

APPLICATION FORM FOR AFFILIATION OF SCHOOLS WITH BHARTIYA SHIKSHA BOARD
ONLINE/ OFFLINE APPLICATION FORM PROVIDED IN WEBSITE WWW.BSB.ORG.IN

PART - I

A. GENERAL

1. Name and Address of the School as mentioned in Recognition Certificate/ NOC issued by the State/ UT(s)	M L PUBLIC SCHOOL HIMMATPUR SAI KASGANJ U.P.
2. (a) Complete Address with State & Pin Code (b) Tel. No. with STD Code (c) Mobile No. (d) Email ID	HIMMATPUR SAI KASGANJ U.P. 207123 9837835799, 7055343610
3. Year of Establishment	2011-12
4. Present status of the School: a. Primary/ Middle/ Secondary/ Sr. Secondary b. The category of Affiliation applied for: c. Amount of Fee deposited and its date:	PRIMARY And Middle BOTH 2 Lakhs.
4A. Is School located in the Tribal area as notified by the Govt. of India (B) If yes, then attach Certificate	<input checked="" type="checkbox"/> Yes/ <input type="checkbox"/> No
5. Name of the Society/ Trust running the School with complete address. (Attach a copy of the Memorandum of Association bearing its registration number and giving the particulars of the members of the Society/ Trustees)	SHRI MAKKHAN LAL SHIKSHA PRASAR SAMITI HIMMATPUR SAI KASGANJ U.P. 207123
6. Date up to which the Registration of the Society/ Trust is valid. Attach certificate of Registration Annexure	13-06-2011 to 13-06-2026
7. Whether the School has a duly constituted School Managing Committee as per the regulations of the State/ UT in which the School is situated or Affiliation Bye - Laws of BSB, Chapter - 8.	<input checked="" type="checkbox"/> Yes/ <input type="checkbox"/> No
8. Complete list of the members of the Managing Committee with full Particulars including name, address, occupation, designation, term of membership? Enclose the details Annexure	<input checked="" type="checkbox"/> Yes/ <input type="checkbox"/> No
9. Has the School obtained a Recognition/ NOC from the competent authority of the State/UT for grant of Affiliation of the School to BSB? Enclose the copy of the Recognition. Annexure	<input checked="" type="checkbox"/> Yes/ <input type="checkbox"/> No
10. Submit evidence to the effect that the School is not being run on commercial lines? A copy of each of the latest balance sheet duly signed by the auditors, School prospectus, if any, Fee structure, income & expenditure account, etc., duly signed by the Head of the Institution/ Manager be attached with the report. Annexure	<input checked="" type="checkbox"/> Yes/ <input type="checkbox"/> No



11. Attach an affidavit duly signed by the notary to the effect that the Society/ Trust running the School is non proprietary and not Profit making in Character? Annexure

✓
Yes/ No

12. Whether the School is receiving financial aid from any Govt./Semi Govt./Autonomous/Corporate Body under CSR. If so, details thereof.

✓
Yes/ No

B. STAFF/ QUALIFICATIONS, & SERVICE CONDITIONS

1. (i) The number of Teachers including Librarian, PTI and Principal in position (Regular, Ad hoc or Part - time)

	Regular	Ad hoc	Part Time	Trained	Untrained
a. Principal		1		✓	
b. NTTs		-		-	
c. PRTs		-		-	
d. TGTs		4		✓	
e. PGT		3		✓	
f. Librarian		1		✓	
g. PTI		1		✓	
Total		10			

(ii) The no. of trained and untrained Teachers

2. i). The name of the Principal, Teachers, their designation, qualifications, subjects studied at graduation/ post-graduation level, classes and subjects they are teaching. Date of appointment, Date of confirmation, pay scale.

Annexure

Annex separte staff statement with all above details as Annexure

✓
Yes/ No

ii). Whether the School has appointed Wellness Teacher (Counsellor)? If so, mention particulars

3. Are the service conditions defined? If so, are the services conditions in accordance with those of the centre State/ UT ?

✓
Yes/ No

4. Whether the pay scales being followed as per State Govt. UT or Central Govt. with Pay Scale and Rate of D.A. may be mentioned.

