

NO : CBSE/430587/IS-00042-2627/2026-27/

Dated: 19/03/2025

**The Manager,**  
**SARASWATI VIDHYALAY**  
**SARASWATI VIDHYALAY,ASHWANIKUMAR ROAD,SURAT**  
**GUJARAT,23, 395008**  
**(M: )**

**SUBJECT: REGARDING REQUEST OF SCHOOL FOR ENHANCEMENT OF SECTIONS - REG.**

Sir/Madam,

This is with reference to school application No.-IS-00042-2627 dt. on the subject cited above.

Sl. No.	GENERAL CONDITIONS
1.	The total number of section of the school shall be restricted to 32 (As per prescribed dimension) as per the number of class rooms reported during inspection and further increase shall be subjected to specific approval of the Board on the basis of the request of the school as per affiliation bye laws.
2.	Compliance of the points no. 1 to 1 may be submitted within 03 months on the SARAS Portal, failing which due action will be taken.
Sl. No.	CONDITIONS FOR COMPLIANCE
1	1. The school is required to renewed all safety certificates from time to time. 2.School shall ensure size of all class rooms(sections) running should be as per Board norms i.e. each class room should be of size equal or more than 500 sq. ft. 3. School shall ensure section teacher ratio of 1:1.5 (excluding principal, physical education teacher and counsellor), to teach various subjects and appoint qualified trained teaching staff on regular basis as per the provisions laid down in Affiliation Bye-Laws, 2018 4. As per the recommendation of NEP, the school shall ensure the participation of its students in the Structured Assessment for Analyzing Learning(SAFAL), an exam conducted by the Board every year. This exam, designed to assess and enhance students' learning, is a valuable initiative for their holistic development, as per the guidelines issued by the Board vide circular no: Acad-49/2024 dated 26 June 2024. 5. The school shall ensure the Holistic Progress Card (HPC) is used for the foundational stage according to the guidelines issued by the Board via notification no. CBSE/Director (Acad.-Assessment)/2023 dated 27.12.2023. 6. The school shall ensure that all teachers undergo at least 50 hours of Continuous Professional Development (CPD) every year, vide notification no. 16/2021 dated 24.09.2023, out of which 25 hours should be from COE . 7. The school shall submit an undertaking to upload all requisite information regarding students, teachers, and infrastructure details available in the school on the UDISE and OASIS Portals. The registration of the students in classes IX and XI shall be conditional on the school providing complete information on the UDISE and OASIS portals.

In this connection, I am directed to convey approval of the Board to permit increase of sections in the school and subject to strict adherence to the other provisions of Affiliation and Examination Bye-Laws of the Board & appendix V of Affiliation Bye-Laws as well as the following specific conditions:

1. The school is permitted to run () total number of sections. In case of Senior Secondary level 1/3rd of the total sections permitted can be run in Class XI & XII.
2. The approval is based upon the documents /data/information uploaded by the school online. The school will be responsible for its genuineness. In case of any discrepancies, necessary action will be initiated against the school as per Affiliation Bye -Laws-2018.
3. The school is required to renew Water & Health Sanitation, Building Safety and Fire Safety certificates on regular basis.
4. The school will ensure adequate teaching staff and other physical facilities in the school for the smooth functioning with its enrolment.
5. The school will adhere to Rule 14.12 of Affiliation Bye laws of the Board and maintain optimum strength of 40 students in a section.
6. This approval will be subject to final outcome of any legal case/ litigation and any other issues arising out of shifting of school or otherwise and CBSE shall not be responsible for any dispute/legal issue arising out of increase in sections.
7. The Board reserves the right to conduct inspection of school as per clause 11.2 and 11.4 of Affiliation Bye Laws.  
**“The school shall possess valid fire safety certificate, Building safety certificate and Water and Sanitation Certificate alongwith other essential documents during functioning of the school which shall be renewed from time to time as per norms”.**

**DEPUTY SECRETARY/JOINT SECRETARY (AFF.)**

NO : CBSE/430587/UL-00003-2627/2026-27

Dated: 13/03/2025

**The Manager,**  
 SARASWATI VIDHYALAY  
 SARASWATI VIDHYALAY,ASHWANIKUMAR ROAD,SURAT  
 GUJARAT,23, 395008  
 (M: )

**Subject :- UPGRADATION TO SECONDARY LEVEL-regarding**  
**Ref : Application No. : - UL-00003-2627, Dated: 13/03/2025.**

Sir / Madam,

This is with reference to school application on the subject cited above. I am directed to convey the approval of the Board for Affiliation i.e Upgradation to Secondary Level as per details given below :

