

Government of Madras

LAW (EDUCATION) DEPARTMENT

G.O. No. 2119, 11th December 1925

European schools—School-Leaving Certificate scheme—Approved.

(2)

Government of Madras

LAW (EDUCATION) DEPARTMENT

G.O. No. 2119, 11th December 1925

European schools—School-Leaving Certificate scheme—Approved.

the following paper :—

From the Director of Public Instruction, dated 14th September 1925,
R.O.C. No. 1096-E/22.

Order—No. 2119, Law (Education), dated 11th December 1925.

The scheme for the award of the Madras European School-Leaving Certificate submitted by the Director of Public Instruction is approved and is printed as an appendix to these proceedings. The Government direct its publication in the *Fort St. George Gazette*.

(By order of the Governor in Council)

V. T. KRISHNAMA ACHARIYAR,
Secretary to Government.

To the Director of Public Instruction.
,, Superintendent, Government Press (for publication of notification in *Gazette*).

APPENDIX.

NOTIFICATION.

Scheme for the Award of the Madras European School-Leaving Certificate.

1. The following scheme for the award of the Madras European School-Leaving Certificate is published for general information.

2. *To whom awarded.*—The certificate may be awarded, on the completion of their school course, to boys or girls who—

(1) have attended one or more recognized European schools from at least the seventh standard upwards, and

(2) have attended each of the seventh, eighth and ninth standards either (a) for not less than 60 per cent of the number of working days in each term and for not less than 120 working days in each school year, or (b) for not less than 150 working days in each year.

The school year will be the calendar year. A school day shall consist of at least four hours of secular instruction; but two meetings each of not less than two hours whether on the same or on different days shall be counted as one school day.

Days of attendance at the European School-Leaving Certificate Examination count as days of regular school work for purposes of calculating attendance.

A pupil who goes from one school to another in the course of a term may be permitted to count his attendance during the year, provided that (1) he has attended school for 60 per cent of the days at both schools and (2) the total admissible attendance at both schools amounts to not less than 150 days in the year and he has put in a total attendance of not less than 120 days.

Shortage of attendance will, in specially hard cases, be condoned by the Director of Public Instruction. Application for the condonation of such shortage should be made to the Inspector of European Schools in the first week of November.

3. *By whom awarded.*—The certificates shall be awarded by a Board consisting of the Inspector of European Schools as President, two officers of the Government Educational Service and five non-official members.

The members of the Board shall be appointed for a period of three years and shall be eligible for reappointment.

The Secretary to the Commissioner for Government Examinations shall be Secretary to the Board.

The Board shall arrange for the award of the certificates in accordance with the provisions of the scheme.

4. *Scope of the certificate.*—The certificate will take into account the school work done by the pupil from the seventh standard upwards, and shall also contain the results of the European High School Examination conducted by the Board as well as of the Middle School and any other examination. It shall show exactly what subjects a pupil has studied, and discriminate fairly between one pupil and another as to the benefit he has received from his school course.

The subjects of study and syllabuses will be found in the Regulations and Syllabuses published separately.

5. *The preparation of the certificate.*—Every pupil on entering the seventh standard shall be provided with a blank certificate book, to be kept in the custody of the school so long as he remains there, the entries in the certificate for each term being made in due course by the headmaster.

The results of school work shall be entered against each subject taught in the school in the form of the number of marks gained out of a maximum of 100 for each subject, except physical training, in the case of which remarks will be entered. The school work of a year in which the pupil is not promoted to a higher standard shall not be taken into account.

In the award of marks, which should always be in the form of whole numbers, what should be aimed at is the valuation of the ordinary, regular work done by the pupil in his progress through the syllabus of work in each subject. This does not on the one hand mean the awarding of marks for anything and everything, nor on the other hand the assessing of work exclusively on formal, stated occasions of which due notice has been given and for which special preparation has been made. Marks should not dominate the school work, although they may be given for every type of such work—for oral work, formal, written exercises, class and preparation notes, and occasional tests. It is recommended that as a rule marks be not assigned for home-work.

Annexure A gives the form of marks register that should be adopted. On every page of the register entries relating to only one subject and standard should be entered. It is recommended that an invariable maximum be not prescribed for each lesson or exercise, nor for each separate subdivision of any particular subject, but that the marks to be assigned be fixed with reference to the relative importance of each lesson, exercise or subdivision. The final aggregate marks assigned to a pupil, which should indicate his attainment in the subject as a whole, should be reduced to a percentage. In the case of pupils absent on medical certificate or on leave duly sanctioned, the percentage should be calculated exclusively on the maximum marks for the days they were present. The headmaster will check all marks, and enter them in a separate abstract marks register maintained exclusively by him; entries being made in this register three or four times a term. He will endeavour to secure a uniform valuation of the work in his school.

Provision is made in the certificate for comments by the Inspector, whenever necessary, on the school marks.

6. *The issue and care of certificate books.*—Certificate books will be issued through the Inspector only to headmasters, who will issue them to their pupils. Applications for blank books should be accompanied by a Treasury receipt for the total cost, calculated at 4 annas 6 pies a copy.

Certificates will ordinarily be kept in the custody of the headmaster, but may be given to pupils for exhibition to their parents or guardians. It will obviously be necessary to

take the utmost possible care to preserve them from loss, injury or destruction. Duplicate copies should be maintained in a register in the form of Annexure B.

The greatest care will be taken of certificates while in the custody of the Department, but no responsibility can be accepted.

Under no circumstances should pages be removed or erasures made in a certificate. Any alterations that may be necessary should be legibly signed and dated by the headmaster, as any such alteration may become the subject of future enquiry. Erasures and unauthenticated or fraudulent alterations will lead to the cancellation of a certificate.

The certificates of pupils who give up their studies in the middle of the course may be returned to them, if claimed. If they are not claimed, they should be filed among the school records.

Whenever necessary, supplemental sheets will be issued by the Inspector, all such sheets will bear the number of the certificates in which they are to be inserted and will be signed and dated by the Inspector. Such sheets should be firmly gummed or pasted in the certificate book.

If a certificate remains unclaimed with a Headmaster for two years, he will forward it to the Secretary, who will acknowledge its receipt. The Secretary will periodically publish in the *Fort St. George Gazette*, once in every six months, lists of such unclaimed certificates forwarded to him, and destroy them by burning if they are not claimed within a period of one month from the date of the publication of the notification. Such certificates as are claimed within the period will be returned by the Secretary to the applicants.

