

CENTRAL BOARD OF SECONDARY EDUCATION-A CITIZENS” CHARTER

Vision and Mission

The basic vision of CBSE is to inspire learning for physical, emotional, social and intellectual well being of students. The CBSE, a pace-setting National Board of School Education in the country, aspires to be a centre of unmatched excellence for providing quality education by continuously raising the educational standards to meet the national and global needs through the dual process of affiliating schools within and beyond the national geographical boundaries and conduct of examinations at the end of classes X and XII.

What CBSE does?

The CBSE to reach its present pre-eminent position has come a long way since 1929 continuously expanding its jurisdiction and over reach both nationally and globally.

Major activities of the Board as it stands today are:

- Fulfill the educational requirements of those students whose parents are employed in transferable jobs.
- Affiliation of institutions at secondary and senior secondary level for the purpose of examinations with emphasis on raising the academic standards.
- Approval of middle class syllabus.
- Prescription of conditions of examinations and conduct of public examinations for the students of affiliated schools at the end of classes X and XII.
- Grant of qualifying certificates to the successful candidates of the affiliated schools.
- Prescription and updating of the courses of instruction of examinations.
- Conduct of All India Pre-Medical / Pre – Dental Entrance Examination (AIPMT); All India Engineering Entrance Examination (AIEEE); and All India Entrance Test for Jawahar Navodaya Vidyalayas.
- Grant of autonomy to schools of higher order amongst those affiliated to the Board.

What the CBSE focus upon?

Towards raising the standards of school education, the CBSE focuses upon:-

- Enriching the curriculum to suitably respond to the contemporary and futuristic needs in the new world by offering a number of electives in Science, Social Science, Languages and Vocational courses at + 2 (Senior Secondary) level.
- Reforming examination system and evaluation practices.

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- Regularly updating the pedagogical skills of teachers and administrators by conducting in service training programmes, workshops etc.
- Innovations in teaching learning methodologies.
- Skill learning by job oriented and job linked outputs.
- Publication of text books and work books to fill up the gaps in the publications available from other sources, like the NCERT.
- Carrying out institutional and systematic reforms in policies relating to grant of affiliation of schools and their assessment to make the process more accessible and transparent.

How the CBSE is organized.

The Board was established by a Govt. Resolution as a self financing autonomous organization with the Secretary, Ministry of Human Resource Development, Govt. Of India as its Controlling Authority. It has its headquarters at Delhi with eight Regional Offices at Delhi, Allahabad, Guwahati, Chandigarh, Ajmer, Chennai, Patna and Bhubaneshwar.

The Headquarters of the CBSE are at:

Shiksha Kendra,
2, Community Centre,
Preet Vihar,
Delhi – 110092.

The details of the Regional Offices and their territorial jurisdiction along with contact number of officers, Fax, Email ID are available on its website www.cbse.nic.in.

Who are the clients of the Board.

The Board mainly deals with the following clients:

- i) Schools affiliated with the Board and their students through the respective schools for examination and instruction related matters.
- ii) Candidates of entrance examinations conducted by the Board viz. AIEEE, AIPMT, CTET, JNV admission test restricted to registration, test and declaration of results.

What does CBSE expect from its clients?

From the Schools

- Maintain and strive to improve the instructional and infrastructural facilities continuously.
- Eschew all acts of unfair practices.
- Be a standard bearer and model to other sister institutions.
- Become part of Sahodaya School Complexes to share resources and experiences for mutual benefit.

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From the Students

- A sense of pride in being a privileged part of CBSE school system.
- Internalize discipline and ethos of CBSE.
- Eschew all acts of indiscipline.
- Strive for all round excellence with a healthy competitive spirit.
- Promote national integration.
- Eschew all acts of malpractices, particularly during examinations.

From the Parents

- Be proactive in relation to school activities in general and their wards in particular.
- Participate in Parent Teacher Meetings and make constructive suggestions for improvements and express concerns fearlessly.
- Pay adequate attention to their wards of the school.

From societies /trusts etc. sponsoring schools

- Ensure the school is running as per the conditions of affiliation.
- Upgrade the facilities in the schools as and when the norms and standards are revised by the Board.

From the teachers of the affiliated schools

- Active participation in the training programmes conducted by the Board.
- Upgradation of academic and professional competencies.
- Facilitate smooth, fair and disciplined conduct of various examinations.

What does affiliation mean?

Affiliation is a sort of certification that the school is quality driven and strives for excellence in all aspects of its activities which enables the school to become a member of CBSE family and allows its students to appear in examinations conducted by the Board.

What type of schools are eligible for affiliation?

- Govt. or Govt. aided schools in the NCT of Delhi and the states which do not have their own Boards.
- Schools run by Kendriya Vidyalaya Sangathan (KVS), Navodaya Vidyalaya Samiti(NVS), Central Tibetan Schools Administration(CTSA), Sainik Schools Society.
- Schools run by Defence Establishments and Railways.
- Schools managed by PSUs or societies formed by them.
- Private, unaided self-financing schools established by Registered Societies / Trusts / charitable organizations

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How affiliation is granted.

Any school in India or outside India which fulfils the essential conditions can apply in the form available on-line to the Board with minimal manual interference (For detailed conditions and procedure, please see the Board's Affiliation Bye-laws).

What is the time frame for affiliation.

- Can be applied upto the 30th June of the year for consideration of affiliation for succeeding academic year starting from 1st April.
- Deficiencies, if any, in the application will be pointed out within days of receipt of application.
- Reply to the deficiencies to be sent within days of issue of letter.
- Inspection to be conducted within days after the Board is satisfied with the completeness of application.
- Processing of inspection Committee Report – within 15 days from the date of receipt.
- Issue of Affiliation Letter / Rejection Letter within 10 days of the decision of the Board.
- Extension of affiliation – decision within 60 days of complete application.

What is the time frame for examinations and their related matters.

Dates and duration for various examinations conducted by the Board are intimated to the schools and publicized widely for non-schools candidates. Similarly the dates for declaration of results are also well publicized.

Vigilance Mechanism

The Vigilance unit in the Headquarters of the CBSE functions under the control of Chief Vigilance Officer. Complaints addressed to the CVO will receive proper attention and all efforts are made to dispose them of within a reasonable time.

Grievance Redressal

A Grievance redressal Cell functions in the Headquarters of the CBSE / Regional Offices under the supervision of the Public Relations Officer. A Grievance will be acknowledged immediately. Efforts will be made to redress the grievance as quickly as possible but latest within two months from the date of receipt. If any further delay is anticipated, an interim reply will be sent.

Time between 1500 Hrs to 1700 Hrs is fixed on Mondays for meeting the Public Grievance Officer without any appointment.

Access to Information.

CBSE is a public authority under the Right to Information Act 2005. List of PIO and first Appellate Authority for each of its Regional Offices and the Headquarters is available on CBSE website at www.cbse.nic.in.

