



# केन्द्रीय माध्यमिक शिक्षा बोर्ड

(केन्द्रीय माध्यमिक शिक्षा बोर्ड दिल्ली के अधीन) (अनुसूचित 29, संविधान संशोधन)

श्री 7 विहार, दिल्ली - 110 092, भारत



## संबद्धता प्रमाण - पत्र

यह प्रमाणित किया जाता है कि सनहिल एकेडमी, तिजारा रोड किशानगढ़ बास, जिला अलवर,

राजस्थान-361405

बोर्ड की माध्यमिक (कक्षा-10)

एवं उच्च माध्यमिक (कक्षा-12) स्तर तक की परीक्षाओं के लिए केन्द्रीय माध्यमिक शिक्षा बोर्ड, दिल्ली से अस्थायी रूप से संबद्धता प्राप्त है तथा इस विद्यालय की संबद्धता संख्या 1730446 है।

सचिव

केन्द्रीय माध्यमिक शिक्षा बोर्ड

अध्यक्ष

केन्द्रीय माध्यमिक शिक्षा बोर्ड

दिनांक : 12 नवंबर, 2015

## Central Board of Secondary Education

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

PREET VIHAR, DELHI - 140 092, INDIA

## CERTIFICATE OF AFFILIATION

This is to certify that SUNHILL ACADEMY, TIJARA ROAD, KISHANGARH BAS, DISTT ALWAR,

RAJASTHAN 361405

is provisionally affiliated

with Central Board of Secondary Education, Delhi for Secondary (Class-X) and Senior Secondary (Class-XII) Level Examinations of the Board and the Affiliation

Number of the school is 1730446

Secretary

Central Board of Secondary Education

Chairman

Central Board of Secondary Education

Date : 12 November, 2015

For current status of affiliation of the school, please visit CBSE website: [www.cbse.nic.in](http://www.cbse.nic.in)

PRINCIPAL

Sunhill Academy Sr. Sec.  
School, K.G. Bas (Alwar)

CHAIRMAN

Sunhill Academy Sr. Sec.  
School, Kishangarh-Bas

**EXTENSION-(2021-2026)**

**The Manager,  
SUNHILL ACADEMY SR. SEC. SCHOOL  
tijara road kishangarh bas  
RAJASTHAN ,ALWAR , 301405  
(M: 01460242522)**

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

**Ref: Application No. EX-01998-2122**

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 :** 1730446  
**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 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.  
The School is required to apply on online for further extension of affiliation
2. along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws, 2018.  
The school will also abide by the conditions prescribed, if any, by the State
3. Government concerned as mentioned in certificate as per appendix III issued by District Education Officer (DEO) /equivalent officer  
The school should ensure the strong governance and management of its activities in way of comprehensive and quantifiable planning in way of
4. curriculum planning, infrastructure, resources, physical education, staff development and other co-curricular areas.  
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
5. 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.  
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
6. 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.

**PRINCIPAL**  
Sunhill Academy Sr. Sec.  
School, K.G. Bas (Alwar)

**CHAIRMAN**  
Sunhill Academy Sr.Sec.  
School, Kishangarh-Bas

**Admission to the school** is to be restricted as per relevant rules of

7. 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
9. 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.  
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
10. 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.  
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
11. 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  
The school shall submit their information through Online Affiliated School Information System (OASIS) as per details given in circular no. affiliation-
12. 06/2018 dated 24.04.2018. Link for OASIS is available on Board's website:www.cbse.nic.in  
The optimum Section teacher ratio of 1:1.5 as well as student teacher ratio of
13. 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 the year
14. 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.  
Running of coaching institutions in the school premises in the pretext of
15. 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 responsible for the
16. authenticity of the online/offline documents/ information/data submitted by the School to the Board.  
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
17. 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.  
The genuineness of information / documents / data submitted shall be of
18. 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 submission of
19. 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. However, the cases where the Show Cause Notice was communicated or grievance /
21. 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
22. & Health and Hygiene certificate, Fire Safety Certificate and Building Safety , Certificate from concerned Govt authorities time to time
- The school shall also maintain record of certificate, compliances, data and other records/information and shall be fully responsible to produce all such
23. 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)**