If a pupil's original certificate book is lost, a duplicate copy, numbered and marked 'duplicate' in red ink on each page, will be issued by the Inspector, but the clearest possible evidence of accidental loss or destruction should be furnished by the headmaster applying for a duplicate. The fee for a duplicate copy of a certificate book is Rs. 5 which should be paid into a Government Treasury, the treasury receipt being attached to the requisition. On receipt of the certificate book the headmaster will fill in all the particulars except the marks of the High School and other Examinations, and return it to the Inspector with a declaration that on receipt of the certificate it will be issued to the pupil to whom the original certificate was issued and to none else. After completing the certificate by entering the examination marks and signing the page or pages on which they are given, the Inspector will return the certificate to the Headmaster to be passed on to the pupil to whom it should go.

Should for any reason a school cease to exist, the mark lists and other records relating to European School-Leaving Certificates should be sent to the Inspector for custody.

7. *The school course.*—A break in the continuity of the school course, whether in the case of a pupil reading for a supplementary course or otherwise, will be condoned by the Inspector where such break is due either to illness properly vouched for or for other sufficient cause, in which

case the pupil may be re-admitted into the standard in which he was previously reading, unless he has completed the course in that standard and is qualified for promotion, in which case he may be admitted into the next higher standard. By 'break' is meant an absence from school for one whole term or more.

The certificates of pupils coming from provinces where school-leaving certificates are not maintained will contain records relating to the standard or standards in which the pupil has read after coming to this Presidency.

The Inspector may cancel the promotion of pupils whose attendance in the first or second terms of the preceding year has not qualified them for promotion. Such pupils will be allowed to count the attendance registered in the higher standard towards their attendance in the lower.

Headmasters are entitled to refuse admissions to a supplementary course to pupils who, they consider, will not take suitable advantage of the course, and they are further entitled to dismiss a pupil from the course who is idle and insubordinate. Therefore only in exceptional cases ought it to be necessary to debar a pupil taking a supplementary course from appearing for the High School Examination.

8. *The High School Examination.*—At the end of the course in the ninth standard and by the 10th December the latest, the Headmaster will forward to the Secretary the certificates of such of his pupils as wish to complete them by appearing for the High School Examination and as are, in his opinion, competent to appear for that examination.

The certificate of no pupil whose age will be below fifteen on the first day of the month in which the examination will be held, i.e., the 1st November, shall be forwarded, unless special exemption from the operation of this rule has been obtained (through the Inspector). The Director is competent to relax the rule in the case of pupils whose applications for exemption are supported by their Headmasters and accompanied by certificates of physical fitness to withstand the strain of an examination, from registered medical practitioners. The Inspector is authorized to sanction alterations in the date of birth of pupils entered in their certificates on the production of clear evidence that the original entry was incorrect.

A notification giving full particulars regarding centres of examination, dates, etc., will appear in the month of August every year in the *Fort St. George Gazette*. The certificates will not be sent with the applications for admission to the examination called for in this notification, but will be sent later—at the completion of the ninth standard course. The examination fee is Rs. 15.

9. *Other public examinations.*—The marks obtained by a pupil at any other public examination will be entered by the Inspector on the appropriate page of the pupil's certificate and attested.

10. *The award of certificates.*—Certificates filled in will be returned by the Inspector to the headmaster of each school for delivery to those who are leaving school.

In the certificates of all pupils who in his opinion are not competent to appear for the High School Examination the headmaster of each school will write the word 'cancelled' in red ink across the record of work in the ninth standard. This will also be done when a pupil fails to secure promotion from either the seventh to the eighth or from the eighth to the ninth standard, 'Cancelled' being written across the record of the work in the seventh or the eighth standard, as the case may be.

The results of the public examination will not be entered in the certificate of any pupil whose certificate does not show the requisite attendance during any term.

When evidence is laid before the Director showing that any person to whom a certificate has been or is proposed to be given under the rules has been guilty of what is, in his opinion, a serious offence, the Director may cancel or withhold the certificate.

11. *Supplementary certificates.*—If a pupil wishes to improve his certificate, whether in regard to its quality in one or more subjects already brought up or by bringing up additional optional subjects, he may go back to the same or any other recognized school, and appear at a succeeding examination in such subjects as he wishes to be re-examined in or present as additional subjects; but a certificate will be considered as having been

'completed' only when the High School Examination has been passed in accordance with the requirements of the regulations of that examination.

There shall be no limit to the number of times which a candidate may be re-examined. Pupils who have already undergone a supplementary course for one year will be allowed to appear for subsequent examinations without attending a school.

The fee for re-examination will be Rs. 15 whatever the number of subjects in which the pupil is examined. For examination in each additional subject the fee will be Rs. 3, provided that no pupil shall be called upon to pay more than Rs. 15 on any occasion.

In either case further entries will be made in the pupil's original certificate with regard to his progress in the subjects repeated or taken additionally, as the case may be, and the examination marks will, as before, be entered by the inspector.

12. *Subsidiary rules.*—The Board shall be competent to propose such subsidiary rules connected with the award of certificates as it thinks fit. Such rules will be notified from time to time by the Director of Public Instruction.

13. *Date from which the scheme is to take effect.*—The scheme will come into force from 1st January 1926, and the first examination under it will be held in November-December 1926.

ANNEXURE A.

NAME OF INSTITUTION _____

Record of school work for the term ending _____ 192

Standard _____ Subject _____ Teacher in charge _____

Serial number.	Names.	Date.													Examination marks.	
		Nature of work.														
		Maximum.														
1																
2																
3																
4																
5																
6																
7																
8																
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36																
37																
38																
39																
40																

Average for the standard _____

ANNEXURE B.

Serial number of certificate.

Year.	Standard.	Term.	A			B										Hand-writing.	
			English.	Elementary Mathematics.	Second language.											English.	Vernacular.
		1st ..	Pupil														
		Standard average															
		2nd ..	Pupil														
		Standard average															
		1st ..	Pupil														
		Standard average															
		2nd ..	Pupil														
		Standard average															
		1st ..	Pupil														
		Standard average															
		2nd ..	Pupil														
		Standard average															
		1st ..	Pupil														
		Standard average															
		2nd ..	Pupil														
		Standard average															
	Supplementary course.	1st ..	Pupil														
		Standard average															
		2nd ..	Pupil														
		Standard average															
	Supplementary course.	1st ..	Pupil														
		Standard average															
		2nd ..	Pupil														
		Standard average															
Combined result of school course and public examination.			At school														
			At public examination ..														
			Average for the school ..														
			Average for the Presidency.														
Combined result of supplementary course and public examination.			At school														
			At public examination ..														
			Average for the school ..														
			Average for the Presidency.														

