

Central Board of Secondary Education
(AFFILIATION BRANCH)

Shiksha Kendra,
2, Community Centre,
Preet Vihar, Vikas Marg,
Delhi-110092

6/10/97

No. CBSE/AFF/93/97/UC-21-21 / 2671-74

To: Chairman,

Krishna Public Collegiate,
Satyashram, Moradabad Road,
Kashipur, Udham Singh Nagar-244 713 (UP)

Sub :- Fresh Provisional Affiliation to the above said school

Dear Sir/Madam.

With reference to the endorsement on the application of above School/letter dated.....
I am directed to convey sanction for provisional affiliation of School for All-India/Delhi Secondary School
Exam. of the Board w e.f. 1-4-97 to 31-3-99

The above sanction is subject to fulfilment of the following conditions :-

1. The School will follow syllabi and courses as per scheme of studies prescribed by the Board for All-India/Delhi Secondary School Examination and changes made therein from time to time.
2. The school shall appoint only qualified and eligible staff.
3. The School will help the Board in the smooth conduct of the examination by placing the necessary accommodation i. e. Halls, Rooms available in the school premises and furniture at its disposal for holding its examinations free of charge, if required to do so.
4. The school will spare sufficient teachers for invigilation purpose at the examinations of the Board as may be required by the Board.
5. The school will spare its teachers for evaluation of answer-books for the Board's examinations, if required to do so.
6. The school will provide Laboratories, Library and other facilities as per norms of the Board.
7. The school will abide by the condition of affiliation already prescribed or may be prescribed by the Board from time to time.
8. Annual fees @ Rs (500/- per annum for the year.....
be also remitted at an early date.
9. Code No. allotted to your school is 21776..... This may please be noted and quoted for any correspondence with the Board. Original Receipt No.....dt.....
for Rs..... is also sent here with for office record.

10. The school will not sponsor candidates for Board's examination of any other school/ which is not affiliated to the Board.

11. The school will create Reserve Fund as per the requirement of the Affiliation Bye-Laws/ of the Directorate of Education Delhi in the joint names.

12. If within the above period the school Authority fails to satisfy the condition of the Affiliation laws, the provisional affiliation granted to it will automatically stand terminated.

13. (enclosed)

14.

Yours faithfully,


(RAJESHWAR SHARMA)
DESK OFFICER (APP)

Encl : As stated above

No. CBSE/Aff/93/

Copy to :-

1. The Principal, Krishna Public Collegiate, Satyasharan, Moradabad Road, Kabipur (U.S.Nagar) -244 713 (UP)

2. The Director (Academic) CBSE, Delhi.

3. The Controller of Examination, CBSE, Delhi.

4. Head Computer Centre CBSE, Delhi

5. The Regional Officer, CBSE, Allahabad (UP)

DESK OFFICER (APP)

CBSE : Aff./P-17

Central Board of Secondary Education (AFFILIATION BRANCH)

No CBSE/Aff./21776/352

Shiksha Kendra,
2, Community Centre,
Preet Vihar, Vikas Marg,
Delhi-110092,

Dated.....14/1/99.....

The Principal,
Krishna Public Collegiate
Satyashram, Moradabad Road.
Kashipur, Udham Singh Nagar.
U.P. = 244713.

Subject : Extension of Provisional/Regular affiliation to above said
..... School beyond 31-3-99.....

Dear Sir/Madam,

With reference to your application/letter dated on the
subject cited above, I am directed to convey sanction for extension of provisional/regular
affiliation of the school to the Board for its Secondary School Examination/~~Senior School~~
~~Certificate Examination~~ for three years
w.e.f. 1-4-99 to 31-3-2002. In the subjects in which the
school already stands affiliated, subject to fulfilment of the following conditions :-

1. The School is required to follow syllabi and courses as per scheme of studies
prescribed by the Board for the respective examination.
2. The School is required to abide by the Examination/Affiliation Bye-Laws of the Board.
3. The School is required to apply for further extension of affiliation on the prescribed
application form alongwith the requisite fee and other documents by 31st August
of the preceding year in which the Provisional Affiliation expires.

Seen by Chairman
Dehsal
18.1.99.

