

Government of Jammu and Kashmir  
School Education Department  
Civil Secretariat, Jammu

Subject:- Change of nomenclature/location of the private schools-  
instructions thereof.

Circular No. 02 -SED of 2022  
Dated. 10 -02.2022

The Department notified J&K School Education Rules, 2010 vide SRO-123 dated 18.03.2010, further amended vide SRO-292 dated 02.07.2018, which among other things, prescribes the procedure for grant of permission to establish, run or maintain a private school or to extend the permission for such schools.

However, the Department is off and on in receipt of various representations for change of nomenclature /location of the private schools. The said issue has been discussed in the meetings held on 09.08.2021 and 12-10-2021 under the chairmanship of Principal Secretary to Government, School Education Department, and decisions were taken:

1. In case of change of nomenclature, managing body of the concerned institute shall pass a resolution to the effect.
2. Private school concerned shall obtain an NOC from the Revenue Department with regard to Government land is not used for the construction of the school.

For change of nomenclature private school shall produce an NOC from Banks, that the institution concerned has not availed any kind of loan in the name of the school from any bank or otherwise; alongwith the Financial Bank statement for last three years and the Audit Report of the concerned institute alongwith Balance Report.

4. NOC from Parents Association that it has no objection for change of name of the school.
5. Clarification from CID that there is no criminal case pending against the said school.
6. Copy of news paper cuttings for calling objections from the general public.
7. Copy of Recognition letter issued in favour of the school.
8. Recommendation from the Chief Education Officer concerned.

9. Copy of the grant letter from the concerned Board.
10. Revalidation on prescribed norms in case of change of place/address and building.
11. Revalidation on prescribed norms in case of affiliation of building.
12. In case of change of location fresh inspection and fresh disposal needs to be conducted.
13. All the cases shall be routed to the Administrative Department through proper channel.

Besides, a committee shall be constituted at the Directorate level for grant of Affiliation with CBSE.

It is therefore, impressed upon the Secretary, JKBOSE, Director School Education, Jammu/Kashmir and all Chief Education Officer(s) to adhere to the aforementioned instructions in letter and spirit while submitting such cases to the Administrative Department for approval.

Sd/-

(B.K. Singh)

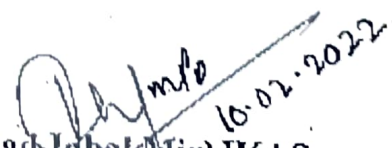
Principal Secretary to the Government  
School Education Department

Dated 10.02.2022

No. Edu-Ptsh/72/2021-01

Copy to :-

1. Director School Education Jammu/Kashmir.
2. Secretary JKBOSE.
3. All Chief Education Officer(s) \_\_\_\_\_.
4. Pvt. Secretary to Principal Secretary to Government, School Education Department.
5. I/c website.
6. Circular file.

  
(Mohammad Iqbal Mir) JKAS  
Under Secretary to the Government  
School Education Department.