



CENTRAL BOARD OF SECONDARY EDUCATION

(An Autonomous Organization under the Union Ministry of Human Resource Development, Govt. of India)

REGIONAL OFFICE BHUBANESWAR

6th Floor, Alok Bharti Complex, Saheed Nagar, Bhubaneswar -751007

Phone & Fax : 0674 - 2548612, 2547312

CBSE/RO/BBSR/Exam/GP-II/2013 /31072

Date:13.01.2014

SPEED POST 17

To

The Principal (School No: 56096)
AGPN Convent & Eklabya Residential School,
Chakda P.S. Mafassal,
P.O. & dist. Purulia
West Bengal- 723102

Sub: Allotment of School No. for Fresh Affiliated Schools regarding.

Dear Sir/Madam,

This has reference to the letter No. CBSE/Affl./2430143-SL-01626-1314)/653796928 dated 19.12.2013 issued by Deputy Secretary (Affiliation), CBSE, Delhi, conveying sanction of Affiliation up to Secondary level to your school. In this regard, I am to inform you that the **School No. 56096** has been allotted to your school. Please take a note of this information for future correspondence with this office.

You are also requested to note the following for your information and necessary action:-

- (1) For all circulars and routine information, you may frequently visit Board's official website www.cbse.nic.in.
- (2) Various Board's publications/Text Books, Examination/Affiliation Bye-Laws are available in this office. You may purchase the same by remitting the publication amount by way of cash/ Demand Draft in favour of '**Secretary, CBSE**', payable at '**Bhubaneswar**'. Publications can also be obtained by post by remitting an additional postal charges/packing charges.
- (3) Independent/Private Schools require to remit mandatory **Annual Sports Fee** of Rs.5000/- (Rupees Five thousand only) by way of Demand Draft favouring 'Secretary, CBSE', payable at 'Bhubaneswar'.
- (4) Format for School Transfer Certificate (T.C.) is enclosed herewith. You are required to print Transfer Certificate(s) only as per the format given. School No., Affiliation No. and address of the School should be printed on the Transfer Certificates. Transfer Certificates are to be issued to student(s) at the time of leaving the school. Counter signature of the Board's Officer on Transfer Certificate(s) is necessary. For this purpose, you may send T.Cs with self addressed envelope affixing proper postal stamps to return the same by Speed Post.
- (5) Enclosed proforma for school details be filled and forwarded within one month. At the time of changes, the same be filled once again and forwarded to this office through speed post, by email also to rocsebbbsr@rediffmail.com.
- (6) The Compliance report with regard to special condition imposed by Affiliation unit as point No. 31 of Affiliation letter must be submitted to Affiliation unit within 3 months under intimation to this office.

Yours sincerely,


(A S VERMA)
REGIONAL OFFICER