



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 - 110 301
REGD./SPEED POST

No. CBSE/AFF/3330121/EX-02441-1516/2015 / 873488

Dated: 16.05.2015

The Manager,
Holy Cross Hr. Sec.School,
Pensionbada,Raipur,
Chattisgarh-492001

Sub: Extension of Provisional Affiliation to the above said school beyond 31.03.2015.

Sir/Madam,

This is with reference to your online application No. EX-02441-1516 executed on 20/06/2014, on the above subject. In this connection, I am directed to convey the sanction for regularization of 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. 01.04.2015 to 31.03.2020** 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 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 subject to Maximum of Rs.50,000/-.**
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 **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

Principals Mana
PRINCIPAL,
Holy Cross Sen. Sec. School,
Pension Bada,
Raipur - 492 001 (C.G.)

MANAGER,
Holy Cross Sen. Sec. School,
Pension Bada,
Raipur - 492 001 (C.G.)

Contd....2/-

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

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 contained in Annexure 'A' which is enclosed herewith.**

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

- a. The Extension of Provisional Affiliation up to **Senior Secondary level** w.e.f. 01/04/2015 to 31/03/2020 has been granted provisionally subject to the conditions that the school will pay the pay scale and allowances which should at least be at par with corresponding categories of teachers employed in government institutions of the State Govt. or as per scale prescribed in 6th Central Pay Commission of Govt. of India in respect of its teachers and will make the payment through ECS mode with proper deduction of EPF and other facilities as per norms of the Board. The school is also required to furnish the details of teacher's qualifications.
- b. The School Managing Committee has not been constituted as per Affiliation Bye-laws of the Board; therefore, it may be reconstituted by including 02 representatives each of teachers, parents and CBSE. The school is also required to forward 5-6 names of the Principals of the nearby CBSE affiliated school (2-3 of them may be from KVs / JNVs) for approval 02 of them as Board's nominees for inclusion in School Managing Committee.
- c. The school is required to appoint more trained and qualified **PRTs** to maintain section-teacher ratio as per norms and furnish a fresh staff statement accordingly.
- d. As per letter dated 04/06/2012 of Up-gradation to +2, 1st Batch of student of Class XII should have appeared at +2 Board Examination for the year 2014 but as per online application, students of class XII had appeared for Board Examination in 2012 & 2013 as such the school is required to submit clarification for the same.
- e. The number of students enrolled is very high in Class-I-XII. Therefore enrolment should be maintained with optimum Number of 40 students in each section.
- f. Some teachers have attained the age of **superannuation**, hence the school is required to appoint trained and qualified teachers in place of them on regular basis.
- g. The school is also required to furnish a **Fire Safety Certificate** issued by the competent authorities.
- h. The school is required to maintain renewed FDR of **reserve fund** in the joint names of Secretary, CBSE and Manager of the school as per provisions of Affiliation Bye-Laws of the Board & copy of the same is required to be furnished.
- i. The school is required to submit an Affidavit in original with correct school name and address, sworn in before the First Class Magistrate to the effect that the school is not sponsoring the candidates of any other school/Board in the Board Examination.

Yours faithfully,

ASSISTANT SECRETARY (AFF)

Encl: As above.

Copy to:

1. The Principal, Holy Cross Hr. Sec.School, Pensionbada, Raipur, Chattisgarh-492001.
2. The Regional Officer, CESE, , 6th Floor, Alok Bharti Building, Shaheed Nagar, Bhubaneswar-751007
3. The Asstt. Secy. (IT), AMC, CBSE, Delhi.


PRINCIPAL,
Holy Cross Sen. Sec. School,
Pension Bada,
Raipur - 492001


MANAGER,
Holy Cross Sen. Sec. School,
Pension Bada,
Raipur - 492 001 (C.S.)


ASSISTANT SECRETARY (AFF)

Grant Letter

From: cbse.aff@nic.in (cbse.aff@nic.in)
To: priholycross@gmail.com
Cc: robhubaneshwar.cbse@nic.in
Date: Tuesday, 16 June, 2020, 10:19 pm IST

Dear Sir/Madam,

Online Application No.:- =EX-00486-2021
Scrutiny Status :- Grant Letter.
Letter :-

NO . CBSE/AFF/EX-00486-2021/2020-21/

Dated:
16/06/2020

The Manager,
Holy Cross Hr.Sec. School.
Pensionbada. Raipur
RAIPUR
CHATTISGARH ,RAIPUR , 492001
(M: 7880000506)

Subject : General Affiliation up to Extension of General Affiliation-
regarding.

Ref : Application No. EX-00486-2021 dated 05.01.2019.

