

FORM - B

**APPLICATION FOR PERMISSION TO OPEN MATRICULATION SCHOOL OR
UPGRADATION AS HIGHER SECONDARY SCHOOL**

(Classes already functioning)

Note: Please see the conditions stipulated in the annexure

Note:

1. No Children should be admitted without recognition or permission in X, XI and XII standards
2. Only 1 to VI standards will be given permission and next Higher Standards should be opened from the following year onwards.

Head of Accounts	Amount	Name of the Treasury	Chalan No. and date
1	Name of the School and Address (In Block Letters) <div style="text-align: right; margin-top: 10px;"> PIN </div>	
2	Area of the school situated (Corporation, Municipality, Town Panchayat or Panchayat		
3	Revenue District, Taluk, Post Office		
4	Name and Address of the Management or Trust a. Whether Registered b. Date of Registration c. Place of Registration		
5	Any other Institutions run by Management (Name of the Institution and Address)		
	1. 2. 3. 4.		
6	Date from which the school is functioning		
7	Medium of the Instructions Name of the Language in Part I Name of the Language in Part II		

8	Standards now functioning (Only standard 1 to VI at a time will be permitted to be opened. After that every year, the next higher standard may be opened.				
9	Students strength as on 01.04.2002				
Sl. No	Standard	Boys	Girls	Total	
1	L.K.G				
2	U.K.G				
3	I				
4	II				
5	III				
6	IV				
7	V				
8	VI				
9	VII				
10	VIII				
11	IX				
12	X				
13	XI				
	Total				
10	No. of Groups functioning in +1				
Sl.No.	Name of the Group & Subjects	Anticipated No. of Students to be enrolled			
1					
2					
3					
4					
5					
11	Financial Soundness of the Management 1. Details of movable & immovable properties held by the Management 2. Bank balance as on date of application				
12	Population of the Locality a. Population of the village within 8 kms radius if it is in Rural areas	Men	Women	Total	
	b. Population of school age Children in the age group of within 8 kms radius	Men	Women	Total	
	3 – 5				
	6 – 11				
	11 – 14				
	15 - 17				
	Total				

13	Number of Matriculation and High schools functioning within 8kms (in case of Matriculation Higher Secondary School) and 5 kms (in case of Matriculation school)													
Sl. No.	Name of the School Functioning	Classes Functioning		Distance from the existing school (in kms)	No. of Students studying in Standards								Total	
		From	To		(1-5)		(6-8)		(9-10)		(11-12)			
					B	G	B	G	B	G	B	G		
1														
2														
3														
4														
5														

14	Whether “No objection Certificate” is obtained from the near schools situated within 8 kms in case of Matriculation Higher secondary school & 5 kms in case of Matriculation School	
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15	Names of the schools which have refused to give No objection certificate, if any	
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16	Details of land available for the school exclusively for the school building. a. Building Area b. Play Area	In acres	In Sqft.
	Total		

17	Ownership of the land a. Owned by Trust/ Society/ Management or Individual	
	b. Rented or Leased or Owned	
	c. If on lease , The period of lease	From to
	d. if rented, the amount of rent per year	

18	a. Whether the building is proposed to be constructed or used in the existing building (mention the details of the plinth area of the building used for school purpose)	
	b. if the building is existing	

Nature of the Construction	Total area	No. of Rooms	Classes Functioning	Office room	Lab Room	Library Room	Computer Room	Games Room
RCC Structure (Sqft.)								
Ground Floor								
1 st Floor								
2 nd Floor								

Asbestos Roof Shed								
Thatched Shed								
Tiled Shed								
Tin Sheet shed								
Total								

19	Ownership of the Building				
	1. Owned by Trust/ Society / Management or Individual				
	b. Rented or leased or Owned				
	c. If on lease, the period of lease		From To		
	d. If rented, the amount of rent per year				
	e. Whether it is registered or unregistered (a Xerox copy of the document should be enclosed)				
20	Building Stability Certificate (attested Xerox copy of the certificate enclosed) (Obtained only from chartered Engineers)				
	Name and Designation of the Officer who Issued the certificate	No. and date of the certificate	Certificate issued for the area	Certified for the period	
				From	To

21	Building License Certificate : (Xerox copy to be enclosed)				
	Designation of the authority issued	Date and No, of the certificate	No, of children to be accommodated	period	
				From	To
22	Toilet Facilities available				
		For Staff		For Students	
		Male	Female	Boys	Girls
	Toilet				
	Urinals				
23	Sanitary Certificate (attested Xerox copy to be enclosed)				
	Authority Issued	Date of Certificate	Period		
			From	To	
24	Whether the Management is prepared to				

	1. Management Contribution			
	2. Corps fund equal to one months teachers salary			
25	Teacher's particulars (Qualified teachers means Graduate or Post Graduate with B,Ed, or M,Ed, Qualification or diploma in teacher education or trained language teachers)			
Designation	No of Qualified Teachers		No, of Un Qualified Teachers	
P.G. Teacher				
B,T Teacher				
S,G Teacher				
Language Teacher				
(a list of teachers in the Proforma should be enclosed)				
Sl No,	Name of the Teacher	Qualification	Salary per month	Whether PF Scheme available
Total No of Non Teaching Staff				
Clerks				
Attenders				
Record Clerks				
Office assistants				
Watch man				
Ayaha				
Total				
26, Detail of the conditions imposed in the previous permission or recognition order and rectification by the management				

Note

The management add apply in this Proforma with necessary enclosures. The application should be submitted to the Inspector of Matriculation Schools concerned, in duplicate. Attested Xerox copies of enclosures should only be attached and no originals,

Declaration

I hereby declare that the information furnished in the Proforma is true and correct to the best of my knowledge. I also hereby declare that I will abide by the provisions of the code of regulations for Matriculation Schools and the instructions of the department of government of tamilnadu,

Signature of the principal with date

signature of the
Managers correspondent with date