



केन्द्रीय माध्यमिक शिक्षा बोर्ड

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Education, Govt. of India)



No. CBSE/Coord/LOC Correction//2023

Dated: 03.01.2024

To,

**The Principal/Head,
All Schools affiliated with CBSE
(Through CBSE website)**

Subject: Correction in LOC data for 2024 Examinations after LOC submission and scheduling of practical exams – reg.

Madam/Sir,

Please refer to the Board letter No. CBSE/LOC/2023-24 dated 18.08.2023 wherein it was directed that while uploading data, schools will be responsible for the following:-

1. Spelling of name of student/mother/father/guardian is correct and is as per School Record/Admission & withdrawal register maintained by the school.
2. Date of Birth is correct and is as per School Record / Admission and Withdrawal Register maintained by the school.
3. Subject combinations are correct and as per Scheme of Studies.

Subject codes chosen correctly & especially in the following subjects codes be chosen correctly:

A) In Class – X :

Hindi – A (002), Hindi – B (085), Urdu A (003), Urdu B (303), Mathematics Standard (041), Mathematics Basic (241) etc.

B) In Class –XII :

Hindi Core (302), Hindi Elective (002),
English Core (301), English Elective (001),
Sanskrit Core (322), Sanskrit Elective (022),
Urdu Core (303), Urdu Elective (003),
Mathematics (041), Applied Mathematics (241) etc.

After submission of LOC, now requests are being made by the schools to the CBSE to correct some of the students' data in the LOC. Such requests shows that schools were

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not serious while finalizing LOC as data was already filled in by them during registration in class IX and class XI more than a year before.

Looking into the requests received from the schools, Board has developed an online system for proposing the corrections in the LOC data and is available in Pariksha Sangam link on the CBSE website. Schools can log-in using their allotted User ID and Password. Schools are requested to read and understand the manual (Annexed) first and thereafter propose the corrections on Pariksha Sangam. **Once corrections are submitted, these will be checked by the Regional Office concerned and if found that correction is as per rules, these will be accepted otherwise not.** This online module is a complete system and guides the schools for each action to be taken by them. All corrections proposed by the schools will be checked, and, if found, that schools' proposals are against the rules, these will not be allowed and such schools are also liable to face the action, as per examination/ affiliation bye-laws.

The schedule for LOC corrections through online correction portal is as below-

ACTIVITY	SCHEDULE
Entry of permitted corrections in the online correction portal by the schools	04/01/2024 (Thursday) to 08/01/2024 (Monday)

Following may please be noted by the schools/candidates/parents for needful action:-

1. The requests sent by schools to the CBSE earlier will also be taken up by the schools with this portal. In case request is rejected, no change in required data will be allowed and school / student will take necessary action for examinations accordingly.
2. Schools can make the correction in students' data online only based on the school records. No complete change in data will be allowed.
3. In Class-X, Correction in Mathematics Standard (041), Mathematics Basic (241), if any, be done now only. NO next opportunity will be given.
4. Similarly, in Class X: Hindi - A (002), Hindi - B (085), Urdu -A (003), Urdu -B (303) etc. and in Class XII: Hindi Core (302) Hindi Elective (002), English Core (301) English Elective (001), Sanskrit Core (322), Sanskrit Elective (022), Urdu Core (303), Urdu Elective (003) etc. be checked once again and correction if any, be done now. No request to change the subject and to provide question papers of

the other subject then that submitted in LOC at the time of examination will be entertained.

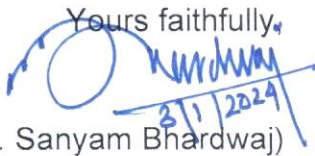
5. No request for any correction will be accepted thereafter and data finalized will be used for generating roll numbers, issuing Admit Card, conduct of Examinations and for providing Passing documents.
6. No request for correction in candidate's data viz candidates name, Father's name, mother's name and date of birth etc. will be accepted thereafter.
7. Complete change of name of candidate will not be permitted. Only Correction will be allowed.
8. CBSE will record all the corrections made by the schools and if it is observed that data has been fiddled with, action will be taken against the school as per Examination / Affiliation Bye-Laws.
9. **The correction fees of ₹1000 per candidate will be charged for correction in the record of the candidates This fee will be deposited online by the schools in the link provided in the correction portal.**

Schools are, therefore, requested to ensure that the corrections, if any, are to be made during permitted period only. Printout of the corrections made be taken by the school for their records and kept safely. There is no need to send correction slips to the concerned Regional Office.

It is informed that no correction, whatsoever, will be entertained by the CBSE after expiry of last date as per the schedule given above.

Also, the schools are advised to schedule the practical examinations after the corrections have been incorporated in the LOC as per the modalities & schedule given above and roll numbers are generated.

It is expected from the school principals that they will also read the circular carefully, understand the same for implementing correctly to avoid future complications.

