



## CENTRAL BOARD OF SECONDARY EDUCATION

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

"SHIKSHA KENDRA", 2, COMMUNITY CENTRE, PREET VIHAR, DELHI - 110 301  
REGD./SPEED POST

No. CBSE/Aff./SL-00991-1314(531086)/2013 / 552522

Dated : 3 / 5 / 2013

The Manager,  
U.S. High School,  
Vill. & PO - Pataudi,  
Gurgaon - 123503,  
Haryana

**Sub: Fresh Composite Provisional Affiliation to the above said school.**

Sir/Madam,

With reference to your online application dated 05.07.2012 on the subject cited above, I am directed to convey the sanction for **Composite Provisional Affiliation for Secondary School Examination** of the Board for a period of **three years w.e.f. 01.04.2013 to 31.03.2016**.

The above sanction is subject to fulfillment of following conditions:-

1. "School will follow the syllabus on the basis of curriculum prescribed by NCERT for the middle classes".
2. The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes XI vide Circular No. 39/20-09-2009 dated 20.09.2009 in the school.
3. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT.
4. The school will follow syllabi and courses as per scheme of studies prescribed by the Board for Secondary School Examination and changes made therein from time to time.
5. The school will enroll students proportionate to the facilities available in the school as prescribed in the Affiliation Bye-Laws of the Board which shall not in general exceed the optimum number as under :-

**Campus area                      Enrolment                      No. of Sections (pre-primary to X)**

(a)	1.0 acre	1250	02 in each class
(b)	1.5 acre	1875	03 in each class
(c)	2.0 acre	2500	04 in each class

(d) School running on bigger campus of more than 02 acres, the number of students shall be restricted as per the actual facilities in the school which shall be proportionate to the optimum number mentioned at (a), (b) and (c) above.

(e) Schools running on less than 01 acre campus shall restrict number of students as follows:-

Category	Area of land	No. of students
(i) Secondary School	2000 sq. mtrs	600 upto Class X
(ii) Sr. Secondary School with two streams	3000 sq. mtrs	900 upto Class XII

6. The School will not sponsor candidates for Board's examination of any other School/Branch, which is not affiliated.
7. **The school shall sponsor regularly its bonafide and eligible students in Board's class X Examination from the year mentioned above without break or inform with reasons thereof in writing well in time about the non-sponsoring of the candidates. Failure to do so will lead to suo moto withdrawal of the affiliation of the school for secondary Examination granted by the Board.**



9. **The school shall appoint qualified and trained teaching staff on regular basis as per provisions of Affiliation Bye Laws of the Board.**
10. **Service conditions, pay and allowances and other benefits to the employees of the school shall be at least at par with that of corresponding categories of employees working in Government Schools of the State in which the school is located. An undertaking to this effect be sent to C.B.S.E.**
11. Service agreement be executed with the staff as per norms generally accepted by the State Government concerned.
12. The school will help the Board in the smooth conduct of the examination by providing the necessary accommodations i.e. Rooms, Halls, etc. available in the school premises and furniture at its disposal for holding its examinations free of charges if required.
13. The school will spare sufficient teachers, for invigilation purpose at the examinations of the Board, as may be required.
14. The school will spare its teachers for evaluation of answer-books for the Board's examinations, if required.
15. The school will provide Laboratories, Library and other facilities as per norms of the Board.
16. The school will abide itself by the conditions of affiliation already prescribed by the State Government concerned.
17. **The school should have at least one adequately equipped computer lab with a minimum of 10 computers or computer student ratio of 1:20 and proper software alongwith facility of Broad Band Connectivity with the feature of 'internet always on' from any service provider.**
18. **The school shall promote inclusion of student with disabilities/special needs in the normal school as per provisions of the 'persons with disabilities act -1995'.**
19. The school and its records shall be opened for inspection by an officer/official of the Board or an authorized representative of the Board/State Educational Department at any time and the school shall furnish information as may be asked for by the Board/State Government from time to time.
20. The rate of tuition fee and other fees charged should be commensurate with the facilities provided.
21. The admission to the school shall be opened to all without any discrimination on the ground of religion, cast or race, place of birth or any of them.
22. No unrecognized classes shall run within the premises of the school or outside in the same name of school.
23. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
24. The accounts should be audited and certified by a Chartered Accountant and proper accounts statements should be prepared in the name of school, as per rules. A copy each of the Statements of Accounts should be sent to the Board every year.
25. The affiliation Code Number allotted to your school is **531086**. This may please be noted and quoted for any correspondence with the Board.
26. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.
27. The school will apply for further Extension of Provisional Affiliation 'on online' through [www.cbseaff.nic.in](http://www.cbseaff.nic.in) with the prescribed fee of **Rs. 25,000/-** and other essential documents before 30<sup>th</sup> June of the preceding year before the expiry of the date of provisional affiliation.
28. The school will open CBSE pattern classes IX **w.e.f. 01.04.2013**. Accordingly, 1<sup>st</sup> Batch of class X of the school will be appeared at the Board's Examination to be held in the year **2015**.
29. It is mandatory for every affiliated school to become a member in the local Sahodaya CBSE schools.

