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## COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS

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Chief Executive & Secretary

**Dr. Joseph Emmanuel**

PV/X-2/2025/

30<sup>th</sup> April 2025

**To: All Heads of Schools concerned**

Dear Principal,

**Subject: Guidelines for Recheck & Re-evaluation, Improvement Examination, Supplementary Examination and Candidates who have 'Not Qualified' the ICSE Year 2025 Examination.**

We congratulate our candidates who appeared for the ICSE Year 2025 Examination. We wish them continued success in their future endeavours.

We express our sincere gratitude to all the Heads of Schools, Teachers, and Examiners who worked diligently and assisted us in declaring the ICSE Year 2025 Examination Results well in time.

Kindly note, after receiving the Year 2025 Results, the candidates who are desirous of getting their results rechecked, may apply for the same latest by **4<sup>th</sup> May 2025**. Candidates who are not satisfied with the result of their **Recheck Request**, when declared, will get an opportunity to apply for the Re-evaluation of their Theory answer script(s) in the subjects concerned.

Candidates who have **Not Qualified** in the Year 2025 Examination, can appear for the Improvement Examination in the current year of Examination. These candidates are eligible to take this examination in one or a maximum of two subjects. The candidates who **do not Qualify** in the Year 2025 Examination after the declaration of the Improvement Examination, may take the ICSE Year 2026 Main Examination in all the subjects applicable.

Candidates who have '**Qualified**' the ICSE Year 2025 Examination and wish to improve their performance in one, or a maximum of two subjects, can take the Improvement Examination this year. These candidates also have the option of improving their performance in one or more subjects, the following year, and appear for the ICSE Year 2026 Examination as a **Supplementary Examination**.

For detailed information regarding the above-mentioned options available to the candidates, kindly refer to the Annexures attached herewith.

With warm regards,

Yours sincerely,

**Dr. Joseph Emmanuel**  
Chief Executive & Secretary

- Encl: 1. Annexure 1 – Guidelines for ICSE Year 2025 – Recheck & Re-evaluation  
2. Annexure 2 – Guidelines for ICSE Year 2025 – Improvement Examination.  
3. Annexure 3 – Guidelines for Supplementary Examination.  
4. Annexure 4 – Guidelines for candidates who have *Not Qualified* the ICSE Year 2025 Examination.

## Annexure 1

### GUIDELINES FOR ICSE YEAR 2025 – RECHECK & RE-EVALUATION

Enquiries concerning examination results on behalf of the school candidates must be made to the Chief Executive and Secretary of CISCE only by the Head of the School concerned and must reach the CISCE's office, not later than the specified date. Enquiries should be restricted only to results which are significantly below the standard suggested by the candidate's schoolwork in the Subject/Paper.

1. **Recheck:** The accuracy of marks awarded in a Subject/Paper will be checked on request, in one or more Subject/Paper(s), provided that the Head of the school/candidate submits the application online. Applications for Recheck must be submitted online and must be received by CISCE not later than **FOUR days** from the day of the declaration of results, which is not later than **4<sup>th</sup> May 2025**. For Recheck, candidates, through their school/candidates themselves, will be required to pay online a fee of **Rs. 1,000/- per Subject/Paper**.

**The Recheck will be restricted only to check whether:**

- **all the answers have been marked**
  - **there has been a mistake in the totalling of marks for each question in the subject/paper and in transferring the marks correctly onto the cover page of the answer script**
  - **the continuation sheets attached to the answer script, as mentioned by the candidate, are intact.**
- (i) The recheck will be carried out by a competent person appointed by the Chief Executive and Secretary of CISCE.
  - (ii) On rechecking the scripts, if it is found that there is an error, the marks will be revised accordingly.
  - (iii) The results of all the recheck requests received by CISCE will be declared together on the website of CISCE ([www.cisce.org](http://www.cisce.org)).

**The candidates who are not satisfied with their Recheck results in the Subject/Paper(s) for which they had applied, will be permitted to apply for Re-evaluation of their answer scripts of those Subject/Paper(s) only.**

2. **Re-evaluation:** The accuracy of a subject grade awarded will be checked on request, in one or more Subject/Paper(s), provided the Head of the school/candidate submits the application online. Applications for Re-evaluation must be submitted online and received by CISCE within **THREE days** from the date of declaration of the Recheck Results. The date of declaration of Recheck Results will be notified to all the stakeholders, through the website of CISCE ([www.cisce.org](http://www.cisce.org)).

For each Re-evaluation, candidates, through their schools/candidates themselves, will be required to pay a fee **Rs. 1,500/- per Subject/Paper**, which shall be made online.