Yours faithfully,

(Dr. Sanyam Bhardwaj)
Controller Of Examinations

Copy to Web-admin with the request to upload on CBSE website.



CENTRAL BOARD OF SECONDARY EDUCATION

CENTRALIZED ADMISSION MASTER CORRECTION PORTAL (CAMC)

USER MANUAL

CENTRALIZED ADMISSION MASTER CORRECTION PORTAL(CAMC)

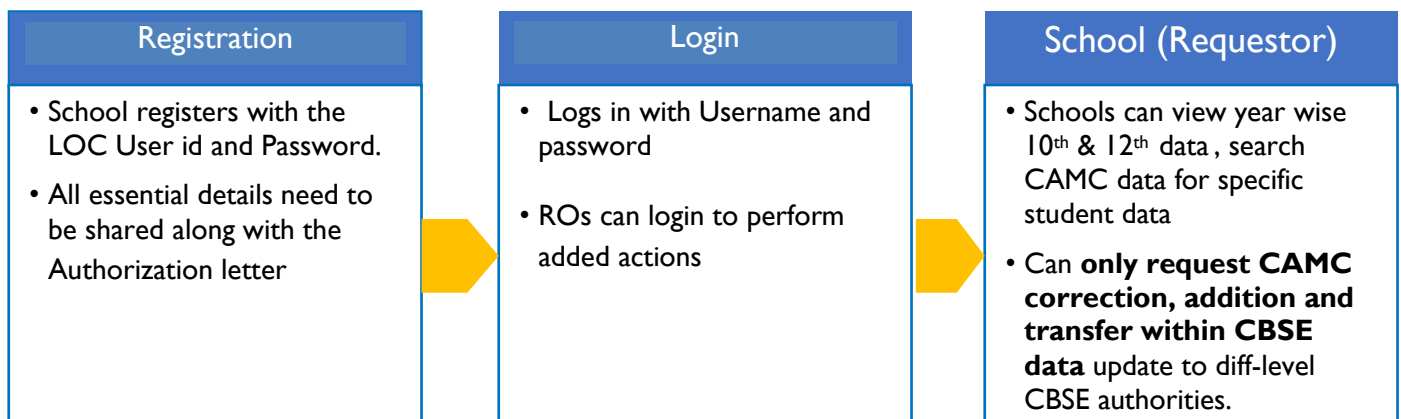
CENTRALIZED ADMISSION MASTER CORRECTION (CAMC)

Centralized Admission Master Correction Portal (CAMC) module is designed and developed by CBSE ,IT Unit, Headquarter. This Correction module is used for correction in data of class X and XII. This correction will be done by the school and the same will be sent to Regional Officer for approval. Once it is approved it will be updated in the school LOC.

The Schools, Regional Offices/Regional Directors of CBSE will have access to the following functionalities in the Centralized Admission Master Correction portal (CAMC):

- Dashboard for monitoring overall activities such as Centralized Admission Master Correction portal (CAMC) data update with accept/decline requests (under one window) .
- Search and update correction.
- Viewing of the requests and their comments/reason, and status.

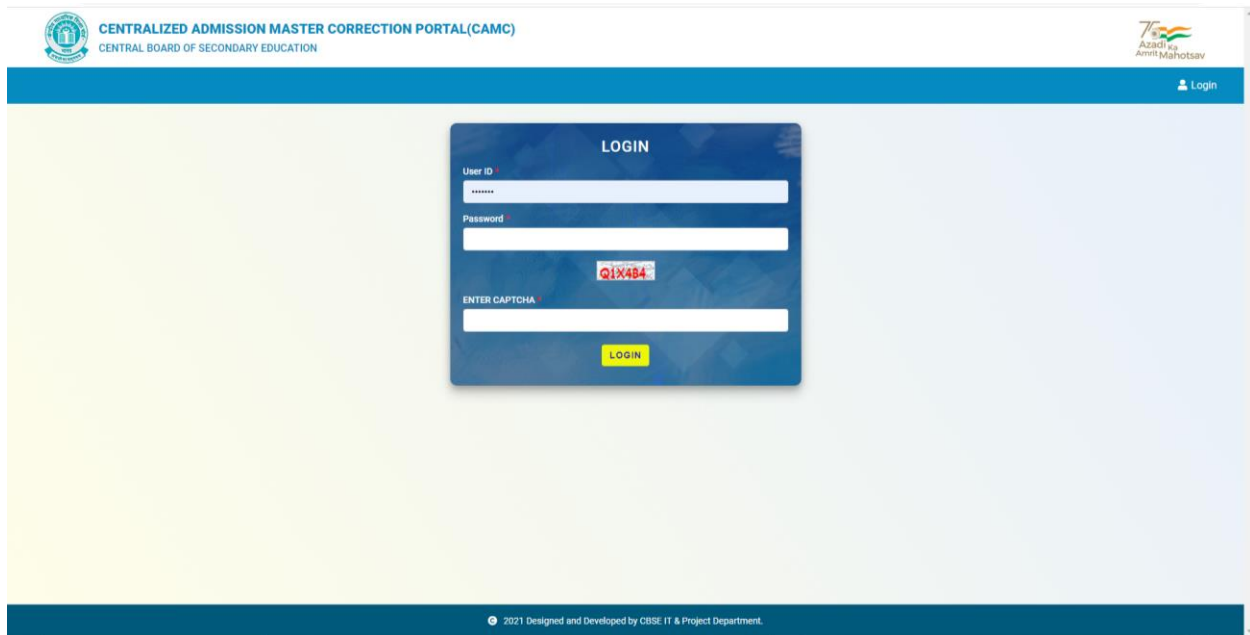
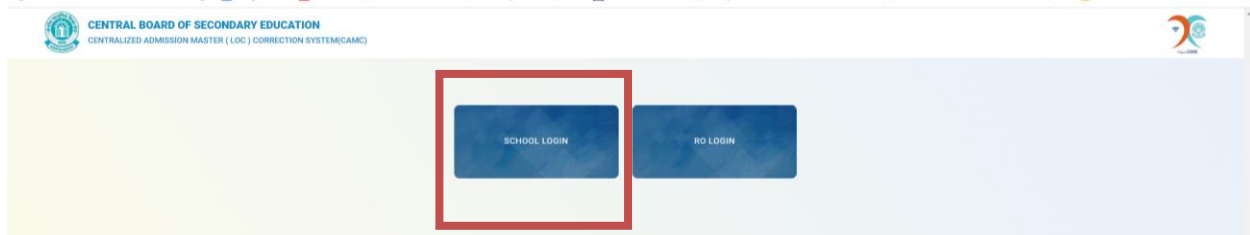
WORKFLOW



