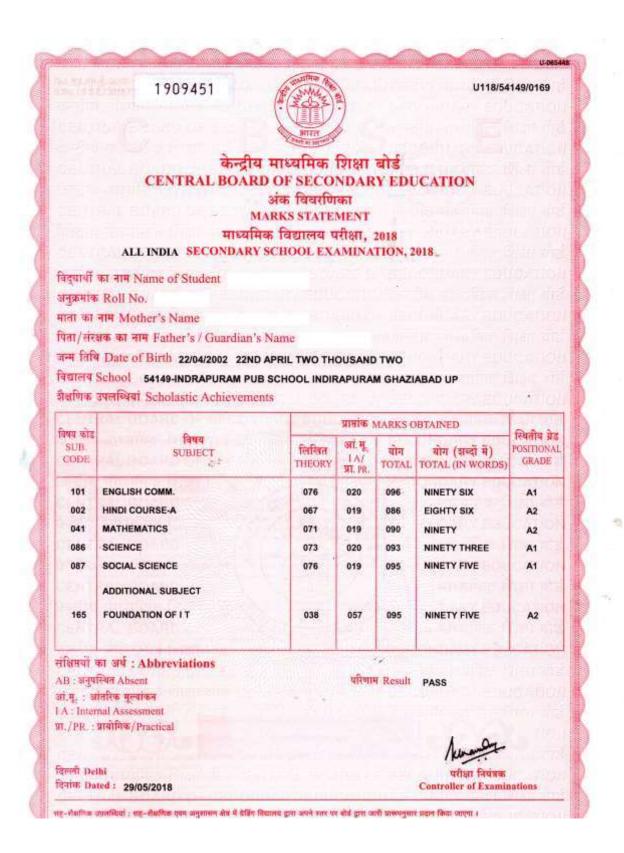
Candidate are requested to go through the Sample Marks sheets & prepare the conversation certificate for their respective boards.

1. Instruction for CBSE Candidate while entering the Aggregate Percentage of SSC in CAP Application form: -

Below given is the Sample Copy of SSC Mark sheet of the CBSE board for the A.Y. 2018. In the SSC Mark sheet, CBSE board has mentioned the Marks obtained in each subject. In the Mark sheet, marks obtained in each subject is mentioned but the Aggregate Percentage obtained at SSC has not been mentioned. But in CAP Application form candidate has to enter the Aggregate Percentage obtained in SSC Examination. CET CELL is giving the guide lines about how to calculate the Marks obtained in each subject & Aggregate Percentage obtained in SSC examination of CBSE Candidate on the basis of Marks mentioned in their Mark Sheet.

Candidate has to upload CBSC Mark sheet shown below along with the Conversion Certificate as a single PDF format in CAP Application form in place of SSC Mark Sheet.



Candidate has to prepare the conversion certificate of above attached mark sheet as per the following table.

CBSE Board SSC Passed Candidate has to Prepare the Following Type of Conversion Certificate with Self Attestation along with the Name & Signature of the Parents.

#### **CONVERSION CERTIFICATE**

Roll No.: -

Name of the Candidate: -

Mother's Name:

Father's Name: -

Name of the School: -

Subject	Subject	Marks Obtained	Out of Marks.
Code			
101	English Comm.	96	100
002	Hindi Course-B	86	100
041	Mathematics	90	100
086	Science	93	100
087	Social Science	95	100
	Total Marks	460	500

1) Percentage calculation on the basis of Marks obtained = 460/500 = 92%

### Percentage Obtained in SSC Examination = 92%

Hence, in above case candidate should enter the Marks Obtained = 460 & Out of marks = 500 & Percentage = 92% in their on line CAP Application form while filling the SSC Marks & Percentage.

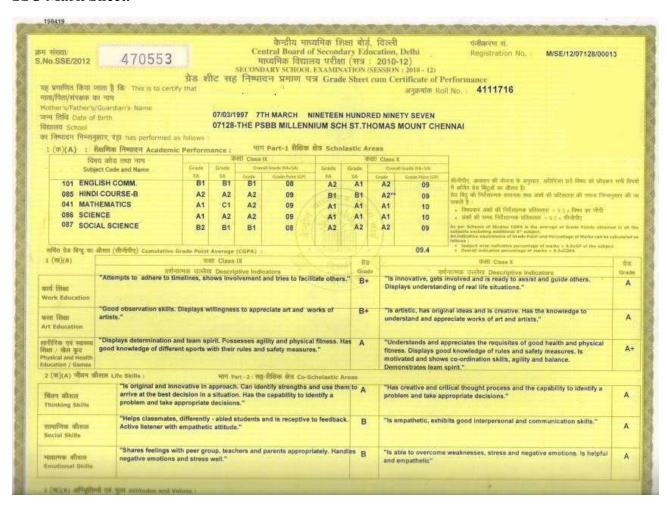
Signature of the Parents Signature of the Candidate

