

**JAINTIA EASTERN HIGHER SECONDARY SCHOOL,
KHLIEHRIAT**

**EAST JAINTIA HILLS DISTRICT, MEGHALAYA 793200
(A Sister Educational Institution of Jaintia Eastern College)**



**PROSPECTUS AND INFORMATION
BROCHURE - 2020**

Affiliated: Meghalaya Board of School Education, Tura



President
Shri. Medlington Bareh
Principal
Dr. Phervision Nongtdu

Motto

“Education for All”

vision

**To provide quality and
affordable
Education to all sections
of the society.**

Objectives

- To impart higher and quality education in rural areas.
- To provide vocational trainings to the educated unemployed youths.
- To impart skills on Information Technology.
- To provide career guidance and counseling.
- To promote environmental awareness.
- To transform the young minds through moral and ethical education based on value system.

Mission

The College is committed to serve the society by developing the young generation to face the challenges of this contemporary world and to remain socio-economically alert. Through knowledge-based education, students are sensitized to be competent in the employment opportunities also. Apart from creating an atmosphere to promote all round development of an individual, the college also equip them to become good citizens and to meet the social needs of our nation, not just a mere job seekers. Through various college-activities, an awareness regarding preservation and restoration of the environment is also in the roadmap of the college.

PRINCIPAL'S DESK

We, at Jaintia Eastern Higher Secondary School (JEHSS), understand the anxiety as well as hopes of young students and their families as they step out of the structured domain of school curriculum into the expansive world of higher education. JEHSS is an affiliated School of Meghalaya Board of School Education and is a part of its history, evolution and vision of transforming society through education. The school had humble beginnings in 1992 when it was established with the aspiration of providing higher education to the rural poor youths, including migrant workers coming from different parts of the country. Despite many hurdles, the school still carries within itself the belief in education being an unsurpassed way of channelizing talents and energies of the young generation in a manner that not only brings out the best in their own individual selves but also makes them sensitive to values of justice, liberty, equality and fraternity.

JEHSS welcomes its fresh entrants with the warmth of a family and leads them on to gradually gain independence of thought, a keen sense of inquiry and a search for wisdom. We hope that by the time our students leave the gates of this institution they are enriched not just with factual and theoretical knowledge but also with the confidence of fearlessly walking down the path of truth. The school and the school's faculty too, in turn, continue to learn from the students. We have tried to evolve with the inputs every batch of students brings to us by renewing and renovating programmes connected with academics, sports, NSS, RRC and other extracurricular activities.

On behalf of the whole school, I welcome all our students into meaningful learning system, activities and experiences that would lead to an enhancement of energy, talent and capability. I wish the students, parents and teachers a fruitful and peaceful academic year 2020-21. Therefore, as we venture through this academic year let's keep in our mind that "*Education is the passport to the future, for tomorrow belongs to those who prepare for it today*" (Malcolm X).

Thank you.

Dr. Phervision Nongtdu
Principal

School Profile:

Jaintia Eastern Higher Secondary School, Khliehriat, a sister educational institution of Jaintia Eastern College was established on 1st August 1992 formerly known as Pre University course. The higher secondary school is affiliated to Meghalaya Board of School Education. The school has continuously work hard to maintain its place as one of the finest higher secondary school in the state and has been successful in doing so. The young and highly qualified team of the faculty members spares no efforts to keep students well informed and keep updating their knowledge. The students are also reciprocating by their high achievements in academic performance. The school provides various academic amenities so as to attain higher education in the fields of Arts and Commerce. As a reputed educational institution, the school has been known for producing outstanding students who had taken different careers as per their academic merits, successfully in the society. The school not only ensures academic development of the students but also provides them with opportunities to prove themselves by means of extracurricular and co-curricular activities. National, Regional and District level seminars also formed an inalienable part of the school's academic activities. In the field of sports, the school has been involving its students in football, basketball and other indoors games like badminton, table-tennis, etc. The school also possesses a gymnasium from which the students are benefited.

