

FORM A

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

(Note : Please see the conditions stipulated in the annexure)

(The Management, which has not opened classes on the date of applications, should use this form)

Note : Whenever the Management has remitted the Applications fees:

Head of Accounts	Amount	Name of Treasury	Challan No. & Date
	Application Fees : Rs. 10,000		

(Original Challan should be enclosed)

1.	Name of the school proposed to be opened and Address (in block letters)
2.	Area of the School situated (Corporation, Municipality, Town Panchayat or Panchayat) Revenue District, Taluk, Post Office	
3.	Name and Address of the Management or Trust :	
4.	a. Whether Registered b. Date of Registration c. Place of Registration	
5.	Any other institutions run by the Management (Name of the institution and Address) i. ii. iii. iv.	
6.	Standards proposed to be opened (Only Standard I to VI at a time will be permitted to be opened. After that, every year the next higher standard may be opened)	From to

7.	Standard proposed to be upgraded (Initially, standards I to VI will be permitted and then higher standards opened in subsequent years)				
8.	Medium of Instructions : Name of the Language in Part I : Name of the Languages in Part II :				
9.	Groups proposed to be opened in + 1				
S.No.	Name of the Group and Subjects in Part-III		Anticipated No.of students to be enrolled		
1.					
2.					
3.					
4.					
5.					
10.	If it is not for upgradation of Matriculation School as Matriculation Higher Secondary School mention Class wise strength as on 01.01.2005				
S.No.	Standard	No. of Boys	No.of Girls	Total	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
Total					
11.	Financial Soundness of the Management a. Details of Movable properties and immovable properties held by the management. b. Bank balance as on date of application				
12.	a. population of the Locality : Population of the village within 8 kms. radius if it is in Rural Area		Men	Women	Total
	b. Population of school age children in the age group of (within 8 kms rarious)		Boys	Girls	Total
	3-5				
	6-11				
	12-14				
	15-17				
Total					

13.	Name of Matriculation Schools and Matriculation Higher Secondary Schools functioning within 8 kms from the proposed school (*8 kms in the case of Matriculation Higher Secondary Schools and 5 kms in the case of Matriculation Schools)																				
S. No.	Name of the School functioning	Classes Functioning		Distance from The Proposed School (in kms)	Number of Students studying in Standards																
		From	To		(1-5)		(6-8)		(9-10)		(10-12)		Total								
					B	G	B	G	B	G	B	G	B	G							
1																					
2																					
3																					
4																					
5																					
14.	Whether No Objection Certificate is obtained from the near by schools within 8 kms in case of Matriculation Higher Secondary Schools and 5 kms in case of Matriculation school																				
15.	Name of the schools which have refused to give No Objection Certificate, if any																				
16.	Details of the land available for the school exclusively for the school building a. building area in Sq. Ft. b. Play area in Sq Ft.																				
17.	Ownership of the land																				
	Owner by Trust / Society / Management or Individual																				
	Rented or leased or owned																				
	If on lease the period of lease				From to																
	If rented, the amount of rent per year																				
	Whether It is registered or unregistered (A xerox copy of the documents should be enclosed)																				
18.	a. Whether the building is proposed to be constructed or existing building to be used (Mention the details of the plinth area of the building used for the school proposed)																				
	b. If the building is existing																				

Nature of Construction	Total Area	No. of Rooms	Classes functioning	Office Room	Lab Room	Library	Computer Room	Games Room
RCC								
Ground Floor								
1 st Floor								
2 nd Floor								
3 rd Floor								
Asbestos Roof Shed								
Thatched Shed								
Tiled shed								
Tin sheet shed								
Total								
19.	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							
	d. If amounted, the amount of rent per year							
	e. Whether it is registered or unregistered (a xerox certificate copy of the document should be enclosed)							
20.	Building stability Certificate : (Attested Xerox copy of the certificate to be enclosed)Obtained only from a chartered engineer)							
	Name and Designation of the issuing Authority	Regd. No. and Date of Certificate	Area for which the Certificate is issued	Certified for the period				
				From..... To				
21.	Building License Certificate (Attested Xerox copy of the certificate to be enclosed)							
22.	Toilet facilities available.							
		Male	Female	Boys	Girls			
	Toilet							
	Urinals							
	Indicate the number of Toilets and Urinals.							
	Indicate the number of Toilets and Urinals							
23.	Sanitary Certificate : (Attested Xerox copy to be enclosed)							
	Issuing Authority	Date of Certificate	Period					
			From	To				
24.	Whether the management is prepared to							
	Remit Endowment (Rs. 1,00,000 for I to V and Rs. 20,000/- for every additional standard and Rs. 25,000/- for +1)							
	Management Contribution							
	Corpus Fund equal to one month's Teacher's Salary							

25.	Details of conditions imposed in the permission in up gradation order and its certification by the management	
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Note : The Management may apply in this Proforma with necessary enclosure – The Application should be submitted to the Inspector or Matriculation Schools concerned, in duplicate. Attested Xerox Copies of enclosures should be attached, not original.

DECLARATION

I hereby declare that the information furnished in this Proforma is true and correct to the best my knowledge. I also hereby declare that I will abide by the provision of the Code of Regulations for Matriculation Schools, Tamil Nadu and the instruction of the Department of Government of Tamil Nadu.

Place :

Date :

Signature of the Secretary
Manager / Correspondent with Date