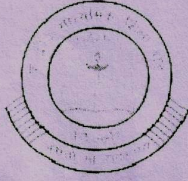


Fax : 0172-2585163  
E-mail : ropanchkula.cbse@nic.in

फोन / Phones : 0172-2585193  
0172-2583547  
0172-2585577



केन्द्रीय माध्यमिक शिक्षा बोर्ड  
(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)  
सैक्टर 5, पंचकूला - 134 152 (हरियाणा)  
**CENTRAL BOARD OF SECONDARY EDUCATION**  
(An autonomous organization under the Union Ministry of Human Resources Development)  
SECTOR 5, PANCHKULA - 134 152 (HARYANA)

Ref. No.: RO/CBSE/PKL/REGN./2016-17

15.06.2016

The Principal,  
Mata Sahib Kaur Senior Secondary School,  
Pacca Khera, Padha,  
Distt. Karnal,  
Haryana-132036.

Sub: Allotment of Regional School Number / Code i.e. 20896.

Sir/Madam,

Consequent upon the affiliation granted by the Board to your School, we welcome you in the family of CBSE. Since, our Affiliation Unit at Hqrs., Delhi has already allotted you its Affiliation Number i.e. **531285**. Similarly, this office has also issued a Regional School Number / Code i.e. **20896** which may please be quoted in all future correspondences to be made with this office. Kindly ensure that you are visiting our official website, i.e. [www.cbse.nic.in](http://www.cbse.nic.in) regularly in order to upgrade yourself, as all the latest information/circulars etc. are being uploaded on our website for the information of the schools and general public. You are requested to email us at [ropanchkula.cbse@nic.in](mailto:ropanchkula.cbse@nic.in) for further inquiry regarding User ID & Password of your school.

However, we look forward for a long term association with your institution.

Yours faithfully

(R. J. KHANDERAO)  
REGIONAL OFFICER

Phone: 011-22520242 (Technical Query)  
Phone: 011- 22528257 (General Queries Reg. Affil.)  
Fax: 011-22540655



E-Mail: [cbse.aff@nic.in](mailto:cbse.aff@nic.in)  
Website: [www.cbse.nic.in](http://www.cbse.nic.in)  
Affiliation Website: [www.cbseaff.nic.in](http://www.cbseaff.nic.in)

## 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/ 531285-SS-01151-1516 | 1078807

Dated: 19 /05/2016

The Manager,  
Mata Sahib Kaur, Senior Secondary School,  
Pacca Khera, Padha, Dist. Karnal,  
Haryana - 132 036.

**Subject: Fresh Composite Provisional Affiliation upto Senior Secondary level to the above said school under switch over category.**

Sir/Madam,

With reference to your online application dated 30/05/2014 on the subject cited above, I am directed to convey the sanction for **Composite Provisional Affiliation for Secondary School Examination and Senior Secondary School Certificate Examination** of the Board for a period of three years w.e.f. **01/04/2016 to 31/03/2019**. The following subjects have been sanctioned to be introduced at Senior Secondary classes:-

- Languages:- English Core, English Elective, Hindi Core, Hindi Elective and Punjabi.
- Elective Subjects: Mathematics, History, Business Studies, Accountancy, Physical Education, Political Science & Economics.

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

- The affiliation Code Number allotted to your school is **531285**. This may please be noted and quoted for any further correspondence with the Board.
- 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.
- The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X. As per the newly implemented CCE scheme vide Circular No. 39/20-09-2009 dated 20.09.2009, the students of class X will appear in the Summative Assessment-II (SA-II) conducted at the school level only. However, those students of class X, who opt to move out from CBSE system in Class XI to any other Board, will exercise the option to appear in the SA-II conducted at the Board level. Both the students will get the same certificate issued by the Board at the end of class X.
- It is the case of switch over from State Board; the school is required to withdraw its affiliation from State Board as dual affiliation is not permissible. Also State Board classes IX and XI will not be continued w.e.f. **01/04/2016**. However, for the Class X and XII Examination to be held in the year **2016 & 2017**, the school will sponsor its students for State Board only.
- The school will provide additional suitable facilities for classes XI and XII, as per requirements laid down in the rules.
- It will increase the number of equipments in the Laboratories/Workshops with adequate games facilities etc. in consonance with the requirements of the Board for Classes XI & XII.
- 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 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 each in class XI and XII
(b)	1.5 acre	1875	03 in each class	04 each in class XI and XII
(c)	2.0 acre	2500	04 in each class	04 each in class XI and XII

- 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.