✓
Yes/ No

5. Whether the other allowances as extended to the employees of the State/ UT and Central Govt. are being paid?

✓
Yes/ No

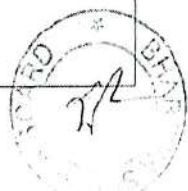


6. Any other benefit such as GPF/CPF/EPF earned leave, etc., may be indicated.	
7. Whether Service Books and Personal Files are maintained?	✓ Yes/No
8. The period of probation and number of Teachers confirmed and on probation.	One year Extendable upto 2 years
9. Whether the payment of salary to the staff is made by cheque or cash or through Bank account transfer Give details.	Bank Account transfer and cash Additionally (in case Bank Account is not Available)
10. If salary is not paid through Bank account transfer, reasons	Bank Account yet not opened Staff members are instructed to open account urgently
10.1 Has the applicant School got NOC from the State Government concerned? If NO,	✓ (Yes/No)
10.2 Has the applicant School intimated to the concerned Education Department of the State about the application made to the Board for seeking Affiliation? If YES, submit evidence.	✓ (Yes/No)

PART - II

A. CAMPUS & BUILDING

1. (i) Campus area both in Sq. Mtr and acres (at site from where the School is presently running) (ii) Built - up area (iii) State the location of the School site	3500m ² (Built Area) } 6015 m ² 2515m ² (Playground) Rural
2. What is the ownership status? Whether the campus area and property Constructed over it belongs to the Society/School? If on lease, for how many years?	Campus Property is on Benami Registry.
3. If there are more than one land documents, indicate whether the plots are contiguous?	Yes
4. Enclose a certified copy of complete Registered land document(s) and land Certificate, completely filled in and issued by a Revenue authority. Enclosed Annexure	Annexure 8 (Land Registration) Annexure 9 (Land certification)
5. Whether the School is housed in a pucca building? If not, whether it consists of tin sheds, asbestos sheets, tents, khaparails, mud - huts, etc.? If so, give details of the area, date of construction, approximate life span of structure, the details of facilities such as electricity ceiling fans, exhaust fans, etc., If the School building consists of khaparails, asbestos sheets, is it situated in a hilly/tribal area?	Standard RCC Structure Brick work, wall with fine plaster and quality Paint and materials Not applicable



6. Infrastructure details the total number of rooms available in the School, Number of rooms, other than Classrooms for Administrations & Co-curricular activities (i.e., Lab, Library, Staff Room, etc.)	No of classroom - 20 Composite Lab - 1 Library - 1 Staff Room - 1 Principal office - 1 Administration - 1
7. Whether the classrooms are adequate to meet the requirements of the students/ subject Teachers/ cocurricular activities?	Yes

B. PLAY GROUND

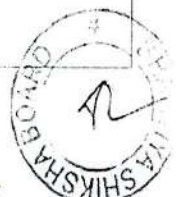
1. Size of Playground and details of Games/ Sports/ Co-curricular activities for which facilities are available	63 X 40 M
2. If the playground(s) is not a part of the School campus, is it easily accessible to students?	Playground is the part of School Campus and easily accessible to the students

C. PHYSICAL AND HEALTH, FIRE, DRINKING WATER AND BUILDING SAFETY CERTIFICATES

1. Whether Health, Fire Safety, Safe Drinking water, building safety Certificates have been obtained from the concerned departments?	Annexure - 10
a. Safe Drinking Water, Health and Sanitation Certificate	HI-TECH TESTING AND RESEARCH CENTER ISO 9001:2015 CERTIFIED AND NABL ACCREDITED LAB.
a. Issuing Authority	
b. Valid Up to	
b. Fire Certificate	FIRE SERVICE, C.F.O OFFICE KASGANJ U.P.
a. Issuing Authority	
b. Valid Up to	22-05-2027 (3 years)
c. Building Safety	ASSISTANT ENGINEER KASGANJ P.W.D. U.P.
a. Issuing Authority	
2. Whether facilities as per (1) above are satisfactory.	Yes
3. No. of toilets available.	Boys 10 Girls 10 Staff 2
4. No. of water taps available.	Boys 07 Girls 07 Staff 02

D. LIBRARY/ FURNITURE/ BOOKS, ETC.

1. Particulars of the Librarian and other library staff	YES
2. Size of the Library	15 X 9 M
3. Whether the library has a reading room for the students/ Teachers?	YES
4. Whether furniture provided is sufficient to meet the present/ future requirements?	YES
5. Total number of books. Subject wise detail of books (List of books not to be annexed).	300



6. Name of journals/ Periodical Newspapers are being subscribed.	10 Amar Ujala, Dainik Jagran Hindustan Times
7. Whether more books are needed to meet the present requirements?	No
8. Whether there is a separate reference section for the staff?	YES
9. Annual Budget for the Library Books/ Magazines, Newspapers, etc.,	25000/-

E. LABORATORIES

1. Details of laboratories

	Number	Size
(i) Composite Science Lab	1	9x6m
(ii) Physics	1	9x6m
(iii) Chemistry	1	9x6m
(iv) Biology	1	9x6m
(v) Computer Science	1	9x6m
(vi) Mathematics	1	9x6m
(vii) Others	3	9x6m

2. Whether each Lab has Sufficient equipment for practical work as per BSB norms applicable for the course for which the School has applied?