The School Management is working continuously towards promotion of quality education and overall performance of the school. The Career Guidance and Counseling Cell makes its presence felt by providing necessary information and guidance to the students in the field of career planning besides grooming their personality. The past record of the school provides us with good evidence that the school has firmly established itself as modern and progressive educational institution.

To enhance teaching learning process the school is equipped with infrastructures like well-furnished classrooms with digital support teaching tools, laptops to all departments, Internet facility to students, uniform (Dress code) for all students, remedial coaching and Skill Development Courses for employability enhancement (Tourism & Computer Applications). Virtual classrooms are newly operated by the school to reach the students as well as a means to combat Covid -19 pandemic.

Over the years, the school has built up an impressive array of academic facilities. Our endeavour is to make individuals more mature, responsible and socially aware.

FACULTY MEMBERS

Principal: Dr. Phervision Nongtdu

Vice Principal: Dr. Davidson Diengdoh

ENGLISH DEPARTMENT

Smt. Affinda G. Lapasam

Shri. Firsterborn Dkhar (HoD)

Miss. Dianghun Shadap

Shri. Emidau P. Sohlsley

Miss. Pinky A. Lamare

KHASI DEPARTMENT

Dr. Davidson Diengdoh

Smt. Percia Phawa

Shri. Lancaster Nongtdu

Shri. Jamphrang Lyngdoh (HoD)

Shri. Deibormi Nongpoh

HISTORY DEPARTMENT

Smt. R. Merika Nongtdu

Miss. P. Syrpailin Phawa

Shri. Spienglang Rymbai (HoD)

Miss. Hannah Bell Lapasam

POLITICAL SCIENCE DEPARTMENT

Smt. Jinalin Pyrnge

Shri. Nishwa Rymbai

Shri. Beket Siangshai (HoD)

Smt. Ridalabha Dkhar

ECONOMICS DEPARTMENT

Smt. Renuka Pde

Smt. F. Dalamki Lytan

Smt. Deogratia P. Bareh (HoD)

Smt. Dakaru Bareh

EDUCATION DEPARTMENT

Smt. Eva Aibok Nongtraw

Dr (Mrs). Pyrkhatlang A Shadap

Smt. Theilinda Kyndait

Smt. Sophikitbok Dkhar (HoD)

Smt. Etilut H Rymbai

SOCIOLOGY DEPARTMENT

Smt. Shida Siangshai (HoD)

Miss. Thywillbedone Bareh

Miss. Purify Swer

Miss Ri akor Dkhar

COMMERCE DEPARTMENT

Shri. Charles Marngar

Shri. Banpynskhembha Papang (HoD)

Shri. Besterwell Dkhar

Shri. Remember Nongtdu

Shri. Samdy Myrchiang

Smt. Sapna Suchiang

Shri. Niphri Rymbai (IT)

ENVIRONMENTAL EDUCATION:

