



BOARD OF SECONDARY EDUCATION, ODISHA, CUTTACK
NOTIFICATION

No. 1630 / (CO-ORDINATION)/ Dt. 16/11/21

In pursuance of Chapter-IX of the Board's Regulations and Resolution No-18000/SME/ IX-SME-SCH-12/2019 of the Govt. of Odisha, Department of School & Mass Education, applications in the prescribed form are invited from Secondary Schools of Odisha for **Renewal Recognition** for the Session, **2019-20** (for which application was not invited during the said session) and **Fresh/ Renewal Recognition** for the Session, **2021-22**.

1. Following category of schools shall be eligible to apply for renewal recognition for the session, 2019-2020.
 - (a) The schools who have been granted fresh recognition for 2018-19 are eligible to apply.
 - (b) The schools who have not been granted renewal of recognition for 2019-2020 shall apply for the same.
 - (c) The schools applying for renewal of recognition for 2021-22 shall have to apply for getting renewal of recognition for 2019-20 incase they were eligible during that session. Without the grant of renewal of recognition for 2019-20, their application for grant of renewal of recognition for 2021-22 shall not be considered.
2. Following category of schools shall be eligible to apply for grant of Recognition by the B.S.E., Odisha.
 - (a) The schools who have been issued NOC by the Director, Secondary Education, Odisha with the clearance of the High Power Committee formed by the Govt.
 - (b) The Schools who have been granted recognition of class- VIII by the Director, Secondary Education, Odisha Bhubaneswar will be eligible to apply for Fresh recognition of Class- IX, X for the year 2021-22.
 - (c) The schools who have got Recognition for Class-IX by the High Power Committee of the Govt., for the year 2020-21 will be eligible to apply for fresh Recognition of Class-X for the year 2021-22.
3. The government secondary schools are deemed to have been Recognised and hence, they should not apply for grant of Recognition.

4. Fees for Affiliation:-

<u>Sl. No.</u>	<u>Category</u>	<u>Fee</u>
(a)	Renewal of Recognition	Rs.4000/-
(b)	Fresh Recognition	Rs.6000/-

5. Remittance of Fees:-

The fees as above shall be deposited by the intending schools in the following SBI Account through pay-in-slip of Board at various branches of the State Bank of India. Remittance of fees in any other manner shall not be entertained. They must attach the copy of the pay-in-slip with the application form.

SBI Account No. 37526804525

5. The applicant schools shall submit the filled in application forms in duplicate along with all the enclosures to the District Education Officers on or before 15/12/2021. The District Education Officers shall send to the concerned Zonal Offices of the Board on or before 25/12/2021. The zonal offices shall submit all applications received from concerned DEOs in the Head Office on or before 01/01/2022.
6. The application form for grant of Recognition and Pay-in slip shall be made available in the website www.bseodisha.ac.in from the date of issue of this notification.


Secretary



BOARD OF SECONDARY EDUCATION: ODISHA: CUTTACK.

APPLICATION FORM FOR GRANT OF RECOGNITION FOR

1) (a) FRESH RECOGNITION

☐

FEES DEPOSITED

AMOUNT:-

(b) ANNUAL RENEWAL OF RECOGNITION

☐

MODE OF PAYMENT:

PAY IN SLIP: Journal No-

Date-

2) NAME OF THE SCHOOL: _____ SCHOOL CODE NO _____

AT: _____

P.O.: _____

VIA: _____

Dist: _____ PIN CODE: _____

TELEPHONE NO. _____ CELL NO: _____

NEAREST RAILWAY STATION/ BUS-STOP: _____

3) MENTION WHETHER THE SCHOOL IS CO-EDUCATION/ BOYS/ GIRLS HIGH SCHOOL _____

4) (a) Location of the School :

Block / NAC / Municipality / Municipal Corporation : _____

(b) Name of the Block / NAC / Municipality / Municipal Corporation : _____

(c) School situated in (i) RURAL / URBAN : _____

(ii) Gram Panchayat / Urban Local Body : _____

(iii) Name of the GP/ ULB : _____

5) POSITION OF THE SCHOOL IN G.P.

1ST	2ND	3RD	(Strike off which is not relevant)

