

NO : CBSE/830636/EX-03940-2425/2024-25/

Dated: 30/07/2023

**The Manager,  
M K SHETTY SCHOOL MOODABIDRI MANGALORE KARNATAKA  
KALLABETTU MOODABIDRI, MANGALORE DASGUBA KANNADA  
KARNATAKA, DAKSHINA KANNADA, 574227  
(M: 08258-237663)**

**SUBJECT: -Extension of General Affiliation up to Secondary Level.**

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 General Affiliation as per details given below:-

<b>Affiliation No used as User ID for both OASIS and LOC/Registration System</b>	<b>830636</b>
<b>School No</b>	45554
<b>Affiliated for</b>	Extension of General Affiliation
<b>Category</b>	Extension of Affiliation
<b>Period of affiliation</b>	01.04.2023 to 31.03.2029

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

1. The approval is based upon the documents /data/information uploaded by the school online. The school will be responsible for its genuineness. In case of any discrepancies, necessary action will be initiated against the school as per Affiliation Bye -Laws-2018.
2. 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.
3. 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
4. The School shall also ensure the compliances 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. Ramps at the entrance(s) as well as Ramps/lifts for CWSN, to access the upper floors of the school (in case of a multistoried school) (Circular No. CBSE/AFF-05/2023 dated 06.03.2023).
  3. Separate toilets for CWSN, boys and girls on every floor (in case of multistoried schools) (Circular No. CBSE/AFF-05/2023 dated 06.03.2023).

4. Appropriate laboratory infrastructure for Secondary School (Composite Science Lab, Mathematics Lab, Computer Lab) and for Senior Secondary School (Composite Science Lab, Mathematics Lab, Computer Lab, Physics Lab, Chemistry Lab, Biology Lab.) (Circular no. CBSE/AFF-11/2022 dated 04.10.2022)
5. Well stocked library with adequate reading area. (Circular no. CBSE/AFF-11/2022 dated 04.10.2022)
6. Well-developed indoor and outdoor sports facilities. (Circular no. CBSE/AFF-11/2022 dated 04.10.2022)
7. Well-developed Digital Infrastructure (Circular No. CBSE/AFF-10/2023 dated 24.03.2023)

**Failure to comply within the prescribed time may invite financial penalty @ 50,000/- per month until compliance is submitted and may debar the school from filling the registration and LOC of students' class IX to class XII, as the case may be.**

**DEPUTY SECRETARY/JOINT SECRETARY (AFF.)**

**Note :-**

1. The School is required to apply online for extension of affiliation before its expiry along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
2. 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.
3. 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 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.
4. The school shall not remove the documents and videography links in the mandatory disclosure section of its website.

*This is an electronically generated document. It does not need any signature.*

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

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

The Manager,  
M.K. SHETTY SCHOOL

KALLABETTU VILLAGE MOODABIDRI MANGALORE DASGUBA KANNADA, KARNATAKA  
KARNATAKA ,MANGALORE , 574227

(M: 08258237663)

Sub: Extension of General Affiliation up to Secondary/Senior Secondary  
Level - regarding

Ref: Application No. EX-02346-2122

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

Affiliation No : 830636

Affiliated for : Secondary

Category : Extension of General Affiliation

Period of Extension of : 01.04.2018 to 31.03.2023

In view of current COVID-19 pandemic which has most severely affected the  
normal functioning of schools in the country, however, the school is  
pursuing to provide extension of affiliation so as to avoid any difficulty  
for the purpose of admission /registration/ obtaining loan/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 on online for further extension of  
affiliation along with the requisite fee and other documents as per  
Rule 10.3 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

- The genuineness of information / documents / data submitted shall be
18. of school and in case, if found otherwise the school shall invite action as per affiliation Bye laws-2018  
The school shall be responsible for submission of any pending compliance, reply of show case /legal notice/ complaint and for
  19. submission of date/information sought by the Board. The extension 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  
The extension of affiliation is being granted as one time measure.
  21. However, the cases where the Show Cause Notice was communicated or grievance / legal cases are pending against the school, the Board will take appropriate decision in this matter  
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
  22. 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
  23. 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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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.  
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,
9. the School shall apply online to the Board as per rule 15.7 of Affiliation Bye laws.  
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.
10. 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  
11. 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.  
Every affiliated school shall sponsor regularly its bonafide and eligible students in Boards Class X and Class XII examinations from  
14. 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.  
The Manger and the Principal of the school shall be jointly  
16. 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 circulars/guidelines/notification issued by the Board from time to time. Any laxity in following rules/instructions of the Board will lead to action against school as per clause 12 of Affiliation Bye-laws-2018.



