



ASSAM STATE SCHOOL EDUCATION BOARD, DIVISION-II
BAMUNIMAIDAM:: GUWAHATI-781021

No- ASSEB/DIV-II/R&A/PORT-NOTF./2026/53/2327

Date- 08/04/2026

NOTIFICATION

It is notified to all the concerned that the submission of application for the institution transfer of **regular students who have passed the Higher Secondary First Year Examination 2026**, is going to be started w.c.f. **10/04/2026 to 30/05/2026**. The students from other Boards/Council as enlisted on the portal, who wish to pursue their HS 2nd Year Class under ASSEB, DIV-II can also apply for the institution transfer. The transfer of admission for regular student will be admissible only from institutions which are already accorded provisional recognition and affiliation (Erstwhile permitted/Recognition) to another affiliated institution.

The students may submit their applications through online for transfer of admission in to HS 2nd Year Class by visiting <https://coi.ahseconline.in> or www.ahsec.assam.gov.in. The concerned students and institutions are advised to go through the given guidelines/SOP, important dates etc. in detail for compliance and smooth conduct of the transfer process.

Applicable fee is given below-

- Rs. 600/- (Non-refundable application fee) (For ASSEB, DIV-II students only).
- Rs. 1400/- (Non-refundable application fee) (For Students from Other Boards as enlisted on the portal).

Note:

1. The fee for students from other board includes the application fee of Rs.600 + Registration fee of Rs.500 (including late fine) + Eligibility Fee of Rs.300/-.


Secretary


Assam State School Education Board, Div-II
Bamunimaidam :: Guwahati – 781 021

Memo No- ASSEB/DIV-II/R&A/PORT-NOTF./2026/53/2327

Date-08/04/2026

Copy to-

1. The Controller of Examinations, ASSEB, DIV-II, for information.
2. The Sr. Programmer, ASSEB, DIV-II, for uploading this information into official website of ASSEB, DIV-II and necessary communication via E-mail to the concerned institutions.
3. The Registrars/Principals of all the Universities/Degree Colleges/Sr. Sec. Schools/HS Schools, for information & necessary compliance.
4. Concerned File


Secretary
Assam State School Education Board, Div-II
Bamunimaidam :: Guwahati – 781 021

GUIDELINES/INSTRUCTIONS

1. The admission on transfer is facilitated to only the regular students who has passed the Higher Secondary First Year Examination 2026 and is admissible only from institutions which are already accorded provisional recognition and affiliation (Erstwhile permitted/Recognition) to another affiliated institution. (Student from other Board/Council as enlisted on the portal can also apply).
2. **TRANSFER OF A STUDENT SHALL BE CONSIDERED GENERALLY ON THE FOLLOWING GROUNDS-**

SL NO	GROUND(S) OF TRANSFER	DOCUMENT(S) REQUIRED
A.	TRANSFER OF PARENTS IN SERVICE	<i>In case of transfer of parents in service, attested copy of order of transfer from competent authority and certified joining report from the controlling officer after joining the new place of posting is to be submitted/ uploaded.</i>
B.	UNAVOIDABLE CHANGE OF RESIDENCE OF PARENTS.	<i>In case of unavoidable change of residence of parents (in the event of death of parent, copy of death certificate has to be submitted/ uploaded). In this connection a certificate is to be submitted/uploaded from the concerned revenue authority where from transfer is sought.</i>
C.	MEDICAL GROUND.	<i>If transfer is sought on medical ground, a medical certificate from competent authority is required to be submitted/ uploaded.</i>

Note: The Board may consider case(s) other than those mentioned above depending on the merit.

3. **THE MODE OF SUBMISSION OF APPLICATION AND PAYMENT OF FEE-**Apply Online through Portal **Link- <https://coi.ahseconline.in>**
4. Transfer will be allowed to the registered and eligible students only.
5. Application for transfer will not be considered if the institution falls within the same city/town area except in medical ground.
6. All subjects currently studying by the student in the present institution must needs to be available in the admission seeking institution.

Documents to be uploaded:

- I. Copy of HSLC Mark Sheet.
- II. Copy of HS First Year Mark Sheet.
- III. Copy of Transfer Certificate.
- IV. Copy of Filled up **"APPLICATION CUM RECOMMENDATION FOR ADMISSION ON TRANSFER OF REGULAR STUDENTS WHO PASSED HS FIRST YEAR EXAM, 2026."**
- V. Relevant Certificate(s)/Document(s) in support of his/her claim seeking transfer.
- VI. Filled up **"REGISTRATION FORM."** (For students who passed the HS First Year Examination, 2026 from other Board/ Council as enlisted on the portal.)
- VII. Migration Certificate (As applicable).