

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



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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 - 110301

No. CBSE/AFF/SS-00448-1516 (1730583)/2016) 1130070
REGD./SPEED POST

Date: 07.09.2016

The Manager,
Sneh Public School,
Balaji Bazar, Newta Road,
Gram - Muhana, Sanganer,
Distt. Jaipur, Rajasthan - 302 028.

Sub: Request of the school for Upgradation to Senior Secondary level - regarding.
Sir/Madam,

With reference to your online application dated 14.05.2014 and subsequent inspection of the school, I am directed to convey sanction for provisional affiliation to the above said school for **Senior Secondary School Certificate Examination** for a period of **three years w.e.f. 01.04.2016 to 31.03.2019** in the following subjects:-

Subjects: Hindi Core/Elective, English Core/Elective, Accountancy, Biology, Business Studies, Chemistry, Computer Science, Economics, Informatics Practices, Mathematics, Physics and Physical Education.

The above sanction is subject to fulfillment of following conditions:-

1. 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.
2. The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X vide Circular No. 39/20-09-2009 dated 20.09.2009 in the school and will follow the CCE scheme at Secondary level as per the guidelines of the Board issued from time to time.
3. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT Govt. from time to time.
4. The school will provide additional suitable facilities for classes XI and XII, as per requirements laid down in the rules.
5. It will increase the number of equipments in the Laboratories/Workshops with adequate games facilities etc. in consonance with the requirements of the Board for Classes XI & XII.
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 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.			

Contd/.....

JPC

(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

7. The school will provide well equipped Library with all relevant reference books to the academic level of students and would keep at least 05 books per student subject to a minimum of 1500 books excluding text books.
8. The school will also abide itself by the conditions of affiliation already prescribed by the State Government concerned.
9. As per Affiliation Bye-laws the optimum strength of a section should not exceed more than 40 students.
10. 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.
11. 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.
12. The school and its records shall be opened 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.
13. The school will strictly adhere with all rules regarding safety of students including Fire fighting and Transportation, etc. Further, school will provide adequate facilities for potable drinking water and clean healthy and hygienic toilets with washing facilities for boys and girls separately in proportion to the number of students.
14. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
15. 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.
16. The accounts should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared in the name of school, as per rules. A copy each of the Statements of Accounts should be sent to the Board every year.
17. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
18. 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.
19. The school will apply for further Extension of Provisional Affiliation 'on online' through www.cbseaff.nic.in with the prescribed fee of ₹ 25,000/- and other essential documents before 30th June of the preceding year before the expiry of the date of provisional affiliation otherwise penalty @ ₹ 10,000/- p.m. subject to maximum ₹ 50,000/- will be charged for late execution of application.
20. The school will open CBSE pattern classes XI w.e.f. 01.04.2016. Accordingly, 1st Batch of class XII of the school will be appeared at the Board's Examination to be held in the year 2018.

Contd/.....

JPE

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

(i)	Area of school campus	-	7507.72 sq. mtrs.
(ii)	Total built up area	-	4860 sq. mtrs.
(iii)	Area of play ground	-	2647 sq. mtrs.
(iv)	No. of class rooms	-	12 (32' x 24' sq. ft.)
(v)	No. of vacant rooms	-	04 (32' x 24' sq. ft.)
(vi)	Composite Science Labs	-	-
	Physics	-	01 (34' x 19.5' sq. ft.)
	Chemistry	-	01 (34' x 19.5' sq. ft.)
	Biology	-	01 (34' x 19.5' sq. ft.)
	Maths	-	01 (33' x 20' sq. ft.)
	Computer Science	-	01 (32' x 24' sq. ft.)

Size and number of books in the Library 01 (32' X 38'), No. of Books 3152.

22. Other conditions as per enclosed Annexure 'A'.

Yours faithfully,

DEPUTY SECRETARY (AFF)

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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./SL-00815-1314(1730583)/2013/567172

Dated: 5/6/2013

The Manager,
Sneh Public School,
Balaji Bazar, Newta Road,
Gram-Muhana, Sanganer,
Jaipur – 302028,
Rajasthan

Sub: Fresh Composite Provisional Affiliation to the above said school

Sir/Madam,

With reference to your online application dated 30.06.2012 on the subject cited above, I am directed to convey the sanction for **Composite Provisional Affiliation for Secondary School Examination** of the Board for a period of **three years w.e.f. 01.04.2013 to 31.03.2016.**

The above sanction is subject to fulfillment of following conditions:-

1. "School will follow the syllabus on the basis of curriculum prescribed by NCERT for the middle classes".
2. The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X vide Circular No. 39/20-09-2009 dated 20.09.2009 in the school.
3. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT.
4. The school will follow syllabi and courses as per scheme of studies prescribed by the Board for Secondary School Examination and changes made therein from time to time.
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 :-

	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) 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

