

PODAR INTERNATIONAL SCHOOL, HEBBAL, MYSURU

Circular to Grade 9 & 10

22 August 2025

Subject: Strict Compliance with CBSE Attendance Rules for Class X

Dear Parents,

This circular is to inform you about the Central Board of Secondary Education (CBSE) guidelines regarding mandatory attendance for students of Class X through circular number **CBSE/COORDIShortage-Attend./2025** dated **4 August 2025**. It is crucial for your child to meet the attendance requirements to be eligible for the upcoming Board Examinations.

Key Points for Your Attention

- **Mandatory Attendance:** As per the CBSE Examination Bye-Laws, a minimum of **75% attendance** is compulsory for all students appearing for the Class X Board Examinations. This attendance will be calculated from the beginning of the academic session up to **January 1** of the examination year.
- **Purpose of the Rule:** This rule is in place to ensure that students attend classes regularly, allowing them to benefit from classroom instruction and holistic development.
- **Consequences of Non-Compliance:** Students with less than 75% attendance will be **debarred** from appearing in the Board Examinations. Please note that the school will not be able to register such students as candidates.
- **Condonation of Attendance:** A shortage in attendance may be condoned by the CBSE only under **exceptional circumstances**, such as:
 - Prolonged illness or medical emergencies (with a valid medical certificate from a recognized government doctor).
 - Loss of a parent or other serious family incidents.
 - Authorized participation in national or international sports events.
- **Procedure for Leave:** In case of your child's absence from school, a formal leave application must be submitted to the class teacher. For absences due to illness or other emergencies, a formal application with the necessary supporting documents (e.g., medical certificates) must be submitted **promptly**.
- Please note that the final decision on condonation rests solely with the CBSE.

We request your full cooperation in ensuring your child's regular and punctual attendance. We believe that regular attendance is key to their academic success and overall growth.

For further details kindly go through the circular posted on CBSE website by the Board.

With regards,



PRINCIPAL