(Name of the Parents) (Name of the candidate)

**2. Instruction for old CBSE Candidate** while entering the Aggregate Percentage of SSC in CAP Application form: -

Below given is the Sample Copy of SSC Mark sheet of the CBSE board. In the SSC Mark sheet, CBSE board does not mention the Marks obtained in each subject. But CBSE board gives grade Points Obtained in each subject & CGPA obtained. In the CBSE Mark sheet, marks obtained in each subject is not mentioned also the Aggregate Percentage obtained at SSC has not been mentioned. But in CAP Application form candidate has to enter the Aggregate Percentage obtained in SSC Examination. CET CELL is giving the guide lines about how to calculate the Marks obtained in each subject & Aggregate Percentage obtained in SSC examination of CBSE Candidate on the basis of Grade Point & CGPA.

Candidate has to upload only the Part of the CBSC Mark sheet shown below along with the Conversion Certificate as a single PDF format in CAP Application form in place of SSC Mark Sheet.



CBSE Board SSC Passed Candidate has to Prepare the Following Type of Conversion Certificate with Self Attestation along with the Name & Signature of the Parents.

#### **CONVERSION CERTIFICATE**

Roll No.: -

Name of the Candidate: -

Mother's Name:

Father's Name: -

Name of the School: -

Formula Given on the Mark sheet to calculate Subject Wise Indicative Percentage & Overall Indicative Parentage of Marks: -

1) Subject wise Indicative Percentage of marks =  $9.5 \times GP$  of the Subject.

2) Overall Indicative Percentage of Marks = 9.5 X CGPA

Subject	Subject	Grade Points	Formula to Convert	Marks	Out of
Code		(GP)	GP into Marks	obtained	Marks
101	English Comm.	9	9.5 X 9 = 85.5	85.5	100
085	Hindi Course-B	9	9.5 X 9 = 85.5	85.5	100
041	Mathematics	10	9.5 X 10 = 95	95	100
086	Science	10	9.5 X 10 = 95	95	100
087	Social Science	9	$9.5 \times 9 = 85.5$	85.5	100
	Total Marks			446.5	500
Cumulative Grade Point Average (CGPA) = 9.4					

- 2) Percentage calculation on the basis of Marks obtained =  $446.5 \times 100/500 = 89.3\%$
- 3) Percentage calculation on the basis of CGPA =  $9.5 \times 9.4 = 89.3\%$

Percentage Obtained in SSC Examination = 89.3%

Signature of the Parents Signature of the Candidate

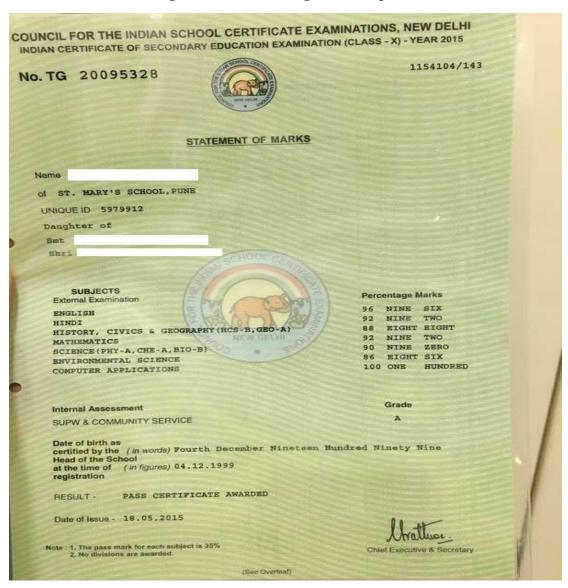
(Name of the Parents) (Name of the candidate)

# 3. COUNCIL FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS INDIAN CERTIFICATE OF SECONDARY EDUCATION EXAMINATION

Below given is the Sample Copy of SSC Mark sheet of the ICSE board. In the SSC Mark sheet, ICSE board does not mention the Percentage obtained but mentions only Grade. Also it is not mentioned anywhere in the Statement of Marks that the Grade has been Awarded on the Basis of Best five subjects or All Six Subject and or All Seven Subjects, or depending on the choice subjects Selected by the candidate for SSC.