**This is a computer-generated document. No signature is required.**

  
**PRINCIPAL**  
Sunhill Academy Sr. Sec.  
School, K.G, Bas (Alwar)

  
**CHAIRMAN**  
Sunhill Academy Sr.Sec.  
School, Kishangarh-Bas

# 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, VIKAS MARG, DELHI-110 092.

SPEED POST

No. CBSE/AFF/1730446/AS-00816-1516 /2015/

Dated: 23 .10.2015

**THE MANAGER,**  
SUNHILL ACADEMY,  
TIJARA ROAD, KISHANGARH BAS,  
ALWAR-301405, RAJASTHAN

**Sub:- Introduction of Additional Subjects-reg.**

Sir/Madam,

With reference to your online application AS-00816-1516 dated 01/07/2014 on the above subject, I am directed to convey approval for Introduction of additional subject(s) given below for Senior School Certificate Examination under All India Senior Secondary Examination Scheme, w.e.f 2015-16 sessions. The school is required to follow syllabi and courses as per scheme of studies prescribed for All India Senior Secondary Examination of the Board and changes made therein:

- |              |     |
|--------------|-----|
| 1. PHYSICS   | 042 |
| 2. CHEMISTRY | 043 |
| 3. BIOLOGY   | 044 |

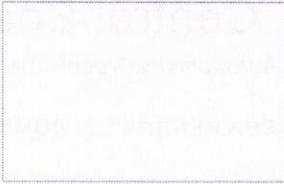
**The above is subject to fulfilment of the following conditions within 15 days of issue of this letter:-**

1. Trained & qualified staff for the above subject(s) is required to be appointed and their particulars showing their designation, qualification, teaching experience, date of appointment, pay scale etc. be sent to the Board.
2. Adequate equipment/apparatus is required to be provided in case of Science Subject(s) and list of equipment etc. be furnished to the Board. (Subject-wise)
3. Adequate number of books is required to be added for the above subjects in the School Library and List of Books be sent to the Board (Subject-wise).

  
**PRINCIPAL**  
Sunhill Academy Sr. Sec.  
School, K.G. Bas (Alwar)

Yours faithfully,

  
**CHAIRMAN**  
Sunhill Academy Sr. Sec.  
School, Kishangarh-Bas



**ASSTT. SECRETARY (AFF)**

Copy for information and necessary action to:-

1. THE PRINCIPAL, SUNHILL ACADEMY, TIJARA ROAD, KISHANGARH BAS, ALWAR-301405, RAJASTHAN
2. THE REGIONAL OFFICER, CENTRAL BOARD OF SECONDARY EDUCATION, TODARMAL MARG, AJMER-305 030
3. THE A.S (IT), AMC, CBSE, PREET VIHAR, DELHI.

**ASSTT. SECRETARY (AFF)**

**PRINCIPAL**  
**Sunhill Academy Sr. Sec.**  
**School, K.G. Bas (Alwar)**

**CHAIRMAN**  
**Sunhill Academy Sr. Sec.**  
**School, Kishangarh-Bas**

**CHAIRMAN**  
**Sunhill Academy Sr. Sec.**  
**School, Kishangarh-Bas**

**PRINCIPAL**  
**Sunhill Academy Sr. Sec.**  
**School, K.G. Bas (Alwar)**

Central Board of Secondary Education  
 Shiksha Kendra, 2, Community Centre, Preet Vihar, Vikas Marg, Delhi-110  
 092.  
 (AFFILIATION BRANCH)

CBSE/Aff./SS-00801-1314/2013-14

Date: 02/23/2013

SUNHILL ACADEMY  
 TIJARA ROAD KISHANGARH BAS  
 Kishangarh Bas  
 ALWAR  
 301405

