

CBSE/Aff/P-3

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

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

CBSE/Affl/2730543(SL-00166-0809)/2007-08/72485

Date: 12/06/2007  
20/6/07

The Manager  
Basava International School  
Site No. 1, Sector - 23  
Dwarka  
New Delhi -110075

Sub: Request of the School for Provisional Affiliation upto Secondary Level - reg

Sir/Madam,

With reference to your application dated **6/12/2006** and subsequent correspondence /inspection, I am directed to convey the sanction for **Provisional/Composite Provisional Affiliation for Secondary School Examination of the Board** for a period of three years w.e.f. 1.4.2007 to 31.3.2010.

**The above sanction is subject to the fulfillment of the following conditions:**

1. The 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 shall appoint only qualified and eligible staff.
4. 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.
5. The school will spare sufficient teachers, for invigilation purpose at the examinations of the Board, as may be required.
6. The school will spare its teachers for evaluation of answer-books for the Board's examinations, if required.
7. The school will provide Laboratories, Library and other facilities as per norms of the Board.
8. The school will abide itself by the conditions of affiliation already prescribed by the State Government concerned.
9. Service agreement be executed with the staff as per norms generally accepted by the State Government concerned.
10. Service conditions pay and allowance and other benefits to the employees of the school shall be in no way less than that of corresponding 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.
11. 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.

*Gurjan  
Mehsana*  
Principal  
Basava International School  
Plot No.-1, Sector-23, Dwarka,  
New Delhi-110075

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12. The rate of tuition fee and other fees charged should be commensurate with the facilities provided.
13. 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.
14. No unrecognized classes shall run within the premises of the school or outside in the same name of school.
15. The School will not sponsor candidates for Board's examination of any other School/Branch which is not affiliated.
16. 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.
17. 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.
18. The affiliation Code Number allotted to your school is **2730543**. This may please be noted and quoted for any correspondence with the Board.
19. Annual fee of Rs.4500/- @ Rs.1500/- per annum for three years **1.04.2007 to 31.03.2010** be also remitted at an early date.
20. The school should apply for further Extension of Provisional Affiliation before 30<sup>th</sup> June of the preceding year before the expiry of the date of Affiliation 'On Line' through CBSE Website [www.cbseaff.nic.in](http://www.cbseaff.nic.in) or [www.cbse.nic.in](http://www.cbse.nic.in) and send a copy of its confirmation page with prescribed fee of Rs.12,500/- in the shape of Bank Draft drawn in favour of Secretary, CBSE, Delhi.
21. Renewal of Registration of Society be ensured
22. The school will be eligible to open CBSE pattern class IX w.e.f. the session **1.4.2007**. Accordingly 1<sup>st</sup> Batch of class X of the school will be appearing at the CBSE Examination to be held in the year **2009**
23. Other conditions are as per Annexure 'A' enclosed.

**Conditions for immediate compliance:**

1. The school is required to appoint trained/qualified/regular staff and librarian in the school
2. The school is required to constitute School Management Committee as per norms of the Board.

Yours faithfully,

*Joseph Emmanuel*  
(JOSEPH EMMANUEL)  
DEPUTY SECRETARY(AFF)

No. CBSE/Aff./2730543(SL-00166-0809)/2007-08

Date:

**Copy to:-**

1. The Principal, **Basava International School**, Site No. 1, Sector- 23, Dwarka, New Delhi - 110 075
2. The Dy Director of Education, O/o the Dy Director of Education, Distt South West-B, Najafgarh, New Delhi-110043
3. The Regional Officer, CBSE, P.S. 1-2, Institutional Area, I.P. Ext. Patparganj, Delhi-92

*Deputy Secretary(AFF)*

*Gurjan  
Mehta*

**Principal**  
**Basava International School**  
**Plot No.-1, Sector-23, Dwarka,**  
**New Delhi-110077**

# Central Board of Secondary Education

2, Community Centre, Shiksha Kendra,  
Preet Vihar, Delhi - 110092

Affln. No. 2730543

## Other Conditions :

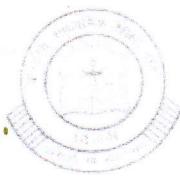
Conditions for which Compliance to be submitted with in three months from the date of issue of sanction letter :-

1. Running /Starting of class IX/X or XI/XII without prior Provisional Affiliation upto Secondary level /Sr. Secondary level from the Board would be unauthorised and school shall be responsible for the consequences arising out of it.
2. Non submission of application for extension of Provisional Affiliation by 30th 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 effects.
5. Pay and allowances to staff should be revised from time to time to bring it at par with that to the 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 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
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 women 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 Vishakha and others state of Rajasthan and others delivered on 13/08/1997.
10. Rs. 4500/- on account of annual fee for ..... 03 ..... 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 Secretary 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 rounded to nearest thousand

Principal  
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*Gujujan  
Mehrotra*



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

CBSE/AFF/2730543/2007/ 98876

Dated

19/11/07

The Manager,  
Basava International School  
Site No.1, Sector 23  
Dwarka  
New Delhi-110075

SUB: Permission to sponsor the names of candidates for the All India Secondary School Examination, 2008

Sir/Madam,

With reference to your letter No. CBSE/SP/06/ dated 26.6.2007 requesting for grant of Special Permission to sponsor 28 candidates who are presently studying in Class X in Board's AISSE 2008, I am directed to inform you that the said request of the school has been acceded to by the Board and school has been granted Special Permission to sponsor the candidates in Board's AISSE 2008 as a special case subject to the conditions that all these candidates are bona fide students of the school and have not taken admission directly in Class X in the academic session 2007-08.