SCHOOL FLOW

The login portal is given below, school can login by their User Id and Password used in LOC.

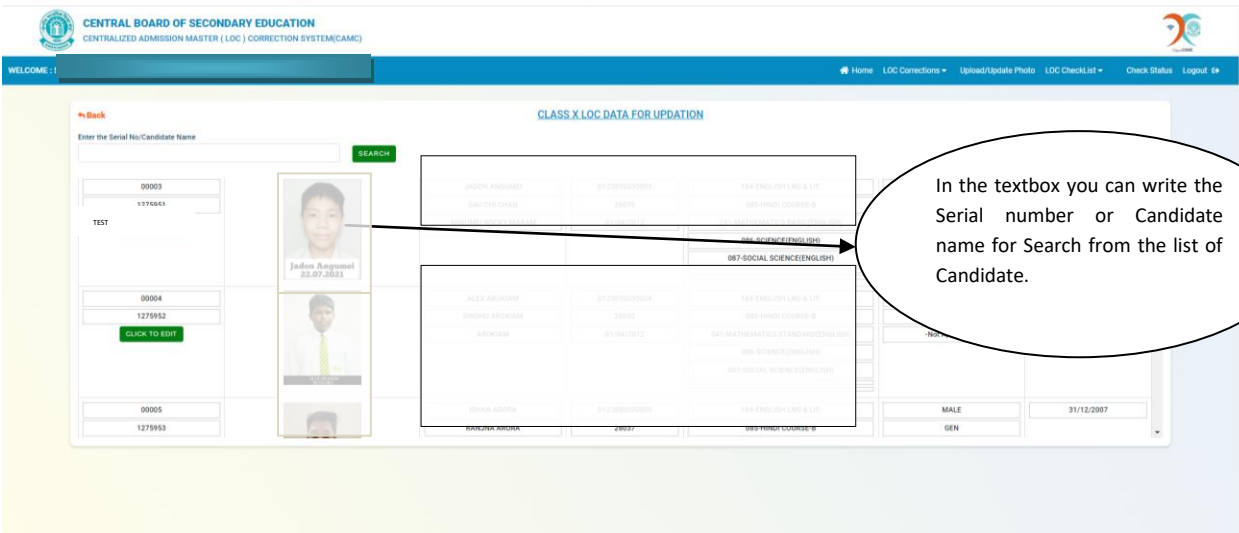
Enter Authorized Username and Password → Captcha → click “Login” button



Once the school logs in , below screen is available. Four tabs are shown , 1- LOC Corrections, 2- Update Photo, 3- LOC Checklist and 4- Check Status, 5- Payment.



In LOC Correction, it is available for Class 10 and Class 12. It shows the entire candidate list at present available in the class 10 and 12. In the textbox you can write the Serial number or Candidate name for Search from the list of Candidate, which is shown in the below screen.





Same serial number is retrieved from the check list.

