CENTRAL BOARD OF SECONDARY EDUCATION
(AFFILIATION BRANCH)
Shiksha Kendra,2 Community Centre,Preet Vihar,Delhi-110 301

REGD

No.CBSE/AFF/530719(SS-00257-0910)/2009/ 17393 Date: 6/03/2009

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The Manager,
St. Xavier Sr. Sec. School,
Near Railway Colony ,
Dist.& Teh.Sirsa - 125055
Haryana.

Sub: Fresh Composite Provisional Affiliation upto Sr.Sec.level to the above said school. (Switch Over Case).

Sir/Madam,

With reference to your online application dated 28/02/2008 on the subject cited above, I am directed to convey the sanction for **Composite Provisional Affiliation upto Senior Secondary School Examination** of the Board for a period of **three years** w.e.f. **1/4/2009 to 31/3/2012**.

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

Language: English Elective, Hindi Elective, Punjabi and English Core and Hindi Core.

Elective Subjects: Physics, Chemistry, Biology, Mathematics, Economics, Geography, History, Computer Science, Business Studies, Accountancy, Political Science, Physical Education Painting and Music.

The sanction is 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 classes:

1. **"School will follow the syllabus on the basis of curriculum prescribed by NCERT for the middle classes".**
2. The school will follow syllabi and courses as per scheme of studies prescribed by the Board for Secondary School Examination and changes made therein from time to time.
3. 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 in class XI and XII
(b)	1.5 acre	1875	03 in each class	04 in class XI and XII
(c)	2.0 acre	2500	04 in each class	04 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

Contd...2/-

4 The School will not sponsor candidates for Board's examination of any other School/Branch, which is not affiliated.

5 **The school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.**

6 **Service conditions, pay and allowances and other benefits to the employees of the school shall be at least at par with that of corresponding categories of employees working in Government Schools of the State in which the school is located. An undertaking to this effect be sent to C.B.S.E.**

7 Service agreement be executed with the staff as per norms generally accepted by the State Government concerned.

8 The school will help the Board in the smooth conduct of the examination by providing the necessary accommodations i.e. Rooms, Halls, etc. available in the school premises and furniture at its disposal for holding its examinations free of charges if required.

9 The school will spare sufficient teachers, for invigilation purpose at the examinations of the Board, as may be required

10 The school will spare its teachers for evaluation of answer-books for the Board's examinations, if required.

11 The school will provide Laboratories, Library and other facilities as per norms of the Board.

12 The school will abide itself by the conditions of affiliation already prescribed by the State Government concerned.

13 **The school should have at least one adequately equipped computer lab with a minimum of 10 computers or computer student ratio of 1:20 and proper software alongwith facility of Broad Band Connectivity with the feature of 'internet always on' from any service provider.**

14 **The school shall promote inclusion of student with disabilities/special needs in the normal school as per provisions of the 'persons with disabilities act -1995'.**

15 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.

16 The rate of tuition fee and other fees charged should be commensurate with the facilities provided.

17 The admission to the school shall be opened to all without any discrimination on the ground of religion, cast or race, place of birth or any of them.

18 No unrecognized classes shall run within the premises of the school or outside in the same name of school.

19 The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.

20 The affiliation Code Number allotted to your school is **530719** This may please be noted and quoted for any correspondence with the Board.

21 The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws/Rules of the Directorate of Education, Delhi in the joint names.

22 **Annual fee of Rs. 4500/- @ Rs.1500/- per annum for three years (01.04.2009 to 31.03.2012)** be also remitted at an early date. (In case of overseas Independent school @ Rs. 5000/- p.a. and overseas Kendriya Vidyalayas @ Rs. 3500/- p.a.)

23 The school will apply for further Extension of Provisional Affiliation 'on online' through www.cbseaff.nic.in with the prescribed fee of **Rs. 12,500/-** and other essential documents before 30th June of the preceding year before the expiry of the date of provisional affiliation.

24. In the case of switch over from other Boards, the school is required to withdraw its affiliation from other Board as dual affiliation is not permissible. Also other Board classes-IX and XI will not be continued w.e.f. 01.04.2009. However, for the Class-X/ XII Examination to be held in the year 2009 & 2010, the school will sponsor its students for other Board only.

Contd...3/-

25. The school will open CBSE pattern classes IX and XI **w.e.f. 2009.** Accordingly, 1st Batch of Class X / XII of the school will be appeared at the Board's Examination to be held in the year **2011.**

26. **The school shall sponsor regularly its bonafide and eligible students in Board's class X/XII Examination from the year mentioned above without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates. Failure to do so will lead to *suo moto* withdrawal of the affiliation of the school for secondary Examination granted by the Board.**

27. The 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		- 2.5 acres
(ii)	Total built up area		-Not mentioned.
(iii)	Area of play ground		-Not mentioned.
(iv)	No. of class rooms		- 34
(v)	No. of labs	Biology	-1
		Physics	-1
		Chemistry	-1
		Maths	-0
		Computer Science	-0
		Composite Science lab	-0
(vi)	Size and number of books in the Library		-2 -Size24X22-No.of Books20104

28. Other conditions are as per Annexure 'A' enclosed.

29. **Special conditions to be complied within three months:-**

(i) The school is advised to use the name of the school strictly as mentioned in NOC.

(ii) 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.

(iii) The school library needs to be enriched with more books.

(iv) The Science Labs are not sufficient as per scheme of studies prescribed by the Board and therefore they needs to be upgraded.

(v) The school has not set up Composite Science Lab as well as Maths Lab.

Yours faithfully,

(JOSEPH EMMANUEL)
DEPUTY SECRETARY (AFF)
Dated :26/03/2009

No. CBSE/Aff./530701(SS-00524-0910)/2009

Copy to:-

1. The Principal, St. Xavier Sr. Sec. School, Near Railway Colony ,Dist.& Teh. Sirsa – 125055 Haryana
2. The Suptd.P.S.,For Director, School Education ,Government of Haryana, Office of Director, School Education, 30 Bays Building, 3rd Floor, Sector-17 B, Chandigarh-160017.
3. The Regional Officer, CBSE , Sector-5, Panchcula with the request to allow the school to sponsor candidates strictly on the norms stated above.
4. The AMC Unit, CBSE, Preet Vihar, Delhi.

DEPUTY SECRETARY (AFF)