Instructions
letter
adhered
to.
Seen by
the Chairman.
14/2/99

Yours faithfully,



RAJESHWAR SHARMA
SECTION OFFICER (AFF)

Encl : Original Receipt No.
dated for Re.....

CENTRAL BOARD OF SECONDARY EDUCATION

Shiksha Kendra, 2, Community Centre, Preet Vihar, Delhi-110 092
(AFFILIATION BRANCH)

No. CBSE/Aff./ 21776/2001/ 18990

Dated.....14/8/01.....

The Principal,

Krishna Public Collegiate
Satyashram Moradabad Road
Kashipur, Uttaranchal
U.P. - 244 713.

Subject : Extension of Provisional/~~Regular~~ affiliation to..... above said school.
..... beyond..... 31.3.2002

Dear Sir/Madam,

17.3.2001

With reference to your application/letter dated..... on the subject cited above, I am directed to convey sanction for extension of provisional/regular affiliation of the school to the Board for its Secondary School Examination/Senior School Certificate Examination for..... year w.e.f. 1.4.2002 to 31.3.2005.in the subjects in which the school already stands affiliated, subject to fulfilment of the following condition:-

1. The School is required to follow syllabi and courses as per scheme of studies prescribed by the Board for the respective examination.
2. The School is required to abide by the Examination/Affiliation Bye-Law of the Board.
3. The School is required to apply for further extension of affiliation on the prescribed application form alongwith the requisite fee and other documents by the 30th June of the preceding year in which the Provisional Affiliation expires.

*Please see attached sheet for other conditions.

Yours faithfully,

(DR. SURAJ PARKASH SETHI)
JOINT SECRETARY (AFFLN)

Central Board of Secondary Education

Shiksha kendra, 2, Community Centre, Preet Vihar, Delhi - 110092
 (AFFILIATION BRANCH)

No.CBSE/AFF/ 21776 | 920-23 REGD.

Dated... 21/01/04

Manager,
 Krishna Public Collegiate,
 Satyashram, Meradabad Road,
 Kashipur (U.S. Nagar)
 Uttranchal

Sub: Upgradation in respect of.....**Abovesaid for +2 Stage**.....

.....

Dear Sir/Madam,

With refrence to your application dated.....**20.16.03**.....and subsequent Inspection of the school, I am directed to convey sanction for provisinal affiliation to the above said school for Senior School Certificate Examination (Classes XI to XII) for a period of **3 (Three)**years w.e.f. **1.4.2004** to **31.3.2007** in the following subjects :

a) Core Language :

- | | |
|------------------|------------|
| i) Hindi..... | iii) |
| ii) English..... | iv) |

b) Elective subject :

- | | |
|-----------------------------------|----------------------------------|
| i) Physics | viii) Physical Education |
| ii) Chemistry | ix) Home Science |
| iii) Biology | x) Computer Science |
| iv) Mathematics | xi) Informatics Practices |
| v) Accountancy | xii) |
| vi) Business Studies | xiii) |
| vii) Economics | xiv) |

Central Board of Secondary Education

2, Community Centre, Shiksha Kendra,
Preet Vihar, Delhi - 110092

Affln. No. 21.2.26

Other Conditions :

Conditions for which Compliance to be submitted with in three months from the date of issue of sanction letter :-

