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Affiliation

केन्द्रीय माध्यमिक शिक्षा बोर्ड  
Central Board of Secondary Education

संयुक्त Online School Affiliation & Monitoring System R-2.0

Application for Affiliation Bye-Laws



Ref: CBSE/AFF/1730621/EX-02306-2122/2021-22/

Dated: 01/10/2020

The Manager,  
Banyan Tree School  
Sector 7, Madhyam Marg, Mansarovar  
RAJASTHAN, JAIPUR, 302020  
(M: 01412983604)

Subj: Extension of General Affiliation up to Secondary/Senior Secondary Level - regarding  
Ref: Application No. EX-02306-2122

In reference to your application on the subject cited above; I am directed to convey the approval for Extension of General Affiliation as given below:-

Affiliation No : 1730621  
Affiliated for : Senior Secondary  
Category : Extension of General Affiliation  
Period of Extension of : 01.04.2021 to 31.03.2026

In view of current COVID-19 pandemic which has most severely affected the normal functioning of schools in the country, however, the Board is pursuing to provide extension of affiliation so as to avoid any difficulty for the purpose of admission /registration/ obtaining fresh renewal of various safety certificates from appropriate state authorities.

Therefore, the competent authority of the Board after due consideration has accorded approval for extension of Affiliation based on details/data submitted by school in online application for a further period of 5 years subject to fulfilment of following conditions:

- 1. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time.
- 2. The School is required to apply online for further extension of affiliation along with the requisite fee and other documents as per rule 15.3 of Affiliation Bye Laws, 2018.
- 3. The school will also abide by the conditions prescribed, if any, by the State Government concerned as mentioned in certificate as per appendix III issued by District Education Officer (DEO) /equivalent officer
- 4. The school should ensure the strong governance and management of its activities in way of comprehensive and quantifiable planning in way of curriculum planning, infrastructure, resources, physical education, staff development and other co-curricular areas.
- 5. The school should go through the provision of Affiliation and Examination Bye Laws and keep a copy there of for reference purpose and also advised to visit CBSE websites i.e. <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates. The School is expected to see all circulars on these CBSE websites regularly.
- 6. The school will strictly adhere to all rules regarding safety of students including Fire fighting and Transportation, etc. Further, school will provide adequate facilities for potable drinking water and clean healthy and hygienic toilets with washing facilities for boys and girls separately in proportion to the number of students. The school will ensure that Fire, Building, health and sanitation and safe drinking water certificates are renewed from time to time, as per norms.
- 7. Admission to the school is to be restricted as per relevant rules of Examination Bye-laws and rule 2.4.5, 2.6.5, 7.1, 7.2, 8.4.2, 8.4.10 & other relevant rules of Affiliation Bye laws.
- 8. The school is required to follow rule No.2.4.7 and 2.4.8 of Affiliation Bye Laws regarding Books and Quality of Education.
- 9. The number of sections may be restricted as per the Appendix V of the Affiliation Bye-Laws of the Board. For increase in number of sections, the School shall apply online to the Board as per rule 15.7 of Affiliation Bye laws.
- 10. The school shall be solely responsible for any legal consequences arising out of the use of school name/logo/society/trust or any other identity related to running of school affiliated to CBSE. The school shall also be liable to bear all legal charges incurred by the Board, if any, arising out of these circumstances.
- 11. The school must strive to promote conservation of environment on their campus through rain water harvesting, segregation of waste at source, recycling of organic waste, proper disposal of waste including electronic waste, use of energy saving and energy efficient electrical equipment, greening of campus, use of solar energy, education and awareness amongst children on environment conservation and cleanliness etc
- 12. The school shall submit their information through Online Affiliated School Information System (OASIS) as per details given in circular no. affiliation-06/2018 dated 24.04.2018. Link for OASIS is available on Board's website: [www.cbse.nic.in](http://www.cbse.nic.in)
- 13. The optimum Section:teacher ratio of 1:1.5 as well as student Teacher ratio of 30:1 is to be maintained to teach various subjects and school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board
- 14. Every affiliated school shall sponsor regularly its bonafide and eligible students in Boards Class X and Class XII examinations from the year mentioned while granting affiliation/up-gradation regularly without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates.
- 15. Running of coaching institutions in the school premises in the pretext of providing coaching to the students for various examinations is not permitted by the Board. Strict action would be taken on defaulters.
- 16. The Manager and the Principal of the school shall be jointly responsible for the authenticity of the online/offline documents/ information/data submitted by the School to the Board.
- 17. Apart from rules to be adhered to by the school as mentioned above for drawing specific attention of the school authorities, the school authorities are required to acquaint themselves with all the rules contained in Affiliation & Examination Bye-laws and regularly monitor notification issued by the Board from time to time. Any laxity in following rules/instructions of the Board will result in cancellation of school as per clause 12 of Affiliation Bye-laws 2018.
- 18. The completeness of information / documents and its submitted shall be of school and in case, if found otherwise the school shall invite action as per affiliation Bye laws 2018
- 19. The school shall be responsible for submission of any pending compliance, reply of show cause /legal notice/ complaint and for submission of date information sought by the Board. The duration of 05 years shall be from the date of cessation of previous validity of extension of affiliation
- 20. The school is required to remit pending fee, if any, towards the Board. However, the school has the option to pay the fee in installments. However, the school has to pay the fee in full before the School Information System.