Contd.....2/-

(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. mtrs	600 upto Class X
(ii)	Sr. Secondary School with two streams	3000 sq. mtrs	900 upto Class XII

9. School should have at least one adequately equipped computer lab with a minimum of 10 computers and would ensure computer student ratio of 1:20 at least. Proper software along with facility of Broad Band connectivity with the feature of 'internet always on' from any service provider to be ensured.
10. The school will provide well equipped Library with all relevant reference books to the academic level of students and would keep at least 05 books per student subject to a minimum of 1500 books excluding text books.
11. As per Affiliation Bye-laws the optimum strength of a section should not exceed more than 40 students.
12. The school will also abide itself by the conditions of affiliation already prescribed by the State Government concerned.
13. The section teacher ratio of 1:1.5 is to be maintained to teach various subjects and school shall appoint qualified & trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.
14. 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.
15. The school will strictly adhere with 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.
16. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
17. 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.
18. The accounts should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared in the name of school, as per rules. A copy each of the Statements of Accounts should be sent to the Board every year.
19. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
20. 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.
21. The school will apply for further Extension of Provisional Affiliation 'on online' through [www.cbseaff.nic.in](http://www.cbseaff.nic.in) with the prescribed fee of ₹ 2000/- and other essential documents before 30<sup>th</sup> June of the preceding year before the expiry of the date of provisional affiliation otherwise penalty ₹ 50,000/- will be charged for late execution of application.
22. The school will open CBSE pattern classes IX & XI ~~2015-2016~~. Accordingly, 1<sup>st</sup> Batch of class X & XII of the school will be appeared at the Board's Examination to be held in the year 2016.
23. School will provide physical facilities as per norms of the Board. The facilities reported at the time of last inspection are as given under:-

(i)	Area of school campus	-	8501	Sq. Mtrs.
(ii)	Total built up area	-	1250	Sq. Mtrs.
(iii)	Area of play ground	-	4000	Sq. Mtrs.
(iv)	No. of class rooms	-	14	- 18 X 24 (Ft.)
(v)	No. of labs			
	Physics	-	01	
	Chemistry	-	01	
	Biology	-	01	
	Composite Science Lab	-	00	
	Maths	-	01	
	Computer Science	-	01	
(vi)	Size and number of books in the Library			18 X 24 (Ft.), No. of Books 1503.

24. Special conditions to be complied within three months positively failing which the school is liable for action:-

- a) The school is required to maintain section teacher ratio i.e. 1.5 teachers per section at each level and appoint teachers on permanent basis instead of adhoc basis. Hence, a copy of revised staff statement is required to be submitted showing Name, Designation, Qualification, Date of Appointment, Date of Confirmation etc.
- b) The school is required to submit a certificate/proof issued/certified from the Competent Authority/Education Department of the State, to the effect that the school is paying salaries to its staff as per State/Central Govt. norms and also submitted latest copy of acquittance-roll with complete details of all staff i.e. name, designation, pay-scale, salary details etc.
- c) The school is required to submit a certificate from the Bank i.e. Branch Manager through which the salaries are disbursed to the effect that the disbursement of salary is effected through ECS mode.
- d) The school is required to submit a documentary proof regarding implementation and regular deduction of EPF is required to be submitted along with latest Pay Bill and Bank Challan.
- e) The school is required to procure more books relevant to improve the academic level of students in the library and keep at least 05 books per student in the library subject to a minimum of 1500 books excluding text books (intimate total books in the library).
- f) The school is required to purchase latest apparatus/equipments and chemicals for labs. Submit supportive evidences.
- g) The school is required to submit certificates of Health-Sanitation Certificate issued from concerned/competent authority of the State Government.
- h) Composite Science lab is undersized. Therefore, the school is required to shift the lab in bigger room & intimate the size (L X W (Ft.)).

25. Other conditions as per enclosed Annexure 'A'.

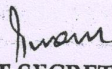
Yours faithfully,

ASSISTANT SECRETARY (AFF.)

No. CBSE/Aff./ 531285-SS-01151-1516

Copy to:-

1. The Principal, Mata Sahib Kaur, Senior Secondary School, Pacca Khera, Padha, Dist. Karnal, Haryana - 132 036.

  
ASSISTANT SECRETARY (AFF.)

Dear Sir/Madam,

Online Application No.:- =EX-02476-1920

Scrutiny Status :- Grant Letter.

Letter :-

NO . CBSE/AFF/EX-02476-1920/2019-20/

Dated:  
29/04/2020

The Manager,  
MATA SAHIB KAUR SENIOR SECONDARY SCHOOL  
VILLAGE-PACCA KHERA P.O. PADHA  
Karnal  
HARYANA ,KARNAL , 132036  
(M: 01802598500)

Subject : Extension of General Affiliation- regarding.

Ref : Application No. EX-02476-1920 dated 21.05.2018.

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 :

Affiliation No.	531285
Affiliated for	Extension of General Affiliation
Category	Extension of Affiliation
Period of General affiliation	01.04.2019 to 31.03.2024

The facilities reported at the time of last inspection:

S.No.	Detail	Size
1	Area on which school building situated reported by the IC	1669.26 Sq. Mtrs.
2	Area of play ground	6832.24 Sq. Mtrs.

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

1. The school will follow the **RTE Act, 2009** and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time.
2. 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.
3. 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.
4. 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.