

**FORMAT OF CERTIFICATE TO BE ISSUED BY THE DISTRICT EDUCATION OFFICER IN  
RESPECT OF SCHOOLS ALREADY AFFILIATED WITH THE BOARD AND  
SEEKING EXTENSION/UPGRADATION OF AFFILIATION WITH THE  
CENTRAL BOARD OF SECONDARY EDUCATION**

(In accordance with School Safety Policy, 2016 issued by the NDMA, Manual on Safety and Security of Children in Schools developed by NCPCR and the National Building Code)

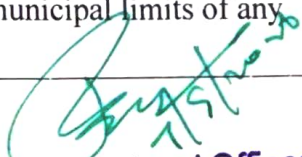
**PART-A**

(This part is to be filled-up by the school and to be produced before the District Education Officer along with all supporting documents and certificates in original)

**GENERAL INFORMATION**

|     |                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----|------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Affiliation Number allotted by CBSE to the school:                                                                                       | 1930312                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2.  | Name of the School as per affiliation letter of CBSE:                                                                                    | ALAGU JOTHI ACADEMY                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 3.  | Address of the School:                                                                                                                   | NO.3, MELAIYUR<br>POOMPUHAR MAIN ROAD<br>KARUVAZHAKKARAI (PO)<br>TRANQUEBAR (TK)<br>MAYILADUTHURAI (DT)<br>PIN-609304                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4.  | Standard/level/class up to which the school is running:                                                                                  | FROM CLASS JKG TO XII CLASS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 5.  | Is the name and address of school in CBSE affiliation letter and State NOC/Recognition/U-DISE exactly the same:                          | YES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 6.  | U-DISE code allotted to the school:                                                                                                      | 33190800904                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| 7.  | Name and address of the <b>Trust</b> /Society/Company(under section-8) running the School as on date:                                    | ALAGU JOTHI EDUCATIONAL TRUST                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 8.  | Is the <b>Trust</b> /Society/ Company duly registered with the competent registering authority and the registration is valid as on date? | TRUST (FROM 27.03.2008 PAN-AACTA2267P                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 9.  | Purpose of present application:                                                                                                          | EXTENSION OF AFFILIATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 10. | Location of school                                                                                                                       | <ul style="list-style-type: none"> <li>• In the municipal limits of metropolitan city</li> <li>✓ In the municipal limits of city having population more than 15 Lakhs</li> <li>• In the hill areas (as per planning commission norms)</li> <li>• In the municipal limits of capital city of a state</li> <li>• In the municipal limits of class-x cities</li> <li>• On an island</li> <li>• In the municipal limits of a hill station</li> <li>• In the municipal limits of city having population less than 15 Lakhs</li> <li>• Outside the municipal limits of any town/city.</li> </ul> |

  
PRINCIPAL,  
ALAGU JOTHI ACADEMY,  
(Signature of the Principal)  
Karuvazhakkarai-609 304,  
Tranquebar Tk., Mayiladuthurai Dt.

  
District Educational Officer,  
(Private School)  
(Signature of D.E.O.)  
Mayiladuthurai - 609 001  
08/12/20

