

APPENDIX-I

PROFORMA

(For Empanelment of Schools)

1. Name of Mission/Post :
2. Name of existing schools on the panel :
3. Details of fees of existing schools on the panel :

School(1)		School(2)		School(3)	
Gr	to	Gr	to	Gr	to

Registration Fee

Admission Fee

Examination Fee

Tuition Fee

Any Other Fee

4. Number and date of order sanctioning existing fees :
5. Name of new school proposed to be empanelled :
6. System of education/pattern followed by proposed school and medium of instruction :
7. Name of educational authority recognizing the school/course & nomenclature of school finishing exam. :

8. Details of fees charged by :
proposed school

Gr to

Gr to

Gr to

Registration Fee

Admission Fee

Examination Fee

9. Comparative statement of :
fees of panel Schools and
proposed schools to be
attached as annexure

10. Does School fee include :
any other charges; like
lunch, books & stationery,
transportation, field trip etc.

11. If the answer to Sl. No. 10 is :
yes, such charges may be
indicated and if no, a
certificate from the school
stating that the school fee
does not include any
inadmissible item is to be
enclosed.

12. Duration and number of :
terms of proposed School

13. Duration of session of :
proposed School

14. Latest fee schedule and :
prospectus of the proposed
School

15. Justification for :
empanelment of proposed
school

16. Whether HOM/HOP's :
approval has been obtained