NO : CBSE/7830001/EX-01112-2627/2026-27

Dated: 26/05/2025

The Manager,
INDIAN INTERNATIONAL SCHOOL COTONOU WEST AFRICA
INDIAN INTERNATIONAL SCHOOL, 081 BP-7100 COTONOU BENIN, WEST AFRICA
COTONOU
FOREIGN SCHOOL,REPUBLIC OF BENIN,
(M: 00229-97974631)

Subject :- EXTENSION OF PROVISIONAL AFFILIATION UP TO SECONDARY LEVEL

Sir / Madam,
This is with reference to school application on the subject cited above. In this connection, I am directed to convey the approval of the Board for Extension of Provisional Affiliation as per details given below :-

Affiliation No used as User ID for both OASIS and LOC/Registration System	**7830001**
School No	90016
Affiliated for	Extension of Provisional Affiliation for Secondary Level
Category	Extension of Affiliation
Period of affiliation	01.04.2024 to 31.03.2031
Application to be filled for further extension in the Year	**2030**

<table>
<tr><th>Sl. No.</th><th>The school is directed to ensure that :</th></tr>
<tr><td>1</td><td>The total number of sections of the school from class I to X shall be restricted to , out of which the school can run not more than in class IX and in class X. Any further increase of sections shall be subject to specific approval of the Board based on the request of the school as per Affiliation Bye Law, 2018 and availability of land and classrooms of size greater than 500 sq ft of dimension.</td></tr>
<tr><td>2</td><td>The optimum number of students intake preferably shall be restricted as per the provisions of the Affiliation Bye Laws, 2018 as per the size of classrooms mentioned below:
<table>
<tr><th>Sl. No.</th><th>Dimension of Classrooms</th><th>Number of Classrooms</th><th>Maximum number of permissible students</th></tr>
<tr><td>1</td><td>Greater than and equal to 500 sq ft.</td><td>2</td><td>40</td></tr>
<tr><td>2</td><td>Between 400-499 Sq ft.</td><td>3</td><td>35</td></tr>
<tr><td>3</td><td>Less than 400 Sq ft.</td><td>10</td><td>30</td></tr>
</table></td></tr>
<tr><td>3</td><td>The approval is based upon the documents /data/information uploaded by the school online. The Manager and Principal of the school shall be held responsible</td></tr>
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	for its genuineness. In case of any document found to be fake/forged/fabricated/tampered, the application of the school is liable to be rejected and the school shall be liable for imposition of any of the penalties and necessary action will be initiated against the school as deemed fit, under clause 10.1.16 of Affiliation Bye Laws, 2018.
4	The school shall follow all the provisions of Affiliation Bye-Laws- 2018, Examination Bye-Laws, Circulars, Guidelines, Instructions and other amendments issued from time to time by the Board.
5	The School shall possess following Valid Mandatory Documents at all times : a. No Objection Certificate b. Recognition Certificate c. Land Certificate d. Fire Safety Certificate e. Building Safety Certificate f. Certificate of Registration of Society/Trust/Company g. Safe Drinking Water and Sanitary Condition Certificate
6	The School shall also ensure the compliance with the Board's Bye-laws in respect of following facilities and infrastructure within 3 months and submit compliance on SARAS portal.

1	Boundary Wall: Concrete boundary wall of not less than 6 ft. height, enclosing the school campus/site. Composite boundary walls which are partly concrete and partly grill/mesh/barbed wire below 6 feet will not be acceptable. If fencing/grill is required, then the same should be over and above 6 feet height.
2	Ramp with proper incline at the entrance(s) as well as Ramps/lifts for CWSN for access of upper floors, if required along with the separate toilets for CwSN, Boys and Girls as per the guidelines issued by the Board vide circular no. 11/2024 dated 09.08.2024.
3	Appropriate laboratory duly equipped with proper infrastructure (Composite Science Lab, Mathematics Lab, Computer Lab) as per the SoP issued by the Board vide Circular no. CBSE/AFF-11/2022 dated 04.10.2022.
4	Well stocked library with adequate reading area, age appropriate furniture to accommodate 50 students, ICT facilities and other required infrastructure as per the SoP issued by the Board vide Circular no. CBSE/AFF-11/2022 dated 04.10.2022.
5	Well-developed indoor and outdoor sports facilities as per the SoP issued by the Board vide Circular no. CBSE/AFF-11/2022 dated 04.10.2022.
6	Well-developed Digital Infrastructure (Circular No. CBSE/AFF-10/2023 dated 24.03.2023)

7	The School is required to apply online for extension of affiliation in the preceding academic session before its expiry along with the requisite fee and other documents as per Rule 10.3 of Affiliation Bye Laws.
8	The school will follow the RTE Act, 2009 and instructions issued thereon by the CBSE/Respective State /UT Govt. from time to time. The school will also abide by the conditions prescribed, if any, by the State Government concerned.
9	The school shall be solely responsible for any legal consequences arising out of the use of school name/logo/society/trust or any other identity /activity related to

•	running of school affiliated to CBSE. All legal expenses incurred by the Board, if any, arising out of these circumstances, shall be borne by the school.
10	The school shall not remove the documents and videography links in the mandatory disclosure section of Its website.
11	The School is directed to run at least 01 section each of bal-vatika I, II & III in accordance with established norms permitted vide Board's circular no. 12/2023 dated 24-03-2023 & 25/2023 dated 11-09-2023.
12	The school shall conduct training of its teachers with concerned COE.
13	The school is directed to ensure that all essential valid documents are available under the head Mandatory Public Disclosure (as per annexure– IX) on school's website at all time and the link of certificates should be remain functional.
14	As per the recommendation of NEP, the school shall ensure the participation of its students in the Structured Assessment for Analyzing Learning(SAFAL), an exam conducted by the Board every year. This exam, designed to assess and enhance students' learning, is a valuable initiative for their holistic development, as per the guidelines issued by the Board vide circular no: Acad-49/2024 dated 26 June 2024.
15	The school will ensure the Holistic Progress Card (HPC) is used for the foundational stage according to the guidelines issued by the Board via notification no. CBSE/Director (Acad.-Assessment)/2023 dated 27.12.2023.
16	The school shall submit an undertaking to upload all requisite information regarding students, teachers, and infrastructure details available in the school on the UDISE and OASIS Portals. The registration of the students in classes IX shall be conditional on the school providing complete information on the UDISE and OASIS Portals.
17	The school shall ensure that all teachers undergo at least 50 hours of Continuous Professional Development (CPD) every year, vide notification no. 16/2021 dated 24.09.2021, out of which 25 hours should be from concerned COE.
18	The school may make provision to establish rain water harvesting system in their school premises as per Board's circular no. CBSE/AFF./AC/RWH/2025 dated 24.03.2025.
Further, the school shall submit compliance on the following mentioned conditions within 03 months on the SARAS Portal from the date of the grant letter i.e. upto 26/08/2025. Failure to submit compliance within the stipulated time shall invite financial penalty of Rs. 50,000/- and appropriate action may be initiated as deemed fit.	
In case of partial acceptance of compliance, the school shall submit the remaining compliance's within further stipulated period of 03 months. In case of the failure of the school to submit the final compliance's, the Board may enhance the penalty amount and debar the school from filling up the Registration/LOC details of students of classes IX & X, as the case may be, in the next academic session i.e. **2027-28**.	

DEPUTY SECRETARY/JOINT SECRETARY/DIRECTOR (AFF.)

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