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cbseaff.nic.in/cbse\_aff/school/SchoolLettviw.aspx

- 22. The school shall renew all mandatory safety certificate i.e Safe Drinking Water & Health and Hygiene certificate, Fire Safety Certificate and Building Safety Certificate from concerned Govt authorities time to time
- 23. The school shall also maintain record of certificate, compliances, data and other records/information and shall be fully responsible to produce all such records before Board and appropriate Government Authorities when asked for, failing which necessary action shall be taken as per Affiliation-Bye-Laws of the Board. The school shall also be liable for action by the appropriate Govt., in case of violation / non-compliance of the concerned Govt. norms
- 24. The Board reserves the right to conduct inspection of school as per clause 11.2 and 11.4 of Affiliation Bye Laws.

Deputy Secretary/ Joint Secretary(Affiliation)

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**The Manager,**  
BANYAN TREE SCHOOL MANSAROVAR SANGANER JAIPUR RJ  
BANYAN TREE SCHOOL, SECTOR-7, MADHYAM MARG, MANSAROVAR  
RAJASTHAN, JAIPUR, 302020  
(M: 0141-22983604)

**Subject :- EXTENSION OF PROVISIONAL AFFILIATION UP TO SENIOR SECONDARY LEVEL**

Sir / Madam,

This is with reference to school application on the subject cited above. In this connection, I am directed to convey the approval of the Board for Extension of Provisional Affiliation as per details given below :-

<b>Affiliation No used as User ID for both OASIS and LOC/Registration System</b>	<b>1730621</b>
<b>School No</b>	10967
<b>Affiliated for</b>	Extension of Provisional Affiliation for Senior Secondary Level
<b>Category</b>	Extension of Affiliation
<b>Period of affiliation</b>	01.04.2026 to 31.03.2031
<b>Application to be filled for further extension in the Year</b>	<b>2030</b>

Sl. No.	The school is directed to ensure that :																
1	The total number of sections of the school from class I to XII shall be restricted to , out of which the school can run not more than sections in secondary classes i.e. in class IX and in class X and not more than sections in senior secondary classes i.e. in class XI and in class XII, subject to the condition that the school shall not run more than 1/4 and 1/3 of the total sections running in the school at any point in time at the secondary level and senior secondary level respectively. Any further increase of sections shall be subject to specific approval of the Board based on the request of the school as per Affiliation Bye Law, 2018 and availability of land and classrooms of size greater than 500 sq ft of dimension.																
2	The optimum number of students intake preferably shall be restricted as per the provisions of the Affiliation Bye Laws, 2018 as per the size of classrooms mentioned below: <table border="1" data-bbox="300 1736 1177 2094"> <thead> <tr> <th>Sl. No.</th> <th>Dimension of Classrooms</th> <th>Number of Classrooms</th> <th>Maximum number of students permissible</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Greater than and equal to 500 sq ft.</td> <td>40</td> <td>40</td> </tr> <tr> <td>2</td> <td>Between 400-499 Sq ft.</td> <td>0</td> <td>35</td> </tr> <tr> <td>3</td> <td>Less than 400 Sq ft.</td> <td>0</td> <td>30</td> </tr> </tbody> </table>	Sl. No.	Dimension of Classrooms	Number of Classrooms	Maximum number of students permissible	1	Greater than and equal to 500 sq ft.	40	40	2	Between 400-499 Sq ft.	0	35	3	Less than 400 Sq ft.	0	30
Sl. No.	Dimension of Classrooms	Number of Classrooms	Maximum number of students permissible														
1	Greater than and equal to 500 sq ft.	40	40														
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3	The approval is based upon the documents /data/information uploaded by the school online. The Manager and Principal of the school shall be held responsible for its genuineness. In case of any document found to be fake/forged/fabricated/tampered, the application of the school is liable to be rejected and the school shall be liable for imposition of any of the penalties and necessary action will be initiated against the school as deemed fit, under clause 10.1.16 of Affiliation Bye Laws, 2018.
4	The school shall follow all the provisions of Affiliation Bye-Laws- 2018, Examination Bye-Laws, Circulars, Guidelines, Instructions and other amendments issued from time to time by the Board.
5	The School shall possess following Valid Mandatory Documents at all times : a. No Objection Certificate b. Recognition Certificate c. Land Certificate d. Fire Safety Certificate e. Building Safety Certificate f. Certificate of Registration of Society/Trust/Company g. Safe Drinking Water and Sanitary Condition Certificate
6	The School shall also ensure the compliance with the Board's Bye-laws in respect of following facilities and infrastructure within 3 months and submit compliance on SARAS portal.
	1 Boundary Wall: Concrete boundary wall of not less than 6 ft. height, enclosing the school campus/site. Composite boundary walls which are partly concrete and partly grill/mesh/barbed wire below 6 feet will not be acceptable. If fencing/grill is required, then the same should be over and above 6 feet height.
	2 Ramp with proper incline at the entrance(s) as well as Ramps/lifts for CWSN for access of upper floors, if required along with the separate toilets for CwSN, Boys and Girls as per the guidelines issued by the Board vide circular no. 11/2024 dated 09.08.2024.
	3 Appropriate laboratory duly equipped with proper infrastructure (Composite Science Lab, Mathematics Lab, Computer Lab) as per the SoP issued by the Board vide Circular no. CBSE/AFF-11/2022 dated 04.10.2022.
	4 Well stocked library with adequate reading area, age appropriate furniture to accommodate 50 students, ICT facilities and other required infrastructure as per the SoP issued by the Board vide Circular no. CBSE/AFF-11/2022 dated 04.10.2022.
	5 Well-developed indoor and outdoor sports facilities as per the SoP issued by the Board vide Circular no. CBSE/AFF-11/2022 dated 04.10.2022.
	6 Well-developed Digital Infrastructure (Circular No. CBSE/AFF-10/2023 dated 24.03.2023)
7	The School is required to apply online for extension of affiliation in the preceding academic session before its expiry along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
8	The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time. The school will also abide by the conditions prescribed, if any, by the State Government concerned.
9	The school shall be solely responsible for any legal consequences arising out of the use of school name/logo/society/trust or any other identity /activity related to