Dr. Phervision Nongtdu

Tentative Academic Calendar 2020-21

Month	Dates	Days	Event	Holiday
January	27 th	Mon	School Re – opened	-
February	3 rd – 17 th	Mon	Class XI Internal/Promotion Examination 2020	
	10 th – 17 th	Mon	Pre Board Test for Class XII	
March	2 nd -19 th	Mon	Class – XII (Arts & Com) HSSLC Exam, 2020	-
	10 th	Tue	Holi	1
			Admission Form for Class XII	
	25 th -31 st		Lockdown 1.0	7
April	1 st – 14 th		Lockdown 1.0	14
			Commencement of XII Classes	
	10 th	Fri	Good Friday	1
	15 th – 30 th		Lockdown 2.0	16
May	1 st – 3 rd		Lockdown 2.0	3
	4 th – 17 th		Lockdown 3.0	14
	18 th -31 st	Mon	Lockdown 4.0	14
	7 th	Thur	Buddha Purnima	1
	25 th	Mon	Id-UI-Filtre	1
June	1 st - 30 th	Mon	Lockdown 5.0	30
	5 th	Fri	World Environment Day	-
			Admission for Class XI	-
	12 th	Fri	Induction Ceremony-Cum-Orientation Courses	-
	15 th	Mon	Commencement of XI Classes	-
	22 nd	Mon	Rev.Thomas Jones Day	1
July			Parent Teacher Meeting	-
	8 th	Wed	Beh Deinkhlam, Jowai	1
	17 th	Fri	U Tirot Sing Day	1
August			Beh Deinkhlam, Tuber	1
	1 st	Sat	Id-UI-Zuha	1
	12 th	Sat	Janmashtami	1
September	15 th	Wed	Independence Day	-
	18 th	Fri	Unitarian Day	1
October	2 nd	Fri	Mahatma Gandhi's Birthday	1
	23 rd – 25 th	Fri	Puja Holiday	2
	26 th -31 st	Mon	Selection Test for Class XII	-
November	6 th	Fri	Wangala Festival	1
	14 th	Sat	Diwali (Deepawali)	1
	23 rd	Mon	Seng kut snem	1
			Pre Promotion Examination Class XI	-
December	12 th	Sat	Pa Togan N Sangma	1
	18 th	Fri	Death Anniversary of U SoSo Tham	1
	19 th	Sat	Parting Social	-
	21 st	Mon	Winter Vacation begins	-
Jan 2020	24 th	Mon	Re-Opening of School	-
Feb -2019	3 rd	Mon	Commencement of XII Classes	-
			Total Holiday	117

NB. Holiday falls on Sunday is not included. Date for regular tests and monthly tests, pre-promotion test, etc. will be notified by the respective HoDs.

HIGHER SECONDARY PROGRAMME:

- For Admission to Higher Secondary Course in Arts and Commerce, a candidate shall have passed SSLC or equivalent Examinations.
- The duration of the course is two years.
- There shall be two Examinations to be held annually. Internal/Promotion Examination at the end of Class XI and Board Examination at the end of Class XII.
- A candidate shall be promoted to the next higher classes (Class XII) only after having cleared the Class XI Internal/Promotion Examination.
- The final result will be declared on the basis of Class XII (HSSLC) Examination conducted by the Board.

ADMISSION PROCEDURE:

Admission in the school should be made in the prescribed Admission Form supplied along with the school prospectus available from the school office on payment of Rs 200/- (Rupees Two Hundred) only soon after the declaration of SSLC results or equivalent examinations recognized by Meghalaya Board of School Education. The same may also be downloaded from the College Website: www.jecollege.org which can be submitted along with a Demand Draft of Rs 200/- to be drawn in favour of JAINTIA EASTERN COLLEGE, KHLIEHRIAT payable at KHLIEHRIAT.

Admission Process:-

- i) Based on Merit, State and Central Reservation Policy.
- ii) Reserve 2 (Two) seat under supernumerary quota for the students from Jammu and Kashmir, widow and wards of Armed forces killed and disabled in action.
- iii) Seats are reserved for physically challenged candidates for admission to HSSLC Courses as per Governments rules prescribed from time to time.

SUBMISSION OF APPLICATION FORM:

Application form affixed with recent passport size photograph in specified column and information completed in all respects addressed to the Principal with the following documents mentioned below duly self attested should be submitted within the period as specified in the advertisement.

Each Application must be accompanied with:

1. Character and Transfer Certificates from the School last attended.
2. Self attested copy of mark sheet of the last examination passed (Class X).
3. 2 (Two) recent passport size photographs of the student.
4. The original Migration Certificate is required for students from Boards other than MBOSE.
5. SC/ST/OBC and Person with Disability (PwD) Certificate.
6. Original documents are to be produced at the time of submission of application form for verification.

COURSES OF STUDY:

Higher Secondary Course: ARTS

1. Compulsory Subjects:-

- (i) English
- (ii) MIL (Khasi) / Alternative English
- (iii) Environmental Education

2. Elective Subjects (Any three of the following):

- (i) Political Science
- (ii) Education
- (iii) Economics
- (iv) History / Computer Science
- (v) Elective Khasi / Sociology

3. Additional Subject (Choose any one from the above Elective Subjects):

- (i).....