6. The School will not sponsor candidates for Board's examination of any other School/Branch, which is not affiliated.
7. The school shall sponsor regularly its bonafide and eligible students in Board's class X Examination from the year mentioned above without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates. Failure to do so will lead to *suo moto* withdrawal of the affiliation of the school for secondary Examination granted by the Board.
8. The school should not start Class XI/XII without written approval of the Board. The Board shall not be responsible for any consequences in case class XI/XII is started without following the Affiliation Bye Laws and obtaining the prior approval of the Board.
9. The school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.
10. Service conditions, pay and allowances and other benefits to the employees of the school shall be at least at par with that of corresponding categories of employees working in Government Schools of the State in which the school is located. An undertaking to this effect be sent to C.B.S.E.
11. Service agreement be executed with the staff as per norms generally accepted by the State Government concerned
12. The school will help the Board in the smooth conduct of the examination by providing the necessary accommodations i.e. Rooms, Halls, etc. available in the school premises and furniture at its disposal for holding its examinations free of charges if required.
13. The school will spare sufficient teachers, for invigilation purpose at the examinations of the Board, as may be required.
14. The school will spare its teachers for evaluation of answer-books for the Board's examinations, if required.
15. The school will provide Laboratories, Library and other facilities as per norms of the Board.
16. The school will abide itself by the conditions of affiliation already prescribed by the State Government concerned
17. The school should have at least one adequately equipped computer lab with a minimum of 10 computers or computer student ratio of 1:20 and proper software alongwith facility of Broad Band Connectivity with the feature of 'internet always on' from any service provider.

18. The school shall promote inclusion of student with disabilities/special needs in the normal school as per provisions of the 'persons with disabilities act -1995'.
19. The school and its records shall be opened 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.
20. The rate of tuition fee and other fees charged should be commensurate with the facilities provided.
21. The admission to the school shall be opened to all without any discrimination on the ground of religion, cast or race, place of birth or any of them.
22. No unrecognized classes shall run within the premises of the school or outside in the same name of school.
23. The school will strictly adhere with all rules regarding safety of students including Fire-fighting, Drinking water, Sanitation, Transportation, etc.
24. The accounts should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared in the name of school, as per rules. A copy each of the Statements of Accounts should be sent to the Board every year.
25. The affiliation Code Number allotted to your school is **1730583**. This may please be noted and quoted for any correspondence with the Board.
26. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
27. The school will apply for further Extension of Provisional Affiliation 'on online' through www.cbseaff.nic.in with the prescribed fee of **Rs. 25,000/-** and other essential documents before 30th June of the preceding year before the expiry of the date of provisional affiliation.
28. The school will open CBSE pattern classes IX w.e.f. **01.04.2013**. Accordingly, 1st Batch of class X of the school will be appeared at the Board's Examination to be held in the year **2015**.
29. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
30. School will provide physical facilities as per norms of the Board. The facilities reported at the time of last inspection are as given under:-
- | | | | |
|--------|---|---|---------------------------------|
| (i) | Area of school campus | - | 7507.72 sq. mtr. |
| (ii) | Total built up area | - | 4860 sq. mtr. |
| (iii) | Area of playground | - | 5887.72 sq. mtr. |
| (iv) | No. of class rooms | - | 28 (32'x24') |
| (v) | No. of vacant class-rooms | - | 10 (32'x24') |
| (vi) | No. of other rooms | - | 10 (33'x20') |
| (vii) | No. of labs | - | 01 (32'x38') |
| | Composite Science | - | 01 (32'x24') |
| | Mathematics | - | 01 (32'x24') |
| | Computer Science | - | 01 (32'x24') |
| (viii) | Size and number of books in the Library | - | 01 (32'x38'), No. of Books 1365 |
31. Other conditions are as per **Annexure 'A'** enclosed.
32. Special conditions to be complied within **three months**:-
- a) 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.
- b) Every institute will provide adequate facilities for potable drinking water and clean healthy and hygienic toilets with washing facilities for boys and girls separately in proportion to the number of students.
- c) **The school is required to develop playground with facilities for various sports and games.**
- d) The school is required to appoint sufficient no. of qualified and trained teachers also maintain section teacher ratio 1:1.5 for each level.
- e) The school is required to ensure that pay-scales, DA and other admissible allowances are being paid at par with the corresponding categories of employees working in the State Govt. Schools as per Affiliation Bye-laws of the Board and disburse the salary through Bank & also submit photocopy of acquittance roll after complying with the above condition.
- f) The school is required to procure more books relevant to the academic level of students in the library and keep at least 05 books per student in the library.
- g) As per details of enrollment of students of the school, optimum limit is not maintained in all classes. Hence section-wise enrollment of students may be restricted with optimum number of 40 students per section.
- h) EPF scheme should be implemented for the employees of the school and EPF code number allotted to the school be intimated.
- i) The teacher should be sent for in-service refresher / re-orientation programmes to update their knowledge and teaching skills.
- j) The school is required to organize and attend the teachers training programmes for CCE pattern and maintain CCE records.

Yours faithfully,

DEPUTY SECRETARY (AFFIL.)

