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INSTRUCTIONS:

OFFLINE FORM SUBMISSION	ONLINE FORM SUBMISSION
PHYSICAL FORM SUBMISSION (PRINTED)	SUBMISSION VIA DIGITAL PLATFORMS (QR CODE, SCANNING, ONLINE FORMS ETC.)
MANUALLY FILLING OUT THE FORM WITH PEN OR PENCIL	AUTOMATIC ENTRY VIA QR CODES OR MANUAL ENTRY IN ONLINE FORMS

OFFLINE SUBMISSION - If you are filling offline form, please follow these instructions:

1. **Photocopies:** Make photocopies of the sheet if student participation exceeds the provided pages. Extra sheets can be attached if required.
2. **BOF Website Access:** This form is also available on the BOF website (www.bharatolympiad.org).
3. **Class Separation:** Use a separate page for each new class.
4. **Capital Letters Only:** Fill every entry in capital letters.
5. **Serial Numbers:** Write serial numbers as 1, 2, 3, etc.
6. **Class Format:** Mention the class in Roman numerals only (e.g., I, II, III, IV, etc.).
7. **Student Name:** Write the student's name in block letters (e.g., RIDDHIMA SINGH).
8. **Subjects Abbreviations:** Use the following abbreviations while filling out the subject details:
Math - Mathematics | Sci - Science | EVS/SST - Environmental Studies/Social Studies | Eng - English | Hindi - Hindi | Comm. - Commerce |
GK - General Knowledge | A&R - Aptitude & Reasoning | STEM - STEM | Com/AI - Computer/Artificial Intelligence |
9. **Reference Material (RM):** "RM" stands for Reference Material.
10. **Marking Subjects & RM**
 - ▶ Tick (✓) the opted subjects.
 - ▶ Also mark (✓) the Reference Material if required.

ONLINE SUBMISSION: If you are entering details via QR Code, please follow these instructions:

1. **Class Format:** Mention the class in Roman numerals only (e.g., I, II, III, IV, etc.).
2. **School Code:** If you don't know the school code, kindly mention your school name along with the city, or contact the BOF Support Team for assistance.
3. **Student Name:** Write the student's name in block letters (e.g., RIDDHIMA SINGH).
4. **Subject Selection:** Ensure you tick (✓) the opted subjects clearly and mark Reference Material (RM) if required.
5. **Data Accuracy:** Double-check the student details before submitting the form to ensure all information is accurate and correctly entered.

QR CODE: To streamline the student registration process, you can use a **QR code scanner** to directly input student details into the Excel sheet. Simply scan the student's unique QR code, and the relevant information such as name, class, opted subjects, and reference material will automatically populate in the designated columns of the sheet.

