



**COUNCIL OF HIGHER SECONDARY EDUCATION :ODISHA  
PRAJNAPITHA: SAMANTAPUR: BHUBANESWAR-751013.**

**NOTIFICATION**

**No. EC-III-13/23/ 2088 /CHSE. Dt. 30.05.2024.**

**RECHECKING/RE-ADDITION OF MARKS FOR THE ANNUAL HIGHER  
SECONDARY EXAMINATION – 2024.**

**SCIENCE, COMMERCE, ARTS AND VOCATIONAL STREAM**

- ❖ **COMMENCEMENT OF SUBMISSION OF ONLINE APPLICATION: 01.06.2024**
- ❖ **LAST DATE OF SUBMISSION OF ON-LINE APPLICATION: 15.06.2024**
- ❖ **PROVIDING LINK FOR DOWNLOADING & LODGING COMPLAINT IN CASE OF  
ONLINE EVALUATED SCRIPTS : 10.06.2024 to 20.06.2024**
- ❖ **LAST DATE OF LODGING COMPLAINT AFTER DOWNLOADING OF ANSWER  
SCRIPTS VALUED IN ON-LINE MODE: 21.06.2024**

01. Desirous candidates of Science, Commerce, Arts and Vocational streams of Annual H.S. Examination, 2024 are hereby informed to apply in online for re-checking/re-addition of marks in any of the subject(s)/paper(s) through [www.onlinesbi.sbifrom](http://www.onlinesbi.sbifrom) **01.06.2024 to 15.06.2024** (midnight) following due procedure as outlined below: Students who have been booked under MP (Mal Practice) and whose result has been withheld or declared invalid, are not eligible to apply for re-checking/re-addition of marks.

2. For information of all concerned, the mode of valuation adopted for different papers/subjects in different streams are as mentioned below:

a) Online valuation:

- i. **Science and Commerce streams:** All Theory(T1) papers **except vocational trade papers, Integrated vocational subjects and MIL (Bengali).**
- ii. **Arts Stream:** Theory (T1) papers of Mathematics, Information Technology(IT), Geography, Statistics, MIL(Hindi), MIL(Urdu), MIL(Sanskrit) and MIL(Telugu).

**b) Offline valuation:**

- i. MIL (Bengali) of all stream.
- ii. **Arts stream:** All other theory elective papers like History, Sociology, Political Science, Logic, etc. (except those mentioned at a(ii) above)
- iii. **All Vocational stream papers:** [MIL-O, MIL-H, MIL-URDU, MIL-TELUGU, MIL-ALT.ENG, English, BFC (HISTORY, POLSC, ECO, PHY, CHE, BIO, MATH etc.) and all trade papers]
- iv. **Practical papers(P1)** of all science, commerce and Arts subjects
- v. **All project papers of Commerce elective** like ACT, BMS, BSM, FMA, BSE, etc.

Candidates who are desirous of applying for re-checking/re-addition of marks are advised to choose their correct stream and paper from the dropdown menu of the respective Online Challan form.

**N.B.** Two separate Challans have been configured in SB Collect : one challan is for Arts, Commerce and Science stream and another challan is for Vocational stream only.

**3. MODE OF GETTING VALUED ANSWER SCRIPTS:**

**(A) ANSWER SCRIPTS VALUED IN ON-LINE MODE**

- (i) A Student who applies for re-checking/re-addition of marks in any paper(s) shall be provided with an **SMS alert** to the **Mobile number** and a **link to the e-mail ID** provided by the student to download his/her scanned copy of valued answer script(s) along with statement of marks. The link for on screen evaluated subjects will be provided in between **10.06.2024 to 20.06.2024.**
- (ii) The Student has to **download the scanned copy of valued answer script** along with **score sheet** containing statement of marks for each subject/paper applied.
- (iii) **No photocopy/hard copy of such answer scripts shall be provided by the Council.**
- (iv) **IMPORTANT NOTE**
  - (a) Any student who does not receive the link by **dt.20.06.2024** or faces any problem in downloading answer scripts is required to bring it to the notice of the Controller of Examinations by **22.06.2024** positively through the e-mail: [coechserecheck@gmail.com](mailto:coechserecheck@gmail.com) with the scanned copy of SB-e collect receipt, Roll No, Mobile No., and valid e-mail ID of the student **failing which no complain will be entertained later under any circumstances.**
  - (b) A Mobile Number and an e-Mail ID cannot be used by more than one candidate.
  - (v) Any **grievance in respect of any portion(s)** of answer(s) being **left unvalued**, (in case of script valued online) should be brought to the notice of the Controller of Examinations by logging in to the same link provided for downloading answer scripts by **24.06.2024** without fail.
  - (vi) Just after lodging the complaint, an acknowledgement slip will be generated through the link and the student can take print out of the acknowledgement receipt for the future reference.



