



BOARD OF SECONDARY EDUCATION, ODISHA, CUTTACK

NOTIFICATION

No. 2235 / (CO-ORDINATION)/ Dt. 09.10.23

In pursuance of Chapter-IX of the Board's Regulations and letter 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 for Fresh/ Renewal Recognition for the session 2023-24 and for Recognition Until Further Orders (RUFO).

- The following category of schools shall be eligible to apply for Fresh Recognition for the session 2023-24.
 - 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.
 - The schools who have been granted Recognition of Class-VIII prior 2013 by the Director, Secondary Education, Odisha, Bhubaneswar will be eligible to apply for Fresh Recognition of Class-IX/ X / IX & X for the year 2023-24.
 - The schools who have been accorded Recognition for Class-IX by the High Power Committee of the Govt. for the year 2022-23 will be eligible to apply for Fresh Recognition of Class-X for the year 2023-24.
- The following category of schools shall be eligible to apply for Renewal of Recognition for 2023-24.
 - Schools which have been accorded Fresh Recognition for the session 2022-23.
 - Schools other than Govt. schools which have not been accorded Recognition Until Further Orders and whose Recognition is being renewed every year.
- The following category of schools shall be eligible to apply for Recognition Until Further Orders.
 - Schools which have been accorded with Fresh Recognition for 2022-23.
 - Schools whose Recognition is being renewed every year.
- The Government Secondary schools are deemed to have been Recognised and hence, they should not apply for Grant of Recognition.
- Fees for Recognition :-

Sl. No.	Category	Fee
(a)	Renewal of Recognition	Rs.4000/-
(b)	Fresh Recognition	Rs.6000/-
(c)	RUFO	Rs.15000/-

- 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**
- The applicant schools shall submit the filled in application forms for Fresh/ Renewal of Recognition in duplicate along with all the enclosures to the District Education Officers on or before 26/10/2023. The schools applying for RUFO will submit their forms in duplicate with the concerned Deputy Secretary of Zonal Offices on or before 26/10/2023.
- The District Education Officers shall send the Fresh & Renewal of Recognition after due scrutiny to the concerned Zonal Offices of the Board on or before 04/11/2023.
- The Deputy Secretary of zonal offices shall submit all applications received from concerned DEOs and forms for RUFO in the Head Office on or before 14/11/2023.
- 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

Memo No. 2236(40) / (Co-Ordination)/ Dt. 09.10.23

Copy forwarded to :-

- All the District Education Officers of the state for information and necessary action.
- The Deputy Secretaries of all zonal offices of the Board for information and necessary action.

3. The Finance Officer/ Audit Superintendent/ S.O., Finance/ S.O., Accounts Section for information and necessary action.


Secretary,

B.S.E., Odisha, Cuttack

Memo No. 2237(2) / (Co-Ordination)/ Dt. 09.10.23

Copy submitted to :-

1. The Director, Secondary Education, Odisha for information and necessary action.
2. The Director, SC & ST Development, Odisha, Bhubaneswar for information and necessary action.


Secretary,

B.S.E., Odisha, Cuttack

Memo No. 2238 / (Co-Ordination)/ Dt. 09.10.23

Copy submitted to the Joint Director, I & PR Department, Govt. of Odisha, Bhubaneswar for kind information and necessary action. He is requested to publish this notification in Odia local dailies i.e. The Samaj & The Prameya on 12/10/2023 for one issue only utilising space 24 cm x 16 cm inside page of the publication at the approved rate. A complimentary copy be sent to the Finance Section of B.S.E., Odisha, Cuttack alongwith the bill in duplicate for pass and payment.


Secretary,

B.S.E., Odisha, Cuttack



BOARD OF SECONDARY EDUCATION: ODISHA: CUTTACK.

APPLICATION FORM FOR GRANT OF RECOGNITION FOR 2023-24

1) (a) FRESH RECOGNITION

☐

FEES DEPOSITED

AMOUNT:-

(b) ANNUAL RENEWAL OF RECOGNITION

☐

(c) R U F O

☐

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 TYPE OF 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
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/ RECOGNITION		
	RENEWAL AFFILIATION/ RECOGNITION		
(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/ Zrent Agreement/ any other and in whose name)
1					
2					
3					
4					
5					

(Enclose supporting documents)

11 If there is any building on land 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)

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				Labaratory	
Thatched				Cycle Stand	
Others (Pl. Specify)				Library	
				Toilet for both Boys/ Girls	
13- WHETHER THE LAND OF THE SCHOOL IS IN COMPACT AREA OR NOT					
14- IF NOT, MENTION OF 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

18.(a) NO.OF ADDITIONAL SECTIONS SANCTIONED			CLASS-IX			CLASS-X				
(b) NUMBER OF TEACHERS			TG HM/ TG HM I/C	TGT (ARTS)	TGT (PCM)	TGT (CBZ)		CL TR (Sanskrit)		
			PET	HN.TR	OTHERS	OTHERS		OTHERS		
(c) WHETHER STAFF ARE APPROVED BY COMPETANT AUTHORITY OR NOT			IF YES NUMBER & DATE OF ORDEROF 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	CLASS	SC. BOYS	SC. GIRLS	ST. BOYS	ST. GIRLS	SEBC BOYS	SEBC GIRL S	Ot her Bo ys	Ot her Gir ls	TO TA L
	IX									
	X									
(b) PASS % IN HSC EXAMINATION (FOR LAST THREE CONSECUTIVE YEARS)										
Year of Examination		No. Appeared			No. Passed			% of Pass		
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)

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

1. Money receipt for deposit of Affiliation 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 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 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 on declaration about this information and documents submitted towards grand of Recognition/ RUFO ☐
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 2023-24. with/ due to the following deficiency.

- 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

Class/ Course – Fresh/ Renewal Recognition, 2023-24

(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, 2023-24

Full Signature of the Head of the Institution



**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
---	---	---	---	---	---	---	---	---	---	---

Fee:- Rs.:- _____

Bank Charges:- Rs.:- 30.00

Total Charges:- Rs.:- _____

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Class/ Course – Fresh/ Renewal Recognition, 2023-24

(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, 2023-24

Full Signature of the Head of the Institution



**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 Recognition, 2023-24

(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, 2023-24

Full Signature of the Head of the Institution