



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

No. CBSE/AFF/1730229/EX-01090-1314/540699

22  
Dated: .03.2013

**The Manager**  
**Emmanuel Mission Sr.Sec. School**  
**Naya Gaon Road, Pali, Rajasthan-306401.**

**Sub: Extension of Provisional Affiliation to the above said school beyond 31.03.2013**

**Sir/Madam,**

This is with reference to your online application executed on 19.01.2012, 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 year(s) **w.e.f. 01.04.2013 to 31.03.2018** subject to the fulfillment of the following conditions:-

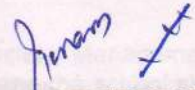
1. The School is required to follow syllabi and course as per scheme of studies prescribed by the Board for the respective Examination.
2. The School is required to abide itself by the Examination/Affiliation-Bye-Laws of the Board.
3. The School is required to apply on online for further extension of affiliation alongwith the requisite fee and other documents by 30<sup>th</sup> 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. 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 :-

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:-		
	<b>Category</b>	<b>Area of land</b>	<b>No. of students</b>
(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**

6. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
7. 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.
8. Other conditions are enclosed as per Annexure 'A'.
9. **Special conditions to be complied within three months:-**
  - a. The School is required to submit renewed sanitary certificate
  - b. The school is required to appoint trained teachers.
  - c. Enrollment of the student in many section is high therefore the enrollment should be maintained with optimum number of 40 students in each section.
  - d. The School is required to submit the Board Examination Result for the Year 2012.
  - e. 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.

Yours faithfully



**ASSISTANT SECRETARY (AFF)**

Encl: As above

1. Pay & allowances of staff should be revised time to time to bring it at par with that of State Government.
2. The service conditions be strictly followed as per State Education Act and Staff Service Regulations/confirmation letters etc. accordingly.
3. 5-6 names of persons (atleast 2 from NVS/JNV) 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.
4. The school shall maintain section teacher ratio at least 1 : 5 at each level i.e. Primary (VI-VI) Secondary (VI-VI) and Sr. Secondary (XI-XII).
5. The school has to constitute a committee for protection of women from sexual harassment of the work place and to abide by the guidelines and norms prescribed by the Hon'ble Supreme Court of India in W.P. Criminal No. 696-70 of 1992 and other State of Rajasthan and other delivered on 13.5.1997.
10. The school shall maintain Reserve Fund in the joint names of the Manager of the school concerned and the Chairman of the Board in the scheduled Bank to the extent indicated below:-

Sl. No.	Amount	Rs. in Lakhs
1	1000	1000
Above	1000	Rs. 100/- per student round to nearest thousand

The interest accruing out of the deposit of reserve fund made by the school at the time of affiliation/extension of affiliation be not withdrawn by the management under any circumstances and so on.

ASST. SECRETARY (AFF)