

## Procedure for Online Application

### **A. Procedure for applying Re-checking of Answer Scripts having descriptive questions Including MIL and Elective subjects along with obtaining Scanned copy of Answer Script.**

1. Candidates intending to get their evaluated Answer Scripts re-checked will have to apply through the ASSEB, Div-I (erstwhile SEBA) official website **sebaonline.org**. Please visit Boards official website **sebaonline.org**.
2. Click on the link "**APPLY FOR RE-CHECKING & Scanned copy of ANSWER SCRIPTs and OMR with Answer Key**"
3. Please select RE-CHECKING & Scanned copy of ANSWER SCRIPTS.
4. Please select the subjects for which RE-CHECKING & Scanned copy ANSWER SCRIPTS need to be applied.
5. Provide other necessary information as requested in the portal and pay necessary fees. Fees have to be paid through online mode only.
6. Fees for Re-checking of Answer Scripts along with obtaining Scanned copy of Answer Script (for all theory question papers only, i.e., excluding the OMR part) is **Rs. 400/- per subject**.
7. **Re-checking Process.** The candidate shall note that Re-checking of Answer Script shall not mean Re-evaluation of the Answer Scripts.  
Re-checking shall include,
  - i. Re-totalling of Marks awarded by the Examiner.
  - ii. Assessment of Answer(s) which has/have been left out unevaluated.
  - iii. Correction of wrong entry of marks of any manner/nature.
8. The Results of Re checking will be informed to the Applicant within 30 days from the last date of receipt of application, by SMS and e-mail only.
9. In case of any change in Marks, the revised Marks-sheet/ Certificates will be issued on submission of the Original Marks-sheet/ Certificates in the Board's Office through the Head of the concerned School with intimation of the Head of the Institution. No such Marks-sheet/Certificates will be sent directly to School candidate or through any other agency.
10. Scanned copy of Answer Script will be available for the applied candidates through e-mail ONLY.

### **B. Procedure for obtaining Scanned copy of OMR with Answer Key.**

1. Please visit ASSEB Div-I official website **sebaonline.org**.
2. Click on the LINK "**APPLY FOR RE-CHECKING & Scanned by ANSWER SCRIPTS and OMR with Answer Key**".
3. Please select Scanned copy of OMR and Answer Key.
4. Please select the subjects for which Scanned copy of OMR and Answer Key need to be applied.
5. Provide other necessary information as requested in the portal and pay necessary fees. Fees have to be paid through online mode only.
6. Fees for Scanned copy of OMR and Answer Key is **Rs. 50/- per subject**
7. The Scanned copy of OMR and Answer Key will be made available within **30 days** from the last date of receipt of application, to the applicant through e-mail only.

### **C. General Instructions**

1. The portal (link) will be opened after 2 (two) days of declaration of result.
2. Candidate has to apply within 15 (fifteen) days from the date of opening the link.
3. The detailed instruction for the application process will also be available in the link.
4. No application will be accepted without fee and No Offline application will be accepted.

5. Incomplete applications will summarily be rejected.
6. The Answer Scripts are confidential documents and will not come under the purview of RTI Act, 2005 prior to declaration of Re-checked Results of the HSLC Examination, 2025.
7. Processing fee has to be paid through online mode only.
8. Application submitted on behalf of the candidate and also incomplete application will summarily be rejected.
9. It will be the endeavour of the Board to deliver the Re-checked scanned copy of the evaluated Answer Script within 15 days from the date of declaration of Re-checked results, by e-mail only.
10. Scanned copy of the evaluated Answer Script would be provided after blocking all information relating to the identity of the Examiner/ Evaluator/ any other Officials associated with the Examination process (as also the marked answer therein).
11. Decision of the competent authority of the Board on the marks awarded shall be final and binding on the candidate.
12. The candidate shall have to give undertaking that the scanned copy along with re-checking of Answer Scripts shall not be given to any institution or School for display or any commercial purpose or to print media and electronic media by him/her or anyone on his/her behalf. Violation of this instruction shall be liable for legal action.
13. The scanned copy of the evaluated Answer Script shall not be challenged by any examinee in the court of law or make any claim on this account in any forum.
14. The Board will not be responsible for any loss or damage or any inconvenience caused to the candidate, consequent upon the delay in communication for reasons beyond control.
15. Separate application under RTI is not required.
16. Applied candidate has to give an undertaking that he/she will follow and comply all the instructions as mentioned above in letter and spirit.

#### **D. General Instructions For Obtaining Scanned Copy Of OMR Along With Answer Key**

1. The OMR Sheet is a confidential document and will not come under the purview of RTI Act, 2005 prior to declaration of Re-checked Results of the HSLC Examination, 2025.
2. Candidates applying for OMR Sheet along with Answer key will have to upload an undertaking as per the prescribed format to be made available on the website <http://sebaregistration.org> and click on the link "APPLY FOR RE-CHECKING OR PHOTOCOPY WITH RECHECKING OF ANSWER SCRIPTS" along with scanned copy of the Original Admit Card.
3. The procedure for the details of online application of obtaining OMR Sheet with Answer key is given in the website of ASSEB, Div-I.
4. Application submitted on behalf of the candidate and also incomplete application will summarily be rejected.
5. Processing fee for obtaining OMR Sheet along with Answer key is Rs.50/- (Rupees fifty only) per subject which will have to be paid through online mode.
6. The candidates will have to submit application within first 15 days after declaration of result and it will be the endeavour of the Board to deliver the OMR Sheet along with Answer key through E-mail within 15 days from the date of application.
7. Decision of the competent authority of the Board on the marks awarded shall be final and binding on the candidate.
8. The candidate shall have to give undertaking that the OMR Sheet along with Answer key shall not be given to any Institution or School for display or any commercial purpose or to print media and electronic media by him/ her or anyone on his/ her behalf. Violation of this instruction shall be liable for legal action.
9. The OMR Sheet along with Answer key shall not be challenged by any examinee in the court of law or make any claim on this account in any forum.

10. The Board will not be responsible for any loss or damage or any inconvenience caused to the candidate, consequent upon the delay in communication for reasons beyond control.
11. Separate application under RTI is not required.
12. Incomplete application will be summarily rejected.

**The portal (link) will be opened after 2 (two) days of declaration of result of HSLC Examination, 2025.**