With reference to your application on the subject cited above; I am directed to
convey the sanction for General Affiliation as per details given below :

Affiliation No.	3330121
Affiliated for	Extension of General Affiliation
Category	Extension of Affiliation
Period of General affiliation	01.04.2020 to 31.03.2025

The facilities reported at the time of last inspection:

S.No.	Detail	Size
1	Area on which school building situated reported by the IC	12918 sq mtr.
2	Area of play ground	10252 sq mtr.

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

1. The school will follow the **RTE Act, 2009** and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time.
2. The School is required to apply on online for further extension of affiliation along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
3. The school will also abide by the conditions prescribed, if any, by the State Government concerned as mentioned in certificate as per appendix III issued by District Education Officer (DEO) /equivalent officer.
4. The school should ensure the strong governance and management of its

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Pension Bada,
492001 (C.G.)

[Signature]
MANAGER,
Holy Cross Sen. Sec. School,
Pension Bada,

activities in way of comprehensive and quantifiable planning in way of curriculum planning, infrastructure, resources, physical education, staff development and other co-curricular areas.

5. The school should go through the provision of **Affiliation and Examination Bye Laws and keep a copy there of** for reference purpose and also advised to visit CBSE websites i.e. <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates. The School is expected to see all circulars on these CBSE websites regularly.
6. The school will strictly adhere to 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.
7. **Admission to the school** is to be restricted as per relevant rules of Examination Bye-laws and rule 2.4.5, 2.6.5, 7.1, 7.2, 8.4.2, 8.4.10 & other relevant rules of Affiliation bye laws.
8. The school is required to follow rule No.2.4.7 and 2.4.8 of Affiliation Bye Laws regarding Books and Quality of Education.
9. The number of sections in the school are restricted to **34** as per number of sections reported by the IC and shall not be increased without specific approval of the Board. For increase in number of sections, the School shall apply online to the Board as per rule 15.7 of affiliation bye laws.
10. The school shall be solely responsible for any legal consequences arising out of the use of school name/logo/society/trust or any other identity related to running of school affiliated to CBSE. The school shall also be liable to bear all legal charges incurred by the Board, if any, arising out of these circumstances.
11. The school must strive to promote conservation of environment on their campus through rain water harvesting, segregation of waste at source, recycling of organic waste, proper disposal of waste including electronic waste, use of energy saving and energy efficient electrical equipment, greening of campus, use of solar energy, education and awareness amongst children on environment conservation and cleanliness etc.
12. The school shall submit their information through Online Affiliated School Information System (OASIS) as per details given in circular no. affiliation-06/2018 dated 24.04.2018. Link for OASIS is available on Board's website: www.cbse.nic.in.
13. The optimum Section teacher ratio of 1:1.5 as well as student teacher ratio of 30:1 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.
14. Every affiliated school shall sponsor regularly its bonafide and eligible students in Boards Class X and Class XII examinations from the year mentioned while granting affiliation/upgradation regularly without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates.
15. Running of **coaching institutions** in the school premises in the pretext of providing coaching to the students for various examinations is not permitted by the Board. Strict action would be taken on defaulters.
16. The Manager and the Principal of the school shall be jointly responsible for the authenticity of the online/offline documents/ information/data submitted by the School to the Board.
17. Apart from rules to be adhered to by the school as mentioned above for drawing specific attention of the school authorities, the school authorities are

Jyoti Mani
PRINCIPAL,
 Holy Cross Sen. Sec. School,
 Pension Bada,

Mani
MANAGER,
 Holy Cross Sen. Sec. School,
 Pension Bada,

required to acquaint themselves with all the rules contained in Affiliation & Examination Bye-laws and circulars/guidelines/ notification issued by the Board from time to time. Any laxity in following rules/instructions of the Board will lead to action against school as per Chapter 12 of Affiliation Bye-laws-2018.

18. Conditions, if any, to be submitted within 60 days.

Joint Secretary(Affiliation)

* The school is required to submit the details of the area of the campus of previous affiliation/upgradation/subsequent extension. If there is any variation in area of the campus, then school is required to submit its clarification in the matter. The school is required to comply the previous grant conditions if any, imposed by the Board on school at the time of precious grant of affiliation. The grant of extension is subject to the condition that there is no change in land of the school and no show cause/complaint/legal issues pending against the school and subject to fulfillment of previous conditions mentioned in affiliation/upgradation/ subsequent extension granted earlier.

Joint Secretary

Encl: as stated above.

To view detailed letter visit our website. If letter is not placed within 10 days, register your request for letter at cbse.aff@nic.in.

http://cbseaff.nic.in/cbse_aff/Form/Login.aspx

** Please do not reply to this mail.

Central Board of Secondary Education
Affiliation Unit, AMC Cell
Preet Vihar,
Delhi 110092
Email : cbse.aff@nic.in

Sister Maria
PRINCIPAL,
Holy Cross Sen. Sec. School,
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Raipur - 492 001 (C.G.)

[Signature]
MANAGER,
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