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in print
DESPATCHED
19 DEC 1925

To the Director of Public Instruction.
Superintendent, Government Press, for publication of notification in Gazette.

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The members of the Board shall be appointed for a period of three years and shall be eligible for reappointment.

The Secretary to the Commissioner for Government Examinations shall be Secretary to the Board.

The Board shall arrange for the award of the certificates in accordance with the provisions of the scheme.

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Should for any reason a school cease to exist, the mark lists and other records relating to European School-Leaving Certificates should be sent to the Inspector for custody.

7. *The School course.*—A break in the continuity of the school course, whether in the case of a pupil reading for a supplementary course or otherwise, will be condoned by the Inspector where such break is due either to illness properly vouched for or for other sufficient cause, in which case the pupil may be re-admitted into the standard in which he was previously reading, unless he has completed the course in that standard and is qualified for promotion, in which case he may be admitted into the next higher standard. By 'break' is meant an absence from school for one whole term or more.

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8. *The High School Examination.*—At the end of the course in the Ninth Standard and by the 10th December the latest, the Headmaster will forward to the Secretary the certificates of such of his pupils as wish to complete them by appearing for the High School Examination and as are, in his opinion, competent to appear for that examination.

The certificate of no pupil whose age will be below fifteen on the first day of the month in which the examination will be held, i.e., the 1st November, shall be forwarded, unless special exemption from the operation of this rule has been obtained (through the Inspector). The Director is competent to relax the rule in the case of pupils whose applications for exemption are supported by their Headmasters and accompanied by certificates of physical fitness to withstand the strain of an examination, from registered medical practitioners. The Inspector is authorized to sanction alterations in the date of birth of pupils entered in their certificates on the production of clear evidence that the original entry was incorrect.

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The results of the Public Examination will not be entered in the certificate of any pupil whose certificate does not show the requisite attendance during any term.

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In either case further entries will be made in the pupil's original certificate with regard to his progress in the subjects repeated or taken additionally, as the case may be, and the examination marks will, as before, be entered by the Inspector.

12. *Subsidiary Rules.*—The Board shall be competent to propose such subsidiary rules connected with the award of certificates as it thinks fit. Such rules will be notified from time to time by the Director of Public Instruction.

13. *Date from which the scheme is to take effect.*—The scheme will come into force from 1st January 1926, and the first examination under it will be held in November—December 1926.

ANNEXURE A.

NAME OF INSTITUTION _____

Record of school work for the term ending _____ 192 .

Standard _____

Form _____

Subject _____

Teacher in charge _____

Serial number.	Names.	Date.													Examination marks.	Remarks.
		Nature of work.														
		Maximum.														
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
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35																
36																
37																
38																
39																
40																

Average for the form _____

Standard

Year.	Standard.	Term.	A			B										Hand-writing.			
			English.	Elementary Mathematics.	Second language.											English.	Vernacular.		
		1st ..	Pupil																
		Standard average																	
		2nd ..	Pupil																
		Standard average																	
		1st ..	Pupil																
		Standard average																	
		2nd ..	Pupil																
		Standard average																	
		1st ..	Pupil																
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		2nd ..	Pupil																
		Standard average																	
		1st ..	Pupil																
		Standard average																	
		2nd ..	Pupil																
		Standard average																	
	Supplementary course.	1st ..	Pupil																
		Standard average																	
		2nd ..	Pupil																
		Standard average																	
	Supplementary course.	1st ..	Pupil																
		Standard average																	
		2nd ..	Pupil																
		Standard average																	
Combined result of school course and public examination.			At school																
			At public examination ..																
			Average for the school ..																
			Average for the Presidency.																
Combined result of supplementary course and public examination.			At school																
			At public examination ..																
			Average for the school ..																
			Average for the Presidency.																

Government of Madras

LAW (EDUCATION) DEPARTMENT

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(By order of the Governor in Council)

V. T. KRISHNAMA ACHARIYAR,
Secretary to Government.

To the Director of Public Instruction,
Superintendent, Government Press (for publication of notification in Gazette).

count his attendance during the year, provided that (1) he has attended school for 60 per cent of the days at both schools and (2) the total admissible attendance at both schools amounts to not less than 150 days in the year and he has put in a total attendance of not less than 120 days.

Shortage of attendance will, in specially hard cases, be condoned by the Director of Public Instruction. Application for the condonation of such shortage should be made to the Inspector of European Schools in the first week of November.

3. *By whom awarded.*—The certificates shall be awarded by a Board consisting of the Inspector of European Schools as President, two officers of the Government Educational Service and five non-official members.

The members of the Board shall be appointed for a period of three years and shall be eligible for reappointment.

The Secretary to the Commissioner for Government Examinations shall be Secretary to the Board.

The Board shall arrange for the award of the certificates in accordance with the provisions of the scheme.

4. *Scope of the certificate.*—The certificate will take into account the school work done by the pupil from the seventh standard upwards and shall also contain the results of the European High School Examination conducted by the Board as well as of the Middle School and any other examination. It shall show exactly what subjects a pupil has studied, and discriminate fairly between one pupil and another as to the benefit he has received from his school course.

HOME WORK.

Annexure A gives the form of marks register that should be adopted. On every page of the register entries relating to only one subject and standard should be entered. It is recommended that an invariable maximum be not prescribed for each lesson or exercise, nor for each separate subdivision of any particular subject, but that the marks to be assigned be fixed with reference to the relative importance of each lesson, exercise or subdivision. The final aggregate marks assigned to a pupil, which should indicate his attainment in the subject as a whole, should be reduced to a percentage. In the case of pupils absent on medical certificate or on leave duly sanctioned, the percentage should be calculated exclusively on the maximum marks for the days they were present. The Headmaster will check all marks, and enter them in a separate abstract marks register maintained exclusively by him, entries being made in this register three or four times a term. He will endeavour to secure a uniform valuation of the work in his school.

Provision is made in the certificate for comments by the Inspector, whenever necessary, on the school marks.

6. *The issue and care of certificate books.*—Certificate books will be issued through the Inspector only to Headmasters, who will issue them to their pupils. Applications for blank books should be accompanied by a Treasury receipt for the total cost, calculated at 4 annas 6 pies a copy.

