

## Coding Plan

### Read Instructions carefully before filling up the Application Form

1. Use only Blue or Black Ball Point Pen. WRITE IN CAPITAL LETTERS. Do not mark or write outside the boxes.
2. Leave one box blank between two words. Limit your name and/or address within the space provided for it. Please see example as given below.
3. Cross (x) only one of the appropriate boxes in item nos. 4, 5, 6, 7, 10, 11 and 21.
4. Please write code number in item nos. 12-20 as given overleaf.
5. It is the responsibility of the candidate and The Principal of the school to deposit the filled in form with the State concerned Officer before the last date. No request for condoning delay in submission will be entertained whether it is due to the fault of the Candidate or the Headmaster/Principal of his/her institution.
6. Incomplete or defective applications are liable to be rejected.
7. Application Form should be submitted to the concerned Distt. Centre only. No Form/request will be entertained at state level office i.e. S.I.S.E. Punjab, Chandigarh

### Example for writing Name and Address

Father's Name 

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Postal Address: Do not try to write complete address in one line. Break it appropriately as shown below.

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Medium of Examination at State Level (Refer to item 12)		Education of Father or Mother (Refer to item Nos. 13 & 15)	
Medium of Examination	Code	Education	Code
English	13	Up to Primary	1
		Upper Primary	2
		Secondary	3
Hindi	15	Senior Secondary	4
		Graduation	5
		Post Graduation	6
Punjabi	20	Doctoral	7
		Professional degree (Engineering, Medicine, MCA, MBA, etc.)	8
		Any Other	9

Father's/Mother's Occupation (Refer to item Nos. 14 & 16)	
Occupation	Code
Professional, Technical and Related Worker	1
Administrative, Executive and Managerial Worker	2
Clerical and Related Worker	3
Sales/Service Worker	4
Farmer, Fisherman and Related Worker	5
Production and Related Worker, Transport	6
Operators and Labourer Worker not classified by the above Occupations	7
Not employed	8

### \* TYPE OF SCHOOL/INSTITUTION (Refer to item No. 9)

- GOVERNMENT**      A Government School is that which is run by the State Government or Central Government or Public Sector Undertaking or an Autonomous Organization completely financed by the Government.
- LOCAL BODY**      A Local Body School is that which is run by Panchayati Raj and local body institutions such as Zila Parishad, Municipal Corporation, Municipal Committee, Notified Area Committee and Contonment Board.
- PRIVATE AIDED**      A Private Aided School is that which is run by an individual or a private organization and receives grant from Government or local body.
- PRIVATE UNAIDED**      Private Unaided School is that which is managed by an individual or a private organization and does not receive any grant either from Government or local body.