Gram: CENBOSEC, Delhi-92
Email: cbsedli@nda.vsnl.net.in
Website: www.cbse.nic.in

Phone: 011-22426938
22509252-59, Ext. 225/302
Fax: 22515826

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, VIKAS MARG, DELHI-110 092.

SPEED POST

No. CBSE/Aff./ 830276/SL-00859-1112/2011/ 318302 Dated: 26.05.2011

The Manager,
St.Norbert School,
Sringeri Road, Herekere,
Post Box No. 61, Koppa,
Chickmaglur,
Karnataka- 577126.

Sub: Fresh Composite Provisional Affiliation to the above said school.(Middle to Secondary)

Sir/Madam,

With reference to your online application dated **22/06/2010** on the subject cited above, I am directed to convey the sanction for **Composite Provisional Affiliation for Secondary School Examination (Middle to Secondary)** of the Board for a period of **three years w.e.f. 01.04.2011 to 31.03.2014.**

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

1. **"School will follow the syllabus on the basis of curriculum prescribed by NCERT for the middle classes".**
2. The school will follow syllabi and courses as per scheme of studies prescribed by the Board for Secondary School Examination and changes made therein from time to time.
3. 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 X :-

	Campus area	Enrolment	No. of Sections (pre-primary to X)
(a)	1.0 acre	1250	02 in each class
(b)	1.5 acre	1875	03 in each class
(c)	2.0 acre	2500	04 in each class

(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.

4. The School will not sponsor candidates for Board's examination of any other School/Branch, which is not affiliated.

Contd.....2

4. **The school shall sponsor regularly its bonafide and eligible students in Board's class X Examination from the year mentioned above without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates. Failure to do so will lead to *suo moto* withdrawal of the affiliation of the school for secondary Examination granted by the Board.**
5. The school should not start Class XI/XII without written approval of the Board. The Board shall not be responsible for any consequences in case class XI/XII is started without following the Affiliation Bye Laws and obtaining the prior approval of the Board.
6. **The school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.**
7. **Service conditions, pay and allowances and other benefits to the employees of the school shall be at least at par with that of corresponding categories of employees working in Government Schools of the State in which the school is located. An undertaking to this effect be sent to C.B.S.E.**
8. Service agreement be executed with the staff as per norms generally accepted by the State Government concerned.
9. The school will help the Board in the smooth conduct of the examination by providing the necessary accommodations i.e. Rooms, Halls, etc. available in the school premises and furniture at its disposal for holding its examinations free of charges if required.
10. The school will spare sufficient teachers, for invigilation purpose at the examinations of the Board, as may be required
11. The school will spare its teachers for evaluation of answer-books for the Board's examinations, if required.
12. The school will provide Laboratories, Library and other facilities as per norms of the Board.
13. The school will abide itself by the conditions of affiliation already prescribed by the State Government concerned.
14. **The school should have at least one adequately equipped computer lab with a minimum of 10 computers or computer student ratio of 1:20 and proper software alongwith facility of Broad Band Connectivity with the feature of 'internet always on' from any service provider.**
15. **The school shall promote inclusion of student with disabilities/special needs in the normal school as per provisions of the 'persons with disabilities act -1995'.**
16. The school and its records shall be opened for inspection by an officer/official of the Board or an authorized representative of the Board/State Educational Department at any time and the school shall furnish information as may be asked for by the Board/State Government from time to time.
17. The rate of tuition fee and other fees charged should be commensurate with the facilities provided.
18. The admission to the school shall be opened to all without any discrimination on the ground of religion, cast or race, place of birth or any of them.
19. No unrecognized classes shall run within the premises of the school or outside in the same name of school.
20. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
21. The affiliation Code Number **already** allotted to your school is **830276.** This may please be noted and quoted for any correspondence with the Board.
22. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws/Rules of the Directorate of Education, Delhi in the joint names.
23. **Annual fee of Rs. 4500/- @ Rs.1500/- per annum** for three years **(01.04.2011 to 31.03.2014)** be also remitted at an early date. (In case of overseas Independent school @ Rs. 5000/- p.a. and overseas Kendriya Vidyalayas @ Rs. 3500/- p.a.)
24. The school will apply for further Extension of Provisional Affiliation 'on online' through www.cbseaff.nic.in with the prescribed fee of **Rs. 25000/-** and other essential documents before 30th June of the preceding year before the expiry of the date of provisional affiliation.

Contd.....3

25. The school is eligible to open CBSE pattern classes IX **w.e.f. 01.04.2011.** Accordingly, 1st Batch of class X of the school will be appeared at the Board's Examination to be held in the year **2013.**

26. **The accounts should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared as per rules. A copy each of the Statements of Accounts should be sent to the Board every year.**

27. School will provide physical facilities as per norms of the Board. The facilities reported at the time of last inspection are as given under:-

a.	Area of school campus		-		02 acres and 09 guatas
b.	Total built up area		-		3942.21 sq. m
c.	Area of playground		-		9790.00 sq. m
d.	No. of classrooms		-	22	22'x22'
e.	No. of other rooms		-	04	Various size
f.	No. of labs:				
		Physics Lab	-	01	36'x22'
		Chemistry Lab	-	01	36'x22'
		Biology Lab	-	01	36'x22'
		Maths Lab	-	01	22'x22'
g.		Computer lab	-	01	36'x22'
h.	Library		-	01	66'x22'
i.	Number of books in the Library		-		3705

28. Other conditions are as per **Annexure 'A'** enclosed.

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

a. More books should be purchased for Library.

Yours faithfully,

(JOSEPH EMMANUEL)
DEPUTY SECRETARY (AFF)

Encl: As above

No. CBSE/Aff./ 830276/SL-00859-1112/2011/ **Dated: 26.05.2011**

Copy to: -

1. The Principal, St.Norbert School, Sringeri Road, Herekere, Post Box No. 61, Koppa, Chickmaglur, Karnataka- 577126.
2. The Regional Officer, CBSE, Regional Office, Plot No. 1630 A, "J" Block, 16th Main Road, Anna Nagar West, Chennai-600040.
3. The Concerned Desk Officer (AFF), CBSE, Delhi.
4. The AMC, CBSE, Preet Vihar, Delhi-110092.

DEPUTY SECRETARY (AFF)