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	running of school affiliated to CBSE. All legal expenses incurred by the Board, if any, arising out of these circumstances, shall be borne by the school.
10	The school shall not remove the documents and videography links in the mandatory disclosure section of its website.
11	The School is directed to run at least 01 section each of bal-vatika I, II & III in accordance with established norms permitted vide Board's circular no. 12/2023 dated 24-03-2023 & 25/2023 dated 11-09-2023.
12	The school shall conduct training of its teachers with concerned COE.
13	The school is directed to ensure that all essential valid documents are available under the head Mandatory Public Disclosure (as per annexure- IX) on school's website at all time and the link of certificates should be remain functional.
14	As per the recommendation of NEP, the school shall ensure the participation of its students in the Structured Assessment for Analyzing Learning(SAFAL), an exam conducted by the Board every year. This exam, designed to assess and enhance students' learning, is a valuable initiative for their holistic development, as per the guidelines issued by the Board vide circular no: Acad-49/2024 dated 26 June 2024.
15	The school will ensure the Holistic Progress Card (HPC) is used for the foundational stage according to the guidelines issued by the Board via notification no. CBSE/Director (Acad.-Assessment)/2023 dated 27.12.2023.
16	The school shall submit an undertaking to upload all requisite information regarding students, teachers, and infrastructure details available in the school on the UDISE and OASIS Portals. The registration of the students in classes IX/XI shall be conditional on the school providing complete information on the UDISE and OASIS Portals.
17	The school shall ensure that all teachers undergo at least 50 hours of Continuous Professional Development (CPD) every year, vide notification no. 16/2021 dated 24.09.2021, out of which 25 hours should be from concerned COE.
18	The school may make provision to establish rain water harvesting system in their school premises as per Board's circular no. CBSE/AFF./AC/RWH/2025 dated 24.03.2025.
<b>Further, the school shall submit compliance on the following mentioned conditions within 03 months on the SARAS Portal from the date of the grant letter i.e. upto 10/09/2025. Failure to submit compliance within the stipulated time shall invite financial penalty of Rs. 50,000/- and appropriate action may be initiated as deemed fit.</b>	
In case of partial acceptance of compliance, the school shall submit the remaining compliance's within further stipulated period of 03 months. In case of the failure of the school to submit the final compliance's, the Board may enhance the penalty amount and debar the school from filling up the Registration/LOC details of students of classes IX & X, as the case may be, in the next academic session i.e. 2027-28.	

DEPUTY SECRETARY/JOINT SECRETARY/DIRECTOR (AFF.)



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*To verify the authenticity of the document, please visit*

*(<http://www.saras.cbse.gov.in/saras/AffiliatedList/ListOfSchdirReport>).*

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