COMMERCE

1. Compulsory Subjects:

- (i) English
- (ii) MIL (Khasi) / Alternative English
- (iii) Environmental Education

2. Elective Subjects:

- (i) Economics
- (ii) Accountancy
- (iii) Business Studies

3. Additional Subject: Any one from the following

- (i) Entrepreneurship
- (ii) Computer Science

GENERAL INFORMATION

1. REGISTRATION:

After completion of admission process, a student shall be required to register under the Meghalaya Board of School Education, Tura within one month of his/her admission. Those students passing from outside the jurisdiction of the MBOSE will have to submit their Migration Certificate one month after the admission.

2. IDENTITY CARD:

After admission to the school each student is entitled to get an identity card signed by the Principal. They are required to bring identity card with them to school and produce it as and when necessary. The students should ensure that the particulars in the Identity Card filled by him/her are correct. Loss of identity card must be reported immediately to the college office and will be replaced on payment of Rs. 200/-. In case of transfer or withdrawal from the school, the card must be surrendered at the school office.

3. EXAMINATION:

The school conducts regular tests, monthly tests, pre-promotion test and selection test, etc. at the end of the courses there shall be Board examination.

4. ATTENDANCE:

Name of the student will be struck off if he/she fails to attend the classes held during the first 15 days of the new academic session. Attendance of at least 75% of the classes held during the course of study is necessary as eligibility for appearing at the Board examination.

5. ANTI-RAGGING CELL:

Anti-Ragging Cell takes various precautionary measures to prevent ragging on school campus. It ensures the implementation of all regulations and directives of the Honorable Supreme Court of India. Ragging in any form, physical or mental within and outside the school premises is a cognizable offence and punishable by law under. It is mandatory for the students and guardians to fill online Anti Ragging undertaking at the time of admission at www.antiragging.in. Helpline: Shri Firsterborn Dkhar, Asst. Professor, Department of English (9856005085/8974779511) and Vice President of the Students Union.

6. DRESS CODE:

To enforce discipline among the students and to help them get concessional taxi/bus fare while going and coming from school, dress code (Uniform) was introduced. The students are to

wear uniform compulsorily as per the following specification :- a) For Boys: - White *Shirt*, Black *Trousers*, Green-*neck tie*. b) For Girls: - White *trouser/ Green Salwaar-Kameezes* with white *Dopatta*.

7. DISCIPLINE:

School gives a great emphasis on discipline and character building of students and they are expected to maintain a high standard of discipline. The students are subjected to be under rules and regulations of the school prescribed from time to time. Violation of rules, unsatisfactory academic progress, irregular attendance in the class, showing discourtesy to the teachers and staff members in any form, recourse to unfair means in examination etc. are some of the offences which may make students liable to disciplinary action like termination of scholarship, forced transfer and even expulsion from the school. The school expects every student to abide by the following code of conduct. The Disciplinary Committee of the school is empowered to deal with cases of indiscipline such as:-

- i. Sitting in the vehicle in the school compound or on the road side is strictly prohibited.
- ii. Students shall take good care of the school furniture's and must not spoil or cause any deliberate damage or tamper with the school property, furniture, fittings etc.
- iii. Not switching off electronic gadgets like mobile phones, music systems etc. before entering the classrooms/library/conference hall etc.
- iv. Chewing of bettle-nut (Kwai), spitting and sticking or pasting of chewing gum in any form on the wall/desks/benches of the school.
- v. Smoking and chewing of tobacco and its products, Littering- like throwing of scraps, used polythene bags, empty water bottles, chewing gum wrappers, etc. (Please use the dustbins provided all around).
- vi. Passing Improper comments about anybody and eve teasing of all forms are strictly prohibited.
- vii. Students must be punctual and regular in attending classes.
- viii. They should come to the school in a decent attired.
- ix. Students must consult the school notice board, website every day, failing which the school authority will not be responsible for any inconveniences.
- x. Students are required to attend all extra-curricular activities organized by the institution.

