

CHAPTER 8

MANDATORY REQUIREMENTS FOR FOREIGN SCHOOLS & GOVT. SCHOOLS

8.1. PROVISIONS FOR FOREIGN SCHOOLS

The following special provisions have been made in respect of the schools situated in foreign countries seeking affiliation with the Board. The special provisions are to be read in reference to the existing provisions applicable to the schools in India. The other provisions will be applicable to the foreign schools to the extent possible if not otherwise provided for.

8.1.1 NO OBJECTION CERTIFICATE (NOC)

The schools will submit No Objection Certificate (NOC)/letter to this effect issued after due diligence by High Commission/Consulate/Embassy of India in the concerned country.

8.1.2 TEACHERS

The school situated in foreign country shall have qualified teachers as per the qualifications prescribed in the respective country for teachers at various levels.

8.1.3 SALARY OF TEACHERS AND STAFF

The school situated in foreign country shall pay salary and allowances to teachers and staff as per the prescribed norms of the respective country.

8.1.4 SCHOOL MANAGEMENT COMMITTEE (SMC)

The school situated in foreign country shall constitute a School Management Committee (SMC) if the local laws of the respective country provides/mandates for the same.

8.1.5 BUILDING, FIRE, WATER AND HYGIENE CERTIFICATES

The school situated in foreign country shall procure the Building and Fire Safety Certificate, if issued by concerned department/s in the respective country.

8.1.6 FINANCES AND ACCOUNTS

The school situated in foreign country shall maintain its accounts in accordance with applicable laws in the respective country.

8.2.MANDATORY DATA/DOCUMENTS TO BE ADDED BY FOREIGN SCHOOLS

Foreign Schools (New)

CATEGORY OF SCHOOL	MANDATORY DATA TO BE ENTERED IN PART A OF FORM	MANDATORY DOCUMENTS TO BE UPLOADED IN PART A OF FORM
FOREIGN SCHOOL	<ol style="list-style-type: none"> 1. NOC/Letter to this effect issued by High Commission/ Consulate/Embassy of India 2. License /Permission for running the school issued by the concerned Govt. 	<ol style="list-style-type: none"> 1. NOC/letter to this effect issued by High Commission/ Consulate/Embassy of India 2. License /Permission for running the school issued by the concerned Govt. 3. System generated self-certificate signed by Principal and Manager of the school Or System generated certificate signed by High Commission/ Consulate/Embassy of India

Foreign Schools (Existing)

CATEGORY OF SCHOOL	MANDATORY DATA TO BE ENTERED IN PART A OF FORM	MANDATORY DOCUMENTS TO BE UPLOADED IN PART A OF FORM
FOREIGN SCHOOL	<ol style="list-style-type: none"> 1. NOC/Letter to this effect issued by High Commission/ Consulate/Embassy of India 2. License /Permission for running the school issued by the concerned Govt. 3. Details of schools new address (For 	<ol style="list-style-type: none"> 1. NOC/letter to this effect issued by High Commission/ Consulate/Embassy of India 2. License /Permission for running the school issued by the concerned Govt. 3. System generated self-certificate signed by Principal and Manager of

	<p>permission of Site Shifting)</p> <p>4. Brief the reasons for withdrawal of affiliation (For Restoration of affiliation)</p> <p>5. Brief the compliance against withdrawal of affiliation (For Restoration of affiliation)</p>	<p>the school Or System generated certificate signed by High Commission/ Consulate/Embassy of India</p> <p>4. Disaffiliation Letter issued by CBSE (For Restoration of affiliation)</p>
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8.3. MODE OF AFFILIATION:

SNO	CATEGORY OF AFFILIATION RELATED APPLICATIONS	DETAILS
1	Approval for Middle School Syllabus	<p>The affiliation to the school to be granted based on NOC/letter to this effect issued by High Commission/ Consulate/Embassy of India and License /Permission for running the school issued by the concerned Govt in the manner decided by the Board.</p> <p>The Board may conduct visit to school post affiliation for handholding and to acquaint the school about the guidelines of Affiliation and</p>
2	Fresh Affiliation Up to Secondary Level	
3	Secondary Level Switch-over from other boards	
4	Fresh Affiliation up to Senior Secondary Level	
5	Senior Secondary Level Switch-over from other boards	
6	Permission of site shifting (As per Status of School)	
7	Restoration of affiliation	
8	Upgradation to Secondary Level	
9	Upgradation to Senior Secondary Level	

