

**APPLICATION FORM FORM AFFILIATION OF SCHOOLS WITH BHARTIYA SHIKSHA BOARD
ONLINE/ OFFLINE APPLICATION FORM PROVIDED IN WEBSITE WWW.BSB.ORG.IN**

PART – 1

A. GENERAL

1. Name and Address of the School as mentioned in Recognition Certificate/ NOC issued by the State/ UT(s)	Nav Gian Deep Public School, A-1/66, Vijay Enclave, Palam Dabri Road, New Delhi-110045
2. (a) Complete Address with State & Pin Code (b) Tel. No. with STD Code (c) Mobile No. (d) Email ID	A-1/66, Vijay Enclave, Palam Dabri Road, New Delhi-110045 011-45082313, 45092313, 9911252313 navgiandeepschool@rediffmail.com
3. Year of Establishment	1993
4. Present status of the School: a. Primary/ Middle/ Secondary/ Sr. Secondary b. The category of Affiliation applied for: c. Amount of Fee deposited and its date:	Senior Secondary Applied for Affiliation for Senior Secondary
4A. Is School located in the Tribal area as notified by the Govt. of India (B) If yes, then attach Certificate	Yes/ No NO
5. Name of the Society/ Trust running the School with complete address. (Attach a copy of the Memorandum of Association bearing its registration number and giving the particulars of the members of the Society/ Trustees)	Nav Gian Deep Educational & Welfare Society (Regd.) Regd. No. S/25802 A-1/66, Vijay Enclave, Palam Dabri Road, New Delhi-110045
6. Date up to which the Registration of the Society/ Trust is valid. Attach certificate of Registration Annexure	From 6th April, 1994 to LIFETIME
7. Whether the School has a duly constituted School Managing Committee as per the regulations of the State/ UT in which the School is situated or Affiliation Bye – Laws of BSB, Chapter – 8.	Yes/ No YES
8. Complete list of the members of the Managing Committee with full Particulars including name, address, occupation, designation, term of membership? Enclose the details Annexure	Yes/No YES
9. Has the School obtained a Recognition/ NOC from the competent authority of the State/UT for grant of Affiliation of the School to BSB? Enclose the copy of the Recognition. Annexure	Yes/ No YES
10. Submit evidence to the effect that the School is not being run on commercial lines? A copy of each of the latest balance sheet duly signed by the auditors, School prospectus, if any, Fee structure, income & expenditure account, etc., duly signed by the Head of the Institution/ Manager be attached with the report. Annexure	Yes/ No YES

Signature
MANAGER
NAV GIAN DEEP SR. SEC. PUBLIC SCHOOL
(Recognised By Directorate of
Education & Affiliated To C.B.S.E.)
Block-A1/66, Vijay Enclave, New Delhi-45



11. Attach an affidavit duly signed by the notary to the effect that the Society/ Trust running the School is non-proprietary and not Profit making in Character? Annexure	Yes/ No YES
12. Whether the School is receiving financial aid from any Govt./Semi Govt./Autonomous/ <u>Corporate</u> Body under CSR. If so, details thereof.	Yes/ No NO

B. STAFF/ QUALIFICATIONS, & SERVICE CONDITIONS

1. (i) The number of Teachers including Librarian, PTI and Principal in position (Regular, Ad hoc or Part – time)						No. of Trained Teachers : 28 No. of Untained Teachers : 0
	Regular	Ad hoc	Part Time	Trained	Untrained	
a. Principal	1	0	0	1	0	
b. NTTs	4	0	0	4	0	
c. PRTs	3	0	0	3	0	
d. TGTs	11	0	0	11	0	
e. PGT	7	0	0	7	0	
f. Librarian	1	0	0	1	0	
g. PTI	1	0	0	1	0	
Total	28	0	0	28	0	
(ii) The no. of trained and untrained Teachers						
2. i).The name of the Principal, Teachers, their designation, qualifications, subjects studied at graduation/ post-graduation level, classes and subjects they are teaching. Date of appointment, Date of confirmation, pay scale. Annex separate staff statement with all above details as Annexure ii). Whether the School has appointed Wellness Teacher (Counsellor)? If so, mention particulars						Annexure Yes/ No YES
3. Are the service conditions defined? If so, are the services conditions in accordance with those of the centre State/ UT ?						Yes/ No YES
4. Whether the pay scales being followed as per State Govt. UT or Central Govt. with Pay Scale and Rate of D.A. may be mentioned.						Yes/ No YES
5. Whether the other allowances as extended to the employees of the State/ UT and Central Govt. are being paid?						Yes/ No YES