*Principal*  
S. H. S. PATAUDI  
H. S. PATAUDI  
Distt. Ganganagar (Hr.)



30. School will provide physical facilities as per norms of the Board. The facilities reported at the time of last inspection are as given under:-

(i) Area of school campus	-	7840.78 sq. mtr.
(ii) Total built up area	-	1145 sq. mtr.
(iii) Area of playground	-	3420 sq. mtr.
(iv) No. of class rooms	-	13 (24'x18')
(v) No. of vacant class-rooms	-	04 (24'x18')
(vi) No. of other rooms	-	04 (18'x15')
(vii) No. of labs	-	01 (40'x18')
Composite Science	-	01 (18'x15')
Mathematics	-	01 (18'x15')
Computer Science	-	01 (29'x18')
Home Science	-	01 (23'x18')
(viii) Size and number of books in the Library-	-	01 (50'x18'), No. of Books 3817

31. Other conditions are as per **Annexure 'A'** enclosed.

32. Special conditions to be complied within **three months**:-

- a) Every school should organize at least one week training programme for teachers every year in association with any teachers training institute recognized by the State or Central Government or by any agency identified by the Board.
- b) Every institute 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.
- c) The school is required to submit a revised certificate of land in the format given at Appendix-VI of Affiliation Bye-Laws. The Affiliation Bye-Laws and land certificate format are available at CBSE website [www.cbseaff.nic.in](http://www.cbseaff.nic.in).
- d) The school is required to appoint sufficient no. of qualified and trained teachers to maintain section teacher ratio 1:1.5 for each level.
- e) The school is required to ensure that pay-scales, DA and other admissible allowances are being paid at par with the corresponding categories of employees working in the State Govt. Schools as per Affiliation Bye-laws of the Board and disburse the salary through Bank & also submit photocopy of acquittance roll after complying with the above condition.
- f) The teacher should be sent for in-service refresher / re-orientation programmes to update their knowledge and teaching skills.

Yours faithfully

*Shamsh*  
Principal  
U.S. HIGH SCHOOL  
V&PO Pataudi  
Distt. Gurugram

DEPUTY SECRETARY (AFFI)

No. CBSE/Aff./SL-00991-1314(531086)/2013

Dated : / / 20

Copy to:-

1. The Principal, U.S. High School, Vill. & PO - Pataudi, Gurgaon - 123503, Haryana
2. The Suptd. P. S. for Director School Education, Government of Haryana, Office of Director School Education, 30 Bays Building, 3rd floor, Sector - 17-B, Chandigarh - 160017
3. The Regional Officer, CBSE Regional Office, Sector-5, Panchkula-134109, Haryana
4. The Director (IT), CBSE - Regional Office, PS-1-2, Institutional Area, I.P.Extn. Patparganj, Delhi-110092 alongwith the CD of the videography of the school
5. The Programmer, AMC, CBSE, Delhi

*Shamsh*  
DEPUTY SECRETARY (AFFI)

# U.S. HIGH SCHOOL

[Affiliated to C.B.S.E.- Delhi]  
PATAUDI, GURGAON-123503

Ref.no. C-1A/USHS/2015-16/2

30.1.2016

To,  
The Secretary  
C.B.S.E., HO.  
"Shiksha Kendra", 2, Community Centre  
Preet Vihar  
Delhi - 92

AFFILIATION NO. 531086.

REGISTRATION NO. EX-00377-1718.  
[to be applicable from 2016-17]

Subject : Submission of Registration Form for the Extension of Provisional Affiliation from 2016-17.

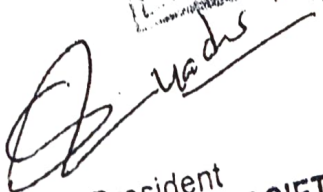
Dear Sir,

Please find herewith enclosed the Registration Form duly signed for the Extension of the Provisional Affiliation of our School w.e.f. 2016-17. For such purpose the affiliation fee alongwith the late fine i.e. an amount of Rs. 35000/- [rupees thirty five thousand ] has been remitted through the Challan having Application Identification no. Ex-01201718100377 at HDFC Bank-Sector-14, Gurgaon on 30.1.2016.

Kindly do the needful and oblige.

Thanking you,  
Yours truly,

SURESH YADAV  
(President)

  
President  
U.S. EDUCATION SOCIETY  
Umrao Vihar, Gurgaon Road,  
Pataudi, Distt. Gurgaon (HR)

U.S. High School, Umrao Vihar, Pataudi- Gurgaon.

AFFL NO. 531086, REGISTRATION NO. EX-00377-1718 [to be applicable from 2016-17]

Enclosures :- (i) Copies of Reserve Fund  
(ii) Copy of EPF Challan  
(iii) Affidavit - Original  
(iv) Copy of Previous Affiliation Letter

Central Board of Secondary Education  
Shiksha Kendra, 2, Community Centre,  
Preet Vihar, Delhi-110301

07 FEB 2016

RECEIVED

OFFICE No. ....  
SIGNATURE ..... AITB