**The charges paid for Re-evaluation of answer scripts will be non-refundable.**

**The results of the all the Re-evaluation requests received by CISCE will be declared together, on the website of CISCE ([www.cisce.org](http://www.cisce.org)).**

- (i) The re-evaluation of answer scripts will be carried out by a competent person appointed by the Chief Executive and Secretary of CISCE.
- (ii) **On re-evaluation of the answer scripts by the subject expert, the marks awarded, whether increased or decreased, will be considered as the FINAL marks.**

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**Important Points:**

- (i) No candidate, person or organisation shall be entitled to claim disclosure or inspection of the answer scripts or copies of it and other documents as these are treated as most confidential by CISCE.
- (ii) CISCE will not be responsible for any loss or damage, or any inconvenience caused to the candidate, consequent to the revision of marks and no claims in this regard shall be entertained.
- (iii) The Result documents for the candidates who have applied for Recheck/ Re-evaluation, will be released after the result of Re-evaluation is declared.
- (iv) The result of the Recheck/Re-evaluation will be available on DigiLocker as well.

***The decision of the Chief Executive & Secretary of CISCE on the result of the Recheck and Re-evaluation shall be final.***

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## GUIDELINES FOR ICSE YEAR 2025 – IMPROVEMENT EXAMINATION

Candidates who wish to improve their marks / grade in the same year of the Examination, may take the Improvement Examination.

### 1. Eligibility to appear for the ICSE (Class X) Improvement Examination:

All candidates who appeared for the ICSE Year 2025 Main Examination, are eligible to take the Improvement Examination. **However, the candidates whose result in the Main Examination is declared as ABSENT will not be eligible for the Improvement Examination.**

### 2. Number of Subjects permitted:

The candidates will be permitted to appear in a maximum of any two subjects that they would have enrolled themselves for, in the given year of examination, for the Main Examination. It may please be noted that the candidates who choose to appear for a subject with multiple papers will have the option to appear for all the papers or any one of the papers of the subject. For example, if a candidate selects the subject like English or History Civics & Geography, the candidate concerned will have the option to take either both Paper 1, and Paper 2 **OR** any one of the papers of the subject. Likewise in the science subject.

### 3. Papers to appear in:

The candidates appearing for a particular subject in the Improvement Examination are required to compulsorily appear for the **Theory Paper** of the subject.

**Practical / Project work:** The marks of the Practical/Project work of the subject, already awarded to the candidate in the Main Examination, will be carried forward. However, if the candidate was **absent** earlier during assessment of Project Work of the subject/paper, then, the candidate, in addition to taking the Theory examination, is also permitted to submit the Project Work and/or appear for Practical, which should then be assessed, and marks awarded and submitted.

### 4. Registration of candidates for Improvement Examination:

Schools will be able to register the candidates, online, for the Improvement Examination, during the month of June/ July in the given year of Examination.

### 5. Examination Charges:

The Examination Charges for the Improvement Examination are **Rs. 500/- per Subject / Paper**. For subjects with multiple papers like English, the Improvement Examination fee would be Rs. 1,000/-, if a candidate selects both, Paper 1 (language) and Paper 2 (Literature). Likewise, the Improvement Examination fee for the science subject would be Rs. 1,500/-, if all the three papers are chosen by a candidate.

### 6. Date of the Examination:

CISCE will notify the Schools of the ICSE Year 2025 Improvement Examination schedule.

### 7. Tabulation of Result:

*The higher of the two marks obtained by the candidate in a Subject, in the two Examinations (i.e., the Main Examination and the Improvement Examination) will be considered as the final marks.*

### 8. Result Declaration:

Schools will be notified of the date of declaration of result. The result will generally be declared after a month from the date of the last examination.

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**9. Issue of Examination Result Documents:**

The candidates whose overall Result changes from *Not Qualified* to *Qualified* must return the Statement of Marks document in original, to CISCE through their school. On receipt of the same, the revised document will be sent to the candidates' school.

Similarly, for the other candidates who appear for the Improvement Examination, on declaration of results, they must return their previous document in original, to CISCE through their school. On receiving the same, the revised document will be sent to the candidates' school.

**10. Candidates with *Not Qualified* Result at the Main Examination and Absent at the Improvement Examination:**

The candidates who *do not qualify* in the ICSE Year 2025 Main Examination and are *absent* from the ICSE Year 2025 Improvement Examination will be required to re-appear **in all the subjects** for which they were registered for the Main Examination, in the following year of Examination. The candidates with *Not Qualified* result will be permitted to re-appear for the examination only once in the following year, but not thereafter, without further attendance at an affiliated and registered school.

