



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/RECOG/2014-15/2916 .

Date: 18/12/2014

CIRCULAR NO. 40

23

To,

**The Heads of all recognised
Secondary Schools and
Higher Secondary School,
within the jurisdiction of this Board.**

Sub: Allotment of School Index Number to Secondary Schools and Higher Secondary Schools.

Sir/Madam,

You are aware that, the schools which are granted First Time Recognition for classes IX and XI have been allotted Index Numbers by this Board.

The Index Number allotted to your School/Higher Secondary Schools is required to be reflected in all future correspondence with this Board.

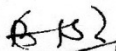
The Index Number shall be mentioned as under:

FOR EXAMPLE

- a) **Secondary School Index Number** – 02.03 (first two digits are for Taluka and the last two digits are for school index number)
- b) **Higher Secondary School Index Number**– HS - 89.04 (first two digits are for School Index number and last two digits are for Taluka)

It is therefore, informed to all Heads of institutions to print the school Index number in its proper form on their letter head or on any correspondence addressed to the Board, failing which the correspondence shall not be entertained.

Yours faithfully,


(Bhagirath G. Shetye)
Secretary

Copy to:

1. All sections of this Office.
2. Office/Guard copy.