

**Rules and Notifications under the Karnataka  
Education Act, 1983**

<b>Rules</b>	<b>Page No.</b>
1.a) The Karnataka Educational Institutions (Classification, Regulation and Prescription of curricula etc.) Rules, 1995.	
b) The Karnataka Educational Institutions (Classification, Regulation and Prescription of curricula etc.) (Amendment) Rules, 1999.	
c) The Karnataka Educational Institutions (Classification, Regulation and Prescription of curricula etc.) (Amendment) Rules, 2001	
2.a) The Karnataka Educational Institutions (Classification and Registration) Rules, 1997.	
b) The Karnataka Educational Institutions (Classification and Registration) Rules, 1999.	
c) The Karnataka Educational Institutions (Classification and Registration) (First Amendment) Rules, 2003.	
d) The Karnataka Educational Institutions (Classification and Registration) (Amendment) Rules, 2004.	
3. The District level VII Standard public Examination Rules, 1997.	
4.a) The Karnataka Pre-University Course State Level Public Examination Rules, 1997.	
b) The Karnataka Pre-University Course State Level Public Examination (Amendment) Rules, 1998.	
5.a) The Karnataka Educational Institutions (Appellate Authority) Rules 1998.	
b) The Karnataka Educational Institutions (Appellate Authority) Rules 2005.	
6.a) The Karnataka Educational Institutions (Grant in-Aid for Primary, Secondary and pre university Education Institutions) Rules 1998	
b) The Karnataka Educational Institutions (Grant in-Aid for Primary, Secondary and Pre- university Education Institutions) (Amendment) Rules 1998	
c) The Karnataka Educational Institutions (Grant in-Aid for Primary, Secondary and Pre- university Education Institutions) (Amendment) Rules 2001	
d) The Karnataka Educational Institutions (Grant in-Aid for Primary, Secondary and Pre-university Education Institutions) (First Amendment) Rules 2003	

- e) The Karnataka Educational Institutions (Grant in-Aid for Primary, Secondary and Pre-university Education Institutions) (Second Amendment) Rules 2004
- f) Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (Amendment) Rules, 2006
- 7.a) The Karnataka Educational Private Aided Institutions (Pre-Primary Educations Employee's Pension) Rules, 1998.
- b) The Karnataka Educational Private Aided Institutions (Pre-Primary Educations Employee's Pension) (Amendment) Rules, 1999.
- 8. The Karnataka Educational Institutions (Recognition of Primary and Secondary Schools) Rules, 1999.
- 9.a) The Karnataka Educational Institutions (Registration and Recognition of Commerce Institute) Rules, 1999.
- b) The Karnataka Educational Institutions (Registration and Recognition of Commerce Institute) (Amendment) Rules, 2003.
- 10.a) The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999
- b) The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2000.
- c) The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2000.
- d) The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2001
- e) The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2002
- f) The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (First Amendment) Rules, 2003
- g) The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Second Amendment) Rules, 2002
- h) The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2004

- i) The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2005
- j) Karnataka Educational Institutions (Recruitment and Terms and Conditions of Service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2006
- k) Karnataka Educational Institutions [Recruitment and Terms and Conditions of service of employees in Private Aided Primary and Secondary Educational Institutions] [Amendment] Rules, 2007
- l) Karnataka Private Educational Institutions [Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions] (Amendment) Rules, 2006
- m) Karnataka Educational Institutions (Recruitment and Terms and Conditions of service of employees in private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2007
- 11. The Karnataka Educational Institutions (Ancillary Services in Recognised Educational Institutions) Rules, 2000.
- 12. The Karnataka Educational Institutions (Control of Private Educational Institutions) Rules, 1999
- 13. The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Aided Colleges of Education and Teachers' Training Institutes) Rules, 2001.
- 14.a) The Karnataka Tutorial Institutions (Registration and Regulation) Rules, 2001
  - b) Notification No. ED/43/VIVIDHA/2001, Dated: 5.3.2002
  - c) Notification No. ED/43/VIVIDHA/2001, Dated: 5.5.2003
- c1) »{â°M~âÚ EÚ 65 ÆÆ|â 2006, -}Öªdâ 25}ê© AgâÉÒD, 2006
  - d) Notification No. ED/09/VIVIDHA/2006, Dated: 18.4.2006.
- 15. The Karnataka Educational Institutions (Selection of Parent Members to the Managing Committee) Rules 2001.
- 16.a) Karnataka Pre-University Education (Academic, Registration, Administration and Grant-in-aid etc.) Rules, 2006
  - b) The Karnataka Pre-University Education [Academic, Registration, Administration and Grant-in-Aid etc., [Amedment] Rules, 2006
- 17. ಕರ್ನಾಟಕ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳ (ಪರಿಶೀಲನೆ, ಲೆಕ್ಕಪತ್ರಗಳು, ಲೆಕ್ಕ ಪರಿಶೋಧನೆ ಮತ್ತು ವಿವರಪಟ್ಟಿಕೆ) ನಿಯಮಗಳು, 2006  
Karnataka Educational Institutions (Inspection, Accounts, Audit and Return) Rules, 2006  
»{â°M~âÚ EÚ 74 ÆÆ|â 2004, -}Öªdâ 2}ê© }âÀª±pÒ 2006

18. Karnataka Educational Institutions (Taking over of Management, Requisitioning and Acquisition) Rules, 2005
19. Karnataka Educational Institutions (Change in the Governing Council or Change in the Location of Private Educational Institutions) Rules, 2006
20. Karnataka Educational Institutions (Powers and Functions of Managing Committee and Powers and Duties of Secretary) Rules, 2007

#### **NOTIFICATIONS**

21. No. ED 68 AAV 96 dt. 30.6.97 .....
22. No. ED 89 VIVIDHA 98 (I) dt. 17.8.98.....
23. No. ED 89 VIVIDHA 98 (II) dt 17.8.98.....
24. No. ED 90 VIVIDHA 98 dt. 17.8.1998. ....
25. No. ED 83 VIVIDHA 98 dt. 27.8.98 .....
26. No. ED 58 VIVIDHA 98 dt. 18.10.98.....
27. No. ED 138 VIVIDHA 98 dt. 9.2.99 .....
28. No. ED 146 VIVIDHA 98 dt. 25.2.99. ....
29. No. ED 137 VIVIDHA 98 dt. 19.5.99. ....
30. EÚ 3 ÆÆ|â 2006, -}Öªdâ 24}ê© Áê±ZÀâ 2007 .....
31. No. ED 52 VIVIDHA 99 dt. 2.2.2000. ....
32. No. ED 82 VIVIDHA 2000 dt. 12.2.2001. ....
33. No. ED 145 VIVIDHA 98 dt. 15.3.2001 .....
34. No. ED 82 VIVIDHA 2000 dt. 5.5.2001 .....
35. No. ED 6 VIVIDHA 2001 dt. 11.10.2001 .....
36. No. ED 54 VIVIDHA 2005, dated 2nd December, 2006
37. ED 09 VIVIDHA 2007, Dated: 29th March 2007
38. No. ED 41 SEP 2007, Dated: 7th April 2007
39. No. ED 261 SES 2007, Dated 3rd December, 2007

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (CLASSIFICATION, REGULATION AND  
PRESCRIPTION OF CURRICULA ETC.,) RULES, 1995**

**CONTENTS**

**Rules**

1. Title and Commencement.
2. Definitions.
3. Prescription of classes relating to Primary and Secondary Education for the purpose of clauses (25) and (32) of section 2.
4. General regulations relating to buildings of educational institutions.
5. General regulations relating to minimum accommodation per student furniture and etc.
6. Provision of drinking water, toilet and other facilities.
7. Time for providing facilities to existing institutions.
8. Fencing of dangerous places within the premises of the educational institutions
9. Provision of staff.
10. Collection of fees.
11. Provision of Uniform, Clothing, Text Books etc.
12. Parent Teacher Committee.
13. Regulation of Admission.
14. Procedure for admission.
15. Violation of Rules regarding admission fees, or any provisions in the Act or Rules by the Institution.
16. Constitution and Functions of District Level Education Regulating Authority.
17. Provision for appeal.
18. Working days and working hours of educational institutions.
19. Curricula.
20. Limits relating to home work.
21. Relaxation of rules.

<sup>1</sup>[ED 116 VIVIDHA 95]<sup>1</sup>

Karnataka Government Secretariat,  
Multistoreyed Building,  
Bangalore, Dated 4.10.96.

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (CLASSIFICATION, REGULATION AND PRESCRIPTION OF CURRICULA ETC.,) RULES, 1995**

(As amended in Notification No ED 71 Vivida 97 dated 8.10.99 &  
ED 4 ViVida 2001 dated 5-7-2001)

**NOTIFICATION**

Where as the draft of the Karnataka Educational Institutions (Classification, Regulation and Prescription of Curricula) Rules, 1995 was published in No. ED 116 VIVIDHA 1995, dated 14th November, 1995 in Part-IV section 2c (i) of the Karnataka Gazette Extraordinary dated 14th November, 1995, inviting objections and suggestions from the persons likely to be affected thereby;

And whereas the said Gazette was made available to the public on 14th November, 1995;

And whereas the objections and suggestions received in this regard have been duly considered by the State Government;

Now, therefore in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Classification, Regulation and Prescription of Curricula etc.,) Rules, 1995.

1. Published in the Karnataka Gazette Part IV section 2c(i) Extraordinary No 1227 dated 4.10.1996.

(2) They shall come into force from the date of publication in the Official Gazette.

**2. Definitions.-**In these rules unless the context otherwise requires,-

(a) "Act" means the Karnataka Education Act, 1983, (Karnataka Act 1 of 1995);

(b) "Pre-Primary Education" means informal education below first standard for children between the ages three and five years by whatever name it is called, like play home, kindergarden, nursery etc.

**3. Prescription of classes relating to Primary and Secondary Education for the purpose of clauses (25) and (32) of section 2.-**

(a) 'Primary Education' shall have classes from 1 to VII standard; with I to IV as lower primary and V to VII as upper primary;

(b) 'Secondary Education' shall have classes from VIII standard to X standard;

**4. General regulations relating to buildings of educational institutions.-**No educational institution or Part thereof shall function in a building, unless,-

(a) it is located in healthy and sanitary surroundings;

- (b) it is built with safe roof and structure;
- (c) it is built in such a way as to ensure sufficient air and light both inside the classrooms and in the staircase, corridors and alleys;
- (d) the height of the building from the floor to the ceiling in each storey is more than eight feet;
- (e) it is of not more than seven storeys from the ground level;
- (f) where it is of more than one floor from the ground level, safe and proper staircases are provided;
- (g) where it is of more than three storeys from the ground level, proper and safe lift facility is provided;
- (h) it is not used in any part of the day, week, month or year, for any purpose other than for the furtherance of education;

**5. General regulations relating to minimum accommodation per student furniture and etc.**-(1) Every building of an educational institution shall provide adequate and proper accommodation which shall ensure,-

- (i) a separate classroom for each division/section of a standard; in the case of primary schools a separate classroom for each teacher;
- (ii) carpet area for each student of not less than six square feet;
- (iii) separate rooms, one for the chambers of the head of the institution, one for the staff-room and one for general office;
- (iv) separate accommodation for library, reading room and stores, in institutions imparting secondary and higher education;

(2) Every educational institution shall provide sufficient area for play ground, enough for all the students in the institution to assemble, and to play and watch atleast two outdoor games at one time.

(3) All the classrooms, chambers, staffrooms, office room, library, reading room and stores shall be equipped with appropriate furniture of good quality material.

**6. Provision of drinking water, toilet and other facilities.**-Every educational institution shall provide,-

(1) Safe and potable drinking water in quantities sufficient for all the students, located at convenient points within the building.

(2) Adequate toilet facility, urinal accommodation, dining hall and canteen within the premises of the institution and maintained in good sanitary condition, ensuring sufficient water supply at all points. Provided that toilet facility and urinal accommodation shall be provided separately for boy students and girl students.

**7. Time for providing facilities to existing institutions.**-All the educational institutions existing as at the date of commencement of this rules shall provide the facilities specified in rules 4, 5 and 6 within three years from such commencement. No new educational institution shall begin classes unless it has substantively complied with all the provisions of rules 4,5 and 6.

**8. Fencing of dangerous places within the premises of the educational institutions.**- It shall be the duty of the management to ensure that all dangerous places and areas with in the premises of the educational institution are fenced around for the safety of students.

**9. Provision of staff.**- (1) Every recognised educational institution shall appoint only qualified teachers and other staff as specified in the recruitment rules notified by the State Government or the competent authority authorised in this behalf.

(2) In case of primary schools there shall be a minimum of one teacher for every forty students or fraction thereof.

(3) In case of secondary schools and higher institutions the teachers shall be appointed as per the staff pattern specified by the State Government from time to time.

**10. Collection of fees.**-(1) The procedure for collecting fee in all classes from pre-primary upto the degree level in all recognised educational institutions shall be open, transparent and accountable.

(2) The fees to be collected shall be classified as,-

- a) Term fees
- b) Tuition Fees
- c) Special Development Fees

(3) (a) Term Fees,-

- (i) No term fees shall be collected from pre-primary and lower primary students;
- (ii) In upper primary and higher classes, term fees shall be collected at the rate specified by the State Government or the Competent Authority authorised in this behalf through a notification and shall be collected only for the items listed in the said notification.
- (iii) Term fees collected by the recognised educational institutions for each term from the students shall be subject to exemptions made by the State Government from time to time in this regard.

(b) **Tuition fees.**-

- (i) In case of Government and recognised private aided institutions tuition fees shall be collected only from the failed students at the rates specified by the State Government or the Competent Authority authorised in this behalf.



- (ii) In case of recognised private unaided institutions tuition fees may be collected from all the students which shall be commensurate with the expenditure incurred towards salary of staff and the quality of education provided by the institution.

(c) **Special Development Fees.**-Special development fees may be collected,-

- (i) In the case of a recognised aided educational institution upto a maximum of <sup>1</sup>[Rupees Five hundred per year]<sup>1</sup>.

1. Substituted in Notification No. ED 4 Vivdha 2001 dt. 5.7.2001.

- (ii) in the case of a recognised unaided educational institution upto a maximum of Rs. 600/- per year.

(4) Every recognised private educational institution shall maintain a brochure showing the details of items of fees and the amount of fees prescribed for each item. The same shall be displayed prominently on the notice board of the educational institution for the information of parents and students.

(5) The fee specified shall not be varied to the dis-advantage of the parents in the middle of the academic year on any account.

(6) Details of specified fee together with the brochure shall be sent to the Departmental Authorities for information. The specified fee may be collected in cash if the amount of fee is less than Rs. 1000/- and if such amount is Rs. 1000/- and above, either by cash or demand Draft at the option of the parent. It shall be the duty of the head of the Institution to issue official fee receipts for all fees received and it shall be delivered immediately on production of cash or Demand Draft as the case may be to the person making the payment. The receipt shall however be issued in the name of the student concerned.

(7) While specifying the fee structure, provision shall be made to make payment of the fee in monthly, quarterly, half yearly instalments or in one lumpsum at the option of the student or his parent.

(8) The amount of fee collected amount under different items shall be accounted as per specified procedure. The items due to be remitted to the State Government under term fees and tuition fees shall be remitted immediately after collection and the remaining amount pertaining to items of fees under term fees shall be kept in the official personal Deposit Account of the Head of the institution. The Personnel Deposit Account shall be opened for this purpose in any Post Office or any Nationalised Bank located in the surrounding of the institution. All receipts on account of tuition fee (in respect of recognised private unaided institutions) and the special development fees shall be kept in the official joint account of the Head Master and the Secretary/President of the managing committee. All the amount of fees collected shall be accounted and the accounts shall be produced before the competent authority for verification at the time of visits and inspections. The Head of the Institution shall be responsible for safe custody of funds, its proper accounting and for production of the accounts for verification before the concerned authorities.

(9) Compelling students to attend any tutorial class payment of fees, beyond the normal working hours of a class in a recognised educational institution; is prohibited.

**11. Provision of Uniform, Clothing, Text Books etc.,** (1) Every recognised educational institution may specify its own set of Uniform. Such uniform once specified shall not be changed within the period of next five years.

(2) When an educational institution intends to change the uniform as specified in sub-rule (1) above, it shall issue notice to parents in this regard at least one year in advance.

(3) Purchase of uniform clothing and text books from the school or from a shop etc., suggested by school authorities and stitching of uniform clothing with the tailors suggested by the school authorities, shall be at the option of the student or his parent. The school authorities shall make no compulsion in this regard.

**12. Parent Teacher Committee.**-(1) It shall be the duty of the head of every recognised educational institution, to constitute a Parent Teacher Committee within thirty days of the commencement of each academic year;

(2) Till a Committee is constituted, under sub-rule (1) the committee constituted in the preceding academic year shall continue to function;

(3) The parent Teacher Committee for each educational institution shall consist of the following:-

- (a) Three representatives of the parents of the students who have studied upto SSLC or above of whom one shall be a woman and they shall be selected from among the willing parents.
- (b) The head of the institution;
- (c) Three class teachers in the institution selected by rotation;
- (d) the Secretary of the Governing Council of the Educational Institution;

(4) Whereas, the members of the Parent teacher committee specified by clauses (b) and (d) of sub-rule (3) shall be ex-officio, the members selected under clause (a) and (c) of sub-rule (3) shall hold office, for the period till the next committee is constituted under sub-rule (i).

(5) The functions of the Parent-Teacher Committee shall be as follows:-

- (a) to redress the grievances of the students and their parents, if any;
- (b) to devise such action programmes as could be conducive for a healthy student-teacher, parent-teacher, teacher-management, parent-management relations.
- (c) any other activity conducive to the welfare of the students;

(6) The Secretary of the Governing Council shall be the Chairman of the Parent-Teacher Committee.

(7) The Head of the Institution shall be the Member Secretary of the Parent-Teacher Committee. He shall call for all the meetings of the committee, draw up proceedings of the

Board and give effect to the decisions of the committee under the orders of the Chairman of the committee; All the proceedings of the committee shall be authenticated by the Chairman. The correspondence and other secretarial activities shall be carried on by the Member-Secretary.

(8) Every decision of the Parent-Teacher Committee shall be taken by an ordinary majority of the elected members present and voting. In case of equality of votes, the Chairman shall have a casting vote.

(9) The Parent-Teacher Committee shall meet atleast once in three months in the premises of the educational institution. If the Chairman is unable to attend such quarterly meeting, he shall authorise some other member to chair such meeting.

(10) Meeting notice shall be despatched to the members of the parent Teacher Committee at least ten days in advance. The quorum for the meeting shall be one-third of the total members of whom atleast one shall be a parent member.

(11) The first meeting of every monthly constituted parent-Teacher Committee shall be held on the day of its constitution. An order constituting the committee shall be issued by the Head of the Institution.

(12) Meetings of the Parent-Teacher Committee shall be held during working hours of the school with in the premises of the Institution.

**13. Regulation of Admission.**-(1) The State Government or the Competent authority authorised in this behalf shall by notification specify the minimum and the maximum number of students to be admitted in a recognised educational institution subject to the provisions of these rules.

(a) For primary including upper primary schools the maximum admissions shall be Fifty students for each class.

(b) For secondary schools the minimum admission shall be thirty students and the maximum admission shall be sixty students in each class.

(c) For Pre-University College, First Grade College and other Institutions of higher learning the minimum admissions shall be thirty students and the maximum admissions shall be one hundred for each class:

Provided that in case of minority educational institutions the minimum admission for any class shall be fifteen.

(d) Notwithstanding anything contained in these rules, in case of private aided institutions from primary and upto first grade college the maximum and minimum number of admissions for each class shall be as stipulated in the Grant-in-aid rules.

(2) The State Government or the Competent authority shall by notification specify the conditions of admission regarding eligibility, minimum age, migration, removal of students etc., in any recognised educational institution or class of such institutions.

(3) The State Government or the Competent authority shall by notification specify the method of admission to various courses, classes and categories of educational institutions.

**14. Procedure for admission.**-(1) The procedure for admission for any class or institution shall be open and transparent.

(2) Admissions shall commence after a notification is issued and displayed prominently in the premises of the educational institution, inviting applications for admission and specifying the number of seats available for admission. Application forms shall be made available to the parents for at least five working days of not less than four working hours each. The parents shall be given a minimum of three working days of not less than four working hours each for registering the application form. The dates and working hours shall be clearly notified on the Notice Board. The application fee prescribed if any shall not exceed five rupees. In addition a brochure containing all the details may be made available to the parents at their option, the cost of which shall not exceed twenty rupees.

(3) Every recognised educational institution imparting education from pre-primary upto degree level and situated within a larger urban area or smaller urban area shall admit in each year such number of students not exceeding twenty five percent of its total intake in each class as may be specified by the State Government from time to time.

**EXPLANATION:** "Larger Urban Area" and "Smaller Urban area " means the area specified as such under the Karnataka Municipal Corporations Act, 1976 and the Karnataka Municipalities Act, 1963 :

Provided that if sufficient number of such students are not available within the specified area, the educational institution may admit students from other areas.

(4) the State Government while specifying the percentage of students and the distance under sub-rule (3), shall have regard to;

- (i) the density of population in the vicinity of the educational institutions;
- (ii) the location of the educational institution;
- (iii) the availability of transport facility to school going children residing in the locality where educational institution is situated;
- (iv) the existence or other similar educational institutions in the same area.

The State government may specify different percentage of students and different distances for different urban areas or for different classes of recognised educational institutions situate in the same urban area;

(5) Every recognised educational institution from pre-primary upto degree level which is established, maintained or aided by the State Government shall make provision for reservation of seats for candidates belonging to Scheduled Castes and Scheduled Tribes and other Backward Classes as per Government Orders in force from time to time.

(6) Every process of admission from pre-primary upto degree classes in educational institutions allowing co-education, shall ensure that fifty percent of the total available seats in each institution in each category and reservation group shall be reserved for girl students. If no

sufficient number of girl students are available for admission against such reservation the unfilled seats may be treated as un-reserved:

Provided that provisions of sub-rules (5) and (6) shall not apply to minority educational institutions to the extent of admissions made by these institutions from among their own community students.

(7) During the month of April of every year the Head of the educational institution shall display on the notice board the details regarding the calendar of events detailing the various stages involve in the admission process like date of issue of applications, last date fixed for receipt of applications, mode and place of issue of application forms, date of announcement of list of selected candidates, last date for admission etc., The process of admission shall be conducted accordingly.

(8) The Head of the educational institution shall alongwith the calendar of events also display on the notice board the details regarding the number of seats available for each class, the fee structure specified and the criteria specified for selection of candidates.

(9) The parent/guardian shall tender the application in person and get proper acknowledgement from the institution. The Head of the educational institution shall enter particulars of every such application in the 'Register of Applications' maintained for that purposes, in the order of their receipt.

(10) The Head of the educational institution shall prepare a list of all eligible candidates who have registered for admission in the institution. Separate sub-lists shall also be prepared in respect of candidates of the Scheduled Castes and Scheduled Tribes and other Backward Classes as the case may be. Every candidate shall be allotted a registration number.

(11) The lists of eligible and rejected candidates containing the name and registration number shall be published on the Notice Board of the institution, inviting objections from any aggrieved party within a date to be specified in the notice so however that a minimum of five working days shall be allowed for filling objections. The objections received shall be registered and proper acknowledgments shall be issued. After considering the objections a final list shall be prepared and published on the Notice Board.

(12) (a) The managing Committee shall from among the list of eligible candidates as published in sub-rule (11) and according to provisions made in sub-rules (2) to (7) shall prepare a list of selected candidates. Separate sub-lists shall also be prepared for each reservation groups in each category as per provision.

(b) In case of admissions to secondary, pre-University and degree courses the Head of the educational institution shall after taking into consideration the total number of seats available for admission in the institution shall allocate eighty percent of such seats for admission through merit and allocate remaining twenty percent for admission by the management.

(c) The procedure for selection shall be as follows:-

(i) The Head of the educational institution, shall from among the list of eligible candidates published under sub-rule (11) and according to provisions made in sub-

rules (2) to (7) and further taking into consideration the marks secured by the student in the qualifying examination prepare a list of selected candidates in the order of merit. Separate lists shall be prepared for each reservation group.

- (ii) the Managing Committee shall from among the list of eligible candidates published under sub-rule (11) prepare a list of selected candidates on the basis of merit.

(d) Admissions to all classes shall be made on the basis of selection lists so published. If any of the seats remain unfilled even after the exhaustion of the list, the procedure as specified above shall be repeated till after all admissions are completed.

(13) Educational institutions which are composite in nature shall make admissions to higher classes run by the same educational institution upto and inclusive of secondary level only to the extent the seats in such higher classes are rendered vacant by the students or their parents voluntarily refusing admission for higher classes. A student admitted of lower kindergarten course or any other course which forms the initial course in that educational institution shall have a right to continue his studentship in the same educational institution upto and inclusive of secondary level provided he passes the terminal or the public examinations. In case of composite educational institutions involving pre-university and degree courses admissions to pre-university course shall be completed in accordance with clause (b) and (c) of sub-rule (12) Provided that a provision of fifteen percent concession in the cut-off percentage shall be allowed to the students of that institution and students of sister institutions run by the same management. The admission to degree courses shall be automatic, subject to the student passing the terminal or public examination. The institution authorities shall have no right to ask the student to quit the educational institution on any ground including his poor performance in examination, provided he has secured a pass in the examination.

(14) These rules shall apply to all admissions made by an educational institution not only to the initial course or standard appeared in that institution but also to admissions made to additional sections in any standard or course whether existing or newly opened.

(15) Notwithstanding anything contained in these rules, the practice of institutions conducting interviews or tests or both to students or to parents or both for admissions upto primary level is expressly prohibited.

(16) The Head of the educational institution shall be responsible for the strict compliance of provisions of this rules. He shall maintain all records concerning admissions and shall produce them for verification before the inspecting authority during visits and inspections. Any deviation or violation of rules noticed by the inspecting authority shall be referred to District level education regulating authority.

**15. Violation of Rules regarding admission fees, or any provisions in the Act or Rules by the Institution.-<sup>1</sup>[(1)]<sup>1</sup>Any parent who is aggrieved by,-**

1. Renumbered by Notification No. ED 71 Vivdha 97 dt. 8.10.99 w.e.f. 28.10.99.

- (a) violation of any of the provisions of these rules with respect to admissions by the institutions;

(b) violation of any of provisions of these rules with respect to collection of fees;  
may file a petition in writing to the District Level Education Regulating Authority constituted under <sup>1</sup>[rule 16]<sup>1</sup>

1. Substituted by Notification No. ED 71 Vivdha 97 dt. 8.10.99 w.e.f. 28.10.99.

<sup>2</sup>[(2) "The District Regulating Authority may also suo-moto or on complaint made by any person interested orally or otherwise make an enquiry to satisfy themselves as to the correctness of the complaint and may pass as if may consider fit, after giving an opportunity to the party adversely affected by it an opportunity of making representation.]<sup>2</sup>

2. Inserted in Notification No. ED 71 Vivdha 97 dt. 8.10.99 w.e.f. 28.10.99.

**16. Constitution and Functions of District Level Education Regulating Authority.-** <sup>3</sup>[(1) There shall be a District Level Education Regulating Authority (hereinafter called the Regulating Authority, for every district consisting of the following members, namely:-

3. Sub-rules (1), (2) and (3) Substituted in Notification No. ED 71 Vivdha 97 dt. 8.10.99 w.e.f. 28.10.99.

(a) Deputy Commissioner of the District	Chairman
(b) Chief Executive Officer Zilla Panchayat	Member
(c) Executive Engineer, Zilla Panchayat	Member
(d) Deputy Director Pre-University Education, Department of the Concerned District.	Member
(e) Deputy Director of Public Instruction of the Concerned District.	Member Secondary

(2) The State Government may by notification, constitute an Additional Authority in a District having Provisions of rules 3 to 8 shall apply mutatis-mutandis to additional Regulating Authority.

(3) The terms of reference of the Regulating Authority shall be as follows :-

(i) Jurisdiction ;

The authority shall have jurisdiction over all the instances pertaining to violation of the rules by the Educational Institutions Consisting of Pre-Primary and Secondary Institutions in a District.

(ii) Term of reference ;

1. The authority shall have power to investigate into all the instances as contemplated in rule 15.
2. The authority shall act in accordance with the provisions of sub-rules (4) to (9) of this rule,

(iii) conduct of meetings:-

1. The Chairman shall preside over all the meetings of the authority.
2. The quorum of meeting shall be three.
3. Notice for the meeting shall be issued by the Chairman, seven days in advance.]<sup>3</sup>

1. Substituted by notification No. ED 71 vividha 97 dt. 8.10.99 w.e.f. 28.10.99

(4) Every petition shall disclose details of violation and shall also cite evidence of such violation. Petitions without concrete evidence may be rejected by the Regulating Authority and endorsement may be given in this regard to the parent. The Petition shall be affixed Court Fee Stamp of value Rupees ten and shall be delivered in person to the Regulating Authority or sent by Registered Post and Proper acknowledgement obtained.

(5) The Regulating Authority shall devise its own procedure in conducting the enquiry. If found necessary the members of the Regulating Authority may visit the institution concerned, make local enquiry and ascertain the factual position regarding the petition filed by the parent upon examining the evidence stated in the petition and other records with a view to verifying the truth of the petition. Sufficient opportunity shall be given to the management of the educational institution and the parent to substantiate their plea.

(6) Every decision of the Regulating Authority shall be taken by an ordinary majority of the members present and voting.

(7) In case of equality of votes the Chairman shall have the right to exercise a second or casting vote.

(8) The quorum for the meeting shall be three of whom atleast one shall be a parent member.

(9) The decision of the Regulating Authority shall be communicated to the institution in writing by the Chairman and he shall pass an order to this effect which shall be binding.

**17. Provision for appeal.**-Any educational institution or parent aggrieved by the decision of the Regulating Authority may file an appeal before the Commissioner for Public Instruction who shall act as the Appellate Authority in this regard. The decision of the Appellate Authority shall be final and binding.

**18. Working days and working hours of educational institutions.**-(1) Except to the extent provided by these rules, the working days and working hours of educational institution shall be as may be specified by the Competent Authority.

(2) All educational institutions from pre-primary to secondary education shall work for 5 1/2 hours a day excluding the duration of interval and 5 1/2 days in a week from Monday to Saturday, Saturdays being half-days having morning classes.

(3) The timing of working hours in any educational institution shall be determined by the concerned school authority taking into consideration the convenience the students and prevailing local conditions. The Department shall be informed accordingly.

**19. Curricula.**-(1) The Competent Authority shall specify curricula for each course or class, subject to the provisions of these rules.

(2) The Curricula specified by the Competent Authority shall not be a burden to the students particularly at the primary level. It shall be in accordance with the objectives both short term and long term specified by the Government or the Competent Authority from time to time.

(3) Educational institutions following state syllabus any other pattern shall strictly adhere to the Curricula and text books prescribed by the concerned Competent Authority. The institution shall not specify any additional curricula or text books of whatever nature.

(4) The specified curricula shall, as far as practicable, make efforts towards group exercises and group achievements and inculcation of moral values

**20. Limits relating to home work.**-The home work given to students shall be the barest minimum particularly at the primary level. As far as practicable the home work should be of



such type that it brings out the creative talent of the student, without having to repeat from the text books or the class notes.

**21. Relaxation of rules.**-The State Government or any other authority specified by the State Government in this behalf, may relax the provisions of these rules or exempt from the application of the provisions of these rules, in respect of any person or educational institution or class of persons or class of educational institutions, if the State Government or such authority is satisfied that the operation of any such rule or rules causes an undue and avoidable hardship to such persons or educational institutions.

By Order and in the Name of the  
Governor of Karnataka,

**H.A. PRAMILA**  
Under Secretary to Government  
Education Department (General).

**Karnataka Educational Institutions (Classification, Regulation and Prescription of Curricula, etc.,) (Amendment) Rules, 1999.**

**No: ED 71 VIVIDHA 97, Bangalore, Dated: 8-10-1999.**

Whereas the Draft of the Karnataka Educational institutions (Classification. Regulation and Prescription of Curricula etc.) (Amendment) Rules, 1999, was published as required by sub-section (1) of Section 145 of the Karnataka Education Act 1983 (Karnataka Act 1 of 1995) in Notification No. ED 71 Vivdha 97 dated 31.7.1999 in Part-IV Section 2C(i) of the Karnataka Gazette Extraordinary dated 31st July 1999 inviting objections and suggestions from the persons likely to be affected thereby;

And whereas the said Gazette was made available to the public on 31st July 1999:

And whereas the no objections and suggestions have been received in this regard by the State Government ;

Now, therefore in exercise of the powers conferred by sub-section (1) of the Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following Rules, namely:-

**1. Short title and Commencement.-** (1) These rules may be called Karnataka Educational Institutions (Classification, Regulation and Prescription of Curricula, etc.,) (Amendment) Rules, 1999.

(2) They shall come into force from the date of its Publication in the Official Gazette.

Published in the Karnataka Gazette Part IV Section 2c(i) Extraordinary No. 1317 dt 28.10.1999

**2. Amendment of rule 15.-** (1) Rule 15 of the Karnataka Educational Institutions (Classification, Regulation and prescription of curricula, etc.,) Rules, 1995 (hereinafter called the said rules).

(i) Shall be renumbered as sub-rule (i) thereof, and in sub-rule (i) as so renumber for the word and figure "rule 17" the word and figure "rule 16" shall be substituted.

(2) after sub-rule (1) as so renumbered the following shall be inserted namely:-

2. "The District Regulating Authority may also suo-moto or on complaint made by any person interested orally or otherwise make an enquiry to satisfy themselves as to the correctness of the complaint and may pass as if may consider fit, after giving an opportunity to the party adversely affected by it an opportunity of making representation".

**3. Amendment of rule 16.-** For sub-rules (1), (2) and (3) the following shall be substituted, namely:-

"(1) There shall be a District Level Education Regulating Authority (hereinafter called the Regulating Authority, for every district consisting of the following members, namely:-

(a) Deputy Commissioner of the District

Chairman

- |                                                                                        |                     |
|----------------------------------------------------------------------------------------|---------------------|
| (b) Chief Executive Officer Zilla Panchayat                                            | Member              |
| (c) Executive Engineer, Zilla Panchayat                                                | Member              |
| (d) Deputy Director<br>Pre-University Education, Department of the Concerned District. | Member              |
| (e) Deputy Director of Public Instruction of the Concerned District.                   | Member<br>Secondary |

(2) The State Government may by notification, constitute an Additional Authority in a District having Provisions of rules 3 to 8 shall apply mutatis-mutandis to additional Regulating Authority.

(3) The terms of reference of the Regulating Authority shall be as follows :-

(i) Jurisdiction ;

The authority shall have jurisdiction over all the instances pertaining to violation of the rules by the Educational Institutions Consisting of Pre-Primary and Secondary Institutions in a District.

