



**Affiliation Automation and Monitoring System
Central Board of Secondary Education**

Grant Letter for:-SS-00781-1516

Phone: 011-22520242 (Technical Query)
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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, DELHI - 110 092

REGD./SPEED POST

No. CBSE/Aff./SS-00781-1516(531094)/2016/
/04/2016

Dated :

Principal Manager,
H. D. Public School
V & P.O., Baland Distt., Rohtak,
Haryana-124 029.

Sub: Upgradation to + 2 stage - reg.

Sir/Madam,

With reference to your application dated 27/06/2014 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:-

- (a) Languages:- Hindi Core, Hindi Elective, English Core, English Elective.
(b) Elective Subjects:- Sociology, Political Science, History, Accountancy, Business Studies, Economics, Mathematics, Informatics Practices, Physics, Chemistry, Biology, Computer Science, and Physical Education.

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

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.
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.
The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT Govt. from time to time.
The school will provide additional suitable facilities for classes XI and XII, as per requirements laid down in the rules. 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.			
(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	

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.

The school will also abide itself by the conditions of affiliation already prescribed by the State Government concerned. As per Affiliation Bye-laws the optimum strength of a section should not exceed more than 40 students.

School should have at least one adequately equipped computer lab with a minimum of 10 computers and would ensure that the school has a well equipped library with a minimum of 1500 books excluding text books.

Attested

Principal
H.D. Public School,
BALAND (Rohtak)

Sawdy
President
H. D. PUBLIC SCHOOL
BALAND (Rohtak)

Teacher-student ratio of 1:15 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.

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.

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.

The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.

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.

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.

It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.

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.

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 otherwise penalty @ Rs 10,000/- p.m. subject to maximum Rs 50,000/- will be charged for late execution of application.

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.

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	- 14163.9979 sq. mtrs.
(ii)	Total built up area	- 29014.13 sq. mtrs.
(iii)	Area of play ground	- 8094.28 sq. mtrs.
(iv)	No. of class rooms	- 12 (27x20)
(v)	No. of labs	Physics - 01 (40x20)
		Chemistry - 01 (55x20)
		Biology - 01 (33x20)
		Maths - 01 (20x13.5)
		Computer Science - 01 (27x20)
(vi)	Size and number of books in the Library 01 (34x34), No. of Books 4628.	

Special conditions to be complied within three months positively failing which the school is liable for action:-

1. 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.
 2. 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.
 3. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE.
23. Other conditions as per enclosed Annexure 'A'.

Yours faithfully,

ASSISTANT SECRETARY (AFF)

Copy to:-

1. The Principal, H. D. Public School, V & P.O., Baland Distt., Rohtak, Haryana-124 029.
2. The Director (IT), C.B.S.E, Preet Vihar, Delhi alongwith the CD of the inspection of the school conducted by the Inspection Committee constituted by the Board.
3. The Regional Officer, CBSE Regional Office, Sector-5, Panchkula-134109, Haryana.
4. The Assistant Secretary (IT), AMC Unit, CBSE, Preet Vihar, Delhi.

ASSISTANT SECRETARY (AFF)