



GOA BOARD OF SECONDARY AND HIGHER SECONDARY EDUCATION
(A Corporate Statutory Body Constituted by an Act of State Legislature)
ALTO BETIM – GOA 403 521

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GBSHSE/ACAD/GRADING/2012/

Date: 25th April, 2012

CIRCULAR No. 19

To,
The Heads of all recognised Secondary &
Higher Secondary Schools,
within the jurisdiction of this Board.

Sub: Scheme of evaluation for March/April 2012 -13 S.S.C.E & H.S.S.C.E (General & Vocational Stream).

Sir/Madam,

Please find enclosed herewith the scheme of evaluation for S.S.C.E and H.S.S.C.E (General & Vocational Stream) for the Academic year 2012 – 2013.

The change of subject is permitted for regular as well as repeater students those who request for the same in writing before 31st July of that academic year. Further, the repeaters shall answer all the Internal Tests / Examinations in the new (changed) subjects during that academic year.

The contents of this circular is to be brought to the notice of all concerned. The parents of the students/candidates appearing for March/April 2013 S.S.C.E / H.S.S.C.E shall be also made aware of this scheme.

Receipt of this circular may be acknowledged.

Sd/-
(Bhagirath G. Shetye)
Secretary

Copy to:

1. All the Members of the Board
2. The Director of Education, Porvorim – Goa.
3. The Director of S.C.E.R.T., Alto – Betim, Bardez Goa
4. The Asst. Director of Education, North/South/Central Edu. Zones/ Mapusa/Margao/Panaji
5. All Section Heads of this Office.

Encl: As above

Grading Scheme for Std. X Public Examination for the year 2012 – 2013

The Grading Scheme for the public SSC Examination consists of an external component of 80% weightage and internal component of 20% weightage.

The external component means the Public Examination (**theory & practical**) conducted by the Board. The Internal component consists of the First Mid Term Test, First Terminal Examination, Second Terminal Examination, Internal Practical Examination, Projects/Assignments conducted by the Institution. Overall Grade shall be awarded by the Board.

The following Nine point scale for Absolute Grading shall be used in all subjects, both academic as well as School Assessment subjects.

Table No. 1

Sr. No.	Marks Range	Letter Grade	Grade Value	Description/Remarks
1.	91% to 100%	A	10	Outstanding
2.	81% to 90%	B	9	Excellent
3.	71% to 80%	C	8	Very Good
4.	61% to 70%	D	7	Good
5.	51% to 60%	E	6	Above Average
6.	41% to 50%	F	5	Average
7.	33% to 40%	G	4	Fair
8.	21% to 32%	H	-	Marginal
9.	Below 21%	I	-	Unsatisfactory

The Grade is to be awarded in each subject based on the marks scored as shown in Table No. 1 above. Grades will be allotted separately for internal and external theory and practical components and grades will be allotted overall after adding internal and external theory and practical components.

1. Criteria for Passing

A candidate:

- i) Has to secure a minimum H Grade in External Theory Examination and minimum H Grade separately in the practical and theory component.
 - ii) Has to secure an overall Grade from A – G in a subject.
 - iii) Is entitled for maximum 6 condonation marks for obtaining overall G Grade in one or more subject/s after adding the Internal and External theory and practical components, provided the candidate has secured minimum 'H' grade in External Theory component and minimum 'H' grade separately in the practical and theory component. These marks are to be given only in case the candidate passes the examination after the award of condonation marks.
- In non practical subjects, a non qualifying grade (I) in external theory component when combined with a qualifying grade in internal component will be awarded an overall non qualifying grade (I). In practical subjects, a non qualifying grade (I) in external component or overall theory and/or practical component will be awarded an overall non qualifying grade (I).

- A candidate has to perform the required number of experiments in the practical subjects and answer the practical examination conducted by the school and the Board in a subject for which it is a component.
- A candidate has to submit assignments or projects which is an application of theory wherever required.

Criteria for A.T.K.T.

