

BOARD OF SCHOOL EDUCATION HARYANA, BHIWANI

Part-I **AFFILIATION REGULATIONS**

The Haryana Board of School Education Affiliation Regulations received the approval of Government of Haryana on the 29th August 2005 under section 19(1) of Haryana Board of School Education Act 1969 (Act 11 of 1969) and is published for General information namely (as per Board's meeting 11.02.2019 Para-11 Point-05 Sub-Point 01) :

(I) **TITLE** :

These regulations shall be called **BOARD OF SCHOOL EDUCATION HARYANA AFFILIATION REGULATIONS.**

(II) **DEFINITIONS** :

In these regulations, unless the context otherwise requires :

i	“Act” means the Haryana Board of School Education Act 1969 (Act 11 of 1969)
ii	“Academic year” means the academic year to be counted from the April to March/or the dates as may be decided by the Board/Government from time to time.
iii	“Affiliation Rules” means rules and regulations made by ‘Board of School Education Haryana’ for the purpose of affiliation to the Board.
iv	“Affiliation” means inclusion of the name of institution (School/College) in the approved list of the Board for the purpose of conducting the examination of its students and admitting/subjecting it to various privileges/obligations in relation to the Board.
v	“Affiliation fee” means charges payable by the School/College to the Board in connection with affiliation
vi	“Chairman” means Chairman of the Board of School Education Haryana.
vii	“Enrolment Return” means prescribed application form for submission of particulars of regular students of 8 th class onwards for enrolment. (as per Board's meeting 11.02.2019 Para-11 Point-05 Sub-Point 01)
viii	“Enrolment Regulations” means “The Board of School Education Haryana, Enrolment Regulations”.
x	“Government School/College” means School or College under the administrative control of state Government/Central Government/Government Department like defence, railways etc. in the state of Haryana.

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x	“Government” means the Government of Haryana.
xi	“Government aided School/College” means School/College receiving grant-in-aid from the Union Government/Administration of Union Territory/State Government .
xii	“Institution” means School/College imparting Education relating to Secondary/Senior Secondary level recognized by the Department of Education and affiliated to the Board.
xiii	“Qualifying Criteria” means the standard fixed by the Board for a candidate to be declared successful in each subject of examination and /or the examination as a whole.
xiv	“Private Candidate” means a candidate allowed to appear in the examination under the regulations for private candidates.
xv	“Private Managed School/College” means a School/College run by individual, Association of individuals, registered trust, company, society or firms registered under Societies Registration Act, 1860.
xvi	“Rules” means the rules as laid down by the Board to follow the regulations.
xvii	“School” means a school recognized by the Department of Education, Haryana and affiliated to the Board.
xviii	“Secretary” means the Secretary of the Board of School Education Haryana.
xix	“SSCE” means Senior Secondary Certificate Examination (i.e. 12 th class Examination).
xx	“SSE” means Secondary School Examination (Matriculation i.e. 10 th class Examination).
xxi	“Vice-Chairman” means the Vice-Chairman of the Board of School Education Haryana.
xxii	Words and expressions used in these regulations but not defined, shall have the same meaning as assigned in the Act.

3 CATEGORIES OF AFFILIATION :

- i) Middle Schools upto 8th class.
- ii) Secondary Schools upto 10th class.
- iii) Senior Secondary Schools upto 12th class.

Note : The school maybe affiliated stage wise or any stage in the first instance means school may be affiliated for 8th, 10th or 12th class directly without getting affiliation for 8th as the case may be. (as per Board’s meeting 11.02.2019 Para-11 Point-05 Sub-Point 01)

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4. CATEGORIES OF SCHOOLS :

- i) Government Schools run by State Government, Central Government or Government Departments like defence, railways etc. in the state of Haryana.
- ii) School run by individual, association of Individuals, registered trust, society or firms registered under Societies Registration Act. 1860 including aided schools.
- iii) A school running out side the State all over India after getting 'No Objection Certificate' from concerned State Government.
- iv) Any school or class of school specially allowed by Board of School Education, Haryana.

Note : The school is eligible for affiliation which is not already affiliated to another affiliating Board means the school running in one building/same premises shall not be affiliated concurrently with two boards.

