





(An Autonomous Organisation under the Ministry of Human Resource Development, Govt. of India)

CHAPTER 13:

<u>Revised Appendix Proforma (In view of Circular 03 dated</u> 05.03.2021)

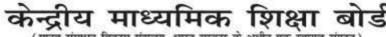


"शिक्षा केन्द्र", २, सामुदायिक केन्द्र, प्रीत विहार, दिल्ली-110092 "SHIKSHA KENDRA" 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110092



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<u>Appendix I</u>

		Application Fees (INR)			
SNo	CATEGORY OF AFFILIATION RELATED APPLICATIONS	General	Affiliation	Regular /	Affiliation
		In India	Abroad	In India	Abroad
1	Approval for Middle School Syllabus	50,000	2,00,000	20,000	50,000
2	Fresh Affiliation Up to Secondary Level	1,50,000	2,50,000	20,000	50,000
3	Upgradation to Secondary Level	1,00,000	2,00,000	20,000	50,000
4	Secondary Level Switch-over from other boards	1,50,000	2,50,000	20,000	50,000
5	Fresh Affiliation up to Senior Secondary Level	2,50,000	2,50,000	20,000	50,000
6	Upgradation to Senior Secondary Level	1,00,000	2,00,000	20,000	50,000
7	Senior Secondary Level Switch-over from other boards	2,50,000	2,50,000	20,000	50,000
8	Re-inspection	50,000	1,00,000		
9	Periodical Inspection	50,000	1,00,000		
10	Surprise Inspection	50,000	1,00,000		
11	Permission of two Shifts (As per Status of School)	1, 2 or 5 above	1, 2 or 5 above		
12	Permission of site shifting (As per Status of School)	1, 2 or 5 above	1, 2 or 5 above		
13	Permission of name change of school/society (As per status of school)	75 % of 1, 2 or 5 above	75% of 1, 2 or 5 above		
14	Permission for Section increase (Excluding re-inspection fee)	75,000	75,000		
15	Transfer of school from one society to another (Excluding re-inspection fee)	4,00,000	4,00,000	10,000	20,000
16	Introduction of Additional Subject (Science) (Excluding re-inspection fee)	10,000 per subject	50,000 per subject	2,000 per subject	5,000 per subject



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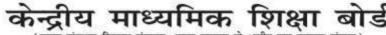
17	Introduction of Addition (NON_SCIENCE) SCHOO	•	NIL	NIL	NIL	NIL
	UPDATE THE SUBJECTS	S IN <u>OASIS</u>				
	<u>PORTAL</u>					
18	Restoration of affiliation inspection fee)	(Excluding re-	3,00,000	3,00,000	20,000	50,000
19	Permission for Classes I	- V	25,000	1,00,000	10,000	25,000
	Extension	1 st March to 31 st May	50,000	2,00,000		
20	of Affiliation	01 st June to 31st December (with additional fees)	50000 with an additional fee* 10,000 per month	2,00,000 with an additional Fee* 50,000 per month		
		Late fee per month for Extension of Affiliation after 31 st December	<u>25.000</u>	<u>25,000</u>		
		Maximum late fee for Extension of Affiliation for a particular session	1,00,000	1,00,000		
		MaximumfeepayableforschoolsapplyingapplyingforextensionofAffiliationafter31 st Decemberfora particularsessionsession	Rs. 50,000 (Fee) + 1,00,000 (Late Fee) = Rs. 1,50,000/-	Rs.2,00,000 (Fee) + 1,00,000 (Late Fee) = Rs. 3,00,000/-		
21	Annual Fee				5,000	10,000
22	Closure of School					

• No additional late fee is applicable for schools applying for Extension of Affiliation only for the session 2022-23 due to Covid-19 pandemic situation.









