

प्ररूप VI-क
[देखिए नियम 158(9)]

क्रम संख्या	मास — वर्तमान वर्ष —	एम.ओ.एस.पी.आई. सी.पी.आई. सूचकांक	मास — गत वर्ष —	एम.ओ.एस.पी.आई. सी. पी.आई. सूचकांक	प्रतिशतता वृद्धि
1	जनवरी		जनवरी		
2	फरवरी		फरवरी		
3	मार्च		मार्च		
4	अप्रैल		अप्रैल		
5	मई		मई		
6	जून		जून		
7	जुलाई		जुलाई		
8	अगस्त		अगस्त		
9	सितम्बर		सितम्बर		
10	अक्टूबर		अक्टूबर		
11	नवम्बर		नवम्बर		
12	दिसम्बर		दिसम्बर		
शैक्षणिक वर्ष ____ के लिए लागू सी.पी.आई. — (12 महीनों का औसत जोड़ें) ।					

डा० महावीर सिंह,
अतिरिक्त मुख्य सचिव, हरियाणा सरकार,
शिक्षा विभाग, चण्डीगढ़।

HARYANA GOVERNMENT

SCHOOL EDUCATION DEPARTMENT

Notification

The 8th December, 2021

No. 7/24-2020 PS(4).— In exercise of the powers conferred by Sub-section (1) read with Sub-section (2) of Section 24 of the Haryana School Education Act, 1995 (12 of 1999), the Governor of Haryana hereby makes the following Rules further to amend the Haryana School Education Rules, 2003, namely:-

1. These rules may be called the Haryana School Education (Amendment) Rules, 2021.
2. In the Haryana School Education Rules, 2003 (hereinafter called the said rules), in rule 2,-
 - (i) after clause (f), the following clauses shall be inserted, namely:-
 - “(fa) ‘educational purposes’ means any educational activity undertaken by a recognized school and/or its affiliates, inter alia including creation of courses/curricula, patents, research and development activities, teacher training programmes, staff development programmes, up-gradation of technology, vocational training, co-curricular/sports activities, developing of sports and physical infrastructure including establishment of new branch or a new school, the payment of cost of capital not exceeding fifteen percent of the revenue;
 - (fb) ‘Fee’ means fee and fund that a recognized school shall collect as prescribed under sub-rule (1) of rule 158;”;
 - (ii) after clause (1), the following clause shall be inserted, namely:-

“(1a) ‘profiteering’ means an activity of charging capitation fee or charging fee by a recognized school from any student or parents or guardians in excess of the fee, as determined in accordance to sub-rule (1) of rule 158;”.

3. In the said rules, in rule 158, the following rule shall be substituted, namely:-

“158. Notifying fees and funds.-(1)A recognized school shall determine its fee structure for different classes/grades/school levels commensurate to, inter alia, its facilities, operational expenses, infrastructure and generation of reasonable surplus to be utilized for educational purposes.

(2) The procedure for collecting fee in a recognized school shall be open, transparent and accountable. The fee shall be collected from students through cheque/DD/RTGS/NEFT/any other digital mode of payment.

(3) Fee shall be collected by the recognized school on monthly or bimonthly or quarterly basis. No recognized school shall mandate collection of fee on six monthly or annual basis.

(4) The fee to be charged from the students shall comprise of-

(i) Mandatory Fee Components:- Mandatory fee components from all students other than any or all of the following, namely:-

- (a) prospectus and registration fee to be payable only once at the time of registration;
- (b) admission fee to be payable at the time of new admission to the school or at the time of admission in class 1st, 6th, 9th & 11th;
- (c) examination fee to be payable for board examinations only;
- (d) composite fee-Single head recurring fee for all common facilities payable by all students as declared in Form VI:

Provided that upon commencement of these rules, any recognized school charging mandatory recurring fee under different heads shall, from the ensuing academic year, be required to club all such heads into a single head recurring fees;

(ii) Optional fee Components:-Fee to be payable for optional activities and facilities provided by the recognized school shall include,-

- (a) transport;
- (b) boarding;
- (c) mess or dining;
- (d) excursions;
- (e) any other similar activity:

Provided that optional fee components shall be charged only from such students who opt to avail optional activities and facilities offered by the school:

Provided further that increase in such fee shall not be subjected to the provisions of sub-rule (9) and (10);

(iii) Refundable Deposit-Security Money/Caution Money shall be refunded to the students on clearing all applicable dues at the time of leaving the school by the student:

Provided that the amount of such Security Money/Caution Money shall not be more than fifty per cent of annual composite fee:

Provided further that the Security Money/Caution Money shall be refunded by the school within thirty days from the issuance of transfer certificate.