5 CONDITION FOR AFFILIATION :

- (a). The institution applying for affiliation should have obtained recognition from the competent authority of Department of Education, of the state.
- (b). The institution shall make use of the syllabus and Text books published, printed and approved by the Board for study by its students and no private publisher books will be allowed at any rate.
- (c). The management committee of private aided/unaided schools/colleges recognized by education department be formed in accordance with the rule 32 of Haryana School Education Rule 2003.
- (d). The institution shall undertake to make available all records/registers of students and teachers for verification of any fact by the Board on demand.
- (e). The institution shall undertake to make available the building/furniture and the services of its staff to the Board for conducting the examinations without charging any rent for the building/furniture.
- (f). The institution shall render all co-operation to the Board in conducting the examinations and checking the menace of copying impersonation & other irregularities.
- (g). The institution shall implement all directions issued by the

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State Govt. or by Board from time to time for conducting the courses of study and examinations at various levels.

- (h) The institution shall accept the responsibility to conduct the courses for the students of 'Open School' & for running of study centers.
- (i) The institution shall be open to inspection by any Officer of the Board or any committee constituted for the purpose by the Chairman/Secretary,
- (j) No institution which has been affiliated by the Board shall add to the Courses of Instructions in respect of which it is not affiliated to the Board or suspend/stop any course of instructions for which it has been affiliated without the prior permission of the Board.
- (k) The Head of the institution while granting admission to the students migrating from other institutions irrespective of whether the migration is from within the State or outside the State, shall ensure authenticity of the documents produced before him/her in support of the claim for admission and shall be personally responsible for the same.
- (l) The verification so made shall be produced in the form of attested photocopy with the enrolment return to be submitted to the Board's office. An undertaking to the effect that the Head of the institution owns responsibility for the verification so made will be intimated to the Board along with Enrolment Return by him/her and shall be liable for disciplinary action in case anything adverse on the part of the institution is found against the rules/regulations of the Board and the Govt. The Students seeking admission in class X or XII after passing IX and XI from any other state or Central Board of Secondary Education must get enrolled within 20 days after getting SLC from the previous school. The head of the institution shall be responsible for making the admission well in time & within the prescribed dates of all the candidates who are eligible as per rules/regulations and instructions issued by the Board from time to time.
- (m) The school running in the same building and premises shall not be affiliated with another board concurrently.

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- (n) The medium of instructions-Hindi shall be the preferred medium of instructions in all schools however the school may impart education through the medium of any language other than Hindi such as English, Punjabi, Urdu etc.
- (o) The Branch of the school running in a separate building shall be treated as a new school for affiliation purpose.
- (p) Transfer/Sale of school–The Department/Board would not allow to transfer/sale of any property of school by one Society/ Management/ Trust/ Individual or Individual Association to another Society/Management/Trust/Individual or individual association through agreement/sale deed, shall be necessary.
- (q) The School seeking affiliation shall develop and maintained its own website provide all vital information regarding the school on the website.
- (r) Application for affiliation should be applied by online method.
- (s) Board will nominate its nominee as committee member in the committee formed for inspection of schools for recognition.
- (t) If at any stage any school/institution is found to be violating rules/regulation in terms of teachers and their qualification, curriculum equipments building and other educational facilities, board will take appropriate action including with terms of affiliation under section 13 of the Haryana board of school education. Act 1969 and the decision on the Board will be final.

6. PROCEDURE FOR APPLICATION FOR AFFILIATION :

Any School run by individual, association of individuals, or firm or society registered under Societies Registration Act, 1860 (21 of 1860), or trust created under the Indian Trusts Act, 1882 (2 of 1882), or company registered under the Companies Act, 1956 (1 of 1956) including Aided schools recognized by competent authority of Education Department, Haryana shall apply in prescribed form (appended as form) for affiliation to the Secretary Board of School Education Haryana along with affiliation fee by such date fixed by the Board from time to time.

The institution run by the State Government /Central Government as

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defined in the regulations shall also apply for affiliation in the prescribed form without affiliation fee.

7. **AFFILIATION FEE :**

The affiliation fee shall be deposited as per details given below :

(i) Permanently recognized school upto 8 th class for permanent affiliation. (first time)	Rs. 8000/- lump sum
(ii) Provisionally recognized school upto 8 th class for provisional affiliation.	Rs. 8000/- lump sum
(iii) Affiliation continuation fee for 8 th to 12 th class for already affiliated school with BSEH.	Rs. 2000/- per year
(iv) Temporarily recognized school for temporary affiliation.	Rs. 8000/- per year
(v) Permanent recognized school upto 10 th class for permanent affiliation.	Rs. 20000/- lump sum
(vi) Permanent recognized school upto 12 th class for permanent affiliation.	Rs. 20000/- lump sum

The above affiliation fee is subject to review from time to time by the Board.

