



**केन्द्रीय माध्यमिक शिक्षा बोर्ड**  
**CENTRAL BOARD OF SECONDARY EDUCATION**

CBSE/RO/DDN/EXAM-X/2018/SCH- 59512

Dt. 18/09/2018

The Principal (59512)  
Himalayan International School  
Sultanpur Chilkana, Saharanpur  
Uttar Pradesh - 247231

**SUB: Fresh Composite Provisional, Affiliation and Allotment of School No. – Req.**

Sir / Madam,

This has reference to CBSE HQs letter no. CBSE/AFF/2133019/SL-01594-1819/2018-19 dated 11/09/2018 whereby, Fresh Composite Provisional Affiliation for Secondary School Examination of the Board for a period of three years w.e.f. 01/04/2018 to 31/03/2021 has been granted to your school with Affiliation Code 2133019. Being a newly affiliated school located under the jurisdiction of CBSE, Regional Office, Dehradun, your school has been allotted School No. 59512 for further correspondence and control. You are requested to invariably mention the school number in each communication made with this office, whatever may be, in view of ensuring prompt / proper disposal of Daks / requests accordingly.

This office expects that all the affiliated schools must follow the provisions as prescribed in the CBSE Affiliation & Examination Bye-laws, including instructions issued by the Board from time to time. For this, Head of the institution, must motivate and encourage the teachers and other staff for thorough study of the Bye-laws, rules, provisions and syllabus curriculum of the Board. Being a newly affiliated institution of the Board, you are requested to ensure implementation of procedures / provisions of 'Person with Disabilities Act-1995', Right to Education Act-2009, promotion of Swach Bharat Abhiyan, Cashless Transactions and to procure all the manuals including books, teachers manual(s) pertaining to the course of study from CBSE, so that system be strengthened as per instructions of the Board in the larger academic interest of the students.

The school is further required to introduce, Admission Form, Transfer Certificate and Admission Withdrawal Register to maintain complete record(s) of the students for which sample formats of the same are enclosed for implementation in view of maintaining complete records of the student concern as well as ascertaining uniformity of the documents among all the schools of the Region / CBSE.

Besides above, to ensure accuracy and speedy communication including submission of the data pertaining to the students and other communications, the Board has introduced submission of the data of students for registration, Board Exam's including teachers' details as per schedule through OASIS (Online Affiliated School Information System). Therefore, you are requested to provide email id of the school, telephone no. and fax no. including mobile no. of the Head of Institution within a week's time from the receipt of this letter for updation of the particulars at this end. Each correspondence to the Board should bear the Affiliation No., School No. and signature of the Principal of the School. This helps the Board to promptly communicate with school as per requirement. Also as per provisions of Affiliation Bye-Laws, it is mandatory to have school's own website, the same may be got registered with CBSE.

With best wishes!

Yours faithfully,

  
(Ranbir Singh)  
Regional Officer

क्षेत्रीय कार्यालय — देहरादून, 99, कौलागढ़ रोड, देहरादून, उत्तराखण्ड — 248001

Regional Office - Dehradun, 99, Kaulagarh Road, Dehradun, Uttarakhand - 248001

Phone: 0135-2757744 / 0135-2757766. Fax : 0135-2757733

Email : roddn@cbse.gov.in, roddn.cbse@gmail.com, Website : www.cbse.nic.in