|                                                            |                                                                                                                                                                                           |                                                                                     |
|------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|                                                            | Has the school obtained Recognition Certificate from the State Government from class-1 to 8th?                                                                                            | -                                                                                   |
| 12.                                                        | Number of Recognition Certificate from class-1 to 8th and date of issue:                                                                                                                  | -                                                                                   |
| <b>INFORMATION REGARDING LAND DETAILS AND OWNERSHIP</b>    |                                                                                                                                                                                           |                                                                                     |
| 13.                                                        | Is the school situated on a single contiguous plot of land bounded on all sides by a Pucca Boundary Wall?                                                                                 | <b>PARTIALLY CONSTRUCTED</b>                                                        |
| 14.                                                        | Are both the School and the Play Ground situated in a single compound bounded by a single continuous Boundary Wall on all sides?                                                          | YES                                                                                 |
| 15.                                                        | Total area (in square meters) in respect of 12 and 13 above on which the school is situated:                                                                                              | SCHOOL AREA- 41915 SQM<br>BUILT UP AREA- 6958 SQM<br>AREA OF PLAY GROUND-268551 SQM |
| 16.                                                        | The land is in the possession of the school/ Trust/Society/Company legally by way of:                                                                                                     | LEASE DEED                                                                          |
| 17.                                                        | Name of the Owner/Lessee of the land in respect of point-14 above:                                                                                                                        | KANNAN.A                                                                            |
| 18.                                                        | In case the land is in the possession of the society/school by way of lease as per State Government norms, the period of the lease:                                                       | 33 Years                                                                            |
| 19.                                                        | Is any public road, canal or thorough-fare, HT line etc. passing through the land in respect of point-14 above?                                                                           | NIL                                                                                 |
| <b>INFORMATION REGARDING ESSENTIAL SAFETY REQUIREMENTS</b> |                                                                                                                                                                                           |                                                                                     |
| 20.                                                        | Has the school been inspected by the Government engineer and the school building been found structurally safe for running a school?                                                       | YES                                                                                 |
| 20(a)                                                      | If yes the date of last inspection:                                                                                                                                                       | 01.06.2024                                                                          |
| 21.                                                        | Has the school been inspected by the officer of Government Fire Department and the school building been declared safe for school from the point of view of fire safety?                   | YES                                                                                 |
| 21(a)                                                      | If yes the date of last inspection:                                                                                                                                                       | 11.06.2026                                                                          |
| 22.                                                        | Has the school compound been checked by the public health department and the health and sanitary conditions been found to be satisfactory and the water has been found safe for drinking? | YES                                                                                 |
| 22(a)                                                      | If yes the date of last inspection:                                                                                                                                                       | 09.05.2026                                                                          |
| <b>INFORMATION REGARDING THE STAFF</b>                     |                                                                                                                                                                                           |                                                                                     |
| 23.                                                        | Does the school have well defined service rules and conditions for its employees as per prevalent norms of appropriate Government?                                                        | YES                                                                                 |
| 24.                                                        | Is the school paying salary to the teachers and other employees as per the norms of the appropriate Government?                                                                           | YES                                                                                 |

  
**PRINCIPAL**  
**ALAGU JOTHI ACADEMY.**  
 Poonbuhar Main Road, No.3 Melaiy. St.  
 Karuvazhakkarai-609 304.  
 Tranquebar Tk., Mayiladuthurai Dt.

  
**District Educational Officer,**  
**(Private School) E.O.**  
 Mayiladuthurai - 609 001  
 01/9/26

the salary to the teachers and other employees of the school being paid through the bank by mode of electronic clearing? (Payment by cheque or cash to the individuals is not allowed)

**PAID THROUGH BANK ONLY**

  
Signature with Stamp  
(of School Manager)  
ALAGU JOTHI ACADEMY,  
Poombuhar Main Road, No.3 Melaiyur,  
Karuvazhakkarai (PO), Tranquebar (TK),  
Mayiladuthurai - 609 304.

  
Signature with Stamp  
(of School Principal)  
ALAGU JOTHI ACADEMY,  
Poombuhar Main Road, No.3 Melaiyur,  
Karuvazhakkarai - 609 304,  
Tranquebar Tk., Mayiladuthurai Dt.

### PART-B

(This part is to be filled-up by the District Education Officer after verifying all supporting documents and certificates in original and visiting the school)

File No. 273/A.1/2016 Date 27/9/16  
.....of Issuance.....