- A candidate securing any grade between A to G in any four/five subjects and has an H or I grade in the remaining two/one subject/s, respectively, will be awarded ATKT in subject/s having H or I grade. Such a candidate shall have to secure a grade from A to G in all such subjects to qualify for the next higher class.
- Candidates awarded ATKT or who do not qualify for the next higher stage may appear in the subsequent examination/s in external component to improve the grades only in those subjects/s where they have secured below 'G' grade. Such a candidate will have to secure a grade from A to G in all such subjects to qualify for the next higher class.
- The Board's Statement of Grades cum Passing certificate shall contain only grades secured by the candidate. However, the marks range equivalent of a grade will be given on the reverse of the certificate. Further, if a candidate so desires, the Board shall issue transcript of marks directly to the Institutions/Boards/Universities for candidates seeking admission outside the State, for which the appropriate fees and postage shall be charged.
- Whenever there is a revision in syllabus/text, the repeaters for SSCE shall be given chance/s of six consecutive turns i.e. three years to procure qualifying grade/s, including the year of his/her first attempt at the concerned public examination, in the pre-revised syllabus/text in which the Examination was answered at the first attempt. Thereafter, the repeater candidate, shall have to answer the uncleared subject/s and unclaimed exemption/s in the revised syllabus.
- The internal assessment grades/marks earned by the repeater candidate during his/her first attempt in the subject/s in which he/she has not qualified shall be carried forward for his/her subsequent attempts for obtaining a qualifying grade. Similarly, in practical subjects, the marks earned in external theory/practical component, in which the candidate has qualified shall be carried forward for his/her subsequent attempts for obtaining a qualifying grade by the repeater candidate.

In case a candidate wishes to re-appear for practicals too he/she will have to give an undertaking that the new score obtained will be accepted as the final score in practical concerned.

- A candidate who has passed SSC Examination shall be eligible to improve his/her grade in one chance only within a period of two years from his/her passing the SSC Examination.

2. Internal Assessment (I.A.) and its weightage in the SSC Examination conducted by the Board.

a) 20% weightage is given to the Internal assessment, the details of which are given below:

Table No 2

		Non Practical Subject	Practical Subject
1st Mid-Term Test	Max. Marks	20	20
	Duration	1 hr	1 hr
	Coverage of Portion	First 25 %	First 25 %
1st Terminal Exam.	Max. Marks	80	Theory - 65 Practical - 15
	Duration	3 hrs	2 ½ hrs Theory 1 hr Practical
	Coverage of Portion	First 60 %	First 60 %
2nd Terminal Exam	Max. Marks	80	*Theory - 65 Practical - 15
	Duration	3 hrs *	2½ hrs *Theory 1 hr Practical
	Coverage of Portion	Remaining 40 %	*Remaining 40 %
Assignment/Project		20	20
Total marks		200	200

* Theory paper shall also include core content as notified by the Board.

- b) The First Mid-Term Test is to be conducted in the first week of August, First Terminal Examination prior to Diwali vacation and Second Terminal Examination during January.
- c) If a student remains absent for any of the school test/examination on account of his/her participation in recognized sports event/s or sickness in the family or any other genuine reason, supported by a written documentary evidence, as may be acceptable to the Head of the Institution, he/she shall be given a supplementary test/examination on his/her reporting to the school after the period of absence within one month of the last date of the school test/examination and the records thereof must be maintained in the school office.
- d) The total internal marks of 200 for non practical subjects will be converted to 20 marks and for practical subjects the total internal theory marks of 150 will be converted to 15 marks and the total internal practical marks (inclusive of projects/assignment marks) of 50 will be converted to 5 marks for each subject by the Board.
- e) The duration and marks for the Board public examination conducted by the Board and overall marks will be as indicated in Table No 3 given below:

Table No 3

	Theory		Practical		External	Internal	Overall Marks
	Max. Marks	Duration	Max. Marks	Duration	Total Marks	Total Marks	
Non Practical Subjects	80	2½ hrs	-	-	80	20	100
Practical Subject	65	2½ hrs	15	1 hr	80	20	100

3. School Assessment Subjects

Candidates failing to secure the qualifying grade of G would be given two more opportunities to improve the grade in the subject/s concerned for that examination.