CENTRALIZED ADMISSION MASTER CORRECTION PORTAL(CAMC)
CENTRAL BOARD OF SECONDARY EDUCATION

WELCOME : SCHOOL NAME

LOC CheckList | LOC Corrections | LOC Corrections CheckList | Finalise | Logout

CHECKLIST CLASS X

Enter the Serial No/Candidate Name
00005

ID/ SL_NO. / SEQ.NO.	CANDIDATE NAME / MOTHER'S NAME / FATHER'S NAME	REG NO. / FEEDRS) /LATE FEE(RS)/ ADMISSION SERIAL NO.	GENDER / CATEGORY/ PHYSICAL DISABILITY	SUBJECT CODE/ SUBJECT NAME/MEDIUM	D.O.B./ANNUAL INCOME/MINORITY STATUS	THIRD LANGUAGE/PASSING YEAR
1	VAISHNAVI SAINI	L122541000005	FEMALE	(184)(ENGLISH LNG & LIT.)	19/09/2005	(122)(SANSKRIT)
00005	NEELAM SAINI	1850	OBC	(002)(HINDI COURSE-A)	900000	2020
0203403	RAJESH SAINI	0	-Not Applicable-	(041)(MATHEMATICS STANDARD)(ENGLISH)	N	
		16120		(086)(SCIENCE - THEORY)(ENGLISH)		
				(087)(SOCIAL SCIENCE)(ENGLISH)		

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In Correction of Class 10 and Class 12 ,

CLICK TO EDIT

Click on Edit button for correction

Correction

CORRECTION IN LOC DATA FOR CLASS X

Registration Number - D123850030009

LOC Serial Number (Numeric 5 digits) - 00009

Exam Category Full Subject Improvement

Subject 1 [Compulsory Language] 184-ENGLISH LING & LIT.

Subject 2 [Another Language] 085-HINDI COURSE-B

Name of candidate (Max 50 characters) (Please do not prefix Mr, Master, Ms, Miss, KM or Kumari)
ANVISH CHHABRA

Mother's Name (Max 50 characters) (Please do not prefix Dr, Prof, Rev, Smt or Mrs)
SHIPRA CHHABRA

Father's/Guardians Name (Max 50 characters) (Please do not prefix Dr, Prof, Rev, Pt, Mr or Col)
KUNAL CHHABRA

Gender Male Female Transgender

Category General SC ST OBC

Person with Disability (PwD)? NA-Not Applicable

Date of Birth (DD/MM/YYYY) 02/03/2008

Subject 3 041-MATHEMATICS STANDARD Medium ENGLISH

Subject 4 086-SCIENCE Medium ENGLISH

Subject 5 087-SOCIAL SCIENCE Medium ENGLISH

Skill Subject from Group-S (Optional) - Medium

Language III (Group-L) Any academic subject (Group-A2) other than opted above (Optional) - Medium

UNDERTAKING - -
 The Updates/ Corrections proposed are as per the records of the school/Actual details of the student. I as the principal of the school take the responsibilities for correctness and the authenticity of the same.

UPDATE RECORD

Where ever correction is required it may be done by the school. Click on the checkbox on the Undertaking and then click on **UPDATE RECORD**.

DATA ATTRIBUTE	RECORD AS SUBMITTED IN LOC	PROPOSED AMENDED RECORD
REGD. NO.	D/1/23/85003/0004	D/1/23/85003/0004
SERIAL	00004	00004
CANDIDATE NAME	ALEX AROKIAM TEST	ALEX AROKIAM TESTT
MOTHER NAME	SINDHU AROKIAM	SINDHU AROKIAM
FATHER NAME	AROKIAM	AROKIAM
GENDER	Male	Male
CATEGORY	Gen	Gen
PWD	Low Vision	No
DATE OF BIRTH	19/01/2008	06/01/2008
SUBJECT 1 / MEDIUM	184- ENGLISH LNG & LIT.	184- ENGLISH LNG & LIT.
SUBJECTS 2 / MEDIUM	085- HINDI COURSE-B	085- HINDI COURSE-B
SUBJECTS 3 / MEDIUM	041- MATHEMATICS STANDARD / ENG	041- MATHEMATICS STANDARD / ENG
SUBJECTS 4 / MEDIUM	086- SCIENCE / ENG	086- SCIENCE / ENG
SUBJECTS 5 / MEDIUM	087- SOCIAL SCIENCE / ENG	087- SOCIAL SCIENCE / ENG
SUBJECTS 6 / MEDIUM	- /	- /
SUBJECTS 7 / MEDIUM	- /	- /

Confirmation screen for edited record is shows in Red color. If the record is correct then click on Final Submit Button, otherwise click on Modify /Back Button.