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APPENDIX VI

SN	Affiliation from	Time frame and session during which the application is to be submitted	Example/Explanation: In case the school wants to obtain affiliation w.e.f. session April-2022 to March- 2027, the school may apply for all fresh affiliation and Up gradation of Affiliation as per following timelines: (or) as revised from time to time for the relevant session(s) - Open on 01 st March and close by 31 st March and - Open on 1 st June and close by 30 th June - Open on 01 st September and close by 30 th September .
(a)	Class-1 to Class-8 (Middle Class Syllabus)	In any session when the school is having classes at least up to class 5.	If it is having classes 1, 2, 3, 4 and 5 (All) running on the date of application.
(b)	Class-6 to Class-8 (Middle Class Syllabus)	** In any session when the school is having at least class 6 and has not admitted students in class 8.	If it is having either <u>class-6</u> or <u>6 and 7 both</u> running on the date of application.
(c)	Class-1 to Class-10 (Secondary Level)	In any session when the school is having at least class 6 and has not admitted students in class 8.	If it is having either c <u>lasses up to 6 (all)</u> or <u>up to 7 (all)</u> running on the date of application.
(d)	Class-6 to Class-10 (Secondary Level)	*In any session when the school is having at least class 6 and has not admitted students in class 8.	If it is having either <u>class-6</u> or <u>6 and 7 both</u> running on the date of application.
(e)	Class-1 to Class-12 (Sr. Secondary Level)	In any session when the school is having at least class 6 and has not admitted students in class 8.	If it is having either c <u>lasses up to 6 (all)</u> or <u>up to 7 (all)</u> running on the date of application.
(f)	Class-6 to Class-12 (Sr. Secondary Level)	*Any session when the school is having at least class 6 and has not admitted students in class 8.	If it is having either <u>class-6</u> or <u>6 and 7 both</u> running on the date of application.
(g)	Upgradation to Senior Secondary	In any session when the school is having classes at least up to class 9.	If it is having <u>class-9</u> running on the date of application.
(h)	Secondary Level Level switch-over from other boards.	In any session when the school is having classes at least up to class 9 of any other Board.	If it is having <u>class-9</u> of any other Board running on the date of application.
(i)	Senior Secondary Level switch-over from other boards.	In any session when the school is having classes at least up to class 11 of the state board.	If it is having <u>class-11</u> of any other Board running on the date of application.
(j)	Additional Subjects	In any session at least two sessions prior to the session with increased sections	The school may apply throughout the year and the permission for additional subjects will be considered for next session.
(k)	Section increase	In any session at least two sessions prior to the session with increased sections	The school may apply throughout the year and the permission for increased section will be considered for next session.
(I)	Extension of affiliation	In the session one year prior to the session to which the school is affiliated.	For Extension of affiliation shall be open on 01 st March and shall close on 31 st May.

CBSE pattern classes in session 2021-22.

** Provision deleted vide decision taken in Affiliation Committee meeting dated 14th December, 2020.



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APPENDIX - IX

Mandatory Public Disclosure

GENERAL INFORMATION: A:

SL NO.	INFORMATION	DETAILS
1	NAME OF THE SCHOOL	
2	AFFILIATION NO.(IF APPLICABLE)	
3	SCHOOL CODE (IF APPLICABLE)	
4	COMPLETE ADDRESS WITH PIN	
	CODE	
5	PRINCIPAL NAME & QUALIFICATION:	
6	SCHOOL EMAIL ID	
7	CONTACT DETAILS (LANDLINE/MOBILE)	

B: **DOCUMENTS AND INFORMATION:**

SL NO.	DOCUMENTS/INFORMATION	UPLOAD DOCUMENTS
1	COPIES OF AFFILIATION/UPGRADATION LETTER AND RECENT EXTENSION OF AFFILIATION, IF ANY	
2	COPIES OF SOCIETIES/TRUST/COMPANY REGISTRATION/RENEWAL CERTIFICATE, AS APPLICABLE	
3	COPY OF NO OBJECTION CERTIFICATE (NOC) ISSUED, IF APPLICABLE, BY THE STATE GOVT./UT	
4	COPIES OF RECOGNITION CERTIFICATE UNDER RTE ACT, 2009, AND IT'S RENEWAL IF APPLICABLE	
5	COPY OF VALID BUILDING SAFETY CERTIFICATE AS PER THE NATIONAL BUILDING CODE	
6	COPY OF VALID FIRE SAFETY CERTIFICATE ISSUED BY THE COMPETENT AUTHORITY	
7	COPY OF THE DEO CERTIFICATE SUBMITTED BY THE SCHOOL FOR AFFILIATION/UPGRADATION/EXTENSION OF AFFILIATIONOR SELF CERTIFICATION BY SCHOOL	
8	COPIES OF VALID WATER, HEALTH AND SANITATION CERTIFICATES	

NOTE: THE SCHOOLS NEEDS TO UPLOAD THE SELF ATTESTED COPIES OF ABOVE LISTED DOCUMETNS BY CHAIRMAN/MANAGER/SECRETARY AND PRINCIPAL. IN CASE, IT IS NOTICED AT LATER STAGE THAT UPLOADED DOCUMENTS ARE NOT GENUINE THEN SCHOOL SHALL BE LIABLE FOR ACTION AS PER NORMS.