4. Modalities

- a) In order to maintain uniformity and transparency in the award of Internal Assessment marks by the Institution, the proforma given at Annexures I, II, III A, III B, IV, V A, V B & V C will be maintained by the Institutions for inspection and shall be sent periodically to the Board along with grades of School Assessment subjects and marks of assignment/practicals. The Institutions should send the information only in the prescribed Annexures (in hard and soft copies) which can also be downloaded from the Board's website. The soft copies should only be in Microsoft Excel. The Institutions should maintain all answerscripts, question papers, assignments of all candidates appearing for SSCE and all records for verification during the Academic Year and thereafter for a period of six months for verification by the person/official authorised by the Board.
- b) The Internal Assessment marks earned by a candidate, as worked out in Table No 2 above are to be sent periodically to the Board in hard and soft copies as follows:
 - By 8th September for the 1st Mid Term Test (as in Annexure I & Annexure V A)
 - By 10th December for the 1st Terminal Examination (as in Annexure II & Annexure V B)
 - By 15th February or within ten days of receipt of Seat Nos. from the Board for the assignment/practical, 2nd Terminal Examination (as in Annexure III A & Annexure V C) and grades of school assessment subjects (as in Annexure III B).
 - By 28th February, the consolidated results (as in Annexure IV).

Any request for correction in marks are to be submitted to the Board within 15 days of the dates specified for First Mid Term Test, First and Second Terminal Examinations, Assignments and consolidated results as indicated above, by paying a penalty of Rs. 100/- for the first mistake and thereafter for every additional mistake a fine of Rs. 20/- to be recovered from the Head of the Institution. After 15 days of the dates specified for First Mid Term Test, First and Second Terminal Examinations, Assignments any request for correction in the marks will not be entertained.

- c) The Institutions are required to set question papers for the First Mid Term Test, First and Second Terminal Examinations, based on the weightage, pattern and design circulated by the Board.
- d) The Board shall convert the marks earned by a candidate for internal assessment and Board external public Examination into grades.
- e) The Institutions are required to send a copy of the question papers set in various subjects for the First Mid Term Test, First & Second Terminal Examination along with blue print, marking scheme and answer key to the Board within 10 days of conclusion of the test/examination. The same are to be maintained and produced to the inspection panel for mentoring and evaluation of internal assessment scheme.

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Grading Scheme for Std. XII (General Stream) Public Examination for the year 2012 – 2013

The Grading Scheme for the public HSSC Examination consists of an external component of 80% weightage and internal component of 20% weightage.

The external component means the Public Examination conducted by the Board. The internal component consists of the First Mid Term Test, First Terminal Examination, Second Terminal Examination, Internal Practical Examination and Projects/Assignments conducted by the Institution. Overall Grade shall be awarded by the Board.

The following Nine point scale for Absolute Grading shall be used in all subjects, both academic as well as School Assessment subjects.

Table No. 1

Sr. No.	Marks Range	Letter Grade	Grade Value	Description/Remarks
1.	91% to 100%	A	10	Outstanding
2.	81% to 90%	B	9	Excellent
3.	71% to 80%	C	8	Very Good
4.	61% to 70%	D	7	Good
5.	51% to 60%	E	6	Above Average
6.	41% to 50%	F	5	Average
7.	33% to 40%	G	4	Fair
8.	21% to 32%	H	-	Marginal
9.	Below 21%	I	-	Unsatisfactory

The Grade is to be awarded in each subject based on the marks scored as shown in Table No. 1 above. Grades will be allotted separately for internal and external theory and practical components and grades will be allotted overall after adding internal and external theory and practical components.

1. Criteria for Passing

A candidate:

- i) Has to secure a minimum H Grade in External Theory Examination and minimum H Grade separately in the practical and theory component.
 - ii) Has to secure an overall Grade from A – G in a subject.
 - iii) Is entitled for maximum 6 condonation marks for obtaining overall G Grade in one or more subject/s after adding the internal and external theory and practical components, provided the candidate has secured minimum 'H' grade in External Theory Examination and minimum 'H' grade separately in the practical and theory component. These marks are to be given only in case the candidate passes the examination after the award of condonation marks.
- In non practical subjects, a non qualifying grade (I) in external theory component when combined with a qualifying grade in internal component will be awarded an overall non qualifying grade (I). In practical subjects, a non qualifying grade (I) in external component or overall theory and/or practical component will be awarded an overall non qualifying grade (I).