**IMPORTANT NOTE:**

- (vii) Separate complaint must be lodged for each individual paper.
- (viii) Lodging of complaint in one application form for more than one paper will summarily be rejected.
- (ix) No complaint shall be received by hand.

**(B) ANSWER SCRIPTS VALUED IN OFF-LINE MODE:**

No link will be provided to the students for downloading answer scripts valued in off-line mode.

**A candidate will be provided with the photocopy of the answer script(s) applied for re-checking on payment of requisite fees in the following manner:**

- i. First the Council will conduct re-addition/re-checking of all valued answer scripts applied for re-addition/re-checking and publish the result of such re-addition/re-checking papers.
- ii. The revised results, if any, will be sent to the respective H.S. School/College through SAMS e-space.
- iii. Students can get photo copies of re-checked answer scripts, after publication of re-checking results, by writing to the Controller of Examinations to [coechserecheck@gmail.com](mailto:coechserecheck@gmail.com) within 15 days of publication of re-addition/re-checking results.
- iv. Students are advised to visit the Council web-site frequently for getting updates with respect to re-addition/re-checking.

**4. REQUIREMENTS FOR RE-ADDITION/RE-CHECKING:**

- I. One should have an active e-mail ID & Mobile Number for communication. Students are advised to have their own e-mail ID instead of providing e-mail ID of others.
- II. One has to Pay Rs.200/- (Rupees Two Hundred) only per paper ( Theory and practical/project papers of a subject will be treated as separate papers) applied for re-addition/re-checking purpose.
- III. In Science stream, Biology-1 (Botany) and Biology-2 (Zoology) are to be treated as separate papers (two papers) for re-checking/re-addition purpose.
- IV. One should have UPI, Rupay, Debit Card, Net Banking facility of SBI or any other Bank to deposit the fees. However, one can deposit the requisite fees through cash/Cheque by visiting any Branch of SBI after going through 8 (viii) of important note.

**5. STEPS FOR FEE DEPOSIT AND FILLING UP APPLICATION FOR RE-ADDITION/RE-CHECKING :**

A candidate has to follow the following steps sequentially for filling up application for re-checking/re-addition and also to deposit the requisite fees:

- a. Visit online Banking website of SBI by typing <https://www.onlinesbi.sbi> in the address bar of the browser, viz, internet explorer.
- b. Once the home page appears, click on 'SBCollect' tab.
- c. Select type of Institution as 'Educational Institutions'.
- d. Now select Educational Institution Name as 'Council of Higher Secondary Education, Odisha'.

- e. Select re-checking/re-addition of marks for Arts, Science, Commerce-2024 or Vocational as applicable from among the payment categories from the drop down window.
- f. Enter the total number of papers applied for re-checking/re-addition.
- g. Click on "Fetch Payment Details"
- h. Enter valid e-Mail ID, Mobile Number and Name of the student in the space provided.
- i. Select the desired paper(s) from the drop down list of subjects/papers for which re-addition/re-checking of marks is required for Practical/Project papers.
- j. Select "Nil" against rest of the papers.
- k. Fill up the Roll Numbers (as mentioned in the Admit Card) correctly in the space.
- l. Select stream from the drop down.
- m. Select the desired subjects/papers for which re-addition/re-checking of marks is required for theory papers from drop down.
- n. Select "NIL" against rest of the papers.
- o. Fill remarks in appropriate space.
- p. Fill in the online Challan with required information as asked for or select from the drop down options wherever available.
- q. Number of papers applied for will be computed depending upon the amount paid and **will be processed sequentially from top of the list. Rest will be rejected.**
- r. Once required data is filled in, click on "Next".
- s. The system will request you to select the desired payment mode from various options. Please note that the Bank charges for various payment mode are also displayed which is to be borne by the remitter. Carefully examine the charges displayed since the charges for different payment mode are different. Select the desired payment mode.
- t. Now the system will guide the remitter through the payment process. Once the payment is completed successfully, one e-Receipt is generated containing a reference number in PDF format.
- u. Take a print out of e-Receipt for future reference. The e-Receipt can also be re-generated/re-printed afterwards from "Payment History" link of "SB Collect".