(ii) Term of reference ;

1. The authority shall have power to investigate into all the instances as contemplated in rule 15.

2. The authority shall act in accordance with the provisions of sub-rules (4) to (9) of this rule,

(iii) conduct of meetings:-

1. The Chairman shall preside over all the meetings of the authority.

2. The quorum of meeting shall be three.

3. Notice for the meeting shall be issued by the Chairman, seven days in advance.

By order and in the name of the  
Government of Karnataka,

**H.S. Venkateshaiah**  
Under Secretary to Government,  
Education Department (General).

**NOTIFICATION****Karnataka Educational Institutions (Classification, Regulation and Prescription of Curricula etc.,) (Amendment) Rules, 2001****Contents****Rules**

1. Title and Commencement
2. Amendment of rule 10

**NOTIFICATION**

**Karnataka Educational Institutions (Classification, Regulation and Prescription of Curricula etc.,) (Amendment) Rules, 2001**

**Notification No. ED 4 ViVida 2001, Bangalore**

**Dated: 5-7-2001**

Whereas the draft of the rules to amend the Karnataka Educational Institutions (Classification, Regulation and Prescription of Curricula etc.,) Rules, 1995 was published as required by which the Government of Karnataka proposes to make in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), in Notification No. ED 95 ViVida 2000 dated 28.3.2001 in part-IVA of the Karnataka Gazette Extraordinary dated 29.3.2001 inviting objections and suggestions from the persons likely to be effected there by:

And whereas the said Gazette was made available to public on 29.3.2001.

And whereas no objection and suggestions have been received in this regard by the State Government.

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka makes the following rules namely:-

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Classification, Regulation and Prescription of Curricula etc.,) (Amendment) Rules, 2001.

(2) They shall come into force from the date of their publication in the official Gazette.

**2. Amendment of rule 10.-** In rule 10 of the Karnataka Educational Institutions (Classification, Regulation and Prescription of Curricula etc.,) Rules, 1995, in sub clause (i) of clause (c) of sub-rule (3), for the words and figures "Rs. 300/- per year", the words "rupees five hundred per year" shall be substituted.

By order and in the name of the  
Governor of Karnataka,

**K.S. Gopalakrishna**  
Under Secretary to Government,  
Education Department (General).

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (CLASSIFICATION AND  
REGISTRATION) RULES 1997**

**CONTENTS**

**Rules**

1. Title, commencement and application.
2. Definitions
3. Procedure for registration of Educational Institution
4. Conditions for registration of educational Institutions
5. Procedure for registration or upgradation of educational institution
6. Registration of existing recognised educational institutions.
7. Intimation of change:
8. Form of register of Educational Institutions;-
9. Terms of conditions of appointment.-

Form-I

Form-II

Form-III

Form-IV

Form-V

Form-VI

Form-VII

Form-VIII

Form-IX

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (CLASSIFICATION AND  
REGISTRATION) RULES 1997**

**EDUCATION SECRETARIAT**

**NOTIFICATION**

**No. ED 116 VIVIDA 95 (A) Bangalore, dated: 17th March 1997.**

**(As amended Notification ED 74 VIVIDA 99, dt: 8.10.99, No. ED 34 VIVIDA 2003, dated  
26.5.2003 & ED 63 SES 2004 dated 12.8.2005)**

Whereas the draft of the Karnataka Educational Institutions (classification and Registration) Rules, 1995 was published in Notification No. ED 116 VIVIDHA 95, dated 14th November, 1995 in Part-IV Section 2C(i) of the Karnataka Gazette Extraordinary dated 14th November, 1995, inviting objections and suggestions from the persons likely to be affected thereby:

And whereas the said Gazette was made available to the public on 14th November, 1995:

And whereas the objections and suggestions received in this regard have been duly considered by the State Government:

Now, therefore in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title, commencement and application:-** (1) These rules may be called the Karnataka Educational Institutions (Classification and Registration) Rules, 1997.

(2) They shall come into force on the date of their publication in the Official Gazette.

(3) Nothing in these rules shall apply to Commerce Institutions.

Published in the Karnataka Gazette Part IV section 2c(i) Extraordinary No.339 dated 17.3.1997.

**2. Definitions.-**In these rules, unless to context otherwise requires-

(a) 'Act' means the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995).

(b) 'Form' means a form appended to these rules;

(c) 'Local Authority' means such authority as entrusted by the Government with the control or management of Municipal or local funds;

(d) 'Local fund' shall have the same meaning as given to it by Article 2 (17) of the Karnataka Financial Code, 1958.

(c) 'Section' means section of the Act.

**3. Procedure for registration of Educational Institution:-**(1) Applications for registering an Educational Institution shall be filed in Form-1 before the registering authority or the authority authorised in this behalf, only <sup>1</sup>(on or before 31st day of October of the year preceding the academic year in which the educational institution is intended to be started)<sup>1</sup> and shall be delivered in person or through registered post and acknowledgement obtained.

1. Substituted by Notification No. ED 63 SES 2004, dated 12.8.2005 w.e.f. 16.8.2005

(2) Every such application for registration to the class of institutions specified in column (2) of the table below shall be accompanied by a registration fee as specified in the corresponding entry in column (3) thereof. The registration fee shall be paid in the form of account payee cheque or demand draft drawn within one month from the date of application and in favour of the registering authority. The demand draft shall be made payable at the branch of the Bank located in the headquarters of the registering authority or in the surrounding locality.

**TABLE**

Sl. No.	Class of Educational Institutions	Registration fee to be paid
1	2	3
1.	Pre Primary Institutions	2000-00
2.	Lower Primary Schools with Pre Primary section (Standard I to IV)	5000-00
3.	Upper Primary Schools (for Kannada Medium) (Standard V to VII) (for English Medium)	5000-00 10000-00
4.	Secondary Schools (Standard VIII to X)	10000-00

(3) Registration fee once paid shall not be refunded where registration is granted and where registration is refused, the amount of the fee paid shall be refunded without interest to the applicant. The refund shall be made in the form of account payee cheque drawn by the registering authority on the local treasury where the applicant resides.

(4) The registration fee received under sub-rule (2) shall be held in a personal deposit account opened in the name of the registering authority or the authority authorised in this behalf in the nearest District Treasury.

(5) (a) The registering authority shall verify the suitability and eligibility of each application in accordance with the provisions of Section 31 and the rules made thereunder. He shall issue to the governing council registration certificate or the refusal order, as the case may be within the time limit specified in sub-section (3) of Section 31.

(b) The registration certificate shall be issued in Form-11

(c) The refusal order shall indicate the reasons for refusal and shall be accompanied by the voucher of refund of registration fee.

(d) The Governing Council in whose favour the registration certificate is issued shall start the institution and the standard during the academic year as per specifications laid down in the registration certificate and the date of starting shall be intimated to the registering authority . Failure on the part of the Governing Council to start the institution and the standard during the



specified academic year shall lead to automatic cancellation of registration certificate and on no account it shall stand valid for the subsequent academic years.

**4. Conditions for registration of educational Institutions:-**(1) Procedure for determining the need for opening of a new educational institution or upgradation of an educational institution. shall be as follows:-

(a) The registering authority or the authority authorised in this behalf shall make an assessment of the educational needs of the area coming under its jurisdiction with reference to each locality, which shall be based on :-

- (i) the size of the population in the locality;
- (ii) the existing educational facility including the types of educational institutions in and around the locality;
- (iii) the strength of students in each of the existing institutions with reference to each standard and section;
- (iv) the distance from each of the existing institution to the location of new school proposed;
- (v) the needs of the locality and status of the locality with reference to the habitation and backwardness;
- (vi) the literacy percentage;
- (vii) any other factor that the authority feels relevant :

Provided that while making assessments the authority shall take into account the needs of the scheduled caste / scheduled tribe category, girls, handicapped children and the minority communities in the locality, so however that in the case of minority institutions the assessing authority shall bear in mind the wider interests of the particular minority community.

(b) Based on the need based assessment the authority shall clearly identify the educational needs of each locality in terms of type of new educational institutions needed. This shall be upgraded every year and shall be kept open for the information of the applicants seeking registration of new educational institutions in the particular locality.

(c) The suitability and eligibility of any applicant seeking registration of new institution in a locality including class or type of institution shall be verified with reference to the assessment needs above, by the registering authority.

(2) Procedure for determining the financial viability of an applicant seeking registration of a new educational institution, shall be as follows :-

(a) The registering authority shall satisfy itself about the financial position of the applicant based on verification of the following documents, namely:-

- (i) latest audited Balance Sheet and assets and liability statement of the applicant institution which has been duly certified by a Chartered Accountant:

- (ii) audited Balance Sheet and assets liability statement of other educational institutions run by the applicant institution which shall be duly certified by a Chartered Accountant;
  - (iii) the Bank transaction and the cash balance in the account operated by the applicant institution;
  - (iv) certificate from the Bank regarding the cash balance in the account of applicant institution.
- (b) the registering authority after verification of the documents shall ensure that the applicant institution.-

- (i) holds in its own name a minimum cash balance of rupees five lakhs or assests worth to that extent;
- (ii) is possessed of an initial corpus fund to establish, maintain and run the proposed educational institution;
- (iii) has the capacity to deposit stability fund as required under the rules governing recognition of the class of educational institutions to which it belongs.
- (iv) has the capacity to provide suitable facilities like site, building, accommodation, staff, equipment etc, required under the rules prescribed in this regard,

and may also secure any other information as it may deem necessary for the purpose;

(3) Rules 4,5,6 and 9 of the karnataka Educational Institution (Classification, Regulation and Prescription of Curricula etc) Rules 1995.

Shall apply in respect of site, building, accommodation, water, sanitary facilities, teaching staff etc.

(4) General conditions for registration shall be as follows:-

- (a) Every applicant institution seeking registration shall,-
  - (i) abide by all the provisions of the Act and the rules made thereunder;
  - (ii) abide by the curricula, text books, medium of instruction and examination rules as may be specified by the competent authority;
  - (iii) appoint qualified staff;
  - (iv) follow admission and fee regulations prescribed;
  - (v) start the institution only after the receipt of registrations certificate.
  - (vi) shall start the classes as specified in the registration certificate;
  - (viii) Keep the location of site and institution open and access-able to all;
  - (viii) spare the building and staff for the purpose of conduct of examinations, training programmes, census and other departmental work as and when they are required to do so.

- (ix) Provide all facilities as specified in the Karnataka Educational Institutions (Classification, Regulation and Prescription of Curricula) Rules, 1995.
- (x) not make claim for administration to grants on the basis of registration certificate issued;
- (xi) make application for recognition of the registered institution within the time frame.

(b) At the time of making application, every applicant shall give to the registering authority or the authority authorised in this behalf, an undertaking to comply with the general conditions specified in clause (a)

**5.Procedure for registration or upgradation of educational institution.**-(1) Every educational institution intending to add any new class or course of subject, shall make an application to the registering authority in Form No VI one year prior to the commencement of the academic year.

(2) Every such application shall be accompanied by a fee equal to 1/5 of the fee specified under sub-rule (2) of rule 4 in respect of a new class, or course and 1/20 of the fee so specified in respect of addition of any new subject. Provisions of rule 3 shall mutatis-mutandis apply in respect of payment of refund of fees.

(3) While granting upgradation, regard shall be had to the past performance of the educational institution in the matter of faithfully implementing the objectives as per the provisions of the Act and the rules, notifications and orders thereunder and general reputation of the institution among the public and the students.

(4) While issuing a registration certificate in respect of such upgraded educational institution the original certificate (as modified from time to time) shall be withdrawn and a new certificate issued in Form NO VII.

**6. Registration of existing recognised educational institutions.**-(1) For registration of an educational institution specified under section 30 such educational institution shall file a statement in Form No VIII before the registering authority, within a period of six months from the date of commencement of these rules or from the date of appointment of the registering authority whichever is later.

(2) The statement under sub-rule (1) shall be delivered personally in the office of the registering authority and due acknowledgement obtained or shall be sent by speed post or registered post acknowledgement due.

(3) On being satisfied that the educational institution is fit in all respect to be registered, the registering authority shall issue a certificate of registration in Form No IX.

**7.Intimation of change.**-(1)The Governing Council of every private educational institution shall intimate any change in the particulars of the educational institution to the registering authority in Form No.III. Such intimation shall be sent by speed post or registered posts acknowledgement due or delivered in person in the office of the registering authority.

(2) On receipt of intimation under sub-rule (1) and upon such enquiry as it may deem necessary the registering authority may, by an order, require the educational institution to surrender the registration certificate.

(3) The surrendered certificate of registration shall become the property of the registering authority. In case of changes in the particulars of an educational institution a new registration certificate shall be issued in Form No IV. The surrender and issue of new registration certificate shall be entered in the register of educational institutions maintained by the registering authority both against the old registration and the new registration.

**8. Form of register of Educational Institutions;-** (1) Every registering authority shall maintain a register of educational institutions in Form No V.

(2) Every such register shall be firmly bound and given running folio numbers.

(1) Before opening any register, the registering authority shall on the inner cover page of the register certify the date of opening the register and number of folios (from Number and to Number) in it.

(4) On completion of all the folios, the date of such completion shall also be recorded by the registering authority on the inner cover page as aforesaid.

**9. Terms of conditions of appointment.-**(1) The terms and conditions of appointment of the expert body, constituted under section 37 shall be as may be specified by the Government from time to time.

<sup>1</sup>[(2) Every such expert body shall consist of not less than five and not more than nine Members nominated by the State Government from amongst the experts in the field of education]<sup>1</sup>

<sup>1</sup> Substituted by Notification No. ED 74 VIVIDA 99, dated 8th October 1999 w.e.f. 2.12.1999

(3) The Board of Experts shall devise its own procedure and make local enquires by visiting the place of the concerned educational institution and give an opportunity to the educational institution concerned to state its case either orally or in writing or both .

(4) The recommendations of the Board of Experts shall be made by an ordinary majority of the members.

(5) In case of equality of votes the Chairman of the Board shall have the right to exercise a second or casting vote.

(6) Every dissentient member shall append his dissenting note to the report of the Board of Experts.

By Order and in the name of the Governor of  
Karnataka

**H.A.PRAMILA**

Under Secretary to Government.  
Education Department. (General)

**FORM No. I**

(See sub rule (1) of rule 3)

(Use additional sheets, annexures where ever necessary)

To

(specify here the designation and address  
of Registering authority)

Sir,

For and on behalf of

(Specify here the name of the educational institution seeking registration). This application is submitted for registration of the said institution under section 31 of the Karnataka Education Act; 1983 (Karnataka Act No. 1 of 1995) particulars are as below:-

1. Name and Location

or

Proposed name location of the institution

2. Name and address and nature of the local authority

or

Governing Council (enclose a copy of the certificate of registration, a copy of the memorandum of Association etc., of the Society, trust, deed etc.,) [(See.2 (17)]

3. Objectives of the Educational institution proposed to be established.

4. Date from which the proposed institution is proposed to be started.

5. Class or type of educational institution proposed to be established (like lower primary, higher primary, secondary etc.,)

6. Medium of instruction proposed to be introduced.

7. Details of preliminary formalities if any completed with the concerned authority/professional body/university/other athilianing agency.

8. Details of educational institutions established managed and administered by the local authority or Governing Council immediately prior to this application.

9. Explain the need for providing the intended educational facilities to the people in the locality with reference to

(a) Size of the population in the locality.

(As per latest census Report)

(b) literacy percentage.

- (c) Details of other existing educational institutions in and around the locality with regard to:
    - (i) the distance from the proposed institution
    - (ii) strength and attendance in each standard.
  - (d) Details regarding feeder institutions in and around the locality with regard to
    - (i) the distance from the proposed institution.
    - (ii) strength and average attendance in each standard.
    - (iii) the names of present educational institutions to which the students are admitted  
(Please also mention the distance of each such institution)
  - (e) Details regarding the existing habitations in the locality and their state of backwardness with special reference to
    - (i) SC/ST. category
    - (ii) girls handicapped children
    - (iii) minority community
- (Full factual verifiable data to be provided)

10. Furnish the following:

- (a) Estimate of financial implications to provide infrastructure, teaching facilities, equipment etc., at current market prices as per the standards prescribed in the Act and rules.
- (b) Audited and certified latest balance sheet, income and expenditure statement. (Certified by a chartered accountant or such other authority which under law is competent to certify the accounts of the local authority/Governing Council/ [(see sec. 2(17).]
- (c) Certificates from the bank to show cash balance.
- (d) photo copy of title deeds to evidence possession of the extent of land required for building, playground, etc., of the prescribed standards.
- (e) Blue print to evidence that building to the required extent and of the required specifications are available.
- (f) Statement of latest audited and certified accounts and annual report of the other annual report of the other educational institutions being run by the local authority or governing council.
- (g) Name, address, qualifications and experience of teaching staff, furnish in position. The qualification prescribed by the Govt./competent authority, concerned professional body, university or the assiliating authority and the number of the staff to be employed in each cadre

- (h) Copy of the resolution of the governing council authorising the secretary to file this application.
- (i) Name full address of the correspondent/secretary cum correspondent authorised to carry out the correspondence with the govt/department.
- 11. Name, father's name, age, qualification, address, occupation of the members of the governing council.
- 12. Name, father's name, age, qualification, address and occupation of the members (of the members) of the managing Committee. (See Sec. 2(a))
- 13. Any other information which the applicant wishes to furnish.
- 14. Amount of registration fee paid. (Demand draft no. & date, bank on which drawn).

Certified that the information furnished above is true and correct to the best of my knowledge and belief.

For on behalf of  
(Specify the name of educational  
institution)  
Signature of the secretary  
name in capital letter and  
rubber stamp.

Place:

Date:

**DECLARATION BY THE APPLICANT INSTITUTION**

The management of the governing council agree to: (see rule 4(4) to xii for rule 4 (4)

for on behalf

Signature of the Secretary  
Name in capital letter and  
rubberstamp.

**FORM NO II**

See Sub-rule (5) (b) of rule 3

CERTIFICATE NO.....

Certified that

(Specify here the name and address of the local authority, society or trust as the case may be) Governing council has been registered under section 31 of the Karnataka Education Act 1983 (Karnataka Act No. 1 of 1995). This the day of one thousand nine hundred..... For the purpose of running the following

class of educational institution at

(specify the place here)

- 1) serial no.
- 2) Class of educational institution
- 3) standards permitted
- 4) The academic Year the standards are to be opened.
- 5) Medium of instruction permitted details of registration
- 6) fees paid

The educational institution is registered at sl. No..... at page no..... of volume no. .... of the register of educational institutions maintained in this office. The registration certificate issued here is subject to conditions stipulated under:

- 1) The validity of the registration certificate shall be governed by the rule 3 (5) (4).
- 2) That the governing council shall fulfill all the general conditions as stipulated in rule 4 (4).
- 3) The conditions to be fulfilled in respect of site, area, building, equipment, staff, financial viability etc.,
- 4) Any other condition specified by the authority.

Place:

Date:

Signature and name  
 designation & official  
 Seal of the registering authority



**FORM NO III**

See Sub-rule (1) of rule 7

To

(Indicate the name and address of the Registering Authority)

Sir,

WHEREAS..... here specify the name and address of the Local Authority, society or trust, as the case may be) is registered under no. .... on..... (Here specify the date) by..... (here specify the name and address of the registering Authority) as an educational institution under section 31 of the Karnataka Education Act, 1983 (Karnataka Act No.1 of 1995). This has been registered at sl.no. ....of page no. ....of volume ..... of the register of educational institution maintained in this office.

for purpose of running ..... class of educational institution.

AND WHEREAS the following Changes have taken place in the particulars furnished under sub section (i) of section 31 to the registering Authority at the time of registration:

Sl. No.	Particulars furnished at the time of registration	Changes that has taken place	reasons for the change
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AND NOW THEREFORE the Governing Council of ..... educational institution here by intimates the Registering Authority of the foresaid change or closure as the case may be.

The original Registration certificate bearing no. .... dated ..... issued by ..... (here specify the name and address of the Registering Authority) in enclosed with a request to amend the register of educational institution and issue fresh Registration certificate/cancel the Registration Certificate.

The undersigned has been authorised by resolution no. .... of the Governing Council to file this application.

Place:

Date:

Signature with name & Address  
of the person with official seal  
making the application on behalf  
of the Governing Council.

\*\*\*\*\*

**FORM NO. IV**

See sub-rule (3) of rule 7

**MODIFIED REGISTRATION CERTIFICATE**

Sl. No.

WHEREAS ..... (Specify here the name and address of the local authority, society or trust, as the case may be ) was registered as the Governing Council, to run the following class of educational institutions.

Sl. No.	Class of Educational Institution	stds admitted	The academic year the std. are to be opened	med. of instru.	Details regd. Fee paid

AND WHEREAS the said Governing Council has made an application under sub-section (5) of section 31 of the Karnataka Education Act, 1983, (Karnataka Act No. 1 of 1995) intimating changes that have taken place in udner particulars furnished by the said Governing Council under sub-section (1) of section 31, at the time of Registration of the Governing council.

AND NOW THEREFORE, the original Registration Certificate bearing no. .... dated ..... issued by ..... (indicate here the name & address of the registering authority which had issued the said certificate) is hereby withdrawn and cancelled and necessary entries made in the register of educational institution.

AND NOW THEREFORE this modified registration certificate is being issued in favour of..... (indicate here the name address of the local authority, society or trust, as the case may be) to run the following classes of educational institutions,

Sl. No.	Class of Educational institution	fee paid	stds permitted	The academic year the std. are to be opened	medium of instruction
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The Governing Council referred to in the proceeding para, is registered under sl. no. .... of page ..... of ..... volume of the register of educational institutions maintained in this office.

This certificate is issued this ..... day of..... (here specify the month) of one thousand nine hundred .....

Signature with name and  
designation of the registering  
authority with official seal.

**FORM NO. V**

See sub-rule (1) of rule 8

**REGISTER OF EDUCATIONAL INSTITUTIONS**

Sl. No.	Name & address of the Govern- ing Council	Nature of the Govern- ing Council	Members of the Govern- ing Council educational institution	Name of Edu- cational Institu- tion such	Name of Regi. Course run in each of issue	Registra- tion certi- ficate No. & Date	Signature of the Register- ing Authority
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**FORM NO. VI**

See Sub rule (1) of Rule 5

**APPLICATION FOR UPGRADATION OF EDUCATIONAL INSTITUTION**

**To**

(Indicate here the designation &  
address of the Registering Authority).

Sir,

For and on behalf of

(Specify here the name of the Governing Council), this application is submitted under Section 32 of the Karnataka Education Act, 1983 (Karnataka Act No. 1 of 1995) and the relevant rules, for upgradation of

educational institution (specify here the name & address of the educational institution.) A new Registration Certificate may please be arranged to be issued:

- 1) Courses being run now :
- 2) Higher classes new subjects  
courses to be opened :
- 3) Any other type of upgradation  
proposed to be made :
- 4) Particulars of Registration  
Fee if any paid :
- 5) Any other information that  
the applicant wishes to furnish :

I have enclosed herewith in original, Registration Certificate bearing no. .... dated ..... issued by ..... (specify here the designation of the registering authority which issue the application).

Place :

Date:

Signature with name &  
Designation with official seal.

**FORM NO. VII**

See sub rule (4) of rule 5

**NEW REGISTRATION CERTIFICATE**

SL.NO.

WHEREAS ..... (specify here the name & address of the local Authority, society, or trust, as the case may be) was registered as an educational institution at Sl.No. .... of page No. .... of volume no. .... of the register of the educational institution maintained in the office of ..... (specify here the name and designation of the original registering authority).

AND WHEREAS as the aforesaid Governing Council was issued with a registration certificate to run the following classes of educational institutions:

Sl. No.	Class of Educational institution	stds permitted	Academic year the std. Are to be opened	medium of instruction permitted
------------	----------------------------------------	-------------------	--------------------------------------------------	------------------------------------------

AND WHEREAS the said Governing Council has made an application for upgradation of the said educational institution under section 32 of the Karnataka Education Act, 1983 (Karnataka Act No. 1 of 1995) with the addition of the following courses/subjects.

Sl. No.	Class/Kind of courses subjects details of fee paid
------------	----------------------------------------------------

AND WHEREAS the Registering Authority is satisfied that the educational institution is qualified for upgradation.

NOW THEREFORE the original registration certificate bearing no. .... dated ..... issued by ..... (here specify the name & address of the registering authority which issued the earlier registration certificate) is hereby withdrawn and necessary entries made at sl. No. .... of page ..... of volume ..... of the register of the educational institution maintained in this office.

AND NOW this new certificate of Registration is issued in favour of ..... (specify here the name & address of the local authority, society or the trust, as the case may be) under section 32 of the said Act, to run the following class of educational institutions:

Sl. No.	Class of Educational institution	stds permitted	Academic year the std. are to be opened	medium of instruction permitted
------------	----------------------------------------	-------------------	--------------------------------------------------	------------------------------------------

This institution has been registered at sl. No. .... of page of volume ..... of the register of educational institutions maintained in this office.

This certificate is issued this ..... day of (specify here the month) of one thousand nine hundred.

Signature with name  
& designation of the  
registering authority with  
official seal.

**FORM NO. VIII**

See sub rule (1) of rule 6

**FORM OF APPLICATION FOR REGISTRATION OF EXISTING RECOGNISED  
EDUCATIONAL INSTITUTION**

To

(Specify here the designation &  
address of the Registering Authority).

Sir,

For and on behalf of

(specify here the name of the local authority, trust or society, as the case may be) this application is being submitted for registration of the said institution under section 33 of the Karnataka Education Act, 1983 (Karnataka Act No. 1 of 1995) for registration of an existing educational institution namely.

(Specify here name and address of the educational institution).

**Particulars are as follows:-**

1. Name & location of the existing educational Institution
2. Name & address and nature of the local Authority, or the Governing Council (enclosed a copy of the Certificate of Registration, a copy of the Memorandum of Association etc., of the society, Trust, etc.,) (see Section 2 (17))
3. Objectives of the Educational Institution :
4. Details of the course being run:

Sl. No.	Name of the course	Intake	Recognising Authority recognising the course	No. & Date of the order	Medium of Instruction



5. No. Of teaching staff and non teaching staff employed.
6. Any other information the applicant wishes to furnish.

I request that a Registration Certificate may please be issued.

Certified that the information furnished above is true and correct to the best of my knowledge and belief.

Place:

Date:

Signature of the applicant  
with name & designation and  
with official seal.

**FORM NO. IX**

See sub-rule (3) of rule 6

**REGISTRATION CERTIFICATE FOR RECOGNISED EDUCATIONAL INSTITUTIONS  
EXISTING AT THE COMMENCEMENT OF THE ACT**

SL. NO.....

Certified that

(specify) here the name & address of the Local Authority. Society or Trust, as the case may be) Governing Council has been running the following courses at the commencement of the Karnataka Education Act. 1983 (Karnataka Act No. 1 of 1995).

Sl. No.	Course/ Class of educa tional Insti- tution	Intake	Name & address of the Recog nising Authority	Recog nition Order No & Date	Stds. per mitted	Medium of Istr- uction
---------	------------------------------------------------------------	--------	-------------------------------------------------------------	------------------------------------------	------------------------	------------------------------

This certificate is issued this ..... day of .....of one thousand nine hundred .....

This Institution is registered at Sl. No. .... of Page No. .... of volume no. .... of Register of Educational institution maintained in this office.

Place:

Date:

Signature with name &  
designation of the Registering  
Authority with Official Seal.

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (CLASSIFICATION AND  
REGISTRATION) RULES 1999**

**CONTENTS**

**Rules**

1. Title and Commencement
2. Amendment of Rule 9

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (CLASSIFICATION AND  
REGISTRATION) RULES 1999**

**EDUCATION SECRETARIAT**

**NOTIFICATION**

**No. ED 74 VIVIDA 99, Bangalore, dated: 8th October 1999**

Whereas the draft of the Karnataka Educational Institutions (classification and Registration) Rules, 1999 was published as required by sub-section (1) of Section 145 of Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No. ED 74 Vivida 99 dated: 9th August 1999, in Part-IV Section 2C(i) of the Karnataka Gazette Extraordinary dated: 9th August 1999 inviting objections and suggestions from the persons likely to be affected thereby:

And whereas the said Gazette was made available to the Public on 9th August 1999.

And whereas no objections and suggestions have been received in this regard by the State Government:

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act No.1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and Commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Classification and Registration) Rules, 1999.

(2) They shall come into force at once.

**2. Amendment of Rule 9.-** in rule 9 of the Karnataka Educational Institutions (Classification and Registration) Rules, 1997 for sub-rule (2) the following shall be substituted namely:-

(2) "Every such expert body shall consist of not less than five and not more than nine Members nominated by the State Government from amongst the experts in the field of education".

By Order and in the name of the Governor  
of Karnataka

**H.S. VENKATESHAIAH**

Under Secretary to Government,  
Education Department (General).

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (CLASSIFICATION AND  
REGISTRATION) (FIRST AMENDMENT) RULES 2003**

**CONTENTS**

**Rules**

1. Title and Commencement
2. Amendment of Rule 3

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (CLASSIFICATION AND  
REGISTRATION) (FIRST AMENDMENT) RULES 2003**

**EDUCATION SECRETARIAT**

**NOTIFICATION**

**No. ED 34 VIVIDA 2003, Bangalore, dated: 26th May 2003**

Whereas the draft of the Karnataka Educational Institutions (classification and Registration) (Amendment) Rules, 2002 was published in Notification No. ED 98 SES 2002, dated: 10th January 2003 in Part-IV-A of the Karnataka Gazette Extraordinary dated: 21.01.2003 inviting objections and suggestion from the persons likely to be affected thereby.

whereas the said Gazette was made available to the Public on 21st January 2003.

And whereas no objections and suggestions were received in this regard.

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act No.1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and Commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Classification and Registration) (First Amendment) Rules, 2003.

(2) They shall come into force on the date of their publication in the Official Gazette.

**2. Amendment of Rule 3.-** in sub-rule (1) of rule 3 of the Karnataka Educational Institutions (Classification and Registration) Rules, 1997 for the words "in the month of March" the words "in the month of October" shall be substituted.

By Order and in the name of the  
Governor of Karnataka

**SUNDARA RAJA GUPTHA**

Under Secretary to Government,  
Education Department (University & General-1).

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (CLASSIFICATION AND  
REGISTRATION) (AMENDMENT) RULES 2004**

**CONTENTS**

**Rules**

1. Title and Commencement
2. Amendment of Rule 3

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (CLASSIFICATION AND  
REGISTRATION) (AMENDMENT) RULES 2004**

**EDUCATION SECRETARIAT**

**NOTIFICATION**

**No. ED 63 SES 2004, Bangalore, dated: 12th August 2005**

Whereas the draft of the Karnataka Educational Institutions (classification and Registration) (Amendment) Rules, 2004 was published as required by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No. ED 63 SES 2004, dated: 24.06.2004 in Part-IV-A of the Karnataka Gazette Extra-ordinary dated: 24.06.2004 inviting objections and suggestions from all persons likely to be affected thereby within fifteen days from the date of the publication of the draft in Official Gazette.

And whereas the said Gazette was made available to the Public on 24.06.2004.

And whereas no objections or suggestions were received in this regard within the specified period, by the State Government.

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act No.1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and Commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Classification and Registration) (Amendment) Rules, 2004.

(2) They shall come into force on the date of their publication in the Official Gazette.

**2. Amendment of Rule 3.-** in sub-rule (1) of Rule 3 of the Karnataka Educational Institutions (Classification and Registration) Rules, 1997 for the words "in the month of October in every academic year", the words and figures "on or before 31st day of October of the year preceding the academic year in which the educational institution is intended to be started", shall be substituted.

By Order and in the name of the  
Governor of Karnataka

**SIDDALINGAIAH**

Under Secretary to Government,  
Education Department.



## **THE DISTRICT LEVEL VII STANDARD PUBLIC EXAMINATION RULES 1997**

### **CONTENTS**

#### **Rules**

1. Title, Commencement and Application.
2. Definitions.
3. Holding the examination.
4. Centre of examination.
5. Eligibility of candidates.
6. Examination fees.
7. Payment of fees.
8. Centre of examination.
9. Issue of Admission Tickets.
10. Chief Superintendent.
11. Appointment of Supervisory Staff.
12. Writers to assist physically Handicapped Candidates.
13. Qualification of Paper Setters or Chief Examiners.
14. Qualification of Examiners.
15. Disqualifications for Supervisory Staff, Examiners etc.
16. Guidelines and Instructions for the Conduct of Examination.
17. Obligation of Chief Superintendents, Examiners and other Supervisory Staff
18. Declaration of Result.
19. Issue of marks statements or certificates.
20. Revaluation of Answer Scripts.-
21. Re-totalling of marks totals.
22. Appointment of Vigilance Sitting Squads.
23. Camp Officers or Distribution Centres.-

**THE DISTRICT LEVEL VII STANDARD PUBLIC EXAMINATION RULES. 1997****EDUCATION SECRETARIAT****NOTIFICATION****No. ED 235 PGC 96, Bangalore, Dated 17th March 1997.**

Whereas the draft of the District Level VII Standard Public Examination Rules, 1997 was published in Notification No. ED 235 PGC 96, dated 7th February, 1997 in Part-IV, Section 2C(i) of the Karnataka Gazette Extraordinary dated 7th February, 1997, inviting objections and suggestions from the persons likely to be affected thereby;

Whereas the said Gazette was made available to the public on 7th February, 1997.

And whereas no objections and suggestions have been received in this regard by the Government.

Now, therefore, in exercise of the powers conferred by the sub-section (2) of section 22 and read with Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby makes the following rules, namely :-

**RULES**

**1. Title, Commencement and Application.-** (1) These rules may be called the District Level VII Standard Public Examination Rules, 1997.

(2) They shall come into force on the date of their publication in the Official Gazette.

(3) They shall apply to the Primary VII Standard Public Examination.

Published in the Karnataka Gazette Part IV section 2c(i) Extraordinary No 351 dated 19.3.1997.

**2. Definitions.-** In these rules unless the context otherwise requires,-

- (1) "Annexure" means annexure to these rules ;
- (2) " Commissioner" means the Commissioner for Public Instruction;
- (3) "Director" means the Director of Public Instruction, Primary Education or the Director of Public Instruction (DSERT) as the case may be.
- (4) "Examination Centre" means any educational institution chosen by the Director for the conduct of VII Standard District Level Public Examination.
- (5) "Examiner" includes the question paper setter, the Chief Examiner. Deputy and Assistant Examiners connected with the examination;
- (6) "Guidelines" means the Guidelines and instructions contained in the hand book "Guidelines and Instructions for the conduct of District Level VII Standard Public Examination "issued under rule 16 and includes such other directions as the Competent Authority may issue from time to time ;
- (7) "Government" means the Government of Karnataka;

- (8) "Near Relative" includes son, grandson, daughter, grand daughter, brother, sister, husband, wife, brother's son, brother's daughter, sister's son, sister's daughter, son in-law and daughter-in-law.
- (9) "Physically Handicapped" means all blind or handicapped candidates who have more than 60 per cent of debility as certified by the District Surgeon or any appropriate authority specified by the Director or Government from time to time.
- (10) "Primary Education" means education in classes from I to VII, with 1 to 4 classes as lower primary education and 5 to 7 classes as upper primary education.
- (11) "Primary School" means and includes all educational institutions which are run or aided by the Government or recognised by the Government and are imparting primary education upto VII Standard or the institution where it is proposed to conduct the examinations.
- (12) "Public Examination" means the VII Standard District Level Public Examination.
- (13) "Secretary" means the authority authorised to assist the Competent Authority in the day today work connected with the conduct of VII Standard Public Examination.
- (14) "Writer" means a person appointed under rule 12 to assist a candidate who is physically handicapped to write the examination.

