



केन्द्रीय माध्यमिक शिक्षा बोर्ड
Central Board of Secondary Education
संबंधता - Online School Affiliation & Monitoring System R-2.0

As per new Affiliation Bye-Laws



Contact Us

Grant with Condition Letter for:-EX-00318-1920

NO . CBSE/AFF/EX-00318-1920/2019-20/

Dated:
27/06/2020

The Manager,
st stephens secondary school
Makarwall Road Ajmer
Ajmer
RAJASTHAN ,AJMER , 305004
(M: 2640851,2641851)

Subject : Extension of General Affiliation- regarding.

Ref : Application No. EX-00318-1920 dated 09.01.2018.

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.	1730247
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	14634.44 SQM (Total Land Area)
2	Area of play ground	8088.92 SQM

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.
5. The school should go through the provision of **Affiliation and Examination Bye Laws and keep a copy there of** for reference purpose and also advised to visit CBSE websites i.e. <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates. The School is expected to see all circulars on these CBSE websites regularly.
6. The school will strictly adhere to 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.
7. **Admission to the school** is to be restricted as per relevant rules of Examination Bye-laws and rule 2.4.5, 2.6.5, 7.1, 7.2, 8.4.2, 8.4.10 & other relevant rules of Affiliation bye laws.
8. The school is required to follow rule No.2.4.7 and 2.4.8 of Affiliation Bye Laws regarding Books and Quality of Education.
9. The number of sections in the school are restricted to **72** as per number of sections reported by the IC and shall not be increased without specific approval of the Board. For increase in number of sections, the School shall apply online to the Board as per rule 15.7 of affiliation bye laws.

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For St. Stephen's School Society Ajmer

Principal

St. Stephen's Senior Secondary School
Ajmer

B. Tolumbie
MANAGER

10. The school shall be solely responsible for any legal consequences arising out of the use of school name/logo /society/trust or any other identity related to running of school affiliated to CBSE. The school shall also be liable to bear all legal charges incurred by the Board, if any, arising out of these circumstances.
11. The school must strive to promote conservation of environment on their campus through rain water harvesting, segregation of waste at source, recycling of organic waste, proper disposal of waste including electronic waste, use of energy saving and energy efficient electrical equipment, greening of campus, use of solar energy, education and awareness amongst children on environment conservation and cleanliness etc.
12. The school shall submit their information through Online Affiliated School Information System (OASIS) as per details given in circular no. affiliation-06/2018 dated 24.04.2018. Link for OASIS is available on Board's website: www.cbse.nic.in.
13. The optimum Section teacher ratio of 1:1.5 as well as student teacher ratio of 30:1 is to be maintained to teach various subjects and school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.
14. Every affiliated school shall sponsor regularly its bonafide and eligible students in Boards Class X and Class XII examinations from the year mentioned while granting affiliation/upgradation regularly without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates.
15. Running of **coaching institutions** in the school premises in the pretext of providing coaching to the students for various examinations is not permitted by the Board. Strict action would be taken on defaulters.
16. The Manager and the Principal of the school shall be jointly responsible for the authenticity of the online/offline documents/ information/data submitted by the School to the Board.
17. Apart from rules to be adhered to by the school as mentioned above for drawing specific attention of the school authorities, the school authorities are required to acquaint themselves with all the rules contained in Affiliation & Examination Bye-laws and circulars/guidelines/ notification issued by the Board from time to time. Any laxity in following rules/instructions of the Board will lead to action against school as per Chapter 12 of Affiliation Bye-laws-2018.
18. Conditions, if any, to be submitted within 60 days.

Joint Secretary(Affiliation)

* The school is required to submit the details of the area of the campus of previous affiliation/upgradation /subsequent extension. If there is any variation in area of the campus, then school is required to submit its clarification in the matter. The school is required to comply the previous grant conditions if any, imposed by the Board on school at the time of previous grant of affiliation. The grant of extension is subject to the condition that there is no change in land of the school and no show cause/complaint/legal issues pending against the school and subject to fulfillment of previous conditions mentioned in affiliation/upgradation/ subsequent extension granted earlier.