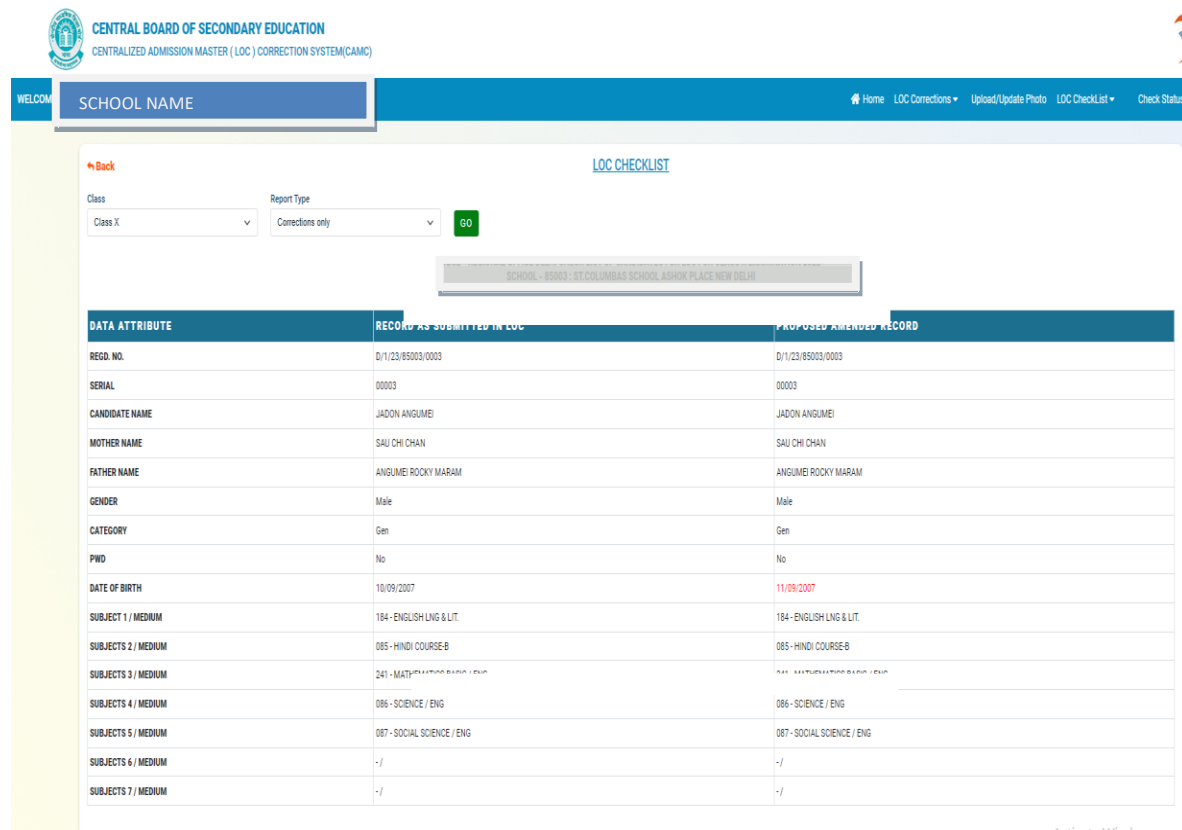
Update/Upload Photograph

In Upload /Update Photograph ,if there is any correction in photograph , school can upload the photograph of Candidate.

You can select a file from Choose file option.

In LOC Check List

In this it shows all the correction which are done by the school.



WELCOME SCHOOL NAME Home LOC Corrections Upload/Update Photo LOC Checklist Check Status

Back LOC CHECKLIST

Class: Class X Report Type: Corrections only GO

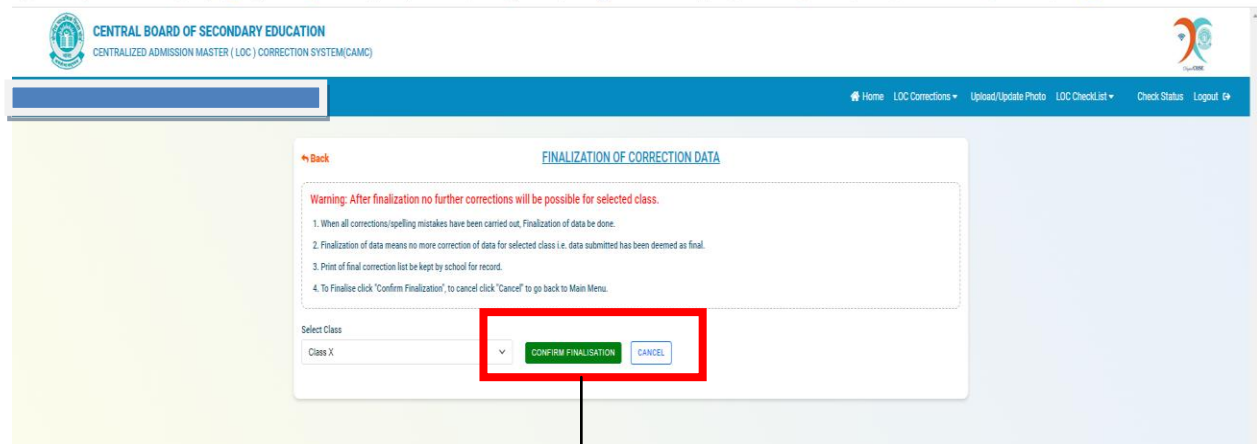
SCHOOL - 85003 - ST COLUMBAS SCHOOL, ASHOK PLACE NEW DELHI