- xi. Parking of vehicle is available in the earmarked parking area for the Assistant Professors and guests. In view of shortage of space, students should park their cars outside the school premises in the place provide for.
- xii. The Principal will use his/her discretionary powers for all matters not covered above.

8. FACILITIES:

- i. Scholarships:** For claiming all types of scholarships, a student has to compulsorily fill the online application form (www.scholarships.gov.in). After filling the online application form, the student has to submit the hard copy to the school office. The Facilitation Centre is instituted to assist the applicants to apply the online scholarship.
- ii. Women Hostel:** Women hostel attached to school campus available on first-come-first-serve basis. The hostel has sharing rooms and attached bathrooms with running water supply. All rooms are furnished with bed, mattress, study table, book rack, chair, cupboard/shelf for each student. The hostel rooms are well ventilated. Round the clock security will be provided. Recreation Rooms with TV are available. Application forms and rules for admission to the Hostel is available from the Warden's office on payment of Rs. 200/- (Rupees Two hundred) only.
- iii. Transportation:** School bus is available to the students commuting through identified routes and they have to pay the minimum prescribed bus fare. However, for those students coming from long distances routes, the school is making all efforts to help them to get taxi fare concession.
- iv. Career Guidance and Counseling Cell:** Career Guidance and Counseling Cell has been setup with the objectives to guide students in selecting suitable courses of study by providing them with all relevant information. The cell provides need based coaching for various competitive exams. Prominent counselors within and outside the state are invited to interact with students. Shri B.Papang, Asst. Professor, Department of Commerce is the Coordinator of the Cell.
- v. Remedial Coaching Class:** Remedial coaching class is conducted in the school to slow learners before and after normal class hours.
- vi. Skill Development/Add on Courses:** Education is meant not only to nurture excellence but also to develop academic skills, linguistic proficiency and

qualitative techniques. These comprise Skill Enhancement Courses (SEC) which is introduced for the purpose of enhancement of student's skill in respect with his/her selected subject/study and to widen the job opportunity in the global market. For the purpose of the personality development of the student and to enhance soft skill, a student would be trained to broaden the horizons of knowledge. The school also offer Add on courses for skills development in computer education to acclimatize the students with the changing global scenario. Interested students may contact the teacher in-charge of the courses.

- vii. Women Welfare and Gender Sensitization:** The school is committed to maintaining an academic and work environment free of sexual harassment for its students, teachers and non-teaching staff. In accordance with section 4(1) of 'Sexual Harassment of Women at the Workplace (Prevention, Prohibition and Redressal) Act, 2013 (No. 14 of 2013)', school has instituted Women Welfare Committee (WWC) in place to address complaints related to sexual harassment. For any such complaint, the Principal or Teacher In-Charge may be contacted. The composition of the committee is from the teaching and non-teaching staff and students representatives.
- viii. Library:** The school library is situated in the first floor, have spacious and well ventilated reading rooms. It has rich collection of books on various subjects, which is continuously updated. Besides text books, library also equipped with journals, leading magazines, journals leisure books, competitive exam books and newspapers in English and Khasi languages, previous years question papers are also kept for ready reference by the students and teachers. Students and other stakeholders get access to e-journals and e-book through N-LIST. Moreover, a book bank facility is available for which the students are required to apply for. Regarding rules and regulations pertaining to library, students are advised to get informed from the librarian.
- ix. Conference Hall and Seminar Room:** The school has an adequate conference hall with ICT and Audio Visual facilities for various seminars and programmes. Seminar room serves as a venue for interactive seminars and discussions, committee, meetings and career counseling sessions. The audio-visual facilities available make it the ideal space for film screening and workshops.