In view of the above, I am to request you kindly to contact the Regional Office, CBSE, P.S. 1-2, Institutional Area, I.P.Ext.Patparganj, Delhi-110092 for collecting the blank list of candidates and other relevant material for the examination to be held in the year 2008 only.

Yours faithfully

*mmf*  
(JOSEPH EMMANUEL)  
DEPUTY SECRETARY(AFF)

*Gujujan  
Mehrotra*

Principal  
Basava International School  
Plot No.-1, Sector-23, Dwarka,  
New Delhi-110077



# केन्द्रीय माध्यमिक शिक्षा बोर्ड

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

## CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organization under the Ministry of Education, Govt. of India)

NO. CBSE/AFF./2021

Dated: 27.07.2021  
Circular No. 13/2021

### Circular

**Subject:** Grant of approval/ permission on one time basis in respect of applications registered under SARAS for session 2022-23 due to COVID- 19 pandemic situation- reg.

The Board has implemented the School Affiliation Re-engineered Automated System (SARAS) from March, 2021 in tune with the mandate of the National Education Policy 2020. The essence of the system is disposal of the cases in a time-bound manner so as to avoid undue harassment to the stakeholders.

It has been noticed that the schools are facing problems in procuring mandatory documents required as per Affiliation Bye Laws 2018, as the Govt. offices in the States are not functioning with full strength due to COVID-19 pandemic. In absence of mandatory certificate(s), the applications under SARAS for session 2022-23 are getting rejected and school needs to apply afresh with requisite fees.

Therefore, in order to avoid hardship to the schools/ students, the Competent Authority of the Board, after due consideration has accorded one time relaxation for furnishing relevant safety certificates, thereby granting approval to the schools that had applied under SARAS for the following categories of school for session 2022-23:-

Sl. No.	Category of Application
01	Extension of Affiliation
02	Section increase
03	Introduction of Additional Subject
04	Permission of two Shifts
05	Permission of name change of school/ society (As per status of school)
06	Transfer of school from one society to another

However, for categories under serial no. 02 to 06, applicant schools must ensure submission in the SARAS portal category specific documentary requirement as per the Affiliation Bye-Laws, 2018.

However, the above mentioned categories schools must update the Mandatory Certificates under the Mandatory Public Disclosure on the school website with a prominent icon levelled as "Mandatory Public Disclosure" in compliance to Board's Circular No. 09/2021 dated 21.05.2021, during the running of the school to ensure safety of the students.

In this regards, the applicant schools must ensure the following directions of the Board:-

1. All cases of extension of affiliation registered upto session 2022-23 shall be granted extension for a period of 05 years irrespective of the stage where application is pending i.e. be at scrutiny level, Inspection Committee level, Deficiency/ compliance level etc.

Contd..

*Gurjan  
Mehra*  
Principal  
Basava International School  
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New Delhi-110077

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2. The school shall ensure the availability of fire safety, building safety and all other mandatory certificates which should be valid and renewed on the day of operation and during running of the school, so that the safety of the students are ensured.
3. The school shall maintain records of certificates, compliances, data and other relevant information and shall be fully responsible to produce all such records before Board and appropriate Government Authorities as and when asked for. Non-compliance of the norms shall attract penal provisions under clause 12 of the Affiliation Bye Laws.
4. The school will also ensure that it is in possession of the all documents/certificates as specified in clause 2.5.5 of Affiliation Bye-Laws, 2018.
5. The extension of affiliation is being granted as one time measure. However, the cases where the Show Cause Notice were communicated or grievance / legal cases are pending against the school, the Board will take further decision in this matter in due course as per relevant clause(s) of Affiliation Bye-Laws 2018.
6. In respect of above mentioned categories of schools, the Board reserves the right to conduct inspection as per clause 11.2 and 11.4 of Affiliation Bye Laws, 2018.
7. In case of already rejected cases, registered in the SARAS portal for 2022-23 session, the cases shall be considered on suo-moto basis.

This issues with the approval of the Competent Authority.

*Anurag Tripathi*  
**(Anurag Tripathi)**  
**Secretary, CBSE**

**Distribution to:**

1. All Managers/ Principals of Independent category schools Affiliated to CBSE.
2. The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi 110016.
3. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Institutional Area, Sector 62, Noida 201307, District Gautam Budh Nagar, Uttar Pradesh.
4. The Director, Central Tibetan School Administration, EssEss Plaza, Community Centre, Sector3, Rohini, Delhi 110085.
5. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi 110054.
6. The Director of Public Instruction (Schools), Union Territory Secretariat, Sector 09, Chandigarh 160017.
7. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim 737101.
8. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar 791111.
9. The Director of Education, Govt. of A& N Islands, Port Blair 744101.
10. All Education Secretaries of States/ UTs.
11. All HODs of CBSE.
12. Deputy Secretary to the Chairman, CBSE for kind information to the Chairman.
13. The SPS to Secretary, CBSE.
14. The Joint Secretary (A & L), CBSE.
15. The Deputy Secretary (Co-ordination Unit), CBSE.
16. The PRO, CBSE, Delhi for due Publicity
17. All the Regional Directors/ Regional Officers/ COE Heads of CBSE with the request to disseminate the information further.
18. The Joint Secretary (IT), CBSE, Preet Vihar, Delhi 92 with request to upload the Circular in the main page as well as in the SARAS Portal for information to all stake holders and to update the SARAS portal accordingly.

*Anurag Tripathi*  
**(Anurag Tripathi)**  
**Secretary, CBSE**  
**Principal**  
**Basava International School**  
**Plot No.-1, Sector-23, Dwarka,**  
**New Delhi-110077**

*Gujjan  
Mehulalia*