DATA ATTRIBUTE	RECORD AS SUBMITTED IN LOC	PROPOSED AMENDED RECORD
REGD. NO.	D/1/23/85003/0003	D/1/23/85003/0003
SERIAL	00003	00003
CANDIDATE NAME	JADON ANGUMEI	JADON ANGUMEI
MOTHER NAME	SAU CHI CHAN	SAU CHI CHAN
FATHER NAME	ANGUMEI ROCKY MARAM	ANGUMEI ROCKY MARAM
GENDER	Male	Male
CATEGORY	Gen	Gen
PWD	No	No
DATE OF BIRTH	10/09/2007	11/09/2007
SUBJECTS 1 / MEDIUM	184 - ENGLISH LING & LIT.	184 - ENGLISH LING & LIT.
SUBJECTS 2 / MEDIUM	085 - HINDI COURSE-B	085 - HINDI COURSE-B
SUBJECTS 3 / MEDIUM	241 - MATHEMATICS-B	241 - MATHEMATICS-B
SUBJECTS 4 / MEDIUM	086 - SCIENCE / ENG	086 - SCIENCE / ENG
SUBJECTS 5 / MEDIUM	087 - SOCIAL SCIENCE / ENG	087 - SOCIAL SCIENCE / ENG
SUBJECTS 6 / MEDIUM	- /	- /
SUBJECTS 7 / MEDIUM	- /	- /

Any correction will be made by the School that all will be shown in Red Color.

Finalization of Correction Data

Finalization of data no more correction of data for Selected Class. Select the class from the dropdown and confirm the finalization of the Data.



FINALIZATION OF CORRECTION DATA

Warning: After finalization no further corrections will be possible for selected class.

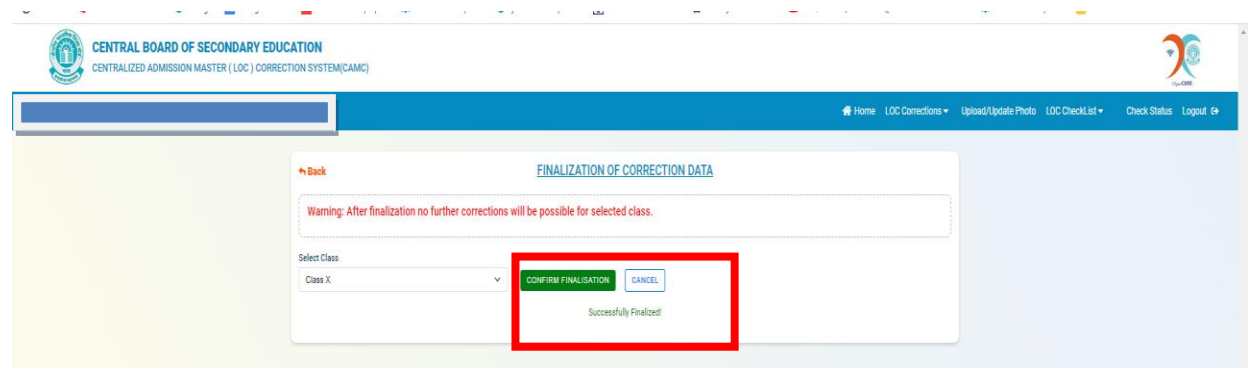
1. When all corrections/spelling mistakes have been carried out, Finalization of data be done.
2. Finalization of data means no more correction of data for selected class i.e. data submitted has been deemed as final.
3. Print of final correction list be kept by school for record.
4. To Finalise click "Confirm Finalization", to cancel click "Cancel" to go back to Main Menu.

Select Class
Class X

CONFIRM FINALISATION **CANCEL**

To finalize the correction, click on Confirm Finalization button , otherwise cancel the button.

Finalization of data means no more correction of data for selected class i.e. data submitted has been deemed as final.



