



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/630154/EX-01452-1617/2016 / 1022808

Dated 1.01.2016

The Manager,
Vijay Memorial Senior Secondary School,
VPO Indora, Tehsil Indora,
Distt. Kangra, Himachal Pradesh-176401.

Sub: Extension of Provisional Affiliation to the above said school beyond 31.03.2016.

Sir/Madam,

This is with reference to your online application executed on 25.06.2015, on the above subject. In this connection, I am directed to convey the sanction for regularization 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. 01.04.2016 to 31.03.2021** 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 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 subject to Maximum of Rs.50,000/-.**
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. 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. mtrs	600 upto Class X
(ii)	Sr. Secondary School with two streams	3000 sq. mtrs	900 upto Class XII

Contd....2/-

Principal
Vijay Memorial Sr. Sec. School
Indora (HP)

Chairperson
Vijay Memorial Sr. Sec. School
Indora, Distt. Kangra, H.P.

6. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
7. 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.
8. **Other conditions are contained in Annexure 'A' which is enclosed herewith.**
9. **Special conditions to be complied within three months:-**
 - a. Renewed Certificate from the concerned Govt. Authorities of the area relating to sanitary conditions of the school, availability of safe drinking water and fire safety arrangements of the school may be obtained and submitted at the earliest.
 - b. The school is required to reconstitute the School Managing Committee as per the provisions of Affiliation Bye-Laws of the Board by including two teachers, parents and Board's nominees in it. In this regard a panel of five Principals (inclusive of at least 2-3 Principals from nearby JNV/KV) be forwarded.
 - c. The school is required to maintain the reserve fund as per norms of the Board under clause xxiii of Affiliation Bye-laws of the Board.
 - d. Salary should be paid through Electronic Clearing Service (ECS) from the date of First appointment of the teachers on probation. Salary should be transferred in the individual accounts of the staff through ECS. A Certificate from the Banker to the effect that the salaries are credited in the personal accounts of the staff members through ECS with documentary proofs be submitted at the earliest.
 - e. School should have qualified teaching staff and salary of staff should be atleast at par with the State Government employees in the corresponding category where that school is located.
 - f. The financial position of the school appears to be very weak as the school is running in deficit during the last three years. Therefore, the School is required to intimate how it meets its requirement and should improve its financial status.


Yours faithfully,

ASSISTANT SECRETARY (AFF)

Encl: As above.

Copy to:

1. The Principal, Vijay Memorial Senior Secondary School, VPO Indore, Tehsil Indora, Distt. Kangra, Himachal Pradesh-176401.
2. The Regional Officer, Central Board of Secondary Education, Sector- 5 , Panchkula - 134152 (Haryana).
3. The Asstt. Secy. (IT), AMC, CBSE, Delhi.


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