<b>Affiliation No used as User ID for both OASIS and LOC/Registration System</b>	<b>430587</b>
<b>School No</b>	11709
<b>Affiliated for</b>	Secondary School Examination Class 1 to 10
<b>Category</b>	Upgradation of Affiliation
<b>Period of affiliation</b>	01.04.2026 to 31.03.2031
<b>Year and Month From which admission can be taken in Class-IX</b>	1 April,2026
<b>Year and Month in which first batch of Class-X will appear in board examinations</b>	1 April,2028
<b>Application to be filled for further extension in the Year</b>	<b>2030</b>

<b>Sl. No.</b>	<b>The school is directed to ensure that :</b>
1	The total number of sections of the school from class I to X shall be restricted to , out of which the school can run not more than in class IX and in class X. Any further increase of sections shall be subject to specific approval of the Board based on

	the request of the school as per Affiliation Bye Law, 2018 and availability of land and classrooms of size greater than 500 sq ft of dimension.			
2	The optimum number of students intake preferably shall be restricted as per the provisions of the Affiliation Bye Laws, 2018 as per the size of classrooms mentioned below:			
	<b>Sl. No.</b>	<b>Dimension of Classrooms</b>	<b>Number of Classrooms</b>	<b>Maximum number of permissible students</b>
	1	Greater than and equal to 500 sq ft.	49	40
	2	Between 400-499 Sq ft.	0	35
	3	Less than 400 Sq ft.	0	30
3	The approval is based upon the documents /data/information uploaded by the school online. The Manager and Principal of the school shall be held responsible for its genuineness. In case of any document found to be fake/forged/fabricated/tampered, the application of the school is liable to be rejected and the school shall be liable for imposition of any of the penalties and necessary action will be initiated against the school as deemed fit, under clause 10.1.16 of Affiliation Bye Laws, 2018.			
4	The school shall follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time. The school will also abide by the conditions prescribed, if any, by the State Government concerned.			
5	The School is required to apply online for extension of affiliation in the preceding academic session before its expiry along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.			
6	The school shall go through the provision of Affiliation and Examination Bye Laws and subsequent amendment therein as well as circulars and guidelines /instructions issued by the Board time to time and keep a copy thereof for reference purpose and is also advised to regularly visit CBSE websites i.e <a href="http://cbse.nic.in">http://cbse.nic.in</a> for updates.			
7	The school shall renew mandatory certificates from time to time.			
8	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 /activity related to running of school affiliated to CBSE. All legal expenses incurred by the Board, if any, arising out of these circumstances, shall be borne by the school.			
9	Concerned Regional Office is requested to create new email id of school as per direction issued by controller of examination. This E Mail ID is used for communication with CBSE only.			
10	The school shall not remove the documents and videography links in the mandatory disclosure section of its website.			
11	The school shall follow the SOPs of the Board for its Laboratories, Library and sports facilities issued by the Board vide circular no 11 dated 04.10.2022.			
12	The School is directed to run at least 01 section each of bal-vatika I, II & III in accordance with established norms permitted vide Board's circular no. 12/2023 dated 24-03-2023 & 25/2023 dated 11-09-2023.			
13	The school shall conduct training of its teachers with concerned COE.			

14	The school is directed to ensure that all essential valid documents are available under the head Mandatory Public Disclosure (as per annexure– IX) on school's website at all time and the link of certificates should be remain functional.
15	As per the recommendation of NEP, the school shall ensure the participation of its students in the Structured Assessment for Analyzing Learning(SAFAL), an exam conducted by the Board every year. This exam, designed to assess and enhance students' learning, is a valuable initiative for their holistic development, as per the guidelines issued by the Board vide circular no: Acad-49/2024 dated 26 June 2024.
16	The school will ensure the Holistic Progress Card (HPC) is used for the foundational stage according to the guidelines issued by the Board via notification no. CBSE/Director (Acad.-Assessment)/2023 dated 27.12.2023.
17	The school shall submit an undertaking to upload all requisite information regarding students, teachers, and infrastructure details available in the school on the UDISE and OASIS Portals. The registration of the students in classes IX shall be conditional on the school providing complete information on the UDISE and OASIS Portals.
18	The school shall ensure that all teachers undergo at least 50 hours of Continuous Professional Development (CPD) every year, vide notification no. 16/2021 dated 24.09.2021, out of which 25 hours should be from concerned COE.
<b>Further, the school shall submit compliance on the following mentioned conditions within 03 months on the SARAS Portal from the date of the grant letter i.e. upto _____. Failure to submit compliance within the stipulated time shall invite financial penalty of Rs. 50,000/- and appropriate action may be initiated as deemed fit.</b>	
In case of partial acceptance of compliance, the school shall submit the remaining compliance's within further stipulated period of 03 months. In case of the failure of the school to submit the final compliance's, the Board may enhance the penalty amount and debar the school from filling up the Registration/LOC details of students of classes IX & X, as the case may be, in the next academic session i.e. <b>2027-28</b> .	