**3. Holding the examination.-** (1) A District Level Public Examination shall be conducted for Primary VII Standard at the end of each academic year according to the syllabus and course of study specified from time to time by the Department for the VII Standard Examination.

(2) Notwithstanding anything contained in sub-rule (1), the Department may make orders.-

- (a) for holding the examination during such other period of the year and on such dates and time as it may deem fit; or
- (b) for holding special examination when so required and on such dates and time as it may deem fit.

**4. Centre of examination.-** The examination shall be conducted at such centres as may be determined by the Competent Authority or to be located in an institution or in any other building as it deems fit after taking into consideration, the facilities available and the desirability or otherwise of location of a centre of examination at a particular institution.

**5. Eligibility of candidates.-** A person unless he is not debarred for any term from appearing for examination for malpractice, shall be eligible to appear for the examination either as regular candidate or as a private candidate, if -

- (a) he has attained the age of 11 years and 9 months as on the first day of March of the academic year:

Provided that age limit shall be extended up to two years in the case of persons who are physically handicapped.

- (b) he has completed the prescribed course of study putting in the prescribed minimum attendance.
- (c) has submitted the application duly filled in with all particulars and correct address within the due date and he has also paid the prescribed fee ; and
- (d) in the case of a regular candidate, his progress and conduct are certified to be satisfactory by the head of the institution concerned.

**6. Examination fees.-** The examination and other fees to be paid by the candidates shall be as may be notified by the competent authority from time to time.

**7. Payment of fees.-** The examination and other fees shall be paid in cash by the candidates to the Head of the Institution through which he sends his application for examination. Under no circumstances shall the application for examination and related fee be sent directly to the Secretary.

**8. Centre of examination.- (1)** All the regular candidates and repeaters are required to send their application for examination through the institution in which they have last studied, if it is made a centre or at the centre to which that institution is attached. Private candidates may send their application through any primary school.

(2) Change of centre shall not ordinarily be permitted. In exceptional cases changes of centre may be permitted subject to the following.-

- (a) The candidate shall at least six weeks prior to the date of commencement of examination file an application furnishing his reasons for seeking the change and submitted to the Secretary through the Head of the Institution alongwith the specified fee.
- (b) It shall be within the discretion of the competent authority either to grant or refuse permission for change of centre and his decision shall be final ;

Provided that permission shall not be refused unless an opportunity of being heard is given to such candidate.

**9. Issue of Admission Tickets.- (1)** In respect of every candidate who has validly applied for admission to the examination and included in the nominal rolls submitted by the institution, the Secretary shall after satisfying himself about the eligibility of the candidate for admission Issue or direct the authority authorised by him to issue an admission ticket to the candidate through the Head of the Institution.

In the case of candidate who has been permitted a change of centre, the admission ticket shall be sent by the Secretary directly to the candidate at the address given by him.

(2) In case of loss of Admission Ticket duplicate Admission ticket shall be issued by the Head of the Institution through which the candidate has sent the application form, on payment of such fee as may specified by the competent authority.

**10. Chief Superintendent.-** Without prejudice to the power of the Secretary to appoint a suitable person to be the Chief Superintendent, the Head of the Institution where the Centre of

examination is located shall generally be appointed as the Chief Superintendent of the Centre of examination. The Chief Superintendent shall be in full and complete charge of the Centre of Examination and shall be responsible to collect the question papers from the distribution centres as per procedures laid down in the instructions and for custody thereof until the completion of the examinations. He shall also be responsible for the custody and disposal of blank and written answer books as enumerated in the instructions.

**11. Appointment of Supervisory Staff.-** Such number or supervisory staff at each examination centres shall be appointed by the Chief Superintendent of the concerned centre of examination. This shall be done well in advance based on the requirement of each centre and in accordance with the instructions issued from time to time by the Department.

**12. Writers to assist physically Handicapped Candidates.-** In the case of a physically handicapped person who has applied sufficiently in advance to the Chief Superintendent at the examination centre concerned, along with the Medical Certificate of his such physical handicap and the prescribed fee, for permitting him to write examination by a writer, the Chief Superintendent shall after being satisfied of such handicap, appoint a person.-

- (a) who is not a close relative of the candidate ; and
- (b) whose educational qualification is below the standard of examination for which he is appointed to be the writer.

**13. Qualification of Paper Setters of Chief Examiners.-** Teachers who have experience of teaching in a particular subject for the VII Standard in a primary school for not less than ten years alone shall be eligible to be appointed as paper setters or chief examiners in that subject.

**14. Qualification of Examiners.-** (1) No person shall be appointed as Examiner for valuing the answer script of the examination unless he has put in not less than five years of service and has taught the subject of VII Standard for not less than three years.

(2) Person to be appointed as Examiner shall ordinarily be borne on the establishment of any of recognised institutions at the day of such appointment.

**15. Disqualifications for Supervisory Staff, Examiners etc.-** A person shall be disqualified for being appointed as Chief Superintendent, Examiner or other supervisory staff if,-

- (i) any near relative of his is taking the examination as a candidate at the centre of examination to which he is appointed.
- (ii) he has been debarred from the examination work or his name has been ordered to be removed from the list of Examiners of supervisory staff, as the case may be for misconduct or negligence or abuse of authority for any specific period.
- (iii) he has been otherwise disqualified for such appointment by the competent authority or any other validly constituted examination body.

**16. Guidelines and Instructions for the Conduct of Examination.-** (1) The competent authority shall, without prejudice the generality of his power to issue general or specific directions in the matter of conduct of examination, formulate and bring out in time, a hand book

of to be called “guidelines and instructions for the conduct of the district level VII standard public examination”, containing detailed instructions for conduct of examination addressed to all categories of staff enumerated for examination work, including the Chief Examiner, Chief Superintendents, Supervisory staff and staff provided for tabulation and consolidation of marks.

(2) The guidelines shall among other things provide for,-

- (a) the duties and responsibilities of each such category of staff, as would ensure the smooth conduct of the examination;
- (b) the staff pattern and at each centre or examination;
- (c) Scales of remuneration for the different categories of staff; and
- (d) detailed procedure for each category of work of the conduct of the examination including custody of question papers, blank and written answer books, collection and dispatch of written answer books and tabulation and consolidation of marks, declaration of results, issue of marks cards, re-totalling of marks etc., as provided in these rules.

**17. Obligation of Chief Superintendents, Examiners and other Supervisory Staff.-** It shall be obligatory for all Examination Staff including the Chief Superintendents, Examiners and other Supervisory Staff, to follow the instructions laid down in the guidelines and to extend full co-operation to the competent authority in the smooth conduct of the examination.

**18. Declaration of Result.-** (1) The result of the examination shall be declared and published in such manner, on such dates, and at such time and places and through such media as may be decided by the Department.

(2) However, the result of the candidates involved in malpractices shall be withheld and their result shall be announced only after competent authority taken a decision in such case.

**19. Issue of marks statements or certificates.-** The Secretary shall issue the statement of marks or certificate to every candidate as per the provisions made in the guidelines. He may on an application either by a candidate or by a parent or guardian of such candidates and on payment of such fees as may be specified, issue duplicate statement of marks or certificate.

**20. Revaluation of Answer Scripts.-** Under no circumstances revaluation of answer scripts will be permitted under these rules.

**21. Re-totalling of marks totals.-** (1) Any candidate who desires to have a re-totalling of his marks in any subject or the total of marks of all the subjects may apply within thirty days from the date of publication of the results of the examination in which he appeared as a candidate alongwith of such fee as may be specified. No application received after the due date shall be considered.

(2) An application for re-totalling of marks shall contain the details regarding,

- (i) name and full postal address (in Block letters) of the candidate.
- (ii) register number of the candidate ;

- (iii) name, year and month of the examination;
- (iv) the centre at which he took the examination ;
- (v) name of the subject / subjects in which he desires re-totalling of marks / totals, and
- (vi) the amount he has remitted.

(3) Application not containing the details specified in the sub-rule (2) shall be rejected.

(4) If on re-totalling of marks in a subject or subjects a failed candidate is found to have passed or vice versa in any subject or subjects, as the case may be, the corrected result shall be announced by the Secretary in conformity with the correct position in modification of the earlier result pertaining to the candidate. However, the candidate concerned shall be informed about the result or re-totalling. Necessary modification shall also be effected in all the concerned records by the Secretary. The modified results of the candidates if any shall be intimated to the head of the institution of which he studied last.

(5) The fee once paid towards re-totalling by the candidate shall not be refunded.

(6) Procedure for re-totalling of marks shall be as specified in the guidelines.

**22. Appointment of Vigilance Sitting Squads.-** Competent authority shall have the powers to constitute mobile or sitting vigilance squad to assist him in the smooth and efficient conduct of examination.

**23. Camp Officers or Distribution Centres.-** The competent authority or a person authorised by him shall have powers to appoint such number of officers and the staff as may be necessary for the camp officers distribution centres for the purpose of,

- (i) Storing and distribution of question papers; and
- (ii) Storing and Central valuation of answer scripts.

By Order and in the name of the Governor  
of Karnataka,

**V. JAGADEESHAIAH,**  
Under Secretary to Government,  
Education Department.

**THE KARNATAKA PRE-UNIVERSITY COURSE STATE LEVEL PUBLIC EXAMINATION  
RULES, 1997**

**CONTENTS**

**Rules**

1. Title, commencement and application
2. Definitions
  - (a) Act
  - (b) Annexure
  - (c) Camp Office
  - (d) Candidate
  - (e) Department
  - (f) Examination
  - (g) Examiner
  - (h) Head of the Institution
  - (i) Institution
  - (j) Lecturer
  - (k) Near Relative
  - (l) Physically handicapped candidates
  - (m) Private Student
  - (n) Regular Student
  - (o) Regulation
  - (p) Repeater
  - (q) Section
  - (r) Specified
  - (s) Writer
3. Examination
4. Disqualifications of candidates
5. Submission of application
6. Scale of fee and payment
7. Admission tickets
8. Centre of Examination
9. Change of centre
10. Instructions to the Heads of the Institutions
11. Staff of Examination Centres
12. The Chief Superintendent



13. The Joint Chief Superintendent
14. Other Staff
15. Disqualification of Superintending Staff
16. Delivery, Safe Custody and Distribution of Question papers
17. Scale or remuneration and other allowances to Superintending Staff
18. Writers to assist Physically Handicapped Candidates
19. Examiners Committee
20. Registration of Evaluators
21. Board of Examiners
22. Panel of Paper Setters
23. Disqualification of Examiners
24. Practical Examination
25. Remuneration and other allowances to Examiners
26. Marks Lists and valued answer Scripts
27. Declaration of Results
28. Re-totalling of Marks
29. Revaluation of answer papers
30. Issue of photocopies of valued Answer Scripts to Candidates
- 30A. Rejection of results by the candidate.
31. Computerisation
32. Issue of Duplicate Statements of Marks of Certificates
33. Prevention of Malpractice at the Examination Centres
34. Malpractice Detection Squad
35. Manner of payment of fee etc.
36. Specification of fee or other particulars
37. Camp Office
38. With holding of marks card or pass Certificate
39. Categories of malpractices and penalties.

TABLE

**<sup>1</sup>[THE KARNATAKA PRE-UNIVERSITY COURSE STATE LEVEL PUBLIC EXAMINATION  
RULES, 1997.]<sup>1</sup>**

1. Published in the Karnataka Gazette Part IV-2C(i) Extraordinary No. 628 dated 26.5.1997.

**(As ammended by <sup>2</sup>[Notification No. ED 187 TPU 97, dated 22-9-1998]<sup>2</sup>**

2. Published in the Karnataka Gazette part IV section 2C(i) Extraordinary No.1012 dated 5.10.1998.

**NOTIFICATION**

Whereas the draft of the Karnataka Pre-University Course state level public Examination Rules 1997 was published in Notification No. Ed 24 TPU 97 dated 25th April 1997 in Part IV. Section 2C(i) of the Karnataka Gazette Extrodinary dated 26th April 1997, inviting objections and suggestions from the persons likely to be affected thereby.

Whereas the said Gazette was made available to the public on 26th April 1997;

And where as no objections and suggestions have been received in this regard by the Government;

Now, therefore in exercise of the powers conferred by subsection (2) of section 22 and read with section 145 of the Karnataka Education Act 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby makes the following rules; namely:-

**1. Title, commencement and application.-** (1) These rules may be called Karnataka Pre-University Course State Level Public Examination Rules, 1997.

(2) They shall come into force from the date of their publication in the Official Gazette.

(3) They shall apply to Pre-university Course Examinations conducted by the Department of Pre-university Education.

**2. Definitions.-** In these rules unless the context otherwise requires,-

- (a) 'Act' Means the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995);
- (b) 'Annexure' means an annexure to these rules ;
- (c) 'Camp Office' means an office temporarily established by the department at any place to facilitate depositing or distribution of question papers and answer scripts, and for evaluation of answer scripts or any other works connected with the examination;
- (d) 'Candidate' means either a regular student, a repeater or a private student whose application for appearance in an examination has been accepted by the Department;
- (e) 'Department' means the Department of Pre-University Education;
- (f) 'Examination' means the State Leave Public Examination conducted by the Department of at the end of each academic year of the Pre-University Course and includes a supplementary examination;
- (g) 'Examiner' includes a question paper setter and an evaluator of answer scripts;

- (h) 'Head of the Institution' means the Principal or Head of a College imparting Pre-University Education;
- (i) 'Institution' includes a composite or independent Pre-University College or other college imparting Pre-University Education recognised by the department;
- (j) 'Lecturer' means a member of the teaching staff in an institution;
- (k) 'Near Relative' means a son, grand son, husband, brother, brother's son, sister, sister's son, daughter, daughter's son, wife, brother's daughter, son-in-law or daughter-in-law in relation to the candidate;
- (l) 'Physically handicapped candidates' means a blind or other physically handicapped candidate who has more than sixty percent of debility as certified by the District Surgeon or any other appropriate authority specified by the Director from time to time;
- (m) 'Private Student' means a person who is not a regular student or a repeater and who has completed the age of eighteen years as on 31st March of academic year, and has passed the X standard examination;
- (n) 'Regular Student' means a student who has satisfactorily completed the two years course prescribed by the Department in an institution during the academic year for which he submits the application for examination who is still on the rolls of the institution;
- (o) 'Regulation' means the detailed instructions contained in the "Hand book of regulations, Course of study, Scheme of examination and syllabus" issued by the Department from time to time;
- (p) 'Repeater' means a student who has satisfactorily completed two years course prescribed by the department in an institution in an year earlier to the academic year in which he submits the application for examination and either has failed in the previous examinations or has not given an examination at all or having passed all the subjects in previous examinations has been permitted to reject the results of the examination;
- (q) 'Section' means a section of the Act;
- (r) 'Specified' means specified by the Department by notification in accordance with the rule 36 ;
- (s) 'Writer' means a person appointed under rule 18 to assist a physically handicapped candidate.

**3. Examination.-** (1) The examination shall be conducted at the end of each academic year after the pre-university course as far as possible in the month of April every year and supplementary examination for the course shall be held as far as possible in the month of October every year.

(2) The examination may comprise of either written examination only, or of written examination in theory papers and a practical or oral examination and shall be held in accordance with the course of study and syllabus specified in the Regulations.

**4. Disqualifications of candidates.-** (1) No person other than a regular student, repeater or a private student shall be permitted to sit for examination.

(2) A regular student, repeater or a private student shall not be permitted to sit for examination:-

- (i) if he has been debarred from appearing for any specified number of examinations for malpractice in any examination conducted by the department or by any other examining body, within or outside the State;
- (ii) in the case of a regular student or a repeater, unless his progress and conduct are certified satisfactory by the Head of the institution in which he studied; and
- (iii) in every case unless he has submitted his application to appear for the examination within the last date specified for the purpose.

**5. Submission of application.-** A regular student or a repeater shall submit his application in the form specified by the department only through the institution in which he studied the course. A private candidate may submit his application for his enrolment and examination in the specified form in any of the institutions notified by the department for such submission. The department shall not be responsible for applications sent directly to the department in contravention of this rule. The application shall be submitted within the due date fixed by the Department. The application sent after due date or with incomplete or incorrect entries shall be liable to be rejected.

**6. Scale of fee and payment.-** The scale of examination fee or other related fee shall be as specified by the department, and shall be paid in cash by a regular student to the head of the institution, where the candidate has put in the course, and in the case of a private student through which he has sent his application. Under no circumstances such fee shall be sent in any form directly to the department.

**7. Admission tickets.-** (1) The department shall after satisfying itself about the eligibility, issue to every eligible candidate an admission ticket through the institution which forwarded his application.

(2) In case of loss of admission ticket a duplicate admission ticket shall be issued to the candidates upon proof of loss of the original and on payment of such fees as may be specified.

**8. Centre of Examination.-** (1) Examinations shall be conducted at such centres as may be specified by the department having due regard to the convenience of location and facilities available. As far as may be such centres shall be located in any institution or other premises as the department deems appropriate.

(2) All regular students and repeaters shall generally give the examination at the institutions where they studied the course.

**9. Change of centre.-** (1) All regular students and repeaters shall give examinations at the institution in which they last studied if it is made centre or at the centre to which that institution is attached. Candidates may in exceptional cases seek change of centre by filing application in

such form as may be specified explaining the reasons for seeking such change. Applications for change of centre shall be sent through the head of the Institution accompanied by the fee specified for that purpose.

(2) Applications for change of centres shall be submitted to the competent authority at least six weeks in advance of the date of commencement of the examination. The application shall be accompanied by three copies of latest pass port size photograph duly attested by the head of the institution in which he had studied.

(3) The competent authority may in its discretion grant or reject the request for change of centre.

**10. Instructions to the Heads of the Institutions.-** The department shall issue detailed instructions and guidance regarding conduct of examination to all the Heads of the Institutions.

**11. Staff of Examination Centres.-** (1) Each examination centre shall have a Chief Superintendent, a Joint Superintendent, an Office Superintendent, and a Superintendent to look after the work of superintendence during each session of an examination.

(2) A Block Superintendent may be appointed for each block within a centre where the number of candidates taking the examination is more than normal.

(3) Besides, there shall be appointed at each examination centre one Room Invigilator for every forty candidates or fraction thereof located in a single hall and one Relieving Invigilator for every five Room Invigilators.

(4) The Chief Superintendent may appoint other ancillary staff at each centre depending on the number of examiners, in accordance with the table below :

**TABLE**

Sl No.	No. of candidates	Assistants	Typist	Peon
1	2	3	4	5
1.	1-200	1	1	One for Every
2.	201-500	2	1	thirty candidates
3.	501-1000	3	2	and fraction
4.	1000- above	4	2	thereof

**12. The Chief Superintendent.-** (1) The chief superintendent shall be responsible for regular organisation and fair conduct of examination at his centre. The competent authority shall appoint the head of the institution, if he is not available for any reason during any session of the examination, the senior most member of the teaching staff of the institution in which the examination centre is located, as the Chief superintendent of the Centre.

(2) The Chief superintendent shall, on each day, oversee the seating arrangement for candidates in every hall and adjust the seating in such a way that maximum utilisation of each hall is achieved with a minimum number of invigilators.

**13. The Joint Chief Superintendent.-** (1) The competent authority shall appoint preferably the Head of an Institution which is not made an examination centre for the particular session, and if he is not available the senior most member of the teaching staff of such institution to be the Joint Chief Superintendent of the Centre.

(2) The Joint Chief Superintendent shall be responsible for safe custody of Question Paper Bundles, Answer Books and Answer Script Bundles at each session of the examination and will also assist the Chief Superintendent in regular organisation and fair conduct of the examination.

**14. Other staff.-** (1) The Chief Superintendent at each centre shall, in consultation with the Chief Superintendent of other examination centres in the locality appoint the Block superintendents, Room Invigilators, Relieving Invigilators, Superintendent and other staff in the pattern specified in rule 11, in such manner that these staff are not chosen from the same institution in which the examination centre is located. The Chief Superintendent may in case of necessity appoint any teaching staff of local educational institutions which are not chosen to locate the examination centre.

(2) The Office Superintendent can be a member of staff of the same institution in which the examination centre is located. He shall assist the Chief Superintendent particularly in sorting out the Question Paper and Answer Books to be supplied to each Room Invigilator, collection, sorting, bundling and sealing of Answer Scripts, and entrusting them to the custody of the Joint Chief Superintendent.

(3) The Invigilators shall in addition to the work of supervising the candidates during examination hours, carry out such other duty as the chief superintendent may entrust to them in the interest of fair conduct of examination.

(4) The other ancillary staff shall be drawn from among the members of non-teaching staff of the same or any other institution, preference being given to the staff of the same institution. These other staff shall carry out all the duties entrusted to them by the Chief Superintendent by general order or individual instructions, issued for the fair conduct of examination.

**15. Disqualification of Superintending Staff.-** (1) A person shall be disqualified from being appointed as a Chief Superintendent, Joint Superintendent, Office Superintendent, Invigilator, Superintendent or other staff, if,-

- (i) any of his near relative is taking the examination as a candidate at the centre of examination to which he is appointed:
- (ii) he having or has during the year proceeding the academic year, taken part in running coaching classes for candidates appearing for the examination.
- (iii) he is the author or publisher or has directly or indirectly any financial interest in the publication of any guide or annotation in any subject prescribed for the examination. If any question arises whether a book is such guide or annotation it shall be decided by the Competent Authority whose decision shall be final;

- (iv) he has been debarred for any examination work or his name has been ordered to be removed from the list of supervisory staff at an examination centre for misconduct or negligence or abuse of authority by the Department or any other authority constituted by the State or Central Government.

**16. Delivery, Safe Custody and Distribution of Question papers.-** (1) The question paper bundles of each Examination centre shall be transported from Bangalore to the places of distribution by the staff of the department consisting of a Route Officer, an Assistant and a Group-D employee. At the distribution point a team of Special custodians shall receive the Question paper bundles. The Special Custodians shall after receipt of the bundles deposit the bundles at the specified Treasuries or Police Stations. The Special Custodians shall consist of Tahsildar or Deputy Tahsildar or any other Officer appointed by the Revenue Department, Block Education Officer or Assistant Educational Officer or any other officer appointed by the Deputy Director or Public Instruction and a Principal appointed by the Department.

(2) The Treasury Officer or Police Officer shall be responsible for safe custody of Question Paper bundles. The Special Custodians shall on the day of examination take the question paper packets from the treasury or police station as the case may be and deliver them to the Chief Superintendent or Joint Chief Superintendent of the Examination Centre.

**17. Scale or remuneration and other allowances to Superintending Staff.-** The Staff appointed to the examination centres shall be entitled to remuneration and other allowances at such rates as may be specified by the department with the prior approval of the State Government. They shall be entitled to Travelling allowance and D.A. in accordance with the Karnataka Civil Service Rules :

Provided that remuneration to the writer and water boys shall be paid by the Chief Superintendent of the center out of the contingency amount sanctioned by the Department.

**18. Writers to assist Physically Handicapped Candidates.-** In case of a physically handicapped candidate who has applied sufficiently in advance to the Chief Superintendent at the Examination centre concerned, along with the specified fee, for permitting him to write the examination by a writer, the Chief Superintendent shall after being satisfied of such handicap appoint a person,-

- (a) Who is not a near relative of the candidate; and
- (b) whose educational qualification is below the standard of examination for which he is appointed to be the writer Physically Handicapped Candidate.

**19. Examiners Committee.-** (1) The State Government shall constitute a Committee to be called Examiners Committee, for the purpose of selection of examiners from among evaluators, registered in accordance with rules 20.

- (2) The Examiners Committee shall consist of,-

(i) The Competent Authority : Chairman

(ii) The Joint Director of Examinations : Member  
Secretary

(iii) The Deputy Director of Examinations : Member

**20 Registration of Evaluators.-** (1) Any Lecturer who has experience of teaching a particular subject for not less than three years, and who is on the date of application continuing in service as a lecturer, may before the 30th September each year apply to the Examiners Committee for registering his name on the Panel of examiners in his subject.

(2) The Examiners Committee shall specify by the form of application, fee to be paid thereon and the manner in which it is to be paid

(3) The Examiners Committee shall draw up a panel of examiners for each subject from which selection shall be made to the board of examiners, in such numbers computed at one for every two hundred and forty candidates taking the examination in each paper.

(4) The selection shall be made strictly on the basis of seniority in service. The panel shall be drawn up, in the month of October every year, and will hold good for both the annual and supplementary examination of the following academic year.

**21. Board of Examiners.-** (1) The Examiners Committee shall from among the panel of examiners drawn up each year, set up a Board of Examiners in each subject in the manner hereinafter provided.

(2) Each Board of Examiners shall consist of a Chief Examiner, one or more Deputy Chief Examiners and as many Examiners, not being less than four, as may be necessary, in accordance with sub-rule (4) below.

(3) Selection to the Board of Examiners in each subject shall be strictly on the basis of seniority in length of service. The senior most examiner on each board shall be the Chairman of the Board and the Chief Examiner for his subject, and the next junior to him shall be the Vice-Chairman.

(4) One Deputy Chief Examiner shall be appointed for every five Examiners or fraction thereof and one Examiner shall be appointed for every two hundred and forty candidates or fraction thereof. The Deputy Chief Examiner shall review and scrutinise the answer scripts valued by the Examiners and assigned to him by the Chief Examiners. He shall also assist the Chief Examiner in other duties, if so required by the Chief Examiner.

(5) The Board of Examiners will carry out the work of evaluation strictly in accordance with the instructions issued by the Competent Authority from time to time and ratified by the Department. These instructions shall be issued in the form of a hand book of Instructions to Examiners.

(6) Notwithstanding anything contained in this rule the Competent Authority shall have power to appoint any qualified person to function as an Examiner, in emergent situations.



**22. Panel of Paper Setters,-** (1) The Examiners committee shall also from among the Panel of Examiners drawn up each year set up a panel of paper setters for each subject in the manner hereinafter provided.

(2) The Panel of paper Setters in each subject shall consist of three examiners the senior most of whom shall act as the Chairman. It shall be the responsibility of the panel to set question papers in three sets of three answer paper each for the annual and the supplementary examinations of the year, both in English and Kannada/vernacular version. The panel shall be prepare the model answers for each question.

(3) The panel of paper setters will carry out work of question paper setting and preparation of model answers in accordance with the instructions issued by the Competent Authority.

(4) Notwithstanding anything contained in the rules the Competent Authority shall have power to appoint any qualified person to function as a paper setter in emergent situations.

**23. Disqualification of Examiners.-** A person shall be disqualified from being appointed as Examiner,-

- (i) if a near relative of such person is appearing for the examination :

Provided that a person appointed to work as a examiner shall not be disqualified under this clause if his near relative has not offered the particular subject in which the person is appoint to work as an examiner;

- (ii) if he has during the academic year taken any part in organising coaching classes for candidates appearing for the examination either partly or wholly:

Provided that tuton imparted in special classes organised by an institution shall not constitute a disqualification under this clause ;

- (iii) if he is the author or publisher, or has directly or indirectly any financial interest in the publication of any guide or annotation on any subject prescribed for the examination. If any question arises whether a book is such guide or an annotation, it shall be decided by the Examiners Committee whose decision shall be final ;
- (iv) if he has been removed from the list of examiners for any misconduct or negligence or abuse of authority for any specific period ;
- (v) if he has been disqualified for appointment by an University established by Law in the State or by any Department or agency, constituted by the State or Central Government, in respect of any examination conducted by them.

**24. Practical Examination.-**The Board of Examiners in such subjects as involve practical work, shall assign work to the examiners and chalkout detailed programme of their work, distribution of candidates and examiners among the various centres of practical examination, duration of examination for each batch, drawing up of proper time table and fixation of experiments among various centres and also prepare detailed instructions to the Chief Superintendents and Examiners at the centres of practical examination.

**25. Remuneration and other allowances to Examiners.-** (1) The Examiners including Examiners appointed for revaluation of answerscripts shall be entitled to such remuneration and other allowances as the Department may with the prior approval of the State Government specify.

(2) Examiners who are allotted Practical Examination work shall be entitled to such additional remuneration as the Department with the prior approval of the Government may, specify, for such work of Practical Examination.

(3) Examiners shall be entitled to T.A. and D.A. in accordance with the Karnataka Civil Services Rules.

**26. Marks Lists and valued answer Scripts.-** (1) As soon as may be after the close of evaluation of answerscripts each day, marks lists shall be prepared by each examiner which he shall along with the valued answer scripts hand over to the Chief Examiner, who shall arrange for their review and scrutiny. The marks lists prepared shall after review and scrutiny, be sent to the Competent Authority, at the end of each day of evaluation work.

(2) The valued answer scripts shall however be bundled and sent to the Competent Authority on the immediate next day following the day of completion of evaluation work.

**27. Declaration of Results.-** The results of every examination conducted by the Department of Pre-University Education shall be declared and published in such manner and on such dates and time and at such places and through such manner and media as may be specified :

Provided that the results of candidates involved in malpractice shall be withheld and their results shall be announced only after Department takes a decision in such manners.

**28. Re-totalling of Marks.-** (1) Any candidate who desires to have his marks all or any subject of the examinations appeared by him re-totalled, may apply within fifteen days from the date of publication of the results of the examination on payment of such fee as may be specified by the Department, to the Competent Authority or any other officer authorised by him.

(2) The application shall contain full and correct particulars regarding,-

(i) name and full postal address (in block letters);

(ii) register number ;

(iii) name, year and month of the examination ;

(iv) the centre at which he took the examination ;

(v) number and name of the subjects in which he desires re-totalling of marks / totals ;  
and

(vi) the amount of fee payable for re-totalling.

(3) Application not complying with the requirements specified in sub-rules (1) and (2) shall be rejected.

(4) Upon re-totalling, if variation in total marks is found, then corrections shall be effected in the concerned records and a fresh marks card shall be issued to the candidate.

(5) The fee once paid towards re-totalling of marks / totals by the candidate shall not be refunded.

(6) The Competent Authority or any other officer authorised by him shall be competent to decide the case of re-totalling of marks. All cases of re-totalling of marks involving any change in the total of marks shall be referred to the Competent Authority for declaration of the final marks.

**29. Revaluation of answer papers.-** (1) The State Government shall by a notification specify the subjects in which answer scripts may be revalued. The department shall arrange, soon after the declaration of the results, for the revaluation of the answer scripts of the students who are not satisfied with the valuation already done. Any candidate who is not satisfied with the valuation of the answer scripts if any of the subjects may apply for revaluation of such a paper.

(2) The Department shall by a notification, announce the date, time and place for submitting the applications for revaluation of answer scripts and also the date of declaration of the results of revaluation. The applications submitted by the candidates for the revaluation shall be referred to a Special Committee of three examiners appointed by the department for the purpose of revaluation. The place, time, duration of revaluation, names of the examiners and the details of answer papers referred shall be confidential.

(3) The department may specify the fee to be paid along with the application for revaluation.

<sup>1</sup>[(4) (a) If there is an upward revision of marks by six percent of the total marks of the concerned paper or more after the revaluation, in any of the subjects, then the fee paid for revaluation shall be refunded to the student.

(b) If the marks awarded already remains the same or gets reduced or increased by five percent of the total marks of the concerned paper then the amount of fee paid for revaluation shall stand forfeited.

(c) If there is an upward or downward revision of marks by six percent of the total marks of the concerned paper or more in revaluation in respect of any answer paper, then the marks awarded in the first revaluation in respect of that answer paper shall stand annulled and fresh marks awarded in the revaluation shall only be the marks for the said answer paper and a fresh marks card shall be issued incorporating the marks awarded in the revaluation." ]<sup>1</sup>

1.Substituted by Notification No ED 187 TPU 97 dated 22.9.1998 w.e.f. 5.10.1998

(5) The revaluation results shall be final and there shall be no appeal or review against revaluation.

**30. Issue of photocopies of valued Answer Scripts to Candidates.-** (1) The Government shall by a notification specify the subjects in which the Department shall furnish the photocopies of the answer scripts to the candidates.

(2) The Department shall specify the place and the fee payable for the supply of photocopies of the answer scripts. The candidates who apply for the photocopies of the answer scripts in the specified form within the last date notified and the Department, shall furnish the photocopies of the answer scripts on an appointed date.

**1[30A. Rejection of results by the candidate.-** (1) A candidate who has passed in the examination conducted by the department can give the examination again, in any of the subjects, by rejecting the result in that subject. The candidate may so reject the result in any subject twice and in consecutive three examinations only.

(2) The candidate cannot opt for the marks of the previous examination, once the candidate writes the answer paper in the subsequent examination, in accordance with sub-rule (1).

(3) A candidate who rejects the result in any subject but does not give the examination subsequently in that subject may retain the rejected result by intimating in writing his intention to the Department, subject to payment of fee specified by the Department for issue of a duplicate marks certificate, before the commencement of the next consecutive examination.”] <sup>1</sup>

1. Inserted by Notification No ED 187 TPU 97 dated 22.9.1998 w.e.f. 5.10.1998.

**31. Computerisation.-** In respect of Pre-examination and Post-examination items of work under computer programme, the Competent Authority shall be empowered to take suitable steps or make such arrangements for the required staff. The scale of remuneration to the staff appointed in this behalf shall be as specified by the Government.

**32. Issue of Duplicate Statements of Marks or Certificates.-** The Department may on an application either by a candidate or by a parent or guardian of such candidate and on payment of such fees as may be specified, issue duplicate statement of marks or certificates.

**33. Prevention of Malpractice at the Examination Centres.-** (1) There shall be a District Level Committee for each District consisting of the following members for prevention or malpractices at Examination Centres.

- |                                                                                                |   |           |
|------------------------------------------------------------------------------------------------|---|-----------|
| (1) Deputy Commissioner                                                                        | : | Chairman  |
| (2) Superintendent of Police                                                                   | : | Member    |
| (3) Zilla Panchayat Chief Executive Officer                                                    | : | Member    |
| (4) Divisional Joint Director of Public Instruction of the<br>Department of Public Instruction | : | Member    |
| (5) Principal, DIET                                                                            | : | Member    |
| (6) Deputy Director of Public Instruction of the Department<br>of Public Instruction           | : | Member    |
|                                                                                                |   | Secretary |

(2) There shall also be Taluk Level Committee for each taluk consisting of the following members, for prevention of Malpractices at Examination Centres.

- |                                                    |   |          |
|----------------------------------------------------|---|----------|
| (1) Assistant Commissioner of Revenue Sub-Division | : | Chairman |
|----------------------------------------------------|---|----------|

- |                                             |   |        |
|---------------------------------------------|---|--------|
| (2) Taluk Panchayat Chief Executive Officer | : | Member |
| (3) Tahsildar                               | : | Member |
| (4) Circle Inspector of Police              | : | Member |
| (5) Block Development Officer               | : | Member |
| (6) Block Educational Officer               | : | Member |

**34. Malpractice Detection Squad.-** The Competent Authority shall have power to appoint one or more Malpractice Detection Squads consisting of Deputy Director or Public Instruction or Special Deputy Director of Pre-University Education as Chairman and four other lecturers as members for every district. The malpractice 'detection squads shall make frequent and surprise visits to each of the centres throughout the duration of examination. The primary role of the squad to make an assessment whether the examinations are being conducted without giving scope for any malpractice or copying and to report cases of malpractice to the Competent Authority.

