

No. CBSE/Aff/P-2

Phone : 22509252-57,59  
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### Central Board of Secondary Education

Shiksha kendra, 2, Community Centre, Preet Vihar, Delhi - 110092

(AFFILIATION BRANCH)

No. CBSE/AFF./ 21429/1103-6

REGD.

Dated... 23/01/04

NEW NO. 2130094

The Manager,  
St. Mary's Convent School,  
Dhampur, Bijnor,  
UP - 246 761.

Sub: Upgradation in respect of..... the above noted school

Dear Sir/Madam,

With refrence to your application dated..... 3.6.03..... 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 ( Classes XI to XII) for a period of ..... 03 years w.e.f..... 1.4.04 to 31.3.07..... in the following subjects :

a) Core Language :

- |                  |            |
|------------------|------------|
| i) English (C) ✓ | iii) ..... |
| ii) .....        | iv) .....  |

b) Elective subject :

- |                         |                     |
|-------------------------|---------------------|
| i) Physics ✓            | viii) Accountancy ✓ |
| ii) Chemistry ✓         | ix) Economics ✓     |
| iii) Biology ✓          | x) .....            |
| iv) Mathematics ✓       | xi) .....           |
| v) Computer Science ✓   | xii) .....          |
| vi) Phy. Edn. ✓         | xiii) .....         |
| vii) Business Studies ✓ | xiv) .....          |

The sanction is subject to the fulfilment 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 provide additional suitable facilities for classes XI and XII as per requirements.
2. It will increase the number of books in the library and equipments in the laboratories/work shops with adequate games facilities etc. in consonance with the requirements of the Board for classes XI and XII.
3. It will appoint only qualified staff to teach classes XI and XII as per requirements laid down by the Board.
4. It will provide for adequate co - curricular and extra-curricular activities for the wholesome developements of the students.
5. It will abide by the Affiliation Bye Laws of the Board and other rules and regulations prescribed by the Board from time to time.
6. It will remit Annual Fee Rs. 1000/- regularly. ( In case of overseas Independent Schools @ Rs. 5000/- p.a. and overseas Kendriya vidyalayas @ Rs. 3500/- p.a.).
7. As per Annexure 'A'

Special conditions, if any :-

1. Full scale be given to teachers. Teachers be promoted from PRTs and TGTs to higher grades as per their qualifications and merit.
2. Library needs to be further strengthened.
3. Classes 1A and VB are over crowded. There is need for another section in these classes.
4. Labs to be refurnished.
5. Rate of DA to be increased.
6. 7 teachers presently on PRT pay scale are to be given TGT grade.

Compliance of the conditions should reach to this office with in three months.

Yours faithfully,

  
(SURAJ PARKASH SETHI )  
JOINT SECRETARY (Aff.)

Dated.....

No. C.B.S.E./Aff. /21429

Dated.....

Copy to :

1. The Principal..... St. Mary's Convent School, Dhampur, Bijnor,  
UP -246 761.
2. The Regional Officer, CBSE..... 1/1 Neem sarai, Transport Nagar, Allahabad.
3. The System Analyst, CBSE, Delhi.

JOINT SECRETARY (Aff.)

# Central Board of Secondary Education

2, Community Centre, Shiksha Kendra,  
Preet Vihar, Delhi - 110092

Affln. No.....

21429

## Other Conditions :

Conditions for which Compliance to be submitted with in 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 granted, 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 from time to time to bring it at par with that to the 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 harrasment at the work place and to abide by the guidelines and norms prescribed by the Hon'ble Supreme Court of India in W.P. (Uttaranchal) No. 666-70 of 1992 Vishakha and others state of Rajasthan and others delivered on 13/08/1997. *criminal*
10. ~~Rs ..... on account of annual fee for ..... years may please be remitted.~~
11. 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-	Students	Rs.
500	Students	Rs. 60,000
501 -	750	Rs. 80,000
751 -	1000	Rs. 1,00,000
above	- 1000	Rs. 100/- per student rounded to nearest thousand

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

*ASD*  
JOINT SECRETARY (AFF.)