If a school permanently recognized upto 8th class is upgraded and granted permanent recognition upto class 10th/12th then it shall pay Rs. 12000/- only as the difference (Rs. 20000-8000/-) for permanent affiliation.

Note : The Chairman may order the acceptance of applications for affiliation with a late fee of Rs. 5000/- in exceptional cases where the same has not been made within the time prescribed by the Board. (as per Board's meeting 11.02.2019 Para-11 Point-05 Sub-Point 01)

8. **GRANT OF AFFILIATION :**

The affiliation shall be granted by the Chairman on payment of prescribed fee and fulfilling of other conditions of affiliation.

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9. **Validity of Affiliation :**

Permanent affiliation shall be given to the permanently recognized schools/institutions on payment of prescribed fee. Permanently affiliated school will have to pay Rs. 2000/- (Rupee Two Thousand Only)/(or as decided by the Board from time to time) annual continuation fee every year with affiliation form. Temporary affiliation will be given on annual basis to the temporarily recognized schools/institutions on payment of the prescribed fee of Rs. 8000/- (Rupees Eight thousand only)/(or as decided by the Board from time to time) every year.

10. **REFUSAL, SUSPENSION OR WITHDRAWAL OF AFFILIATION AND OTHER PENALTIES :**

In the cases where it is noticed that an institution affiliated to this Board has violated any of the rules/regulations or flouted any instructions/directions given to it by the Board's office, the Chairperson may impose penalty as per criteria laid down by the Board for imposing such penalties from time to time.

The Chairperson may refuse/withdraw/suspend the affiliation of a school after giving a reasonable opportunity against the proposed action to be taken against the school in the following circumstances :

- a) If a school ceases to fulfill any requirement of affiliation or any of the conditions of these regulations.
- b) If a school is found involved in malpractices such as mass copying in public examination conducted by the Board or giving admissions on the basis of bogus documents or unrealistic over sponsoring the candidatures or tampering of records or non co-operation with the Government/Board, its affiliation shall be withdrawn/refused/suspended and the concerned institution shall be intimated in this regard.
- c) If the institution obtains affiliation by fraud, mis-representing or suppressing any particulars or after obtaining affiliation fails to continue to comply with any of the regulations, the Chairman after giving a reasonable opportunity can withdraw/suspend affiliation.
- d) If recognition of an institution is withdrawn by the Education Department earlier in such a case affiliation shall cease from the date of withdrawn of such recognition and vice-versa.
- e) If at any stage it is found that an institution had committed in the past any illegality/irregularity or violating any of the rules/regulations/instructions of the Board/Education Department, the affiliation can be refused/withdrawn/ suspended by the Chairman of the

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Board for the current academic session irrespective of the fact that the institution has been granted recognition by the Government and the institution has already sponsored the students for board's examination. However, in case of Govt. Institution the case will be referred to the appropriate authority.

- f) As Board duty is mandatory, therefore, those private school teachers who have been assigned examination duty by Board and do not perform duty due to:
- He/ She is not relieved by the principal then the concerned principal will be fined Rs. 5000/-
 - Or if staff member appointed by Board for examination duty does not join the duty then this will be considered his/her negligence and he/ she or school will be fined Rs. 5000/-

The affiliation granted by the Chairman can also be withdrawn earlier if in the opinion of the Chairman, the institution has failed to observe/comply with any of the conditions of affiliation.

Provided that affiliation shall not be suspended/withdrawn without giving reasonable opportunity to the institution.

11. APPEAL

1. Any institution aggrieved by the order of the Chairman regarding refusal/withdrawal/suspension of its affiliation may make an appeal against the same to the Board of School Education Haryana through its Chairman within 30 days from the date of issue of such orders.
2. The appeal so made shall be considered by the Board which may sustain/reject/modify the impugned order or pass an appropriate order on such appeal as deemed fit.

12. INTERPRETATION :

In any question of interpretation on any provision of these regulations or any other point specifically not covered by these regulations, the Chairman will be competent to take a final decision.