But in CAP Application form candidate has to enter the Aggregate Percentage obtained in SSC Examination. CET CELL is giving the guide lines about how to calculate the Marks obtained in each subject & Aggregate Percentage obtained in SSC examination of ICSE Candidate on the basis of Statement of Marks Provided to them by the board.

Candidate has to upload the Following Type of Statement of Marks along with the Conversion Certificate given below as a single PDF in place of SSC Mark sheet.



**ICSE(CISCE) Board SSC Passed** Candidate has to Prepare the Following Type of Conversion Certificate with Self attestation along with the Name & Signature of the Parents

#### **CONVERSION CERTIFICATE**

Examination:-

#### INDIAN CERTIFICATE OF SECONDARY EDUCATION EXAMINATION (Class- X)

Passing Year (SSC)	(Year of Passing SSC Examination)
No.TG/TD/TA/:	
Unique ID:	
Name of the Candidate: -	
Mother's Name:	
Father's Name: -	
Name of the School: -	

Sr. No.	Subject	Marks obtained	Maximum Marks.
1	English	96	100
2	Hindi	92	100
3	History, Civic & Geography	88	100
4	Mathematics	92	100
5	Science	90	100
6	Environmental Science	86	100
7	Computer Applications	100	100
	Total Marks	644	700

Important Note: - Subject mentioned above may vary from candidate to candidate as per their subjects selected for SSC Examination. Candidate should enter all the subjects mentioned on their Statement of Marks & calculate the percentage.

Aggregate Percentage obtained = 644 X 100/700 = 92 %

Percentage Obtained in SSC Examination = 92 %

Signature of the Parents	Signature of the candidate
(Name of the Parents)	(Name of the candidate)

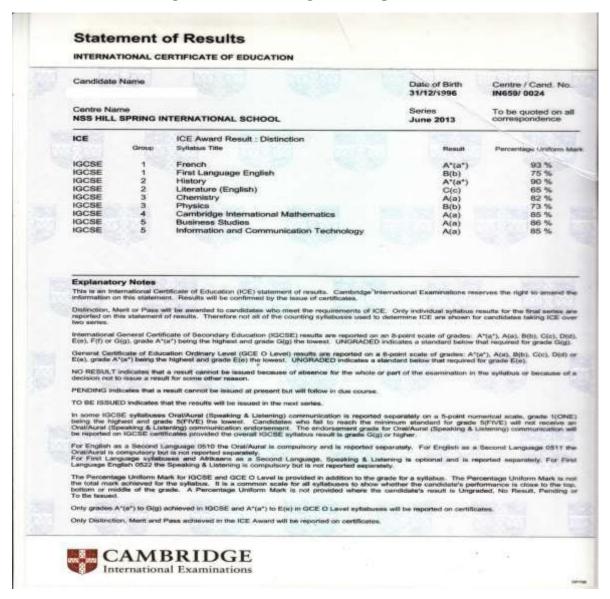
### 4. INTERNATIONAL GENENRAL CERTIFICATE OF SECONDARY EDUCATION (IGCSE) [CAMBRIDGE INTERNATIONAL EXAMINATIONS].

#### INDIAN CERTIFICATE OF EDUCATION

Below given is the Sample Copy of SSC, **Statement of Results of the IGCSE** board. In the SSC Statement of result, IGCSE board does not mention the Percentage obtained but mentions only Percentage Uniform Marks of each subject. Also it is not mentioned anywhere in the Statement of Result that the Grade or Percentage has been Awarded on the Basis of Best five subjects or All Six Subject and or All Seven Subjects, or depending on the choice subjects Selected by the candidate for SSC.

But in CAP Application form candidate has to enter the Aggregate Percentage obtained in SSC Examination. CET CELL is giving the guide lines about how to calculate the Marks obtained in each subject & Aggregate Percentage obtained in SSC examination of IGCSE Candidate on the basis of Statement of Results Provided to them by the board.

Candidate has to upload the Following Type of Statement of Result along with the Conversion Certificate given below as a single PDF in place of SSC Mark sheet.



**IGCSE (ICE) board SSC Passed** Candidate has to Prepare the Following Type of Conversion Certificate with Self Attestation along with the Name & Signature of the Parents.