Joint Secretary

Encl: as stated above.

For St. Stephen's School Society Ajmer

B. Jolumberi
MANAGER


Principal

St. Stephen's Senior Secondary School
Ajmer



CENTRAL BOARD OF SECONDARY EDUCATION

"SHIKSHA KENDRA", 2, COMMUNITY CENTRE, PREET VIHAR, DELHI - 110 301

REGD. / SPEED POST

Dated: 24 /03/2014

Sub: Extension of Provisional Affiliation to the above said school beyond 31.03.2014.

This is with reference to your online application No. EX-00450-1415 executed on 02/05/2013, on the above subject. In this connection, I am directed to convey the sanction for regularization of 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 years w.e.f. 01.04.2014 to 31.03.2019** subject to the fulfillment of the following conditions:-

- 8/22

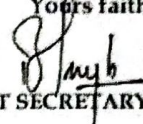
Contd...

B. Columbia
MANAGER

Principal
St. Stephen's Senior Secondary School
Aimer

- f) Number of books in the library is not as per Affiliation Bye-laws. As per norms there should be at least 1500 books per child in the school library excluding text books, magazines, etc.
- g) School is required to furnish affidavit to the effect that school is not sponsoring students for other school.

Yours faithfully,



ASSISTANT SECRETARY (AFF)

Encl: As above

For St. Stephen's School Society Ajmer

B. Jolumberia
MANAGER



Principal

St. Stephen's Senior Secondary School
Ajmer



Phone: 011-22426938
22509252-59, Ext. 225/302
Email: cbseaff@nda.vsnl.net.in

Central Board of Secondary Education

Shiksha Kendra, 2, Community Centre, Preet Vihar, Vikas Marg, Delhi-110 092.

CBSE/AFF/1730247 (Ex-00553-0910)/2008/ **SPEED POST**
162143

Dated: 5/2/2008

✓ The Principal,
St. Stephen's Secondary School,
Makarwali Road,
Ajmer, Rajasthan- 305006.

Sub: Extension of Provisional Affiliation to the above said school beyond 31.03.2009.

Sir,

With reference to your online application dated 15/5/2008 on the subject cited above, I am directed to convey sanction for extension of provisional affiliation of the school with the Board for its **Senior Secondary School Examination** for a period of five year(s) w.e.f. **01.04.2009 to 31.03.2014** in the subjects in which the School already stands affiliated, 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. It is also to inform you that the procedure regarding upgradation to +2 level/extension /Permanent affiliation/Introduction of additional subject has been automated and the applications are to be sent through website on www.cbseaff.nic.in alongwith requisite fee and copy of registration page and necessary document by post to CBSE.
4. The School Managing Committee does not reveal CBSE nominees as per the norms. The school is required to forward a penal of 05 Principals of Senior Secondary schools affiliated to CBSE (atleast 02 from JNV/K.V.) for approval of the CBSE nominees in the School Managing Committee.
5. The school has as many as 03 untrained teachers whereas only trained and qualified teachers are required to be appointed by the school.
6. The school is required to maintain optimum strength of 40 students per section in each class as the enrollment in each section upto class- XII is high.

Other conditions are enclosed as per Annexure 'A'.

You are requested to send compliance of the above within 60 days of issue of this letter.

Yours faithfully,

(KHUSHAL SINGH)
ASSTT SECRETARY (AFFLN.)

End: As above.

Copy to:

1. The Regional Officer, CBSE, Todarmal Marg, Ajmer, Rajasthan.
2. The AMC, CBSE, Preet Vihar, Delhi.

ASSTT SECRETARY (AFFLN.)

For St. Stephen's School Society Ajmer

B. J. J. J.
MANAGER

Principal

St. Stephen's Senior Secondary School
Ajmer

Central Board of Secondary Education

2, Community Centre, Shiksha Kendra,

Preet Vihar, Delhi - 110301

Affln. No. 1730247

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 harrasment 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. on account of annual fee for..... 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

The intrest accruing out of the deposit of reserve fund made by the institution at the time of Affiliation / extesion of affiliation be not withdrawn by the management under any ciicumstances what so ever.

