIPTION
ANNEXURE 1	RULES FOR CONSTITUTION OF COMMITTEE, THEIR ROLE AND RESPONSIBILITIES
ANNEXURE 2	RATIONALE DOCUMENT
ANNEXURE 3	INTERNAL MODERATION OF MARKS (ILLUSTRATIVE EXAMPLE)
ANNEXURE 4	ACTIVITY TIMELINE

ANNEXURE-1 : RULES FOR CONSTITUTION OF COMMITTEE, & THEIR ROLE AND RESPONSIBILITIES

A. Constitution of the Result Committee for finalizing the results would be as follows:

1. Result committee will consist of 5 members

- I. Principal of the school would be Chairperson of the Result Committee.
- II. Two (02) senior most teachers of the school teaching Class XII
- III. Two (02) teachers from neighboring Senior Secondary Schools, teaching Class XII, will be co-opted by the Chairperson

2. While co-opting teachers, following should be strictly ensured for the fairness of the result that

- I. Teachers should be teaching class XII in the neighboring school affiliated to CBSE.
- II. No interchange of teachers as committee members between two schools.
- III. Teachers should not be from the same management schools.
- IV. Teachers should not be from the school where the Principal is the co-opted member in the Mgmt. / School Committee.
- V. Schools situated abroad may co-opt members from the Indian Embassy etc.
- VI. Any other relationship which may influence the result of the school/student
- VII. There is no criterion as to distance etc. from the school from which external members are to be selected.

3. Special Invitee

- I. The result committee may also invite a teacher with IT back ground for full time assistance in computation of results.
- II. Subject teacher(s) shall be present in committee for deliberations as and when performance of their subject and students is being discussed and recorded

4. Ward(s) of the committee members should not be appearing from the same school.

5. CBSE may also appoint external members in the Committee.

ANNEXURE-1 : RULES FOR CONSTITUTION OF COMMITTEE, & THEIR ROLE AND RESPONSIBILITIES

B. Roles and Responsibilities of the Result Committee:

1. Role of the Committee in the pandemic situation is to **deliver fair and unbiased results**.
 2. Committee may **convene online discussions and record their consent through online** for decisions taken.
 3. Committee can justify its Roles and Responsibilities only when the members are well acquainted with the Policy. All **committee members should familiarize themselves** with the details of the Policy. They should also have discussions among themselves to arrive at a common understanding.
 4. One committee **may discuss with another committee**, in case, need arises to clarify doubts.
 5. Once a committee is well acquainted with the Policy, they will **take the stock of the ground realities in the school** and frame the **rationale for assessment**. Thereafter, they may finalize the plan for completion of the tasks
 6. Committee can **make its own schedule based** on the schedule provided by CBSE.
 7. In case required, **opinion of other subject teachers may also be obtained** by the Committee.
 8. Everyday **proceedings should be recorded in Rationale document** by the committee.
 9. Committee will keep all **the proceedings confidential**.
 10. Chairperson of the committee will **provide necessary infrastructure** and assistance to the committee and make arrangements for correct uploading of data.
 11. External **committee members will also act as public representatives** in the committee to ensure the fairness of the result prepared. They will actively participate in all activities and decisions of the committee.
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ANNEXURE-1 : RULES FOR CONSTITUTION OF COMMITTEE, & THEIR ROLE AND RESPONSIBILITIES

C. Role and Responsibility of the Chairperson of the Committee:

1. Chairperson of the Committee will **discuss in details about each student** with a motive to assess in a fair and equitable manner.
 2. Will **co-opt 02 members in the committee** with a motive to deliver fair and just result.
 3. Will **ensure that work is completed within schedule** and therefore prepare their own schedule and communicate to all committee members to abide by it.
 4. Fix the **meeting of the committee** members
 5. Recording of all **events and decision in the Rationale** document and to **provide records to the committee**
 6. Providing **infrastructure to the committee**
 7. Provide certificate, at the end of **Rationale document that a fair and just result** has been prepared without any bias or favor
 8. Uploading of **correct result on boards link**
 9. Use all the involved teacher in preparing the result of their students
 10. Ensure **participation of the committee in the webinar organized** by CBSE to explain the policy
 11. Any other requirement to fulfil the responsibility of the committee
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ANNEXURE-1 : RULES FOR CONSTITUTION OF COMMITTEE, & THEIR ROLE AND RESPONSIBILITIES