(5) The management of every recognized school shall submit details of minimum facilities in Form VI being provided and maximum of all mandatory fee components to be charged in accordance with clause (i) of sub-rule (4) for the ensuing academic year. The management of every recognized school shall submit the Form VI online on or before 1st February of the year to the Director. No recognized school shall charge any mandatory fee component other than what has been submitted in Form VI. Each recognized school shall display the Form-VI publicly (except clause 10 of Form-VI) on its notice board /website. Incomplete Form-VI or failure to display the same publicly, as provided shall be treated as non-submission of Form VI. Further, non submission of form VI shall debar the recognized school to raise the fee structure for that academic year.

(6) No student shall be compelled to purchase books, workbooks, stationery, shoes, socks, uniform etc. only from a shop recommended by the recognized school.

- (7) No recognized school shall change its uniform before five consecutive academic years.
- (8) All recognized schools shall provide a prospectus to a new student along with the admission form. Such prospectus shall provide as much information about the school as may be practicable, including but not limited to the information mandated to be disclosed every year in Form VI.
- (9) Permitted fee increase for existing students: A recognized school may increase the fee chargeable under clause (i) of sub-rule (4), for its existing students by itself every year, equivalent to average percentage per capita increase of monthly salary of teaching staff of previous year, but the fee increase shall not exceed latest available yearly percentage increase in consumer price index plus five per cent:

Provided that, in years of implementation of new pay commission in a school, such school may increase the fee chargeable under clause (i) of sub-rule (4), for its existing students, equivalent to average percentage per capita increase of monthly salary of teaching staff of previous year, but the fee increase shall not exceed latest available yearly percentage increase in consumer price index plus ten per cent.

Explanation I.- The yearly percentage increase in consumer price index shall be the sum average of percentage increase in the national composite consumer price index (CPI) published by the Ministry of Statistics and Programme Implementation, Government of India for a period of twelve months, January to December of the current academic year with the corresponding twelve months, January to December of previous academic year. The Department shall notify this yearly percentage increase in consumer price index every year in the month of January in form VI-A.

Explanation II.- At the time of admission, irrespective of the grade/class in which a student is entering the school, the school shall provide to the parent/guardian, a statement stating the complete fee structure for all grade/class upto grade/Class XII for that year as declared in Form VI. The fee for ensuing years shall be computed by applying permitted fee increase formula as determined under sub-rule (9).

- (10) Fee for new students: A recognized school shall be free to determine the fee chargeable under clause (i) of sub-rule (4) for students seeking fresh admission in any class/grade/level in a particular academic year:

Provided that annual increase on such fee of newly admitted students for subsequent years shall be in accordance with the provisions of sub-rule (9).

- (11) No recognized school shall raise the fee during the academic year and/or indulge in profiteering.
- (12) The recognized school shall ensure that income generated by it shall only be used for educational purposes.
- (13) Nothing provided in sub-rule (9) and (10) shall be applicable to-
 - (i) Primary Schools where sum total of mandatory fee components is less than or equal to Rs. 12,000/- per annum;
 - (ii) Middle/Secondary/Senior Secondary Schools where sum total of mandatory fee components is less than or equal to Rs. 15,000/- per annum.

Provided that the upper limit of sum total of mandatory fee components for exempting Primary/Middle/Secondary/Sr. Secondary Schools from application under sub-rules (9) and (10) shall be revised by the department after every five years.