6. **STEPS TO DOWNLOAD THE SCANNED COPY OF ANSWER SCRIPTS WHICH HAVE BEEN EVALUATED ONLINE:**

- i) Soft copy of the evaluated answer script with result overview/score sheet can be downloaded from the link provided to the applicant's e-mail ID.
- ii) On clicking on the given link, you will be directed to the log-in page.



- iii) Select the Log-in type (**Mobile No or Email Id**) and enter **OTP (One Time Password)** sent to either E-mail Id or Mobile number based on the Log-in type.
- iv) Unsuccessful log in, you will be redirected to the Home Page and click on **"Download Photocopy"**.
- v) You will be able to see the list of subjects for which photocopy was requested.
- vi) Click on **"PDF Download"** to download the copy of the answer script.

7. **STEPS TO LOGDE COMPLAINT AFTER GETTING THE DOWNLOAD COPY OF ANSWER SCRIPT EVALUATED ONLINE:**

Go through the answer script and the result overview/score sheet. Find out if there is any un-valued answer, or if the script has been evaluated based on a question of separate set. If there is no unvalued portion or if the script has been evaluated as per the appropriate set of question, then **there is no need for lodging complaint.** However, if you find that one or more sub-questions and/or questions have not been evaluated, or the script has been evaluated as per a question of different set, or if there is missing page then you may lodge complaint following the steps mentioned below:

- i. Login to your account using the link that was emailed during photocopy request.
- II. Select the Login type: **Registered Mobile No or Registered Email.**
- III. **Enter OTP (One Time Password)** sent to your Email Id or Mobile Number and submit.
- IV. On successful login, you will be redirected to the Home Page.
- V. Click on **"QUERY"** icon for the subject you wish to raise specific complaints.
- VI. Candidate **"query form"** will be displayed.
- VII. Enter the details of the question number clearly (for example: Q. No. 1d or Q.No.4 etc.) which has not been evaluated or with other relevant complaint (s).
- VIII. Click on **"POST"** to submit your complaint.
- IX. **"Acknowledgement"** will be sent to the registered e-mail Id on successful submission of the complaint.
- X. Click on **"print"** for the copy of the complaint submitted.

8. **IMPORTANT NOTE:**

- I. Students are advised to apply for re-checking/re-addition as early as possible without waiting for the last date to avoid late hour rush. According to the date of applications, the schedule to provide link and lodging of complain are as per the following programme.

Date of applications	Period for providing link	Date of lodging complaint
01.06.2024 to 07.06.2024	10.06.2024 to 15.06.2024	11.06.2024 to 16.06.2024
08.06.2024 to 15.06.2024	17.06.2024 to 20.06.2024	18.06.2024 to 21.06.2024

- II. If the candidate is satisfied with the marks awarded, then there is no need for lodging complain for re-addition/re-checking. If no specific complaint is lodged by 24.06.2024 then re-checking/re-addition for that candidate and paper will not be undertaken by the Council.
- III. Adequate care is to be taken by the student while filling the challan in respect of :

(a) Name (b) Roll Number (c) Registration Number (d) Mobile No. (e) e-mail ID as asked for in the application form. This information is important to reprint the e-Receipt subsequent to any successful payment.

iv Council shall not be held responsible for:

- Not depositing the requisite fees through SB e-Collect by **15.06.2024**.
- Not filling up the required subject(s)/Paper (s) at the time of application.
- Not downloading the scanned copies of the answer scripts with result overview sent to their e-mail ID by **20.06.2024**.
- Not lodging complaint regarding non-receipt of link from CHSE and problem in downloading the answer script, if any, by **22.06.2024**.
- Non filing the complaint sheet by **24.06.2024** regarding any problem in respect of addition of marks, any portion(s) of answer(s) being left un-valued or any other problem by logging into the same link provided for downloading.
- Providing wrong Roll Number/Subject, wrong or invalid Mobile Number and e-mail ID.
- Non adherence to the procedure and date lines specified in this notification.

