

**The Manager,
SAINT CAPITANIO SCHOOL KUARPAR SILCHAR ASSAM
SAINT CAPITANIO SCHOOL, KUARPAR, PO-REGIONAL ENGINEERING COLLEGE
ASSAM, CACHAR, 788010
(M: 03842-241898)**

SUBJECT: -Extension of General Affiliation up to Secondary/Senior Secondary Level.

This is with reference to school application on the subject cited above. In this connection, I am directed to convey the approval of the Board for Extension of General Affiliation as per details given below:-

Affiliation No used as User ID for both OASIS and LOC/Registration System	230080
School No	35166
Affiliated for	Extension of General Affiliation
Category	Extension of Affiliation
Period of affiliation	01.04.2022 to 31.03.2027

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

1. The approval is based upon the documents /data/information uploaded by the school online. The school will be responsible for its genuineness. In case of any discrepancies, necessary action will be initiated against the school as per Affiliation Bye -Laws-2018.
2. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time. The school will also abide by the conditions prescribed, if any, by the State Government concerned.
3. The School is required to apply on online for extension of affiliation along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
4. The school should go through the provision of Affiliation and Examination Bye Laws and subsequent amendment therein as well as circulars and guidelines /instructions issued by the Board time to time and keep a copy there of for reference purpose and is also advised to regularly visit CBSE websites i.e., <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates.
5. The school to renew mandatory certificates from time to time.
6. 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 /activity related to running of school affiliated to CBSE. All legal expenses incurred by the Board, if any, arising out of these circumstances, shall be borne by the school.
"The school shall possess valid fire safety certificate and Building safety certificate during functioning of the school which shall be renewed from time to time as per norms".

DEPUTY SECRETARY/JOINT SECRETARY (AFF.)

ENROLMENT TABLE

SN	Location of School	Campus area	Affiliation Allowed	Optimum No. of Sections (From classes I/VI to X/XII)
A	Areas/Cities mentioned in clause 3.6	1600 sqm	Up to Class-X only	10
B	Areas/Cities mentioned in clause 3.6	2400 sqm	Up to Class-XII	24
C	Areas/Cities mentioned in clause 3.6	3200 sqm	Up to Class-XII	28
D	Class-X Cities (Clauses 3.5) and Areas mentioned in clause 3.7	2000 sqm	Up to Class-X only	10
E	Class-X Cities (Clauses 3.5) and Areas mentioned in clause 3.7	3000 sqm	Up to Class-XII	24
F	Class-X Cities (Clause 3.5) and Areas mentioned in clause 3.7 and Areas/Cities mentioned in clause 3.4	4000 sqm	Up to Class-XII	28
G	Pan India (Clause 3.3)	6000 sqm	Up to Class-XII	38
H	Pan India (Clause 3.2)	8000 sqm	Up to Class-XII	48
I	Pan India (Clause 3.2)	>8000 sqm	Up to Class-XII The number of sections shall be restricted in accordance with 'H' above with land requirement unit scaled down to 2000 square meters i.e. 12 sections for every 2000 square meter additional land.	
· The total number of sections taken together for classes XI and XII should not be more than 1/3 of optimum number of section allowed on the basis of land holding for any school.				
· The number of sections and students shall be restricted as per the actual facilities in the school.				
· For class rooms of size less than 500 sq feet the enrolment shall be 0.08 X size of class rooms in sq feet				

Important Notes :-

School is required to appoint special educator & wellness teacher as per affiliation bye laws.



केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

No. CBSE/AFF/Aff no. 230080/EX-00946-1718/2017 / 1232449

Dated: 03/03/2017

The Manager,
Saint Capitanio School,
Kuarpar, PO Regional Engineering College,
Silchar, Dist. Cachar, Assam – 788010

Sub: Extension of Provisional Affiliation to the above said school (Affiliation no. 230080) beyond 31.03.2017 - reg.

Sir/Madam,

This is with reference to your online application registered on 27.06.2016 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. 01.04.2017 to 31.03.2022 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 it's 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 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.
6. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt from time to time.
7. 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

S. Mary
CHAIRMAN
SAINT CAPITANIO SCHOOL
KUARPAP, REC, SILCHAR-10
DIST. CACHAR, ASSAM

Sr. Rosetta

Sr. Rosetta

S. Aggarwal

PRINCIPAL

Manager
ST. CAPITANIO SCHOOL
Kuarpar, Silchar
Secretary
ST. CAPITANIO SCHOOL
Kuarpar, Silchar
PRINCIPAL
ST. CAPITANIO SCHOOL
KUARPAP, REC, SILCHAR-10
DIST. CACHAR, ASSAM

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केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

34. As per RTE act 2009 and Chapter IX rule No. 53.2.2(a) and 53.3, a teacher appointed to teach Class I to V and VI to VIII should pass in the Central Teacher Eligibility Test (CTET)/ State Teacher Eligibility Test (TET) conducted by the appropriate Government in accordance with the guidelines framed by the NCTE for the purpose.
35. 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).
36. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
37. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
38. 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.
39. 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.
40. 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.
41. 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.
42. Special conditions to be complied within three months:-
 - (a) Salary of staff of the school is not being paid as per norms. The school is required to pay salary to its staff at par with corresponding category of employees of the concerned State/U.T. Government through ECS Mode and furnish the banker certificate to this effect accordingly.
 - (b) There are a few teachers untrained whereas the school is required to appoint only trained and qualified teachers as per norms of the Board.
 - (c) Number of books in the library is not as per Affiliation Bye-laws. As per norms there should be at least five books per child in the school library excluding text books, magazines, dailies etc.
 - (d) The school is required to add dailies in school library.
 - (e) As per Rule No. 72 of Affiliation Bye-Laws, the accounts of school should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared as per rules. A copy of each of the Statement of Accounts should be sent to the Board every year. Hence, the school is required to submit Audited Account Statements as per norms.

DEPUTY SECRETARY (AFF)

Copy to:

1. The Principal, Saint Capitanio School, Kuarpar, PO Regional Engineering College, Silchar, Dist. Cachar, Assam - 788010
2. The Regional Officer, Regional Office, Central Board of Secondary Education, Shilpogram Road (Near Sankardev Kalakshetra), Panjabari, Guwahati-781037.
3. The Research Officer (Technology), AMC, CBSE Preet Vihar, Delhi- with a request to update records.

S. Mary
SAIN: CAPITANIO SCHOOL
KUARPAN, REC, SILCHAR-10
DIST. CACHAR, ASSAM

S. Rosette
Manager
ST. CAPITANIO SCHOOL
Kuarpar

S. Rosette
Secretary
ST. CAPITANIO SCHOOL
Kuarpar

K. J. J.
DEPUTY SECRETARY (AFF)

S. J. J.
PRINCIPAL
ST. CAPITANIO SCHOOL
KUARPAN, REC, SILCHAR-10
DIST. CACHAR, ASSAM

"शिक्षा केन्द्र", 2. सामुदायिक केन्द्र, प्रीत विहार, दिल्ली
"Shiksha Kendra", 2. Community Centre, Preet Vihar, Delhi