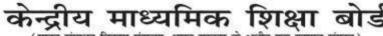


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CENTRAL BOARD OF SECONDARY EDUCATION (An Autonomous Organisation under the Ministry of Human Resource Development, Govt. of India) RESULT AND ACADEMICS:

S.NO.	DOCUMENTS/INFORMATION	UPLOAD DOCUMENTS
1	FEE STRUCTURE OF THE SCHOOL	
2	ANNUAL ACADEMIC CALANDER.	
3	LIST OF SCHOOL MANAGEMENT COMMITTEE (SMC)	
4	LIST OF PARENTS TEACHERS ASSOCIATION (PTA) MEMBERS	
5	LAST THREE-YEAR RESULT OF THE BOARD EXAMINATION AS PER APPLICABLILITY	

RESULT CLASS: X

S.NO.	YEAR	NO. OF REGISTERED STUDENTS	NO. OF STUDETNS PASSED	PASS PERCENTAGE	REMARKS

RESULT CLASS: XII

S.NO.	YEAR	NO. OF REGISTERED STUDENTS	NO. OF STUDETNS PASSED	PASS PERCENTAGE	REMARKS

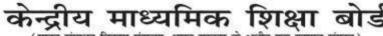
STAFF (TEACHING) D:

S.NO.	INFORMATION	DETAILS	
1	PRINCIPAL		
2	TOTAL NO. OF TEACHERS		
	○ PGT		
	o TGT		
	o PRT		
3	TEACHERS SECTION RATIO		
4	DETAILS OF SPECIAL EDUCATOR		
5	DETAILS OF COUNSELLOR AND WELNESS TEACHER		











CENTRAL BOARD OF SECONDARY EDUCATION (An Autonomous Organisation under the Ministry of Human Resource Development, Govt. of India) S <u>CHOOL INFRASTRUCTURE:</u>

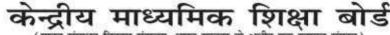
S.NO.	INFORMATION	DETAILS
1	TOTAL CAMPUS AREA OF THE SCHOOL (IN SQUARE MTR)	
2	NO. AND SIZE OF THE CLASS ROOMS (IN SQ _FT MTR)	
3	NO. AND SIZE OF LABORATORIES INCLUDING COMPUTER LABS (IN SQ MTR)	
4	INTERNET FACILITY (Y/N)	
5	NO. OF GIRLS TOILETS	
6	NO. OF BOYS TOILETS	
7	LINK OF YOUTUBE VIDEO OF THE INSPECTION OF SCHOOL COVERING THE INFRASTRUCTURE OF THE SCHOOL	



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<u>Appendix X</u>

CERTIFICATE OF LAND

File No.

Date:

Sr.No. F	Particulars
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Details

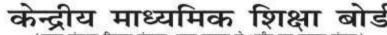
- 1 Plot No. (s)/ Survey No. (s)/Khasra No. (s)/Khata No.(s)/Khatauni No.(s)
- 2 Name of street//village, sub Division, District and State
- 3 In terms of (give details of the document/deed i.e. Sale Deed/Conveyance Deed/Gift Deed/Lease Deed (with period in terms of no. of years)/Sub lease (with period in terms of no. of years) Allotment Letter etc.
- 4 Registration details:
 - Duly registered on
 - Executed by
 - Serial No.
 - Book no.
 - Volume no. etc



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THE SCHEDULED OF LAND ABOVE REFERRED TO

North	:
East	:
West	:
South	:

DM/ ADM/ SDM/ TEHSILDAR/ NAIB TEHSILDAR/ REGISTRAR/ SUB- REGISTRAR/ EQUIVALENT LAND AUTHORITY

(Stamp and Signature)

(Name of Officer)

(Name of District)