1. Running /Starting of class IX/X or XI/XII without prior Provisional Affiliation upto Secondary level /Sr. Secondary level from the Board would be unauthorised and school shall be responsible for the consequences arising out of it.
2. Non submission of application for extension of Provisional Affiliation by 30th June of the year preceding to the year by which provisional affiliation granted, expires, would also attract violation of provisions of Affiliation Bye Laws.
3. School will not prepare any student/start any class for any other Board except CBSE from their CBSE Affiliated school Building/premises.
4. The Board would not allow any transfer of property/sale of school by one Society /Management / Trust to another Society / Management / Trust through agreement /sale deed and the school shall not be closed down in the same premises. In case such transaction is effected explicitly or implicitly the board shall withdraw its affiliation with immediate effects.
5. Pay and allowances to staff should be revised from time to time to bring it at par with that to the State Government.
- ✓ 6. The service conditions be strictly followed as per State Education Act and staff be given appointment / Confirmation letters etc. accordingly.
- ✓ 7. 5-6 names of persons not below the rank of Principal of Sr. Secondary School affiliated with the Board be recommended so that two of them may be approved by the Board as its nominee in the School Managing Committee. Of these 2-3 may be Principal of KV/JNV
- ✓ 8. The School shall maintain Section teacher Ratio at least 1:1:5 at each level i.e. primary (I-V) Secondary (VI-X) and Sr. secondary (XI-XII)
- ✓ 9. The school has to constitute a committee for protection of women from sexual harrasment at the work place and to abide by the guidelines and norms prescribed by the Hon'ble Supreme Court of India in W.P. (Uttanchal) No. 666-70 of 1992 Vishakha and others state of Rajasthan and others delivered on 13/08/1997. *Comunal*
- ✓ 10. Rs. on account of annual fee for years may please be remitted.
- ✓ 11. The school shall maintain Reserve Fund in the joint names of the Manager of the school concerned and the Secretary of the Board in the scheduled Bank to the extent indicated below :-

Upto-	500	Students	Rs. 60,000
501 -	750	"	Rs. 80,000
751 -	1000	"	Rs. 1,00,000
above	- 1000	"	Rs. 100/- per student rounded to nearest thousand

The intrest accruing out of the deposit of reserve fund made by the institution at the time of Affiliation / extension of affiliation be not withdrawn by the management under any circumstances what so ever.

Wash
JOINT SECRETARY (Aff.)

Central Board of Secondary Education

Shiksha Kendra, 2, Community Centre, Preet Vihar, Vikas Marg, Delhi-110 092.
(AFFILIATION BRANCH)

No. CBSE/Aff./3530078/543469

Dated.....29/5/06

✓ The Principal
Krishna Public Collegiate Kashipur
Satyashram, Moradabad Road
Kashipur
(Udham Singh Nagar)-244 713
Uttaranchal

Sub.: Extension of Provisional affiliation to the above said school beyond 31.03.2007

Dear Sir/Madam

With reference to your application/letter dated 22/03/2006 on the subject cited above, I am directed to convey sanction for extension of provisional affiliation of the school with the Board for its **Secondary School Examination/Senior School Certificate Examination** for a period of **five** year(s) w.e.f. **01.04.2007 to 31.03.2012** in the subjects in which the School already stands affiliated, subject to the fulfillment of the following conditions:-

1. The School is required to follow syllabi and course as per scheme of studies prescribed by the Board for the respective Examination.
2. The School is required to abide itself by the Examination/Affiliation-Bye-Laws of the Board.
3. The School is required to apply for further extension of affiliation on the prescribed Application Form along with the requisite fee and other documents by 30th June of the preceding year in which the Provisional Affiliation expires.
4. Other conditions are enclosed as per Annexure 'A'.

Yours faithfully,

(JOSEPH EMMANUEL)
Assistant Secretary
Central Board of Secondary Education
Shiksha Kendra, 2, Community Centre
Preet Vihar, DELHI-110092

CENTRAL BOARD OF SECONDARY EDUCATION
SHIKSHA KENDRA, 2, COMMUNITY CENTRE, PREET VIHAR,
DELHI-110 092.


Other Conditions:- 730029

Conditions for which compliance to be submitted within three months of issue of sanction letter:-

1. Running starting of Class IX/X & XI/XII without prior Provisional Affiliation upto Secondary level/Senior Secondary level from the Board would be unauthorized classes and school shall be responsible for the consequences arising out of it.
2. Non-sub mission of application for extension of Provisional Affiliation by 30th June of the year preceding to the year by which provisional affiliation granted, expire, would also attract violation of provisional of affiliation by laws.
3. School will not prepare any student/start any class for any other Board except CBSE from their CBSE affiliated school building/premises.
4. The Board would not allow any transfer of property/sale of school by one society/ Management/ Trust to another Society/Management/Trust through agreement/sale deed and the school shall not be closed down in the same premises. In case such transaction is effected explicitly or implicitly the Board shall withdraw its affiliation with immediate effect.
5. Pay & Allowances to staff should be revised time to time to bring it at par with that to State Government.
6. The service conditions be strictly followed as per State Education Act and Staff be given appointment/confirmation letters etc. accordingly.
7. 5-6 names of persons not below the rank of Principal of Sr. Secondary School affiliated with the Board be recommended so that two of them may be approved by the Board as its nominee in the School Managing Committee.
8. The school shall maintain section teacher ratio at least 1:1.5 at each level i.e. Primary (I-V) Secondary (VI-X) and Sr. Secondary (XI-XII).
9. Rs.3,000/- on account of annual fee for the three years may please be remitted.
10. The school shall maintain Reserve Fund in the joint names of the Manager of the school concerned and the Chairman of the Board in the scheduled Bank to the extent indicated below:-