6) U-Dise code of the School : _____

7- MANAGING COMMITTEE OF THE SCHOOL			
(a) NAME OF THE PRESIDENT			
(b) NAME OF THE SECRETARY			
(c) WHETHER REGISTERED OR NOT? YES / NO	REGD NO	YEAR	DATE
IF YES			
(d) WHETHER M.C IS APPROVED OR NOT? YES / NO (IF YES)	ORDER NO. & DATE OF APPROVAL BY D.E.O OR DSE		
8- (a) YEAR OF OPENING OF CLASSES	CL-IX	CL-X	
(b) YEAR OF GRANT OF NOC. BY THE GOVT. (c) YEAR OF GRANT OF FRESH AFFILIATION/ RENEWAL OF AFFILIATION BY THE BOARD	NATURE	ORDER NO & DATE	AUTHORITY ISSUING THE ORDER
	NOC		
	FRESH AFFILIATION		
	RENEWAL AFFILIATION		
(d) YEAR OF GRANT OF PERMISSION TO ESTABLISH CLASS-IX BY THE GOVT.	Order No. & Date : Authority Issuing the Order <div>Copy to be enclosed wherever applicable.</div>		
(e) YEAR OF GRANT OF RECOGNITION OF CLASS-IX BY THE GOVT.	Order No. & Date : Authority Issuing the Order <div>Copy to be enclosed wherever applicable.</div>		
9 - FIXED DEPOSIT RS. 5000/- FOR THE TRIBAL & SUB-PLAN AREAS AND RS.10,000/- FOR OTHERS.	AMOUNT: WHETHER PLEDGED TO D.E.O ACC NO. & DATE F.D.R or N.S.C NO. & DATE: DEPOSITES IN OTHER ACCOUNTS; FINANCIAL POSITION;		

Sl.No	Mouza	Khata No	Plot Nos (plot nos should be separated by coma)	Total Area (In Acre)	Type of Ownership(ROR/ Sale Deed/ Gift Deed/ Lease Deed/ Lease under process/ Encroachment/ Rent Agreement/ any other and in whose name)
1					
2					
3					
4					
5					

(Enclose supporting documents)

11 If there is any building onland owned by the school as shown in Para 10 above?

(a) If yes, mention Plot No(Enclose possession certificate, if available)

(b) If no, then in which building the present school is functioning ?(Pl.specify)

12 Buildings details(Enclose ground plan of buildings showing each room

Type of building	No of class Rooms	No of Office Rooms	No of other rooms	Available/ Not Available (Give brief notes)	
RCC				Drinking water	
Asbestos				Play ground	
Tin/ Tile				Laboratory	
Thatched				Cycle Stand	
Others (Pl. Specify)				Library	

13- WHETHER THE LAND OF THE SCHOOL IS IN COMPACT AREA OR NOT

14- IF NOT, MENTION THE PATCHES OF THE COMPACT LAND WITH THEIR AREA

15- WHETHER THE SCHOOL HAS POSSESSION CERTIFICATE OR NOT (COPY ENCLOSED)

16

If Fire Safety Certificate on school building required as per latest guidelines of Home Department : YES / NO

(a) If yes, **enclose copy** and give details

Name of Issuing Authority :

Letter/ Order No. & Date :

(b) If no, please give details

Total Construction Area :

Height of the building in metres :

If three storied or above :

YES / NO

17. LIST OF TEACHING AND NON-TEACHING STAFF

[illegible]

N.B. - The xerox copies of certificate along with joining and approval letter shall be attached.

18.(a) NO.OF ADDITIONAL SECTIONS SANCTIONED			CLASS-IX					CLASS-X		
(b) NUMBER OF TEACHERS			TG HM/ TG HM I/C	TGT (ART S)	TGT (PCM)	TGT (CBZ)			CL TR	
			PET	HN.T R	OTHE RS	OTHERS			OTH ERS	
(c) WHETHER STAFF ARE APPROVED BY COMPETANT AUTHORITY OR NOT					IF YES NUMBER & DATE OF ORDER OF APPROVAL					
YES/ NO										
19.(a)ROLL STRENGTH (SHOULD BE IN CONFIRMITY WITH SEC-11 OF THE O.E.ACT-1969 AMMENDED THERE OF UP-TO-DATE	CLAS S	SC. BOY S	SC. GIRLS	ST. BOY S	ST. GIRLS	SEBC BOYS	SEBC GIRLS	Others Boys	Others Girls	TOT AL
	IX									
	X									
(b) PASS % IN HSC EXAMINATION (FOR LAST THREE CONSECUTIVE YEARS)										
Year of Examination		No. Appeared		No. Passed						% of Pass
Annual HSC										
Annual HSC										
Annual HSC										
20.(a) LIBRARY					No. of Books:		Cost:			
(b) FURNITURE FOR STUDENTS					Number:		Cost:			
(c) SCIENCE APPARATUS					Cost:					
(d) GAMES & SPORTS EQUIPMENTS					Cost:					

Certified that :-

- the information furnished/ documents submitted are true/ genuine to the best of my knowledge & belief and are based on school records.
 - the institution has not admitted any student in the class(es) which has not been recognised and the admission made is in conformity with the provision of Education Code and
 - There is no litigation against the Managing Committee, staff, land & accounts of the school.
- We also undertake that the services of the staff and the premises of the school along with the furniture shall be put at the disposal of the B.S.E., Odisha, as and when required for the conduct of the Examination, Valuation and other Academic programmes.

President
(Seal)

Secretary
(Seal)

Headmaster/ Headmistress
(Seal)

N.B:- Separate form shall be submitted for 2019-20 and 2021-22. The academic session should be mentioned wherever required.

PHOTO COPIES OF DOCUMENTS SUBMITTED: (Please put marks against the documents submitted.)

