



CBSE/Aff./Circular/2026

Dated: 19.01.2026

Circular No. 03/2026

Notification

To All the Heads & Managers of CBSE Affiliated Schools

Subject: Module for Schools regarding change in nature of managing entity of School from inter-se Society/ Trust/ Company to another legal entity without change in involving management in the SARAS 7.0- reg.

As per the recommendation of the Affiliation Committee in its Meeting held on 26.11.2025 vide Agenda Item XVII, ratified by the Governing Body in its Meeting held on 24.12.2025 vide Agenda Item IV and subsequent approval of the Controlling Authority of the Board, the following amendment has been incorporated in chapter 15(Special Provisions) of Affiliation Bye-Laws 2018 of the Board regarding change in nature of School management inter-se from Society/ Trust/ Company to another entity are hereby notified:

15.11	CHANGE IN NATURE OF MANAGING ENTITY OF SCHOOL
	A school affiliated with the Board may apply for change in nature of School management inter-se from Society/ Trust/ Company to another Legal entity without change in management for approval of the Board subject to submission of the following documentary proof:
	15.11.1 Specific approval for change in nature of managing entity of school from the State Government;
	15.11.2 Registration/Certificate of new entity from the respective issuing Authority like Registrar of Society/Company/Charity Commission;
	15.11.3 System Generated Self- certification signed by principal & Manager of the school and duly countersigned by the authorized signatory;
	15.11.4 Fees equal to existing fee for change of name of Society/ Trust/Company shall be approved.

The module for Schools to apply for change in nature of School management inter-se from Society/ Trust/ Company to another entity will be available from SARAS 7.0.

Himanshu Gupta
Secretary, CBSE

Distribution:

1. The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi-16.
2. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Sector-62, Institutional Area, Noida-201309.

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एकीकृत कार्यालय परिसर, सेक्टर-23, फेज-1, द्वारका नई दिल्ली - 110077
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केन्द्रीय माध्यमिक शिक्षा बोर्ड

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Education, Govt. of India)



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3. The Secretary, Eklavya Model Residential Schools (EMRS), Ministry of Tribal Affairs, Government of India.
4. The Secretary, Sainik Schools Society, Room No. 101, D-1 Wing, Sena Bhawan, New Delhi-110001.
5. The Chairman, Odisha Adarsha Vidyalaya Sangathan, N-1/9, Near Doordarshan Kendra, PO Sainik School Nayapalli, Bhubaneswar, Odisha-751005.
6. The Director of School Education, Andhra Pradesh, 3rd Floor, B block, Anjaneya Towers, VTPS Rd, Bhimaraju Gutta, Ibrahimpatnam, Andhra Pradesh - 521 456.
7. The Director of School Education, Govt. of Arunachal Pradesh, Itanagar -791 111.
8. The Director of Education, Govt. of Sikkim, Gangtok, Sikkim -737101.
9. The Director of Education, Govt. of A&N Islands, Port Blair - 744101.
10. The Director of Public Instructions (Schools), Union Territory Secretariat, Sector 9, Chandigarh-160017.
11. The Director of Education, Directorate of Education, Govt. of NCT of Delhi, Old Secretariat, Delhi-110 054.
12. The Director of School Education, Ladakh, Room No.101-102, Ground Floor, Council Secretariat, Kurbathang, Kargil – Ladakh.
13. The Director, Sambhota Tibetan Schools Society, Dharmshala, Himachal Pradesh.
14. The Additional Director General of Army Education, A-Wing, Sena Bhawan, DHQ, PO, New Delhi-110001.
15. The Secretary AWES, Integrated Headquarters of MoD (Army), FDRC Building No. 202, Shankar Vihar (Near APS), Delhi Cantt-110010
16. The Group Captain Education (Schools), Directorate of Education, West Block VI, Air HQs (RKP), R.K. Puram, New Delhi- 110066
17. The Commodore (Naval Education), Directorate of Naval Education, Naval Headquarters, Ministry of Defence, West Block- V, RK Puram, New Delhi- 110066.
18. JS to Chairperson, CBSE.
19. Secretary/ Controller of Examinations/ All Directors, CBSE.
20. All Regional Directors/ Regional Officers of CBSE with the request to send this circular to all the Heads of the affiliated schools of the Board in their respective regions
21. All Joint Secretary/ Deputy Secretary/ Under Secretary/ Assistant Secretary, CBSE
22. All Head(s)/ In-Charge(s), Centre of Excellence, CBSE.
23. In charge IT Unit with the request to put this Notification on the CBSE Affiliation Website
24. In-Charge, Library.
25. Record File.

(Himanshu Gupta)
Secretary, CBSE



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