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6. Any other benefit such as GPF/CPF/EPF earned leave, etc., may be indicated.	YES
7. Whether Service Books and Personal Files are maintained?	YES Yes/ No
8. The period of probation and number of Teachers confirmed and on probation.	The period of Probation period in our school is one year. But there is no teacher on probation as of now.
9. Whether the payment of salary to the staff is made by cheque or cash or through Bank account transfer Give details.	By cheques and by online transfer
10. If salary is not paid through Bank account transfer, reasons 10.1 Has the applicant School got NOC from the State Government concerned? If NO, 10.2 Has the applicant School intimated to the concerned Education Department of the State about the application made to the Board for seeking Affiliation? If YES, submit evidence.	NA (Yes/No) NA (Yes/No) NO

PART – II

A. CAMPUS & BUILDING

1. (i) Campus area both in Sq. Mtr and acres (at site from where the School is presently running) (ii) Built – up area (iii) <u>State</u> the location of the School site	Campus Area : 1000 Sq. Mt. (0.1 Acres) Builtup Area : 4012 Sq. Mt. (0.4012 Acres) Latitude: 28.63481833333 Longitude : 77.816051944444
2. What is the ownership status? Whether the campus area and property Constructed over it belongs to the Society/School? If on lease, for how many years?	The school area property is on Lease of 30 years
3. If there are more than one land <u>documents</u> , indicate whether the plots are contiguous?	YES
4. Enclose a certified copy of complete Registered land document(s) and land Certificate, completely filled in and issued by a Revenue authority. Enclosed Annexure	Enclosed
5. Whether the School is housed in a pucca building? If not, whether it consists of tin sheds, asbestos sheets, tents, khaparails, mud – huts, etc.? If so, give details of the area, date of construction, approximate life span of structure, the details of facilities such as electricity ceiling fans, exhaust fans, etc., If the School building consists of khaparails, asbestos sheets, is it situated in a hilly/tribal area?	The school is housed in a pucca building. (Details attached).


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6. Infrastructure details the total number of rooms available in the School, Number of rooms, other than Classrooms for Administrations & Co-curricular activities (i.e., Lab, Library, Staff Room, etc.)	(Details attached).
7. Whether the classrooms are adequate to meet the requirements of the students/ subject Teachers/ cocurricular activities?	YES

B. PLAY GROUND


1. Size of Playground and details of Games/ Sports/ Co-curricular activities for which facilities are available	376.25 Sq. Mt.
2. <u>If the playground(s) is not a part of the School campus, is it easily accessible to students?</u>	Playground is part of the school

C. PHYSICAL AND HEALTH, FIRE, DRINKING WATER AND BUILDING SAFETY CERTIFICATES

1. Whether Health, Fire Safety, Safe Drinking water, building safety Certificates have been obtained from the concerned departments?	YES (All Health, Fire Safety, Safe Drinking Water, Building Safety Certificates have been obtained.
a. Safe Drinking Water, Health and Sanitation Certificate	
a. Issuing Authority	Delhi Jal Board Applied for Renewal
b. Valid Up to	
b. Fire Certificate	
a. Issuing Authority	Delhi Fire Service Applied for Renewal
b. Valid Up to	
c. Building Safety	
a. Issuing Authority	G.S. Soneja (Structural Engineer & Consultant) Upto 15.03.2028
2. Whether facilities as per (1) above are satisfactory.	YES
3. No. of toilets available.	Boys 4 Girls 4 Staff 02
4. No. of water taps available.	Boys 16 Girls 16 Staff 04

D. LIBRARY/ FURNITURE/ BOOKS, ETC.

1. Particulars of the Librarian and other library staff	01 No. Librarian
2. Size of the Library	1800 Sq. Ft.
3. Whether the library has a reading room for the students/ Teachers?	YES
4. Whether furniture provided is sufficient to meet the present/ future requirements?	YES
5. Total number of books. Subject wise detail of books (List of books not to be annexed).	8245


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6. Name of journals/ Periodical Newspapers are being subscribed.	YES
7. Whether more books are needed to meet the present requirements?	NO
8. Whether there is a separate reference section for the staff?	YES
9. Annual Budget for the Library Books/ Magazines, Newspapers, etc.,	Rs. 15000

E. LABORATORIES

1. Details of laboratories

	Number	Size
(i) Composite Science Lab	01	710 Sq. Ft.
(ii) Physics	01	710 Sq. Ft.
(iii) Chemistry	01	710 Sq. Ft.
(iv) Biology	01	710 Sq. Ft.
(v) Computer Science	01	710 Sq. Ft.
(vi) Mathematics	01	600 Sq. Ft.
(vii) Others	04	600 Sq. Ft.