**35. Manner of payment of fees etc.,-** Examination and other fees specified to be paid under these rules shall be paid only in the form of a Demand Draft drawn in favour of the Director, Pre-University Education, Bangalore, payable at Bangalore.

**36. Specification of fee or other particulars.-** The schedule of examination fee or other fees and particulars which are required to be specified by the Department under these rules shall be specified by notifications issued from time to time by the Department. All such notifications shall be published in the official Gazette and also caused to be displayed on the notice boards of the Department of Pre-University Education and of all the Institutions.

**37. Camp Office.-** The Competent Authority or a person authorised by him shall have power to appoint, shall appoint such number of officers and staff as may be necessary for the Camp Offices for the purpose of :-

- (i) Storing and distribution of question papers; and
- (ii) Storing and central valuation of answer scripts.

**1[38. With-holding of marks card or pass Certificate.-** Where there is a doubt that a second year annual pre-University marks card or Certificate is not genuine or not the one issued by the Department, the Director shall detain such marks card or pass Certificate and make such enquiry as he deems fit, after giving the candidate an opportunity or being heard and may order withholding the marks card or pass certificate or to return it to the candidate. The burden of proving the genuineness of such marks card or pass certificate shall be on the candidate. The Director may take appropriate action in accordance with law against persons responsible for altering or fabricating or forging a marks card or pass certificate.

1. Rules 38 & 39 inserted by Notification No ED 187 TPU 97 dated 22.9.1998 w.e.f.5.10.1998.

**39. Categories of malpractices and penalties.-** (1) Without prejudice to the provisions of the Act and any rules made or deemed to have been made under the Karnataka Civil Services Act, 1978 (Karnataka Act 14 of 1990), as a measure of discipline, where any person indulges in any

malpractice specified in column (2) of the Table below, and is found guilty, the Director, Pre-University Education (hereinafter referred to as the Director) or such other officer as may be specified by the Government, after following the procedure hereinafter provided, proceed to impose the penalty specified in the corresponding entries in column (3) thereof,

(2) The procedure for reporting malpractice shall be as follows:-

(a) Where the Room Superintendent / Invigilator notices a malpractice being committed by the candidate, he shall seize the incriminating material and the answer script or other substance forming part of the answer and report the same to the Chief Superintendent immediately.

(b) if the candidate refuses to hand over the incriminating material or destroys or runs away with the material or causes it to disappear, the facts shall be noted and got attested by two members of the Supervisory staff and reported to the Chief Superintendent immediately.

(c) if the candidate refuses to give the statement, the candidate should be asked to record in writing his refusal to give a statement. If he refuses to do even that, the fact shall be noted and got attested by two members of the Supervisory Staff.

(d) The Chief Superintendent shall hold a summary enquiry, record the report of the Room superintendent and obtain statement of the candidate if any, in the presence of a teacher other than the Room Superintendent concerned. He shall forward a report along with answer script or other substance and the incriminating material in a sealed cover or box, the statement and report of the Room Superintendent, the statement of the candidate, if any, to the deputy Director of the Examinations by name, who shall in turn, place before the Director all the materials and records received by him.

(e) The Chief Superintendent shall forthwith suspend the candidate from writing the examination and withdraw the admission ticket. Further, action taken under this clause shall be reported to the Director.

(f) The examiner, shall, if he suspects malpractice while valuing the answer script or other material, return the answer script or other material without valuation or further valuation to the Director by name after recording his reasons for suspicion on the answer script. If already valued, the marks shall not be entered in the regular marks list in which the marks awarded to other candidates are furnished but shall be entered in a separate list which shall be placed in a sealed cover and forwarded to the Director.

(3) No penalty shall be imposed on a candidate except after holding an enquiry as far as may be, in the manner hereinafter provided.

(a) The Director shall frame definite charges and communicate such charges together with a statement of allegations on which they are based, to the candidate in writing and he shall be required to submit within such time as may be specified by the Director, a written statement of his defence and also to state whether he desires to be heard in person ;

Provided, if any candidate has admitted having committed the malpractice before the Chief Superintendent of the Examination Centre, the Director may serve the charge sheet and if the

candidate accepts the charges without contest, proceed to impose the penalty provided in the rules.

(b) On receipt of the written statement of defence or if no such statement is received within the time specified, the Director shall inquire into the charges alleged against the candidate.

(c) The Director may nominate any official or officer to present the case in support of the charges. The candidate may present his case himself but shall not engage a legal practitioner for the purpose.

(d) The Director shall, in the course of enquiry consider such documentary evidence and take such oral evidence as may be relevant or material in regard to the charge or charges. The candidate shall be entitled to cross examine the witness examined in support of the charges and to give evidence in defence. The person presenting the case in support of the charges shall be entitled to cross examine the witnesses examined in defence.

(e) For the different acts of malpractice specified in column (2) of the Table below the penalties that may be imposed by the Director are as specified in column (3).

**TABLE**

Sl.No.	Nature of the wrong	Penalties
1	<b>PENALTIES AND REMEDIAL ACTION IN RESPECT OF WRONGS COMMITTED BY CANDIDATES:</b>	
	Candidates found guilty of Malpractices in the Examinations conducted by the Department shall be punished as shown below. For any other type of malpractices not specified below, the Director shall have the power to impose such penalty as he deems fit.	
1	Tampering with the entries in the records attached to the application for admission to the Pre-University Examination conducted by the Department.	Such a candidate shall be debarred from giving two examinations including the one to which the candidate sought admission
2	Possession of a manuscript or literature not relating to the subject of examination in examination hall / room by a candidate.	A severe warning be given by the Chief Superintendent of the centre.
3	(a) Possession of a manuscript or literature relating to the subject of examination in the examination hall / room.	Shall be debarred from giving two examinations in all the subjects including the one in which the candidate commits the malpractice.

Sl.No.	Nature of the wrong	Penalties
	(b) Copying from manuscript, books or notes or from answer book of a neighbour.	-ditto-
	(c) Communication in the examination Hall / room by gestures and / or conversation with the purpose of committing malpractice.	-ditto-
4	Tampering with the answer papers anytime after the examinations with the intention of gaining good marks.	The candidates shall be debarred from appearing in five subsequent examinations and the results of all the subjects of the examination in which he/she committed the tampering shall be annulled.
5	Giving the examination as a fresh candidate concealing the fact that he or she completed the two years study and had either given the PUC or XII standard examination elsewhere and had passed in all the subjects or had failed in a few .	The results of all the subjects in the examination in which the candidate committed the malpractice shall be annulled and the marks card shall be impounded.
6	Writing the answers in the answer books either supplied by the department or obtaining the same outside the examination hall, either during the examination hours or after the examination hours and including them with the answer books of the rest of the candidates in that examination centre with or without the help of the officials entrusted with the examination work.	The results of all the subjects of the examination in which he or she committed the malpractice shall be annulled and he or she shall be debarred from appearing in subsequent six (6) examination. The marks card shall be impounded.
7	Possession and use of fake marks cards by a candidate or a person claiming to have studied PU Course in a college affiliated to the department.	The fake marks card shall be impounded and the offence shall be reported to the Police for criminal prosecution.



Sl.No.	Nature of the wrong	Penalties
8	Serious misbehavior on the part of the candidate in the examination hall / room or in the examination centre.	The candidate shall be sent out of examination hall / room and shall not be admitted to the examination hall / room on that day and on subsequent days of examination.
9	Manhandling or resorting to any other kind of violence by the candidate at the examination centre.	Such a candidate shall be debarred from taking examination for three years i.e., Six examinations including ONE in which the candidate resorts to manhandling of the staff.
10	Communication with the examiner through the answer book or otherwise.	Shall be debarred from the examinations in which he / she commits the malpractice in case such communication is of the serious nature
11	Impersonation at the Examination.	The candidate on whose behalf impersonation takes place shall be debarred from giving subsequent examination for THREE years, i.e., six examinations including the one in which the malpractice took place.
12	Tampering with the Register No. Name, etc., in the Admission ticket with the intention of committing malpractice.	Such a candidate shall be debarred from giving two examinations including the one in which he/she had tampered the Admission Ticket.
13	Attaching currency note / notes in the answer book.	The Candidate shall be debarred for SIX examinations including the ONE in which he / she has committed the malpractice.
14	Taking away or tampering with the answer books of the other candidate in the examination hall / room.	Such candidate shall be debarred for SIX examinations including the ONE in which he/she has committed the malpractice.

Sl.No.	Nature of the wrong	Penalties
15	Attempting to send out or take out of the examination hall / room blank answer books or additional sheets and to receive the answer book or sheets from outside the examination hall / room	The candidate shall be sent out immediately and not to be allowed to give the examination on subsequent days. He/she shall be debarred from giving TWO examinations including the ONE in which he or she commits the malpractice.
16	Appealing and promising to offer illegal gratification to examiners.	The candidate shall be debarred from giving TWO examinations including the one in which he or she committed the malpractice.
17	Taking out or sending out question paper outside the examination hall / room within the first half an hour from the commencement of the examination.	The candidate shall be debarred for TWO examinations including the one in which he or she committed the malpractice.
<b>II</b>	<b>PENALTIES FOR THE WRONGS COMMITTED AT EXAMINATION CENTRES BY THE EXAMINATION CENTRE STAFF :</b> No. TA & DA shall be paid for the erring staff when called for-enquiry.	
1	Failure to prevent mass copying by Chief Superintendent / Joint Chief Supdt. (Custodian) / Invigilator / Relieving Invigilator in the examination hall / room and later reported by the examiners at the time of valuation.	No remuneration shall be paid. They shall be debarred from being appointed as Chief Superintendent / Joint Chief Superintendent (Custodian) Invigilator / Relieving invigilator for 3 years, and shall be imposed a penalty of Rs. 500/-
2	Failure to detect the tampering / interchanging of register numbers by the Chief Superintendent / Joint Chief Superintendent (Custodian)/ Invigilator / Office Superintendent at the end of examination at the time of inserting the answer books to the confidential covers.	No remuneration shall be paid. They shall be debarred from being appointed as Chief Superintendent / Invigilator / relieving invigilator / Joint Chief Superintendent / Officer Superintendent, for two years and shall be imposed a penalty, of Rs. 500/-

Sl.No.	Nature of the wrong	Penalties
3	Failure to insert correct answer scripts according to marks list entries into the confidential covers by the chief superintendent / joint superintendent (custodian) / office superintendent.	No remuneration shall be paid. Chief superintendent / Joint chief superintendent (custodian) / office superintendent, shall be imposed a penalty of Rs 200.
4	Failure to obtain signature of the candidate / s in the invigilators diary at the time of issuing answer books as well as taking of over answer books.	No remuneration shall be paid to the concerned invigilator and shall be imposed a penalty of Rs. 50/- for each mistake.
5	Failure to collect the answer script and additional sheets from the candidate /s at the end of the examination.	No remuneration shall be paid and shall be debarred from examination work for a period of 5 years.
6	For removing the written answer scripts / replacing a new answer book by any of the examination staff from the bundle of answer scripts to be sent to the camp officer.	No remuneration shall be paid and shall be debarred from examination work for a period of 5 years.
7	Failure to report taking away of question papers from the examination centre / hall / room before half an hour of the commencement of the examination or before leaving the examination room / hall by joint chief superintendent (custodian) / chief superintendent / invigilator.	No remuneration shall be paid and shall be debarred from the examination work for a period of 5 years.
<b>III</b>	<b>PENALTIES FOR THE WRONGS COMMITTED BY THE EXAMINERS :</b> No TA & DA shall be paid to such examiners when called for enquiry.	
1	(a) Mistakes in Totalling upto 3 mistakes	A penalty of Rs. 100/- per mistake shall be levied.
	(b) Mistakes in totalling results in alteration of results or varies by 10 or more marks.	No remuneration shall be paid. The examiners shall be debarred from appointment as examiners for 5 years.
2	Failure to award marks to questions or part of questions up to 3 numbers	A penalty of Rs. 100/- per omission shall be levied and shall be debarred from appointment as examiner for 3 years.

Sl.No.	Nature of the wrong	Penalties
3	<p>Failure to award marks to more than 3 questions or part of questions resulting in the alteration of result.</p> <p>(a) Mistakes in transfer of marks from answer script to marks list.</p> <p>(b) Mistakes in transfer of marks from answer script to marks list of serious nature / major mistake.</p>	<p>No remuneration shall be paid to the examiners and shall be debarred from appointment as examiner for 5 years.</p> <p>A penalty of Rs. 100/- per mistake shall be levied and the examiner shall be debarred from appointment as examiner for 3 years.</p> <p>No remuneration shall be paid. The examiner shall be debarred from appointment as examiner for 5 years.</p>
4	Failure to record marks of each question on the facing sheet of the answer script or against each answer inside the answer script or failure to round off the extra marks.	A penalty of Rs. 200/- per mistake shall be levied.
	Failure to write marks in words or figures or attestation in the marks list in figures and words.	A penalty of Rs. 50/- per mistake under each category shall be levied.
5	<p>Failure to affix signature on the facing sheet of the answer book or on the marks list</p> <p style="text-align: center;">OR</p> <p>Failure to affix their code nos. legibly on the facing sheet of the answer book or on the marks list.</p>	A penalty of Rs. 50/- per mistake under each category shall be levied.
6	Failure to record and report the discrepancies in the number of answer scripts or a different answer script is found in the cover with regard to the entry in the marks list.	The Examiners shall be debarred for 3 years.
7	Failure to notice over writing or tampering of register numbers on the script or additional sheets or interchange of register numbers on the answer scripts or additional sheets.	The examiner shall be debarred for 3 years.

Sl.No.	Nature of the wrong	Penalties
8	Inter change of marks while transferring from answer scripts to marks list.	No remuneration shall be paid and the examiner shall be debarred for 3 years.
9	For removing of answer scripts from the camp office by CE / DCE / AE / Camp. Officers / Staff.  OR Interchanging or replacing with a new answer script.	No remuneration shall be paid. Shall be debarred for 5 years.
10	For changing the marks on the answer script or on the marks list by CE & DCE, without the attestation of the Assistant Examiner.	No remuneration shall be paid. Shall be debarred for 5 years.
11	Failure to write numbers on the confidential covers as per the marks list during valuation.	A penalty of Rs. 50/- for each mistake shall be levied.
12	Inserting marks list in the answer book packet / bundle without handing over to camp officer.	A penalty of Rs. 100/- in each case shall be levied.
13	Inserting answer books in the packet / bundle without valuation.	(a) The examiners shall be debarred for the next two examinations in case the answer scripts are inserted in the packet without valuation. (b) The examiner shall be debarred for the next five years in case a packet is left without valuation.
<b>IV</b>	<b>PENALTIES FOR THE WRONGS COMMITTED BY THE COMPUTER OPERATORS :</b>	
1	Mistakes (Wrong entry) in keying of applications.	A penalty of 20 paise per each mistake / record / application shall be levied.
2	Mistakes (wrong entry) in keying of marks list.	A penalty of Rs. 100/- per mistake / record shall be levied and disciplinary action may be initiated.

**Explanation :-** (1) 'Examination Centre' means any premises consisting examination halls.

(2) 'Examination hall' includes any room, hall laboratory, work shop or any other premises used for holding examinations.

(3) 'Malpractices' includes anyone or more of the acts specified above committed by a candidate appearing for the examination conducted by the department.

(4) The term examiner includes Assistant examiner, Deputy Chief Examiner and Chief Examiner appointed for valuation work and scrutiny work.

(5) Penalty specified in the table imposed on examiners and others shall be deducted from the remuneration payable to them. If no remuneration is payable it shall be recovered from the salary through the Principal.]<sup>1</sup>

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<sup>1</sup>[THE  
**KARNATAKA PRE-UNIVERSITY COURSE STATE LEVEL PUBLIC EXAMINATION  
 (AMENDMENT) RULES, 1998.**

Whereas, the draft of the Karnataka Pre-University Course State Level Public Examination (Amendment) Rules, 1997 was published in Notification No. Ed 187 TPU 97, dated 5th May, 1998 in Part IV, Section 2C(i) of the Karnataka Gazette Extraordinary dated 11th May, 1998, inviting objections and suggestions from all persons likely to be affected within thirty days from the date of its publication in the Official Gazette.

Whereas, the said Gazette was made available to the public on 11th May, 1998.

And whereas, no objections and suggestions have been received in this regard by the Government.

Now, therefore, in exercise of the powers conferred by sub-section (2) of section 22 and read with sections (1) and (2) of Section 145 of the Karnataka Education Act 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby makes the following rules further to amend the Karnataka Pre-University Course State Level Public Examination Rules, 1997.

**1. Title, commencement.-** (1) These rules may be called the Karnataka Pre-University Course State Level Public Examination (Amendment) Rules, 1998.

(2) They shall come into force from the date of their publication in the Official Gazette.

**2. Amendment of Rule 29.-** For sub-rule (4) of Rule 29 of the Karnataka Pre-University Course State Level Public Examination Rules, 1997 (hereinafter referred to as the said rules), the following shall be substituted, namely:-

"(4) (a) If there is an upward revision of marks by six percent of the total marks of the concerned paper or more after the revaluation, in any of the subjects then the fee paid for revaluation shall be refunded to the student.

1. Published in the Karnataka Gazette, Extraordinary, dated 5-10-1998, vide Notification No. ED 187 TPU 97, dated 22-9-1998.

(b) If the marks awarded already remains the same or gets reduced or increased by five percent of the total marks of the concerned paper then the amount of fee paid for revaluation shall stand forfeited.

(c) If there is an upward or downward revision of marks by six percent of the total marks of the concerned paper or more in revaluation in respect of any answer paper, then the marks awarded in the first revaluation in respect of that answer paper shall stand annulled and the fresh marks awarded in the revaluation shall only be the marks for the said answer paper and a fresh marks card shall be issued incorporating the marks awarded in the revaluation".

**3. Insertion of new Rule 30-A.-** After Rule 30 of the said rules, the following shall be inserted, namely.-

**"30-A. Rejection of results by the candidate.-** (1) A candidate who has passed in the examination conducted by the Department can give the examination again, in any of the

subjects, by rejecting the result in that subject. The candidate may so reject the result in any subject twice and in consecutive three examinations only.

(2) The candidate cannot opt for the marks of the previous examination, once the candidate writes the answer paper in the subsequent examination, in accordance with sub-rule (1).

(3) A candidate who rejects the result in any subject but does not give the examination subsequently in that subject may retain the rejected result by intimating in writing his intention to the Department, subject to payment of fee specified by the Department for issue of a duplicate marks certificate, before the commencement of the next consecutive examination".

**4. Insertion of new Rules 38 and 39.-** After Rule 37 of the said rules, the following shall be inserted, namely.-

**"38. Withholding of marks card or pass certificate.-** Where there is a doubt that a second year annual Pre-University marks card or certificate is not genuine or not the one issued by the Department, the Director shall detain such marks card or pass certificate and make such enquiry as he deems fit, after giving the candidate an opportunity of being heard and may order withholding the marks card or pass certificate or to return it to the candidate. The burden of proving the genuineness of such marks card or pass certificate shall be on the candidate. The Director may take appropriate action in accordance with law against persons responsible for altering or fabricating or forging a marks card or pass certificate.

**39. Categories of malpractices and penalties.-** (1) Without prejudice to the provisions of the Act and any rules made or deemed to have been made under the Karnataka Civil Services Act, 1978 (Karnataka Act 14 of 1990), as a measure of discipline, where any person indulges in any malpractice specified in column (2) of the Table below, and is found guilty, the Director, Pre-University Education (hereinafter referred to as the Director) or such other officer as may be specified by the Government, after following the procedure hereinafter provided, proceed to impose the penalty specified in the corresponding entries in column (3) thereof.

(2) The procedure for reporting malpractice shall be as follows.-

- (a) Where the Room Superintendent/Invigilator notices a malpractice being committed by the candidate, he shall seize the incriminating material and the answer script or other substance forming part of the answer and report the same to the Chief Superintendent immediately;
- (b) If the candidate refuses to handover the incriminating material or destroys or runs away with the material or causes it to disappear, the facts shall be noted and got attested by two members of the Supervisory Staff and reported to the Chief Superintendent immediately;
- (c) If the candidate refuses to give the statement, the candidate should be asked to record in writing his refusal to give a statement. If he refuses to do even that, the fact shall be noted and got attested by two members of the Supervisory Staff;



- (d) The Chief Superintendent shall hold a summary enquiry, record the report of the Room Superintendent and obtain statement of the candidate if any, in the presence of a teacher other than the Room Superintendent concerned. He shall forward a report along with answer script or other substance and the incriminating material in a sealed cover or box, the statement of the candidate, if any, to the Deputy Director of the Examinations by name, who shall in turn, place before the Director all the materials and records received by him;
  - (e) The Chief Superintendent shall forthwith suspend the candidate from writing the examination and withdraw the admission ticket. Further, action taken under this clause shall be reported to the Director;
  - (f) The examiner, shall, if he suspects malpractice while valuing the answer script or other material, return the answer script or other material without valuation or further valuation to the Director by name after recording his reasons for suspicion on the answer script. If already valued, the marks shall not be entered in the regular marks list in which the marks awarded to other candidates are furnished but shall be entered in a separate list which shall be placed in a sealed cover and forwarded to the Director.
- (3) No penalty shall be imposed on a candidate except after holding an enquiry as far as may be, in the manner hereinafter provided.-
- (a) The Director shall frame definite charges and communicate such charges together with a statement of allegations on which they are based, to the candidate in writing and he shall be required to submit within such time as may be specified by the Director, a written statement of his defence and also to state whether he desires to be heard in person:  
  
Provided, if any candidate has admitted having committed the malpractice before the Chief Superintendent of the Examination Centre, the Director may serve the charge-sheet and if the candidate accepts the charges without contest, proceed to impose the penalty provided in the rules;
  - (b) On receipt of the written statement of defence or if no such statement is received within the time specified, the Director shall inquire into the charges alleged against the candidate;
  - (c) The Director may nominate any official or officer to present the case in support of the charges. The candidate may present his case himself but shall not engage a legal practitioner for the purpose;
  - (d) The Director shall, in the course of enquiry consider such documentary evidence and take such oral evidence as may be relevant or material in regard to the charge or charges. The candidate shall be entitled to cross-examine the witness examined in support of the charges and to give evidence in defence. The person presenting the case in support of the charges shall be entitled to cross-examine the witnesses examined in defence;

- (e) For the different acts of malpractice specified in column (2) of the Table below the penalties that may be imposed by the Director are as specified in column (3).

**TABLE**

Sl.No.	Nature of the wrong	Penalties
1	<b>PENALTIES AND REMEDIAL ACTION IN RESPECT OF WRONGS COMMITTED BY CANDIDATES:</b>	
	Candidates found guilty of Malpractices in the Examinations conducted by the Department shall be punished as shown below. For any other type of malpractices not specified below, the Director shall have the power to impose such penalty as he deems fit.	
1	Tampering with the entries in the records attached to the application for admission to the Pre-University Examination conducted by the Department.	Such a candidate shall be debarred from giving two examinations including the one to which the candidate sought admission
2	Possession of a manuscript or literature not relating to the subject of examination in examination hall / room by a candidate.	A severe warning be given by the Chief Superintendent of the centre.
3	(a) Possession of a manuscript or literature relating to the subject of examination in the examination hall / room.  (b) Copying from manuscript, books or notes or from answer book of a neighbour.  (c) Communication in the examination Hall / room by gestures and / or conversation with the purpose of committing malpractice.	Shall be debarred from giving two examinations in all the subjects including the one in which the candidate commits the malpractice.  -ditto-   -ditto-
4	Tampering with the answer papers anytime after the examinations with the intention of gaining good marks.	The candidates shall be debarred from appearing in five subsequent examinations and the results of all the subjects of the examination in which he/she committed the tampering shall be annulled.

Sl.No.	Nature of the wrong	Penalties
5	Giving the examination as a fresh candidate concealing the fact that he or she completed the two years study and had either given the PUC or XII standard examination elsewhere and had passed in all the subjects or had failed in a few .	The results of all the subjects in the examination in which the candidate committed the malpractice shall be annulled and the marks card shall be impounded.
6	Writing the answers in the answer books either supplied by the department or obtaining the same outside the examination hall, either during the examination hours or after the examination hours and including them with the answer books of the rest of the candidates in that examination centre with or without the help of the officials entrusted with the examination work.	The results of all the subjects of the examination in which he or she committed the malpractice shall be annulled and he or she shall be debarred from appearing in subsequent six (6) examination. The marks card shall be impounded.
7	Possession and use of fake marks cards by a candidate or a person claiming to have studied PU Course in a college affiliated to the department.	The fake marks card shall be impounded and the offence shall be reported to the Police for criminal prosecution.
8	Serious misbehavior on the part of the candidate in the examination hall / room or in the examination centre.	The candidate shall be sent out of examination hall / room and shall not be admitted to the examination hall / room on that day and on subsequent days of examination.
9	Manhandling or resorting to any other kind of violence by the candidate at the examination centre.	Such a candidate shall be debarred from taking examination for three years i.e., Six examinations including ONE in which the candidate resorts to manhandling of the staff.
10	Communication with the examiner through the answer book or otherwise.	Shall be debarred from the examinations in which he / she commits the malpractice in case such communication is of the serious nature

Sl.No.	Nature of the wrong	Penalties
11	Impersonation at the Examination.	The candidate on whose behalf impersonation takes place shall be debarred from giving subsequent examination for THREE years, i.e., six examinations including the one in which the malpractice took place.
12	Tampering with the Register No. Name, etc., in the Admission ticket with the intention of committing malpractice.	Such a candidate shall be debarred from giving two examinations including the one in which he/she had tampered the Admission Ticket.
13	Attaching currency note / notes in the answer book.	The Candidate shall be debarred for SIX examinations including the ONE in which he / she has committed the malpractice.
14	Taking away or tampering with the answer books of the other candidate in the examination hall / room.	Such candidate shall be debarred for SIX examinations including the ONE in which he/she has committed the malpractice.
15	Attempting to send out or take out of the examination hall / room blank answer books or additional sheets and to receive the answer book or sheets from outside the examination hall / room	The candidate shall be sent out immediately and not to be allowed to give the examination on subsequent days. He/she shall be debarred from giving TWO examinations including the ONE in which he or she commits the malpractice.
16	Appealing and promising to offer illegal gratification to examiners.	The candidate shall be debarred from giving TWO examinations including the one in which he or she committed the malpractice.
17	Taking out or sending out question paper outside the examination hall / room within the first half an hour from the commencement of the examination.	The candidate shall be debarred for TWO examinations including the one in which he or she committed the malpractice.

Sl.No.	Nature of the wrong	Penalties
<b>II</b>	<b>PENALTIES FOR THE WRONGS COMMITTED AT EXAMINATION CENTRES BY THE EXAMINATION CENTRE STAFF :</b> No. TA & DA shall be paid for the erring staff when called for-enquiry.	
1	Failure to prevent mass copying by Chief Superintendent / Joint Chief Supdt. (Custodian) / Invigilator / Relieving Invigilator in the examination hall / room and later reported by the examiners at the time of valuation.	No remuneration shall be paid. They shall be debarred from being appointed as Chief Superintendent / Joint Chief Superintendent (Custodian) Invigilator / Relieving invigilator for 3 years, and shall be imposed a penalty of Rs. 500/-
2	Failure to detect the tampering / interchanging of register numbers by the Chief Superintendent / Joint Chief Superintendent (Custodian)/ Invigilator / Office Superintendent at the end of examination at the time of inserting the answer books to the confidential covers.	No remuneration shall be paid. They shall be debarred from being appointed as Chief Superintendent / Invigilator / relieving invigilator / Joint Chief Superintendent / Officer Superintendent, for two years and shall be imposed a penalty, of Rs. 500/-
3	Failure to insert correct answer scripts according to marks list entries into the confidential covers by the chief superintendent / joint superintendent (custodian) / office superintendent.	No remuneration shall be paid. Chief superintendent / Joint chief superintendent (custodian) / office superintendent, shall be imposed a penalty of Rs 200.
4	Failure to obtain signature of the candidate / s in the invigilators diary at the time of issuing answer books as well as taking of over answer books.	No remuneration shall be paid to the concerned invigilator and shall be imposed a penalty of Rs. 50/- for each mistake.
5	Failure to collect the answer script and additional sheets from the candidate /s at the end of the examination.	No remuneration shall be paid and shall be debarred from examination work for a period of 5 years.
6	For removing the written answer scripts / replacing a new answer book by any of the examination staff from the bundle of answer scripts to be sent to the camp officer.	No remuneration shall be paid and shall be debarred from examination work for a period of 5 years.

Sl.No.	Nature of the wrong	Penalties
7	Failure to report taking away of question papers from the examination centre / hall / room before half an hour of the commencement of the examination or before leaving the examination room / hall by joint chief superintendent (custodian) / chief superintendent / invigilator.	No remuneration shall be paid and shall be debarred from the examination work for a period of 5 years.
<b>III</b>	<b>PENALTIES FOR THE WRONGS COMMITTED BY THE EXAMINERS :</b> No TA & DA shall be paid to such examiners when called for enquiry.	
1	(a) Mistakes in Totalling upto 3 mistakes	A penalty of Rs. 100/- per mistake shall be levied.
	(b) Mistakes in totalling results in alteration of results or varies by 10 or more marks.	No remuneration shall be paid. The examiners shall be debarred from appointment as examiners for 5 years.
2	Failure to award marks to questions or part of questions up to 3 numbers	A penalty of Rs. 100/- per omission shall be levied and shall be debarred from appointment as examiner for 3 years.
3	Failure to award marks to more than 3 questions or part of questions resulting in the alteration of result.  (a) Mistakes in transfer of marks from answer script to marks list.  (b) Mistakes in transfer of marks from answer script to marks list of serious nature / major mistake.	No remuneration shall be paid to the examiners and shall be debarred from appointment as examiner for 5 years.  A penalty of Rs. 100/- per mistake shall be levied and the examiner shall be debarred from appointment as examiner for 3 years.  No remuneration shall be paid. The examiner shall be debarred from appointment as examiner for 5 years.
4	Failure to record marks of each question on the facing sheet of the answer script or against each answer inside the answer script or failure to round off the extra marks.	A penalty of Rs. 200/- per mistake shall be levied.

Sl.No.	Nature of the wrong	Penalties
	Failure to write marks in words or figures or attestation in the marks list in figures and words.	A penalty of Rs. 50/- per mistake under each category shall be levied.
5	Failure to affix signature on the facing sheet of the answer book or on the marks list  OR Failure to affix their code nos. legibly on the facing sheet of the answer book or on the marks list.	A penalty of Rs. 50/- per mistake under each category shall be levied.
6	Failure to record and report the discrepancies in the number of answer scripts or a different answer script is found in the cover with regard to the entry in the marks list.	The Examiners shall be debarred for 3 years.
7	Failure to notice over writing or tampering of register numbers on the script or additional sheets or interchange of register numbers on the answer scripts or additional sheets.	The examiner shall be debarred for 3 years.
8	Inter change of marks while transferring from answer scripts to marks list.	No remuneration shall be paid and the examiner shall be debarred for 3 years.
9	For removing of answer scripts from the camp office by CE / DCE / AE / Camp. Officers / Staff.  OR Interchanging or replacing with a new answer script.	No remuneration shall be paid. Shall be debarred for 5 years.
10	For changing the marks on the answer script or on the marks list by CE & DCE, without the attestation of the Assistant Examiner.	No remuneration shall be paid. Shall be debarred for 5 years.
11	Failure to write numbers on the confidential covers as per the marks list during valuation.	A penalty of Rs. 50/- for each mistake shall be levied.
12	Inserting marks list in the answer book packet / bundle without handing over to	A penalty of Rs. 100/- in each case shall be levied.

Sl.No.	Nature of the wrong	Penalties
	camp officer.	
13	Inserting answer books in the packet / bundle without valuation.	(a) The examiners shall be debarred for the next two examinations in case the answer scripts are inserted in the packet without valuation. (b) The examiner shall be debarred for the next five years in case a packet is left without valuation.
<b>IV</b>	<b>PENALTIES FOR THE WRONGS COMMITTED BY THE COMPUTER OPERATORS :</b>	
1	Mistakes (Wrong entry) in keying of applications.	A penalty of 20 paise per each mistake / record / application shall be levied.
2	Mistakes (wrong entry) in keying of marks list.	A penalty of Rs. 100/- per mistake / record shall be levied and disciplinary action may be initiated.

**Explanation :-** (1) 'Examination Centre' means any premises consisting examination halls.

(2) 'Examination hall' includes any room, hall laboratory, work shop or any other premises used for holding examinations.

(3) 'Malpractices' includes anyone or more of the acts specified above committed by a candidate appearing for the examination conducted by the department.

(4) The term examiner includes Assistant examiner, Deputy Chief Examiner and Chief Examiner appointed for valuation work and scrutiny work.

(5) Penalty specified in the table imposed on examiners and others shall be deducted from the remuneration payable to them. If no remuneration is payable it shall be recovered from the salary through the Principal.

\* \* \*



**THE KARNATAKA EDUCATIONAL INSTITUTIONS (APPELLATE AUTHORITY) RULES  
1998**

**CONTENTS**

**Rules**

1. Title and Commencement.
2. Definition.
3. Period for making Appeal and Appellate Authority.

TABLE

**THE KARNATAKA EDUCATIONAL INSTITUTION (APPELLATE AUTHORITY) RULES 1998**  
**NOTIFICATION**

**<sup>1</sup>[No.ED 65 VIVIDA 98, Bangalore, dated 3rd August 1998]<sup>1</sup>**

(As amended by Notification No. ED 11 MPS 2004 dt. 22.10.2005)

Whereas the draft of the Karnataka Educational Institutions (Appellate Authority) Rules, 1998 was published as required by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No.ED 65 VIVIDA 98, dated 16th June, 1998 in Part-IV Section 2 C (i) of the Karnataka Gazette Extraordinary dated 16th June, 1998, inviting objections and suggestions from the persons likely to be affected thereby.

Whereas the said Gazette was made available to the public on 16th June, 1998.

And whereas no objections and suggestions have been received in this regard by the Government.

Now, therefore, in exercise of the powers conferred by section 130 read with section 145 of the Karnataka Education Act 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and Commencement.**-(1) These rules may be called the Karnataka Educational Institutions (Appellate Authority) Rules 1998.

**2. Definition.**-In these rules, unless the context otherwise requires.-

(a) "Act", means the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995)

1. Published in the Karnataka Gazette Part IV section 2c(i) Extraordinary No. 879 dated 3.8.1998.

(b) "Section" means a Section of the Act.

**3. Period for making Appeal and Appellate Authority.**-(1) Any person or Governing council may prefer an appeal under Section 130 within a period of thirty days from the date of the order appealed against.

