



West Bengal Council of Higher Secondary Education

Vidyasagar Bhavan

9/2, Block DJ, Sector-II, Salt Lake, Kolkata – 91

No : L/Secy/138 /2023

Date : 18/09/2023

NOTIFICATION

Attention : All Heads of Higher Secondary Institutions

As directed, I am to request you to send all academic applications **only through online portal** from 1st of October, 2023 .

Please refer to the User Manual available under Download Centre on our website and in case of any problem or query related to working with the online portal , please mail to dsacademic@wbchse.net.

Please note that, if any application submitted through online mode gets rejected, the school should see the reason of rejection and send the documents as asked for through online mode only. These documents should **not** be sent through mail or through any other mode.

For the schools who have submitted applications in 2023 through offline mode, the query letter or the final approval letter will be sent to their registered mail id. No letter will be sent to the postal address of the school . In case of query, the schools are being requested to scan the needed documents as asked for along with the query letter sent by the Council and send the scanned documents to hsacademic24X7@wbchse.net.

Always mention your 6-digit HS Code in all mail communications to the Council and the schools should regularly check their mail and the Notice and Download section of our website for any communication from our side.

(Dr. Priyadarshini Mallick)
SECRETARY
WBCHSE