



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

No. CBSE/AFF/930944/EX-01236-1516/2015/

891434

Dated 22.06.2015

The Manager,
Saraswathy Vidyanikethan,
Kudayathoor P.O., Thodupuzha,
Idukki Distt., Kerala-685590

Sub: Extension of Provisional Affiliation to the above said school beyond 31.03.2015.

Sir/Madam,

With reference to your online application dated 30/06/2014 on the subject cited above, I am directed to convey sanction for regularization of Extension of Provisional Affiliation of the school with the Board for its **Secondary School Examination** for a further period of five years w.e.f. **01.04.2015 to 31.03.2020** 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 class.

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 X: -

	Campus area	Enrolment	No. of Sections (pre-primary to X)
(a)	1.0 acre	1250	02 in each class
(b)	1.5 acre	1875	03 in each class
(c)	2.0 acre	2500	04 in each class
(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

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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 Extension of Provisional Affiliation up to Secondary level w.e.f. 01/04/2015 to 31/03/2020 has been granted provisionally subject to the conditions that the school will pay the pay scale and allowances which should at least be at par with corresponding categories of teachers employed in government institutions of the State Govt. or as per scale prescribed in 6th Central Pay Commission of Govt. of India in respect of its teachers and will make the payment through ECS mode with proper deduction of EPF and other facilities as per norms of the Board. The school is also required to furnish the details of teacher's qualifications.
- b) The School Managing Committee has not been constituted as per Affiliation Bye-laws of the Board, therefore, it may be reconstituted by including 02 representatives each of teachers, parents and CBSE. The school is also required to forward 5-6 names of the Principals of the nearby CBSE affiliated school (2-3 of them may be from KVs / JNVs) for approval 02 of them as Board's nominees for inclusion in School Managing Committee.
- c) The number of students is high in class-I and low in class-VIII, IX & X. Therefore the school is required to improve enrollment of students.
- d) The school is required to appoint more trained and qualified **PRTs** to maintain section-teacher ratio as per norms and furnish a fresh staff statement accordingly.
- e) The school is required to furnish an **affidavit** in original sworn in before the first class magistrate to the effect that the school is not **sponsoring** candidates of any other school/Board in the Board examination.
- f) The school is required to maintain reserve fund as per **enrolment** of students.

Yours faithfully,


ASSTT. SECRETARY (AFF)

Encl: As above