Sub: Guidelines for Conducting of CBSE- Problem Solving Assessment (PSA) on 18/01/2014

This is to remind all the heads, teachers and students of Govt. & Govt.- aided schools that Problem Solving Assessment (PSA) for classes IX & class XI for academic year 2013-14 shall be conducted by CBSE on 18/01/2014 from 10.00 a.m. to 12.00 Noon.

PSA is compulsory for all students of classes IX & XI. Besides, all those students of classes X & XII who appeared in PSA while studying in classes IX & XI during the previous session and want to improve their score may also undertake PSA on 18/01/2014.

PSA shall be conducted for the morning & evening shift schools SIMULTANEOUSLY.

PSA score will be counted towards FA-4 which is 10% of the total assessment for class IX. This score will be reflected equally in one language (English or Hindi), Mathematics, Science and Social Science. Class XI Students will be issued a separate certificate for the same.

For conduct of Problem Solving Assessment on 18/01/2014 the following directions are being issued to all the heads of government schools:-

Only students of classes IX & XI and those undertaking PSA for improvement of score will attend school on 18/01/2014. School will remain closed for other students.

The Question Papers and other confidential material related to PSA exam shall be delivered to all the schools by CBSE.

Heads of both the shift schools have twin responsibilities to perform. On the one hand, they have to act as Centre Superintendents. On the other hand, they have to be responsible guardians of the students of their school. So, they have to ensure the compliance of CBSE directions and secure the interest of the students in a fair manner. They must ensure that all the students reach the examination centre by 09.30 a.m. and no student is admitted to examination hall after 10.30 a.m.
As stated above, PSA for morning & evening shift schools shall be held at the same time. So the heads of both the shifts have special responsibility of providing a safe passage for the entry & exit of girl students. As precautionary measure, the heads of both the shifts shall depute at least four responsible teachers at the entry and exit points. In case, the school is multi storied, four teachers may be deployed on each floor to avoid any untoward incident. Wherever possible, seating arrangement of boys and girls must be made in Separate floors/buildings keeping in view their entrance & departure gates.

As far as possible, effort must be made to make the seating arrangement in such a manner that only one student sits on one desk. But in case of dire necessity, two students- one of class IX & the other of class XI- may be allowed to sit at the same desk.

Since PSA shall be conducted on OMR sheets and the evaluation of the same would be done by computerized scanners, any wrong entry done by a student may fetch him/her Zero marks. Use of old OMR sheets & photo copies of OMR Sheets is impermissible. Only the OMR Sheets provided by CBSE for this purpose are to be used. All the teachers acting as invigilators or assistant supervisors in the PSA exam must individually check and verify that the entries made by the students are correct. The invigilators shall note their Employ I D along with their signature on the OMR Sheets. Any negligence or carelessness on the part of the invigilators shall be viewed seriously and administrative action as deemed appropriate may be initiated against the erring officials.

For the smooth conduct of PSA, All the district DDEs are hereby directed to depute observers for inspection of schools having high enrolment in class IX and class XI, more specially so in double shifted schools.

(Dr. SUNITA S KAUSHIK)
ADDL. DE (EXAM)

To
All Heads of Govt. & Participating Govt.-aided Schools through DELE.
Copy to:
1. All RDEs/DDEs through DELE.
2. All Zonal Education Officers.
3. ADE (IT) to get it placed on DEL E.
4. P.S. to Director of Education.
5. P.S. to Secretary of Education.

(SAVITA DRALL)
DEO (Exam)