- A candidate has to perform the required number of experiments in the practical subjects and answer the practical examination conducted by the school and the Board in a subject for which it is a component.
- A candidate has to submit assignments or projects which is an application of theory wherever required.
- A candidate securing any grade between A to G in any four/five subjects and has an H or I grade in the remaining two/one subject/s, respectively, will be eligible to appear for external/practical component for the Examination to be held in June/July or subsequent Examination/s in those subjects having H or I Grade. Such a candidate shall have to secure a grade from A to G in all such subjects to qualify for the next higher class.
- The Board's Statement of Grades cum Passing certificate shall contain only grades secured by the candidate. However, the marks range equivalent of a grade will be given on the reverse of the certificate. Further, if a candidate so desires, the Board shall issue transcript of marks directly to the Institutions/Boards/Universities for candidates seeking admission outside the State, for which the appropriate fees and postage shall be charged.
- Whenever there is a revision in the syllabus/text the repeaters for HSSCE shall be given chances of six consecutive turns i.e. three years to procure qualifying grade/s, including the year of his/her first attempt at the concerned public examination, in the revised syllabus/text in which the Examination was answered at the first attempt. Thereafter, the repeater candidate shall have to answer the uncleared subject/s and unclaimed exemption/s in the revised syllabus. The HSSC Examination conducted in June/July shall not be considered as a consecutive turn. If a candidate gets below 'G' grade in only one subject, after the sixth consecutive examination, he/she shall be allowed to appear at the immediate examination in June/July.
- The internal assessment grades/marks earned by the repeater candidate during his/her first attempt in the subject/s in which he/she has not qualified shall be carried forward for his/her subsequent attempts for obtaining an overall qualifying grade. Similarly, in practical subjects, the grades/marks earned by the repeater candidate in external theory/practical component in which the candidate has qualified shall be carried forward for his/her subsequent attempts for obtaining an overall qualifying grade.

In case a candidate wishes to re-appear for practicals too he/she will have to give an undertaking that the new score obtained will be accepted as the final score in practical concerned.

- A candidate who has passed H.S.S.C. Examination shall be eligible to improve his/her grade in one chance only within a period of two years from his/her passing the H.S.S.C. Examination.

2. Internal Assessment (I.A.) and its weightage in the HSSC Examination conducted by the Board

a) 20% weightage is given to the Internal assessment, the details of which are given below:

Table No 2

		Non Practical Subject	Practical Subject
1st Mid-Term Test	Max. Marks	20	20
	Duration	1 hr	1 hr
	Coverage of Portion	First 25 %	First 25 %
1st Terminal Exam.	Max. Marks	80	Theory - 60 Practical - 20
	Duration	3 hrs	2 ½ hrs Theory Please see sr.no.3 below
	Coverage of Portion	First 60 %	First 60 %
2nd Terminal Exam	Max. Marks	80	*Theory - 60 Practical - 20
	Duration	2½ hrs *	2½ hrs *Theory Please see sr.no.3 below
	Coverage of Portion	Remaining 40 %	Remaining 40 %
Assignment/Project		20	20
Total marks		200	200

b) For Banking, the details of internal assessment will be as follows:

		Banking
1st Mid-Term Test	Max. Marks	20
	Duration	1 hr
	Coverage of Portion	First 25 %
1st Terminal Exam.	Max. Marks	Theory - 80
	Duration	2 ½ hrs Theory
	Coverage of Portion	First 60 %
2nd Terminal Exam	Max. Marks	*Theory - 60 Practical - 20
	Duration	2½ hrs *Theory 1 hr - Practical
	Coverage of Portion	Remaining 40 %
Assignment/Project		10 (Assg. on theory) + 10 (Project)
Total marks		200

* Theory paper shall also include core content as notified by the Board.

3. Duration of First Term, Second Term & Goa Board's final practical examinations

Sr. No.	Subject	Duration of Practical Examination		
		First Term (Internal)	Second Term (Internal)	Final HSSCE
1	Physics	2hrs 15 mins	2hrs 15 mins	3hrs
2	Geography	2hrs 15 mins	2hrs 15 mins	3hrs
3	Geology	2hrs 15 mins	2hrs 15 mins	3hrs
4	Chemistry	3hrs	3hrs	3hrs
5	Computer Science	3hrs	3hrs	3hrs
6	Biology	3hrs	3hrs	3hrs

4. Final HSSC Examination

- a. The details of Final HSSC Examination are given below:

Final HSSC Examination	Max. Marks	Practical Subject
		Theory - 55
	Duration	Practical - 25
		2½ hrs Theory 3 hrs Practical
Coverage of Portion	Entire 100 %	
Total marks		80

- b. The First Mid-Term Test is to be conducted in the first week of August, First Terminal Examination prior to Diwali vacation and Second Terminal Examination during January.
- c. If a student remains absent for any of the school test/examination on account of his/her participation in recognized sports event/s or sickness in the family or any other genuine reason, supported by a written documentary evidence, as may be acceptable to the Head of the Institution, he/she shall be given a supplementary test/examination on his/her reporting to the school after the period of absence within one month of the last date of the school test/examination.
- d. The total internal marks of 200 for non practical subjects will be converted to 20 marks and for practical subjects the total internal theory marks of 150 will be converted to 15 marks and the total internal practical marks inclusive of projects/assignment marks of 50 will be converted to 5 marks for each subject by the Board.
- e. The duration and marks for the Board public examination conducted by the Board and overall marks will be as indicated in Table No.3 given below:

Table No 3

	Theory		Practical		External	Internal	Overall Marks
	Max. Marks	Duration	Max. Marks	Duration	Total Marks	Total Marks	
Non Practical Subjects	80	2½ hrs	-	-	80	20	100
Practical Subject	55	2½ hrs	25	3 hrs	80	20	100

5. School Assessment Subjects

Candidates failing to secure the qualifying grade of G would be given two more opportunities to improve the grade in the subject/s concerned for that examination.

6. Modalities

- a. In order to maintain uniformity and transparency in the award of Internal Assessment marks by the Institution, the proforma given at Annexure I, II, III A, III B, IV, V A, V B & V C will be maintained by the Institutions for inspection and shall be sent periodically to the Board along with grades of School Assessment subjects and marks of assignment/practicals. The Institutions should send the information only in the prescribed Annexure (in hard and soft copies) which can also be downloaded from the Board's website. The soft copy should be only in Microsoft Excel.

The Institutions should maintain all answerscripts, question papers, assignments of all candidates appearing for HSSCE and all records for verification during the Academic Year and thereafter for a period of six months for verification by the person/official authorised by the Board.

b. The Internal Assessment marks earned by a candidate, as worked out in Table No 2 above are to be submitted to the Board periodically to the Board in hard (and soft) copies as follows:

- By 8th September for the 1st Mid Term Test (as in Annexure I & Annexure V A)
- By 10th December for the 1st Terminal Examination (as in Annexure II & Annexure VB)
- By 15th February or within 10 days of receipt of Seat Nos. from the Board for the Second Terminal Examination and assignment/practical (as in Annexure III A & Annexure V C) and grades of school assessment subjects (as in Annexure IIIB).
- By 28th February, the consolidated results (as in Annexure IV).

Any request for correction in marks are to be submitted to the Board within 15 days of the dates specified for First Mid Term Test, First and Second Terminal Examinations, Assignments/Projects and consolidated results as indicated above, by paying a penalty of Rs. 100/- for the first mistake and thereafter for every additional mistake a fine of Rs. 20/- to be recovered from the Head of the Institution. After 15 days of the dates specified for First Mid Term Test, First and Second Terminal Examinations, Assignments/Projects, any request for correction in the marks will not be entertained.

c. The Institutions are required to set question papers for the First Mid Term Test and First and Second Terminal Examinations, based on the weightage, pattern and design to be circulated by the Board.

d. The Board shall convert the marks earned by a candidate for internal assessment and Board external public Examination into grades.

e. The Institutions are required to send a copy of the question papers set in various subjects for the First Mid Term Test, First & Second Terminal Examination along with blue print, marking scheme and answer key to the Board within 10 days of conclusion of the test/examination. The same are to be maintained and produced to the inspection panel for mentoring and evaluation of internal assessment scheme.

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Grading Scheme for Std. XII (Vocational Stream) Public Examination for the year 2012 – 2013

The Grading Scheme for the public HSSC Examination consists of an internal practical/oral component evaluated through Continuous Evaluation by the Institution and an external Board public Examination in theory component.