D. Role and Responsibility of the internal members of the Committee:

1. Read and understand the policy carefully
2. Study record in depth to understand the learning of each student
3. Discuss the concern subject teacher(s) about the performance of their students
4. Record day to day proceedings in the Rationale document
5. Remain careful while doing the calculations
6. Ensure that responsibility assigned and faith reposed by the CBSE is fulfilled
7. Any other requirement to fulfil the responsibility assigned

E. Role and Responsibility of the external members of the Committee:

1. All responsibilities as that of internal committee members
 2. Will act as Public Representative to ensure that fair result is being prepared by the school
 3. Will actively participate in all discussions
 4. Will provide active support in completing the responsibility
 5. Any other requirement to fulfil the responsibility assigned
-

ANNEXURE-1 : RULES FOR CONSTITUTION OF COMMITTEE, & THEIR ROLE AND RESPONSIBILITIES

How to Prepare the Results

F. Role and Responsibility of the IT Teacher:

1. All responsibilities as that of internal committee members
2. To support the committee in calculation of result
3. To ensure correct uploading of result on boards link
4. Any other requirements to fulfil the responsibility assigned

G. Role and Responsibility of the Special Invitee:

1. Subject teachers teaching Class-XII will be known as Special Invitee
2. They will read and understand the policy well
3. Will study ground realities of each and every student
4. Help the committee members in finalizing the assessment of the student
5. Any other requirement to fulfil the responsibility assigned

1. Chairperson will discuss the policy with all the members including special invitees
2. Thereafter, a draft road map will be prepared by the committee
3. Subject wise result of each class will be discussed with concern special invitee and finalised
4. Each finalised result will be cross check by the special invitee
5. Marks will be uploaded with the help of IT teacher

Above are suggestive guidelines. Schools may take action as per their ground situation.

ANNEXURE-2 : RATIONALE DOCUMENT

Figure 1

ANNEXURE- 2				
RATIONALE DOCUMENT Class-XII				
A. SCHOOL DETAILS				
School Name with Address				
School Code				
Affiliation Number				
B. TESTS/EXAMS CONDUCTED:				
S.No	NAME OF TEST/EXAMINATION*	NUMBER OF TIMES CONDUCTED THE TEST/EXAM	TIME DURATION OF EACH TEST/EXAM	REMARK
1.	UNIT TEST/PERIODIC TEST/MID-TERM/HALF YEARLY TEST			RESULT COMMITTEE MAY ASSIGN RELATIVE WEIGHTAGES TO EXAM AT SL NO 1 & 2
2.	PRE-BOARD EXAMINATION			
C. REASON FOR WEIGHTAGE GIVEN TO DIFFERENT TESTS/EXAMS MAY BE INDICATED:				
D. IN CASE STUDENT(S) HAS NOT TAKEN ALL THE EXAMS ON WHICH ASSESSMENT IS BASED, PROCEDURE ADOPTED FOR ASSESSING SUCH STUDENTS:				
E. IN CASE SCHOOL ASSESSMENT DOES NOT MEET THE DISTRIBUTION OF MARKS AND AVERAGE PROVIDED BY BOARD FOR A SUBJECT,THIS MAY BE INDICATED AND THE PROCEDURE FOLLOWED TO ALIGN THE MARKS MAY BE INDICATED : NOTE : THEORY MARKS OF ONLY CLASS XI AND CLASS XII SHOULD BE REVISED / SCALED.				

F. PROCEEDINGS OF FINAL MEETING OF THE RESULT COMMITTEE :-	
THIS IS TO CERTIFY THAT THE RESULT COMMITTEE HAS FOLLOWED THE BOARD GUIDELINES IN LETTER & SPIRIT AND THE STUDENT ASSESSMENT IS CARRIED OUT IN AN OBJECTIVE, UNBIASED, FAIR & TRANSPARENT MANNER.	
INTERNAL MEMBERS:-	
1) NAME _____	SIGNATURE _____
2) NAME _____	SIGNATURE _____
EXTERNAL MEMBERS:-	
1) NAME _____	DESIGNATION _____
SCHOOL NAME _____	SIGNATURE _____
2) NAME _____	DESIGNATION _____
SCHOOL NAME _____	SIGNATURE _____
NAME OF Principal/Chairperson _____ SIGNATURE _____	

