

**News & Information**

- [News Archive](#)
- [FAQs](#)
- [Results](#)
- [Photo Gallery](#)
- [List Of Holidays](#)
- [Press Release](#)

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- [Scheme Of Studies](#)
- [Syllabus](#)
- [Syllabus Non Board Classes](#)
- [Books](#)
- [Question Papers Design](#)

- [Download Forms](#)
- [Visitor Satisfaction & Feedback Form](#)
- [List Of Affiliated Schools](#)
- [Affiliation Rules](#)
- [Haryana Open School](#)
- [Date Sheet](#)

ISO Certificate**India/Haryana/Districts**

- [Department Of School Education,Haryana](#)
- [Department Of Higher Education,Haryana](#)
- [Directorate Elementary Education,Haryana](#)
- [Ministry Of Human Resource Development\(MHRD\)](#)
- [Central Board Of Secondary Education](#)

AFFILIATION RULES

- 1. CATEGORIES OF AFFILIATION**
- 2. CATEGORIES OF SCHOOLS**
- 3. CONDITION FOR AFFILIATION**
- 4. PROCEDURE FOR APPLICATION FOR AFFILIATION**
- 5. AFFILIATION FEE**
- 6. GRANT OF AFFILIATION**
- 7. VALIDITY OF AFFILIATION**
- 8. REFUSAL,SUSPENSION FOR WITHDRAWL OF AFFILIATION**
- 9. APPEAL**
- 10. (A) INTERPRETATION, (B) REPEAL AND SAVING**

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 May Affiliate Stage Wise Or Any Stage In The First Instance Means School May Affiliate For 10th Class Or 12th Class Direct Without Getting Affiliation For 8th Or 10th As The Case May Be.

CATEGORIES OF SCHOOLS

- (I) Govt. Schools Run By State Govt., Central Govt. Or Govt. Departments Like Defense, 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) Senior Secondary Schools Upto 12th Class.
 (v) 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.

CONDITION FOR AFFILIATION

- (A) The Institution Applying For Affiliation Should Have Obtained Recognition From The Competent Authority Of Department Of Education, Haryana.
 (B) The Institution Shall Make Use Of The Syllabus And Text Books Published, Printed And Approved By The Board For Study By Its Students. In Case Any Book Is Not Published/Printed By The Department/Board, Books Prescribed And Recommended By It Will Alone Be Used.
 (C) The Management Committee Of Private Aided/Unaided Schools/Colleges Recognized By Education Deptt. Be Formed In Accordance With The Rule 32/2003.
 (D) The Institution Will Undertake To Make Available All Records/Registers Of Students And Teachers For Verification Of Any Fact By The Board On Demand.
 (E) The Institution Will 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 Will Render All Co-Operation To The Board In Conducting The Examinations And Checking The Menace Of Copying, Impersonation & Other Irregularities.
 (G) The Institution Will Implement All Directions Issued By The State Govt. Or By Board From Time To Time For Conducting The Courses Of Study And Examinations At Various Levels.
 (H) The Institution Will Accept The Responsibility To Conduct The Courses For The Students Of 'Open School' & For Running Of Study Centres.
 (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 Will 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 Alongwith 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 Will 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.
 (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.
 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.

PROCEDURE FOR APPLICATION FOR AFFILIATION

Any School Run By Individual, Association Of Individuals, Registered Trust, Society Or Firms Registered Under Societies Registration Act. 1860 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 Alongwith Affiliation Fee On Such Date As Fixed By The Board From Time To Time.

AFFILIATION FEE :

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| (I) Temporarily Recognized School For Temporary Affiliation | Rs. 2000/- Per Year |
| (ii) Permanently Recognized Schools Upto 8th Class For Permanent Affiliation. | Rs. 5000/- Lump Sum |
| (iii) Permanently Recognized School Upto 10th Class For Permanent Affiliation. | Rs. 8000/- Lump Sum |
| (iv) Permanently Recognized School Upto 12th Class For Permanent Affiliation. | Rs. 10000/- Lump Sum |
- The Above Affiliation Fee Is Subject To Review From Time To Time.

If A School Permanently Recognized Upto VIII Class Is Upgraded And Granted Permanent Recognition Upto Class X Then It Shall Have To Pay The Difference Only I.e. 3000/- (Rs. 8000-5000/-) For Permanent Affiliation. Similarly If Granted Permanent Recognition Upto Class XII Then It Shall Pay Rs. 2000/- Only As The Difference (Rs. 10,000- 8,000/-) For



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Permanent Affiliation.

Note :- The Chairman May By 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.

GRANT OF AFFILIATION

The Affiliation Will Be Granted By The Chairman On Payment Of Prescribed Fee And Fulfilling Of Other Conditions Of Affiliation.

VALIDITY OF AFFILIATION

Permanent Affiliation Will Be Given To The Permanently Recognized Schools/ Institutions On Payment Of Prescribed Fee. Temporary Affiliation Will Be Given On Annual Basis To The Temporarily Recognized Schools/Institutions On Payment Of The Prescribed Fee Of Rs. 2000/- (Rupees Two Thousand Only) Every Year.

REFUSAL,SUSPENSION FOR WITHDRAWAL OF AFFILIATION.

The Chairman 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:-

- (1) If A School Ceases To Fulfil Any Requirement Of Affiliation Or Any Of The Conditions Of These Regulations.
- (2) 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 Govt./Board, Its Affiliation Shall Be Withdrawn/ Refused/Suspended And The Concerned Institution Shall Be Intimated In This Regard.
- (3) 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.
- (4) If Recognition Of An Institution Is Withdrawn By The Education Department Earlier In Such A Case Affiliation Will Cease From The Date Of Withdrawal Of Such Recognition.
- (5) 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 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.

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 Further That A Show Cause Notice Will Be Given As To Why The Affiliation Should Not Be Withdrawn.

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 Impunged Order Or Pass An Appropriate Order On Such Appeal As Deemed Fit.

(A) 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.

(B) REPEAL AND SAVING

The Rules And Regulations Governing The Affiliation Of Schools Effective From 1995 Of The Board Of School Education Haryana Are Hereby Repealed. Provided That Any Order Made Or Action Taken Under The Regulations So Repealed Shall Be Deemed To Have Been Made Or Taken Under The Corresponding Provisions Of These Regulations.

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