Certificates will ordinarily be kept in the custody of the Headmaster, but may be given to pupils for exhibition to their parents or guardians. It will obviously be necessary to

20/11

take the utmost possible care to preserve them from loss, injury or destruction. Duplicate copies should be maintained in a register in the form of Annexure B.

The greatest care will be taken of certificates while in the custody of the Department, but no responsibility can be accepted.

Under no circumstances should pages be removed or erasures made in a certificate. Any alterations that may be necessary should be legibly signed and dated by the Headmaster, as any such alteration may become the subject of future enquiry. Erasures and unauthenticated or fraudulent alterations will lead to the cancellation of a certificate.

The certificates of pupils who give up their studies in the middle of the course may be returned to them, if claimed. If they are not claimed, they should be filed among the school records.

Whenever necessary, supplemental sheets will be issued by the Inspector, all such sheets will bear the number of the certificates in which they are to be inserted and will be signed and dated by the Inspector. Such sheets should be firmly gummed or pasted in the certificate book.

If a certificate remains unclaimed with a Headmaster for two years, he will forward it to the Secretary, who will acknowledge its receipt. The Secretary will periodically publish in the *Fort St. George Gazette*, once in every six months, lists of such unclaimed certificates forwarded to him, and destroy them by burning if they are not claimed within a period of one month from the date of the publication of the notification. Such certificates as are claimed within the period will be returned by the Secretary to the applicants.

If a pupil's original certificate book is lost, a duplicate copy, numbered and marked 'duplicate' in red ink on each page, will be issued by the Inspector, but the clearest possible evidence of accidental loss or destruction should be furnished by the Headmaster applying for a duplicate. The fee for a duplicate copy of a certificate book is Rs. 5 which should be paid into a Government Treasury, the Treasury receipt being attached to the requisition. On receipt of the certificate book the Headmaster will fill in all the particulars except the marks of the High School and other Examinations, and return it to the Inspector with a declaration that on receipt of the certificate it will be issued to the pupil to whom the original certificate was issued and to none else. After completing the certificate by entering the examination marks and signing the page or pages on which they are given, the Inspector will return the certificate to the Headmaster to be passed on to the pupil to whom it should go.

Should for any reason a school cease to exist, the mark lists and other records relating to European School-Leaving Certificates should be sent to the Inspector for custody.

7. *The school course.*—A break in the continuity of the school course, whether in the case of a pupil reading for a supplementary course or otherwise, will be condoned by the Inspector where such break is due either to illness properly vouched for or for other sufficient cause, in which

12/21

case the pupil may be re-admitted into the standard in which he was previously reading, unless he has completed the course in that standard and is qualified for promotion, in which case he may be admitted into the next higher standard. By 'break' is meant an absence from school for one whole term or more.

The certificates of pupils coming from provinces where school-leaving certificates are not maintained will contain records relating to the standard or standards in which the pupil has read after coming to this Presidency.

The Inspector may cancel the promotion of pupils whose attendance in the first or second terms of the preceding year has not qualified them for promotion. Such pupils will be allowed to count the attendance registered in the higher standard towards their attendance in the lower.

Headmasters are entitled to refuse admissions to a supplementary course to pupils who, they consider, will not take suitable advantage of the course, and they are further entitled to dismiss a pupil from the course who is idle and insubordinate. Therefore only in exceptional cases ought it to be necessary to debar a pupil taking a supplementary course from appearing for the High School Examination.)

8. *The High School Examination.*—At the end of the course in the ninth standard and by the 10th December the latest, the Headmaster will forward to the Secretary the certificates of such of his pupils as wish to complete them by appearing for the High School Examination and as are, in his opinion, competent to appear for that examination.

The certificate of no pupil whose age will be below fifteen on the first day of the month in which the examination will be held, i.e., the 1st November, shall be forwarded, unless special exemption from the operation of this rule has been obtained (through the Inspector). The Director is competent to relax the rule in the case of pupils whose applications for exemption are supported by their Headmasters and accompanied by certificates of physical fitness to withstand the strain of an examination, from registered medical practitioners. The Inspector is authorized to sanction alterations in the date of birth of pupils entered in their certificates on the production of clear evidence that the original entry was incorrect.

A notification giving full particulars regarding centres of examination, dates, etc., will appear in the month of August every year in the *Fort St. George Gazette*. The certificates will not be sent with the applications for admission to the examination called for in this notification, but will be sent later—at the completion of the ninth standard course. The examination fee is Rs. 15.

9. *Other public examinations.*—The marks obtained by a pupil at any other public examination will be entered by the Inspector on the appropriate page of the pupil's certificate and attested.

10. *The award of certificates.*—Certificates filled in will be returned by the Inspector to the Headmaster of each school for delivery to those who are leaving school.

22

In the certificates of all pupils who in his opinion are not competent to appear for the High School Examination the Headmaster of each school will write the word 'cancelled' in red ink across the record of work in the ninth standard. This will also be done when a pupil fails to secure promotion from either the seventh to the eighth or from the eighth to the ninth standard, 'Cancelled' being written across the record of the work in the seventh or the eighth standard, as the case may be.

The results of the public examination will not be entered in the certificate of any pupil whose certificate does not show the requisite attendance during any term.

When evidence is laid before the Director showing that any person to whom a certificate has been or is proposed to be given under the rules has been guilty of what is, in his opinion, a serious offence, the Director may cancel or withhold the certificate.

11. *Supplementary certificates.*—If a pupil wishes to improve his certificate, whether in regard to its quality in one or more subjects already brought up or by bringing up additional optional subjects, he may go back to the same or any other recognized school, and appear at a succeeding examination in such subjects as he wishes to be re-examined in or present as additional subjects; but a certificate will be considered as having been

13

'completed' only when the High School Examination has been passed in accordance with the requirements of the regulations of that examination.

There shall be no limit to the number of times which a candidate may be re-examined. Pupils who have already undergone a supplementary course for one year will be allowed to appear for subsequent examinations without attending a school.

The fee for re-examination will be Rs. 15 whatever the number of subjects in which the pupil is examined. For examination in each additional subject the fee will be Rs. 3, provided that no pupil shall be called upon to pay more than Rs. 15 on any occasion.

In either case further entries will be made in the pupil's original certificate with regard to his progress in the subjects repeated or taken additionally, as the case may be, and the examination marks will, as before, be entered by the Inspector.

12. *Subsidiary Rules.*—The Board shall be competent to propose such subsidiary rules connected with the award of certificates as it thinks fit. Such rules will be notified from time to time by the Director of Public Instruction.