4. In the said rules, in rule 158-A, the following rule shall be substituted, namely:-

“158-A. Fee and Fund Regulatory Committee.- (1) There shall be a committee to be known, as Fee and Fund Regulatory Committee at the Divisional Level under the Chairmanship of Divisional Commissioner, who shall be assisted by the following officer/officials—

- (i) District Education Officer/ District Elementary Education Officer (ex-officio member) to be nominated by the Chairman;
 - (ii) A Section Officer/Accounts Officer of any Government Department. In case of non-availability of Section Officer/Accounts Officer then a retired Accounts Officer/Chartered Accountant to be nominated by the Chairman on such terms and conditions, as may be approved by the Government.
- (2) The Fee and Fund Regulatory Committee shall consider the complaint of a student or parent or guardian of a school for violation of provisions of sub-rules (1) to (11) of rule 158 by a recognized school, subject to sub-rule (4) (ii) and sub-rule (13) of rule 158.

- (3) Upon receipt of a complaint as specified in sub-rule (2), the Fee and Fund Regulatory Committee shall make due inquiry that may entail reasonable opportunity of being heard to the school and the complainant and asking the concerned school to submit a certificate issued by statutory auditors of the school certifying that the school has not charged any Fee in violation of sub-rules (1) to (11) of rule 158. Such enquiry shall be completed in a period not exceeding more than three months and if it is found that the school has violated one or more provisions of sub-rules (1) to (11) of rule 158, the Fee and Fund Regulatory Committee may impose penalties on the recognized school in following manner:
 - (i) For first such violation the recognized school shall be punishable with imposition of a penalty, which may extend to thirty thousand rupees for schools up to Primary Level; fifty thousand rupees for schools up to middle level and one lakh rupees for schools up to Secondary and Senior Secondary Level;
 - (ii) For second such violation the recognized school shall be punishable with imposition of a penalty, which may extend to sixty thousand rupees for schools up to Primary Level; one lakh rupees for schools up to middle level and two lakh rupees for schools up to Secondary and Senior Secondary Level.
 - (iii) For third such violation, in addition to penalty imposed under clause (ii), the Fee and Fund Regulatory Committee may make a recommendation to the Director for withdrawal of recognition of such school. In such a case, the Director, within a period not exceeding more than three months from the date of recommendation made by the Fee and Fund Regulatory Committee, after conducting due enquiry and giving reasonable opportunity to the school of being heard, if satisfied and after recording the reasons in writing, may withdraw the recognition of such recognized school.
 - (4) The Fee and Fund Regulatory Committee, after having established that a recognized school has done so, may direct the recognized school to refund the fee collected in violation of sub-rules (1) to (11) of rule 158, and/or to re-instate student's name in school's rolls, if the school has struck off the same on account of non-payment of such Fee that the school had charged in violation of sub-rules (1) to (11) of rule 158.
 - (5) All orders passed by Fee and Fund Regulatory Committee/the Director, shall be in writing and shall be communicated to the recognized school/complainant at the earliest.
5. In the said rules, in rule 158-B, the following rule shall be substituted, namely:-
- “158-B. Appeal.- Appeal against any order of Fee and Fund Regulatory Committee shall lie with the Director. Appeal against any order of the Director shall lie with the Additional Chief Secretary/Principal Secretary Education Department.
- Provided that the appeal if any, shall be made to the Appellate Authority only after payment of penalty so imposed by the Fee and Fund Regulatory Committee. If the violation order is revoked by the appellate authority, such penalty shall be refunded to the recognized school:
- Provided further that the appeal, if any, shall be made to the Appellate Authority only within thirty days from the receipt of the order.
6. In the said rules, the existing Form VI shall be substituted, with the following Forms, namely:-

FORM VI*[see rule 158 (4)]*

1. Name of School:
2. District:
3. Recognition Number:
4. Affiliations and Accreditations enjoyed by the school at various study levels:

Serial Number	Grade/Grades	Affiliation/Accreditation

5. Admissions policy: *Please attach as Annexure 'A'*
6. Indicative number of average number of children per class /section:

Grade	Number of sections	Average students per section
Pre Kindergarten		
Kindergarten		
Grade 1		
Grade 2		
Grade 3		
Grade 4		
Grade 5		
Grade 6		
Grade 7		
Grade 8		
Grade 9		
Grade 10		
Grade 11		
Grade 12		

7. Indicative list of optional facilities and programmes proposed to be offered (Keep updating the list during the year): Please attach as Annexure 'D':
8. Details of minimum facilities being provided (in case of existing school, for two consecutive years shall be given):