3.	
(i) No. of computers available:	25
(ii) Ratio students per computer:	2:1
(iii) Whether Broadband Internet Connection is available	YES

INCOME & EXPENDITURE ACCOUNTS

1. Main Source of Income	TUITION FEE
2. Tuition Fee charged per month	500 PER MONTH
3. Other Fees, registration, cautions money, etc., with details	1000 PER STUDENT PER YEAR
4. Building funds/ Development Charges, if any.	— Annexure 13
5. (a) Does the School maintain separate account other than Society's account?	YES
5. (b) Whether the accounts of the School are maintained properly and regularly audited by a Regd. C.A./ checked by the Audit department of the State?	Yes/ No YES



Part - III

A. ACADEMIC

1. Number of students (Boys and Girls)	400
2. Latest Section wise strength (Annex the statement)	35
3. Total No. of Section	10
4. Total No. of Teachers excluding Principal, PTI and Librarian	10
5. Whether any religious education has been made compulsory in the School? If so, details thereof	NO
6. Are the materials available with the School (Tick the boxes):	<input checked="" type="checkbox"/> Teacher's Manual <input checked="" type="checkbox"/> Certificate for School Based Evaluation <input checked="" type="checkbox"/> Report Card <input checked="" type="checkbox"/> Life Skills Manual <input checked="" type="checkbox"/> School Health Manuals
7. the School providing a School Based certificate in the following classes. Please attach copies (Yes/ No)	<ul style="list-style-type: none"> • Pre - Primary • I - II } ✓ • III - V } ✓ • VI - VIII ✓
8. In case of clubs, tick those which are functioning in the School	<input type="checkbox"/> Eco clubs <input type="checkbox"/> Health and Wellness Clubs <input type="checkbox"/> Heritage Clubs <input type="checkbox"/> Integrity Clubs <input checked="" type="checkbox"/> Reading Clubs <input type="checkbox"/> NCC/NSS <input type="checkbox"/> Any other (Please Specify)
9. Whether the facilities of formative assessment/ third language teaching/ work experience/ PHF are available and their record is being maintained? (Yes/No)	
10. Whether the syllabus prescribed by the <u>Board</u> is <u>being followed</u> ?	<ul style="list-style-type: none"> • Pre - Primary (Yes/ No) ✓ • I - II (Yes/ No) ✓ • III - V (Yes/ No) ✓ • VI - VIII (Yes/ No) ✓

11. Record Keeping	YES
11.1 Recording of formative Assessment in all subjects including types of tasks to be verified.	YES
11.2 Are the records of activities being conducted under co scholastic areas being maintained?	YES
11.3 Comments on the quality of records such as Narrative/ Anecdotal/ Observation tools maintained by Teachers.	YES



12. Whether the Teachers are sent for in service refresher/ re – orientation programmes to update their knowledge and teaching skills? Is so, give details for the last three years.	YES
13. Is the School facilities/ inclusive education of Physically challenged.	YES
14. Is the School exclusively preparing candidates for BSB or some classes of the other Board are functioning in the same building? If so, details	YES
15. Results of the Board's Examination(s) for the last three years (if applicable)	

B. PROSPECTIVE PLANS

1. Whether the School is in a position to fulfil conditions for expansion from Middle class syllabus/ Provisional Affiliation up to Secondary or Sr. Secondary Classes.	
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Signature of the Principal
(With Name & Stamp)
प्रधानाचार्य
एम० एल० पब्लिक स्कूल
हिम्मतपुर सई (कासगंज)

Signature of the Manager/Chairman/President
(With Name & Stamp)
प्रबन्धक
एम० एल० पब्लिक स्कूल
हिम्मतपुर सई (कासगंज)

Annexures :

1. ✓ Certificate of Society Registration
2. ✓ Details of Members of Managing Committee
3. ✓ Copy of Recognition Certificate
4. ✓ Copy of the Balance Sheet of the School
5. ✓ Affidavit of Notary
6. ✓ Staff Statement
7. ✓ Land Certificate
8. ✓ Certificate of Safe Drinking Water
9. ✓ Fire Safety Certificate
10. ✓ Building Safety Certificate
11. ✓ 'Copy of NOC or Intimation Letter sent to the concerned Education Department of the State.'
12. × Certificate of Tribal area as notified by Govt. of India
13. SCHOOL PHOTO
14. Two Lakhs Fees Deposit slip
- 15.

