

FORM - I (AS PER RULE-4)
APPLICATION FOR GRANT OF PERMISSION FOR
ESTABLISHMENT OF NEW SCHOOLS/ FOR UPGRADATION OF
EXISTING SCHOOLS

01. Details of the amounts deposited as :
required under relevant rules

a. Details of Treasury challan through :
which application fee/ inspection
fee has been deposited (counter-foil
of the challan have to be deposited)

b. Details of public contribution fund/ :
endowment fund deposited
(documentary evidence to be
enclosed)

c. Documentary evidence to indicate the :
financial soundness of the
educational agency (in the shape of
bank balance/ securities etc.)

02. Details of the Educational Agency

a. Name and address of the educational :
agency

b. In case of private management

i. Is the educational agency is a :
registered body. If so, the
details along with the assets
and liabilities shall be
furnished

ii. Aims and objects of the :
educational agency (copy of the
Constitution and Bye-laws as
registered with the society
shall be enclosed

iii. In respect of educational :
agencies claiming minority
status for their schools shall
also produce the following

iv. Documentary evidence in support :
of their claim

v. Undertaking to the effect that :
it will comply with the criteria
prescribed for becoming eligible
to get minority status if
permission is accorded and that
it will not claim the privileges
of minority institution in case
of failure to obtain a
certificate to that effect from
the competent authority within
the stipulated period

(PTO)

03. In case of local body managements
 - a. Whether the local body has fulfilled :
all the conditions prescribed
 - b. Whether the local body has provided :
necessary buildings for locating the
proposed school and land for the use
of play ground
 - c. If the remarks for (b) is "NO" :
whether the local body is prepared
to deposit the endowment fund in
lieu of own building
04. In case of public education committee
sponsoring the establishment of the
school
 - a. Whether the proposed school will :
have to function under the Govt. or
Local Body
 - b. List of the Office Bearers of the :
Committee (copy to be enclosed)
 - c. Whether the committee is a :
registered body, if so its aims and
objects
 - d. Details of statement about how for :
the condition prescribed have been
fulfilled.
05. Details of the proposed school
 - a. Name and address of the School :
 - b. Whether the proposal is for the :
establishment of the new school or
for the up-gradation of the existing
school
 - c. Details of the classes and the :
sections proposed to be started in
the current academic year if
permission is accorded
 - d. Medium of instruction proposed to be :
adopted in the school
06. Details of the various facilities
already provided if any
 - a. Details of land provided for use as :
play ground and garden

- b. Details of the accommodation :
provided and whether the
accommodation provided is adequate
enough to locate the proposed school
and additional classes
 - c. Furniture provided :
 - d. Equipment (including audiovisual) :
 - e. Library facilities :
 - f. Laboratory and workshop facilities :
 - g. Any other facilities provided :
07. Whether the place where the proposed
school is to be established lies in
- a. Educationally backward locality/
tribal area/ other than these two. :
 - b. City/ Town/ Village :
 - c. District headquarter/ Mandal :
headquarter/ Village Panchayat
 - d. Rural area not coming under any of :
the above categories
08. a. Number and names of similar category :
of schools already functioning in
the locality
- b. Whether establishment of the :
proposed school in any way adversely
effects the liability of the school
area existing in the locality
 - c. Distance of the proposed school from :
the nearest already existing school
in the locality
09. Whether the educational agency has made :
application for the purpose in the
earlier years also, if so, references
thereon
10. Details of accommodation provided
- a. Whether the building is own/ rental/ :
rent free
 - b. Whether the building is pucca/ :
semi-pucca/ thatched/ tiled
 - c. Extent of area available for each :
class room
 - d. Is the building ready for occupation :

- e. A rough sketch plan of the building :
in which the school to be
established to be enclosed
- f. If the school is proposed to be :
located in rented accommodation,
documentary evidence to show the
applicants ownership or has right to
be in exclusive possession of the
site and the building at least for a
period of ten years
11. Whether the educational agency is :
prepared to fulfill the conditions
prescribed for according of provisional
recognition within the given time if,
permission for establishment of new
school/ up-gradation of the existing
school has been accorded
12. If the educational agency (private :
management) is already running any
other educational institution(s) the
details thereon shall be given.

Signature of the
Headmaster
Mandal Parishad Upper Primary School,

(with official stamp)

DECLARATION

I, _____ Son of _____
representing the educational agency hereby declare that the particulars
furnished in the application above are correct to the best of my
knowledge and belief. I also hereby declare that the educational agency
to whom I represent shall abide by the rules and regulations made by the
competent authorities from time-to-time, if our request for the
permission is agreed to.

Station:

Dated :

Signature Of the
Mandal Educational Officer,
Mandal Parishad,

(Official Seal)

Signature of the
Mandal Parishad Dev. Officer,
Mandal Parishad,

(Official Seal)