



**Details OF SCHOOL AFFILIATED TO**  
**Central Board of Secondary Education**  
**Details Of The School Filled up AFFILIATION/OASIS**

**Name of Institution** ST JOSEPHS ACADEMY  
**Affiliation Number** 2730242  
**State** DELHI  
**District** EAST DELHI  
**Postal Address** SAVITA VIHAR, DISTT EAST DELHI -92.  
**Pin Code** 110092  
**Phone No. with STD Code** 011

**Office** 01122165396 , 22165396  
**Residence**

**FAX No**  
**Email** sjdelhi@gmail.com  
**Website** www.sjdelhi.com  
**Year of Foundation**  
**Date of First Opening of School**  
**Name of Principal/ Head of Institution** MR. JIBI T R  
**Sex** 1  
**Principal's Educational/Professional Qualifications:** M A M Ed  
**No of Experience (in Years):**

**Administrative:** 2  
**Teaching:** 5

**Status of The School** Senior Secondary  
**Type of affiliation** General  
**Affiliation Period**

**From** 1/4/2020  
**To** 31/ 3/ 2025

**Name of Trust/ Society/ Managing Committee**

- Location of School
- Nature of the School
- Enrolment of the Students
- InfraStructure Details
- Particulars of Teaching Staff
- Physical Infrastructure and Sanitary Conditions
- Facilities



**Grant Letter**

cbse.aff@nic.in <cbse.aff@nic.in>  
To: sjadelhi@gmail.com  
Cc: rodelhi.cbse@nic.in

28 August 2020 at 14:38

Dear Sir/Madam,

Online Application No.:- =EX-00200-2021

Scrutiny Status :- Grant Letter.

Letter :-

NO . CBSE/AFF/EX-00200-2021/2020-21/

Dated:  
28/08/2020

The Manager,  
ST JOSEPHS ACADEMY  
SAVITA VIHAR, DISTT EAST DELHI -92.  
Delhi  
DELHI ,EAST DELHI , 110092  
(M: 01122165396)

Subject : General Affiliation up to Extension of General Affiliation- regarding.  
Ref : Application No. EX-00200-2021 dated 03.01.2019.

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

Affiliation No.	2730242
Affiliated for	Extension of General Affiliation
Category	Extension of Affiliation
Period of General affiliation	01.04.2020 to 31.03.2025

**The facilities reported at the time of last inspection:**

S.No.	Detail	Size
1	Area on which school building situated reported by the IC	6167.48 SQm
2	Area of play ground	3083.74 SQM

The above sanction is subject to fulfillment 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.
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.
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 in the school are restricted to **As per App** as per number of sections reported by the IC and shall not be increased without specific approval 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/upgradation 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 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 Chapter 12 of Affiliation Bye-laws-2018.
18. The school shall be responsible to immediately comply with the conditions mentioned in the grant letter and shall also maintain record of certificates, compliances, data and other records/information and shall be fully responsible to produce all such records before Board when asked for, Failing which necessary action shall be taken as per Affiliation-Bye-Laws of the Board.

**Deputy Secretary (Affiliation)**

\* School has assured to complete the deficit by appointing more teachers once the COVID-19 restrictions are removed. School is required to appoint remaining teachers at the earliest in order to maintain S/T ratio of 1:1.5 at each level. The updated teaching staff list may be kept ready in school records and may be submitted as and when asked by the Board.

\* SPECIAL CONDITIONS: extension granted is subject to condition that the school shall maintain record of certificate, compliance, data and other records/information and shall be fully responsible to produce all such records before Board and appropriate Government Authorities when asked for. School shall be held responsible for genuineness of information / documents / data submitted, if found otherwise the school shall invite liable for suitable action as per affiliation Bye laws-2018. Deficiencies noticed may be removed at the earliest and records maybe updated for production to the Board authorities as and when asked.

The school is required to renew all essential and desirable safety certificates from time to time.

Deputy Secretary

Encl: as stated above.

To view detailed letter visit our website. If letter is not placed within 10 days, register your request for letter at [cbse.aff@nic.in](mailto:cbse.aff@nic.in).

[http://cbseaff.nic.in/cbse\\_aff/Form/Login.aspx](http://cbseaff.nic.in/cbse_aff/Form/Login.aspx)

\*\* Please do not reply to this mail.

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Delhi 110092  
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