**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 - 110 092

REGD./SPEED POST

No. CBSE/Aff/SL-03010-1516/830636/ 995640

Dated: 23.12.2015

The Manager,  
M.K. Shetty School,  
Kallabettu, Moodabidri, Mangalore,  
Dasguba Kannada,  
Karnataka-574227

Sub: Fresh Composite Provisional Affiliation upto secondary level - regarding.

Sir/Madam,

With reference to your online application dated 01.7.2014 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. 01.04.2015 to 31.03.2018.

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

1. The affiliation Code Number allotted to your school is 830636. This may please be noted and quoted for any further correspondence with the Board.
2. The school will implement Continuous and Comprehensive Evaluation (CCE) as per the schemes of the Board upto Classes X vide Circular No. 39/20-09-2009 dated 20.09.2009 in the school.
3. The school will follow the syllabus on the basis of curriculum prescribed by NCERT/CBSE and text books publishing by NCERT/CBSE for the Middle Classes. The school will follow syllabus and courses as per scheme of studies prescribed by the Board for Secondary/Sr. Secondary School Examination and changes made therein from time to time.
4. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt 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.		

6. The school will provide well equipped Laboratories, Library and other facilities as per norms of the Board. The relevant books to the academic level of students to be made available in the library and would keep at least **05 books per student** subject to a minimum of 1500 books excluding text books.
7. The school will also abide itself by the conditions of affiliation already prescribed by the State Government concerned.
8. As per Affiliation Bye-laws the **optimum strength** of a section should not exceed more than 40 students.
9. School should have at least one adequately equipped computer lab with a minimum of 10 computers and would ensure **computer student ratio of 1:20** at least. Proper software along with facility of Broad Band connectivity with the feature of 'internet always on' from any service provider to be ensured.
10. **The section teacher ratio of 1:1.5** 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.
11. 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.
12. The school will strictly adhere with 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.
13. 5-6 names of persons not below the rank of Principal of Sr. Secondary School affiliated with the Board be recommended so that two of them may be approved by the Board as its nominee in the School Managing Committee. Of these 2-3 may be Principal of KV/JNV.
14. The school will create Reserve Fund as per the requirement of the Affiliation Bye Laws.

Contd.2/... ..

15. 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.
16. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
17. The Board would not allow any transfer of property/sale of school by one society/ Management/ Trust to another Society/Management/Trust through agreement/sale deed and the school shall not be closed down in the same premises. In case such transaction is effected explicitly or implicitly the Board shall withdraw its affiliation with immediate effect.
18. **The school should not start Class XI/XII without written approval of the Board. The Board shall not be responsible for any consequences in case class XI/XII is started without following the Affiliation Bye Laws and obtaining the prior approval of the Board.**
19. 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 otherwise penalty @ Rs 10,000/- p.m. subject to maximum Rs 50,000/- will be charged for late execution of application.
20. The school will open CBSE pattern classes IX **w.e.f. 01.04.2015**. 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 **2017**.
21. 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	-	2.62 Acre
(ii)	Total built up area	-	930 Sq. mtr.
(iii)	Area of play ground	-	9,000 Sq. Mtr.
(iv)	No. of class rooms	-	15
(v)	No. of labs		
	Physics	-	00
	Chemistry	-	00
	Biology	-	00
	Composite Science Lab	-	01
	Maths	-	01
	Computer Science	-	01
(vi)	Size and number of books in the Library 60' x 30', No. of Books		2950.
22. **Special conditions to be complied within three months positively failing which the school is liable for action:-**
  - (a) School is strictly advice not to use 'Central' word with school name.
23. Other conditions as per enclosed Annexure 'A'.

Yours faithfully,

ASSISTANT SECRETARY (AFF)