



**केन्द्रीय माध्यमिक शिक्षा बोर्ड**  
**Central Board of Secondary Education**  
**संबंधता - Online School Affiliation & Monitoring System R-2.0**  
**As per new Affiliation Bye-Laws**



Contact Us

Grant with Condition Letter for:-EX-01295-1920

**NO . CBSE/AFF/EX-01295-1920/2019-20/**

**Dated:**  
**24/09/2020**

**The Manager,**  
**M.G. Convent School**  
**Barnala road Near Baba Mallo Shaheed Gurudwara**  
**Moga**  
**PUNJAB ,MOGA , 142039**  
**(M: 01636258008)**  
**Subject : Extension of General Affiliation- regarding.**  
**Ref : Application No. EX-01295-1920 dated 14.03.2018.**

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 :

<b>Affiliation No.</b>	<b>1630794</b>
<b>Affiliated for</b>	<b>Extension of General Affiliation</b>
<b>Category</b>	<b>Extension of Affiliation</b>
<b>Period of General affiliation</b>	<b>01.04.2019 to 31.03.2024</b>

**The facilities reported at the time of last inspection:**

<b>S.No.</b>	<b>Detail</b>	<b>Size</b>
<b>1</b>	<b>Area on which school building situated reported by the IC</b>	<b>10117 Sq. Mtrs.</b>
<b>2</b>	<b>Area of play ground</b>	<b>5000 Sq. Mtrs.</b>

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

- 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 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.
- 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.
- The school should ensure the strong governance and management of its activities in way of comprehensive and quantifiable planning in way of curriculum planning, infrastructure, resources, physical education, staff development and other co-curricular areas.
- 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.
- 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.
- 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.
- 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.
- The number of sections in the school are restricted to **27** 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.
- The school shall be solely responsible for any legal consequences arising out of the use of school

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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 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. The school shall be responsible to immediately comply with the conditions mentioned in the grant letter and shall also maintain record of certificates, compliances, data and other records/information and shall be fully responsible to produce all such records before Board when asked for, Failing which necessary action shall be taken as per Affiliation-Bye-Laws of the Board.

**Deputy Secretary (Affiliation)**

\* School has upload Recognition Certificate in vernacular language, Hence, the School is required to upload Recognition Certificate once again as English/Hindi or submit true translated copy duly notarized.

\* The school has uploaded an affidavit which is not as per affiliation Bye-laws, hence, school is also upload all 03 affidavit in one PDF: 1. Affidavit of non-proprietary character APPENDIX-IV as per affiliation by laws of the Board, 2. No member is related to each other in School Managing Committee, 2. Not Sponsoring of candidates from other Board

\* As per IC report, land area mention is 10117 sq. mtrs. (2.4 acre). But in the uploaded land certificate land area is 9067.50 sq. mtrs (2.24 acre ). Therefore, school is required to give the clarification on the same.

\* The seal of signing authority on submitted Certificate of Building Safety in vernacular language, therefore, the school is required to prepared Building Safety Certificate duly issued from concerned/Competent Authority, i.e., PWD Department of the State Government or submitted true translated copy of duly notarized.

\* The school is required to furnish valid & latest Health & Sanitary Certificates issued by the competent authorities/concerned department i.e. Municipal Corporation of the concerned State Govt. instead of Safe Water Drinking.

\* It is mandatory for school to report and submit the status and action taken with relevant documents on Show Cause Notice issued from the Board, Surprise Inspection Report, and Complaint against school, Legal case, if any. The school also required to report and submit supportive document with reason, if there any change in area of land from Up-gradation grant letter (whichever is later) and non-compliance of conditions of last grant letter, if any.

\* The school library needs to be enriched with more books and periodicals etc.

\* The school is required to upload income & expenditure and audited annual accounts statement of last three years duly certificate by the Chartered Accountant as per Board norms in the mane of school instead of Society/Trust.

\* Video link is not working, hence, the school is required to provide the same.

Deputy Secretary

Encl: as stated above.