

**COUNCIL OF HIGHER SECONDARY EDUCATION, ODISHA  
PRAJNAPITHA, SAMANTAPUR, BHUBANESWAR-13**

No. DE-I/7/2018/ 6725 /CHSE (O)/Dt. 25.10.19,  
**NOTIFICATION**

**BRIEF GUIDELINE & TIMELINE FOR +2 1<sup>ST</sup> YEAR CORRESPONDENCE COURSE E-ADMISSION  
FOR THE SESSION 2019-20 ON SAMS**

Admission into Correspondence Courses of CHSE will be done online only on project SAMS for the session 2019-20. For more information on this you can visit the website "[www.samsodisha.gov.in](http://www.samsodisha.gov.in)"

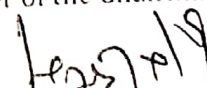
**The following guidelines will be followed during the Correspondence Courses e-Admission**

1. Applicants need to register themselves in the website "[www.samsodisha.gov.in](http://www.samsodisha.gov.in)" by using their mobile number & e-mail address. They can then go to the online application link inside the student log-in and apply.
2. While filling up the Common Application Form (CAF), applicants will have to fill in the details required, such as personal details, address and details of marks secured in 10<sup>th</sup> Board Examination, stream & subject choice, Examination centre choice etc. The students are advised to go through the prospectus before submitting the Application Form. The prospectus is available in the website "[www.samsodisha.gov.in](http://www.samsodisha.gov.in)"
3. The applicants will have to complete the application form & take a printout, make payment through the (onlinesbi.com) SB Collect process of CAF fee and visit a nearby SAMS Resource Centre for Correspondence Courses e-admission to submit the CAF. The list of SRC's where the applications can be submitted is mentioned in the Common Prospectus (CP). All other processes such as application submission, tagging & validation will be done as per the Common Prospectus (CP) issued for Correspondence Course admission available in the website "[www.samsodisha.gov.in](http://www.samsodisha.gov.in)"
4. There will be no reservation or weightage considered for the Correspondence Course admission.
5. Applicants will be intimated about their admission, reporting time and place through SMS & in their SAMS log-in. Intimation will also be generated in the applicant's log-in.
6. The fees structure for Correspondence Course admission will be as follows.
  - (i) Admission Fee:- INR 3160/- for students passing from BSE, Odisha.
  - (ii) Admission Fee:- INR 3180/- for students passing from other Boards.
7. Admission related activities will be carried out as per the following mentioned timeline.

<b>e-Admission Schedule for 1<sup>st</sup> year Correspondence Course of CHSE</b>		
SL. NO	ITEMS	TIMELINE
a)	Availability of online Common Application Form (CAF), in the S &ME Department website " <a href="http://www.samsodisha.gov.in">www.samsodisha.gov.in</a> " For Correspondence Course Admission.	25.10.2019(12.00 a.m.)
b)	Last date of applying online CAF " <a href="http://www.samsodisha.gov.in">www.samsodisha.gov.in</a> "	08.11.2019 (11.50 p.m.)
c)	Last date for submitting CAF at SRC along with documents & fees for tagging & validation	13.11.2019 (5.00 p.m.)
d)	Publishing of the List of selected applicants	14.11.2019 (11.00 a.m.)
e)	Deposit of Admission Fee through SBI collect	15.11.2019(11.00 a.m.) to 19.11.2019 (04.00 p.m.)
f)	Admission of students in SAMS e-space by SRC	15.11.2019(11.00 a.m.) to 19.11.2019(05.00 p.m.)
g)	Distribution of Correspondence study materials by post	To be notified latter

**For more details, please contact Sanjog Helpline(Toll Free) number 155335, 1800-345-6770**

By Order of the Chairman

  
Deputy Secretary

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Memo No. 6726 / CHSE/Dt. 25.10.19

Copy forwarded to the P.S. to the Commissioner cum Secretary, School & Mass Education, Odisha, Bhubaneswar for information of the Commissioner cum Secretary.

  
Deputy Secretary

Memo No. 6727 / CHSE/Dt. 25.10.19

Copy forwarded to the Director, Higher Secondary Education, Odisha, Bhubaneswar with a request to instruct the SAMS authorities to upload this notification along with prospectus for Correspondence Course for the session 2019-20 in their website.

  
Deputy Secretary

Memo No. 6728 / CHSE/Dt. 25.10.19

Copy forwarded to all Officers/all Sections/Dy. Secretaries of three Zone Offices, Baripada, Berhampur, Sambalpur/Dy. Secretary, CHSE, Head Office/Notice Board for information and necessary action.

  
Deputy Secretary

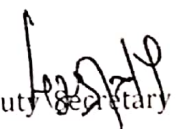
Memo No. 6729 / CHSE/Dt. 25.10.19

Copy forwarded to the General Manager, OCAC, Acharyavihar, Bhubaneswar with a request to consult with SBI for collection of the requisite CAF fee with reference to the proceedings of the meeting for Correspondence Course of CHSE(O), Bhubaneswar online admission on project SAMS for the academic session 2019-20 held on 01.10.2019.

  
Deputy Secretary

Memo No. 6730 / CHSE/Dt. 25.10.19

Copy forwarded to the Director, NIC, Govt. of India, Bhubaneswar with a request to up load this notification in the Council website i.e. [www.chseodisha.nic.in](http://www.chseodisha.nic.in) with immediate effect.

  
Deputy Secretary

Memo No. 6731 / CHSE/Dt. 25.10.19

Copy forwarded to the Branch Manager, SBI, IRC Village, Nayapalli, Bhubaneswar for information & necessary action.

  
Deputy Secretary

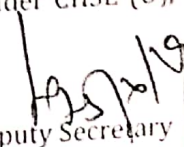
Memo No. 6732 / CHSE/Dt. 25.10.19

Copy forwarded to the Principals/Headmasters of all affiliated institutions under CHSE (O), Bhubaneswar for information & necessary action.

  
Deputy Secretary

Memo No. 6733 / CHSE/Dt. 25.10.19

Copy forwarded to all SAMS Resource Centres (80 Nos.) for Correspondence Course under CHSE (O), Bhubaneswar for information & necessary action.

  
Deputy Secretary