- x. Classrooms:** The school possesses spacious and well-furnished class rooms. Further, keeping up with the latest development in the field of teaching learning process, ICT enabled classrooms are in place.
- xi. Computer Laboratory:** Well-furnished Computer Laboratory is equipped with a good number of computers with internet connectivity, Wi-Fi-enabled facility, Digital Language Lab, etc.
- xii. Canteen:** The school has a canteen where staffs and students are served snacks and other refreshments. The school has Coffee shop facilities for the conveniences of staffs and students. The Canteen is available from 8.00 A.M to 6.00 P.M to meet the needs of the students and faculties.
- xiii. Grievance Redressal Cell:** The Grievance Redressal Cell (GRC) comprises of the Principal (Chairman), senior teachers, staff and students representatives is instituted in the school to redress grievances of the students and other stakeholders at the individual level, group or class level for common interest. Complaint/Suggestion boxes are kept in the school premises to invite participation of all. Apart from that the stake holders may also log in their suggestions and complaints through the college website via GRC tab. The Assistant Professors act as facilitators to sort out the grievances of the stakeholders at their level while the unresolved problems are referred to the GRC. As a preventive measure CCTVs have been installed at various places on the campus.

9. **EXTRA-CURRICULAR ACTIVITIES:**

To achieve an all-round development, the school creates opportunities for the students to excel their hidden talent through social work and other extension activities. National Service Scheme (NSS) and Red Ribbon Club (RRC), Games & Sports, Seminars, Lectures, School Week, Study Tours and other extra-curricular activities are the regular annual features of the school calendar. The school also promotes extra-curricular activities through various associations with Arts and Commerce faculties.

- i. National Service Scheme and Red Ribbon Club:** The School has a very active NSS wing, which performs laudable activities to help the students grow into better responsible citizens of tomorrow. Cultural, social and humanitarian activities are regular affair with the NSS/RRC of this school. The NSS unit holds social service camps in rural areas where students and teachers work in collaboration with local

youths. Usually the programme includes road construction, road repairing, cleaning of school campus, cleaning of water tanks, plantation of saplings, organizing health checkup camps, blood donation camp, pulse polio immunization programme, cultural programmes, observing World's AIDS day, Anti leprosy day, etc. To expose students to social service, the unit/club organizes regular activities including special camps in rural areas and adopted villages, namely, Rangat, Lumputhoi, Moonongtdu, Cham Cham, Lumchyrimit, Suchen rim (Present), etc. Besides the above activities, the N.S.S. volunteers represented the school/state at national, regional and state level programmes. Every year the NSS unit in collaboration with District Administration organizes cleaning drives in part of Khliehriat Town. Dr. D. S. Diengdoh, Vice Principal is the Programme Officer of National Service Scheme (NSS).

- ii. **School Week:** One full week is dedicated to the students for creativity and recreation. The School Week is one of the important events. During this period, the students are allowed to organize and participate in various activities like sports, cultural activities and various competitions such as quiz, essay, lectures, posters campaign, etc.
- iii. **Games and Sports:** In keeping with its tradition of all-round education, with a purposive accent on sports and games, the school organizes and participates in outdoor and indoor games & sports. The school provides ample scope for development of an integrated personality and it has keen interest in promoting co-curricular activities of the students. Each year competitions are held in various events like debates, music, song, extempore speech, quiz, etc. among the students of this school. Gym, Basketball, Table Tennis are newly added in the games and sports co-curricular activities and extensively used by students, teachers and non-teaching staff.
- iv. **Students Union:** The Students Union is the premier student body in the school and every student is a member of the union. The union addresses student-related issues and builds up a team of leaders. Class representatives, who are elected by the respective classes, elect the office bearers every year. The union works in close collaboration with the staff and management. The union is not affiliated to any organization outside the school and does not take up issues not connected

with the school. Elections for the office bearers are held every year on the date decided by the union in consultation with the head of the institution. The union contributes in making the school life more meaningful and memorable.