Dear Sir/Madam,

With reference to your application dated 22/6/2012 and subsequent  
 correspondence with the school/inspection in this regard,  
 Sir/Madam,

With reference to your application dated 29/06/2012 and  
 subsequent inspection of the school, I am directed to convey  
 sanction for provisional affiliation to the above said school for  
**Senior School Certificate Examination** for a period of **three**  
**years** w.e.f. 01/04/2013 to 31/03/2016 in the following subjects:-  
**Subjects: English Core, English Elective, Hindi Core, Hindi**  
**Elective, Accountancy, Business Studies,**  
**Economics, History, Mathematics, Physical**  
**Education, Computer Science, Informatics Prac.,**  
**Political Science & Sociology.**

The sanction is subject to the fulfillment of the following  
 conditions in addition to the general conditions intimated at the  
 time of grant of provisional affiliation for secondary classes:

1. "The school will follow syllabi and courses as per scheme of  
 studies prescribed by the Board for Senior School Certificate  
 Examination and changes made therein from time to time."
2. The school will implement Continuous and Comprehensive  
 Evaluation (CCE) as per the schemes of the Board upto  
 Classes X.
3. As per the newly implemented CCE scheme vide Circular  
 No. 39/20-09-2009 dated 20.09.2009, the students of class X  
 will appear in the Summative Assessment-II (SA-II)  
 conducted at the school level only. However, those  
 students of class X, who opt to move out of CBSE system  
 in Class XI to any other Board, will exercise the option to  
 appear in the SA-II conducted at the Board level. Both the  
 students will get the same certificate issued by the Board  
 at the end of class X.

**PRINCIPAL**  
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 School, K.G. Bas (Alwar)

**CHAIRMAN**  
 Sunhill Academy Sr.Sec.  
 School, Kishangarh-Bas

4. The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State Govt./UT.
5. It is mandatory for every affiliated school to become a member in the local Sahodaya of CBSE schools.
6. The school will provide additional suitable facilities for classes XI and XII, as per requirements laid down in the rules.
7. It will increase the number of books in the Library and equipments in the Laboratories/Workshops with adequate games facilities etc. in consonance with the requirements of the Board for Classes XI & XII.
8. It will appoint only qualified staff to teach Classes XI & XII as per requirements laid down by the Board.
9. It will provide facilities for adequate co-curricular and extra-curricular activities for the wholesome development of the students.
10. It will abide itself by the Affiliation Bye Laws of the Board and other rules and regulations prescribed by the Board from time to time.
11. 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 from Pre-Primary to Class XII :-

	Campus area	Enrolment	No. of Sections (pre-primary to X)	No. of Sections at Sr. Secondary (XI & XII)
(a)	1.0 acre	1250	02 in each class	04 each in class XI and XII
(b)	1.5 acre	1875	03 in each class	04 each in class XI and XII
(c)	2.0 acre	2500	04 in each class	04 each in class XI and XII

(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

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

1. Area of school campus - 8140 Sq. Mtrs.
2. Total built up area - 1213.32 Sq. Mtrs.
3. Area of play ground - 2976 Sq. Mtrs.
4. No. of class rooms - 12 - 22 X 13 (Ft.)
5. No. of labs:

Maths - 01 - 13 X 22 (Ft.)

Computer Science - 01 - 15 X 22 (Ft.)

13. The school will strictly adhere with all rules regarding safety of students including Fire fighting, Drinking water, Sanitation, Transportation, etc.
14. The school will apply for further Extension of Provisional Affiliation on the prescribed form together with the prescribed fee of ` 25000/- and other essential documents in the preceding year before the expiry of the date.
15. The school is eligible to open CBSE pattern classes XI w.e.f. 01.04.2013. Accordingly, 1st Batch of class XII of the school will be appearing at the CBSE Examination to be held in 2015.
16. Other conditions are as per Annexure 'A' enclosed.
17. **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 Govt. 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 appoint trained and qualified librarian and PGTs/teachers in the concerned subjects & also maintain section teacher ratio i.e. there must be 1.5 teachers per section to teach various subjects.
- d) The school is required to send Principal/teachers for CCE, in-service, refreshers/re-orientation programme to update their knowledge and teaching skills.
- e) Mathematics and Computer Science labs are undersized. Therefore, the school is required to shift the labs in bigger rooms & intimate the size (L X W (Ft.)).
- f) The school is required to procure more books for +2 level i.e. 05 books per student.
- g) The class rooms are under size. Therefore, the school is required to provide at least 01 Sq. mtr. floor area per child and restrict no. of candidates accordingly.

