



केन्द्रीय माध्यमिक शिक्षा बोर्ड

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)

CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Ministry of Human Resource Development, Govt. of India)



CBSE/AFF./Circular/Online-applns/2024

Dated: 19.11.2024

Circular no.16/2024

CIRCULAR

To

All Heads & Managers of the
CBSE Affiliated Schools.

Subject: Submission of applications under various categories mentioned in Chapter-15 on Special Provisions of Affiliation Bye-laws, 2018 – reg.

The Board has already provided special provisions mentioned in Chapter-15 of Affiliation Bye-Laws, 2018 viz. Transfer of school from one society/trust to another, Shifting of school site/campus from one place to another, Change of name of school and Change of name of Society/Trust running the school. Also in SARAS 4.0, Board has introduced provision to facilitate the schools to apply for Land Increase/Decrease/Correction on which it is situated.

However, it is observed that the schools that acquired land for the Increase of Sections or Upgradation purposes need to apply for Land Correction (LC) cases and, subsequently, are required to apply for Upgradation/ Increase of Sections in the same window before approval of application of Land Correction/Increase/ Decrease. As the time span of the opening of the SARAS window is not sufficient to wait for the outcome/approval of the application applied earlier, the schools are bound to apply before closing the SARAS window, irrespective of getting approval of their earlier application. Accordingly, the schools are facing issues such as rejection of applications if the application of Increase of Section/ Upgradation, etc., is processed before the approval of Land Increase or if the school is required to wait for the opening of the SARAS Window for the next session. Schools are facing similar problems with other applications as well.

Therefore, the Competent Authority of the Board in order to streamline and ease the processes for different categories of applications from affiliated schools, has decided to keep the SARAS window open throughout the year for following categories mentioned under Chapter-15 of Affiliation Bye Laws:

1. Land correction/increase/decrease
2. Change of name of school
3. Change of name of society/trust/company
4. Transfer of school from society/trust/company
5. Shifting of school from one campus to another

(Himanshu Gupta)
SECRETARY, CBSE

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"SHIKSHA KENDRA" 2, COMMUNITY CENTRE, PREET VIHAR, DELHI-110092



Distribution:-

1. All Managers/ Principals of schools Affiliated to CBSE.
2. The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shaheed Jeet Singh Marg, New Delhi 110016.
3. The Commissioner, Navodaya Vidyalaya Samiti, B-15, Institutional Area, Sector 62, Noida 201307, District Gautam Budh Nagar, Uttar Pradesh.
4. The Commissioner, National Education Society for Tribal Students, Gate No. 3A, Jeevan Tara Building, Parliament Street, New Delhi-110001
5. Director of Education Delhi, Chandigarh, Arunachal Pradesh, Sikkim, Puducherry, A&N Island, Ladakh and Jammu & Kashmir.
6. Director, Central Tibetan School Administration, Ess Ess Plaza, Community Centre, Sector- 3, Rohini, Delhi 110085.
7. Directors of Secondary Education of all States
8. Deputy Secretary to Chairperson, CBSE for kind information to the Chairperson.
9. All Directors/Regional Directors of the Board.
10. All the Regional Officers/ CoE Heads of CBSE.
11. Joint Secretary (IT), CBSE, Preet Vihar, Delhi 92 with a request to disseminate the information further.
12. Joint Secretary (Co-ordination Unit), CBSE.


Secretary