- v. **Lecture by Outstanding Personalities:** Lecture by outstanding personalities in the field of Arts, Commerce, Entrepreneurship, Academics and Administrative, Social Science, etc. are organized for the benefit of students. This activity brings a reputed luminary of a particular discipline face to face with the students of the school where she/he lectures on relevant issues within the field of the students' academic curriculum.
- vi. **Music and Cultural Committee:** The Music and Cultural Committee of the school have excelled in all its three wings namely Music, Dance and Drama. Over the years it has brought home several trophies and prizes won at inter - school and district level competition. The other objective of the committee is to inculcate in the students a sense of cultural values and helps them understand the importance of preserving the rich traditional arts and culture of the region.
- vii. **Computer Learning Programme:** The school arranges for basic level computer training programmes for interested students. The programme is monitored by informed and experienced teaching faculties. The computer cell of the school has the necessary infrastructure to provide hands on training to the participating students.
- viii. **Alumni Committee:** Very recently the school Alumni Committee has been formed. It serves as a platform to bring together the former students who are willing to contribute towards the academic and material advancement of their alma mater with their physical and intellectual labour as well as material support. All former students and teachers of the school are eligible to become members of this association against the payment of the requisite membership fee. Since its inception the Alumni Committee has been actively involved in the development of the school by sponsoring various renovation and beautification projects across the campus.
- ix. **Parent-Teacher Committee:** The Parent-Teacher Committee aims to foster and promote good relationship among members of the faculty, students and parents of students. The parents of each student taking admission in the school will become

members of this Committee. This forum communicates their views about the functioning of the school and thus facilitates further improvement.

- x. **Institute/Industrial Visit:** An industrial visit was organized for Commerce Students to nearby Cement Plant in the district/state. The objective of the visit was to provide students an insight regarding internal working of the company and opportunity to learn practically through interaction regarding the manufacturing, packaging in the plant and understanding the functioning of Cement Plant. The school arranges for a tour to reputed institutes for a first hand practical knowledge and necessary research experience in both commerce and humanity disciplines. The visit was very useful for the students as they could relate their theoretical knowledge with the practical exposure which they have gained after visiting this plant.
- xi. **Educational Tours:** Each department organizes educational tours in and outside the State. These tours are both educative and entertaining for the students.
- xii. **CCTV:** The school campus is under CCTV surveillance to support Security Services in protecting the premises, property and the people using its facilities.
 - The CCTV system is spread across all campuses.
 - The system uses Digital Recording to capture images.
 - All recorded images are managed under the school's CCTV.

FEE STRUCTURE:

Sl. No	Particulars	+ 2 level (Arts & Com)
		(Rs)
1	Admission fee	2000
2	Library fee	600
3	Tuition fee	4800
4	Identity Card	200
5	Development Fund	700
6	Tests & Examinations	500
7	Maintenance & Miscellaneous fee	600
8	Extension and Co-Curricular Activities	300
9	Water & Electricity fee	300
10	Games & Sports	300
11	Magazine fee	200
12	Library Development fund	300
13	Common room	200
14	Field Trip	300
15	Training, Seminar & workshop etc.	300
	Total	11600

- MBOSE fee not included

PLEASE NOTE:

- Admission fee may be paid in full/installment of 60% at the time of admission and second Installment on or before the Selection Test Examinations. Fees once paid are not refundable.
- The school reserves the right to reject an application for admission without assigning any reasons for the same.
- When admission is granted, the prescribed fees must be paid and the admission form must be deposited at the school office within 24 hours.
- Application forms not having all the required documents will not be considered.

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Skill Development/Add On Courses
Eligibility: SSLC/HSSLC

- | | |
|--|----------------|
| 1. Basic Course in Computer & Internet /Computer literacy: | 1 (One) month |
| 2. Office Automation | 2 (Two) months |
| 3. Desktop Publishing (DTP) | 2 (Two) months |
| 4. Certificate in Computer Accounting | 2 (Two) months |
| 5. Diploma in Computer Applications | 6 (Six) months |
| 6. Certificate Course in Tourism | 6 (Six) months |

For admission into the above mentioned courses students are advised to contact the teacher's I/C Computer Applications.