

"INSTRUCTIONS / GUIDELINES"

The Board has fixed the schedule of **Second Phase of counselling** for admission to 2 years Diploma in Elementary Education (D.El.Ed.) Session 2025-2027 for filling up of seats of Privately Managed Institute affiliated with HPBOSE. The counselling shall be held from dated **04-02-2026** at Board Headquarter Dharamshala from 10.00 AM onwards. The list of candidates being called for the counselling date-wise is available on Board's Website www.hpbse.org. The counseling shall be held taking into consideration the following components as already given in the CET-2025 Prospectus: -

A. Eligibility:

- (i) Senior Secondary School Certificate (10+2) or its equivalent examination with at least 50% marks.
- (ii) The relaxation of 5% marks in minimum education qualification is available to SC/ST/OBC/PHH candidates as per the rules and instructions of the State Govt.
- (iii) The age limit will be between 17-32 years (i.e. born between 29.05.1993 and 29.05.2008). Relaxation of 5 years in the upper age limit shall be given to the candidates of reserved categories (i.e. born between 29-05-1988 and 29-05-2008).
- (iv) There will be no upper age limit in case of Ex-servicemen candidates only. Whereas, Ward of Ex Service man will be treated as per provisions mentioned at point no (iii).

B. List of documents to be bring in original and its photo copies during Counseling for seat allotment:

1. Matriculation certificate.
2. Bonafide Himachali Certificate
3. Domicile/Reservation Category certificate.
4. Sub -Category certificate

5. Affidavits in original (in addition to certificates) only for OBC and Dependent of Ex-Serviceman (Dep-Ex-man), Ward of Freedom Fighter (WFF) per Specimens given below Aadhar Number/Card.

(Note: Read Rule No. 14 regarding Reservations on page number 12-13. Seat can be cancelled if required documents not provided at the time of counselling).

The certificate to be produced in support of the category/Sub-Category/ requisite affidavit etc. to which they belong should have been issued by the competent authority on the prescribed from of the Govt.

(1) **For EWS candidates:** Certificate should have been issued by the competent authority within validity period dually mentioned on the certificate by the competent authority as on the date of counselling. (**Specimen-'E or F'**). The candidates belonging to unreserved B.P.L/ category shall also be treated as eligible for EWS reservation on the basis of B.P.L certificate issued by the competent authority and countersigned by Block Development Officer and supplemented by aforesaid the Non-SC/ST/OBC certificate issued by the competent authority.

(2) **For IRDP (BPL) candidates:** Certificate should have been issued by the competent authority within 6 months as on the date of counselling.

(3) **For SC/ST candidates:** SC/ST certificate should have been issued by the competent authority.

(4) **For OBC candidates:** OBC certificate should have been issued by the competent authority within 1 year as on the date of counselling. In case, the OBC certificate is more than 1 years, the OBC candidate shall submit an Affidavit (on Stamp Paper of Rs.5/-) duly attested by the 1st Class Magistrate/Oath Commissioner stating 'That his/her status has not been changed and he/she is not excluded from the category of Other Backward Classes (OBC) on account of being covered under Creamy Layer' as per the instructions issued by the Govt. of HP. The specimen of Affidavit is given as Specimen-'C'.

- (5) **For Ex-serviceman:** Discharge Book (with attested copy)/Certificate from Dy. Director, Sainik Welfare Officer of the District concerned.
- (6) **For Wards of Ex-serviceman:** (A) Latest certificate from the Patwari/Pradhan of Gram Panchayat/President of Municipal Committee or Notified Area Committee/Executive Officer of the Municipal Corporation of the area duly countersigned by the Tehsildar/SDM of the area & (B) Latest Affidavit (on Stamp Paper of Rs.5/-) duly attested by the Tehsildar/SDM of the area on the prescribed form. The specimen of certificates is given as Specimen-'A&B' respectively.
- (7) **For Physically Handicapped:** Minimum 40% disability. Medical certificate issued by the Medical Board duly countersigned by the C.M.O.
- (8) **For Children/Grand Children of Freedom Fighter candidates:** Certificate issued by the competent authority. (Specimen-'D')

C. Other important Instructions for seat allotment:

- a. Counseling Sessions(s) shall be conducted by the HPBOSE for allocating seats to the candidates based on his/ her preferences and position strictly in the merit list prepared on the basis of D.El.Ed. (CET)- 2025
- b. Seat available at the time & turn of the candidate will be allotted as per the his/her choice at once only. Allotted seat will not be changed at later stage, so candidates should ensure the options of desired institution with the consent of their parents/ guardians before giving the choice.
- c. If any candidate who already taken a seat with his desire during any phase/round of counseling, he/she cannot claim for another seat. He/she will also not eligible for attending of counseling for re-issue / change the seat in any circumstances during any other phases/ rounds of counseling.
- d. Left out seats or seats vacated by any candidates will be allotted to in next phase / round of counseling on the bases of merit. Candidates who owns the seats in previous phase / round of counseling cannot claim for such seats.
- e. The candidates/parents are advised to remain in touch regularly with the HPBOSE official website for updates at web address <https://hpbose.org>. and advised to download notifications and instructions.

In case of any enquiry, the candidates may also ring-up Board's Telephone Number: 01892-242192.



SECRETARY