

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



E-Mail: cbse.aff@nic.in
Website: www.cbse.nic.in
Affiliation Website: www.cbseaff.nic.in

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, VIKAS MARG, DELHI-110 092.

No. CBSE/AFF/1630803/EX-00816-1617/2016 **11072340**

Date: **6/5**/2016

THE MANAGER,
THE INDO BRITISH SCHOOL,
NEAR BHART MARBLES, PATIALA ROAD,
NABHA, PATIALA, PUNJAB-147201 .

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

Sir/Madam,

With reference to your online application dated 13.06.2015 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. **01.04.2016 to 31.03.2021** 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 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 is required to submit certificate from Bank certifying that the salary to the staff is being paid through ECS.
 - c. The School Managing Committee has not been constituted as per Affiliation Bye-laws; therefore, it may be reconstituted by including representatives of teachers, parents and CBSE.
 - d. There are a few teachers untrained whereas the school is required to appoint only trained and qualified teachers as per norms of the Board.
 - e. The school is required to appoint more trained and qualified TGTs to maintain section-teacher ratio as per norms and furnish a fresh staff statement accordingly.
 - f. The FDR, maintained in the joint names i.e. Secretary, CBSE and Manager of the school has already matured. Hence, the school is required to renew the FDR and furnish a copy of the same.
 - g. The school is required to maintain reserve fund as per enrolment of the student.
 - h. The school is required to furnish an affidavit in original sworn in before a First Class Magistrate to the effect that it is not sponsoring candidates of any other school/ Board in the Board's examination.

Yours faithfully,

/
ASSTT. SECRETARY (AFF)

Encl: As above

Copy to:-

1. ✓ The Principal, The Indo British School, Near Bhart Marbles, Patiala Road, Nabha, Patiala, Punjab-147201
2. The Regional Officer, Regional Office CBSE, Sector-5, Panchkula - 134109, Haryana.
3. The AS (IT), AMC, CBSE for DIRECTORY UPDATION.

J. Anand
ASSTT. SECRETARY (AFF)