Upto	-	500	Students	Rs.60,000/-
501	-	750	"	Rs.80,000/-
751	-	1000	"	Rs.1,00,000/-
Above - 1000	-	"		Rs. 100/- per student round to nearest thousand.

The interest accruing out of the deposit of reserve fund made by the Institution at the time of affiliation/extension of affiliation be not withdrawn by the management under any circumstances what so ever.


M.C. GOYAL
 Deputy Secretary
 General Asstt. Secretary (Aff.)
 Shiksha Kendra 2, Community Centre
 Preet Vihar, DELHI-110092

Gram: CENBOSEC, Delhi-92
Email: cbse.aff@nic.in
Website: www.cbse.nic.in



Phone: 011-22520242 (Technical Query) Phone:
011- 22528257 (General Queries Reg. Affl.)
Fax: 011-22540655

Central Board of Secondary Education

(An Autonomous Organisation under the Union Ministry of Human Resource Development Govt. of India)
"SHIKSHA KENDRA", 2, COMMUNITY CENTRE, PREET VIHAR, VIKAS MARG, DELHI-110 092.

SPEED POST

CBSE/AFF/3530078/EX-01736-1314/2013/567746

Date: 5.06.2013

THE MANAGER,
KRISHNA PUBLIC COLLEGIATE,
SATYASHRAM
MORADABAD ROAD
KASHIPUR
US NAGAR
UTTARANCHAL-244713

Sub: Extension of Provisional Affiliation to the above said school beyond 31.03.2012.

Sir/Madam,

With reference to your online application dated 14/6/2012 on the subject cited above, I am directed to convey sanction of extension of provisional affiliation of the school with the Board for its **Secondary School Examination and Senior School Certificate Examination** for a further period of **Five years w.e.f. 01.04.2012 to 31.03.2017** subject to the fulfillment of the following conditions in addition to the general conditions intimated at the time of grant of provisional affiliation for secondary and senior secondary classes :-

1. The School is required to follow syllabi and course as per scheme of studies prescribed by the Board for the respective Examination.
2. The School is required to abide itself by the Examination/Affiliation-Bye-Laws of the Board.
3. The School is required to apply on online for further extension of affiliation alongwith the requisite fee and other documents by 30th June of the preceding year in which the Provisional Affiliation expires. **Applications will be accepted after the last date along with the prescribed fee and late fee Rs. 10,000/- per month.(Amended Rule 15.11)**
4. **Provisional Affiliation granted to a school will remain valid on receipt of online application of a school for further extension of provisional affiliation subject to the final decision of the Board.(Amended Rule 15.11)**
5. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
6. The school will enroll students proportionate to the facilities available in the school as prescribed in the Affiliation Bye-Laws of the Board which shall not in general exceed the optimum number as under from Pre-Primary to Class XII :-

	Campus area	Enrolment	No. of Sections (pre-primary to X)	No. of Sections at Sr. Secondary (XI &XII)
(a)	1.0 acre	1250	02 in each class	04 in class XI and XII
(b)	1.5 acre	1875	03 in each class	04 in class XI and XII
(c)	2.0 acre	2500	04 in each class	04 in class XI and XII
(d)	School running on bigger campus of more than 02 acres, the number of students shall be restricted as per the actual facilities in the school which shall be proportionate to the optimum number mentioned at (a), (b) and (c) above.			
(e)	Category		Area of land	No. of students
(i)	Secondary School		2000 sq. mtrs	600 upto Class X
(ii)	Sr. Secondary School with two streams		3000 sq. mtrs	900 upto Class XII

7. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
8. Income & Expenditure and audited annual accounts statement duly certified by the Chartered Accountant for the current year is required to be sent and the same be submitted every year.
9. Other conditions are enclosed as per **Annexure 'A'**.
10. **Special conditions to be complied within three months:-**
 - a) The school is also required to furnish valid Sanitary Conditions, Drinking Water and Fire Safety Certificates issued by the competent authorities.
 - b) The school is required to furnish a copy of EPF Challan of latest month.
 - c) The school is required to furnish a copy the reserve fund maintained in the joint names i.e. the Secretary, CBSE and the Manager of School as per the norms of the Board.
 - d) The school is advised to restrict enrolment of students in each section as per the norms of the Board.
 - e) The school is required to appoint more trained and qualified teachers to maintain section-teacher ratio as per norms and furnish a fresh staff statement accordingly.
 - f) about the same is required alongwith documentary evidence. The complete address of both the sites with the distance between them is also required.

Yours faithfully,

ASSTT. SECRETARY (AFF)

Encl: As above

Copy to:-

1. THE PRINCIPAL, KRISHNA PUBLIC COLLEGIATE, SATYASHRAM MORADABAD ROAD KASHIPUR US NAGAR UTTARANCHAL-244713.
2. THE REGIONAL OFFICER, 35 B, CIVIL STATION, M.G. MARG, CIVIL LINES, ALLAHABAD-211 015.
3. THE PROGRAMMER (AMC), CBSE FOR DIRECTORY UPDATION.

ASSTT. SECRETARY (AFF)

**CENTRAL BOARD OF SECONDARY EDUCATION
SHIKSHA KENDRA, 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110 092.**

Affln. No. -----3530078-----

Other Conditions:

Conditions for which compliance to be submitted within three months of issue of sanction letter:-

1. Running starting of Class IX/X & XI/XII without prior Provisional Affiliation upto Secondary level/Sr. Secondary level from the Board would be unauthorized classes and school shall be responsible for the consequences arising out of it.
2. Non-submission of application for extension of provisional affiliation by 30th June of the year preceding to the year by which provisional affiliation granted, expires, would also attract violation of provisions of Affiliation Bye-laws.
3. School will not prepare any student/start any class for any other Board except CBSE from their CBSE affiliated school building/premises.
4. The Board would not allow any transfer of property/sale of school by one society/ Management/ Trust to another Society/Management/Trust through agreement/sale deed and the school shall not be closed down in the same premises. In case such transaction is effected explicitly or implicitly the Board shall withdraw its affiliation with immediate effect.
5. Pay & Allowances to staff should be revised time to time to bring it at par with that to State Government.
6. The service conditions be strictly followed as per State Education Act and Staff be given appointment/confirmation letters etc. accordingly.
7. **5-6 names of persons (atleast 2 from KVS/JNV) not below the rank of Principal of Sr. Secondary School affiliated with the Board be recommended so that two of them may be approved by the Board as its nominee in the School Managing Committee.**
8. The school shall maintain section teacher ratio at least 1:1.5 at each level i.e. Primary (I-V) Secondary (VI-X) and Sr. Secondary (XI-XII).
9. The school has to constitute a committee for protection of woman from sexual harassment at the work place and to abide by the guidelines and norms prescribed by the Hon'ble Supreme Court of India in W.P. Criminal No.666-70 of 1992 Vishaska and other State of Rajasthan and other delivered on 13.8.1997.
10. **The school shall maintain Reserve Fund in the joint names of the Manager of the school concerned and the Chairman of the Board in the scheduled Bank to the extent indicated below:-**

Upto	-	500	Students	Rs.60, 000/-
501	-	750	"	Rs.80, 000/-
751	-	1000	"	Rs.1,00,000/-
Above	-	1000	"	Rs. 100/- per student round to nearest thousand.

The interest accruing out of the deposit of reserve fund made by the Institution at the time of affiliation/extension of affiliation be not withdrawn by the management under any circumstances what so ever.