1. Money receipt for deposit of Recognition fee. ☐
2. Certificate from the B.D.O. of the concerned C.D. Block/ Executive Officer of the N.A.C./Municipality as the case may be as regards to 1st/2nd/3rd school in the G.P. ☐
3. Order of approval of Managing Committee by the D.E.O./ Director, Secondary Education, Odisha. ☐
☐
4. Order of grant of NOC. by the Govt.
5. Order of grant of permission for establishment of Class-IX by the Govt. ☐
6. Order of grant of recognition of Class-IX by the Govt. ☐
7. Order of grant of Fresh/ Renewal of Affiliation/ Recognition by the Board. ☐
8. Possession Certificate regarding title of land on which the school building is situated from the competent authority not below the rank of Tahasildar. ☐
9. Order of the authority in case of relaxation of condition of land by D.S.E., Odisha . ☐
10. Documents showing amount of fixed deposit pledged in the name of the concerned D.E.O. ☐
11. Certificate from competent authority, if the school is located in a Tribal Sub-Plan area. ☐
☐
12. Order of approval of teaching staff by the D.E.O/ Director, Secondary Education, Odisha. ☐
13. Xerox copies of certificates of the staff of the School.
14. Photograph of teaching staff including the H.M. duly attested by the concerned D.E.O. ☐
☐
15. Affidavit of the Secretary of the School.
16. PATTA with valid title of the land possessed by the school. ☐

TO BE FILLED IN BY THE DISTRICT EDUCATION OFFICER

Letter No...../ Dt.....

Certified that I have physically verified the particulars furnished in this application during my visit to the school on...../ I got the particulars verified through my officer on..... deputed for the purpose.

I recommend/ do not recommend the school to be accorded (i) Fresh Recognition (ii) Renewal of Recognition for the session_____ with/ due to the following deficiencies.

- 1.
- 2.
- 3.
- 4.
- 5.

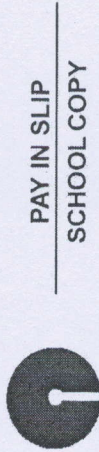
District Education Officer

DECISSION OF THE R & G COMMITTEE

GRANTED

NOT GRANTED Grant of Recognition/ Renewal of Recognition is accorded in favour of..... school for the Session..... Vide Resolution No..... dated..... of the R &G Committee.

Secretary



PAY IN SLIP
SCHOOL COPY

Challan No. _____ Dt. _____
STATE BANK OF INDIA
Deposited at **SBI**
For Credit of
BOARD OF SECONDARY EDUCATION, ODISHA, CUTTACK
(Fee Collection A/C)

A/C No.-

3	7	5	2	6	8	0	4	5	2	5
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Fee:- Rs.:- _____
Bank Charges:- Rs.:- 30.00
Total Charges:- Rs.:- _____

BANK RECEIPT SEAL



PAY IN SLIP
BOARD COPY

Challan No. _____ Dt. _____
STATE BANK OF INDIA
Deposited at **SBI**
For Credit of
BOARD OF SECONDARY EDUCATION, ODISHA, CUTTACK
(Fee Collection A/C)

A/C No.-

3	7	5	2	6	8	0	4	5	2	5
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Fee:- Rs.:- _____
Bank Charges:- Rs.:- 30.00
Total Charges:- Rs.:- _____

BANK RECEIPT SEAL



PAY IN SLIP
BANK COPY

Challan No. _____ Dt. _____
STATE BANK OF INDIA
Deposited at **SBI**
For Credit of
BOARD OF SECONDARY EDUCATION, ODISHA, CUTTACK
(Fee Collection A/C)

A/C No.-

3	7	5	2	6	8	0	4	5	2	5
---	---	---	---	---	---	---	---	---	---	---

Fee:- Rs.:- _____
Bank Charges:- Rs.:- 30.00
Total Charges:- Rs.:- _____

BANK RECEIPT SEAL

Class/ Course – Fresh/ Renewal/ Permanent
Affiliation, _____

(Bank charges to be recovered and deposited by
transacting branch in their commission account.)

Journal No. (To be filled by Branch) – _____

Name of the School :

School Code :-

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Fee for Fresh/ Renewal Recognition.

Full Signature of the Head of the Institution

Class/ Course – Fresh/ Renewal/ Permanent
Affiliation, _____

(Bank charges to be recovered and deposited by
transacting branch in their commission account.)

Journal No. (To be filled by Branch) – _____

Name of the School :

School Code :-

--	--	--	--	--	--

Fee for Fresh/ Renewal Recognition.

Full Signature of the Head of the Institution

Class/ Course – Fresh/ Renewal/ Permanent
Affiliation, _____

(Bank charges to be recovered and deposited by
transacting branch in their commission account.)

Journal No. (To be filled by Branch) – _____

Name of the School :

School Code :-

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Fee for Fresh/ Renewal Recognition.

Full Signature of the Head of the Institution