(2) For the purpose of section 130, authorities specified in column (3) of the Table below shall be the prescribed appellate authorities in respect of the category of Educational Institutions specified in the corresponding entries in column (2) thereof.

TABLE

Sl. No.	Category of Educational Institutions	Authorities	Authority to which the Authorities specified in column (3) are Sub-ordinate
(1)	(2)	(3)	(4)
<sup>1</sup> [1.	(a) Pre-Primary and Primary Schools/ Institutions other than Pre-Primary and Primary Urdu and other minority languages Schools / institutions of Bangalore and Mysore Division	Director, Primary Education, Office of the CPI, Bangalore	CPI, Bangalore
	(b) Pre-Primary and Primary Schools/ Institutions other than Pre-Primary and Primary Urdu and other minority languages schools/institutions of Belgaum Division.	Director of Public Instructions, Office of the Addl. CPI. Dharwad.	CPI, Dharwad.
	(c) Pre-Primary and Primary Schools/ Institutions other than Pre-Primary and Primary Urdu and other minority languages schools/Institutions of Gulbarga Division.	Director of Public Instructions, Office of the Addl. CPI, Gulbarga.	CPI, Gulbarga
	(d) Pre-Primary and Primary schools/ Institutions of Urdu and other minority languages	Director of Public Instructions, Urdu and other minority languages Schools, Bangalore	CPI, Bangalore
2.	(a) Secondary/High Schools other than Secondary / High Schools/Institutions of Urdu and other minority languages of Bangalore and Mysore division.	Director of Secondary Education, Office of the CPI, Bangalore	CPI, Bangalore
	(b) Secondary/High Schools other than Urdu and other minority languages Secondary/High Schools of Belgaum Division.	Director of Public Instruction, Office of the Additional CPI, Dharwad.	CPI, Dharwad
	(c) Secondary/High Schools other than Urdu and other minority languages secondary/High Schools of Gulbarga Division	Director of Public Instruction, Office 3 of the Additional CPI, Gulbarga	CPI, Gulbarga
	(d) Secondary/High Schools/Institutions of Urdu and other minority languages in the State	Director of Public Instruction, Urdu and other Minority languages Schools, Bangalore.] <sup>1</sup>	CPI, Bangalore.

<sup>1</sup> Sl. No. (1) & (2) substituted by Notification No. ED 11 MPS 2004 dt. 22.10.2005 w.e.f. dt. 15.11.2005

(1)	(2)	(3)	(4)
3.	Pre-university College/ Junior Colleges	Director of Pre-University Education	Government
4.	Colleges under the control of Department of Collegiate Education	Commissioner of Collegiate Education	Government
5.	Engineering Colleges, Polytechnics and Fine Arts Colleges	Director of Technical Education	Government
6.	Institutions running Vocational Courses	Director of Vocational Education	Commissioner of Public Instruction
7.	Teachers Training Institutions, (TCH Institutions) CPED Institutions, Colleges of Education, Colleges of Physical Education	Director of State Educational Research and Training	Commissioner of Public Instruction

Provided that if any Authority specified in column (3) of Table itself has passed an order appealable under section 130, an appeal against such an order shall lie, within thirty days from the date of the order, to the Authority specified in column (4) to which it is subordinate.

Provided further that if any Authority specified in column (4) of the Table, other than the Government itself has passed an order appealable under section 130, an appeal against such an order shall lie, within thirty days from the date of the order, to the Government.

By Order and in the name of the  
Governor of Karnataka,

**M.S.ASWATHANARAYANA RAO**

Deputy Secretary to Govt.,  
Education Department.

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (APPELLATE AUTHORITY) RULES  
2005**

**CONTENTS**

**Rules**

1. Title and Commencement.
2. Amendment of rule 3

**THE KARNATAKA EDUCATIONAL INSTITUTION (APPELLATE AUTHORITY)  
(AMENDMENT) RULES 2005**

**NOTIFICATION**

**No.ED 11 MPS 2004, Bangalore, dated 22nd October 2005**

Whereas the draft of the rules which the Government of Karnataka proposes to make in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) further to amend the Karnataka Educational institutions (Appellate Authority) Rules, 1998, was published in Notification No. ED 11 MPS 2004 (III) dated: 14.09.2004 in the Karnataka Gazette Extra-ordinary No.1085 dated: 29.09.2004 as required under sub-section (1) of section 145 of the said Act, for the information of person likely to be affected thereby and notice thereby given, that the said draft will be taken into consideration after fifteen days from the date of its publication in the Official Gazette;

And Whereas the said Gazette was made available to the public on 29th September, 2004.

And whereas no objections and suggestions have been received in this regard by the State Government.

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and Commencement.**-(1) These rules may be called the Karnataka Educational Institutions (Appellate Authority) (Amendment) Rules 2005

(2). They shall come into force on the date of their publication in the Official Gazette.

**2. Amendment of rule 3.**-In sub-rule (2) of rule 3 of the Karnataka Educational Institutions (Appellate Authority) Rules, 1998, in the Table, for the entires relating to Sl.No.1 and 2, the following shall be substituted, namely:-

"1.	(a) Pre-Primary and Primary Schools/ Institutions other than Pre-Primary and Primary Urdu and other minority languages Schools / institutions of Bangalore and Mysore Division	Director, Primary Education, Office of the CPI, Bangalore	CPI, Bangalore
	(b) Pre-Primary and Primary Schools/ Institutions other than Pre-Primary and Primary Urdu and other minority languages schools/institutions of Belgaum Division.	Director of Public Instructions, Office of the Addl. CPI. Dharwad.	CPI, Dharwad.
	(c) Pre-Primary and Primary Schools/ Institutions other than Pre-Primary and Primary Urdu and other minority languages schools/Institutions of	Director of Public Instructions, Office of the Addl. CPI,	CPI, Gulbarga

	Gulbarga Division.	Gulbarga.	
	(d) Pre-Primary and Primary schools/ Institutions of Urdu and other minority languages	Director of Public Instructions, Urdu and other minority languages Schools, Bangalore	CPI, Bangalore
2.	(a) Secondary/High Schools other than Secondary / High Schools/Institutions of Urdu and other minority languages of Bangalore and Mysore division.	Director of Secondary Education, Office of the CPI, Bangalore	CPI, Bangalore
	(b) Secondary/High Schools other than Urdu and other minority languages Secondary/High Schools of Belgaum Division.	Director of Public Instruction, Office of the Additional CPI, Dharwad.	CPI, Dharwad
	(c) Secondary/High Schools other than Urdu and other minority languages secondary/High Schools of Gulbarga Division	Director of Public Instruction, Office 3 of the Additional CPI, Gulbarga	CPI, Gulbarga
	(d) Secondary/High Schools/Institutions of Urdu and other minority languages in the State	Director of Public Instruction, Urdu and other Minority languages Schools, Bangalore.	CPI, Bangalore.

By Order and in the name of the  
Governor of Karnataka

**M.N. SOMASHEKHAR**  
Under Secretary to Government,  
Education Department.

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (GRANT IN AID FOR PRIMARY,  
SECONDARY AND PRE-UNIVERSITY EDUCATION INSTITUTIONS)  
RULES, 1998**

**CONTENTS**

**Rules**

1. Title and Commencement.
2. Definition.
3. Ineligibility of certain Private Education Institutions to get grant-in-aid.



**<sup>1</sup>[THE KARNATAKA EDUCATIONAL INSTITUTIONS (GRANT IN AID FOR PRIMARY,  
SECONDARY AND PRE-UNIVERSITY EDUCATION INSTITUTIONS)  
RULES, 1998]<sup>1</sup>**

(As amended in Notification No <sup>2</sup>[ ED 175 PMC 97 dated 29.12.98]<sup>2</sup>, ED 16 VIVIDA 99,  
dt: 20.8.2001, ED 33 VIVIDA 2003, dt. 26.5.2003, ED 127 SEP 2004, dt: 27.4.2004 and  
ED 32 SEP 2006 dtd. 16th September 2006)

**EDUCATION SECRETARIAT**

No. ED 175 PMC 97

Karnataka Government Secretariat,  
Multystoreyed Building,  
Bangalore, dated 7.9.1998.

Whereas the draft of the Karnataka Educational Institutions (Grant in Aid for Primary, Secondary and Pre-university Education Institutions) Rules, 1998 was published in exercise of the powers conferred by Subsection (1) of Section 49 of the Karnataka Education Act 1983 (Karnataka Act 1 of 1995) read with Section 145 of the said Act vide Notification No. ED 175 PMC 97 dated 23.7.1998 inviting objections and suggestion from any person or organisation likely to be affected, within 15 days from the date of its publication in the official gazette.

And whereas the said Gazette was made available for the public on 23rd July 1998.

And whereas the objections and suggestions received in respect of said draft within the specified period have been considered by the State Government.

Now therefore in exercise of the powers conferred by the Sub section (1) of section 49 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) read with Section 145 of the said Act, the Government of Karnataka hereby makes the following rules namely:-

1. Published in the Karnataka Gazette Part IV section 2c(i) Extraordinarily No 955 dated 7.9.1998
2. Published in the Karnataka Gazette Part IV section 2c(i) Extraordinarily No 51 dated 8.1.99

**RULES**

**1. Title and Commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Grant-in-Aid-for-Primary, Secondary and Pre-university Educational institutions) Rules, 1998.

(2) They shall be deemed to have come into force with effect from the First day of June, 1995.

**2. Definition.-** In these rules, unless the context otherwise requires,-

- (a) "Act" means the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995)
- (b) "Section" means a Section of the Act.

**<sup>1</sup>[2A. Discontinuance of Maintenance Grant.-** Notwithstanding anything contrary contained in the Grant-in-Aid Code applicable to Primary Schools, Grant-in-Aid Code applicable to Secondary Schools and Grant-in-Aid code applicable to Pre-University Educational

Institutions and in any other order, rule, notification issued in this behalf in respect of the said Institutions, no maintenance grant shall be payable to such institutions after the coming into force of the Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (Amendment) Rules, 2001 and no arrears with respect to maintenance grant shall be payable for the period prior to the coming into force of these rules if such maintenance grants have not been claimed.]<sup>1</sup>

1. Inserted by Notification No. ED 16 VIVIDA 99 dated 20.8.2001 w.e.f. 20.8.2001

**3. Ineligibility of certain Private Education Institutions to get grant-in-aid.-** Notwithstanding anything contained in order No. <sup>1</sup>[ED 26 SEP 96, dated 8.2.1996]<sup>1</sup> which is continued to be in force in accordance with section 146, all private educational institutions (including all private educational institutions run by Scheduled Caste and Scheduled Tribe) established or permitted to be established on or after the First day of June 1987, <sup>2</sup>[or such of those Institutions permitted to be established prior to the first day of June 1987, but started functioning from the Academic year 1987-88 and onwards]<sup>2</sup> for imparting primary education, secondary education or Pre-university education shall be permanently ineligible for grant-in-aid.

<sup>1</sup> Substituted by Notification No. ED 175 PMC 97, dt. 29.12.98 w.e.f. 7.9.98

<sup>2</sup> Inserted by Notification No. ED 175 PMC 97, dt. 29.12.98 w.e.f. 7.9.98

<sup>1</sup>[Provided and nothing contained in this rule shall be applicable to <sup>2</sup>[Private Educational Institutions imparting Primary Education and Secondary Education]<sup>2</sup> established between First day of June 1987 and <sup>3</sup>[First day of July 1992]<sup>3</sup> by the Managing Committee comprising an individual or a body of individuals of whom all are persons belonging to the Schedule Castes or the Scheduled Tribes]<sup>1</sup>

<sup>1</sup> Inserted by Notification No. ED 33 VIVIDHA 2003, dt. 26th May 2003 w.e.f. 20.8.2001

<sup>2</sup> Deemed to have been substituted by Notification No. ED 127 SEP 2004, dt. 27.4.2004 w.e.f. 26.5.2003

<sup>3</sup> Substituted by Notification No. ED 32 SEP 2006, dt. 16.9.2006 w.e.f. 20.9.2006

By Order and in the Name of the  
Governor of Karnataka,

**(S. DIVAKAR)**  
Under Secretary to Government,  
Education Department.

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (GRANT-IN-AID FOR PRIMARY,  
SECONDARY AND PRE-UNIVERSITY EDUCATION INSTITUTIONS) (AMENDMENT)  
RULES, 1998.**

**Contents**

1. Title and Commencement
2. Amendment of Rule 3

**THE KARNATAKA EDUCATIONAL INSTITUTIONS  
(GRANT-IN-AID FOR PRIMARY, SECONDARY AND  
PRE-UNIVERSITY EDUCATION INSTITUTIONS) (AMENDMENT) RULES, 1998.**

**EDUCATION SECRETARIAT**

No ED 175 PMC 97

Karnataka Government secretariat,  
Multy-storied Building,  
Bangalore, dated 29.12.98.

**NOTIFICATION**

Whereas the draft Karnataka Education Institutions (Grant-in-aid for Primary, Secondary & Pre-University Education Institutions) Rules, 1998 was published as required by Section 145 of Karnataka Education Act. 1983 (Karnataka Act 1 of 1995) in Notification No.ED 175 PMC 97 dated 7.11.98 in Part IV 2c(i) of the Karnataka Gazette Extra ordinary dated 11.11.98 inviting objections and suggestions from all persons likely to be affected thereby within fifteen days from the date of the Publication of the draft in Official Gazette.

And Whereas the said Gazette was made available for the Public on 7.11.98.

And whereas the objections / Suggestions received in respect of said draft within the specified period have been considered by the State Government.

Now, therefore in exercise of the powers conferred by Section 145 of the Karnataka Educational Act 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules namely:-

Published in the Karnataka Gazette Part IV Section 2c(i) Extraordinary No. 51 dt 8.1.1999

**RULES**

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Grant-in-aid for Primary, Secondary and Pre-University Education Institutions) (Amendment) Rules, 1998.

(2) They shall be deemed to have come into force with effect from the seventh day of September, 1998.

**2. Amendment of rule 3.-** In rule 3 of the Karnataka Educational Institutional Institutions (Grant-in-aid for primary, Secondary and Pre-University Education Institutions) Rules, 1998,-

(i) for the words, letters and figures "ED 252 SEP 92, dated 7.4.1994" the words, Letters and figures "ED 26 SEP 96, dated 8.2.1996" shall be substituted.

(ii) after the words and figures " on or after the First day of June, 1987" the words and figures "or such of those institutions permitted to be established prior to the First day of June, 1987, but started functioning from the academic year 1987-88 and onwards" shall be inserted.

By Order and in the Name of the  
Governor of Karnataka,

**S. DIVAKAR**  
Under Secretary to Government,  
Education Department.

**The Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (Amendment) Rules, 2001**

**Contents**

**Rules**

1. Title and Commencement
2. Insertion of new rule
- 2A. Discontinuance of Maintenance Grant

**Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (Amendment) Rules, 2001.**

**EDUCATION SECRETARIAT**

**NOTIFICATION**

**No. ED 16 ViVida 99, Bangalore, dated 20th August, 2001**

Whereas the draft of the rules to amend the Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions ) Rules, 1998 was published in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), in Notification No. ED 16 Vivida 99 dated 28.5.2001 in part IV-A of the Karnataka Gazette Extraordinary dated 28.5.2001 inviting objections and suggestions from the persons likely to be effected thereby:

And whereas the said Gazette was made available to public on 28.5.2001.

And whereas no objection and suggestions have been received in this regard by the State Government:

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka makes the following rules namely:-

**1. Title and Commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (Amendment) Rules, 2001.

Published in the Karnataka Gazette Part IV-A Extraordinary No. 1562, dated 20.8.2001

(2) They shall come into force from the date of their publication in the official Gazette.

**2. Insertion of new rule.-** After rule 2 of the Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) Rules, 1998 the following shall be inserted, namely:-

**“2A. Discontinuance of Maintenance Grant.-** Notwithstanding anything contrary contained in the Grant-in-Aid Code applicable to Primary Schools, Grant-in-Aid Code applicable to Secondary Schools and Grant-in-Aid code applicable to Pre-University Educational Institutions and in any other order, rule, notification issued in this behalf in respect of the said Institutions, no maintenance grant shall be payable to such institutions after the coming into force of the Karnataka Educational Institutions Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions (Amendment) Rules, 2001 and no arrears with respect to maintenance grant shall be payable for the period prior to the coming into force of these rules if such maintenance grants have not been claimed.”

By Order and in the name of  
the Governor of Karnataka

**K.S. GOPALA KRISHNA**  
Under Secretary to Government,  
Education Department (General).

**The Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (First Amendment) Rules, 2003**

**Contents**

**Rules**

1. Title and Commencement
2. Amendment of rule 3



**Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (First Amendment) Rules, 2003.**

**EDUCATION SECRETARIAT**

**NOTIFICATION**

**No. ED 33 VIVIDHA 2003, Bangalore, dated 26th May, 2003**

Whereas the draft of the Karnataka Educational Institution (Grant-in-aid for Primary, Secondary and Pre-university Education Institution) (Amendment) Rules, 2002 was published as required by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No: ED 255 SEP 2002, dated: 13th January 2003 in Part IV-A of the Karnataka Gazette Extra-ordinary dated 24th January 2003 inviting objections and suggestions from all persons likely to be affected thereby within thirty days from the date of the publication of the draft in Official Gazette.

And whereas the said Gazette was made available to the public on 24th January 2003

And whereas no objection or suggestions were received in this regard within the specified period, by the State Government.

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka makes the following rules namely:-

**1. Title and Commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (First Amendment) Rules, 2003.

Published in the Karnataka Gazette Part IV-A Extraordinary No. 1562, dated 20.8.2001

(2) They shall come into force from the date of their publication in the official Gazette.

**2. Amendment of rule 3.-** In rule 3 of the Karnataka Educational Institutions (Grant-in-aid for Primary, Secondary and Pre-University Education Institutions) Rules, 1998, the following proviso shall be inserted, namely:-

"Provided and nothing contained in this rule shall be applicable to Private Educational Institutions established between First day of June 1987 and First day of April 1992 by the Managing Committee comprising an individual or a body of individuals of whom all are persons belonging to the Schedule Castes or the Scheduled Tribes."

By Order and in the name of the  
Governor of Karnataka

**SUNDARA RAJA GUPTHA**

Under Secretary to Government,  
Education Department (University & General-1).

**The Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (Second Amendment) Rules, 2004**

**Contents**

**Rules**

1. Title and Commencement
2. Amendment of rule 3

**Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (Second Amendment) Rules, 2004.**

**EDUCATION SECRETARIAT**

**NOTIFICATION**

**No. ED 127 SEP 2004, Bangalore, dated 27th April 2004**

Whereas the draft of the Karnataka Educational Institution (Grant-in-aid for Primary, Secondary and Pre-university Education Institution) (Amendment) Rules, 2004 was published as required by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No: ED 127 SEP 2004, dated: 24th March 2004 in Part IV-A No.411 of the karnataka Gazette Extra-ordinary dated 26th March 2004 inviting objections and suggestions from all persons likely to be affected thereby within thirty days from the date of the publication of the draft in Official Gazette.

And whereas the said Gazette was made available to the public on 26th March 2004.

And whereas no objection or suggestions were received in this regard within the specified period, by the State Government.

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka makes the following rules namely:-

**1. Title and Commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (Second Amendment) Rules, 2004.

(2) They shall be deemed to have come into force with effect from the 26th day of May 2003.

**2. Amendment of rule 3.-** In rule 3 of the Karnataka Educational Institutions (Grant-in-aid for Primary, Secondary and Pre-University Education Institutions) Rules, 1998, in the proviso, for the words "Private Educational Institutions" the words "Private Educational Institutions imparting Primary Education and Secondary Education" shall be substituted.

By Order and in the name of the  
Governor of Karnataka

**SIDDALINGAIAH**

Under Secretary to Government,  
Education Department

**The Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (Second Amendment) Rules, 2004**

**Contents**

**Rules**

1. Title and Commencement
2. Amendment of rule 3

**Education Secretariat  
Notification  
No. ED 32 SEP 2006, Bangalore, Dated 16<sup>th</sup> September 2006**

Whereas the draft of the Karnataka Private Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (Amendment) Rules, 2006, was published as required by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), Notification No. ED 32 SEP 2006, dated 25<sup>th</sup> July 2006 in Part – IVA of the Karnataka Gazette Extraordinary No. 940, dated 25<sup>th</sup> July 2006 inviting objections and suggestions from all persons likely to be affected thereby within thirty days from the date of the publication of the draft in Official Gazette.

And whereas, the said Gazette was made available to the public on 25<sup>th</sup> July 2006.

And whereas, no objections or suggestions were received in this regard within the specified period, by the State Government.

Now therefore, in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby makes the following rules namely:-

**Rules**

**1. Title and Commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) (Amendment) Rules, 2006

(2) They shall come into force from the date of their publication in the Official Gazette.

**2. Amendment of Rule 3.-** In the Karnataka Educational Institutions (Grant-in-Aid for Primary, Secondary and Pre-University Educational Institutions) Rules, 1998, in rule 3, in the proviso, for the words and figures, "First day of April 1992", the words and figures "First day of July, 1992" shall be substituted.

By Order and in the name of the Governor of Karnataka,

**SIDDALINGAIAH,**  
Under Secretary to Government,  
Education Department.

**THE KARNATAKA EDUCATIONAL PRIVATE AIDED INSTITUTIONS  
(PRE-PRIMARY EDUCATION EMPLOYEES' PENSION) RULES, 1998.**

**Rules**

1. Title and commencement
2. Definition.
3. Eligibility for pension
4. Conditions for grant of Pension
5. Miscellaneous
6. Amendment of Karnataka State Aided School Employees Contributory Provident Fund.  
Insurance, Pension Rules.

**THE KARNATAKA EDUCATIONAL PRIVATE AIDED INSTITUTIONS  
(PRE-PRIMARY EDUCATION EMPLOYEES' PENSION)**

**RULES, 1998.**

**EDUCATION SECRETARIAT**

(As amended by Notification No. ED 151 PMC 95, dt. 10.1.2000)

No ED 113 PMC 98

Karnataka Government secretariat,  
Multystoried Building,  
Bangalore, dated 19th December 1998

**NOTIFICATION**

Whereas the draft of the Karnataka Educational Private Aided Institutions (Pre-Primary Education Employees' Pension) Rules, 1998 was published as required by Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No. ED 113 PMC 98 dated 9.11.98 in Part IV Section 2c(i) of the Karnataka Gazette Extra-ordinary dated 12.11.98 inviting objections and suggestions from all persons likely to be affected there by within fifteen days from the date of the publication of the draft in the Official Gazette.

And whereas the said Gazette was made available for the public on 9.11.1998.

And no objection / suggestions in this regard have been received by the State Government.

Now therefore in exercise of the powers conferred by Section 145 of the Karnataka Education Act 1983 (Karnataka Act 1 of 1995) the Government of Karnataka here by makes the following Rules namely:-

1. Published in the Karnataka Gazette Part IV section 2c(i) Extraordinarily No 1509 dated 19.12.1999

**RULES**

**1. Title and commencement.-** <sup>1</sup>[(1)]<sup>1</sup> These rules may be called the Karnataka Educational private Aided Institutions (Pre-Primary Education Employees' Pension) Rules, 1998.

<sup>1</sup>[(2)]<sup>1</sup> They shall come into from the date of publication in the Official Gazette.

<sup>1</sup> Substituted by Notification No. ED 151 PMC 95, dt. 10.1.2000 w.e.f. 10.2.2000.

**2. Definition.-** In these rules unless the context otherwise requires,-

" Pre-Primary Education" means informal education imparted in classes which are below first standard for children between the age of three and five years in institution vis. Pre-primary, Nursery or Kindergarten or by whatever name called.

**3. Eligibility for pension.-** <sup>1</sup>[(1)]<sup>1</sup> Subject to the provisions hereinafter contained, the employees of Pre-primary Educational Institutions receiving grants at the rate of twenty-five, fifty and seventy percent and established prior to 1.4.84 who have put in a continuous service for a period of not less than ten years without any break shall be entitled to a consolidated amount of pension at the rate of Rs. <sup>2</sup>[500]<sup>2</sup> per month with effect from <sup>2</sup>[9.8.1999]<sup>2</sup>.

<sup>1</sup>[(2)]<sup>1</sup> The actual service of the employee rendered shall be verified with reference to his service register or Baraward Register and Appointment Order approved by the concerned officers of the Commissioner of Public Instruction and recognised management of the Pre-primary Educational Institution or school.

<sup>1</sup>[(3)]<sup>1</sup> The existing procedure for payment of consolidated pension <sup>3</sup>[xxx]<sup>3</sup> to the Pre-Primary school staff shall continue.

<sup>1</sup> Substituted by Notification No. ED 151 PMC 95, dt. 10.1.2000 w.e.f. 10.2.2000

<sup>2</sup> Deemed to have been substituted by notification No. ED 151 PMC 95, dt. 10.1.2000 w.e.f. 9.8.1999

<sup>3</sup> Omitted by Notification No. ED 151 PMC 95, dt. 10.1.2000 w.e.f. 10.2.2000

**4. Conditions for grant of Pension.-** Pension under these rules shall be paid subject to the following conditions, namely:-

(i) No Family Pension shall be paid after the person who was in receipt of pension under these rules has expired.

(ii) No pension shall be payable in respect of persons who are already in receipt of any kind of pension either from State Government or Central Government.

(iii) The consolidated amount of pension is payable during the life time of the employee. On the death of the pensioner, Pension shall lapse.

**5. Miscellaneous.-** <sup>1</sup>[(1)]<sup>1</sup> The concerned Educational Officer shall certify in every monthly drawal Bill about the amount claimed in this respect and also ensure the fulfillment of conditions specified in these rules.

<sup>1</sup>[(2)]<sup>1</sup> The Education Officer shall maintain a register to see that there are no mis-use of the fund.

<sup>1</sup> Substituted by Notification No. ED 151 PMC 95, dt. 10.1.2000 w.e.f. 10.2.2000

**6. Amendment of Karnataka State Aided School Employees Contributory Provident Fund. Insurance, Pension Rules.** In rule 3 of the Karnataka State Aided School Employees Contributory Provident Fund Insurance Pension Rules annexed to Government Order No.ED 65 SES 62, dated 24.8.1963. clause (i) shall be omitted.

By Order and in the Name of the  
Governor of Karnataka,

**S.DIVAKR**  
Under Secretary to Government  
Education Department.



**1[THE KARNATAKA EDUCATIONAL PRIVATE AIDED INSTITUTIONS (PRE-PRIMARY EDUCATION EMPLOYEES' PENSION) (AMENDMENT) RULES, 1999.**

**GSR 8.-** Whereas, the draft of the Karnataka Educational Private Aided Institutions (Pre-Primary Employees' Pension) Rules, 1998 was published as required by Section 145 of Karnataka Education Act, 1993 (Karnataka Act 1 of 1995) in Notification No. ED 151 PMC 95, dated 4.10.1999 in Part IV, Section 2c(i) of the Karnataka Gazette Extra-ordinary dated 5.10.1999 inviting objections and suggestions from all persons likely to be affected thereby within 30 days from the date of publication of the draft in the Official Gazette.

And whereas, the said Gazette was made available for the public on 6.10.1999.

And no objection / suggestions in this regard have been received by the State Government.

Now, therefore, in exercise of the powers conferred by Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka here by makes the following Rules namely:-

**1. Title and commencement.-** (i) These rules may be called the Karnataka Educational private Aided Institutions (Pre-Primary Education Employees' Pension) (Amendment) Rules, 1999.

(2) They shall come into from the date of publication in the Official Gazette.

1. Published in the Karnataka Gazette, dated 10-2-2000, vide Notification No. ED 151 PMS 95, dated 10-1-2000.

**2. Amendment of Rule 1.-** In Rule 1 of the Karnataka Educational private Aided Institutions (Pre-Primary Education Employees' Pension) Rules, 1998 (hereinafter referred as the said rules), for the brackets and figures "(i) and (ii)", the brackets and figures "(1) and (2)" shall respectively be substituted.

**3. Amendment of Rule 3.-** In Rule 3 of the said Rules.-

(i) for the brackets and figures "(i), (ii), (iii)", the brackets and figures "(1), (2), (3)" shall respectively be substituted".

(ii) in sub-rule (1) as so renumbered, for the figures "380" and "26-7-1994", the figures "500" and "9-8-1999" shall be deemed to have been substituted with effect from the 9th day of August, 1999.

(iii) in sub-rule (3) as so renumbered, the word, letters and figures "of Rs. 380/-" shall be omitted.

**4. Amendment of Rule 5.-** In Rule 5 of the said rules, for the brackets and figures "(i) and (ii)", the brackets and figures "(1) and (2)" shall respectively be substituted.

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (RECOGNITION OF PRIMARY AND  
SECONDARY SCHOOLS) RULES, 1999.**

**CONTENTS**

**Rules**

1. Title and commencement.
2. Definitions.
3. Procedure for recognition of registered educational institution.-
4. Conditions to grant recognition to an Educational Institution.-
5. Provisional approval.
6. Issue of certificate of recognition to existing educational institutions etc.
7. Grant of recognition user sub-section (2) of section 38

FORM - I

FORM - II

FORM - III

FORM - IV

FORM - V

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (RECOGNITION OF PRIMARY AND SECONDARY SCHOOLS) RULES, 1999.**

**EDUCATION SECRETARIAT**

**NOTIFICATION**

**No. ED 131 VIVIDA 98. Bangalore, Dated 04th November 1999.**

Whereas the draft of the Karnataka Educational Institutions (Recognition of Primary and Secondary Schools) Rules 1999 was published as required by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No. ED 131 VIVIDA 98, dated 24.08.1999 in Part IV-Section 2C (i) of the Karnataka Gazette Extraordinary dated 24th August 1999 inviting objections and suggestions from the persons likely to be affected thereby:

And whereas the said gazette was made available to the Public on 24th August 1999;

And whereas the objections and suggestions have been received in this regard by the State Government :

Now, therefore in exercise of the powers conferred by Sub-section 36 to 39 read with sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act No. 1 of 1995) the Government of Karnataka hereby makes the following rules, namely :-

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Recognition of Primary and Secondary Schools) Rules, 1999.

(2) They shall come into force from the date of their publication in the official Gazette.

1. Published in the Karnataka Gazette Part IV section 2c(i) Extraordinarily No 1343

**2. Definitions.-**(1) In the rules, unless the context otherwise requires,-

(a) "Act" means the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995).

(b) "Form" means a form appended to these rules.

(c) "Registered Institution" means an Educational Institution registered under the Act to run a Primary or Secondary School.

(d) "Section" means a section of the Act.

(2) Words and expressions used in these rules but not defined shall have the same meaning assigned to them in the Act.

**3. Procedure for recognition of registered educational institution.-** (1) Every registered institution shall file an application for recognition in the month of July of the academic year in which the institution has been started but not later than 31st August, to the competent authority. The application shall be filed in triplicate and shall be in form-1. If the management fails to submit the proposal in the prescribed form within the time stipulated above, a notice shall be issued to such management directing to submit the proposal within a period of two weeks from

the date of receipt of such notice, falling which the permission granted to the institution shall be withdrawn.

(2) The amount of security deposit shall be as specified in column (4) of the Table below for the class of Educational Institutions and standards specified in the corresponding entries in columns (2) and (3) thereof respectively.

**TABLE**

Sl. No.	Class of Educational Institutions	Standards governed	Value of Security Deposit
1	2	3	4
1	Lower Primary School	I-IV	10,000/-
2	Upper Primary School (Including Composite School)	V-VII	20,000/-
3	Secondary School (Including composite school)	VIII-X	30,000/-

Provided that in respect of an Institution run by a management belonging to Scheduled Caste and Scheduled Tribe, Security deposit shall be fifty percent of the amount specified above.

(3) Every application seeking recognition shall be accompanied by a copy of the Security Deposit Certificate for the amount as specified in sub-rule (2). The Security Deposit certificate shall be in the term of a 'Fixed Deposits' deposited in the joint name of the receiving authority and the Secretary/President of the School Managing Committee, in a Nationalised Bank. The Management shall have the liberty to utilise the interest earned on the Security Deposit for the development of the institution. In case of default or closure of school, the department shall have the right to utilise the Security Deposit to clear any dues payable by the management towards staff on the department.

**4. Conditions to grant recognition to an Educational Institution.-** (1) The competent authority shall after verification, ensure and satisfy itself that every education institution seeking recognition,-

- (a) has a site registered in the name of the governing council or the managing committee of such educational institution, the area of which shall be sufficient to provide building and accommodation facilities specified in rules 4 and 5 of the Karnataka Educational Institutions (Classification, Registration and Prescription of curricula etc.) Rules, 1995 (hereinafter referred to as the 1995 rules).
- (b) has good building facility, sufficient accommodation with water, toilet and other facilities sufficient as specified in rules 4, 5, 6 and 8 of the 1995 rules;
- (c) has provided laboratory equipment, library books, sports materials, maps, charts and other teaching aids;

- (d) has provided the required staff as stipulated by the State Government from time to time;
- (e) has constituted the school managing committee or the governing council as the case may be in accordance with the provisions of Section 42;
- (f) has financial viability and has produced the required documents in this regard in accordance with the norms specified in rule 4 of the Karnataka Educational Institutions (Classification and Registration) Rules, 1997;
- (g) has followed the admission and fee regulations and rules for the time being in force;
- (h) has followed the norms relating to curricula, text books, medium of instruction, examination rules, working days, working hours, home work etc. In accordance with the rules 18, 19 and 20 of the 1995 rules;
- (i) has kept the location of site and institution open and acceptable to all;
- (j) has maintained all records and registers as required by the Act and rules made thereunder;
- (k) has maintained a minimum strength of 40 students in respect of lower primary, 100 students in respect of upper primary schools and 25 students in each standard in respect of High schools.

(2) Every registered educational institution seeking recognition shall give an undertaking to the effect that,-

- (a) it shall abide by all the provisions on the Act and the rules made thereunder;
- (b) it shall spare the building and staff for the purpose of conduct of examinations, training programmes, census work and any other departmental work as and when they are required to do so;
- (c) it shall be subject to the inspection by the department and abide by such instruction as may be issued by the department, from time to time;
- (d) the educational institution shall be secular, attendance at religious instructions, if there be any; shall not be compulsory and such classes shall not be conducted during regular school hours;
- (e) the institution shall provide all facilities required in the rules for the time being in force;
- (f) the institution shall not make any claim for recognition on the basis of registration accorded;
- (g) the institution shall abide by any other conditions that the competent authority may impose from time to time.

(3) The recognition granted under section 36 shall be in form-II and it shall contain,-

- (a) the name of the governing council in whose favour the recognition is granted;

- (b) the class of institution for which recognition is granted lower primary, upper primary, secondary etc;
- (c) the standards with number of sections for which the recognition is granted;
- (d) the year or years for which the recognition is valid;
- (e) the conditions to be fulfilled by the governing council and time specified for this, which in respect of school building and playground shall be three years from the date granting approval provisionally and one year in respect of other infrastructural facilities such as furniture, teaching aid etc;
- (f) any other information as desired necessary by the competent authority.