FINALIZATION OF CORRECTION DATA

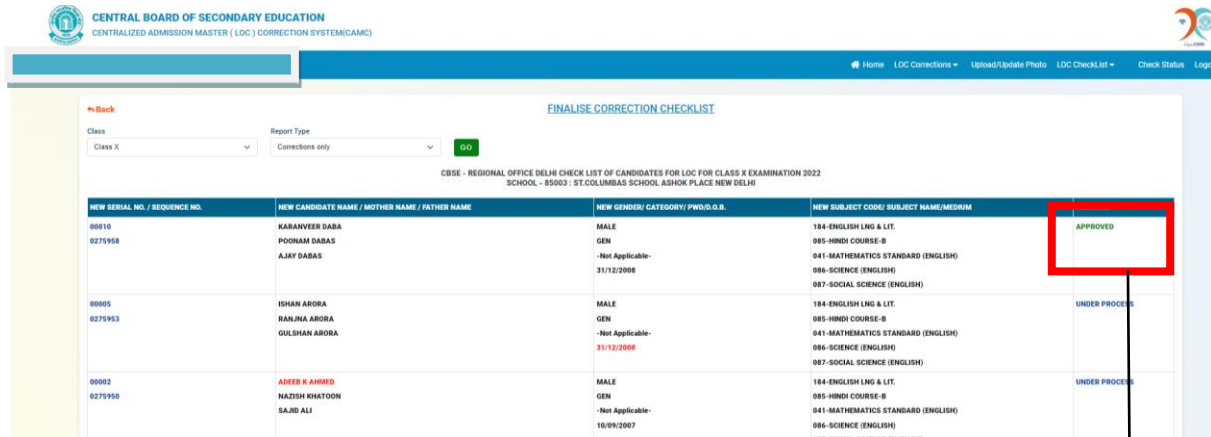
Warning: After finalization no further corrections will be possible for selected class.

Select Class
Class X

CONFIRM FINALISATION **CANCEL**

Successfully Finalized!

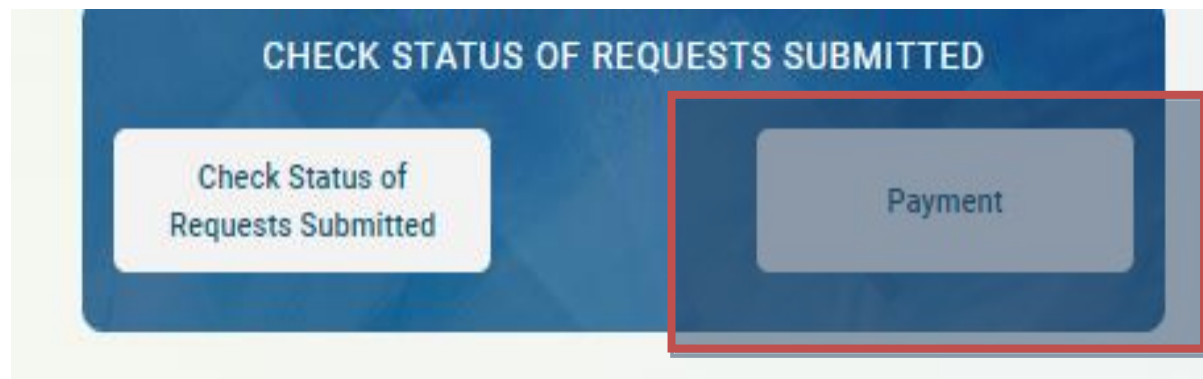
Check Status



NEW SERIAL NO. / SEQUENCE NO.	NEW CANDIDATE NAME / MOTHER NAME / FATHER NAME	NEW GENDER/ CATEGORY/ PWD/G.O.B.	NEW SUBJECT CODE/ SUBJECT NAME/MEDIUM	REMARKS
00010 0275958	KARANVEER DABA POONAM DABAS AJAY DABAS	MALE GEN -Not Applicable- 31/12/2008	184- ENGLISH LING & LIT. 085- HINDI COURSE- B 041- MATHEMATICS STANDARD (ENGLISH) 086- SCIENCE (ENGLISH) 087- SOCIAL SCIENCE (ENGLISH)	APPROVED
00005 0275953	ISHAN ARORA RANJNA ARORA GULSHAN ARORA	MALE GEN -Not Applicable- 31/12/2008	184- ENGLISH LING & LIT. 085- HINDI COURSE- B 041- MATHEMATICS STANDARD (ENGLISH) 086- SCIENCE (ENGLISH) 087- SOCIAL SCIENCE (ENGLISH)	UNDER PROCESS
00002 0275950	AHMER K AHMED NAZISH KHATOON SAJID ALI	MALE GEN -Not Applicable- 16/09/2007	184- ENGLISH LING & LIT. 085- HINDI COURSE- B 041- MATHEMATICS STANDARD (ENGLISH) 086- SCIENCE (ENGLISH) 087- SOCIAL SCIENCE (ENGLISH)	UNDER PROCESS

School can see the status under this Remark.

Payment



The Cases duly approved from the Regional Officer/ Regional Director. Then School can proceed for payment for approved corrections, **After the successful payment only, data will be reflect on the school portal.**

On clicking the payment button, school will get the list of all approval cases for making the payment.

AFTER RO APPROVAL PAY FEE

Class: Report Type:

Online Payment Gateway (Card or Net Banking)

HDFC BANK

SELECT DATA	STATUS/ FEE AMOUNT	RD/ SL-NO. / SEG. NO.	CANDIDATE NAME / MOTHER NAME / FATHER NAME	REG NO. / ADMISSION SERIAL NO. ADMISSION DATE	GENDER/ CATEGORY/ PWD	SUBJECT CODE/ SUBJECT NAME/MEDIUM	ANNUAL INCOME/ ONLY CHILD/ DIRECT ADMISSION
<input checked="" type="checkbox"/>	APPROVED 1000	1 00001 0660373	<input type="text"/>	D524850030001 25804	F O NA	ENGLISH CORE BUSINESS STUDIES ECONOMICS ACCOUNTANCY MATHEMATICS AIR-CONDITIONING & REFRIGERATION	2500000 N NO

Click on proceed for payment option.