10	Extension of Affiliation	procedure for registration of students in Board's examination. Further the Board may conduct inspection of the school any time as and when required
11	Permission of two Shifts	
12	Introduction of Additional Subject	
13	Section increase	
14	Permission of name change of school/society (As per status of school)	
15	Transfer of school from one society/Trust/company to another registered under section 8 of companies Act/Management running the school	

8.4. Mandatory Requirement For Schools Falling Under Govt Category

The following categories of school falls under Govt category

- Government Schools run by the Education Departments of States/UTs;
- Government Aided Schools;
- Schools run by Autonomous Organizations under the Government created for running the schools like Kendriya Vidyalaya Sangathan (KVS), Navodaya Vidyalaya Samiti (NVS), Central Tibetan Schools Organisation (CTSO), Sainik Schools Society, Societies formed for running schools by the welfare bodies or wives association etc. of Armed Forces of the Union or Central Armed Police Forces etc;
- Schools run directly by other Government Ministries/Departments like Defence, Railways, etc. and Local Bodies.

8.4.1. MANDATORY DATA/DOCUMENTS REQUIRED :

Government Schools (New)

CATEGORY OF SCHOOL	MANDATORY DATA TO BE ENTERED IN PART A OF FORM	MANDATORY DOCUMENTS TO BE UPLOADED IN PART A OF FORM
Regular Affiliation	<ol style="list-style-type: none"> 1. Establishment letter issued by the appropriate authority i.e Kendriya Vidyalaya Sangathan/ Navodaya Vidyalaya Samiti/ Directorate of Education/Education Department / or authorized signatory 2. Approval letter issued by appropriate Govt. authority 3. Fire safety - Availability, Authority & Validity 4. Building Safety - Availability, Authority & Validity 5. Land Certificate 6. Society Registration 	<ol style="list-style-type: none"> 1. Establishment letter issued by the appropriate authority i.e Kendriya Vidyalaya Sangathan/ Navodaya Vidyalaya Samiti/ Directorate of Education/Education Department / or authorized signatory 2. Approval letter issued by appropriate Govt authority 3. Fire Safety Certificate 4. Building Safety Certificate 5. System generated self-certificate signed by the Principal of the school Or System generated certificate signed by competent authority running the school i.e Kendriya Vidyalaya Sangathan / Navodaya Vidyalaya Samiti/ Directorate of Education/Education Department/authorized signatory

Government Schools (Existing)

CATEGORY OF SCHOOL	MANDATORY DATA TO BE ENTERED IN PART A OF FORM	MANDATORY DOCUMENTS TO BE UPLOADED IN PART A OF FORM
Regular Affiliation	<ol style="list-style-type: none"> 1. Approval letter issued by appropriate Govt. authority 2. Fire safety - Availability, Authority & Validity 3. Building Safety - Availability, Authority & Validity 4. Land Certificate 5. Society Registration 6. Brief the reasons for withdrawal of affiliation (For Restoration of affiliation) 7. Brief the compliance against withdrawal of affiliation (For Restoration of affiliation) 	<ol style="list-style-type: none"> 1. Approval letter issued by appropriate Govt authority 2. Fire Safety Certificate 3. Building Safety Certificate 4. System generated self- certificate signed by Principal of the school Or System generated certificate signed by competent authority running the school i.e Kendriya Vidyalaya Sangathan / Navodaya Vidyalaya Samiti/ Directorate of Education/Education Department/authorized signatory 5. Disaffiliation Letter issued by CBSE (For Restoration of affiliation)

8.4.2 MODE OF AFFILIATION:

S.NO.	CATEOGRY OF AFFILIATION RELATED APPLICATIONS	DETAILS
1.	Approval for Middle School Syllabus	The affiliation to the school to be granted based on Establishment Letter issued by the appropriate authority ie. Kendriya Vidyalaya Sangathan / Navodaya Vidyalaya Samiti / Directorate of Education
2.	Fresh Affiliation up to Secondary Level	
3.	Secondary Level Switch-over from other Boards	
4.	Fresh Affiliation up to Senior Secondary Level	
5.	Senior Secondary Level Switch-over from other Boards.	

6.	Permission of site shifting (As per Status of School)	/ Education Department / authorized signatory,
7.	Restoration of Affiliation	
8.	Upgradation to Secondary Level	Approval letter issued by appropriate Govt. Authority,
9.	Upgradation to Senior Secondary Level	
10.	Extension of Affiliation	
11.	Permission of Two Shifts	Fire Safety and Building Safety Certificate.
12.	Introduction of Additional Subject	
13.	Section Increase	
14.	Permission of name change of school/society (As per status of school)	Further the Board may conduct inspection to the school any time as and when required.
15.	Transfer of school from one society/Trust/company to another registered under section 8 of companies Act/Management running the school	