ASSTT. SECRETARY (AFF)



Affiliation Automation and Monitoring System
Central Board of Secondary Education

Grant Letter for:-EX-00897-1718

CBSE/Aff/P-17

Phone: 22509252-57-59
Telex :66015-CBSE-IN
Gram:CENBOSEC, DELHI

Central Board of Secondary Education
Shiksha Kendra, 2, Community Centre, Preet Vihar, Vikas Marg, Delhi-110 092.
(AFFILIATION BRANCH)

CBSE/Affl./EX-00897-1718/2017-18

Date: 09/05/2017

KRISHNA PUBLIC COLLEGIATE
SATYASHRAM MORADABAD ROAD KASHIPUR US NAGAR UTTARANCHAL
KASHIPUR
UDHAM SINGH NAGAR
244713

Sub: Extension of Provisional affiliation to the above said school beyond 31.03.200

Sir/Madam,

This is with reference to your online application registered on **29/06/2016**, on the above subject.

In this connection, I am directed to convey the sanction for extension of provisional affiliation of the school with the Board for its **Secondary School Examination and Senior School Certificate Examination** for a further period of **five years w.e.f. 01.04.2017 to 31.03.2022** subject to the fulfillment of the following conditions:-

1. The School is required to abide itself by the Examination/Affiliation-Bye-Laws of the Board.
2. **The School is required to apply on online for further extension of affiliation along with the requisite fee and other documents by 30th June of the preceding year in which the Provisional Affiliation expires as per Rule 15.11 of Affiliation Bye Laws.**
3. The school must follow Uniform System of Assessment, Examination and Report Card for classes VI-IX from Academic Year 2017-18 onwards as per the Board's Circular No.: Acad-14/2017, dated 21.03.2017.
4. The school must submit it's information through Online Affiliated School Information System

(OASIS) as per the Board's Circular No:CBSE/Aff./4/Circular/2016, dated 10.11.2016, within 30 days from the receipt of this grant letter. Link for OASIS is available on Board's website: www.cbse.nic.in

5. The school will follow the syllabus on the basis of curriculum prescribed by NCERT/CBSE and text books publishing by NCERT/CBSE for the Middle Classes. The school will follow syllabus and courses as per scheme of studies prescribed by the Board for Secondary/Sr. Secondary School Examination and changes made therein from time to time.
6. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt from time to time.
7. The school will enroll students proportionate to the facilities available in the school as prescribed in the Affiliation Bye-Laws of the Board which shall not in general exceed the optimum number as under ***from Pre-Primary to Class XII*** :-

	Campus area	Enrolment	No. of Sections (pre-primary to X)	No of Sections at Sr. Secondary (XI & XII)
(a)	1.0 acre	1250	02 in each class	04 in class XI and XII
(b)	1.5 acre	1875	03 in each class	04 in class XI and XII
(c)	2.0 acre	2500	04 in each class	04 in class XI and XII
(d)	School running on bigger campus of more than 02 acres, the number of students shall be restricted as per the actual facilities in the school which shall be proportionate to the optimum number mentioned at (a), (b) and (c) above.			
(e)	Schools running on less than 01 acre campus shall restrict number of students as follows:-			

Category	Area of land	No. of students
(i) Secondary School	2000 sq. mtr.	600 upto Class X
(ii) Sr. Secondary School with two streams	3000 sq. mtr.	900 to Class XII

8. The school should scrupulously observe prescription from the Municipal Authority/District Collectorate/Transport Department regarding drinking water, fire safety and transport precautions in the school. A certificate from the Municipal/Fire/transport Authority regarding sanitary conditions, water/fire/transport safety should be submitted every five years as per Rule 8.5 of Affiliation Bye Laws and shall follow Rule no. 3.3(vii) and Rule 23(xi) in this regard.

