

FORM I  
SELF DECLARATION CUM APPLICATION  
FOR GRANT OF RECOGNITION OF SCHOOL  
(See rule -9)

To

The Deputy Director (Elementary Education)/ Block Elementary Education Officer  
(Name of District and State)

Sir/madam,

I am submitting self declaration/ application regarding compliance with the norms and standards specified in the Schedule of the Right of Children to Free and Compulsory Education Act, 2009 and the rules for the grant of recognition to ..... (Name of the school) .....

With effect from the commencement of the school year 20.....

Yours faithfully,

Enclosure :

Place /Date :

Chairman of Managing  
Committee/Manager

A. School Details	
1.	Name of School
2.	Academic Session
3.	District
4.	Postal Address
5.	Village/City
6.	Tehsil
7.	Pin Code:
8.	Phone No. with STD Code
9.	Fax No.
10.	E-mail address if any, <i>Website address of the school.</i>
11.	Nearest Police Station

B. General Information	
1.	Year of Establishment/ or to be established
2.	Date of First Opening of School
3.	Name of Trust/Society/Managing Committee
4.	Whether Trust/Society/Managing Committee/ is registered
5.	Period upto which Registration of Trust/Society/Managing Committee is valid
6.	Whether there is a proof of non-proprietary character of the Trust/Society/Managing Committee supported by the list of members with their address on an affidavit in copy

7.	Name and official address of the Manager/President/Chairman of the School		
	Name		
	Designation		
	Address		
	Phone		(O) .....
			(R) .....
8.	Total Income & Expenditure during last 3 years surplus/deficit		
	Year	Income	Expenditure
			Surplus/deficit

**C. Nature and area of School**

1.	Medium of Instruction
2.	Type of School (Specify entry & exit classes)
3.	If aided, the name of agency and percentage of aid
4.	If School Recognized/affiliated earlier
5.	If so, by which authority <ul style="list-style-type: none"> <li>• Recognition number</li> </ul>
6.	Does the school has its own building or is it running in a rented building.
7.	Whether the school buildings or other structures or the grounds are used during the day or night for commercial or residential purposes (except for the purpose of residence of any employee of the school) or for political or non-educational activity of any kind whatsoever?
8.	Total area of the school

- 7 -

9.	Built in area of the school
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**D. Enrolment Status**

	Class	No. of Section	No. of Students
1.	Pre-primary		
2.	I - V		
3.	VI - VIII		

**E. Infrastructure Details & Sanitary Conditions**

Room	
	1. Class room 2. Office room-cum-Store Room-cum-Headmaster room 3. Kitchen-cum-store
Numbers	
Average Size	

**F. Other Facilities**

Whether all facilities have barrier free access	Teaching Learning Materials (attach list)	Sports & Play equipments (attach list)	Facility books in library • Books ( No. of Books) • Periodical / Newspapers	Type and number of drinking water facility	Sanitary Conditions • Type of W.C. & Urinals • Number of Urinals/Lavatories separately for Boys • Number of Urinals/Lavatories separately for girls
(1)	(2)	(3)	(4)	(5)	(6)

**G. Part G. Particulars of Teaching Staff**

**1. Teaching in Primary/Upper Primary exclusively (details of each teacher separately)**

Teacher Name	Father	Date of birth	Academic Qualification	Professional qualification	Teaching Experience	Class assigned	Date of apptt.	Trained or un-trained

	Spouse Name			on				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

**2. Teaching in Both Elementary and Secondary (details of each teacher separately)**

Teacher Name	Father/Spouse Name	Date of Birth	Academic qualification	Professional qualification	Teaching experience	Class assigned	Date of apptt.	Trained or un-trained
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

**3. Headmaster**

Teacher Name	Father/Spouse Name	Date of Birth	Academic qualification	Professional qualification	Teaching experience	Class assigned	Date of apptt.	Trained or un-trained
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

**H Curriculum and Syllabus**

Details of curriculum & syllabus followed in each class (up to VIII)	System of Pupil Assessment	Whether pupils of the school are required to take any Board exam upto class VIII ?
(1)	(2)	(3)

I. Certified that the school has also submitted information in this data capture format of District Information System of Education with this application;

J. Certified that the school is open to inspection by any officer authorized by the appropriate authority;

K. Certified that the school undertakes to furnish such reports and information as may be required by the Deputy Director Education or Block Elementary Education Officer from time to time and complies with such instructions of the appropriate authority or the Deputy director Education Officer as may be issued to secure the continued fulfilment of the condition of recognition or the removal of deficiencies in working of the school;

L. Certified that records of the school pertinent to the implementation of this Act shall be open to inspection. by any officer authorized by the Deputy Director Education or Block Elementary Education Officer or appropriate authority at any time, and the school shall furnish all such information as may be necessary to enable the Central and / or State Government/ Local Body or the Administration to discharge its or his obligations to Parliament / Legislative Assembly of the state/Panchayat/Municipal Corporation, as the case may be.

Sd./-

Chairman/Manager,  
Managing Committee  
.....School

Place            Date  
Gram :            Phone:  
E-Mail:            Fax: