



Central Board of Secondary Education

(An Autonomous Organisation under the Union Ministry of Human Resource Development Govt. of India)
"SHIKSHA KENDRA", 2, COMMUNITY CENTRE, FREET VIHAR, VIKAS MARG, DELHI-110 092.

No. CBSE/AFF/130097/EX-02027-1516/2015/

SPEED POST
811961

Dated: 19.01.2015

THE MANAGER,
SMT. GODAVARI DEVI SARAF HIGH SCHOOL,
SHREERAM NAGAR POST, GARIVIDI,
VIZIANAGARAM DISTT. - 535101,
ANDHRA PRADESH.

Sub: Extension of Provisional Affiliation to the above said school beyond 31.03.2015.

Sir/Madam,

With reference to your online application dated 27/06/2014 on the subject cited above, I am directed to convey sanction for regularization of Extension of Provisional Affiliation of the school with the Board for its **Secondary School Examination** for a further period of five years w.e.f. **01.04.2015 to 31.03.2020** 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 class.

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.(Amended Rule 15.11)
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. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
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 X: -

	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)	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

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7. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
8. 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.
9. Other conditions are enclosed as per **Annexure 'A'**.

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

- a) As per Amended rule – 10.2 of chapter II in affiliation Bye-Laws of the Board, the salary should now be paid through Electronic Clearing Service (ECS) from the date of first appointment of the teachers on probation.
- b) The School Managing Committee has not been constituted as per Affiliation Bye-laws of the Board, therefore, it may be reconstituted by including 02 representatives each of teachers, parents and CBSE. The school is also required to forward 5-6 names of the Principals of the nearby CBSE affiliated school (2-3 of them may be from KVs / JNVs) for approval 02 of them as Board's nominees for inclusion in School Managing Committee.
- c) There are a few teachers untrained whereas the school is required to appoint only trained and qualified teachers as per norms of the Board.
- d) The school is required to appoint more trained and qualified PRTs & TGTs to maintain section-teacher ratio as per norms and furnish a fresh staff statement accordingly.
- e) The school is required to ensure that pay-scales, DA and other admissible allowances are being paid to all the staff members at par with the corresponding categories of employees working in the State/Central Govt. Schools. Also photocopy of acquaintance roll of latest month duly signed by all recipients and a certificate from the Bank to this effect are required to be submitted.
- f) The school is required to furnish an affidavit in original sworn in before the first class magistrate to the effect that the school is not sponsoring candidates of any other school/Board in the Board examination.
- g) The enrolment of students in many sections is high. Hence, the school is strictly advised to maintain optimum number of 40 students in each section as per norms.
- h) The school is running 26 sections against 27 classrooms. Hence, the school is required to clarify as to how it is accommodating the present sections.

Yours faithfully,

ASSTT. SECRETARY (AFF)

Encl: As above

Copy to:-

1. ✓ THE PRINCIPAL, SMT. GODAVARI DEVI SARAF HIGH SCHOOL, SHREERAM NAGAR POST, GARIVIDI, VIZIANAGARAN DISTT. - 533101, ANDHRA PRADESH.
2. THE REGIONAL OFFICER, REGIONAL OFFICE CBSE, 1630A, J BLOCK, 16TH MAIN ROAD, ANNA NAGAR (WEST), TAMIL NADU - 600040, CHENNAI.
3. THE AS (IT), AMC, CBSE FOR DIRECTORY UPDATION.

ASSTT. SECRETARY (AFF)