13. *Date from which the scheme is to take effect.*—The scheme will come into force from 1st January 1926, and the first examination under it will be held in November–December 1926.

[Annexure⁸]

ANNEXURE A.

NAME OF INSTITUTION _____

Record of school work for the term ending _____ 192

Standard _____ Subject _____ Teacher in charge _____

Serial number.	Names.	Date.											Examination marks.	Remarks.		
		Nature of work.														
		Maximum.														
1																
2																
3																
4																
5																
6																
7																
8																
9																
10																
11																
12																
13																
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31																
32																
33																
34																
35																
36																
37																
38																
39																
40																

Average for the standard _____

ANNEXURE B.

Serial number of certificate.

[illegible]

28



16

DEPARTMENT.

29
A. du 25/5/25
21/9/25

Received 192 . Registered 192 .

Subject.

School-leaving Certificate - European schools.

ENCLOSURES.

No.

R.O.C. No. 1096-E/22.

Spare copies

Station Madras, Dated the 14th September 1925 192 .

From (Name) R.G. Grieve, Esq., M.A., F.R.G.S.,

(Designation) Ag. Director of Public Instruction
Madras

To The Secretary to the Government of Madras,

Law (Education) Department.
Madras.

Sir,

In continuation of my letter R.O.C.No.1096-E/22, dated 29-4-1925 submitting a form of school-leaving certificate and requesting sanction for its introduction in European Schools, I have the honour to submit herewith for the approval of Government the notification proposed to be issued in connection with the school-leaving certificates.

I have the honour to be,
Sir,
Your most obedient servant,

W. D. H. P.
For Director of Public Instruction.

D.H.P. 18-9.

pp 1-27 of 16128
16.9.25 (2)
vide also note at
B on p. 12 (ind)

6
1919

ANNEXURE B.

Serial number of certificate—

[illegible]

(18)

X

drawn at home of Mr. Law (Ed.)

S.S.D.C. - European Schools.

CF [C.2515B] From the D.P.S., No. 1096 E/22 of 14.9.25

(2) In go. 1613 of 16.9.25, the Govt. have approved of the introduction of the S.S.D.C. system in European schools with effect from Jan 1. 1926. The D.P.S. has forwarded the scheme proposed to be notified in connection with the examination the scheme follows ^{generally} that in force in the case of the non-European schools - vide pp. 40-51 + 94-111 of the C.G.E.'s calendar for 1922-23. It may be approved subject to remarks on the following points:

pp. 2-9 CF

(put up)

[certain pencil corrections have been made]

(Portion marked 'A' on p. 2 CF)

(i) Paragraph 2 of the scheme refers specifically to the revised code of Regulations for European schools. ^{Latin} This is under consideration and it may be some time if before the revised code is issued. If the scheme is to be notified immediately (before the revised code is issued), it would seem necessary

necessary to omit the words
"Article 136 of" and "(1925 Edition)"
in that paragraph. The D.P.I.
may be consulted about this.

(ii) the Annexures 'A' + 'B'
referred to on p. 4 of c.f. have not
been received. The D.P.I. may be
asked to send them.

2. The file may be
sent to the D.P.I. no.

22.9.25

Plu
24.9.25
S.
V.T.K.
22.9

Law (Edw) 25/5B-1
23.9.25

U.O. Reply No. 10969/22-9-25

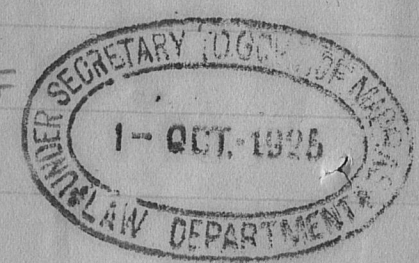
As a proof copy of the revised code has been
received by me it appears that the revised code will
soon be ready for publication and I understand that
the scrutiny of it so far as the Secretariat is con-
cerned has been completed. No change therefore of
the kind suggested in para 1(i) of the Secretariat
note seems necessary.

(The copy is only a proof
of the manuscript draft
recd. from the D.P.I.)

(File circ. to C4) ?
S. M. A. S.

Annexures A and B referred to are attached to this
U.O. reply.

20.9.25



L. En 262/B
27/10/25

For orders whether the file may
lie over till the revised code is finally
disposed of. The file will be resubmitted
for

for orders on 1-11-25 in case the
revised code is not approved by that
date.

2.10.25

8/4

5.10.25. The file relating to the revised Code
has been circulated to C. Please put this
up as soon as that file returns from C.

Plu
6/10



The file relating to the revised code is
still under consideration. It is doubtful whether
the code will be ready for publication so soon as is
anticipated by the D.P.I. on page 2 ante. It is for
consideration whether the reference to article 136
of the new code in rule 2 (2) of the rules on page
2 of c.f. may not be omitted.

2. Annexure B on page 11 of c.f. is the form
now used for the S.S.I.C. examination for Indian
schools. It shows the three groups of subjects (A, B
and C) prescribed for the Indian schools. In the
case of the European High School examination there
are only 2 groups (A-compulsory and B-optional)
and the subjects also differ from those for the
Indian schools. The appendix seems therefore to re-
quire revision. The D.P.I. may be requested to re-
vise the appendix suitably.

3. A few other minor alterations in the
rules in the c.f. seem also necessary:

(1) In rule 7 the words "Request for
condonation of" may be inserted at the beginning
of the rule.

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(ii) In the rules the fees for re-examination of pupils and for the examination in additional subjects are specified but not the fee for the first examination of the pupil. As regards the latter it is stated that a notification giving full particulars regarding fees, centres of examination, etc. will appear every year in the Fort St. George Gazette. In view of the fact that the fee for the reexamination is specified in the rules it seems ^{better} necessary to specify the fee for the first examination ^(the fees for) ~~the fees for~~ In the S.S.L.C. scheme for Indian schools both the ^{ex} first and the reexamination are specified. The D.P.I. may be requested to suggest suitable alterations in the rules in this respect.

(iii) In rule 11 the word "completed" in relation to the secondary school leaving certificate is defined; it is explained that a certificate will be considered as having been completed only when the ^{in accordance} high school examination has been passed with the requirements of the regulations of that examination. But in rule 10 the word "completed" seems to be used in a different sense. Perhaps the word "completed" in the latter rule may be omitted.

4. The D.P.I. may be requested to be so good as to offer his remarks on the above.

C.V.V.

SK
24.10.25

SK
24/10
S.
V.T.
24.10

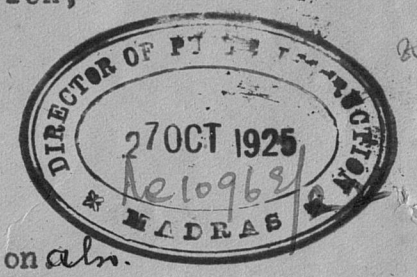
D.P.I. No. (cf. sub)

25/10/25
26-11

P.T.O

Rule 11, p. 29 cf.

Rule 8, p. 6 cf.



Page 73 cf.

Page 67 cf.

37

U.O. Reply No. 10962/228/104

If the reference to Article 136 is to be omitted the relevant paragraph in the notification will have to read as follows:-

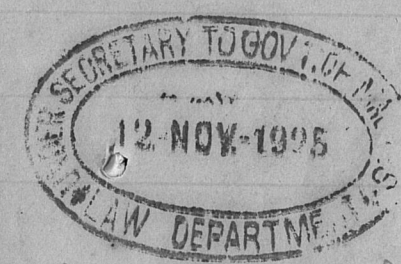
'The school year will be the calendar year. A school day shall consist of at least four hours of secular instruction; but two meetings each of not less than two hours whether on the same or on different days shall be counted as one school day'.

Revised Annexure B is attached. (p. 12 CF)

Rule 7. I might suggest that the word 'granted' occurring in the third sentence of this rule be replaced by the word 'condoned'.

Rule 8. As a last sentence may be added 'The examination fee is Rs. 15/-'.

Rule 10, para 1. The words 'and completed' may be omitted.



Annexure B not recd.
J.M. sent on 13/11
Recd. on 16/11

Law (Edy)
A draft order approving the scheme as altered (M. 2-12 CF) is submitted.

cur
16.11.25
SK
17.11.25

SK
17/11

V.T.
17.11

18/11

Date. Initials.

• •

11

•

School ~~and~~ Leaving certificate ~~in~~ Scheme—

Approved.

READ AGAIN G.O. No., dated 192

” ” ” ” ” 192

READ ALSO:—

C. No. 2515 B From the Director of Pub. Instr., No. 1096E, dated 14--9--1925

” ” ” ” ” ” ” 192

[illegible]

ORDER.

Press

No. _____, dated _____ 192

The scheme for the award of the
Madras European School Leaving Certificate
submitted by the D.P.I. is approved and
is printed as Appendix to these proceedings
~~it will be published~~ in the Fort St. George
Gazette.

C.V.V.
16.11.25
81x
17.11.25.

V.TK
17.1

APPENDIX

NOTIFICATION.

(Here enter pp. 2--12 C.F.)

Thanks. Issue attached
V. TK

Show me in
proof.

~~V-TK~~
~~17.11~~

Submitted in print.

cn
23.11.25
8/9 - ✓

To The ^{23.11.25}
819
24.11.25.
D.P.

✓ S.G.P. for publication
of notifiⁿ in Gazette.

N. 324 9 11.12.25

17. 522-25 v M. I. B
9 29.12.25

Scheme for the Award of the Madras European School Leaving
Certificates.

1. The following scheme for the award of the Madras European School Leaving Certificate is published for general information.

2. TO WHOM AWARDED - The certificate may be awarded, on the completion of their school course, to boys or girls who -
(1) have attended one or more recognised European schools from at least the Seventh Standard upwards, and

(2) have attended each of the Seventh, Eighth and Ninth standards either (a) for not less than 60 per cent of the number of working days in each term and for not less than 120 working days in each school year, or (b) for not less than 150 working days in each year.

The school year will be the calendar year. ^{(A school day shall consist of at least four hours of secular instruction; but two day will be as defined in Article 126 of the Code of Regulations meetings of each of not less than two hours whether on the same for European schools (1925 Edition). or on different days shall be counted as one school day.}

Days of attendance at the European School Leaving Certificate Examination count as days of regular school work for purposes of calculating attendance.

A pupil who goes from one school to another in the course of a term may be permitted to count his attendance during the year, provided that (1) he has attended school for 60% of the days at both schools and (2) the total admissible attendance at both schools amounts to not less than 150 days in the year and he has put in a total attendance of not less than 120 days.

Shortage of attendance will, in specially hard cases, be condoned by the Director of Public Instruction. Application for the condonation of such shortage should be made to the Inspector ^(of European School) in the first week of November.

3. BY WHOM AWARDED - The certificates shall be awarded by a Board consisting of the Inspector of European Schools as President, two officers of the Government Educational Service,

(compare paragraph I on p. 40 of the calendar of the C.G.E. Examinations)

cf. II on p. 40 of C.G.E.'s calendar

cf. V(b) on p. 105 of C.G.E.'s calendar

(cf. on p. 106 of C.G.E.'s calendar)

cf. III on p. 40 of the C.G.E.'s calendar

and five non-official members.

The members of the Board shall be appointed for a period of three years and shall be eligible for re-appointment.

The Secretary to the Commissioner for Government Examinations shall be Secretary to the Board.

The Board shall arrange for the award of the certificates in accordance with the provisions of the scheme.

4. SCOPE OF THE CERTIFICATE - The certificate will take into account the school work done by the pupil from the Seventh Standard upwards, and shall also contain the results of the European - High School Examination conducted by the Board as well as of the Middle School and any other examination. It shall show exactly what subjects a pupil has studied, and discriminate fairly between one pupil and another as to the benefit he has received from his school course.

The subjects of study and syllabuses will be found in the Regulations and Syllabuses published separately.

5. THE PREPARATION OF THE CERTIFICATE - Every pupil on entering the Seventh Standard shall be provided with a blank certificate book, to be kept in the custody of the school so long as he remains there, the entries in the certificate for each term being made in due course by the Headmaster.

The results of school work shall be entered against each subject taught in the school in the form of the number of marks gained out of a maximum of 100 for each subject, except physical training, in the case of which remarks will be entered. The school work of a year in which the pupil is not promoted to a higher standard shall not be taken into account.

In the award of marks, which should always be in the form of whole numbers, what should be aimed at is the valuation of the ordinary, regular work done by the pupil in his progress through the syllabus of work in each subject. This does not on the one hand mean the awarding of marks for anything and everything nor on the other hand the assessing of work exclusively on formal, stated occasions of which due notice has been given and for

which special preparation has been made. Marks should not dominate the school work, although they may be given for every type of such work - for oral work, formal written exercises, class and preparation notes, and occasional tests. It is recommended that as a rule marks be not assigned for home-work.

