



17-8-11

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## 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 - 110092  
(AFFILIATION BRANCH)

REGD/SPEED POST

No. CBSE/Aff./530934-SS-01057-1112/329591

Dated: 27/07/2011  
5/8

To  
The Manager,  
National Montessori Convent School,  
Fatehabad Road, Bhattu Kalan,  
Haryana - 125053

Sub: Fresh Composite Provisional Affiliation to the above said school. (Switch Over Case)  
Sir/Madam,

With reference to your online application dated 30/06/2010 on the subject cited above, I am directed to convey the sanction for Composite Provisional Affiliation for Secondary School Examination 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:

	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.
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.


Manager  
National Montessori Convent School  
Affiliation No. 530934  
BHATTU (Fatehabad)

Principal  
N.M.C. School  
(Affiliated to C.B.S.E.)  
Bhattu Kalan (Fatehabad)

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8. The school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.
9. 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.
10. Service agreement be executed with the staff as per norms generally accepted by the State Government concerned.
11. 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.
12. The school will spare sufficient teachers, for invigilation purpose at the examinations of the Board, as may be required
13. The school will spare its teachers for evaluation of answer-books for the Board's examinations, if required.
14. The school will provide Laboratories, Library and other facilities as per norms of the Board.
15. The school will abide itself by the conditions of affiliation already prescribed by the State Government concerned.
16. 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.
17. 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'.
18. 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.
19. The rate of tuition fee and other fees charged should be commensurate with the facilities provided.
20. 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.
21. No unrecognized classes shall run within the premises of the school or outside in the same name of school.
22. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
23. The affiliation Code Number allotted to your school is **530934**. This may please be noted and quoted for any correspondence with the Board.
24. 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.
25. Annual fee of ₹ 4500/- @ ₹ 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 @ ₹5000/- p.a. and overseas Kendriya Vidyalayas @ ₹ 3500/- p.a.)
26. 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 ₹ 25,000/- and other essential documents before 30<sup>th</sup> June of the preceding year before the expiry of the date of provisional affiliation.
27. In the case of switch over from other Boards, the school is required to withdraw its affiliation from such Board as dual affiliation is not permissible. Also other Board classes IX/XI will not be continued w.e.f. 01.04.2011. However, for the Class X/XII Examinations to be held in the year 2011-12, the school will sponsor its students for other Board only. The School should not start class XI under State Board.
28. 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.

  
Manager  
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Affiliation No. 530934  
BHATTU (Fatehabad)

  
Principal  
N.M.S. School  
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Bhattu Kohn (Fatehabad)

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29. The school is eligible to open CBSE pattern classes IX w.e.f. 01.04.2011. Accordingly, 1<sup>st</sup> Batch of class X of the school will be appeared at the Board's Examination to be held in the year 2013.
30. 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                    | - 9796.946 Sq. mtrs. |
| b. Total built up area                      | - 2700 Sq. mtrs.     |
| c. Area of play ground                      | - 6000 Sq. mtrs.     |
| d. No. of class rooms                       | - 10 - 24 X 18 Ft.   |
| e. No. of labs:                             |                      |
| Computer Science                            | - 01 - 24 X 18 Ft.   |
| Maths lab                                   | - 01 - 17.4 X 18 Ft. |
| Composite Science lab                       | - 01 - 40 X 24 Ft.   |
| f. Number of books and Size in the Library- | 2227 - 30 X 18 Ft.   |
31. Other conditions are as per Annexure 'A' enclosed.

32. Special conditions to be complied within three months:-

1. The School is required to construct more class rooms for higher classes.

Yours faithfully,

(JOSEPH EMMANUEL)  
DEPUTY SECRETARY (AFF.)

No. CBSE/Aff./530934-SS-01057-1112

Dated: 27/07/2011

Copy to:-

1. The Principal, National Montessori Convent School, Fatehabad Road, Bhattu Kalan, Haryana - 125053
2. The Regional Officer, Regional Office CBSE, Sector-5, Panchkula – 134109.
3. The Suptd. P.S., For Director, of School Education, Government of Haryana, Office of Director, School Education, 30 Bays Building, 3<sup>rd</sup> Floor, Sector – 17 B, Chandigarh – 160017.
4. Desk Officer, Haryana.
5. The Dy. Secy. (IT), AMC, CBSE, Preet Vihar, Delhi.

  
DEPUTY SECRETARY (AFF.)

  
Manager  
National Montessori Convent School  
Affiliation No. 530934  
BHATTU (Fatehabad)

  
Principal  
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Bhattu Kalan (Fatehabad)

केन्द्रीय माध्यमिक शिक्षा बोर्ड  
Central Board of Secondary Education  
संबंधता - Online School Affiliation & Monitoring System R-2.0  
As per new Affiliation Bye Laws



Grant Letter for: EX-00678-1920

NO. CBSE/AFF/EX-00678-1920/2019-20/

Dated:  
04/07/2020

The Manager,  
national montessi convent school  
fatehabad road, bhattu kalan  
Bhattu  
HARYANA ,FATEHABAD , 125053  
(M: 01667252350)

Subject : Extension of General Affiliation- regarding.  
Ref : Application No. EX-00678-1920 dated 25.01.2018.

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.	530934
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	9797 Sq. Meters
2	Area of play ground	6000 Sq. Meters

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

- 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 is required to apply online for further extension of affiliation along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
- 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.
- 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.
- 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.
- 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.
- Admission to the school** is to be restricted as per relevant rules of Examination Bye-laws and rule 2.4.5, 2.6.5,

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 **20** 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.
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](http://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.

**Deputy Secretary (Affiliation)**

\*N.A.

Deputy Secretary

Encl: as stated above.

  
**Manager**  
 National Montessori Convent School  
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**Principal**  
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