



## Grant Letter

CBSE/Aff/P-17

Phone: 22509252-57-59  
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Gram:CENBOSEC, DELHI

Central Board of Secondary Education  
Shiksha Kendra, 2, Community Centre, Preet Vihar, Vikas Marg, Delhi-110 092.  
(AFFILIATION BRANCH)

CBSE/Affl./EX-00370-1011/2007-08/

Date: 14/06/2010

To, The PRESIDENT  
J P Academy, P.O. Rajpura, Mawana Road, Meerut – 250001, Uttar Pradesh

Sub: Extension of Provisional affiliation to the above said school beyond 31.03.2009  
Sir/Madam,

With reference to your online application dated 01.09.2008 on the subject cited above, I am directed to convey 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. **01.04.2009** to **31.03.2014** subject to the fulfillment of the following conditions in addition to the general conditions intimated at the time of grant of provisional affiliation for secondary and senior secondary classes.

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 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.
4. 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.

5. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
6. 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.
7. Other conditions are enclosed as per **Annexure 'A'**.
8. Special conditions to be complied within three months:-
  1. The school is 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.
  2. The school is required to enhance reserve fund in accordance with the strength of the students and send a copy of the same.
  3. The school is required to ensure that no staff member may be appointed / continued in the services of the school who has attained the age of superannuation.
  4. Some of the teachers of the school are untrained, hence the school is required to appoint qualified teachers as per norms of the Board.
  5. The school is required to pay salary, DA and other admissible allowances to staff at par with the salary of corresponding categories of employees working in the State Govt. Schools.
  6. Financial position of the school could not be ascertained as the school has not filled the relevant column in the application. Therefore, details of income and expenditure for the last 3 years (i.e. 2007-2009) may be submitted.
  7. As per details of enrolment given by the school, it is not maintaining optimum number of enrolment of students in each class, hence section-wise enrollment of students may be maintained with optimum number of 40 students per section.

Yours faithfully,

(Piush K. Sharma)  
Assistant Secretary (Aff)

Encl: As above

Copy to:-

1. The Principal, J P Academy, P.O. Rajpura, Mawana Road, Meerut - 250001, Uttar Pradesh
2. The Regional Officer, C.B.S.E. - Regional Office, 35-B, Civil Station, M.G. Marg, Civil Lines, Allahabad - 211001, Uttar Pradesh

Assistant Secretary (Aff)

CBSE/AFF/P-18

Annexure-A

CENTRAL BOARD OF SECONDARY EDUCATION  
SHIKSHA KENDRA, 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110 092.

AFFLN. No. CBSE/AFF/2130247(EX-00370-1011)/2010

**Other Conditions:**

Conditions for which compliance to be submitted within three months of issue of sanction letter:-

1. Running starting of Class IX/X & XI/XII without prior Provisional Affiliation upto Secondary level/Sr. Secondary level from the Board would be unauthorized classes and school shall be responsible for the consequences arising out of it.
2. Non-submission of application for extension of provisional affiliation by 30<sup>th</sup> June of the year preceding to the year by which provisional affiliation granted, expires, would also attract violation of provisions of Affiliation Bye-laws.
3. School will not prepare any student/start any class for any other Board except CBSE from their CBSE affiliated school building/premises.
4. 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.
5. Pay & Allowances to staff should be revised time to time to bring it at par with that to State Government.
6. The service conditions be strictly followed as per State Education Act and Staff be given appointment/confirmation letters etc. accordingly.
7. 5-6 names of persons (atleast 2 from KVS/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.
8. The school shall maintain section teacher ratio at least 1:1.5 at each level i.e. Primary (I-V) Secondary (VI-X) and Sr. Secondary (XI-XII).

9. The school has to constitute a committee for protection of woman from sexual harassment at 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.666-70 of 1992 Vishaska and other State of Rajasthan and other delivered on 13.8.1997.
10. Rs. ----- on account of annual fee for the ----- years may please be remitted.
11. 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:-

Upto	-	500	Students	Rs.60, 000/-
501	-	750	"	Rs.80, 000/-
751	-	1000	"	Rs.1, 00,000/-
Above	-	1000	"	Rs. 100/- per student round to nearest thousand.

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

ASSISTANT / DEPUTY SECRETARY (AFF)