The following Nine point scale for Absolute Grading shall be used in all subjects, both academic as well as school assessment subjects:

Table No. 1

Sr. No.	Marks Range	Letter Grade	Grade Value	Description/Remarks
1.	91% to 100%	A	10	Outstanding
2.	81% to 90%	B	9	Excellent
3.	71% to 80%	C	8	Very Good
4.	61% to 70%	D	7	Good
5.	51% to 60%	E	6	Above Average
6.	41% to 50%	F	5	Average
7.	33% to 40%	G	4	Fair
8.	21% to 32%	H	-	Marginal
9.	Below 21%	I	-	Unsatisfactory

The Grade is to be awarded in each subject based on the marks scored as shown in Table No. 1 above. Grades will be allotted separately for internal practical/oral and external theory components and grades will be allotted overall after adding internal practical/oral and external theory.

1. Criteria for Passing

A candidate:

- i) Has to secure a minimum H Grade separately in the internal practical/oral and external theory components.
 - ii) Has to secure an overall Grade from A – G in a subject.
 - iii) Is entitled for maximum 6 condonation marks for obtaining overall G Grade in one or more subject/s after adding the External theory and internal practical/oral components, provided the candidate has secured minimum 'H' grade in External Theory component and minimum 'H' grade separately in the practical and theory component. These marks are to be given only in case the candidate passes the examination after the award of condonation marks.
- In subjects having internal practical/oral components, a non qualifying grade (I) in external theory component or in internal practical/oral component when combined with a qualifying grade in internal practical/oral component or in external theory component, respectively, will be awarded an overall non qualifying grade (I).
 - A candidate has to perform the required number of experiments in the practical subjects and answer the practical examination conducted by the school.
 - A candidate has to submit assignments or projects which is an application of theory wherever required.

- A candidate securing any grade between A to G in any four/five subjects and failing to get minimum of G grade in the two/one subject/s, respectively, will be eligible to appear for external theory/oral/practical component for the Examination to be held in June/July or subsequent Examination/s in those subjects having H or I Grade. The Board shall conduct the practical/orals examination for such candidates.

Such a candidate shall have to secure a grade from A to G in all such subjects to qualify for the next higher class.

- The Board's Statement of Grades Cum Passing Certificate shall contain only grades secured by the candidate. However, the marks range equivalent of a grade will be given on the reverse of the Certificate. Further, if a candidate so desires, the Board shall issue transcript of marks directly to the Institutions/ Boards/Universities for candidates seeking admission outside the State, for which the appropriate fees and postage shall be charged.
- Whenever there is a revision in the syllabus/text, the repeaters for HSSCE shall be given chance of six consecutive turns i.e. three years to procure qualifying grade/s, including the year of his/her first attempt at the concerned public examination, in the pre-revised syllabus/text in which the Examination was answered at the first attempt. Thereafter, the repeater candidate shall have to answer the uncleared subject/s and unclaimed exemption/s in the revised syllabus. The HSSC Examination conducted in June/July shall not be considered as a consecutive turn. If a candidate gets below 'G' grade in only one subject, after the sixth consecutive examination, he/she shall be allowed to appear at the immediate supplementary examination.
- In practical/oral subjects, the grades/marks earned by the repeater candidate in theory/practical/oral component in which the candidate has qualified shall be carried forward for his/her subsequent attempts for obtaining an overall qualifying grade.
- In order to maintain uniformity and transparency in the award of practical/oral marks by the Institution, the proforma circulated earlier by the Board (**vide Circular No. 20 dated 21.06.2005**) will be maintained by the Institutions for inspection and copies to be sent periodically to the Board. The consolidated statement needs to be sent to the Board by 15th March, (and not 30th March, as informed earlier) alongwith grades of School Assessment subjects and OJT grades.

The Institutions should send the information only in the prescribed proformas (in hard & soft copies). The soft copy should be only in Microsoft Excel.

2. School Assessment Subjects

Candidates failing to secure the qualifying grade of G would be given two more opportunities to improve the grade in the subject/s concerned for that examination.

3. Modalities

- a) The Consolidated Continuous Evaluation Marks are to be sent to the Board by 28th. February in the format enclosed at Annexure 'A', in hard as well as soft copies, which is **in addition** to the information as per proforma circulated earlier by the Board (vide Circular No. 20 dated 21.06.2005).
- b) The Board shall convert the marks earned by a candidate for internal assessment and Board external public Examination into grades.

