

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

**PART - 1**

**A. GENERAL**

1. Name and Address of the School as mentioned in Recognition Certificate/ NOC issued by the State/ UT(s)	S-M-D Residential School Beel
2. (a) Complete Address with State & Pin Code (b) Tel. No. with STD Code (c) Mobile No. (d) Email ID	Sonai Mathura 9997584251 smdresidentialschool@gmail.com
3. Year of Establishment	
4. Present status of the School: a. Primary/ <u>Middle</u> / Secondary/ Sr. Secondary b. The category of Affiliation applied for: c. Amount of Fee deposited and its date:	Middle
4A. Is School located in the Tribal area as notified by the Govt. of India (B) If yes, then attach Certificate	Yes/ No <input checked="" type="checkbox"/>
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)	ADARSH EDUCATIONAL SOCIETY
6. Date up to which the Registration of the Society/ Trust is valid. Attach certificate of Registration Annexure	2010
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.	Yes/ No <input checked="" type="checkbox"/>
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	Yes/No <input checked="" type="checkbox"/>
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	Yes/ No <input checked="" type="checkbox"/>
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	Yes/ No <input checked="" type="checkbox"/>

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	✓			✓	
b. NTR	✓			✓	
c. PRTs	✓			✓	
d. TGTs	✓			✓	
e. PGT	✗			✗	
f. Librarian	✓			✓	
g. PTI	✓			✓	
Total	13			13	

Annexure Attached

(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.

Annex separte staff statement with all above details as Annexure

Annexure

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

Yes/ No

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.	No
7. Whether Service Books and Personal Files are maintained?	Yes/No
8. The period of probation and number of Teachers confirmed and on probation.	No Probation
9. Whether the payment of salary to the staff is made by cheque or cash or through Bank account transfer Give details.	By Cheque (Bank transfer)
10. If salary is not paid through Bank account transfer, reasons	
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) <u>State</u> the location of the School site	9712 Sq. Mts. Mathura
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?	Lease (29 year 11 months)
3. If there are more than one land <u>documents</u> , indicate whether the plots are contiguous?	No
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	Lease Deed
5. Whether the School is housed in a pucca building? If not, whether it consists of tin sheds, asbestos sheets, tents, khaparails, muc - 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?	Yes.



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.)	14 - Rooms 01 - Lab 01 - IT Lab 01 - Staff Room 01 - Principal office 01 - Common Space
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	Yes 200 Sq. Mtr.
2. If the playground(s) is not a part of the School campus, is it easily accessible to students?	Playground part of School

#### 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?	Yes (Fire Certificate)
a. Safe Drinking Water, Health and Sanitation Certificate	Yes (Water, Health & Sanitation Certificate)
a. Issuing Authority	
b. Valid Up to	
b. Fire Certificate	Fire Department
a. Issuing Authority	16-07-23 to 15-07-2026
b. Valid Up to	
c. Building Safety	Rural Engineering Department
a. Issuing Authority	
2. Whether facilities as per (1) above are satisfactory.	
3. No. of toilets available.	Boys      Girls      Staff
4. No. of water taps available.	Boys      Girls      Staff

#### D. LIBRARY/ FURNITURE/ BOOKS, ETC.

1. Particulars of the Librarian and other library staff	01 Librarian
2. Size of the Library	20 x 30 sq. ft
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).	2000+



6. Name of journals/ Periodical Newspapers are being subscribed.	Daily Newspaper
7. Whether more books are needed to meet the present requirements?	Yes
8. Whether there is a separate reference section for the staff?	Yes
9. Annual Budget for the Library Books/ Magazines, Newspapers, etc.,	Not Specified

#### E. LABORATORIES

1. Details of laboratories	Number	Size
(i) Composite Science Lab	01	20 x 25 sq. ft. (500 sq. ft.)
(ii) Physics	—	—
(iii) Chemistry	—	—
(iv) Biology	—	—
(v) Computer Science	01	20 x 25 (500 sq. ft.)
(vi) Mathematics	01	20 x 25 (500 sq. ft.)
(vii) Others	01 (IT)	20 x 25 (500 sq. ft.)
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:	20	
(ii) Ratio students per computer:	1:2	
(iii) Whether Broadband Internet: Connection is available	Yes	

#### INCOME & EXPENDITURE ACCOUNTS

1. Main Source of Income	School fees
2. Tuition Fee charged per month	600 (average per class)
3. Other Fees, registration, cautions money, etc., with details	—
4. Building funds/ Development Charges, if any.	—
5. (a) Does the School maintain separate account other than Society's account?	✓ Yes/ No
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?	

## Part - III

### A. ACADEMIC

1. Number of students (Boys and Girls)	570
2. Latest Section wise strength (Annex the statement)	-
3. Total No. of Section	11 Section (Classes) (New to 8 <sup>th</sup> )
4. Total No. of Teachers excluding Principal, PTI and Librarian	@ 13 Teachers
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"> <li>• Pre - Primary</li> <li>• I - II</li> <li>• III - V</li> <li>• VI - VIII ✓</li> </ul>
8. In case of clubs, tick those which are functioning in the School	<input checked="" type="checkbox"/> Eco clubs <input checked="" type="checkbox"/> Health and Wellness Clubs <input checked="" type="checkbox"/> Heritage Clubs <input checked="" type="checkbox"/> Integrity Clubs <input checked="" type="checkbox"/> Reading Clubs <input checked="" type="checkbox"/> NCC/NSS <input checked="" type="checkbox"/> Any other (Please Specify)
9. Whether the facilities of formative assessment/ third language teaching/ work experience/ PHE are available and their record is being maintained? (Yes/No)	No
10. Whether the syllabus prescribed by the Board is being followed?	<ul style="list-style-type: none"> <li>• Pre - Primary (Yes/ No)</li> <li>• I - II (Yes/ No)</li> <li>• III - V (Yes/ No)</li> <li>• VI - VIII (Yes/ No) ✓</li> </ul>

11. Record Keeping	
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	—
15. Results of the Board's Examination(s) for the last three years (if applicable)	N/A

#### 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.	YES
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Signature of the Principal  
(With Name & Stamp)

*Heeracharya*  
Signature of the Manager/Chairman/President  
(With Name & Stamp)

#### 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. ....
14. ....
- 15.