1. This is to certify that the information above, provided by the school has been verified on the basis of all supporting documents & certificates and visiting the school and the information has been found correct.
2. Is the school recommended for extension/upgradation of affiliation? YES/NO  
extension/upgradation of Affiliation

**COUNTERSIGNED**  
  
DISTRICT EDUCATIONAL OFFICER  
(PRIVATE SCHOOLS)  
MAYILADUTHURAI  
SIGNATURE  
Name and Stamp of Issuing D.E.O.  
(DISTRICT EDUCATION OFFICER)/EQUIVALENT OFFICER  
FROM EDUCATION ADMINISTRATION AT DISTRICT LEVEL

NAME OF DISTRICT: \_\_\_\_\_

(Signature of the Principal)

PRINCIPAL,  
ALAGU JOTHI ACADEMY,  
Poombuhar Main Road, No.3 Melaiyur,  
Karuvazhakkarai-609 304,  
Tranquebar Tk., Mayiladuthurai Dt.

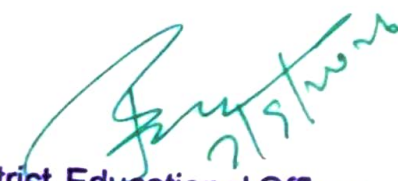
  
District Educational Officer,  
(Private Schools) E.O.  
Mayiladuthurai - 609 001.

# PART - C

**DISTRICT EDUCATION OFFICER SHALL PUT A TICK MARK AGAINST THE COLUMNS UNDER WHICH THE SCHOOL IS FULFILLING THE LAND CRITERIA**

| Name and address of the school: |                                                                                                                                                                         | Total Land area in lawful possession of school: |                                  |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|----------------------------------|
| SNO                             | LOCATION OF SCHOOL                                                                                                                                                      | LAND REQUIREMENTS                               | PLEASE TICK THE CONCERNED COLUMN |
| 1                               | Anywhere in India                                                                                                                                                       | Minimum 6000 Square Meters                      |                                  |
| 2                               | In Municipal Limits of cities with a Population exceeding 15 Lakhs                                                                                                      | Minimum 4000 Square Meters                      | ✓                                |
| 3                               | In Hills Areas prescribed by the planning commission (NITI Aayog)                                                                                                       | Minimum 4000 Square Meters                      |                                  |
| 4                               | In Municipal Limits of the state Capital cities                                                                                                                         | Minimum 4000 Square Meters                      |                                  |
| 5                               | In the North Eastern States                                                                                                                                             | Minimum 4000 Square Meters                      |                                  |
| 6                               | In the State of Jammu and Kashmir                                                                                                                                       | Minimum 4000 Square Meters                      |                                  |
| 7                               | In Municipal Limits of Ghaziabad Noida, Faridabad and Gurugram cities                                                                                                   | Minimum 4000 Square Meters                      |                                  |
| 8                               | In the Municipal Limits of Panchkula and Mohali / SAS Nagar.                                                                                                            | Minimum 4000 Square Meters                      |                                  |
| 9                               | In the Municipal Limits Class-X cities (Ahamedabad, Bangaluru, Hyderabad, Pune) or on the hill stations.                                                                | Minimum 2000 Square Meters                      |                                  |
| 10                              | In the Municipal Limits Class-X cities (Ahamedabad, Bangaluru, Hyderabad, Pune) or on the hill stations.(For Senior Secondary level)                                    | Minimum 3000 Square Meters                      |                                  |
| 11                              | In the Municipal Limits of Chennai, Delhi, Kolkata and Mumbai or the state of Arunachal Pradesh. Or the state of Sikkim or the Islands.(For Secondary Level)            | Minimum 1600 Square Meters                      |                                  |
| 12                              | In the Municipal Limits of Chennai, Delhi, Kolkata and Mumbai or the state of Arunachal Pradesh. Or the state of Sikkim or the Islands.(For the Senior Secondary Level) | Minimum 1600 Square Meters                      |                                  |

  
 (Signature of the Principal)  
**PRINCIPAL**  
**ALAGU JOTHI ACADEMY,**  
 Poombuhar Main Road, No.3 Melaiyur,  
 Karuvazhakkalai-609 304,  
 Tranquebar Tk., Mayiladuthurai Dt.

  
 District Educational Officer,  
 (Signature of D.E.O.)  
 (Private School)  
 Mayiladuthurai - 609 001  
 2/9/26