

**Bamunimaidam, Guwahati – 21**Website: [sebaonline.org](http://sebaonline.org), | email: [boardassam@gmail.com](mailto:boardassam@gmail.com)

Notification No. SEBA/IT/AWS/2022/48/40

Dated 25<sup>th</sup> January, 2024**NOTIFICATION**

It is for the information of all the schools of SEBA that the **Marks Entry Portal (MEP)** is open for below mentioned Examinations for Class IX and Class X:

1. **Class X Half Yearly examination 2023.**
2. **Class X Unit Test II examination 2023.**
3. **Class X Pre Boards Examination 2024.**
4. **Class IX Unit Test I Examination 2023.**
5. **Class IX Half Yearly Examination 2023.**
6. **Class IX Unit Test II Examination 2023.**
7. **Class IX Annual Examination 2024.**

All schools are directed to enter Marks of all the Examinations by 30<sup>th</sup> April 2024.

The brief procedure for entering marks is given below:

- Step 1. Please visit SEBA's official website [sebaonline.org](http://sebaonline.org).
- Step 2. Please click on the link "**Marks Entry Portal**".
- Step 3. Log in with School User id and Password. Password is same as shared earlier for Class IX registration. If lost then please contact the Member Secretary of the Regional Office.
- Step 4. Click on the "**Marks Entry X**" or "**Marks Entry IX**" then click on the examination for entering the marks.
- Step 5. List of students registered under your school will be displayed.
- Step 6. Click on "**Enter**" against each candidates and submit the marks obtained by him or her in the Half Yearly examinations.
- Step 7. After entering marks for all the candidates please go to final submit page and click on "**Final submit**" for confirming the final submission of half Yearly marks of all the candidates.
- Step 8. After final submission no Corrections will be allowed.

  
SecretaryBoard of Secondary Education, Assam  
Guwahati-21