Annexure A gives the form of marks register that should be adopted. On every page of the register entries relating to only one subject and standard should be entered. It is recommended that an invariable maximum be not prescribed for each lesson or exercise, nor for each separate sub-division of any particular subject, but that the marks to be assigned be fixed with reference to the relative importance of each lesson, exercise, or sub-division. The final aggregate marks assigned to a pupil, which should indicate his attainment in the subject as a whole, should be reduced to a percentage. In the case of pupils absent on medical certificate or on leave duly sanctioned, the percentage should be calculated exclusively on the maximum marks for the days they were present. The Headmaster will check all marks, and enter them in a separate abstract marks register maintained exclusively by him, entries being made in this register three or four times a term. He will endeavour to secure a uniform valuation of the work in his school.

Provision is made in the certificate for comments by the Inspector, whenever necessary, on the school marks.

6. THE ISSUE AND CARE OF CERTIFICATE BOOKS - Certificate books will be issued through the Inspector only to Headmasters, who will issue them to their pupils. Applications for blank books should be accompanied by a Treasury receipt for the total cost, calculated at 4 as. 6 ps. a copy.

Certificates will ordinarily be kept in the custody of the Headmaster, but may be given to pupils for the exhibition to their parents or guardians. It will obviously be necessary to take the utmost possible care to preserve them from loss, injury, or destruction. Duplicate copies should be maintained in a register in the form of Annexure B.

The greatest care will be taken of certificates while in

44
the custody of the Department, but no responsibility can be accepted.

Under no circumstances should pages be removed or erasures made in a certificate. Any alterations that may be necessary should be ^{clearly} signed and dated by the Headmaster, as any such alteration may become the subject of future enquiry. Erasures and unauthenticated or fraudulent alterations will lead to the cancelment of a certificate.

III(a) on p. 104
The certificates of pupils who give up their studies in the middle of the course may be returned to them, if claimed. If they are not claimed, they should be filed among the school records.

Whenever necessary, supplemental sheets will be issued by the Inspector, all such sheets will bear the number of the certificate in which they are to be inserted, and will be signed and dated by the Inspector. Such sheets should be firmly gummed or pasted in the certificate book.

If a certificate remains unclaimed with a Headmaster for two years, he will forward it to the Secretary, who will acknowledge its receipt. The Secretary will periodically publish in the Fort Saint George Gazette, once in every six months, lists of such unclaimed certificates forwarded to him, and destroy them by burning if they are not claimed within a period of one month from the date of the publication of the notification. Such certificates as are claimed within the period will be returned by the Secretary to the applicants.

If a pupil's original certificate book is lost, a duplicate copy, numbered and marked 'duplicate' in red ink on each page, will be issued by the Inspector, but the clearest possible evidence of accidental loss or destruction should be furnished by the Headmaster applying for a duplicate. The fee for a duplicate copy of a certificate book is Rs.5 which should be paid into a Government Treasury, the Treasury receipt being attached to the requisition. On receipt of the certificate book the Headmaster will fill in all the particulars except the marks of

45
the High School and other Examinations, and return it to the Inspector with a declaration that on receipt of the certificate it will be issued to the pupil to whom the original certificate was issued and to none else. After completing the certificate by entering the examination marks and signing the page or pages on which they are given, the Inspector will return the certificate to the Headmaster to be passed on to the pupil to whom it should go. Should for any reason a school cease to exist, the mark lists and other records relating to European School Leaving Certificates should be sent to the Inspector for custody.

7. THE SCHOOL COURSE - A break in the continuity of the school course, whether in the case of a pupil reading for a supplementary course or otherwise, will be ^(condoned) ~~excused~~ by the Inspector where such break is due either to illness properly vouched for or for other sufficient cause, in which case the pupil may be re-admitted into the standard in which he was previously ~~re-admitted~~ reading, unless he has completed the course in that standard and is qualified for promotion, in which case he may be admitted into the next higher standard. By "break" is meant an absence from school for one whole term or more.

The certificates of pupils coming from Provinces where school leaving certificates are not maintained will contain records relating to the Standard or Standards in which the pupil has read after coming to this Presidency.

The Inspector may cancel the promotion of pupils whose attendance in the first or second terms of the preceding year has not qualified them for promotion. Such pupils will be allowed to count the attendance registered in the higher standard towards their attendance in the lower.

Headmasters ^{are} ~~not~~ entitled to refuse admissions to a supplementary course to pupils who they consider will not take suitable advantage of the course, and they are further entitled to dismiss a pupil from the course who is idle and ~~insubordinate~~ insubordinate. Therefore only in exceptional cases ought it to be necessary to debar a pupil taking a supplementary course from appearing for the High School Examination.

8. THE HIGH SCHOOL EXAMINATION - At the end of the course in the Ninth Standard and by the 10th December the latest, the Headmaster will forward to the Secretary the certificates of such of his pupils as wish to complete them by appearing for the High School Examination and as are, in his opinion, competent to appear for that examination.

The certificate of no pupil whose age will be below fifteen on the first day of the month in which the examination will be held, i.e., the 1st November, shall be forwarded, unless special exemption from the operation of this rule has been obtained (through the Inspector). The Director is competent to relax the rule in the case of pupils whose applications for exemption are supported by their Headmasters and accompanied by certificates of physical fitness to withstand the strain of an examination, from registered medical practitioners. The Inspector is authorised to sanction alterations in the date of birth of pupils entered in their certificates on the production of clear evidence that the original entry was incorrect.

A notification giving full particulars regarding fees, centres of examination, etc., will appear in the month of August every year in the Port Saint George Gazette. The certificates will not be sent with the applications for admission to the examination called for in this notification, but will be sent later - at the completion of the Ninth Standard course. *the examination fee is Rs. 15/-*

9. OTHER PUBLIC EXAMINATIONS - The marks obtained by a pupil at any other public examination will be entered by the Inspector on the appropriate page of the pupil's certificate, and attested.

10. THE AWARD OF CERTIFICATES - Certificates filled in and completed will be returned by the Inspector to the Headmaster of each school for delivery to those who are leaving school.

In the certificates of all pupils who in his opinion are not competent to appear for the High School Examination the Headmaster of each school will write the word "cancelled" in red ink across the record of work in the Ninth Standard. This will also be done when a pupil fails to secure promotion from either

the Seventh to the Eighth or from the Eighth to the Ninth Standard, "cancelled" being written across the record of the work in the Seventh or the Eighth Standard, as the case may be.