**5. Provisional approval.**-(1) The provisional approval granted under clause (b) of sub-section (6) of section 36 shall be in Form-III and it shall contain,-

- (a) the name of the Governing council in whose favour the provisional approval is granted;
- (b) the reasons for according provisional approval and the conditions which are not fulfilled;
- (c) the class of registered institution with the standards and number of sections for which the provisional approval is granted;
- (d) the time schedule within which the conditions are to be fulfilled;
- (e) whether the recognition has been granted with aid or without aid;
- (f) any other information as desired necessary by the competent authority.

(2) The provisional approval shall be valid only for the class of registered institution, the standards and sections and the year for which it is granted. The Governing council or the Managing Committee shall fulfill all the conditions laid down in the provisional approval and the rules for the time being in force within the time specified by the competent authority.

(3) The registered institution granted with provisional approval shall be given an opportunity to rectify the defects as pointed out in the inspection Report and fulfill all the conditions of recognition and submit a compliance report within a period of one month from the date of granting provisional approval. If the action taken by the management of the registered Institution is satisfactory and satisfies all the conditions of recognition, the Competent Authority shall issue a certificate of Recognition in Form-II. If the competent authority is not satisfied with the report, it may refuse to grant such certificate.

(4) Every such order refusing to grant a certificate shall indicate the reasons for such refusal and shall be communicated in writing to the Governing council. Such order of refusal shall contain instructions for transferring of stability fund certificate in favour of management and shall contain a direction to the jurisdictional Educational Officer concerned to make necessary alternate arrangements for admission of students in near by recognised school for the furthering of their education.

**6. Issue of certificate of recognition to existing educational institutions etc.-** (1) Every educational institutions specified in clause (b) of sub-section (1) of section 38 shall file a statement in form IV before the competent authority within a period of six months from the date of coming into force of these rules.

(2) The statement shall be delivered in person in the office of the competent authority after obtaining acknowledgment or shall be sent by speed or registered post with acknowledgment due.

(3) The competent authority shall after satisfying itself issue a fresh certificate of recognition in Form V with in sixty days from the date of filing the application.

**7. Grant of recognition user sub-section (2) of section 38.-** (1) Every Educational Institution seeking recognition under sub-section (2) of section 38 shall submit the application for recognition under these rules within sixty days from the date of coming into force of these rules.

(2) The procedure for filing of application, processing of application and grant of recognition or provisional approval or refusal shall be as stipulated in these rules.

By Order and in the name of the Governor of Karnataka,

**H.S. Venkatesaiah,**  
Under Secretary to Government,  
Education Department (General).

**FORM I**  
(See Rule 3)

**Application form Recognition of Primary / Secondary Schools**

1	Name of School: (a) Composition of the school Boys / Girls / Co-education (b) Medium of instruction				
2	Date of starting Working hours of the Schools				
3	Whether Registered under the Societies Registration Act (Furnish copy) Date:				
4	Name and address the Management. Type of the Management Gen/minority/SCand ST				
5	List of Management Committee Members.				
6	Name of the Secretary/Correspondent with full address Telephone: Fax:				
7	Whether the Management is running any other institutions, if so furnish the list.				
8	Financial position of the Management (enclose audit report of the last three years) (a) furnish details of stability fund (b) furnish details of fees/donations or any other amount collected				
9	Aided or unaided (if aided enclose a copy of the G.O.) (a) whether permitted by the Government.				
10	If any subject or activity that is not included in the curricular is prescribed. If so details.				
11	Class or Classes to be recognised.				
	Nomenclature	No. of Pupils of the date of application in each class/section	Average attendance during the month		
	I				
	II				
	III				
	IV				
	V				
	VI				
	VII				
	VIII				
If the additional sections have been sanctioned enclose copy of the order					
12	Year of latest recognition obtained (enclose a copy.....)				
13	Staff Particulars:				
Sl. No.	Name of the Teacher	Date of Birth	Qualification	Date of entry into service	Whether approved or not
1	2	3	4	5	6



14	Accommodation (enclose copy) (a) Total area of the school buildings (i) No. of rooms / size (ii) Rented or own (b) Total area of playground (c) Toilet provided or not both for staff and Students (d) Electricity facility available or not (e) Whether the special provision is made in the school building for disabled, children to	
15	Drinking water facility - provided or not	yes / No
16	Library:- (a) No. of bookset (b) Appointments value	
17	A.V. aids. furnish the list	
18	Sports and Games furnish the list.	
19	Laboratory facilities	Available / Not available
20	Co-curricular activities provided	
21	Furnish Annual Public Examination results of the last three years.	
22	Any unique features of the school	
22		

**Note:** (Enclose copies of relevant G.O's / records whether applicable)

Date :

Place :

Signature  
Secretary / Correspondent  
with seal.

**Form II**

(See sub-rule (a) of Rule 6)

Certified No. ....

Certified that ..... (Specify here the name and address of the local authority, Society or trust as the case may be) Governing Council has been recognised under Section 36 of the Karnataka Education Act, 1983 (Karnataka Act No. 1 of 1995) on the ..... day of one thousand nine hundred ..... for the purpose of running the following class of educational institution at ..... (Specify the place here).

1. Name of the Institution.
2. Serial No.
3. Class of educational institution.
4. Standards permitted.
5. The academic year the standards are to be opened.
6. Medium of instruction permitted details of registration.
7. Fees paid.

The educational institution is registered at Sl. No. .... at page No..... of volume No..... of the register of educational institutions maintained in the office. The recognition certificate issued here is subject to conditions stipulated under.

1. The validity of the registration certificate shall be governed by the Rule 6.
2. That the governing council shall fulfil all the general conditions as stipulated in Rule 4 & 5.
3. The conditions to be fulfilled in respect of site, area building, equipment, staff, financial viability etc.
4. Any other condition specified by the authority.

Place :  
Date :

Signature and Name & Designation  
and Official seal of the registering  
authority.

**FORM III**

(See rule 7)

Provisional approval of recognition.

- (1) Registration No.
- (2) The name and address of the Governing Council and the School.
- (3) The reason for according provisional approval.
- (4) Conditions which are not fulfilled.
- (5) Class of educational institutions.
- (6) Standard permitted.
- (7) The time in which the conditions are to be fulfilled.

The educational institutions is provisional approved of Sl. No. .... at Page No. .... of Volume No..... of the recognitions of the Register of Educational Institutions maintained in this office to provisional approval certificate issued or subject to rectification of the conditions to be fulfilled. Any other conditions specified by the authority.

**FORM IV**

(See rule 8)

**RECOGNITION OF EXISTING INSTITUTIONS**

Form of application for recognition of existing educational institution

(Specify her the designation and address of Recognition Authority)

Sir,

FOR AND ON BEHALF OF (SPECIFY HERE THE NAME OF THE LOCAL AUTHORITY, TRUST OF SOCIETY, AS THE CASE MAY BE) THIS APPLICATION IS BEING SUBMITTED FOR RECOGNITION OF THE SAID INSTITUTION UNDER SECTION 38 OF THE KARNATAKA EDUCATIONAL ACT, 1983 (Karnataka Act No. 1 of 1995) FOR RECOGNITION OF AN EXISTING EDUCATIONAL INSTITUTION NAMELY.

(SPECIFY HERE NAMED AND ADDRESS OF THE EDUCATIONAL INSTITUTIONS)

PARTICULARS ARE AS FOLLOWS :-

1. NAME LOCATION OF EXISTING  
EDUCATIONAL INSTITUTION. :

2. NAME & ADDRESS AND NATURE  
OF THE LOCAL AUTHORITY,  
OR THE GOVERNING COUNCIL  
(ENCLOSED A COPY OF THE  
CERTIFICATE OF REGISTRATION,  
COPY OF THE MEMORANDUM  
OF ASSOCIATION ETC., OF THE  
SOCIETY, TRUST, ETC.)  
(SEE SECTION 2 (17) :

3. OBJECTIVES OF THE  
EDUCATIONAL INSTITUTION :

4. DETAILS OF THE COURSE BEING RUN :

SL. NO.	NAME OF THE COURTS	INTAKE	RECOG- NISING AUTHORITY	NO. AND DATE OF THE ORDER RECOGNISING THE COURSE	MEDIUM OF INSTITUTION

5. NO OF TEACHING STAFF AND  
NON-TEACHING STAFF EMPLOYED :

6. ANY OTHER INFORMATION THE  
APPLICANT WISHES TO FURNISH :

I REQUEST THAT RECOGNITION CERTIFICATE MAY PLEASE BE ISSUED.

CERTIFIED THAT THE INFORMATION FURNISHED ABOVE IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

SIGNATURE OF THE APPLICANT  
WITH NAME & DESIGNATION  
AND WITH OFFICIAL SEAL.

PLACE :

DATE :

**FORM V**

(See Rule 9)

**Recognition Order**

XX

XX

XX

**CERTIFICATE OF RECOGNITION**

1. Registration No.
2. Name and Address of the Educational Agency and the School.
3. Reference to provisional certificate so far enjoyed.

xx      here specify the details.

XX

XX

XX

xx      here specify the details.

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (REGISTRATION AND RECOGNITION  
OF COMMERCE INSTITUTE) RULES, 1999.**

**CONTENTS**

**Rules**

1. Title and commencement.
2. Definitions.
3. Procedure for Registering of Institutes.
4. Registration of New Institutes.
5. Registration of an Existing Recognised Institute
6. Form of Register of Institutes
7. Recognition of New Institutes
8. Conditions for Recognition:
9. Recognition of Existing Institutes:
10. Up-gradation of Institute.
11. Withdrawal of Recognition
12. Appeal
13. Admission
14. Category of students.
15. Parity of Standards
16. Rustication of Students
17. Fees for Transfer Certificate
18. Class Hours
19. Holidays and Vacations
20. Qualification of teaching staff
21. Instructor/Student Ratio
22. Change in Management
23. Shifting of Institute
24. Maintenance of Records
25. Correspondence:-
26. The functions and the powers of the Board

FORM 1

FORM 2

FORM 3

FORM 4

FORM 5

FORM 6

FORM 7

FORM 8

FORM 9

FORM 10

FORM 11

FORM 12

FORM 13

FORM 14

FORM 15

FORM 16

FORM 17

FORM 18

Schedule of Class fees

Schedule of Examination fees

Scheme of Examinations



**THE KARNATAKA EDUCATIONAL INSTITUTIONS (REGISTRATION AND RECOGNITION OF COMMERCE INSTITUTE) RULES, 1999.**

**EDUCATION SECRETARIAT**

**No. ED 114 Vivida 98, Bangalore, dated, 04-11-1999.**

(As amended by Notification No. ED 4 LCE 2002, dt. 28.1.2003)

**NOTIFICATION**

Whereas the draft of the Karnataka Educational Institutions (Registration and Recognition of Commerce Institutes) Rules 1999 was published in Notification No. ED 114 VIVIDA 98, dated 22.3.1999 in the Karnataka Gazette in Part IV Section 2C (i) of the Karnataka Gazette Extraordinary dated 30th March, 1999 inviting objection and suggestion from the persons likely to be affected thereby;

And whereas the said gazette was made available to the Public on 30-03-1999;

And whereas the objections and suggestions received in this regard have been duly considered by the State Government.

Now, therefore in exercise of the powers conferred by Sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules namely;

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Registration and Recognition of Commerce Institute) Rules, 1999.

(2) They shall come into force from the date of their publication in the Official Gazette.

**2. Definitions.-** In these rules, unless the context otherwise requires,-

Published in the Karnataka Gazette Part IV section 2c(i) Extraordinary No. 1351 dt 15.11.1999

(a) "Act" means the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995);

(b) "Form" means forms appended to these rules;

(c) "Institute" means the Commerce Institute where education in Typewriting, Shorthand and other Commerce subjects is imparted;

(d) "Registering Authority" means the Joint Director of Public Instruction of the respective Division;

(e) "Section" means section of the Act.

**3. Procedure for Registering of Institutes.-** (1) Every application for registering an Institute under section 31 shall be in form I and shall be filed before the registering authority, only in the month of October every academic year.

(2) Every such application shall be accompanied by a Registration Fee which shall be one thousand rupees in case of applicant belonging to the Scheduled Castes or the Scheduled Tribes and two thousand rupees in case of others, in the form of a Account Payee Demand

Draft, drawn within one month before the date of application for registration, in favour of the Registering Authority. The demand draft shall be made payable at the Bank, located in the headquarters of the registration authority or in the surrounding locality.

(3) The registration fee once paid shall not be refunded where Registration is granted. Where registration is refused, the amount of the registration fee paid shall be refunded without interest to the applicant, through a crossed cheque within three months from the date of refusal.

(4) The applicant shall furnish information regarding:-

- (a) the exact location of starting the Institute;
- (b) its full postal address;
- (c) accommodation proposed to be provided;
- (d) whether it has own building or rented building, along with necessary documents;
- (e) Staff proposed to be appointed;
- (f) funds at the disposal of the Management; and
- (g) such other information as may be specified by the Registering Authority.

**4. Registration of New Institutes.-** (1) The Registering Authority shall, before issue of a Certificate of registration, satisfy itself that;

- (a) there is an actual need for an Institute in the locality and there is no Institute within a distance of two kilometers from the proposed Institute in the case of rural areas, and one kilometer in the case of urban areas, by the shortest public road;
- (b) the proposed Institute is financially sound;
- (c) the premises are well-lighted and ventilated with sufficient accommodation for conducting Typwriting, Shorthand and other subjects;
- (d) the teaching Staff appointed are duly qualified as specified under rule 23.
- (e) the applicant has enclosed a photocopy of the Khata certificate in case of own building, or a consent letter from the owner in case of rented building.

(2) The Registering Authority shall, 'within a period of three months from the date of receipt of the application, register the Institute and issue a Certificate or Registration in Form 2, if all the conditions specified for registration have been complied with. The certificate of Registration shall be sent to the applicant by Registered post.

(3) The Institute shall start functioning within two months from the date of receipt of Certificate of Registration, and the date of starting the Institute shall be intimated to the Registering Authority, within two months from the date of receipt of Certificate of Registration.

(4) The Registration Fee received under the sub-rule (2) shall be held in a fixed Deposit Account, opened in the name of the Registering Authority, in the nearest Nationalised Bank/Scheduled Bank. The Registering Authority shall maintain the accounts in a register in respect of registration and registration fees received in Form-3.

(5) The refusal order shall indicate the grounds for such refusal and shall be in writing and communicated to the applicant.

**5. Registration of an Existing Recognised Institute.-** (1) For registration of a Institute referred to in Section 33 shall file a statement in Form 4 within six months from the date of commencement of these rules, or from the date of appointment of the registering authority whichever is later.

(2) No fee shall be payable for registration of an Institute under sub-rule (1).

(3) On being satisfied that the Institute is fit in all respects to be registered, the Registering authority shall issue a certificate of Registration in Form 5, within a period of three months.

**6. Form of Register of Institutes.-** The Registering Authority shall maintain a Register of registered Institutes in Form 6. Every such Register shall be firmly bound and given running Folio Number. On exhaustion of all the Folios, the date of such exhaustion shall be recorded by the Registering Authority on the first inner page.

**7. Recognition of New Institutes.-** Every Registered Institute shall make an application in Form-7 to the competent authority alongwith a Fee of one hundred rupees by way of a Demand Draft, made payable to the Joint Director of Public Instruction of the respective Division, and seeking Recognition, within a period of two months from the date of starting the Institute.

**8. Conditions for Recognition.-** (1) Every Institute seeking Recognition shall-

- (a) Pays a Security Deposit of One Thousand rupees through Demand Draft, made payable to the Joint Director of Public Instruction of the respective Division, and enclosed to the application;
- (b) Meet the conditions specified for teaching staff, accommodation, furniture, equipment, syllabi and reference books under these rules;
- (c) Make admissions in accordance with these rules;
- (d) Charge only such rate of fees as prescribed by the Department from time to time.
- (e) Does not undertake or allow job-typing within the premises of the Institute;
- (f) Maintain all records and registers specified under the Act and the rules;
- (g) provide reading and reference facilities;
- (h) ensure that the principal and staff possess the qualifications prescribed for appointment;
- (i) ensure that in the case of an institute in a town having a population of twenty-five thousand and above at least six type writers and in the case of an institute situated in places where population is less than twenty- five thousand, at least four typewriters are kept in good working condition at all times;
- (j) provide furniture of the following minimum dimensions:  
Tables 27 "wide x 30" height x 18" breadth/length

Stools 12 "wide x 21" height x 12" breadth/length;

- (k) provide all the reference/text books, teaching aids, equipment like black board, wall clocks, stopwatch, storage cabinet and a set of essential typewriter tools;
- (l) provide in respect of Shorthand classes, either desks, or tables and stools or chairs, if tables are provided, each student should have an independent table with a stool or chair. The institute should have Shorthand Dictionary, General Dictionary, Shorthand Charts and approved books;
- (m) provide in respect of theory subjects, desks, or tables and stools or chairs;
- (n) submit periodical statistical returns as on 31st December every year, in form-9 to the Competent Authority.
- (o) undertake to abide by the orders and instructions issued by the Department from time to time;
- (p) keep open the institute for visits and inspections by the officers of the Department not below the rank of the Assistant Director of Public Instruction (Commerce Education), unless it is specifically notified as exempt;
- (q) not teach a subject or grade for which it is not recognised without the previous permission of the Department; and
- (r) present candidates only for commerce Examination conducted by the Karnataka Secondary Education Examination Board.

(2) The institute which does not fulfil the conditions specified in sub-rule (1) may be approved provisionally for a period of three months in accordance with clause (b) of sub-section (6) of section 36. Such institute shall not admit fresh batch of students during the period of such provisional approval.

(3) The Institute granted provisional approval shall be given an opportunity to rectify the defects as pointed out in the Inspection Report, and fulfil all the conditions of Recognition and submit a compliance report within a period of one month from the date of granting provisional approval. If the action taken by the Management of the Institution is satisfactory and fulfils all the conditions of Recognition, issue a certificate of Registration in Form 8. If the competent authority is not for satisfied with the report, he may refuse to grant such certification.

(4) Every order of grant or refusal of recognition passed under section 36 shall be communicated to the Registering Authority and to the applicant.

**9. Recognition of Existing Institutes.-** (1) An Institute referred to in clause (a) of sub-section (1) of section 38 shall fulfil all the conditions of recognition, except that,-

- (i) no such institute shall be required to pay the security deposit;
- (ii) no fee shall be collected if it is a Government institute provided it complies with the provisions of the Act and the rules within a period of six month, and makes an application to the Competent Authority in Form-7.

(2) All the Institutes which are established and recognised in accordance with rules in force immediately before the commencement of this Act and in existence at such commencement shall be deemed to be Educational Institutions established and recognised under this Act and the rules made thereunder.

(3) The Institute imparting Commerce Education, which is in existence at the commencement of this Act, but which has not been recognised in accordance with the rules in force immediately before such commencement shall discontinue to impart Commerce Education from such commencement unless within sixty days of such commencement, an application for recognition is made as per form-8 in accordance with the provisions of the Act and the rules made thereunder, and every such application shall be disposed of within sixty days of its receipt by the competent authority. No such Institute shall run after the application for its recognition is rejected.

**10. Up-gradation of Institute.-** For the purpose of section 32, an Institute may make an application to the Registering Authority in Form-7 for grant of permission or up-gradation accompanied by a fee of fifty rupees only, and such application shall be made only in the month of October. The Certificate of Registration issued to such Institute shall be amended accordingly. The Institute shall apply for grant of recognition, in form-7 for the additional subject for which permission has been granted. The Department shall grant recognition for such additional subject only, if the Institute is already granted recognition for the other subjects.

**11. Withdrawal of Recognition.-** If an Institute which has been recognised or approved provisionally fails to fulfil one or more of the conditions of recognition and fails to comply with the orders of the Competent Authority, such non-compliance shall be recorded in writing and communicated to the Institute to remedy the defects and submit compliance report to the Competent Authority within one month from the date of receipt of such communication. If such Institute fails to submit compliance report within the specified period or if the action taken by the Institute in remedying the defects, in the opinion of the Competent Authority, is unsatisfactory, the Management shall be asked to show cause as to why recognition should not be withdrawn. If the explanation offered by the Institute is not acceptable, the Competent Authority may withdraw the recognition granted to the said Institute by an order, which shall be communicated to the Institute by Registered Post.

**12. Appeal.-** Any person may prefer an appeal under section 130 within a period of thirty days from the date of order made under these rules. For the purpose of this rule the Commissioner for Public Instruction shall be the appellate authority. The provisions of the Karnataka Educational Institutions (appeal, revisions and review) Rules 1998 shall apply *mutatis and mutandis*.

**13. Admission.-** (1) Application for admission to the Institute shall be made in Form-10. A single application be issued for all the subjects together, in case a student seeks admission for all subjects at a time. Only one admission fee and one reading room fee shall be collected from such students. If the student takes up an additional subject during the term only admission fee shall be collected for the additional subject but not the reading room fee. A student desirous of joining the higher grade after passing the lower grade shall seek fresh admission.

(2) No Institute shall admit a student who has studied in another recognised Institute without production of the Transfer Certificate

(3) No Institute shall be refused admission merely on the ground that he/she belongs to a particular community, religion, caste or creed.

**14. Category of students.-** Students of the Institute are categorised as follows:-

(a) School candidates.- School candidates shall fulfil the following conditions namely:-

- (i) Students who possess the minimum educational qualifications prescribed shall be admitted as school candidates. Only such students shall be eligible to take the examination conducted by the Karnataka Secondary Education Examination Board. Students who are on the rolls of the Institutes as on 15th February are eligible to take up examinations in the month of November of the same year and such of the students who are on the rolls as on 15th September are eligible to take up examinations in the month of May of the following year, provided their names appear in the list of school candidates submitted to the Karnataka Secondary Education Examination Board and also they have put in a minimum attendance of one hundred and eighty days from the date of admission up to the date of examination.
- (ii) The minimum qualification for admission to the Junior Grade in Typewriting, Shorthand and other theory subjects shall be a pass in S.S.L.C. or equivalent examination.

<sup>1</sup>[Provided that a candidate who has failed (including an absentee) in SSLC examination may also be permitted to appear for Junior Grade Typewriting Examination (both Kannada and English) as a School candidate.]<sup>1</sup>

1. Inserted by Notification No. ED 4 LCE 2002, dt. 28th January, 2003

- (iii) A student who has passed the Junior Grade Examination in English Shorthand or equivalent Examination and has put in an minimum of sixty working days of attendance from the date of admission up to the date of the examination, shall be eligible to appear for the intermediate Examination in English Shorthand at the immediate next examination.
- (iv) A student who has passed the Junior Grade Examination in English Typewriting or Kannada Typewriting or Kannada Shorthand shall be eligible to appear for the Senior Grade Examination in the respective subject and language provided <sup>1</sup>[he/she has passed the SSLC or equivalent examination and has put in a minimum attendance of one hundred eighty days from the date of admission upto the date of examination]<sup>1</sup>.

1. Substituted by Notification No. ED 4 LCE 2002, dt. 28th January, 2003

- (v) A student who has passed the Intermediate Grade Examination in English Shorthand and has put in a minimum attendance of sixty working days up to the

date of the examination shall be eligible to appear for the Senior Grade Examination in English Shorthand, at the immediate next examination.

- (vi) A student who has passed the Senior Grade Examination in English Typewriting or Kannada Typewriting or English Shorthand or Kannada Shorthand or equivalent examination and has put in a minimum of one hundred and eighty working days of attendance up to date of the examination shall be eligible to appear for the Proficiency Grade Examination in the respective subject and language.
- (vii) A student who has passed the Junior Grade Examination in Theory Subjects, and has put in a minimum of one hundred and eighty working days of attendance up to the date of examination shall be eligible to appear for the Senior Grade Examination in the respective subjects.
- (viii) The Examination in English Typewriting, Kannada Typewriting , and Kannada Shorthand in Junior, Senior and proficiency Grades; in English Shorthand in Junior, Intermediate, Senior and Proficiency Grades, and in Theory Subjects in Junior and Senior Grade shall be held twice every year, i.e., in May/June and November/December.

**(b) Practising Students.-** A student who does not possess the minimum prescribed educational qualification may be admitted to the Institute as a Practising Student. He shall not be eligible to appear for the Commerce Examination until he is qualified in accordance with rules and has put in minimum term days after acquiring the minimum qualification.

**(c) Repeaters.-** A candidate who has once appeared for the Commerce Examination and failed at the examination shall be treated as Repeater for the respective subject and grade. A candidate who has completed term days and absent for the Examination may also be treated as a Repeater.

**(d) Private Candidates.-** The following classes of candidates shall be considered as Private Candidates. They need not put in the required term days for appearing for commerce examinations. Candidates mentioned under (i) and (ii) below shall apply and obtain permission of the Karnataka Secondary Education Examination Board before the end of December for the next May/June Examination, and before the end of July for the November/December Examination.

- (i) Candidates who have obtained prior permission of the Karnataka Secondary Education Examination Board to appear by private study, on the conditions laid down by the Karnataka Secondary Education Examination Board for time to time.
- (ii) Teachers of Commerce Institute shall be eligible to appear for the Commerce Examinations as private candidates.

**(e) Candidates desiring Improvement in Results.-** A candidates desirous of improving his/her result shall be eligible to appear for the Examination for the same subject and grade within two years from the date of announcement of result, after applying and obtaining necessary permission in writing from the Karnataka Secondary Education Examination Board.

**(f) Candidates from other States.-** In case of students from other States who wish to take up the Commerce Examination in this State at the higher grades, in the absence of any parity of standards with other States, such candidates in all only be eligible to be admitted as school candidates, for the subject at the lowest level, irrespective of the Certificate they may have obtained in their native State.

**15. Parity of Standards.-** (1) The Diploma-in-Craftsmanship in Stenography (English) awarded by the Directorate General of Employment, and Training Ministry of Labour and Employment Government of India is treated as equivalent to the Junior Shorthand and Junior Typewriting Examination in English.

(2) A pass in II Year Diploma Examination in Commercial Practice conducted by the Board of Technical Education of Karnataka is equivalent to a pass in Junior Grade Examination in Typewriting and Shorthand of the Karnataka Secondary Education Examination Board in the respective language.

(3) A pass in III Year Diploma Examination in Commercial Practice conducted by the Board of Technical education of Karnataka is equivalent to a pass in Senior Grade Examination in Typewriting and Shorthand of the Karnataka Secondary Education Examination Board in the respective language.

(4) A pass in the Basic Examination of Secretarial Practice (English) of the Directorate General of Employment and Training, Ministry of Labour and Employment, Government of India, is equivalent to a pass in the Junior Grade Examination in English Typewriting and English Shorthand of the Karnataka Secondary Education Examination Board.

(5) A pass in the Advanced Examination of Secretarial Practice (English) of the Directorate, General of Employment and Training, Ministry of Labour and Employment, Government of India, is equivalent to a pass in the Senior Grade Examination in English Typewriting and English Shorthand of the Karnataka Secondary Education Examination Board.

(6) A pass in the II Year B.A. (Secretarial Practice) Examination of the University of Mysore, is equivalent to a pass in Junior Grade Examination in English Typewriting and English Shorthand of the Karnataka Secondary Education Examination Board.

(7) A pass in the III Year B.A. (Secretarial Practice) Examination of the University of Mysore, is equivalent to a pass in Senior Grade Examination in English Typewriting and English Shorthand of the Karnataka Secondary Education Examination Board.

**16. Rustication of Students.-** (1) Students shall be rusticated for such period which shall not exceed one year by the Registering Authority in the following cases:

(a) Students who are found to have secured admission or attempted to secure admission by means of false or forged School Leaving Certificate or by false representation of any kind.

(b) Students who have been found guilty of misconduct.

(2) No students shall be rusticated without giving an opportunity of being heard.



**17. Fees for Transfer Certificate.-** No fees shall be charged for Transfer Certificate or Pass Certificate/Marks Card. A fee of Five Rupees may be charged for duplicate copy of the Transfer/Leaving Certificate.

**18. Class Hours.-** The duration of each class in Typewriting Shorthand and Theory Subjects shall be forty-five minutes. The Institutes shall work six days in a week. The Institute shall notify the working hours, for information of the public.

**19. Holidays and Vacations.-** The Institute shall observe all the General Holidays approved by the Department of Public Instruction. The Institute may observe, in addition, four days of holidays in a year, according to local needs, with due intimation to the Registering Authority. It shall also observe two vacations of one week duration each, one after the May/June examination and another after November/December examination each year.

**20. Qualification of teaching staff.-** (1) Following shall be the minimum qualifications for the teaching staff of the Institute.

- (a) The Principal employed in the Institute shall have Passed at least Pre-University Course or equivalent examination and in addition, shall have passed Senior Grade Examination in Typewriting or Shorthand or equivalent examination, as the case may be.
- (b) The Instructor employed in the Institute to teach Typewriting and Shorthand in Junior and Senior Grades shall have passed atleast Pre-University Course or equivalent examination and shall have passed Senior Grade Examination in Typewriting or Shorthand or equivalent examination in the respective language, as the case may be.
- (c) The Instructor employed in the Institute to teach proficiency Grade Typewriting or Shorthand shall be a Graduate of a recognised University and shall have passed Senior Grade Examination in the respective subjects or a pass in the Pre-University Course or equivalent examination, and in addition shall have passed the Proficiency Grade Examination in Typewriting or Shorthand in the respective language, conducted by the Karnataka Secondary Education Examination Board.
- (d) The Instructor for teaching Theory subjects shall have passed a Degree in Commerce of a recognised University, or any graduate with Diploma in Commerce awarded by the Karnataka Secondary Education Examination Board or Equivalent Examination.

(2) The Principal and the Instructor employed in the Institute must have attained the age of eighteen years and not attained the age of sixty years.

(3) The management shall report to the Registering Authority all the appointments made within three months from the date of such appointments and the Registering Authority shall grant approval for such appointments, in accordance with the rules, within three months from the date of receipt of the application.

**21. Instructor/Student Ratio.-** The Instructor/Student Ratio in respect of typewriting and shorthand classes shall be 25:1, and in respect of theory subjects 40:1.

**22. Change in Management.-** (1) If the Management of a duly recognised Institute is inherited by a legal successor, it shall be deemed as no change in the Management. The Legal Successor shall duly intimate the change in the Management in Form-12 to the Registering Authority, with necessary documents, and shall obtain approval within three months from the date of change in the Management.

(2) If the Management of a recognised Institute is changed due to sale, and the Institute continues to be in the same building, it shall be deemed as change in the Management. The buyer shall intimate the change in the Form-12, with necessary documents, to the Registering Authority within three months from the date of purchase of the Institute and obtain approval of the same. The buyer shall also give a declaration in writing to run the Institute in accordance with the rules, and instructions of the Department, issued from time to time.

(3) In case of change in the Management under sub-rule (1) and (2) the Institute is shifted to a different place, it shall be treated as a new institute. The Management of such institute shall seek fresh Registration and Recognition as per rules, within three months from the date of such change, and obtain approval from the Registering Authority.

**23. Shifting of Institute.-** (1) A Recognised Institute should not be shifted from the permitted place to any place without obtaining prior permission by the Registering Authority. The Registering Authority after necessary verification of the new premises, with respect to its suitability to run the Institute, and if there is no violation of the conditions of the Registration and Recognition, approve such shifting.

(2) No Registered and Recognised Institute shall be permitted to shift from one town to another town, or one city to another city.

(3) The application for shifting the Institute shall be submitted in Form-12 to the Registering Authority.

**24. Maintenance of Records.-** (1) Every Recognised Institute shall maintain the following Registers and Records, namely :-

- (a) **Admission Form File.-** The Application Form for Admission to the Institution shall be serially numbered and properly filled for each financial year separately, from 1st April to the 31st March of the next year. The files are to be preserved for at least Five years.
- (b) **Admission Registers.-** Fresh Admission Numbers shall be assigned from 1st April every year. All the columns in the Admission Registers shall be properly filled and attested by the Head of the Institute every month. This shall be a permanent record.
- (c) **Fee receipt.-** Printed Fee Receipt Books should be maintained in Form 14. It shall be serially numbered and shall have full details of the different kinds of fees collected. The carbon copy of the Fee Receipt should be preserved for atleast Five years.

- (d) **Fee Collection Register.-** All kinds of fees collected shall be entered in the Fee Collection Register. Monthly abstract of the fees collected shall be properly drawn. The Fee Collection Register shall be in Form - 15 and shall be retained for atleast Five years.
- (e) **Cash Book.-** Daily receipts and payments shall be recorded in the Cash Book as per in Form - 16 and balanced every month. Cash Book shall be preserved for atleast Five years.
- (f) **Library and Reading Room Account.-** Library and Reading Room Fee collected shall be maintained separately and expenditure shall be accounted for. This shall be retained for atleast Five years.
- (g) **Staff Attendance Register.-** Attendance Register of the staff shall be maintained, irrespective of the number of staff. This shall be a permanent record.
- (h) **Students Attendance Register.-** The names of the students, in each subject and grade, shall be entered in the Attendance Register under separate serial numbers. Attendance shall be marked daily and initialed by the Instructor. The Students Attendance Register shall be retained for Five years.
- (i) **Voucher File.-** Vouchers shall be obtained in respect of every payment made. They shall be kept from 1st April to 31st March every year, and shall be serially numbered and filed. Cross reference to voucher numbers shall be indicated in voucher column of the Cash Book. The Voucher's File shall be retained for atleast Five years.
- (j) **Acquittance Roll.-** Payment of honorarium shall be recorded in the Acquittance Roll, the signature of the receiver obtained and the disbursement certified. This shall be a permanent record.
- (k) **Stock Registers.-** The stock of the assets of the Institute shall be classified and recorded in the Stock Register with details of the items, date of purchase, invoice value, etc., as in Form-17. This shall be a permanent record.
- (l) **Transfer Certificate Book.-** The Transfer Certificate Book shall be maintained in Form-11. This shall be a permanent record.
- (m) **Records of Periodical Tests.-** Records of conduct of periodical tests and mechanism classes shall be maintained. This shall be retained for atleast Five years.
- (n) **Admission Ticket, Marks Card and Certificate Issue Register.-** Admission Ticket, Marks Card and Certificates issue Register shall be maintained. This shall be a permanent record.
- (o) **Follow-up Register.-** Observations made and instructions issued by the Departmental Officers at the time of visits or inspections shall be recorded and action taken shall be noted and intimated to the Registering Authority.
- (p) **Examination Fees Collection Receipt.-** The Receipt of Collection Examination Fees shall be in Form 18.

(2) The Head of the Institute/principal shall be responsible for maintenance of accounts, records and registers.

**25. Correspondence.-** The Institute filling applications, letters, appeals, etc., shall address to the concerned authorities, duly indicating the Registration number and date, if any, and applications, letters, appeals, etc., shall be personally delivered in the concerned office and due acknowledgment obtained, or shall be sent by registered post acknowledgment due.

**26. The functions and the powers of the Board.-** (1) The Board established for the Commerce Education under sub-section (4) of Section 10, shall have the following powers and functions namely:-

- (a) To advise the State Government on the Co-ordinated development of Commerce Education in the State, and
- (b) To advise on such other matters as may be entrusted by the State Government from time to time.

(2) The terms of appointment, terms of reference and other terms and conditions shall be specified in the Notification.

