

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



E-Mail: cbse.aff@nic.in
Website: www.cbse.nic.in
Affiliation Website: www.cbseaff.nic.in

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organization 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/SS-00098-1314/1230041/2013/524849

Dated: 15.02.2013

The Manager,
Rayburn High School,
New Lamka (H), P.O. Box-32,
Churachandpur,
Manipur-795128.

Sub: Fresh Composite Provisional Affiliation upto Senior Secondary level to the above said school under switched over category.

Sir/Madam,

With reference to your online application dated 14.11.2011 on the subject cited above, I am directed to convey the sanction for **Composite Provisional Affiliation for Secondary School Examination and Senior School Certificate Examination** of the Board for a period of **three years** w.e.f. **01.04.2013 to 31.03.2016**. The following subjects have been sanctioned to be introduced at Senior Secondary classes :-

- (a) **Languages:-** English Core/Elective, Hindi Core/Elective, Manipuri, Mizo
- (b) **Elective Subjects:** Physics, Chemistry, Biology, Mathematics, Computer Science, History, Geography, Political Science, Economics, Psychology, Sociology, Home Science, Accountancy, Business Studies.

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 implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X.
3. 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 of 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.
4. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT.
5. The school will follow syllabi and courses as per scheme of studies prescribed by the Board for Secondary School Examination and Senior School Certificate Examination and changes made therein from time to time."
6. It will provide facilities for adequate co-curricular and extra-curricular activities for the wholesome development of the students.
7. It will abide itself by the Affiliation Bye.Laws of the Board and other rules and regulations prescribed by the Board from time to time.
8. It is case of switch over from State Board; the school is required to withdraw its affiliation from such Board as dual affiliation is not permissible. Also State Board classes IX and XI will not be continued w.e.f. 01.04.2013 However, for the Class X and XII Examination to be held in the year 2014, the school will sponsor its students for State Board only.

Contd...2...

9. 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
(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.			

10. The School will not sponsor candidates for Board's examination of any other School/Branch, which is not affiliated.
11. **The school shall sponsor regularly its bonafide and eligible students in Board's class X and XII 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.**
12. **The school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.**
13. **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. .**
14. Service agreement be executed with the staff as per norms generally accepted by the State Government concerned.
15. 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.
16. The school will spare sufficient teachers, for invigilation purpose at the examinations of the Board, as may be required
17. The school will spare its teachers for evaluation of answer-books for the Board's examinations, if required.
18. The school will provide Laboratories, Library and other facilities as per norms of the Board.
19. The school will abide itself by the conditions of affiliation already prescribed by the State Government concerned.
20. **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.**
21. **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'.**
22. 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.
23. The rate of tuition fee and other fees charged should be commensurate with the facilities provided.
24. 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.
25. No unrecognized classes shall run within the premises of the school or outside in the same name of school.
26. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
27. 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.
28. The affiliation Code Number allotted to your school is **1230041**. This may please be noted and quoted for any correspondence with the Board.
29. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.

30. The school will apply for further Extension of Provisional Affiliation 'on online' through www.cbseaff.nic.in with the prescribed fee of **Rs. 25,000/-** and other essential documents before 30th June of the preceding year before the expiry of the date of provisional affiliation otherwise penalty @ Rs.10000/- p.m. will be charged for late execution of application.
31. The school will open CBSE pattern classes IX and XI **w.e.f. 1.4.2013**. Accordingly, 1st Batch of class X and XII of the school will be appeared at the Board's Examination to be held in the year **2015**.

32. 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	- 9611.3 sq.mtrs. (2.38 acres)
(ii)	Total built up area	- 5000 sq. mtrs.
(iii)	Area of play ground	- 3500 sq. mtrs.
(iv)	No. of class rooms	- 51 (40x30)
(v)	No. of labs	- 01 (40x30)
	Biology	- 01 (40x30)
	Physics	- 01 (40x30)
	Chemistry	- 01 (40x30)
	Maths	- 01 (40x30)
	Computer Science	- 01 (50x30)
	Composite Science lab	- 01 (50x30)
(vi)	Size and number of books in the Library-	Size (50x30), No. of Books 26296.

33. Other conditions are as per Annexure 'A' enclosed.

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

- 1) Every school should organize at least one week training programme for teachers every year in association with any teachers training institute recognized by the State or Central Government or by any agency identified by the Board.
- 2) Every institute 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.
- 3) It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
- 4) The school is required to submit an affidavit duly Sworn in before First class magistrate to the effect that the Society running the school is "Non Proprietary Character".