**DEPUTY SECRETARY/JOINT SECRETARY/DIRECTOR (AFF.)**

*This is an electronically generated document. It does not need any signature.  
To verify the authenticity of the document , please visit (<http://www.saras.cbse.gov.in/saras/AffiliatedList/ListOfSchdirReport>).*

NO : CBSE/430587/MS-00173-2526/2025-26

Dated: 22/07/2024

**The Manager,**  
**SARASWATI VIDHYALAY**  
**ASHWANIKUMAR ROAD, SURAT, SURAT**  
**GUJARAT,SURAT, 395008**  
**(M: 06351-786944)**

**SUBJECT: -APPROVAL FOR MIDDLE CLASS SYLLABUS-regarding.**

**Ref : Application No.: - MS-00173-2526 Dated:30/06/2024**

Sir/Madam,

This is with reference to school application on the subject cited above. I am directed to convey approval of the Board for Approval for Middle Class Syllabus as per details given below :

<b>Affiliation No used as User ID for both OASIS and LOC/Registration System</b>	<b>430587</b>
<b>School No</b>	<b>11709</b>
<b>Password for OASIS and LOC/Registration Systems is same as that used for Affiliation Application.</b>	
<b>Affiliated for</b>	<b>Middle School Examination Class 1 to 8</b>
<b>Category</b>	<b>Fresh Affiliation</b>
<b>Period of affiliation</b>	<b>01.04.2025 to 31.03.2030</b>

<b>Sl. No.</b>	<b>The school is directed to ensure that :</b>
1	The total number of sections for Bal Vatika is restricted to 06 (02 each for Bal Vatika I,II & III respectively). Further, the total number of sections for classes 1st to 8th shall be restricted to 16 only. The optimum number of the students shall be restricted to 40 in each section. Any further increase of sections shall be subject to specific approval of the Board on the basis of the request of the school as per affiliation bye law and availability of class rooms of 500 sq ft and greater in dimension.
2	The Composite Science Lab should be upgraded as per the Board guidelines and SoPs notified vide circular no 11/2022. The lab has wooden surfaced work stations and plastic stools which are not safe and recommended due heating facility and chemicals. Further, the lab is under stocked and work stations are small. School should arrange the lab as per recommended infrastructure notified by Board guidelines and upload the compliance with video link on SARAS portal within 03 months.
3	Library has no separate seating arrangement for teachers and staff. The books in some shelves are placed randomly without categorization and have not been arranged for smooth library function. School should follow the board guidelines vide circular no 11/2022 and upgrade the library with all recommended infrastructure and facilities and upload the compliance with video link on SARAS portal within 03 months.
4	School is directed to provide the online salary transfer transaction details of all teachers of last 06 months including the Special educator and the Wellness teacher and upload the same on SARAS portal within 03 months .
5	School shall ensure the mandatory training of its teachers from CoE, CBSE, Ajmer and shall upload the compliance on SARAS portal within 03 months.

Compliance of the above mentioned points shall be submitted within 03 months on the SARAS Portal. Failure to comply within the prescribed time shall invite financial penalty @ Rs. 50,000/- every month until compliance is submitted and shall debar the school from filling the registration and LOC of students class IX to class XII , as the case may be.

The approval of the Board as mentioned above, is subject to the following conditions:-

1. The school shall be responsible for its genuineness of the documents/ data/ information uploaded by the school. In case of any discrepancies, action will be initiated against the school as per Affiliation Bye -Laws-2018.
2. The school shall follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time. The school will also abide by the conditions prescribed, if any, by the State Government concerned.
3. The School shall apply online for extension of affiliation along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
4. The school shall go through the provision of Affiliation and Examination Bye Laws and subsequent amendment therein as well as circulars and guidelines /instructions issued by the Board time to time and keep a copy thereof for reference purpose and is also advised to regularly visit CBSE websites i.e., <http://cbseacademic.nic.in/> & <http://cbse.nic.in/> for updates.
5. The school shall renew mandatory certificates from time to time.
6. 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 /activity related to running of school affiliated to CBSE. All legal expenses incurred by the Board, if any, arising out of these circumstances, shall be borne by the school.
7. Concerned Regional Office is requested to create new email id of school as per direction issued by controller of examination. This E Mail ID is used for communication with CBSE only.
8. The school shall not remove the documents and videography links in the mandatory disclosure section of its website.
9. The school shall follow the SOPs of the Board for its Laboratories, Library and sports facilities issued by the Board vide circular no 11 dated 04.10.2022.

If the compliance is not submitted with in the stipulated 3 months , the Board may enhance the penalty amount and debar the schools from filling up registration/LOC details of students of classes IX to XII, as the case may be, in the next academic session i.e. 2024-25.

**DEPUTY SECRETARY/JOINT SECRETARY (AFF.)**