(3) The recommendations of the Board shall be made by a simple majority of the members present and voting. In case of equal division of votes, the Chairman of the Board shall have the right to exercise the casting vote.

(4) The Board will meet at least once in six months and will examine the need for affecting from time to time, modifications or changes in the conditions of Registration, recognition, etc., if necessary. The Board will examine the development of commerce Education and examination, its fee structure, demands of the Commerce Educational Institutes Association of Karnataka, and such other matters as may be referred to it by the State Government.

By Order and in the name of  
Governor of Karnataka

**H.S. Venkatesaiah**  
Under Secretary to Government  
Education Department (General)

**FORM 1**

(See Rule 3)

**Government of Karnataka**

(Department of Public Instruction )

(Commerce Education )

Form of Application for Registering of New Commerce Institute

To

Specify here the Registering Authority

Sir,

Court fee Stamp of Rs 10.00 should be affixed here
-------------------------------------------------------

- 1 Name of the Applicant (in Block letter) Sri / Smt./ Kum.  
Name of the father (in Block letters)  
And Full Address Door No.  
Cross / Main / Street/Locality / Block / Stage /  
Phase with PIN code Taluk  
District
- 2 Name of the proposed Institute
- 3 Whether he/she is a Government /  
Quasi / Government Servant ?  
If yes, permission letter obtained from  
his / her Employer to run the Institute  
should be enclosed.
- 4 His / Her Qualifications  
General  
Technical / Commercial
- 5 Management and its constitution  
(individual proprietorship / Registered  
Society / Partnership)  
SC / ST / Minorities / Others
- 6 Exact location of the proposed  
commerce institute Door No.  
Cross, Main, Street  
Locality / Block  
Stage / Phase  
Place with PIN code  
Taluk  
District

- 7 Whether proposed building is own or rented ?

If it is own building, attested copy of Khata certificate enclosed.

If it is rented building, consent letter from the landlord to spare the building to run the commerce institute enclosed.

- 8 Staff proposed to be appointed (Whether full-time or part-time) shall be indicated.

- 9 His / Her financial capacity to start the Institute

- 10 Proposed subjects and grades

- 11 Whether he/she is able to provide all equipment as per Rules ?

- 12 Number of existing Commerce Institutes in the locality ( Distance from the proposed institute to the existing institute documentary proof to be enclosed)

13. Whether he/she has enclosed the demand draft being the Registration Fee ?

Demand Draft  
Name of the Bank Issuing  
Office No.

Amount Date

I, Sri /Smt. / Kum. .... hereby declare that the information furnished above are true to the best of my knowledge, and I agree to follow the rules and of the Department, if Registration is granted to run the Institute.

Place :

Date :

- Enclosures :
1. Permission letter Employer
  2. Attested copy of Khata Certificate
  3. Consent letter from landlord
  4. Distance Certificate
  5. Demand Draft / Banks's Cheque

**FORM 2**  
(See Rule 4 (2) )

GOVERNMENT OF KARNATAKA  
(Department of Public Instruction)  
(Commerce Education)

Office of the

Certificate No.

Date

Certificate of Registration (Commerce Education)

Certified that .....

.....  
.....  
..... (Full address of the person/ Management ) has  
been registered under section 31 of the Karnataka Education Act, 1983 (Karnataka Act No. 1 of  
1995) this day the .....  
(month and year) for the purpose of running a commerce institute at .....

.....  
.....  
(detailed address of the institute with PIN code)

1. Serial No
2. Registration fees paid Rs .....
3. Type of Institution : SC/ ST or Minority / Others
4. Subjects and grades for which permission is accorded;

The commerce Institute is registered at Sl. No..... AT page No ..... of  
Volume No ..... of the Register of Registered Commerce Institutions Maintained  
in this office. The Certificate of Registration issued herein is subject to conditions stipulated  
under rule 4(1) or under any provision of the Commerce Education Rules, 1998 as amended  
from time to time.

The registration granted is subject to withdrawal at any time in case any of the conditions  
of registration are violated.

Signature Name and description and Office  
Seal of the Registering Authority.

Place  
Date

**FORM 3**

See Rule 4 (4)

Name and Address of the Institute

Office of the Joint Director of Public Instruction ..... Division

**REGISTER OF REGISTRATION FEE, SECURITY FEE AND RECOGNITION FEE**

Sl. No.	Date	Name of Applicant (Person or management shall be specified person, father's name shall be specified) with full postal address	Nature of management Individual/ Partnership/ Society / Trust	nature payment regn. Fee Security Fee Recognition Fee	Amount	Bank Name and Addr.	DD No. and Date	Remarks	Signature of the Registering Authority

(One Sheet for each Institute)



**FORM 4**

(See Rule 5)

(Information against all columns to be furnished in full failing which the application is able to be rejected)

To

(Specify here the designation and address of the Registering Authority)

Sir,

For and behalf of the Mangement of / For and on behalf of partners / on my own behalf

.....this  
 application is being submitted for registration of the said Institution under Section 33 of the  
 Karnataka Education Act, 1983 (Karnataka Act No. 1 of 1995) for registration of an existing  
 recognised commerce Institution, namely.....

Particulars are as follows :

- 1) Name and address of the existing  
recognised Commerce Institution
- 2) Nature of the Management :
  - a) Individual propriorship
  - b) Partnership
  - c) Society / Trust
 (Attested copy of permission letter  
 / Partnership Deed / Memorandum  
 of Association / Trust Deed enclosed)
- 3) Details of Subjects and grades  
for which recognition has been granted
- 4) No. and date of the order  
giving recognition and the  
authority (Attested copy enclosed)
- 5) Nature of recognition temporary / Permanent
- 6) KSEEB Institute Code Number
- 7) Number of teaching staff and  
non-teaching staff employed  
(details enclosed)
- 8) Any other Information the applicant wished to furnish

I request that a Registration Certificate may please be issued. certified that the Information furnished above is true and correct to the best of my knowledge and belief.

Yours faithfully,

Place :

Date :

Signature, Name and Designation of the applicant seal of the Institute

**Enclosures :**

1. Attested copy of certificate of Registration of Trust / Management
2. Attested copy of Memorandum of Association of Trust / Management
3. Attested copy of Certificate of Recognition
4. Details of teaching and non-teaching staff

**FORM 5**

(See Rule 5 (3))

**CERTIFICATE OF REGISTRATION FOR RECOGNISED COMMERCE INSTITUTION  
EXISTING AT THE COMMENCEMENT OF THE ACT**

SL. No.

Certified that.....

.....  
.....  
has been running the following courses at the commencement of the Karnataka Education Act, 1983 (Karnataka Act No. 1 of 1995)

1. KSEEB Institute Code
2. Subjects, Grades and intake
3. Name and Address of the Registering Authority
4. Recognition Order Number and Date
5. Nature of recognition. Temporary / permanent
6. Security amount paid Rs. ....

(DD / Banker's Cheque No ..... Dated.....)

This Certificate is issued this ..... day of..... of one thousand nine hundred .....

.....  
This Commerce Institution is registered at Sl. No. .... of page No ..... of Volume No ..... of Register of Recognised Commerce Institutions maintained in this office.

The Certificate of Registration is issued in accordance with section 33 of the Karnataka Education Act 1983 (Karnataka Act No. 1 of 1995) and rule 5 of the Karnataka Educational

Institutions (Registration and Recognition of Commerce Institutes) Rules, 1998, and is subject to withdrawal for violation of any of the conditions.

Place :

Signature, Name and Designation

Date :

of the Registering Authority Official Seal

Enclosures :

1. Attested copy of certificate of Registration of Trust / Management
2. Attested copy of Memorandum of Association of Trust / Management
3. Attested copy of Certificate of Recognition
4. Details of teaching and non-teaching staff

**FORM 6**  
(See Rule 6)

Office of the Joint Director of public Instruction..... Division

**REGISTER OF REGISTERED COMMERCE INSTITUTES**

Sl. No.	Name of Application with full postal address	Name and address of the Institute (full postal address)	Whether Institute belongs to SC/ ST or Minority or Others	Registration No. and Date	Recognition No and Date	Subject/ grade for which recognition is granted	Nature of recognition temporary/ permanent	Re- marks	Signature of the Registering Authority
1	2	3	4	5	6	7	8	9	10

(One Sheet for each Institute)

**FORM 7**

See Rule (7,8,9,10,11)

**FORM OF APPLICATION FOR RECOGNITION OF COMMERCE INSTITUTES**

(Note : Information against all columns to be furnished in full  
Failing which the application is liable to be rejected.)

Fresh Recognition for the year	Registration number
Provisional approval of existing	
recognition Permanent Recognition	KSEEB Institute Code
UPGRADATION	
1 Name of Institute(in Block Letter)	
2 Location Door No. Cross / Main / Street Locality / Block / Stage / Phase Place, pin Code, Taluk District	
3 Registration Number and Date and the Registering Authority (Copy of the Certificate of Registration enclosed)	
4 Date of Establishment	
5 Date of Fresh Recognition Date of renewal of Recognition (Copy of Certificate of Recognition enclosed)	
6 KSEEB Institute code	
7 Society, Association or person owning the institute attested copy of the Bye- laws or Trust Deed or partnership Deed enclosed	
8 Person authorised to correspond with the Department ( consent or Authority letter by the owner of the Institute enclosed)	
9 Financial position of the Institute (Permanent Fund and other sources of income approximate annual income and expenditure)	
10 Subjects and grades for which recognition is sought	
11 Number of candidates on the roll as on	Subject Grade Number
13 Accommodation available (Number of rooms to be specified)	

14	Details to Typewritersfurniture and other equipment	
15	Working Hours of the Institute	
16	If Library is provided the number of books in the Library	General Professional
17	Rates of Fees levied	
18	Details of the Records and Registers maintained	
19	Whether the Demand Draft in respect of Security deposit and Recognition Fee is enclosed	Name of Bank Place of Issue No Date Amount
20	Remarks	

### DECLARATION

Sri / Smt. / Kum. .... on behalf of the Management of the Institution, hereby declare that the information furnished above are true and correct to the best of my knowledge and belief and I agree to abide by all the rules laid down in the conditions of Recognition of Commerce Institutes.

The Management also agrees to the condition that the Institution once recognised temporarily or permanently shall not be closed down abruptly at any time. In case of closure of the institute, the institute shall obtain

the permission of the Department. In case the Institute is closed without obtaining previous permission for closure from the Registering Authority, the security deposit may be forfeited.

Place :

Date :

Signature of

the Head of the

Institute / Management

Enclosures :

1. Copy of Certificate of Registration
2. Copy of certificate of Recognition
3. Attested copy of the Bye laws of Trust Deed of Partnership Deed
4. Consent letter by the owner of the Institute
5. DD / Banker's Cheque

**FORM 8**

[See Rule 8(3) ]

Office of the

Date

No

**CERTIFICATE OF RECOGNITION**

Certified that.....  
 (Full Address of the person / Management) ..... has been  
 registered under section 36 of the Karnataka Education Act 1983 (Karnataka Act No. 1 of  
 1995) this day the ..... (Month and year)  
 for the purpose of running a Commerce Institute name .....  
 .....at .....  
 (detailed address of the Institute with PIN code) .....

1. Serial No.
2. Registration No ..... Dated .....
3. Recognition fees paid :  
 Rs .....
4. Nature of Recognition : Temporary / permanent
5. Type of Institution : SC /ST / Minority / Others
6. Security Deposit paid : Rs .....
7. Subjects and Grades for which recognition is granted

The Commerce Institute is registered at Sl. No. .... at page No  
 ..... of Volume No ..... of the Register of  
 Recognised Commerce Institutes maintained in this office. The Certificate of Recognition  
 issued herein is subject to conditions stipulated under rule 9 of the Commerce Registration and  
 recognition of Rules 1998, as amended from time to time.

The recognition granted is subject to withdrawal at any time in case any of the conditions  
 of recognitions are violated.

Signature with name and Designation of the Registering Authority with Office Seal

**STATISTICAL RETURN FOR THE YEAR ENDING  
FROM 1<sup>ST</sup> JANUARY TO 31<sup>ST</sup> DECEMBER**

**FORM 9**

[See Rule 8 (2)]

**STATISTICAL RETURNS**

Name and Address  
of the Commerce Institute

To :

**STATISTICAL RETURN FOR THE YEAR ENDING  
FROM 1<sup>ST</sup> JANUARY TO 31<sup>ST</sup> DECEMBER**

1	Name of the Institution	
2	Address of the Door No. Institution Cross / Main / Street Locality / Block / Stage / Phase Place with PIN Taluk District	
3	KSEEB Institution Code	
4	Date of Establishment	
5	Registration Number and Date (Copy of Order enclosed)	
6	Recognition number and Date (copy of order enclosed)	
7	Name of the owner / Management (if run by Management, bye-law copy enclosed)	
8	Subjects taught 1. 2. 3. 4. 5. 6. 7. 8.	Grade No of students on roll
9	Details of students	

10	Principal / Instruction / staff 1. 2. 3. 4. 5.	
11	Typewriters	
12	Own Building or Rented building Furniture and other equipment	Kannada English Total
13	(Details to be furnished)	1. Tables 2. Chairs 3. Stools 4. Desks 5. Benches 6. 7. 8. 9.
14	Financial Position of the Institution	1. Total Receipts 2. Total Payment
15	Whether the Institute is getting any financial aid from the State Government / Central Government or from any other sources, If yes give full details and enclose order copy	Balance
16	Remarks	

The information furnished above are true and correct to the best of my knowledge.

Place :

Date :

Signature of the Principal / Owner  
Seal of the Institute

#### ENCLOSURES :

1. Copy of Certificate of Registration
2. Copy of Certificate of Recognition
3. Copy of Bye-Law of Trust / management
4. Copy of order of financial aid

Financial Position of the Institution



**FORM 10**  
(See Rule 11)

**APPLICATION FOR ADMISSION  
TO THE COMMERCE EDUCATIONAL INSTITUTION**

Name of the Institute and Address :

1	Name of the applicant (in Block letter)	
2	Father's Name	
3	Residential Address	
4	Sex	
5	Date of Birth (in figures and in words)	
6	Occupation and income of (a) Father (b) Guardian (c) Applicant	
7	(a) Nationality and Religion (b) Whether He / She belongs to SC /ST	Reg. No      Year of passing
8	Educational Qualifications (a) General (b) Commercial	
9	Last Commerce Institute attended	
10	Whether leaving certificate attached	
11	Subjects / Grades for which admission is sought	

I hereby declare that the information furnished above are true and correct. I shall abide by the rules, regulations and instructions of the Department issued from time to time

Place :

Date :

Signature of applicant

Admission No.

Date

Signature of Principal  
Seal of the Institute

**FORM 11**

[See Rule 13 (2) and 23 (1) ]

**TRANSFER CERTIFICATE**

Name and Address of the Commerce Institute

Institute Code :

Registration No:

T. C. No.

Date :

1	(a) Name of the Candidate (in Block Letter) (b) Sex	
2	Father's Name	
3	Date of Birth (in words and figures)	
4	Admission No. and Date	
5	(a) Whether he/she paid the fees up to date (b) Whether he/she has returned library books	
6	Subject and grade in which the candidate was studying at the time of leaving	
7	No. of working days and number of days actually attended by the student on the date of leaving	
8	Last date attended the class	
9	Sl. No. in the list of students sent to the Department as on 15 <sup>th</sup> February/15 <sup>th</sup> September	Sl. No. List as on 15 <sup>th</sup> February/ 15 <sup>th</sup> September
10	Date of application for Transfer Certificate	
11	Date of Issue of Transfer Certificate	
12	Character and Conduct	
13	Remarks	

Place :

Date :

SIGNATURE OF THE PRINCIPAL  
SEAL OF THE INSTITUTE

**FORM 12**  
(See Rule 21)

**APPLICATION FOR CHANGE OF MANAGEMENT OF REGISTERED/RECOGNISED  
COMMERCE EDUCATIONAL INSTITUTION**

From

To

The Joint Director of Public Instruction  
..... Division ,  
.....

Sir,

I hereby furnish the details regarding change of management of the Institute. I request you to kindly consider and approve and communicate the same at an early date.

1	Name and address of the Registered Commerce Institution	
2	KSEEB Institute Code	
3	Registration Number and Date (Copy enclosed)	
4	Particulars of Management as registered (Attested copy enclosed)	
5	Particulars of Management as modified (Attested copy enclosed)	
6	Reasons for change of management (Certified copies of necessary documents such as will, death certificate, sale deed, etc., enclosed)	
7	Date of Change	
8	Person authorised to correspond with the Department (Consent of Authority Letter by the owner of the Institute enclosed)	
9	Consent letter from the landlord to rent out the building to the new owner enclosed	
10	Any other Particulars	

**DECLARATION**

I Sri/Smt./Kum. .... on behalf of the Management of the ..... Institution, hereby declare that the information furnished above are true and correct to the best of my knowledge and belief, and I agree to abide by the rules and regulations laid down in the Conditions of Recognition of Commerce Institutions.

Yours faithfully,

Place :

Date :

Signature of the Owner/Management

Seal of the Institute

Enclosures :

1. Copy of Certificate of Registration
2. Copy of Particulars of Management as registered
3. Copy of Particulars of Management as modified
4. Certified copy of Will/Death Certificate/Sale Deed
5. Consent letter from the Management
6. Consent letter from the landlord

(NOTE: The institution should submit application to the concerned authority within three months from the date of change of management. Failure to do so will attract action as per rule 412.)

**FORM 13**  
(See Rule 22)

**APPLICATION FOR SHIFTING OF MANAGEMENT OF REGISTERED COMMERCE  
EDUCATIONAL INSTITUTION**

Note: Information against all columns to be furnished in full failing which the application is liable to be rejected)

From

To

The Joint Director of Public Instruction,  
..... Division,  
.....

Sir,

I hereby furnish the details regarding shifting of management of the Institute. I request you to kindly consider and approve and communicate the same at an early date.

1	Name and institution	
2	Permitted Location (Copy enclosed)	
3	KSEEB Institution code	
4	Registration Number and date (Copy enclosed)	
5	Date of Establishment	
6	Recognition Order number and date (Copy enclosed)	
7	Nature of recognition	
8	Details of proposed location (full address shall be given)	
9	Whether the proposed building own or rented. If it is own building certified copy of khata certificate enclosed. If rented building, consent letter from the landlord agreeing to rent out the building to run the institute enclosed	
10	Reasons for the proposed shifting	
11	Whether it is shifting first time or shifted early. If shifted previously, copy of order obtained from the Department approving the shifting enclosed	
12	Distance by shortest public road to the nearest existing recognised Commerce Institutions (Distance Certificate enclosed)	
13	Any objections from nearby recognised Commerce Institutions	
14	Remarks	

Yours faithfully,

Place :

Date :

Signature of the Applicant  
Seal of the Institute.

**ENCLOSURES :** 1. Copy of Certificate of Registration  
2. Copy of Certificate of Recognition  
3. Certified Copy of Khata Certificate  
4. Consent letter from landlord  
5. Distance Certificate.

**FORM 14**  
[See Rule 23 (c) ]

Name of Institution  
with Address

KSEEB Institute Code

Fee Collection Receipt  
No.

Date

Name of the Student

Subject

Grade

Month

1	Application Fees	
2	Admission Fees	
3	Reading Room Fees	
4	Monthly Fees	
5	Fine	
6	Re-admission Fees	
7		
8		
	Total:	

Place :

Signature of Principal/Instructor

**FORM 15**  
( See Rule 23 (d) )

**NAME AND ADDRESS OF THE INSTITUTE :**  
**FEE COLLECTION REGISTER FOR THE MONTH OF**

Sl. No.	Name of the Candidate	Subject	Grade	Appmn Fees	Admn Fees	R.R Fees	Monthly Fees	Read mission	Fine	Arr-ears	Total	Rt No.	Date	Re-marks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

**ABSTRACT OF FEE COLELCTION DURING THE MONTH OF**

Application Fees  
Admission Fes  
Reading Room fees  
Monthly Fees  
Fine  
Re-admission Fees  
Arrears  
Total

Signature of the Principal

**FORM 16**  
(See Rule 23 (e))

Name of the Institution and Address

**C A S H B O O K**

<b>Dr.</b>				<b>Cr.</b>		
To	Receipt	Rs.	Rs. By	Payment	Rs.	Rs.
	Balance B/f					
	Excess of Expenditure over income contributed by the Management			Excess of Income over expenditure Transferred to Management A/c		
<b>Total</b>				<b>Total</b>		

Signature of the Principal





**FORM 18**  
( See Rule 23(P) )

Name of the Institution with Address

KSEEB Institution Code :

**EXAMINATION FEE COLLECTION RECEIPT**

No.

Date

Name of the Student

Subject	Grade	Month
1	Application Fees	
2	Marks Card Fees	
3	Examination Fees Subject	Grade
4	Fine	
5	Mechanism Fees	
6	Machine Hire	
7	Furniture Hire	
8	Transportation Charges	
	Total :	

Place :

Signature of Principal / Instructor

**DIPLOMA IN COMMERCE AND DIPLOMA IN STENOGRAPHY :**

Candidates who pass in the Senior Grade Examination in the following subject will be eligible for award of Diploma in Commerce :

**Compulsory Subjects :**

1. Book-Keeping and Accountancy
2. Elements of Commerce
3. Office Practice and Procedure

**Any one of the Elective Subjects :**

- (a) Salesmanship and Marketing; or
- (b) Banking Practice; or
- (c) Insurance Practice

Candidates who pass in the Senior Grade Examination in the following subjects will be eligible for award of Diploma in Stenography (English).

English Typewriting  
English Shorthand  
Office Practice and Procedure

Candidates who pass in the Senior Grade Examination in the following subjects will be eligible for award of Diploma in Stenography (Kannada)

Kannada Typewriting  
Kannada Shorthand  
Kacheri Adalitha.

**SCHEDULE OF CLASS FEES :**

Grade	Application Fees (Per Student)	Admission aFees (Per Student)	Reading Room Fee (Per Student)	Re-admission Fee (Per Student)	Monthly Fee (Per Student)	Fine (Per Subject)
	Rs. 5.00	Rs. 10.00	Rs. 10.00	Rs. 1.00		No fine up to 10 <sup>th</sup> of the month
Junior					Rs. 35.00	If Fees paid from 11 <sup>th</sup> to 15 <sup>th</sup> Rs.2.00
Intermediate					Rs. 40.00	From 16 <sup>th</sup> to the end of the month Rs. 5.00
Senior					Rs. 40.00	(If 10 <sup>th</sup> or 15 <sup>th</sup> holidays. the next working day to be considered)
Proficiency					Rs. 55.00	

(Note: Monthly fees shall have to be paid on or before the 10th of every month).

**SCHEDULE OF EXAMINATION FEES:**

All Subjects	Application fees per Subject/ Grade	Marks Card Fees per Subject/ Grade	Examination Fees per Subjects @	Mechanism Fees (for Eng/Kan Typewriting)	Typewriter Hire (for Eng/Kan Typewriting)	Furniture Hire (for Eng/Kan typewriting)	Transportation on charges (for Eng/Kan Typewriting)
	Rs. 5.00	Rs. 5.00					
Junior Grade			Rs. 30.00	Rs. 40.00	Rs. 40.00	Rs. 15.00	Rs. 10.00
Intermediate Grade			Rs. 35.00				
Senior Grade			Rs. 35.00	Rs. 50.00	Rs.40.00	Rs. 15.00	Rs. 10.00
Profeciency Grade			Rs.50.00	Rs. 60.00	Rs.40.00	Rs. 15.00	Rs.10.00

@ SC/ST Candidates are exempted from payment of Examination Fees.

. Repeaters are exempted from payment of Mechanism Fees. + Only for English Shorthand.

**DURATION OF CLASSES : 45 Minutes a Day, Six Days a Week.**

**FREESHIP:** The Management of the Institute may grant freeships and half-freeships up to 10% of the total strength of Institute after due intimation to and approval of the Registering Authority.

**SCHEME OF EXAMINATIONS :**

Sl. No.	Name of the Subject	Grade	I Paper	II Paper	III Paper
1	Typewriting English/Kannada	Junior Senior Profeiciency	15 min. 15 min. 15 min.	90 min 90 min 90 min	- - 30 min (for both examiners)
2	Shorthand English	Junior Intermediate Senior Proficiency	Dictation : 10 min Transcription: 90 min Dictation : 10 min Transcription: 105 min Dictation: 10 min Transcription: 120 min Dictation: 7 min Transcription: 105 min	120 min 120 min Dictation: 5 min Elaboration 120 min Dictation: 5 min Elaboration: 180 min	- - 120 min Dictation: 10 min Condensation: min
3	Shorthand Kannada	Junior Senior Proficiency	Dictation: 10 min Transcription: 90 min Dictaion: 10 min Transcription: 120 min Dictation: 7 min Transcription: 105 min	90 min Dictation: 5 min Elabration: 120 min Dictation: 5 min Elabration: 180 min	- 150 min Dictation: 10 min Condensation: 90 min
4	Kacheri Adalitha (Kannada)	Junior Senior	150 min 150 min	- -	- -
5	Office Practice & Procedure	Junior Senior	150 min 150 min	- -	- -
6	Book-keeping & Accountancy	Junior Senior	150 min 150 min	150 min 150 min	- -
7	Elements of Commerce	Junior Senior	150 min 150 min	150 min 150 min	- -
8	Electives : Salesmanship and Marketing, or, Banking Practice Insurance Practice	Junior Senior	150 min 150 min	- -	- -

**MAXIMUM MARKS :** Maximum Marks for each paper shall be 100, 75 % and above First Class, 60% and above up to 75% Second Class 45% and above up to 60% pass class minimum 35% and aggregate 45%.

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (REGISTRATION AND RECOGNITION  
OF COMMERCE INSTITUTE) (AMENDMENT) RULES, 2003.**

**CONTENTS**

**Rules:**

1. Title and Commencement
2. Amendment of Rule 14

**THE KARNATAKA EDUCATIONAL INSTITUTIONS (REGISTRATION AND RECOGNITION  
OF COMMERCE INSTITUTE) (AMENDMENT) RULES, 2003.**

**EDUCATION SECRETARIAT**

**NOTIFICATION**

**No. ED 4 LCE 2002, Bangalore, dated: 28th January, 2003**

Whereas the draft of the following rules to amend the Karnataka Educational Institutions (Registration and Recognition of Commerce Institutes) Rules, 1999 was published in Notification No. ED 1 VIVIDA 2002, dated: 12.6.2002 in the Karnataka Gazette Part IV-A Extraordinary No.848 dated: 12th June 2002, inviting objections and suggestions from persons likely to be affected thereby:

And Whereas the said Gazette was made available for the Public on 12th June 2002.

And whereas the objections and Suggestions have been received in this regard by the State Government.

Now, therefore in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Educational Act 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby makes the following rules namely:-

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Registration and Recognition of Commerce Institutes) (Amendment) Rules, 2003.

(2) They shall come into force from the date of their publication in the official Gazette.

**2. Amendment of rule 14.-** In rule 14 of the Karnataka Educational Institutional Institutions (Registration and Recognition of Commerce Institutes) Rules, 1999 in clause (a),-

(a) in item (ii), the following proviso shall be inserted, namely:-

"Provided that a candidate who has failed (including an absentee) in SSLC examination may also be permitted to appear for Junior Grade Typewriting Examination (both Kannada and English) as a School candidate".

- (b) in clause (iv), for the words "**he/she has put in a minimum attendance of one hundred eighty days from the date of admission upto the date of examination**" the words "**he/she has passed the SSLC or equivalent examination and has put in a minimum attendance of one hundred eighty days from the date of admission upto the date of examination**" shall be substituted.

By Order and in the name of the  
Governor of Karnataka

**M.N. SOMASHEKAR**  
Under Secretary to Government,  
Education Department  
(Library, Adult Education & Services-III).



**THE KARNATAKA EDUCATIONAL INSTITUTIONS (RECRUITMENT AND TERMS AND CONDITIONS OF SERVICE OF EMPLOYEES IN PRIVATE AIDED PRIMARY AND SECONDARY EDUCATIONAL INSTITUTIONS) RULES, 1999.**

**CONTENTS**

**Rules**

1. Title, Application and Commencement
2. Definition: -
3. Qualification and conditions of service of employees
4. Age:-
5. Schedule of employment:
6. Constitution of Selection Committee

**CHAPTER – II**

7. Period of probation
8. Seniority
9. Resignation
10. Retrenchment of employees
11. Procedure to be followed by Competent Authority under section 98
12. Transfer of employees from one aided institution to another aided institution:
13. Closure of Institutions

**CHAPTER - III**

14. Nature of Penalties
15. Disciplinary authorities
16. Suspension
17. Subsistence allowance during suspension
18. Leave while under suspension
19. Authority to institute proceedings
20. Procedure for imposing minor penalties
21. Procedure for imposing major penalties
22. Non payment of salary arrears in certain cases
23. Communication of orders and Appeal

**CHAPTER – IV**

24. Code of conduct for employees of Educational Institutions:-
25. Professional Duties

**CHAPTER – V**

## 26. General Rules

ANNEXURE-I

ANNEXURE – II

ANNEXURE – III

ANNEXURE- IV

ANNEXURE-V

Form - I

Form - II

NOTIFICATION-I

NOTIFICATION-II

**The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999.**

**EDUCATION SECRETARIAT**

<sup>1</sup>[No.ED 52 ViViDa 99, Bangalore, dated: 10-12-1999]<sup>1</sup>

(As amended by Notification No. ED 64 Vivida 2000 dated 31-1-2001, ED 65 VIVIDA 2000, dt. 3.2.2001, ED 95 VIVIDA 2000, dt. 5.7.2001, ED 48 VIVIDA 2002, dt. 4.9.2002, ED 32 VIVIDA 2003, dt. 26.5.2003, ED 80 VIVIDA 2003 dt. 20.6.2003, ED 1007 SEW 2001, dt. 24.4.2004, ED 1007 SEW 2001, dt. 22.10.2005, ED 79 SLB 2006, dt. 4.1.2007, ED 166 SLB 2006, dt.16.6.2007, ED 161 SEP 2006, dt. 25.10.2007, ED 146 SLB 2007 dt. 27.12.2007 and ED 262 SLB 2007 dt. 7.5.2008)

**NOTIFICATION**

Whereas the draft of the Karnataka Education Institutions (Terms and conditions of service of employees in Private Educational Institutions) Rules, 1999, was published as required by sub section (i) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No.ED 52 ViViDa 99, dated 10.12.99 in Part-IV-2 (c) (i) of the Karnataka Gazette Extraordinary dated 10.12.99, inviting objections and suggestions from the persons likely to be affected thereby.

Whereas the said gazette was made available to the public on 10.12.99.

And whereas the objections and suggestions received in this regard have been considered by the Government.

Now therefore, in exercise of the powers conferred by Section 87 to 101 read with section 145 of the Karnataka Education Act, 1983, (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules, namely -

1. Published in the Karnataka Gazette Part IV - 2c(i) Extraordinary No. 224 dated 10.12.99

**1. Title, Application and Commencement :-** (1) These rules may be called the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999.

(2) These rules shall apply to the Primary and Secondary Educational Institutions receiving grant-in-aid.

(3) They shall come into force from the date of their publication in the official Gazette.

**2. Definition: -** (1) In these rules unless the context otherwise requires—

(a) 'Act' means the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995)

(b) 'Annexure' means an annexure appended to these rules.

(c) 'Appointing Authority' means –

- (i) in respect of all the employees of the aided Primary and Secondary Educational Institution, other than the Head of the Institution, the Managing Committee of the Institution.
- (ii) in respect of the Head of the Institution, the Governing Council.
- (d) 'Disciplinary Authority' means the Managing Committee or as the case may be, the Governing Council.
- (e) 'Form' means a form appended to these rules.
- (f) 'Head of the Department' means –
  - (i) the Commissioner for Public Instruction.
  - (ii) the Director of Public Instruction (Secondary) in respect of Secondary Schools.
  - (iii) the Director of Public Instruction (Primary) in respect of Primary Schools.
- (g) 'Institution' means a Private Aided Primary or Secondary Educational Institution.
- (h) 'Local body' means a duly constituted Zilla Panchayat, Taluk Panchayat, Grama Panchayat or Municipal Corporation or Municipal Council or a Town Panchayat or any other body notified by the Government from time to time as a local body for purposes of grant-in-aid under these Rules.
- (i) 'Section' means a section of the Act.

(2) Words used but not defined in these rules shall have the meaning assigned to them in the Act or as the case may be in the Karnataka Civil Services Rules or the rules made or deemed to have been made under the Karnataka State Civil Services Act, 1978 (Karnataka Act 14 of 1990).

**3. Qualification and conditions of service of employees.-** (1) Subject to the other provisions in these rules:

(a) The categories of posts, the staffing pattern and the qualifications for recruitment to posts in an Institution shall be as specified in Annexure III, IV and V. In respect of employees other than teachers, the prescribed qualifications for recruitment, etc. in Institutions shall be the same as those applicable for the corresponding category of employees in Government Educational Institutions. The procedure for selection of candidates to posts identified for recruitment shall be <sup>1</sup>[as specified in Annexure-I and the procedure for filling up of the post of Head Master and Head Mistress in High schools shall be specified in Annexure VI]<sup>1</sup>.

1. Substituted by Notification No. ED 64 Vivida 2000 dated 31.1.2001 w.e.f. 1.2.2001.

(b) Subject to the financial capacity of the State Government the salary of employees in respect of posts admitted into aid in recognised private educational institutions receiving aid from the State Government shall generally be the same as those applicable for the corresponding category of employees in government educational institutions as per orders issued by the State Government in respect of this category of employees from time to time.

Provided that no employees of an aided Institution shall be entitled to the benefits enumerated in Annexure – II.

(c) Subject to the financial capacity of the State Government pensionary benefits is admissible to aided employees of aided institution as per the provisions of Triple Benefit Scheme Rules and gratuity is admissible as per the orders issued by the government from time to time.

Provided that in respect of employees appointed prior to 1.1.86, pension and gratuity is admissible if management contribution of 3% is paid upto the period of 4.9.86.

(2) The State Government may vary the qualification, method of recruitment and conditions of service from time to time.

<sup>1</sup>[**3A. Salary in respect of appointments made in contravention of rules etc.,-** Where the management commits any wrongful act or makes any default in appointment of any person or appoints any person contrary to these rules, salary of such person shall be paid by the management from its own fund and not from the financial assistance from the State Government.]<sup>1</sup>

1. Inserted by Notification No. ED 32 VIVIDA 2003, dt. 26.5.2003

**4. Age:-** No employee who is not within the age limit prescribed for recruitment to the corresponding posts in government educational institutions shall be eligible for appointment to any post in any Institution.

**5. Schedule of employment:** (a) Every private educational institution shall maintain a schedule of employment as per seniority indicating therein the name, qualification, scale of pay and other particulars in respect of each employee, in Form-1.

(b) In case the management is running more than one institution the schedule of employment shall be maintained management wise also as per seniority and roster.