Serial Number	Details	Current Year	Next Year
01	Total Area of Land (in Sq meters)		
02	Total Built Up Area (in Sq meters)		
03	Student Capacity: Built Up Area Ratio		
04	Capacity of Hostels (if any)		
05	Built up area that is air-conditioned, if any		
06	Availability of dedicated spaces (<i>in numbers</i>):		

	(a)	Library		
	(b)	Medical Facility		
	(c)	Sports infrastructure:		
	c-1			
	c-2			
	c-3			
	c-4			
	c-5			
	c-6			
	c-7			
	c-8			
	(d)	Co-curricular infrastructure:		
	d-1	<i>Music Room</i>		
	d-2	<i>Dance Room</i>		
	d-3	<i>Art and Craft Room</i>		
	d-4			
	d-5			
	(e)	Computer Lab		
	(f)	Physics Lab		
	(g)	Chemistry Lab		
	(h)	Biology Lab		
	(i)	_____ Lab		
	(j)	_____ Lab		
	(k)	Multipurpose Hall		
	(l)	Auditorium		
07	Number of library books			
08	Availability of drinking water facilities			
09	Availability of separate toilet facilities			
	<i>For Staff</i>			
	<i>For Boys</i>			
	<i>For Girls</i>			
10	Career Counselling			
11	Behavioural Counselling			
12	Special Learning Needs			
13	English Support Program			

9. Staff Details:-

Academic Staff	Current Year					Next Year (Proposed)				
	PRT	PGT	TGT	Other	Total	PRT	PGT	TGT	Other	Total
Number of teachers										
Student: Teacher Ratio										

Other: Other Specialist Teachers

** Including contractual services*

10. Details of salaries paid to the staff. Furnish a separate sheet:-

Name of the Employee	Designation	Salary paid during the Preceding year

** Information relating to salary of staff of private schools shall not be displayed for public use but shall be made available to the Department on separate sheet for administrative purpose.*

11. Computation of permitted fee increase percentage based on consumer price index + five percent as determined by Directorate of School Education, Haryana

Serial Number	Month - current year ____	MOSPI CPI Index	Month - Previous year ____	MOSPI CPI Index	% Increase
1	January		January		
2	February		February		
3	March		March		
4	April		April		
5	May		May		
6	June		June		
7	July		July		
8	August		August		
9	September		September		
10	October		October		
11	November		November		
12	December		December		
APPLICABLE CPI FOR ACADEMIC YEAR ____ (SUM AVERAGE OF 12 MONTHS) (D)					

12. Details of the composite fee for the existing students. (Grade/class wise)

Particulars	Last Academic Year	Current Academic Year	Proposed for Next Academic Year	
Grade/ class	Composite Fee Amount/ Heads of Composite Fee	Composite Fee Amount/ Heads of Composite Fee	Composite Fee Amount/ Heads of Composite Fee	% Increase
I				
II				

III				
IV				
V				
VI				
VII				
VIII				
IX				
X				
XI				
XII				

13. Details of the composite fee for new students. (Grade/class wise)

Particulars	Last Academic Year	Current Academic Year	Proposed for Next Academic Year	
Grade/class	Composite Fee Amount/ Heads of Composite Fee	Composite Fee Amount/ Heads of Composite Fee	Composite Fee Amount/ Heads of Composite Fee	% Increase
I				
II				
III				
IV				
V				
VI				
VII				
VIII				
IX				
X				
XI				
XII				

FORM VI-A*[see rule 158 (9)]*

Serial Number	Month - Current Year	MOSPI CPI Index	Month - Previous Year	MOSPI CPI Index	% Increase
1	January		January		
2	February		February		
3	March		March		
4	April		April		
5	May		May		
6	June		June		
7	July		July		
8	August		August		
9	September		September		
10	October		October		
11	November		November		
12	December		December		
APPLICABLE CPI FOR ACADEMIC YEAR _____ (SUM AVERAGE OF 12 MONTHS)					

DR. MAHAVIR SINGH,
 Additional Chief Secretary to Government Haryana,
 School Education Department, Chandigarh.