



CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organisation under the Union Ministry of Human Resource Development Govt. of India)
"SHIKSHA KENDRA", 2, COMMUNITY CENTRE, PREET VIHAR, DELHI - 110 301

REGD./SPEED POST

CIRCULAR NO. 02/2016

CBSE/AFF./CIRCULARS/2016/

DATED : 03/06/2016

ALL THE HEADS AND MANAGERS OF INSTITUTIONS
AFFILIATED TO CBSE

SUBJECT: ADHERENCE TO RULES OF AFFILIATION OF CBSE CONCERNING TUITION FEES.

Dear Sir/ Madam,

The CBSE through its various advisories (Circular No. 01 dated 29.7.2009, Circular No. 2 dated 21.02.2011, Circular No. 20/2014 dated 06.02.2014) has directed schools to follow the provisions concerning tuition fees mentioned in Affiliation Byelaws of the Board as schools are expected to provide good and healthy environment for quality education without burden on child/parents as schools should run as community service and not as a business. It has been observed recently that there is a growing tendency among some of the institutions to gain profit by imparting education and subsequently raising fees under various heads. As per reports received from various stakeholders, a large number of CBSE Schools are not adhering to the provisions concerning tuition fees laid down in the Affiliation Bye-Laws of the Board which are mandatory in nature.

The Ministry of HRD has taken a serious view on these lapses affecting students and parents and therefore, attention of Management and Heads of schools is drawn so as to ensure proper functioning of School Management Committee where such decisions are taken.

The following conditions laid down in the Affiliation Bye-Laws are once again brought to the notice of the schools for ready reference and adherence:

- **Rule 7.2** No part of income from the institution shall be diverted to any individual in the Trust/ society/ # Company registered under section 25 of the companies act School Management Committee or to any other person. The savings, if any, after meeting the recurring and non-recurring expenditure and contributions to developmental, depreciation and contingency funds may be further utilized for promoting the school. The accounts statement should be prepared as per rules. A copy each of the Statement of accounts should be sent to the Board every year.
- **Rule 7.3** The channelling of funds by the management to person (s) or enterprise other than for furthering education in the school will contravene the rules governing affiliation and call for appropriate action by the Board.
- **Rule 11.1** Fees charges should be commensurate with the facilities provided by the institution. Fees should normally be charged under the heads prescribed by the Department of Education of the State/U.T. for schools of different categories. No capitation fee or voluntary donations for gaining admission in the school or for any other purpose should be charged / collected in the name of the school. In case of such malpractices, the Board may take drastic action leading to disaffiliation of the school.

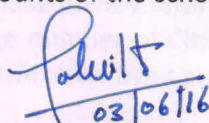
...contd/-

Further, any school or person violates the above provision is liable for the following:-

- (i) Receives capitation fees, shall be punishable with fine which may extend to ten times the capitation fee charged;
 - (ii) Subject a child to screening procedure, shall be punishable with fine which may extended to twenty-five thousand rupees for the first contravention and fifty thousand rupees for each subsequent contraventions.
- **Rule 11.3** *The unaided schools should consult parents through parent's representatives before revising the fees. The fee should not be revised during the mid-session.*
 - **19.1(ii)** It shall ensure that the school is run as a community service and not as a business and that commercialization does not take place in the school in any shape whatsoever.

Though, there is a need for the School Management to generate sufficient financial resources to guarantee the continued existence of the institution to meet the running expenses of the school to maintain it at a reasonable standard of efficiency, to pay salaries to teachers and other categories of staff regularly at least at par with the corresponding categories in the State Government Schools and to undertake improvement/development of school facilities etc. but the School Management should not make profit out of it.

The Heads and Managers of Schools are directed to take note of the above and also bring it to the knowledge of school Managing Committee. In case of any report of violation of the relevant rules or Bye- Laws of the Board, the Board as per Rule 13.10 will conduct an audit of the accounts of the school which may even lead to disaffiliation of the school.


03/06/16
Director (Affiliation)

Distribution:

1. All the Principals of the school affiliated to the CBSE.
2. All the managers of the private unaided schools affiliated to the CBSE.
3. The Director of Education, Delhi, Chandigarh, Arunachal Pradesh, Sikkim, Port Blair.
4. The Director Secondary Education Departments of all States.
5. The Commissioner, Kendriya Vidyalaya Sangathan, 18-Institutional Area, Shaheed Jeet Singh Marg, New Delhi-110016.
6. The Commissioner, Navodaya Vidyalaya Samiti, A-28, Kailash Colony, New Delhi.
7. The Director, Central Tibetan School Administration, Ess Ess Plaza, Community Centre, Sector-3, Rohini-85.
8. All HODs of CBSE.
9. The Director (IT), CBSE, Delhi – for uploading circular on CBSE website.
10. PS to CM
11. The Joint Secretary (A&L), CBSE, Preet Vihar, Delhi.
12. The Deputy Secretary (Co-ordination), CBSE, Delhi.
13. All Regional Offices of CBSE.
14. The E.O. (Humanities & Languages), CBSE, Delhi - for Cenbosec.
15. The PRO, CBSE, Delhi for due publicity.
16. Guard File.