2. Whether each Lab has Sufficient equipment for practical work as per BSB norms applicable for the course for which the School has applied? YES

- 3.
- (i) No. of computers available: 42
- (ii) Ratio students per computer: 28:1
- (iii) Whether Broadband Internet: YES
Connection is available

INCOME & EXPENDITURE ACCOUNTS

1. Main Source of Income	Tuition Fee, Bank Interest
2. Tuition Fee charged per month	2450
3. Other Fees, registration, cautions money, etc., with details	Details attached
4. Building funds/ Development Charges, if any.	Not charged
5. (a) Does the School maintain separate account other than Society's account.?	YES, in the name of school
5. (b) Whether the accounts of the School are maintained properly and regularly audited by a Regd. C.A./ checked by the Audit department of the State?	Yes/ No YES

R. Hain
21/3/15
MANAGER
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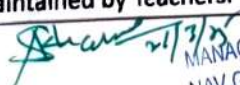


Part - III

A. ACADEMIC

1. Number of students (Boys and Girls)	Boys : 654 & Girls :420
2. Latest Section wise strength (Annex the statement)	Attached
3. Total No. of Section	34
4. Total No. of Teachers excluding Principal, PTI and Librarian	28
5. Whether any religious education has been made compulsory in the School? If so, details thereof	NO
6. Are the materials available with the School (Tick the boxes):	<input checked="" type="checkbox"/> Yes Teacher's Manual <input checked="" type="checkbox"/> Yes Certificate for School Based Evaluation <input checked="" type="checkbox"/> Yes Report Card <input checked="" type="checkbox"/> Yes Life Skills Manual <input checked="" type="checkbox"/> Yes School Health Manuals
7. the School providing a School Based certificate in the following classes. Please attach copies (Yes/ No)	<ul style="list-style-type: none"> • Pre – Primary • I – II Yes • III – V • VI – VIII
8. In case of clubs, tick those which are functioning in the School	<input checked="" type="checkbox"/> Yes Eco clubs <input checked="" type="checkbox"/> Yes Health and Wellness Clubs <input checked="" type="checkbox"/> Yes Heritage Clubs <input checked="" type="checkbox"/> Yes Integrity Clubs <input checked="" type="checkbox"/> Yes Reading Clubs <input checked="" type="checkbox"/> Yes NCC/NSS <input type="checkbox"/> Any other (Please Specify)
9. Whether the facilities of formative assessment/ third language teaching/ work experience/ PHE are available and their record is being maintained? (Yes/No)	Yes
10. Whether the syllabus prescribed by the <u>Board</u> is <u>being followed</u> ?	<ul style="list-style-type: none"> • Pre – Primary (Yes/ No) Yes • I – II (Yes/ No) Yes • III- V (Yes/ No) Yes • VI - VIII (Yes/ No) Yes

11. Record Keeping	
11.1 Recording of formative Assessment in all subjects including types of tasks to be verified.	Yes
11.2 Are the records of activities being conducted under co scholastic areas being maintained?	Yes
11.3 Comments on the quality of records such as Narrative/ Anecdotal/ Observation tools maintained by Teachers.	Yes


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12. Whether the Teachers are sent for in service refresher/ re – orientation programmes to update their knowledge and teaching skills? Is so, give details for the last three years.	Yes						
13. Is the School facilities/ inclusive education of Physically challenged.	Yes						
14. Is the School exclusively preparing candidates for BSB or some classes of the other Board are functioning in the same building? If so, details	NA						
15. Results of the Board's Examination(s) for the last three years (if applicable)	<table> <tr> <td>2021 - 10th - 100</td><td>12th - 100</td></tr> <tr> <td>2021 - 10th - 84.52</td><td>12th - 100</td></tr> <tr> <td>2021 - 10th - 84.52</td><td>12th - 84</td></tr> </table>	2021 - 10th - 100	12th - 100	2021 - 10th - 84.52	12th - 100	2021 - 10th - 84.52	12th - 84
2021 - 10th - 100	12th - 100						
2021 - 10th - 84.52	12th - 100						
2021 - 10th - 84.52	12th - 84						

B. PROSPECTIVE PLANS

1. Whether the School is in a position to fulfil conditions for expansion from Middle class syllabus/ Provisional Affiliation up to Secondary or Sr. Secondary Classes.	School is already running Senior Secondary Classes
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Signature of the Principal

(With Name & Stamp)

Signature of the Manager/Chairman/President

(With Name & Stamp)

Annexures :

1. Certificate of Society Registration
2. Details of Members of Managing Committee
3. Copy of Recognition Certificate
4. Copy of the Balance Sheet of the School
5. Affidavit of Notary
6. Staff Statement
7. Land Certificate
8. Certificate of Safe Drinking Water
9. Fire Safety Certificate
10. Building Safety Certificate
11. 'Copy of NOC or Intimation Letter sent to the concerned Education Department of the State.'
12. Certificate of Tribal area as notified by Govt. of India
13.
14.
15.

