



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

No. CBSE/Aff./1630544/EX-01432-1819/2018

1432966

Dated: 20.10.2018

The Manager,
Green Land Convent School,
New Subhash Nagar,
Near Basti Jodhewal, Ludhiana,
Punjab-141003.

Sub: Extension of Provisional Affiliation to the above said school (Affiliation no. 1630544) beyond 31.03.2018 - reg.

Sir/Madam,

This is with reference to the inspection held on 26.09.2018 and inspection report received on the above subject.

In this connection, I am directed to convey the sanction for extension of provisional affiliation of the school with the Board for its **Secondary School Examination** and **Senior School Certificate Examination** for a further period of **five years w.e.f. 01.04.2018 to 31.03.2023** subject to the fulfillment of the following conditions:-

1. The School is required to abide itself by the Examination/Affiliation-Bye-Laws of the Board.
2. **The School is required to apply on online for further extension of affiliation along with the requisite fee and other documents by 30th June of the preceding year in which the Provisional Affiliation expires as per Rule 15.11 of Affiliation Bye Laws.**
3. The school must follow Uniform System of Assessment, Examination and Report Card for classes VI-IX from Academic Year 2017-18 onwards as per the Board's Circular No.: Acad-14/2017, dated 21.03.2017.
4. The school must submit its information through Online Affiliated School Information System (OASIS) as per the Board's Circular No.: CBSE/Aff./4/Circular/2016, dated 10.11.2016, within 30 days from the receipt of this grant letter. Link for OASIS is available on Board's website : www.cbse.nic.in
5. The school is required to follow the safety guidelines as issued by the Board vide Circular No-19/2017 dated 12.09.2017 captioned "**Safety of Children in schools**".
6. 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.
7. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt from time to time.
8. 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. mtr.	600 upto Class X
(ii)	Sr. Secondary School with two streams		3000 sq. mtr.	900 to Class XII



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CENTRAL BOARD OF SECONDARY EDUCATION

-4-

36. 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).
37. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
38. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
39. 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.
40. The school should keep a copy of Affiliation/ Examination Bye Laws for reference purpose and also advised to visit CBSE websites www.cbseaff.nic.in & www.cbse.nic.in for updates.
41. In case of established violation of the provisions contained in Affiliation/Examination Bye laws of the Board, the school shall be liable for disaffiliation as per Rule No. 17 of Affiliation Bye-laws.
42. The school shall enter into an agreement with the Board detailing the terms and conditions for grant of affiliation, which will be binding on both the parties.
43. The school is required to submit Recognition Certificate as per Section 18(1) of Right to Education Act, 2009. If the same has not been obtained earlier, school is directed to apply for Recognition certificate immediately and submit the same to the Board office within a period of one year on issuance of this grant letter.
It must also be noted that further extension of provisional affiliation and Upgradation will not be considered without valid recognition certificate.
44. The school is required to nominate/relieve the teachers for Evaluation work of Board's Examination every year to avoid any hardship in future.
45. Special conditions to be complied within three months:-
 1. The School is required to appoint trained and qualified Special Educator and Wellness Teacher.

Note: The Board has approved following two principals as Board's nominee to be included in SMC:

1. Principal, KV Badhowal Cantt, Ludhiana
2. Principal, KV No. 2, AFS, Halwara, Ludhiana


DEPUTY SECRETARY (AFF)

Copy to:

1. The Principal, Green Land Convent School, New Subhash Nagar, Near Basti Jodhewal, Ludhiana, Punjab-141003.
2. The Regional Officer, Regional Office, Central Board of Secondary Education, Sector- 5, Panchkula - 134109 (Haryana).
3. The Research Officer (Technology), AMC, CBSE Preet Vihar, Delhi- with a request to update records.


DEPUTY SECRETARY (AFF)