The results of the public examination will not be entered in the certificate of any pupil whose certificate does not show the requisite attendance during any term.

When evidence is laid before the Director showing that any person to whom a certificate has been or is prepared to be given under the rules has been guilty of what is, in his opinion, a serious offence, the Director may cancel or withhold the certificate.

11. SUPPLEMENTARY CERTIFICATES. If a pupil wishes to improve his certificate, whether in regard to its quality in one or more subjects already brought up or by bringing up additional optional subjects, he may go back to the same or any other recognised school, and appear at a succeeding examination in such subjects as he wishes to be re-examined in or present as additional subjects; but a certificate will be considered as having been "completed" only when the High School Examination has been passed in accordance with the requirements of the regulations of that examination.

There shall be no limit to the number of times which a candidate may be re-examined. Pupils who have already undergone a supplementary course for one year will be allowed to appear for subsequent examinations without attending a school.

The fee for re-examination will be Rs. 15/- whatever the number of subjects in which the pupil is examined. For examination in each additional subject the fee will be Rs. 5/-, provided that no pupil shall be called upon to pay more than Rs. 15/- on any occasion.

In either case further entries will be made in the pupil's original certificate with regard to his progress in the subjects repeated or taken additionally, as the case may be, and the examination marks will, as before, be entered by the Inspector.

12. SUBSIDIARY RULES - The Board shall be competent

to propose such subsidiary rules connected with the award of certificates as it thinks fit. Such rules will be notified from time to time by the Director of Public Instruction.

13. DATE FROM WHICH THE SCHEME IS TO TAKE EFFECT -

The scheme will come into force from 1st January 1926, and the first examination under it will be held in November - December 1926.

For Director of public Instruction.

ANNEXURE A.

NAME OF INSTITUTION

Record of school work for the term ending

192

Teacher in charge

Form		Subject										Teacher in charge										192 .																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										
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Average for the form

ORDINARY.

PRESS SLIP.

PREFERENCE.

URGENT (a).

Seott. II-38-3-14.

Law (Cm) DEPARTMENT.

Current No., dated 191 ..

G.O. No. 2119 dated 12/12/1925.

Number of MS. pages sent

(b)

Correspondence..... 5

(b¹)

Notes..... nil

Brief subject..... European schools - S.S.L. certificate

(c) Number of copies required when struck off (not including copies for volumes and editors' table which are retained in the Press).	E. T. copies to supply requisitions for purchase by the public.	Complete correspondence and orders.	Notes.
FOR RECORD.*			
Madras Records	4	12	
Ooty Records		3	
For filing with original		1	
Total		16	

FOR ISSUE.†

	Letter only.	Complete G.O.	(b) Special issue copies of G.O.		Notes.
			No.	Papers.	
Signature copies.....		2			
India Office.....					
Govt. of India..... Dept.					
Revenue Department.....					
Public Works Department.....					
Local and Municipal Department.....					
Educational Department..... Dept.					
Public Dept.....					
Judicial Dept.....					
Political.....					
Financial Dept.....					
Marine Dept.....					
Ecclesiastical Dept.....					
Total					
The.....		25			
The.....					
The.....					
The.....		23			
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
The.....					
Total		50			

* Copies distributed on ‡ (Press Clerk).

† Copies distributed on ‡ (Press Despatcher).

‡ To be initialled and dated.

INSTRUCTIONS FOR THE SECRETARIAT.

(a) If a paper is marked to be printed urgently, the Superintendent of the section concerned should sign the Press slip. The Superintendent should exercise a careful discretion in the matter.

(b) Each letter, memorandum, or order, or set of orders, in the file of correspondence should be headed in succession with the Roman numeral I, II, III, etc., the number being written in red ink or blue chalk above the item. The particular papers to be printed in the special issue-copies should be indicated by the Roman numeral (I, II, etc.) by which that item has been headed in the correspondence file. All matter, including marginal remarks or references, to be printed should be written in ink and matter which should not be printed should be encircled. Initials and signatures that are not quite legible should be re-written distinctly.

(b¹) For rules regarding printing of notes, see rule 315 of the office Manual.

(c) The number of copies and the details of distribution should be filled in by the Superintendent or Referencer concerned.

(d) In the absence of special instructions to the Press to keep matter standing for a specified period, ordinary papers of 8 pages and under will be kept standing for one week, and larger papers for two weeks only. The type of notes and of all confidential papers is distributed immediately after striking.

(e) This slip, properly and completely filled in, should accompany every paper sent to Press; it will be returned by the Press when proofs are furnished; it should be sent to the Press when a call is made for revised proofs or when a corrected proof is sent for striking. When finally returned by Press it should be filed with the original order or letter.

INSTRUCTIONS FOR THE PRESS.

(a) If, in the opinion of the Superintendent of the Press, a paper has been marked urgent unnecessarily, he should send the Press slip to the Registrar with a remark to that effect.

(b) Unless a note to the contrary is made against the matter, pencil entries should not be printed. The Superintendent of the Press may bring to the notice of the Registrar any instance of incomplete or careless editing.

(c) Signature copies of letters to the Secretary of State or to the Government of India should be printed on hand-made paper.

(d) This slip should be returned by the Press to the Secretariat when proofs are furnished; it will be sent back to the Press when proofs are returned corrected and should be finally returned to the Secretariat when struck-off copies are supplied.

(e) The names of the Secretary and Members should be printed in full when they occur on the right hand side, only the first time when they appear on the left side, the initials alone being printed later.

TO PRESS, MADRAS OOTY.

A
Please send proof in duplicate. The papers have been carefully edited.

B
Proof returned corrected. Please strike off and send number of copies as indicated.

C
As the matter is clear manuscript and has been carefully edited, (b) proof need not be sent. Please print and supply number of copies as indicated.

Type may be released after usual interval at once.

Type may be released after usual interval.

Referencer.
Clerk.

Referencer.
Clerk.

Referencer.
Clerk.

Supdt.

Supdt.

Supdt.

SPECIAL INSTRUCTIONS.

TO BE FILLED IN BY THE PRESS.

Diary.	Initials of Press official.
Received in Press on.....	
First proof furnished on.....	
Call for revised proof received on.....	
Revised proof furnished on.....	
Corrected proof received for striking on.....	
Final copies supplied on.....	

Account of copies.	Complete copies.	Notes.	Issue copies.	Special E.T. edition.
Supplied to Secretariat for Record.....				
" " " Issue.....				
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For Volumes.....				
For supply to newspapers and institutions admitted to the privileges of the E.T.				
Total ...				