Yours faithfully,



DEPUTY SECRETARY (AFF)

24/12/13

Dated: .02.2013

No. CBSE/AFF/SS-00098-1314/1230041/2013

Copy to:-

1. The Principal, Rayburn High School, New Lamka (H), P.O. Box-32, Churachandpur, Manipur-795128.
2. The Regional Officer, **Central Board of Secondary Education, Shilpogram Road, (Near Sankardev Kalakshetra), Panjabari, Guwahati-781037.**
3. The Director(IT), CBSE, Patpar Ganj, Delhi along with the CD of the inspection of the school conducted by the Inspection Committee appointed by the Board.
4. The Jt. Secretary (IT), AMC, CBSE, Delhi.
5. The Desk Officer (concerned), Affiliation, CBSE, Delhi.

DEPUTY SECRETARY (AFF)

24/12/13

**The Manager,
RAYBURN HIGH SCHOOL MANIPUR
NEW LAMKA(H), P.O. BOX-32,CHURACHANDPUR
MANIPUR,CHURACHANDPUR, 795128
(M: 03874-233716)**

SUBJECT: -Extension of General Affiliation up to Senior Secondary Level .

This is with reference to school application on the subject cited above. In this connection, I am directed to convey the approval of the Board for Extension of General Affiliation as per details given below:-

Affiliation No used as User ID for both OASIS and LOC/Registration System	1230041
School No	35308
Affiliated for	Extension of General Affiliation
Category	Extension of Affiliation
Period of affiliation	01.04.2024 to 31.03.2029

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

1. The approval is based upon the documents /data/information uploaded by the school online. The school will be responsible for its genuineness. In case of any discrepancies, necessary action will be initiated against the school as per Affiliation Bye -Laws-2018.
2. The school shall follow all the provisions of Affiliation Bye-Laws- 2018, Examination Bye-Laws, circulars, guidelines, instructions and other amendments issued from time to time by the Board.
3. The School shall possess following valid mandatory documents at all times :
 - a. No Objection Certificate
 - b. Recognition Certificate
 - c. Land Certificate
 - d. Fire Safety Certificate
 - e. Building Safety Certificate
 - f. Certificate of Registration of Society/Trust/Company
 - g. Safe Drinking Water and Sanitary Condition Certificate
4. The School shall also ensure the compliances with the Board's Bye-laws in respect of following facilities and infrastructure within 3 months and submit compliance on SARAS portal.
 1. Boundary Wall: Concrete boundary wall of not less than 6 ft. height, enclosing the school campus/site. Composite boundary walls which are partly concrete and partly grill/mesh/barbed wire below 6 feet will not be acceptable. If fencing/grill is required, then the same should be over and above 6 feet height.
 2. Ramps at the entrance(s) as well as Ramps/lifts for CWSN, to access the upper floors of the school (in case of a multistoried school) (Circular No. CBSE/AFF-05/2023 dated 06.03.2023).
 3. Separate toilets for CWSN, boys and girls on every floor (in case of multistoried schools) (Circular No. CBSE/AFF-05/2023 dated 06.03.2023).

4. Appropriate laboratory infrastructure for Secondary School (Composite Science Lab, Mathematics Lab, Computer Lab) and for Senior Secondary School (Composite Science Lab, Mathematics Lab, Computer Lab, Physics Lab, Chemistry Lab, Biology Lab.) (Circular no. CBSE/AFF-11/2022 dated 04.10.2022)
5. Well stocked library with adequate reading area. (Circular no. CBSE/AFF-11/2022 dated 04.10.2022)
6. Well-developed indoor and outdoor sports facilities. (Circular no. CBSE/AFF-11/2022 dated 04.10.2022)
7. Well-developed Digital Infrastructure (Circular No. CBSE/AFF-10/2023 dated 24.03.2023)

Failure to comply within the prescribed time may invite financial penalty @ 50,000/- per month until compliance is submitted and may debar the school from filling the registration and LOC of students' class IX to class XII, as the case may be.

DEPUTY SECRETARY/JOINT SECRETARY (AFF.)

Note :-

1. The School is required to apply online for extension of affiliation before its expiry along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
2. 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 also abide by the conditions prescribed, if any, by the State Government concerned.
3. 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 /activity related to running of school affiliated to CBSE. All legal expenses incurred by the Board, if any, arising out of these circumstances, shall be borne by the school.
4. The school shall not remove the documents and videography links in the mandatory disclosure section of its website.

This is an electronically generated document. It does not need any signature.

To verify the authenticity of the document , please visit

(<http://www.saras.cbse.gov.in/saras/AffiliatedList/ListOfSchdirReport>).