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## GUIDELINES FOR SUPPLEMENTARY EXAMINATION

1. Candidates who have *Qualified* in the ICSE Year 2025 Examination or have attained a **PCA Result - Pass Certificate Awarded** prior to ICSE Year 2025 Examination and wish to improve their marks in **ONE or MORE** subjects, may appear for the ICSE Year 2026 Examination, for a Supplementary Examination as:

- (a) Candidates in regular attendance at a CISCE affiliated school presenting candidates for the ICSE Year 2026 Examination (as Type 2 candidates). The Principal of the School concerned will submit the entries of these candidates to CISCE, online. The last date for admission to Class X is **31<sup>st</sup> August 2025**.

OR

- (b) Candidates without attendance at a CISCE affiliated school (Type 4 candidates). To enter for the ICSE Year 2026 Examination, the candidates are required to contact the Principal of the school concerned, who would then submit the entries to the office of CISCE, online.

2. Candidates who had been awarded **PCA Result - Pass Certificate Awarded** in ICSE Examination conducted in the Year 2024 or earlier and have further appeared for a Supplementary Examination in the ICSE Year 2025 Examination as *candidates in regular attendance OR without attendance*, at an affiliated and registered school, will be permitted to enter for a Supplementary Examination in any/all of the subjects offered in the last ICSE Examination taken by them (*provided that the subjects under consideration are still being offered for the examination in the year in which the candidates wish to enter*).

These candidates may appear for the ICSE Year 2026 Examination as:

- (a) Candidates in regular attendance (as Type 2 candidates) at a CISCE affiliated school presenting candidates for the ICSE Year 2026 Examination. The Principal of the School concerned will submit the entries of these candidates to CISCE, online. The last date for admission to Class X is **31<sup>st</sup> August 2025**.

OR

- (b) Candidates without attendance (as Type 4 candidates) at a CISCE affiliated school presenting candidates for the ICSE Year 2026 Examination. For this, the candidates are required to contact the Principal of the School concerned, who would then submit the entries to the office of CISCE, online.

Please note, entries of candidates wishing to reappear for the ICSE Examination to be held in the Year 2026 without attendance at an affiliated school (Type 4 candidates) must be submitted to the office of CISCE online, through the CAREERS Portal by **31<sup>st</sup> August 2025**, with the Examination charges as prescribed by CISCE.

All the candidates who will be appearing for the ICSE Year 2026 Examination would have to follow the Regulations & Syllabuses and textbooks prescribed for the ICSE Year 2026 Examination. For the Regulations & Syllabuses for the ICSE Year 2026 Examination refer to the CISCE's website: **www.cisce.org**

The Admission Card, Timetable and other information regarding the Examination will be made available through the CAREERS Portal to the Principal of the School by the last week of January 2026. The candidates may kindly contact the Principal of the School concerned, to collect the printed copy of the Admission Card and the Examination Timetable.

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**GUIDELINES FOR CANDIDATES WHO HAVE ‘NOT QUALIFIED’  
THE ICSE YEAR 2025 EXAMINATION**

Candidates who appeared for ICSE Year 2025 Examination as candidates in regular attendance at a School affiliated to the Council for the Indian School Certificate Examinations (CISCE) and have *Not Qualified* the examination, may appear for the ICSE Year 2026 Examination (only in the subjects entered for the Main Examination), i.e., Year 2025 Examination, as:

- (i) Candidates in regular attendance (as Type 1 candidates) and be admitted to ICSE (Class X), at a CISCE affiliated school presenting candidates for the ICSE Year 2026 Examination. The Principal of the school concerned would submit the entries of these candidates to the office of the CISCE, online. The last date for admission to Class X is **31<sup>st</sup> August 2025**.

**OR**

- (ii) Candidates without attendance (as Type 3 candidates) at an affiliated school which is presenting candidates for ICSE Year 2026 Examination. Please note that such candidates *will be permitted to re-appear for the examination only once in the immediate year following the Year of Examination in which they have not qualified, but not thereafter, without further attendance in a CISCE affiliated school*. To register for the ICSE Year 2026 Examination, the candidates are required to contact the Principal of the School concerned, who would then submit the entries to CISCE, online.

Please note, entries of candidates who wish to reappear for the ICSE Examination to be held in the Year 2026 without attendance at an affiliated school (Type 3 candidates), must be submitted to the office of CISCE online, through the CAREERS Portal by **31<sup>st</sup> August 2025**, with the Examination Charges as prescribed by CISCE.

All the candidates who will be appearing for the ICSE Year 2026 Examination would have to follow the Regulations & Syllabuses and textbooks prescribed for the ICSE Year 2026 Examination. For the Regulations & Syllabuses for the ICSE Year 2026 Examination refer to CISCE’s website [www.cisce.org](http://www.cisce.org)

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