Contd...2/-

9. The school will provide well equipped Laboratories, Library and other facilities as per norms of the Board. The relevant books to the academic level of students to be made available in the library and would keep at least 05 books per student subject to a minimum of 1500 books excluding text books.
10. The school will also abide itself by the conditions of affiliation already prescribed by the State Government concerned.
11. As per Affiliation Bye-laws the optimum strength of a section should not exceed more than 40 students.
12. School should have at least one adequately equipped computer lab with a minimum of 10 computers and would ensure computer student ratio of 1:20 at least. Proper software along with facility of Broad Band connectivity with the feature of 'internet always on' from any service provider to be ensured.
13. The section teacher ratio of 1:1.5 is to be maintained to teach various subjects and school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.
14. The school and its records shall be open for inspection by an officer/official of the Board or an authorized representative of the Board/State Educational Department at any time and the school shall furnish information as may be asked for by the Board/State Government from time to time.
15. Income & Expenditure and audited annual accounts statement duly certified by the Chartered Accountant for the current year is required to be sent and the same be submitted every year.
16. Fees should normally be charged under the heads prescribed by the Department of Education of the State/U.T. for schools of different categories. **No capitation fee or voluntary donations** for gaining admission in the school or for any other purpose should be charged / collected in the name of the school and the school should not subject the child or his or her parents or guardians to any screening procedure in accordance with Rule No. 11.1, 2 & 3. Also, as per Chapter II, Rule No. 11.1 of Affiliation Bye-Laws, fees charges should be commensurate with the facilities provided by the institution.
17. The school should not engage in **commercialization activities**:-
 - a) As per rule no. 19.1 (ii) It shall ensure that the school is run as a community service and not as a business and that commercialization does not take place in the school in any shape whatsoever.
 - b) As per rule no. 19.1 (ii)a Any franchisee school making payment on account of use of name, motto and logo of franchiser institution or any other non-academic activities would be termed as commercialization of institution and to provide an affidavit that the school/society has not entered into any such contract to use Name, logo, motto for consideration of fee.
18. Teachers are to be made educated regarding **corporal punishment** & should avoid any type of such involvement i.a.w. rule no. 44.1 (d & e).
19. School will not prepare any student/ start class for **any other Board** except CBSE from their CBSE affiliated school building/ premises.
20. **Admission to the school** is to be made restricted under rule 6.1 of Examination bye laws and rule 12 (i, ii & iii) of Affiliation bye laws.

21. The school has to constitute a committee for protection of woman from **sexual harassment** at the work place and to abide by the guidelines and norms prescribed by the Hon'ble Supreme Court of India in W.P. Criminal No.666-70 of 1992 Vishaskha and other State of Rajasthan and other delivered on 13.8.1997 mentioned under rule no. 10.9.
22. Each school affiliated/ to be affiliated with the Board shall frame **Service Rules** for its employees which will be as per Education Act of the state/U.T., if the Act makes adoption of the same obligatory, otherwise as per Service Rules given in Affiliation Bye Laws. Further, **Service contract** will be entered with each employee as per the provisions in the Education Act of the state/ U.T., or as given in Appendix III, if not obligatory as per the State Education Act.
23. **Pay and allowances** to staff should be revised time to time to bring it at par with that to State Government/Govt. of India. Further, **Salary and Service conditions** of staff should be provided in accordance with Rule no. 3.3 (v) and Rule no. 10.2 as appended below:-

Contd...3/-

:-3-:

- a. The school in India must pay salaries and admissible allowances to the staff not less than the corresponding categories of employees in the State Government schools or as per scales etc. prescribed by the Government of India." Further, the service conditions as per Rule 10 and Rules 24 to 49 of Affiliation Bye-Laws also be adhered to.
 - b. Salary should be paid through Electronic Clearing Service (ECS) from the date of first appointment of the teachers on probation.
24. As per Rule 13.3 and 13.3 (i), the school shall supply information and returns called for by the Board/State/ Central Government/Local Authority within the prescribed time given for its furnishing to the authority concerned and the school should prepare its annual report containing comprehensive information including name, postal address and e-mail, telephone numbers, affiliation status, period of provisional affiliation, details of infrastructures, details of teachers, number of students and status of fulfillment of norms of affiliation Bye-Laws and upload the same on the website before 15th September of every year. As per rule no. 8.8 (iv & v), every affiliated school to develop their own **website** containing comprehensive information such as affiliation status, details of infrastructure, details of teachers, number of students, postal address and e-mail, telephone number etc.
 25. Continuous **sponsoring of students at Board examination** is to be made as per rule 13.12 (iv), Failure to do so will lead to suo moto withdrawal of the affiliation of the school for Secondary and Senior Secondary Examination as the case may be.
 26. As per rule 13.12 (ii), no affiliated school shall endeavour to present the candidates who are not on its roll nor shall it present the candidates of its unaffiliated Branch/School to any of the Board's Examinations.
 27. Running of classes of **coaching institutions** in the school premises in the pretext of providing coaching to the students for various examinations is not approved by the board. Strict action would be taken on defaulters.