#### **CONVERSION CERTIFICATE**

Examination:-

### INTERNATIONAL GENENRAL CERTIFICATE OF SECONDARY EDUCATION (IGCSE) CAMBRIDGE INTERNATIONAL EXAMINATIONS (Class-X)

Passing Year (SSC) ----- (Year of Passing SSC Examination)

Name of the Candidate: -

Date of Birth as mentioned on Statement of results: -

Name of the School/Centre Name: -

Sr.	Subject/syllabus Title	Marks	Maximum
No.		obtained	Marks.
1	French	93	100
2	First Language English	75	100
3	History	90	100
4	Literature(English)	65	100
5	Chemistry	82	100
6	Physics	73	100
7	Cambridge International Mathematics	85	100
8	Business Studies	86	100
9	Information & Communication Technology	85	100
	Total Marks	734	900

Important Note: - Subject mentioned above may vary from candidate to candidate as per their subjects selected for SSC Examination. Candidate should enter all the subjects mentioned on their Statement of Results & calculate the percentage.

Aggregate Percentage obtained = 734 X 100/900 = 81.55 %

Percentage Obtained in SSC Examination = 81.55 %

Signature of the Parents

Signature of the Candidate

(Name of the Parents)

(Name of the Candidate)

## 5. For International Baccalaureate, IB-Diploma (HSC) passed candidate.

International Baccalaureate, IB-Diploma (HSC) Candidate has to Prepare the "GRADES TO MARKS CONVERSION CERTIFICATE" as per the "Percentage Equivalent" mentioned on the "Transcript of Grades for Universities in India" received from concerned University with Self attestation along with the Name & Signature of the Parents. The conversion certificate is given below on the last page.

1)Sample copy of Original IB-Diploma (HSC) Marks sheet is attached below for your reference.





The IB Diploma Programme Le Programme du diplôme

El Programa del Diploma del IB







2)International Baccalaureate, IB-Diploma (HSC) passed candidate will have to get the "Transcript of Grades for Universities in India" from the concerned University as given below (For Reference).



#### Transcript of grades for universities in India 003941

University of Mumbai M G Road Fort

Mumbai 400001 INDIA

Date of issue: 05/07/17

Course ref:

Candidate name/number:

Date of birth:

School: Ecole Mondiale World School

Examination session: MAY 2017

Subject	Level	Grade	Percentage equivalent
ECONOMICS	HL	6	87%
HISTORY EUROPE	HL	7	96%
MATHEMATICS	HL	4	69%
ENGLISH A: Literature	SL	6	84%
SPANISH AB.	SL	6	83%
PHYSICS	SL	5	75%

Extended essay subject: HISTORY

Extended essay grade: C
Theory of knowledge grade: A
Combined grade: 2
Total points: 36

Result: Diploma awarded

All CAS (Creativity-Activity-Service) requirements have been fully satisfied.

D. a. oxp.

Director general - Geneva

**International Baccalaureate, IB-Diploma (HSC) passed** candidates will have to upload the Original IB-Diploma Marks sheet along with "Transcript of Grades for Universities in India" and following given "GRADES TO MARKS CONVERSION CERTIFICATE" as a single pdf format in CAP Application form in place of HSC Mark sheet.

International Baccalaureate, IB-Diploma (HSC) Candidate has to Prepare the Following Type of "GRADES TO MARKS CONVERSION CERTIFICATE" as per the "Percentage Equivalent" mentioned on the "Transcript of Grades for Universities in India" received from concerned University with Self attestation along with the Name & Signature of the Parents.

#### GRADES TO MARKS CONVERSION CERTIFICATE

Examination: - International Baccalaureate, I	B-Diploma (HSC)
IB-Diploma Passing Year:	(Passing Year of the Examination)
Name of the Candidate:	
Date of Birth of the candidate:	
Name of the School/College: -	

Sr. No.	Subject	Grade	Percentage Equivalent	Out of Marks
1	ECONOMICS	6	87%	100
2	HISTORY EUROPE	7	96%	100
3	MATHEMATICS	4	69%	100
4	ENGLISH A: LITERATURE	6	84%	100
5	SPANISH AB	6	83%	100
6	PHYSICS	5	75%	100
	Total Marks Obtained	1	494	600

Aggregate Percentage obtained = 494 X 100/600 = 82.33 %

Aggregate Percentage Obtained in International Baccalaureate, IB-Diploma(HSC) Examination = 82.33%

Signature of Parents Signature of the Candidate
(Name of the Parents) (Name of the candidate)