Dated: / /2013

No. CBSE/Aff./SL-00815-1314(1730583)/2013

Copy to:-

1. The Principal, Sneh Public School, Balaji Bazar, Newta Road, Gram-Muhana, Sanganer, Jaipur - 302028, Rajasthan
2. The Director, Madhyamik Shiksha, Bikaner, Rajasthan
3. The Regional Officer, CBSE Regional Office, Todarmal Marg, Ajmer-305030, Rajasthan
4. The Director (IT), CBSE - Regional Office, PS-1-2, Institutional Area, I.P.Extn. Patparganj, Delhi-110092 alongwith the CD of the videography of the school.
5. The Programmer, AMC, CBSE, Delhi.

DEPUTY SECRETARY (AFFIL.)



केन्द्रीय माध्यमिक शिक्षा बोर्ड
Central Board of Secondary Education
संबंधता - Online School Affiliation & Monitoring System R-2.0
As per new Affiliation Bye-Laws



Contact Us

Grant with Condition Letter for:-EX-00226-1920

NO . CBSE/AFF/EX-00226-1920//

Dated:
02/03/2020

The Manager,

RAJASTHAN ,JAIPUR , 302029
(M: 01412988134)

Subject : Extension of General Affiliation- regarding.

Ref : Application No. EX-00226-1920 dated 06.01.2018.

With reference to your application on the subject cited above; I am directed to convey the sanction for General Affiliation as per details given below :

Affiliation No.	1730583
Affiliated for	Extension of General Affiliation
Category	Extension of Affiliation
Period of General affiliation	01.04.2019 to 31.03.2024

The facilities reported at the time of last inspection:

S.No.	Detail	Size
1	Area on which school building situated reported by the IC	7507.72
2	Area of play ground	5887.72

The above sanction is subject to fulfillment of following conditions:-

- The school will follow the **RTE Act, 2009** and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time.
- The School is required to apply on online for further extension of affiliation along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
- The school will also abide by the conditions prescribed, if any, by the State Government concerned as mentioned in certificate as per appendix III issued by District Education Officer (DEO) /equivalent officer.
- The school should ensure the strong governance and management of its activities in way of comprehensive and quantifiable planning in way of curriculum planning, infrastructure, resources, physical education, staff development and other co-curricular areas.
- The school should go through the provision of **Affiliation and Examination Bye Laws** and keep a copy there of for reference purpose and also advised to visit CBSE websites i.e. <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates. The School is expected to see all circulars on these CBSE websites regularly.
- The school will strictly adhere to all rules regarding safety of students including Fire fighting and Transportation, etc. Further, school will provide adequate facilities for potable drinking water and clean healthy and hygienic toilets with washing facilities for boys and girls separately in proportion to the number of students.
- Admission to the school** is to be restricted as per relevant rules of Examination Bye-laws and rule 2.4.5, 2.6.5, 7.1, 7.2, 8.4.2, 8.4.10 & other relevant rules of Affiliation bye laws.
- The school is required to follow rule No.2.4.7 and 2.4.8 of Affiliation Bye Laws regarding Books and Quality of Education.
- The number of sections in the school are restricted to **28** as per number of sections reported by the IC and shall not be increased without specific approval of the Board. For increase in number of sections, the School shall apply online to the Board as per rule 15.7 of affiliation bye laws.
- The school shall be solely responsible for any legal consequences arising out of the use of school

be liable to bear all legal charges incurred by the Board, if any, arising out of these circumstances.

11. The school must strive to promote conservation of environment on their campus through rain water harvesting, segregation of waste at source, recycling of organic waste, proper disposal of waste including electronic waste, use of energy saving and energy efficient electrical equipment, greening of campus, use of solar energy, education and awareness amongst children on environment conservation and cleanliness etc.
12. The school shall submit their information through Online Affiliated School Information System (OASIS) as per details given in circular no. affiliation-06/2018 dated 24.04.2018. Link for OASIS is available on Board's website: www.cbse.nic.in.
13. The optimum Section teacher ratio of 1:1.5 as well as student teacher ratio of 30:1 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. Every affiliated school shall sponsor regularly its bonafide and eligible students in Boards Class X and Class XII examinations from the year mentioned while granting affiliation/upgradation regularly without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates.
15. Running of **coaching institutions** in the school premises in the pretext of providing coaching to the students for various examinations is not permitted by the Board. Strict action would be taken on defaulters.
16. The Manager and the Principal of the school shall be jointly responsible for the authenticity of the online/offline documents/ information/data submitted by the School to the Board.
17. Apart from rules to be adhered to by the school as mentioned above for drawing specific attention of the school authorities, the school authorities are required to acquaint themselves with all the rules contained in Affiliation & Examination Bye-laws and circulars/guidelines/ notification issued by the Board from time to time. Any laxity in following rules/instructions of the Board will lead to action against school as per Chapter 12 of Affiliation Bye-laws-2018.
18. Conditions, if any, to be submitted within 60 days.

Joint Secretary(Affiliation)

* The school is required to maintain its "Statement of Accounts" in the name of school instead of Society/ Trust running the school.

* The school is required to develop website and inform the Url address.

Joint Secretary

Encl: as stated above.
