



## 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/ 2730383(EX-00913-1617)/2016 | 1086999

Dated: 01/05/2016  
06

The Manager,  
M K Convent School,  
Mungeshpur Qutabgarh,  
Delhi-110039.

Recognised up to Sr. Sec. Level by D.O.E  
Vide Letter No. EO Zone X / upgradation/2003-04  
Sr Sec /1282-91 dated 8-12-2003 and  
Affiliated to CBSE No. 2730383

**Sub: Extension of Provisional Affiliation to the above said school beyond 31.03.2016**

Sir/ Madam,

This is with reference to your online application executed on 18/06/2015, 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 Examiantion** for a further period of **Five year(s) w.e.f. 01.04.2016 to 31.03.2021** 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 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.			

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PRINCIPAL  
MK CONVENT SCHOOL  
DELHI - 110039

PRINCIPAL  
MOTHER KHAZANI CONVENT SR SEC SCHOOL  
MUNGESHPUR - DELHI - 110039  
AN ISO : 9001-2001 Certified Institution



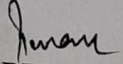


(e) Schools running on less than 01 acre campus shall restrict number of students as follows:

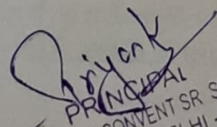
Category	Area of land	No. of students
(i) Secondary School	2000 sq. mtr.	600 upto Class X
(ii) Sr. Secondary School with two streams	3000 sq. mtr.	900 to Class XII

6. The school will strictly adhere with all rules regarding safety of students including 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 to 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 maintain section teacher ratio 1:1.5 for each level.
- b. The school is required to ensure that pay-scales, DA and other admissible allowances are being paid either at par with the corresponding categories of employees working in the State Govt. Schools or as per VIth Pay Commission of Government of India and disburse the salary through ECS facility as per norms of the Board.
- c. School is required to submit latest sanitary condition certificate issued from the competent Authority of concerned department.
- \*\* The Extension of Provisional Affiliation upto Secondary level/Senior Secondary level w.e.f. 01/04/2016 to 31/03/2021 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 the school will make payment through ECS mode & will appoint teaching & non teaching staff possessing the qualifications prescribed for each post in the Affiliation Bye-Laws. Further, the school is required to submit EPF challan in respect of its employee to the Board.

Yours faithfully,

  
ASSISTANT SECRETARY (AFF)

Encl: As above

  
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