PROCEED FOR PAYMENT [Terms of Use](#)

APPLICATION DETAILS

Ref No.:	D650031230
School No.:	85003
School:	<input type="text"/>
Fee Amount (INR)	1000 <small>(Transaction charges+tax will be additional as applicable, depending on mode selected)</small>
Payment Method	Debit/Credit Card (HDFC)

Note:
You will be taken to payment gateway website for online payment. In case of any link break or network failure due to which your application status is not updated but amount is being debited from your account, then **DO NOT TRY PAYING FEE AGAIN**. You are also advised to not to change the payment mode if fee is already debited from your account.
Please contact your bank for transaction details and send an email to [REGIONAL OFFICE](#) concerned for updation of the application fee status along with application details viz Application no., Roll No., Name of Candidate, Subject(s) Applied, fee amount. Also send the transaction details received from the bank concerned. Please mention "Payment status not updated - your application number" in the subject line of the email to resolve it faster.

Application details

Transaction Status:

Application No.:	D650031230
Name	<input type="text"/>
Fee Amount (INR)	1000.00
Fee Status	<input type="button" value="Success"/>

Success

After the successful payment only, data will be reflect on the school portal.



Regional Officer / Regional Director Login

The Regional Officer acts as the approver for Centralized Admission Master Correction portal (CAMC) where the officer can confirm/decline the update request initiated by the School.

The Regional Officer/ Regional Director views the request and decide whether to accept or deny the Request.



DEPARTMENT LOGIN

User Type *
REGIONAL OFFICER

User ID
[Text Input Field]

Password *
[Text Input Field]

GVVIDS Refresh

KINDLY ENTER ABOVE CAPTCHA *
[Text Input Field]

LOGIN



LOC CORRECTION

LOC Correction Class X LOC Correction Class XII

Home LOC Correction Logout

WELCOME : DELHI Home LOC Correction Logout

PRE CORRECTION CLASS X

SCHOOL DETAILS	NEW SERIAL NO. / SEQUENCE NO.	OLD CANDIDATE NAME / MOTHER NAME / FATHER NAME	NEW CANDIDATE NAME / MOTHER NAME / FATHER NAME	OLD GENDER/ CATEGORY/ PWD/ D.O.B.	NEW GENDER/ CATEGORY/ PWD/ D.O.B.	OLD SUBJECT CODE/ SUBJECT NAME/MEDIUM	NEW SUBJECT CODE/ SUBJECT NAME/MEDIUM	REMARKS	ACTION	
ST COLUMBAS SCHOOL ASHOK PLACE NEW DELHI	85003	00005	ISHAN ARORA	ISHAN ARORA	MALE	MALE	184-ENGLISH LNG & LIT.	184-ENGLISH LNG & LIT.	Approved [v] <input type="text"/>	<input type="button" value="SUBMIT"/>
	0275953	RANJNA ARORA	RANJNA ARORA	GEN	GEN	085-HINDI COURSE-B	085-HINDI COURSE-B			
		GULSHAN ARORA	GULSHAN ARORA	-Not Applicable-	-Not Applicable-	041-MATHEMATICS STANDARD (ENGLISH)	041-MATHEMATICS STANDARD (ENGLISH)			
				31/12/2007	31/12/2008	086-SCIENCE (ENGLISH)	086-SCIENCE (ENGLISH)			
						087-SOCIAL SCIENCE (ENGLISH)	087-SOCIAL SCIENCE (ENGLISH)			

Regional Officer/Regional Director has the option for Approve and Reject the request. Regional Officer/Regional Director can writes their remarks in the remark text box .

Once the request is approved or Reject, the status also updated in real time and status will be shown in School login.

School can login and check the status from check status option. Once the case has been approved. Then school can pay the amount through “payment” option. After the successful payment only , data will reflect on the portal.

00003 0275951	JADON ANGUMEI	MALE	184-ENGLISH LNG & LIT.	APPROVED ok
	SAU CHI CHAN	GEN	085-HINDI COURSE-B	
	ANGUMEI ROCKY MARAM	-Not Applicable-	241-MATHEMATICS BASIC (ENGLISH)	
		11/09/2007	086-SCIENCE (ENGLISH)	
			087-SOCIAL SCIENCE (ENGLISH)	
00004 0275952	ALEX AROKIAM	MALE	184-ENGLISH LNG & LIT.	UNDER PROCESS
	SINDHU AROKIAM	GEN	085-HINDI COURSE-B	