ANNEXURE-3 : INTERNAL MODERATION OF MARKS - ILLUSTRATIVE EXAMPLE (1/2)

Figure 1

INTERNAL MODERATION OF MARKS (THIS IS AN ILLUSTRATIVE EXAMPLE ONLY)					
The Board will provide the broad distribution of marks across students for a particular subject, for the school, in the following format. The distribution of marks is based on the performance of the school in the subject in Class XII Board Examination in reference year. The school should follow the broad pattern of distribution of students' total theory marks i.e. the composite total of class-X, class-XI and class-XII theory marks.					
SUBJECT: MATHEMATICS			CLASS XII - 2020		
Marks Range (in %age)	<33%	≥33% to 50%	≥50% to 75%	≥75% to 95%	≥95%
Percentage of total students having marks in the particular range.	1%	19%	30%	20%	30%
AVERAGE MARKS IN MATHEMATICS = 62					
OVERALL AVERAGE IN ALL SUBJECTS IN REFERENCE YEAR = 66					
In case the school gets the above distribution and in 2020-2021 exams 200 students have to be assessed then the total theory marks of the students should broadly be distributed across range of marks as per the following table:					

ANNEXURE-3 : INTERNAL MODERATION OF MARKS - ILLUSTRATIVE EXAMPLE (2/2)

Figure 2

SUBJECT: MATHEMATICS		CLASS XII - 2021			
NUMBER OF STUDENTS = 200					
Marks Range (in %age)	<33%	≥33% to 50%	≥50% to 75%	≥75% to 95%	≥95%
Number of Students	1% 1% of 200 = 2	19% 19% of 200 = 38	30% 30% of 200 = 60	20% 20% of 200 = 40	30% 30% of 200 = 60
AVERAGE MARKS ASSESSED IN MATHEMATICS = 62 ± 5 MARKS. OVERALL AVERAGE OF ASSESSED MARKS IN ALL SUBJECTS ≤ 66					
<p>The school has enough flexibility for assessing individual student. However, overall distribution of marks should broadly fall in the above ranges. The average marks indicated are 62 for Mathematics for the school based on reference years' performance in the Board Exam. The school will have to ensure that the average assessed marks for 2021 for mathematics are within a range of ± 5 marks i.e. between 57 to 67 marks. The committee may have to scale / revise class XI or class XII theory marks only as per requirement. Class X marks should not be moderated as these are already standardised.</p> <p>However, the overall average for all the subjects assessed by the school should not exceed 66+2=68 marks. Thus, the school can allow a variation of 5 marks from the subject average, however the overall average for all the subjects shall not exceed the average of the reference year by 2 marks.</p>					

ANNEXURE-4 : ACTIVITY TIMELINE

Figure 1

		ANNEXURE- 4
Sl. No.	Activity	Last Date*
BY THE SCHOOL		
1.	Formation of Result Committee by school	By 23 June, 2021
2.	To note subject wise Maximum Marks of the subjects offered by the school	
3.	Identification of the students if changed their subject(s) in Class XII with the approval of the CBSE	
4.	Availability of the marks of Class X if student has passed Class X from board other than CBSE	
5.	Availability of the marks of Class XI if student has passed Class XI from any other school	
6.	Finalisation of the roadmap and schedule by the committee	By 30 June, 2021
7.	Finalization of result after moderation and checking by schools	By 15 July, 2021
8.	Uploading of marks on Boards link	

Figure 2

		ANNEXURE- 4
Sl. No.	Activity	Last Date*
BY THE CBSE		
1.	Provision of subject wise, school wise distribution of marks as per previous Board exams by CBSE	By 28 June, 2021
2.	Availability of Portal for uploading of marks	By 08 July, 2021
3.	Declaration of result by CBSE	By 31 July, 2021
*Schools should not wait for last date to complete an activity. Based on the number of students in Class-XII, they may complete activity earlier too.		

INCASE OF ANY QUERY, PLEASE
SEND TO MAIL id-

query.compt2020@cbseshiksha.in

THANKS

A horizontal dotted line consisting of 18 small white squares, positioned directly below the word "THANKS".