28. As per rule no. 8.2 and 13.11, facilities for physically challenged student should be adequately provided and every school shall promote inclusion of student with disabilities/special needs in the normal school as per provisions of the '**Persons with Disabilities Act 1995**'.
29. **School infrastructure and teachers for examinations** conducted by the board and evaluation of answer scripts should be made available as per rule no. 13.4.
30. As per rule no. 3.3 h (vi), every school should organize at least **one week training programme** for teachers every year in association with any teachers training institute recognized by the State or Central Government or by any agency identified by the Board.
31. Every secondary and senior secondary school shall appoint a person on full time basis for performing the duties of a **Health Wellness teacher** as per rule 53.5.
32. Strict adherence to the provisions of **Wild Life Protection Act** while procuring plants and animals for the use in laboratories by the school must be made i.a.w. circular no 03 dated 21 May 2013.
33. As per rule 15.1 (d), the school will follow the syllabus on the basis of curriculum prescribed by NCERT/ CBSE and text books published by NCERT/CBSE for the Middle classes as far as practicable or exercise extreme care while selecting books of **private publishers**. The contents must be scrutiny to preclude any objectionable content that hurts the feelings of any class, community, gender, religious group in society. If prescribed books found having such content, the school will have to take responsibility of such content. Provided that the school would put a list of such books prescribed by it on its website with the written declaration duly signed by the Manager and the principal to the effect that they have gone through the contents of the books prescribed by the school and own the responsibility.
34. As per RTE act 2009 and Chapter IX rule No. 53.2.2(a) and 53.3, a teacher appointed to teach Class I to V and VI to VIII should pass in the Central Teacher Eligibility Test (CTET)/ State Teacher Eligibility Test (TET) conducted by the appropriate Government in accordance with the guidelines framed by the NCTE for the purpose.
35. 5-6 names of persons not below the rank of Principal of Sr. Secondary School affiliated with the Board be recommended so that two of them may be approved by the Board as its nominee in the School Managing Committee (Of these 2-3 may be Principal of KV/JNV).

Contd...4/-

:-4:-

36. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
37. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
38. The Board would not allow any transfer of property/sale of school by one society/ Management/ Trust to another Society/Management/Trust through agreement/sale deed and the school shall not be closed down in the same premises. In case such transaction is effected explicitly or implicitly the Board shall withdraw its affiliation with immediate effect.

39. The school should keep a copy of Affiliation/ Examination Bye Laws for reference purpose and also advised to visit CBSE websites www.cbseaff.nic.in & www.cbse.nic.in for updates.
40. In case of established violation of the provisions contained in Affiliation/Examination Bye laws of the Board, the school shall be liable for disaffiliation as per Rule No. 17 of Affiliation Bye-laws.
41. **The Society shall enter into a legal agreement with the Board detailing the terms and conditions for grant of affiliation, which will be binding on both the parties.**
42. **Special conditions to be complied within three months:-**
 - (a) As per online application, 07 PRTs are short and 01 TGT is untrained in the school as per norms. The school is required to appoint trained & qualified teachers to maintain section teacher ratio i.e. 1:1.5 teachers per section at each level. Hence, a copy of revised staff statement is required to be submitted showing Name, Qualification, Experience, Designation, Date of Appointment, Date of Confirmation etc.

DEPUTY SECRETARY (AFF)

Copy to:

1. The Principal, Krishna Public Collegiate, Satyashram, Moradabad Road, Kashipur (U.S. Nagar), Uttaranchal - 244713
2. The Regional Officer, Regional Office, CBSE, 99, Rajendra Nagar, Kaulagarh Road, Dehradun-248001 (Uttarakhand)
3. The Research Officer (Technology), AMC, CBSE Preet Vihar, Delhi- with a request to update records.

DEPUTY SECRETARY (AFF)