ASSTT./DEPUTY SECRETARY (Aff.)

For St. Stephen's School Society Ajmer

B. J. Jolundie
MANAGER

Principal

St. Stephen's Senior Secondary School
Ajmer

Central Board of Secondary Education

Shiksha Kendra, 2, Community Centre, Preet Vihar, Vikas Marg, Delhi-110 092.

(AFFILIATION BRANCH)

REGD

No. CBSE/Aff./1730247/2005/ 49538-542

9/12/05

✓ The Manager,
St. Stephen's Secondary School,
Makarwali Road,
AJMER-305006 (RAJASTHAN)

**Sub: Fresh Composite Provisional Affiliation to the above said school
upto Senior Secondary Level.**

Sir/Madam,

With reference to your application dated - and subsequent correspondence with the school/inspection in this regard, I am directed to convey the sanction for Provisional/Composite Provisional Affiliation for Secondary School Examination/Senior School Certificate Examination of the Board for a period of three years w.e.f. 01.04.2006 to 31.03.2009.

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

1. The school will follow the national syllabus 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/Senior School Certificate 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.
12. The rate of tuition fee and other fees charged should be commensurate with the facilities provided.

For St. Stephen's School Society Ajmer

B. Jaiswal
MANAGER

Principal

St. Stephen's Senior Secondary School
Ajmer

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 1730247. This may please be noted and quoted for any correspondence with the Board.
19. Annual fee @ Rs.1000/- per annum for the year(s) 01.04.2006 to 31.03.2009 (03 yrs.) 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.)
20. The school will apply for further Extension of Provisional Affiliation on the prescribed form together with the prescribed fee and other essential documents in the preceding year before the expiry of the date.
21. Renewal of Registration of Society be ensured.
22. The school is also advised to implement Rule 11, Sub. Clause (3) of chapter-2 of Affiliation Bye-laws whereby it is required that all the affiliated schools will grant full waiver of fees (except the meal and transportation fees) from class VI onwards to each girl student who is also the single child of her parents. You are also advised to furnish regular quarterly report to the Board in the prescribed proforma(Annexure - A)
23. Strength of students in a section does not exceed 35 in view of size of class rooms.
24. The school is required to add more books in the reference section of library.
25. The labs are properly equipped.
26. Activity classes are taken up methodically.
27. The school is required to create more facilities in games and sports.
28. The school is required to organize regular Orientation course for staff.
29. The school is required to appoint more qualified and trained teachers.
30. The school is required to submit the balance sheet for the years 2003 & 2004.
31. The school is required to ensure that the reserve funds are maintained in the joint name i.e. Secretary, CBSE and Manager of the School/Society.
32. The school is required to intimate the size of Playground.
33. Other conditions as per Annexure-B (enclosed).

SUBJECTS PROPOSED TO BE INTRODUCED:

CORE: English

ELECTIVE: Physics, Chemistry, Mathematics, Biology, Computer Science, English, Hindi, History, Geography, Political Science, Economics, Business Studies, Accountancy.

Yours faithfully,

(JOSEPH EMMANUEL)

ASSISTANT SECRETARY (AFF)

No. CBSE/Aff./1730247/2005/

Copy to:-

1. The Principal, St. Stephen's Secondary School, Makarwali Road, Ajmer-305006, Rajasthan
2. The Deputy Director (Madhyamik), Madhyamik Shiksha, Rajasthan, Bikaner.
3. The Regional Officer, CBSE, Todarmal Marg, Ajmer,
4. The A.M.C., CBSE, Preet vihar, Delhi.

ASSISTANT SECRETARY (AFF)

Principal

St. Stephen's Senior Secondary School
Ajmer

For St. Stephen's School Society Ajmer

B. Jambhale
MANAGER