

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



E-Mail: cbse.aff@nic.in
Website: www.cbse.nic.in
Affiliation Website: www.cbseaff.nic.in

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, DELHI – 110 301
REGD./SPEED POST

No. CBSE/Aff./530783(SS-00199-1314)/2013/573793

Dated: 19/06/2013

The Manager,
Saraswati Vidya Mandir Sr. Sec. School
VPO Nangal Choudhary, Narnaul
Mahindergarh, Haryana-123 023.

Sub: Grant of Upgradation to +2 to Saraswati Vidya Mandir Sr. Sec. School, VPO Nangal Choudhary, Narnaul, Mahindergarh, Haryana from Secondary to Sr. Secondary level-reg.

Sir/Madam,

With reference to your application dated 29/06/2012 and subsequent inspection of the school, I am directed to convey sanction for provisional affiliation to the above said school for **Senior School Certificate Examination** for a period of **three years** w.e.f. **01.04.2013 to 31.03.2016** in the following subjects:-

Languages:- English (Core & Elective), Hindi (Core & Elective).

Elective Subjects:- Chemistry, Physics, Biology, Physical Education, Mathematics, Business Studies, Accountancy, Economics, Geography, Political Science.

The sanction is 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 classes:

1. "The school will follow syllabi and courses as per scheme of studies prescribed by the Board for Senior School Certificate Examination and changes made therein from time to time."
2. The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X.
3. As per the newly implemented CCE scheme vide **Circular No. 39/20-09-2009 dated 20.09.2009**, the students of class X will appear in the Summative Assessment-II (SA-II) conducted at the school level only. However, those students of class X, who opt to move out of CBSE system in Class XI to any other Board, will exercise the option to appear in the SA-II conducted at the Board level. Both the students will get the same certificate issued by the Board at the end of class X.
4. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT.
5. The school will provide additional suitable facilities for classes XI and XII, as per requirements laid down in the rules.
6. It will increase the number of books in the Library and equipments in the Laboratories/Workshops with adequate games facilities etc. in consonance with the requirements of the Board for Classes XI & XII.
7. It will appoint only qualified staff to teach Classes XI & XII as per requirements laid down by the Board.

Contd. 2/-

8. It will provide facilities for adequate co-curricular and extra-curricular activities for the wholesome development of the students.
9. It will abide itself by the Affiliation Bye Laws of the Board and other rules and regulations prescribed by the Board from time to time.
10. 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 each in class XI and XII
(b)	1.5 acre	1875	03 in each class	04 each in class XI and XII
(c)	2.0 acre	2500	04 in each class	04 each 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. mtrs	600 upto Class X
(ii) Sr. Secondary School with two streams	3000 sq. mtrs	900 upto Class XII

11. School will provide physical facilities as per norms of the Board. The facilities reported at the time of last inspection are as given under:-

a.	Area of school campus	-6037.41 sq. mtrs.
b.	Total built up area	-3812.85 sq. mtrs.
c.	Area of play ground	-2100 sq. mtrs.
d.	No. of class rooms	-30 18x24
e.	No. of labs	
	Biology	-01 27x30
	Physics	-01 27x30
	Chemistry	-01 27x30
	Maths	-01 27x30
	Computer Science	-01 27x30
	Library	-01 27x30
f.	No. of Books:-	3265.

12. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
13. The school will apply for further Extension of Provisional Affiliation on the prescribed form together with the prescribed fee of **Rs. 25,000/-** and other essential documents in the preceding year before the expiry of the date.
14. The school will open CBSE pattern classes XI **w.e.f. 1.4.2013**. Accordingly, 1st Batch of class XII of the school will be appearing at the CBSE Examination to be held in **2015**.
15. Other conditions are as per **Annexure 'A'** enclosed.

Contd. 3/-

16. Special conditions to be complied within three months:-

1. An affidavit duly sworn in before a First Class Magistrate by the President or Secretary of the society/Trust running the school to the effect that the society is of non-proprietary Character in nature is required to be submitted.
2. Some of the teachers of the school are untrained, whereas the school is required to appoint qualified staff and pay salary and allowances to them at par with the salary of corresponding categories of teachers working in the State Govt. Schools.
3. Enrolment of student is high in some section whereas the school is required to restrict the optimum number of 40 students in a section.
4. CCE advocacy workshop for principal and teachers is required to be arranged for effective implementation of CCE.
5. 25% admission for the wards of weaker section as mentioned in RTE Act 2009 is required to be implemented.
6. Admission for SC/ST candidates as per rules is required to be implemented.
7. 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.
8. It is mandatory for every affiliated school to become a member in the local sahodaya of CBSE schools.

Yours faithfully,

DEPUTY SECRETARY (AFF)

No. CBSE/Aff./ 530783(SS-00199-1314)/2013

Dated: /06/2013

Copy to:-

1. The Principal, Saraswati Vidya Mandir Sr. Sec. School, VPO Nangal Choudhary, Narnaul Mahindergarh, Haryana-123 023.
2. The Suptd. P.S., For Director, of School Education, Government of Haryana, Office of Director, School Education, 30 Bays Building, 3rd Floor, Sector – 17 B, Chandigarh – 160017.
3. The Regional Officer, Regional Office CBSE, Sector-5, Panchkula – 134109.
4. The Programmer (IT), AMC Unit, CBSE, Preet Vihar, Delhi.
5. The Director (IT), CBSE, Regional Office, Delhi. (C.D. Enclosed)

DEPUTY SECRETARY (AFF)

Central Board of Secondary Education

2, Community Centre, Shiksha Kendra,
Preet Vihar, Delhi-110301

AFFLN.NO. 530783

Other Conditions :

Conditions for which Compliance to be submitted within 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 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 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. 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 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 Vishakha and others state of Rajasthan and others delivered on 13/08/1997.
10. 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 round to nearest thousand

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

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DEPUTY ASSISTANT SECRETARY (AFF)