Yours faithfully,

DEPUTY SECRETARY (AFF.)

No. CBSE/Aff./ 1730446-SS-00801-1314

**Copy to:-**

- 1) The Principal, Sunhill Academy, Tijara Road, Kishangarh Bas, Alwar, Rajasthan 301 405.
- 2) The Director Madhyamik Shiksha, Director, Madhyamik Shiksha, Bikaner Rajasthan.

- 3) The Regional Officer, Regional Office CBSE, Todar mal Marg, Ajmer - 305030 (Rajasthan).
- 4) The Jt. Secy. (IT), AMC, CBSE, Preet Vihar, Delhi.
- 5) The Concerned Desk Officer/Section Officer, Rajasthan.
- 6) The Director (IT), CBSE, PS-1-2, Institutional Area, I.P. Extension, Patparganj, Delhi-110 092, along-with CD/DVD of the inspection conducted by Inspection Committee, constituted by the Board.

**DEPUTY SECRETARY (AFF.)**

CBSE/AFF/P-18 Annexure-A

**CENTRAL BOARD OF SECONDARY EDUCATION  
SHIKSHA KENDRA, 2, COMMUNITY CENTRE, PREET VIHAR,  
DELHI-110 092.**

**Affln.No. 1730446-SS-00801-1314**

**Other Conditions:**

Conditions for which compliance to be submitted within three months from the date of issue of sanction letter:-

1. Running starting of Class IX/X & XI/XII without prior Provisional Affiliation upto Secondary level/Sr. Secondary level from the Board would be unauthorized and school shall be responsible for the consequences arising out of it.
2. Non-submission of application for extension of provisional affiliation by 30<sup>th</sup> June of the year preceding to the year by which provisional affiliation granted, expires, would also attract violation of provisions of Affiliation Bye-laws.
3. School will not prepare any student/start any class for any other Board except CBSE from their CBSE Affiliated school building/premises.
4. 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.
5. Pay & Allowances to staff should be revised from time to time to bring it at par with that to State Government.
6. The service conditions be strictly followed as per State Education Act and Staff be given appointment/confirmation letters etc. accordingly.
7. 5-6 names of persons (at least 2-3 from KV/JNV) 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.
8. The school shall maintain section teacher ratio at least 1:1.5 at each level i.e. Primary (I-V) Secondary (VI-X) and Sr. Secondary (XI-XII).
9. The school has to constitute a committee for protection of woman from sexual harassment at the work place and to abide by the guidelines and norms prescribed by the Hon'ble Supreme Court of India in W.P. Criminal No.666-70 of 1992 Vishaskha and other State of Rajasthan and others delivered on 13.8.1997.

10. The school shall maintain Reserve Fund in the joint names of the Manager of the school concerned and the Secretary of the Board in the scheduled Bank to the extent indicated below:-

Upto - 500 Students Rs.60, 000/-

501 - 750 " Rs.80, 000/-

751 - 1000 " Rs.1, 00,000/-

Above - 1000 " Rs. 100/- per student rounded to nearest thousand.

The interest accruing out of the deposit of reserve fund made by the Institution at the time of affiliation/extension of affiliation be not withdrawn by the management under any circumstances what so ever.

DEPUTY SECRETARY (AFF.)



**PRINCIPAL**  
Sunhill Academy Sr. Sec.  
School, K.G. Bas (Alwar)



**CHAIRMAN**  
Sunhill Academy Sr.Sec.  
School, Kishangarh-Bas