



# NEW HORIZON SCHOLARS SCHOOL

CBSE Affiliation No. 1130325  
Plot No.5, Sector-13, Airoli, Navi Mumbai-400 708

Circular No. S335

GRADE : X & XII

Date: 12.02.2025

## Instructions to students appearing for AISSE & AISSCE 2025

1. Students must mandatorily report to the examination centre between 09.00 am to 09.45 am. Gates at the centre will be closed at 10.00am. Kindly adhere to the given time to avoid any consequences.
2. Examination Centre is mentioned in the Admit Card.
3. Students must carry their Admit card every day to the examination centre.
4. All students must come in complete uniform with school ID card. **Activity uniform is not allowed.**
5. All students must come neatly dressed & presentable.
6. **Candidates must visit the examination center atleast one day prior to the date of examination so that they can reach on time on the days of examination.**
7. **Candidates should leave home for the examination centre keeping in view weather conditions, traffic conditions etc.**
8. **Candidate's Mother / Father / Guardian must check the particulars mentioned in the Admit Card and sign at the appropriate place after verifying particulars including photo and its correctness.**
9. Mobiles & other electronic items are not permitted inside the examination centre. List of barred items & rules for Unfair practices is available on CBSE website. School has already shared details vide circular no. 313 dated 25.01.2025 for the same. Candidates must read and adhere to the important instructions given in the Admit Card.
10. Candidates should refrain themselves from spreading rumours and hosting any material on social websites including WhatsApp, You Tube, Instagram etc.
11. Students should take a photocopy of their admit card after signing in the admit card and keep it in safe custody.
12. Carry only transparent pad, blue ball point pen, pencil, eraser, scale, sharpener, geometry instruments, colours & brushes (for subject - Painting), Admit Card & Identity-Card of the School etc. in a **transparent pouch.**
13. Kindly note the following instruction from CBSE.
  - a. 15 minutes will be given for reading the question paper. Students should read the question paper carefully.
  - b. The Answer Books would be distributed to the candidates between 10.00am and 10.15 am during which the candidates would write their particulars on the Answer Book and one must ensure the same shall be checked and signed by the Invigilator (s).
  - c. The Question Paper will be distributed at 10.15am. The students would read the Question Paper and plan proper strategy to write the answers between 10.15am and 10.30am (15minutes). At 10.30am students will start writing the answers.
  - d. **Only blue or royal blue ink ball point / gel pen be used.**
  - e. **Check answer book to see that it is not defective and that it has correct numbers of pages.**
14. Follow the instructions given by invigilators especially for writing Roll Number in your Answer Book.
15. **Ensure correct mention of Question Paper Set in Answer Book and Attendance sheet.**
16. As far as possible, students should avoid changing the sequence of answers in the Answer Book.
17. Each new section should be started from a fresh page.
18. Margins should be drawn on both the sides of the answer sheet and important points should be underlined.
19. Students must mention the number of supplements used, on the front page of the main answer book.
20. Students should write in neat and legible writing and avoid cancellation and scribbling on the answer book. When long answers are stricken off, it is mandatory to take the signature of the Invigilator(s).
21. Students should strictly adhere to the Code of Conduct during the examination and should not indulge in any malpractices like copying, talking, fidgeting, discussions etc.
22. Students must refrain from unnecessary movements during the examination hours.
23. Avoid going to the washroom during the examination hours.
24. Student must reach the exam centre on their own.

**All The Best!!!**

*Sala*  
12/2/25  
Principal