v. Under no circumstances complaints regarding re-checking/re-addition shall be entertained after the due date. There is no provision for refund/adjustment of fees paid for re-checking/re-addition under any circumstances.

vi. *(1) Re-checking/Re-addition of marks in case of scripts evaluated on-line/on screen will be restricted to check whether there is any unvalued portion of the answers script and correctness of marks in the marks statement. (2) re-valuation of answer scripts is not permitted.*

vii. *Re-checking/Re-addition of marks in case of scripts evaluated in offline mode will be restricted to re-addition of marks and valuation of unvalued portion. Re-valuation of answer scripts is not permitted.*

viii. *Depositing of cash or Cheque drawn on any SBI visiting any SBI Branch:*

- *If 'SBI Branch' is selected as payment mode, a Pre-Acknowledgement Payment (PAP) form is generated which contains the relevant details for payment at Branch.*
- *The payer has to take the printout of the PAP form and visits any SBI Branch for payment through Cash or Cheque drawn on SBI Branch.*
- *After the payment is successfully processed by the Branch, the Branch will give an acknowledgement of payment on the PAP Form.*

*Now any time the payer may return to 'SBCollect' link in the home page of [www.onlinesbi.sbi](http://www.onlinesbi.sbi) for printing the e-Receipt from the 'Payment History' link.*

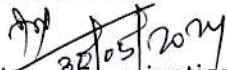
ix. *Quote your SB Collect Reference Number (DU Number) printed on the e-Receipt for any future correspondence with CHSE (O).*

x. The candidates are advised to check their e-mail and SMS alert regularly.



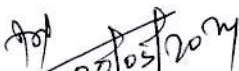
*On examination by the subject expert(s)/examiner(s), if it is found that the grievance of the applicant deserves for consideration, the result of there-checking/re-addition shall be communicated to the concerned H.S. Schools/Colleges after due approval by the competent authorities by 17.08.2024. For any quires: 9938399455 & 9861581353.*

By order of the Chairman

  
30/05/2024  
Controller of Examinations


Memo No. 2089/CHSE. Dt. 30.05.2024

Copy forwarded to RTI Commissioner, Odisha for information.

  
30/05/2024  
Controller of Examinations.


Memo No. 2090/CHSE. Dt. 30.05.2024

Copy forwarded to Private Secretary to the Principal Secretary, School & Mass Education Department, Govt. of Odisha/Director, Higher Secondary Education, Odisha for information.

  
30/05/2024  
Controller of Examinations.


Memo No. 2091/CHSE. Dt. 30.05.2024

Copy forwarded to the Finance Officer, CHSE, Odisha for information and necessary action.

  
30/05/2024  
Controller of Examinations.

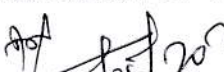
Memo No. 2092/CHSE. Dt. 30.05.2024

Copy forwarded to All Officers/All Sections/Zonal Offices/Notice Board of CHSE for information and necessary action.

  
30/05/2024  
Controller of Examinations.


Memo No. 2093/CHSE. Dt. 30.05.2024

Copy forwarded to the Technical Director, NIC, Bhubaneswar to upload this notification in CHSE, Odisha website i.e. "chseodisha.nic.in" by dt. 31.05.2024 for information of all concerned.

  
30/05/2024  
Controller of Examinations.


Memo No. 2094/CHSE. Dt. 30.05.2024

Copy forwarded to General Manager OCAC, for uploading this notification in SAMS notice for information of the H.S. Schools/Colleges /students.

  
30/05/2024  
Controller of Examinations.


Memo No. 2095/CHSE. Dt. 30.05.2024

Copy forwarded to the AGM, SBI, Local H.O., Bhubaneswar/ Chief Manager, SBI, I.R.C. Village, Nayapalli, Bhubaneswar for information and necessary action.

  
Controller of Examinations.

Memo No. 2096/CHSE. Dt. 30.05.2024

Copy forwarded to the Principal/ Headmaster of all H.S. Schools/Colleges for information and necessary action. They are requested to circulate this notification among the students.

  
Controller of Examinations.