**6. Constitution of Selection Committee:-** For the purpose of recruitment to teaching and non-teaching posts, other than the post of head of the institution, to an Institution, the Managing Committee shall constitute a “selection committee” consisting of:-

- (i) the president of the Head of the Managing Committee or his nominee;
- (ii) <sup>1</sup>[xxx]<sup>1</sup>

1. Omitted by Notification No. ED 32 VIVIDA 2003, dt. 26.5.2003

- (iii) The Head of the Institution.
- (iv) An educationist or an expert in the subject to which recruitment is to be made, selected by the Governing Council.

## CHAPTER – II

### SERVICE CONDITIONS IN RESPECT OF EMPLOYEES OF AIDED INSTITUTIONS

**7. Period of probation:-** A person appointed under these rules shall be on probation for a period of two years.

Provided that the appointing authority may for the reasons to be recorded in writing extend the period of probation by a further period of six months.

**8. Seniority:-** (a) The Managing Committee shall cause to be prepared and maintained every year a separate seniority list of employees for each category of posts in the institution.

(b) In case the managing committee is running more than one institution, the managing committee shall cause to prepare a common seniority list for all the institution under its control.

**9. Resignation:-** Any employee appointed under these rules may resign from service by giving one month's notice in writing in Form I to the Governing Council or surrendering one month's salary in lieu thereof. A copy of such notice shall be sent to the competent authority or a person, or an authority authorised by him for verifying the contents of the resignation notice and forward it to the Governing Council for acceptance, if the resignation is found to be voluntary. The Governing Council shall not accept the resignation until the notice is forwarded to it by the competent authority.

Provided that the employee who has submitted resignation may withdraw the same if he so desires within the intended period of resignation or before resignation is accepted whichever is earlier.

**10. Retrenchment of employees:-** (1) An employee in an Institution may be retrenched by the Governing Council on the following grounds:

- (a) Where the teacher pupil ratio falls below the Standard staffing pattern specified in Annexure IV and V as the case may be.
- (b) Due to changes relating to curriculum or student strength the work load of a teacher in a particular subject does not warrant his continuation in a particular institution.
- (c) Closure of school due to lack of infrastructural facilities, dispute within the management or between management and teachers or any other reasons which may be recorded in writing.
- (d) The employee does not possess the required educational qualification.
- (e) Where the competent authority or the Government deletes the post from salary grant for the reasons to be recorded in writing.
- (f) For any of the above or for any other reason as the Government may deem fit which may be recorded in writing.

(2) The procedure to be followed by the Governing Council for retrenchment of an employee of a Institution shall be as follows:

- (a) no employee of an Institution whose appointment has been approved with aid by the Department shall be retrenched by a Governing Council except for reasons specified in sub-rule (1) or section 98 of the Karnataka Education Act 1983.
- (b) Where retrenchment is due to the employees becoming surplus, the junior most employee in terms of seniority list maintained in accordance with the rule 8 in the particular cadre and subject, shall be retrenched.
- (c) A notice shall be issued to the employee proposed to be retrenched stating the reasons in writing for such retrenchment, giving the employee an opportunity to submit his written statement of objection if any within fifteen days from the receipt of such notice.
- (d) On receipt of the written objection received from the employee, he shall be afforded an opportunity to explain his stand in person if such request has been made by him/her in the written statement.
- (e) The Governing Council shall on the basis of grounds so established send proposals to the competent authority.
- (f) The Competent Authority shall on receipt of the proposal verify the same and after ascertaining the facts, that:-
  - (i) the reason stated in the proposal are in conformity with the reasons stated in sub-rule (1);
  - (ii) that the employee is junior most as per the seniority list maintained by the management in the particular subject and cadre;
  - (iii) accord approval to the Governing Council to retrench the employee so proposed by giving one month's notice or one month's salary in lieu of the same.
- (g) The Competent Authority shall thereafter withdraw salary grant in respect of such excess / retrenched staff.

(3) If the Governing Council does not send the proposal, in accordance with clause (e) of sub-rule (2)) the Competent Authority may give directions to the Governing Council to send proposals within a period of one month, failing which salary grants in respect of the entire institution shall be withdrawn forthwith.

**11. Procedure to be followed by Competent Authority under section 98:-** (1) The Competent Authority may either suomotu after personally ascertaining facts or on the report of one of the subordinate officers initiate action to retrench an employee by following as far as may be the procedure under rule 10 and pass an order giving necessary directions to the Governing Council after having fully satisfied that retrenchment is called for due to any one or more of the reasons specified in rule 10 or section 98.

(2) The Competent Authority shall cause a list of all eligible and qualified retrenched employees to be maintained at the State level. The list of teachers shall be prepared subject-wise and cadre-wise, the list shall be prepared on the basis of seniority, taking the date of approval of appointment with aid as the basis. The details of category of reservation and roster of such an employee shall also be recorded.

(3) The Competent Authority shall submit periodically and every time an employee is retrenched, the details of such retrenchment to the head of the department.

(4) The Competent Authority shall also submit the vacancy position in respect of each of the institution, district-wise, category-wise and in case of teachers subject-wise with details of roster to the head of the department.

(5) The Competent Authority shall publish periodically during every quarter the details of candidates enlisted as per sub-rule (1).

(6) On receipt of the vacancy position, the Government or Competent Authority shall without prejudice to initiating action under sub-rule (1) allot through computerized counselling, the retrenched employee on the basis of seniority and after taking into consideration the subject requirement and reservation and roster point, to any other institution where a regular sanctioned vacancy exists and direct the concerned management to issue appointment order to such candidates and direct such candidates to report for duty in the said institution.

Provided that in all cases where no person is available in the reservation category and roster as per the requirement of the institution, then the senior-most candidate irrespective of reservation and roster shall be allotted.

Provided further that no recruitment shall be made by any aided institution, until the list of retrenched teachers are exhausted.

Provided also that the retrenched employee so appointed in the new institution will get seniority in the new institution from the date of joining the institution. However, the services rendered in the earlier institution will count for pay, leave and pensionary benefits.

Provided also further that the retrenched employee who is allotted to a new institution shall not be entitled to any compensation provided under the Act.

<sup>1</sup>[Provided also that no retrenched employee / staff shall be allotted to a Minority Institutions for being appointed against a vacancy:

Provided also that in so far as minority institutions are concerned, where the competent authority on his own verification or on the report of its subordinate officers finds that there is an excess strength of teachers / staff on account of reasons mentioned in the above rules, shall take action to retrench the excess teachers / staff following the same procedure as specified under these rules. The Competent Authority shall withdraw salary grants in respect of such excess / retrenched staff.]<sup>1</sup>

1. Substituted by Notification No. ED 1007 SEW 2001, dt. 24.4.2004 w.e.f 30.4.2004



- (i) <sup>1</sup>[Provided also that the excess teachers so identified in minority Educational Institutions under these rules may be allotted to any other Educational Institutions under the same management or non-minority educational institutions in accordance with sub-rule (6).]<sup>1</sup>

1. Substituted by Notification No. ED 1007 SEW 2001, dt. 22.10.2005

## **12. Transfer of employees from one aided institution to another aided institution:**

(1) Transfer of an employee can be permitted by the competent authority subject to the following conditions:-

- (a) that there is need for the post so vacant in accordance with subject, strength and attendance.
- (b) that the vacancy so proposed for transfer is a clear vacancy and is in accordance with the staffing pattern.
- (c) the management has clearly mentioned the nature and cause of vacancy supported by facts.'
- (d) that an employee receiving salary grant from Government earlier is proposed for transfer in the place of another employee o post which is also included in salary grant and no employee occupying a post receiving salary grant is proposed for transfer to an unaided post.
- (e) that consent of both the management is there.

(2) The competent authority may grant permission to transfer in the following cases:

- (a) in the case of a request by the management or the employee for a transfer within the institutions of the same management;
- (b) in the case of a request by management or the employee for a transfer to an institution of different management, with the consent of both the management;

Provided that in case of request by the management or the employee for a transfer within the schools of the same management or request by an employee for a transfer to an institution belonging to a different management, <sup>1</sup>[the competent authority]<sup>1</sup> head of the department may accord permission for the same, subject to the condition that in respect transfer involving different management, the employee earns the seniority in the concerned institution from the date of reporting for duty in the new institution. However, his service in the previous aided institution will count for the purpose of salary, leave and pensionary benefits. In all other cases of transfer effected within the same management the services in the previous institution shall count for seniority in the new institution and his service in the previous institution of the same management shall count for salary, leave and pensionary benefits. Transfer orders of the employees within the institution of the same management or different management shall be issued only by <sup>1</sup>[the competent authority]<sup>1</sup>.

<sup>1</sup> Substituted by Notification No. 166 SLB 2006 dt. 16.6.2007

<sup>1</sup>[Provided further that in the event of a school being duly transferred to a new management, the service rendered by the employees concerned under the previous management shall count for the purpose of seniority, salary, leave and pensionary benefits]<sup>1</sup>.

<sup>1</sup> Inserted by notification No. 166 SLB 2006 dt. 16.6.2007

<sup>1</sup>[(3) Government may grant permission to transfer an employee of an educational institution imparting primary or secondary education, in the following cases :-

- (a) In the case of request by the management of an Aided educational institution located within the State of Karnataka for transfer of its employee with the consent of the employee, to a comparable post in any of the institutions of the same management located in any other state for a period not exceeding five years;
- (b) In the case of request by the management of an Aided educational institution located in any other State, from the State Government concerned, for transfer of its employee to a grant-in-aid vacancy in a comparable post in any of the institutions of the same management, located into the State of Karnataka for a period not exceeding five years subject to the condition that the employee concerned possesses the educational qualification prescribed as per the rules of recruitment applicable to such a post and is in receipt of grant-in-aid from the State Government concerned and subject to fulfillment of other conditions of method of recruitment and grant-in-aid and the said vacancy has arisen on account of retirement, resignation, death of transfer, as the case may be ; and
- (c) In the case of request by the management for a permanent transfer of its employee, which is in receipt of grant-in-aid, subject to consent of the employee and both management of Government of other state to or from and institution in receipt of grant-in-aid, which is located in any other State and which may belong to either the same management or a different management;

<sup>1</sup> Sub-Rule (3) to (7) inserted by notification No. 166 SLB 2006 dt. 16.6.2007

(4) In the case of transfer referred to in clause (a) of sub-rule (3), it shall be treated as re-deployment On return of the employee concerned to the State of Karnataka, the period of such re-deployment shall be treated as "dies-non" as defined in sub rule (14-A) of the rule 8 of the Karnataka Civil Service Rules. Application of the Karnataka State-Aided School Employees Contributory Provident Fund, Insurance Pension Rules as contained in the Government Order No. ED 65 SES 1962, dated : 24-08-1963, as amended from time to time, shall be deemed to have been kept in abeyance in relation to such an employee for the period of his re-deployment which shall be resumed after he he returns to the State of Karnataka and assumes charge of the post he held before his re-deployment. The management shall not fill the vacancy cause by such re-deployment except on temporary basis by placing re-deployment shall not count for pension and pay fixation. The parent management or the management which has borrowed the services of such an employee, as the case may be, shall be liable to pay salary to the employee

and no grant-in-aid shall be payable by Government of Karnataka during the period of such re-deployment ;

(5) In the case of a transfer under clause (b) of sub-rule (3), it shall also be treated as redeployment subject to the condition that the employee concerned, according to the rules applicable to him in his parent state, is not required to resign and there is provision to maintain his lien until his return to his parent school. On return to his parent school, such redeployment shall be treated as "dies non", as defended in sub-rule (14-A) of rule 8 of the Karnataka Civil Services Rules. Further, the rules applicable to such an employee in his parent school in respect of his pension, gratuity, provident fund etc. Shall be deemed to have been kept in abeyance in relation to such an employee for the period of his redeployment to the educational institution located in the State of Karnataka, which shall be resumed after the returns to his State and assumes charge of the post held by him in his parent school before his re-deployment. The service rendered on such re-deployment shall not count for pension and pay fixation. The liability of the Government of Karnataka shall be limited to payment of grant-in-aid equivalent to the amount calculated on the average of the minimum and maximum of the scale of the post held by such an employee in Karnataka or actual pay drawn, whichever is less ;

(6) In the case of a transfer referred to in clause (c) of sub-rule (3), if the transfer of an employee is from any other State to a post in an educational institution which received grant-in-aid from Government located in Karnataka on permanent basis against a vacancy caused on account of retirement, death, resignation or promotion of a teacher, the employee concerned possesses the educational qualification prescribed as per the rules of recruitment applicable to such a post and he shall be deemed to have resigned his post in his parent school and his transfer treated as a fresh appointment and grant-in-aid paid to him prospectively from the date of his reporting for duty. His pay shall be fixed at the minimum of the scale of pay of the post to which he is transferred ;

(7) In the case of a transfer from an educational institution located in Karnataka to any other State, referred to in clause (c) of sub rule (3), the employee concerned shall be deemed to have been permitted to retire from service and the pensionary benefits/gratuity etc due to him shall be paid to him accordingly as per the provisions of the rules applicable to him."

**13. Closure of Institutions:-** (1) Institutions not having the prescribed student strength among other factors shall be ordered to be closed down by the competent authority.

(2) Where an institution is so ordered to be closed, the teaching and non-teaching staff working in such institution, shall be retrenched in the manner specified in rules 10 and 11.

(3) Students undergoing course of study in such institutions shall be accommodated in other institutions located near by the closed institution, as the competent authority may by order direct.

**CHAPTER - III****DISCIPLINE**

**14. Nature of Penalties:-** One or more of the following penalties for good and sufficient reasons and as hereinafter provided may be imposed on the employees namely:-

- (i) fine;
- (ii) censure;
- (iii) withholding of increments;
- (iv) withholding of promotions;
- (v) recovery from pay of the employees in whole or part of any pecuniary loss caused by negligence or breach of orders to the governing council, the state government or the central government.
- (vi) reduction to a lower stage in a time scale of pay for a specified period with further direction as to whether or not the employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increments of his pay;
- (vii) reduction to a lower time scale of pay, grade, post of service which, shall, unless otherwise directed, be a bar to the promotion of the employee to the time scale of pay, grade, post or service from which he was reduced with or without further directions regarding;
  - (a) seniority and pay in the scale of pay, grade, post or service to which the employee is reduced;
  - (b) conditions of restoration to the scale of pay grade of post of service from which the employee was reduced and his seniority and pay or such restoration to the scale of pay, grade, post or service.
- (viii) compulsory retirement;
- (ix) removal from service.
- (x) dismissal from service;

Provided that in the absence of special and adequate reasons to the contrary to be mentioned in the order of disciplinary authority, no penalty other than those specified in clause (viii) to (x) shall be imposed for any established charge of corruption.

Provided further that every order of private management receiving aid from government keeping employees admitted to grant-in-aid under suspension from service, etc., shall be confirmed by the competent authority who has approved the appointment.

**Explanation:** The following shall not amount to be penalty within the meaning of this rule:

- (i) withholding of increments of an employee for failure to pass a departmental examination in accordance with the rules or order governing the service or post or terms of his appointment;
- (ii) stoppage of pay of the employee at the efficiency bar in the time scale on the ground of his unfitness to cross the efficiency bar;
- (iii) non-promotion, whether in a substantive or officiating capacity of an employee after consideration of his case to a grade or post for promotion to which he is eligible;
- (iv) reversion to his permanent service, grade or post of an employee appointed on probation to another service, grade or post during or the end of the period of probation in accordance with the terms of his appointment or the rules and orders governing probation;
- (v) compulsory retirement of an employee in accordance with the provision relating to superannuation or retirement;
- (vi) termination of services;
  - (a) of an employee appointed for three months or less;
  - (b) of a person employed under an agreement in accordance with the terms of such agreement.
- (vii) Retrenchment of an employee.

**15. Disciplinary authorities:** (1) The Disciplinary Authority may impose, any of the penalties specified in rule 14 on any employee.

(2) Without prejudice to the provision of sub-rule (1) the head of the institution may impose any of the penalties specified in clauses (i) and (ii) of rule 14.

**16. Suspension:** (1) The appointing authority may place an employee under suspension under the following circumstances and conditions:-

- (a) (i) a disciplinary proceeding against an employee is pending; or
  - (ii) a case against an employee in respect of any criminal offence is under investigation or court trial; or
  - (iii) a preliminary inquiry against an employee has made out a "prima facie" case which would justify disciplinary proceeding or criminal prosecution against him and the proceedings are likely to end in his conviction and or dismissal or removal from service; and
- (b) the disciplinary proceeding or criminal offences involves one or more of the following misdemeanour:-
  - (i) moral turpitude;
  - (ii) corruption, embezzlement or misappropriation;

(iii) negligence and dereliction of duty resulting in considerable pecuniary loss to the institution;

(iv) desertion of duty;

(v) refusal or deliberate failure to carry out written orders of superior authority: Competent Authority.

<sup>1</sup>[(vi) Sexual harassment of women employees in working places.

**Explanation:-** "Sexual harassment "includes such unwelcome sexually determined (whether directly or by implication) behaviour as:-

(a) Physical contact and advances;

(b) A demand or request for sexual favours;

(c) Sexually coloured remarks;

(d) Showing pornography; or

(e) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.]<sup>1</sup>

1. Inserted by Notification No. ED 95 VIVIDA 2000, dt. 5.7.2001

(2) Any employee shall be deemed to have been placed under suspension by an order of the appointing authority:

(a) with effect from the date of his detention, if he is detained in custody whether on criminal charge or otherwise, for a period exceeding forty-eight hours;

(b) with effect from the date of his conviction, if in the event of a conviction for an offence, he is sentenced to a term of imprisonment exceeding forty-eight hours and is not forthwith dismissed or removed or compulsorily retired consequent to such conviction.

(3) Where a penalty of dismissal or removal or compulsory retirement from service imposed upon an employee under suspension is set aside in appeal or on review under these rules and the case is remitted for further inquiry or action or with any other directions the order of his suspension shall be deemed to have continued in force on and from the date of the original order of dismissal or compulsory retirement and shall remain in force until further orders.

(4) Where a penalty of dismissal or removal or compulsory retirement from service imposed upon an employee is set aside or declared or rendered void in consequence of or by a decision of a court of law and the disciplinary authority on a consideration of the circumstances of the case, decides to hold further inquiry against him on the allegations on which the penalty of dismissal or compulsory retirement was originally imposed, the employee shall be deemed to have been placed under suspension by the appointing authority from the date of the original order of dismissal or removal or compulsory retirement and shall continue to remain under suspension until further orders.

(5) (a) An order of suspension made or deemed to have been made under this rule shall continue to remain in force until it is modified or revoked by the authority competent to do so.

(b)) Where an employee is suspended or is deemed to have been suspended (whether in connection with any disciplinary proceeding or otherwise) any other disciplinary proceeding is commenced against him during the continuance of that suspension, the authority competent to place him under suspension may for reasons to be recorded by him in writing, direct that the employee shall continue to be under suspension until the termination of all or any of such proceedings.

(c) An order of suspension made or deemed to have been made under this rule may at any time be modified or revoked by the authority which made on or is deemed to have made the order or by any authority to which that authority is subordinate.

**17. Subsistence allowance during suspension:-** (1) Every employee placed under suspension shall be entitled to the following payment, namely:

(a) Subsistence allowance at an amount equivalent to fifty percent of the pay drawn immediately prior to the date of suspension.

Provided that where the period of suspension exceeds six months, the employee shall be entitled to subsistence allowance equivalent to seventy-five percent of the pay drawn immediately prior to the date of suspension subject to conditions contained in sub-rule (6):

Provided further that when an employee is convicted by a competent court and sentenced to imprisonment, no subsistence allowance shall be payable.

(2) Where an employee who has been dismissed or removed or compulsorily retired or suspended is reinstated or would have been reinstated but for his retirement on superannuation while under suspension, the authority competent to order the reinstatement shall consider and make a specific order.

(a) regarding the pay and allowance to be paid to the employee for the period of his absence from duty or for the period of suspension ending with the date of retirement of superannuation, as the case may be; and

(b) whether or not the said period shall be treated as the period spent on duty.

(3) Where such competent authority holds that the employee has been fully exonerated, the employee shall be given the full pay to which he would have been entitled had he not been dismissed or removed from service and the period of absence from duty shall be treated as a period spent on duty for all purposes.

(4) In other cases, the employee shall be given such proportion of such pay and allowance, as the competent authority may prescribe and the period of absence from duty shall not be treated as period spent on duty unless the competent authority specifically directs that it shall be so treated for any specified purpose:

Provided that the payment of allowance under sub-rule (2) or (3) shall not be less than subsistence allowance and other allowance admissible under these rules.

(5) Where on the conclusion of the inquiry against an employee placed under suspension, the authority competent to impose any punishment:-

- (i) makes an order fully exonerating or acquitting him, the period during which he was under suspension pending the enquiry shall be entitled to full pay and allowance as if he had not been under suspension;
- (ii) makes an order imposing penalty other than the penalty of compulsory retirement from service or dismissal from service, the employee shall be paid for the period of suspension such proportion of his pay and allowances as the said authority may in his discretion specify and where no such proportion is specified, the employee shall be entitled to subsistence allowance admissible under these rules and the period of suspension shall count as duty unless the said authority has otherwise directed.
- (iii) makes an order imposing the penalty of compulsory retirement from service or dismissal or removal shall be paid for the period of suspension such proportion of his pay and allowances as the said authority may in its discretion specify and where no such proportion is specified, the subsistence allowance admissible under these rules and the period of suspension shall not count as duty for any purpose unless the said authority has otherwise directed.

(6) The subsistence allowance under these rules and consequential amount to be paid under sub-rule (5) shall be paid from the management from its own funds, except in respect of employees working in aided posts where the suspension is approved by the competent authority.

Provided further that the disciplinary authority shall complete the enquiry within a period of 6 months. In cases, where enquiry other than in criminal cases continue beyond 6 months, management is liable to pay subsistence allowance.

Provided further that the delay in enquiry beyond six months is attributable to the employee the subsistence allowance may be restricted to 50% or below as deemed fit by the disciplinary authority..

**18. Leave while under suspension:-** (1) Leave of absence for a definite period is not admissible to an employee who has been suspended from duty and without obtaining the permission of the authority competent to fill up the appointment, an employee under suspension should not leave the station where his office is situated.

(2) No payment of subsistence allowance shall be made unless the employee continues to reside in the station where his office is situated or in the station in which he is permitted by the authority which made or which is deemed to have made the order of suspension.

**19. Authority to institute proceedings:-** (1) The Managing Committee may impose on the employee any of the penalties specified in clauses (1) to (vii) of the rule 14 except after:-

- (a) informing the employee in writing of proposal to take action against him and of imputation of misconduct or misbehavior on which it is proposed to be taken and giving him a reasonable opportunity for making such representation as he may make against the proposals; and



(b) such representation or explanation, if any, is considered by the Head of the Institution as the case may be;

(2) The record or proceedings in all cases should be a “speaking order”.

**20. Procedure for imposing minor penalties:-** (1) No order imposed on any employee of any of the penalties specified in clauses (i) to (v) of rules 14 shall be made except after:-

(a) informing the employee in writing of proposal to take action against him and of imputation of misconduct or misbehaviour on which it is Proposed to be taken and giving him a reasonable opportunity making such representation as he may make against the proposal; and

(b) such representation or explanation, if any is considered by the Board of Management, Manager or the Head of the Institution as the case may be.

(2) The record of proceeding in such cases shall include.

- (i) a copy of the intimation to the employees of the proposal to take action against him.
- (ii) a copy of the statement of imputations of misconduct or misbehaviour communicated to him;
- (iii) his/her representations if any;
- (iv) the evidence produced during the inquiry, if any;
- (v) the finding on each imputation of misconduct or misbehaviour; and
- (vi) the orders on the case together with reasons therefor.

**21. Procedure for imposing major penalties:-** (1) No order imposing any of penalties specified in clauses (iii) to (ix) of 1[rule 14] shall be made except after an inquiry is held, in the manner provided in these rules.

(2) Wherever the disciplinary authority is of the opinion that there are grounds for inquiring into the truth of any imputation of misconduct or misbehavior or breach of any provision of the code of conduct specified in Chapter0-IV against an employee, it may itself inquire into, or appoint an enquiry officer or an enquiry committee consisting of more than one or more persons.

(3) The disciplinary authority shall frame definite charges on the basis of the allegations on which the inquiry is proposed to be held. Such charges, which shall include a statement of allegations on which they are based shall be communicated in writing to the employee and he shall be required to submit within such time as may be specified by the enquiry committee, a written statement of his defence and also to state whether he desires to be heard in person.

(4) The employee shall for the purpose of preparing defence be permitted to inspect and take extracts from such records as he may specify:

Provided that such permission may be refused if the record for reasons to be recorded are not relevant for the purpose and it is against the interest of the institution to allow his access thereto.

(5) On receipt of the statement of defence in writing by the employee of if no such statement is received within the time specified, the enquiry committee shall proceed with the enquiry.

(6) The disciplinary authority may nominate any person to present its case before the enquiry committee. The employee may present his case with the assistance of any other person approved by the enquiry committee, but may not engage a legal practitioner for the purpose unless the person nominated by the disciplinary authority to present its case as a legal practitioner or the inquiry committee having regard to the circumstances of the case so permits.

1. Corrigendum No. ED 52 Vivida 99 dated 18.11.2000

(7) The inquiry committee shall, in the course of the inquiry, consider such documentary evidence and take such other evidence as may be relevant or material in regard to the charges. The employee shall be entitled to cross examine witnesses examined in support of the charges and to give evidence in person. The person presenting the case in support of the charges shall be entitled to cross examine the employee and the witnesses examined in his defence. If the inquiry committee declines to examine any witness on the ground, that his evidence is not relevant or material, it shall record its reasons in writing.

(8) At the conclusion of the inquiry, the inquiry committee shall prepare a report of the inquiry, record its findings on each of the charges together with the reason thereon. If in the opinion of the inquiry committee, original charges differ from those framed, it may record findings on such charges:

Provided that findings on such charges shall not be recorded unless the employee has had an opportunity of defending himself against them:-

(1) The record of inquiry shall include :

- (i) the charges framed against the employee and the statement of allegations furnished to him;
- (ii) his written statement of defence, if any;
- (iii) the documentary evidence considered in the course of the inquiry
- (iv) the orders, if any made by the disciplinary authority and the inquiry committee in regard to the inquiry;
- (v) the oral evidence taken in the course of the inquiry;
- (vi) a report setting out the finding on each charge and the reasons thereof and
- (vii) any suggestion of the inquiry committee, if it considers necessary, for the imposition of any penalty.

(9) The disciplinary authority shall consider the report of inquiry and record its findings on each charge.

(10) If the disciplinary authority having regard to its findings on the charges is of the opinion that any of the penalties specified in clauses (iii) to (ix) of rule 14 should be imposed, it shall, furnish to the employee a copy of the report of inquiry committee and a statement of its findings, if any.

(11) The disciplinary authority shall consider the representation, if any, made by the employee in response to the notice and determine what penalty, if any, should be imposed on the employee and pass appropriate orders in the case.

(12) If the disciplinary authority having regard to its findings is of the opinion that any of the penalties specified in clauses (i) to (vi) shall be imposed, it shall pass appropriate orders in the case.

**22. Non payment of salary arrears in certain cases** - If the orders of the disciplinary authority imposing penalty of dismissal or removal or compulsory retirement or reduction in rank etc., is subsequently set aside by the court or appellate authority, the government shall not be liable to pay salary arrears and such arrears of salary shall be paid by the Management only.

**23. Communication of orders and Appeal:-** Orders passed by the Disciplinary Authority shall be communicated to the employees who shall also be supplied with a copy of the report of inquiry committee and statement of its findings if they have not been already been supplied to him. Any appeal against any of the penalties imposed by the disciplinary authority except those specified under section 94 of the Act and also subject to provisions contained in section 94 of the Karnataka Education Act, shall lie to the Director of Public Instruction (Primary) and Director of Public Instruction (Secondary) as the case may be. Every order of the disciplinary authority imposing any penalty or otherwise affecting his conditions of service to his prejudices, shall be served in person or communicated to the employees by registered post acknowledgement due, and copy of the order be sent to the competent authority at the same time.

## CHAPTER – IV

### CODE OF CONDUCT

**24. Code of conduct for employees of Educational Institutions:-** Maintain absolute integrity, devotion to duty and do nothing which is unbecoming of an employee of an Educational Institution.

**25. <sup>1</sup>[Professional Duties and Misconduct]<sup>1</sup> :-** (1) (a) Every employee shall:-

1. Substituted by Notification No. ED 95 VIVIVDA 2000, dt. 5.7.2001

- (i) be punctual in attendance in respect of his work and any other work connected with the duties assigned of him by the end of the institution.
  - (ii) Abide by the rules and regulations of the institution and show due respect to constituted authority.
- (b) no employee shall
- (i) knowingly or willfully neglect his duties:
  - (ii) remain absent from the institution without leave or without the previous permission of the head of the institution;
  - (iii) include in, or encourage, any form of mal-practice connected with examinations or any other school activity;
  - (iv) accept private tuition.
- (2) The following also constitute mis-conduct:-
- (a) indulging in communal activities or propagating casteism;
  - (b) ill-treatment of students, other employees and indulging in rowdy or disorderly behaviour or violence;
  - (c) taking part in politics or elections;
  - (d) joining an Association, the object of which is prejudicial to the interest of the country;
  - (e) participation in a demonstration or strike
  - (f) criticising in public and current policies of State or Central Government.
  - (g) Accepting contribution or raising collection without previous sanction of the management;
  - (h) Bringing or attempt to bring political or other influence for furtherance of his own interest;
  - (i) Accepting any gift except a casual meal, lift or other social hospitality. However, on social occasions a gift could be accepted if its value is less than Rs. 100/- or on other occasions, if it is less than Rs. 250/-.
  - (j) Giving, taking or abetting the giving or taking of dowry;
  - (k) Engaging in any private trade or employment;

- (l) Writing or editing any text book while being a member of the Text book committee.
- (m) Speculating in stock, share or investment;
- (n) Becoming insolvent and/or getting into habitual indebtedness;
- (o) Non-submission of Annual Assets and Liability Returns;
- (p) Acquisition, disposal of movable or immovable properties without previous sanction of management or entering into any transaction with any foreigner or foreign organisation/Government for acquisition and disposal of property;
- (q) Acting as a legal guardian of minor other than his dependant without the previous sanction of management;
- (r) Contracting another marriage without obtaining permission of the management or entering into a bigamous marriage against the personal law of employee;
- (s) Consumption of intoxicating drugs or drinks.

<sup>1</sup>[(i) subjecting any woman employee to sexual harassment in working places.

**Explanation.-** "Sexual harassment" includes such unwelcome sexually determined (whether directly or by implication) behaviour as:-

- (f) Physical contact and advances;
- (g) A demand or request for sexual favours;
- (h) Sexually coloured remarks;
- (i) Showing pornography; or
- (j) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.]<sup>1</sup>

1. Inserted by Notification No. ED 95 VIVIVDA 2000, dt. 5.7.2001

**CHAPTER – V****Leave Rules**

**26. General Rules:-** (1) The leave rules applicable to both teaching and non-teaching staff in Government Educational Institutions shall mutatis-mutandis be applicable to the teaching and non-teaching staff or the aided Education Institutions.

By order and in the name of the  
Governor of Karnataka,

**(H.S.Venkateshaiah)**  
Under Secretary to Government,  
Education Department (General)

**ANNEXURE-I**

(See rule – 3)

**1[1. Method of Recruitment:** - (1) Recruitment under these rules shall be made on the basis of the percentage of total marks secured in the qualifying examination determined in the manner specified in clause (3), by the selecting authority.

**2. Advertisement in the News Paper:** - The selecting authority of an educational institution shall, subject to the economy orders banning filling of vacancies, issued by Government from time to time, firstly obtain prior permission of the competent authority to fill up the vacancies arising due to retirement, resignation, promotion and death against posts which were admitted to grant-in-aid excluding the vacancies caused on account of sanction of additional sections/subjects/combinations. Permission shall be granted to fill the vacant posts as per the reservation roster points by the competent authority. Thereafter it shall notify at least in one State level daily newspaper having large circulation in the State and in one leading district level daily newspaper having large circulation in the district, inviting applications from candidates indicating therein the categories of posts, number of vacancies, minimum qualification prescribed, classification of vacancies as per the reservation roster etc., Copy of the advertisement shall also be sent to the concerned Deputy Director of Public Instruction, Block Educational Officer and the concerned employment exchange for displaying on the notice board of their offices. The managing committee of the institution shall also display the advertisement on the notice board of its office.

**3. Qualifying Examination:-** For the purpose of this rule :-

- (a) “ **Qualifying Examination,** ” means the examination or examinations prescribed as the minimum qualification to be eligible for appointment as per the rules of recruitment in respect of the posts concerned, as specified in Annexure – III;
- (b) Where the qualifying examination consists of more than one examination, the percentage of total marks secured in the qualifying examination shall be the average of the percentage of total marks secured in those examinations;
- (c) Where different qualifying examinations have been prescribed alternatively, in the rules of recruitment applicable to a post or category of posts and a candidate has passed more than one such qualifying examination, the percentage of total marks obtained in such qualifying examination in which he has obtained highest percentage of total marks shall be taken into consideration.

**4. List of Selected Candidates: -**

- (1) The selecting authority shall, on the basis of the percentage of the total marks secured in the qualifying examination as determined under Clause 3 and taking into consideration the orders in force relating to reservation of vacancies for the Scheduled Castes, the Scheduled Tribes, and the other Backward Classes, prepare, in the order of merit, a list of candidates eligible for appointment to the cadre of post. If the aggregate

of the percentage of total marks secured in the qualifying examinations as determined under Clause 3, of two or more candidates is equal, the order of merit in respect of such candidates shall be fixed on the basis of their age, the person older in age being placed higher in the order of merit. The number of names of candidates to be included in such list shall be equal to the number of vacancies notified;

- (2) The selecting authority shall, in accordance with provision of sub- clause (1) also prepare an additional list of names of candidates not included in the list prepared under sub-clause (1) in which the number of candidates to be included shall, as far as possible be ten percent of the number of vacancies notified. This list shall be operated only to the extent of the number of persons included in the main list not reporting for duty.
- (3) The lists so prepared under sub-clauses (1) and (2) shall be published on the notice board of the office of the managing committee and a copy thereof shall be sent to the appropriate competent authority within 15 days from the last date fixed for receipt of applications. At the same time, the fact of selection shall be intimated by the managing authority to the selected candidates.

**5.** (1) In respect of candidates whose names are included in the list published under sub-clause (1) of clause 4, proposal shall be sent to the Competent Authority through the Block Education Officer concerned in case of primary schools and Deputy Director of Public Instruction in case of posts in high schools. The competent authority shall, after verifying that the selection procedure as specified under the rules, has been complied with, shall cause to place the proposal immediately before the Screening Committee through the concerned Chief Executive Officer. The Screening Committee shall consist of the following, namely: -

<b>In respect of High Schools</b>	
Chief Executive Officer of the concerned Zilla Panchayat	Chairman.
Deputy Director of Public Instruction of the concerned District.	Member.
Senior most Education Officer of the office of the Deputy Director of Public Instruction.	Member-Secretary.

<b>In respect of Primary Schools</b>	
Chief Executive Officer of the concerned Zilla Panchayat	Chairman.
Senior most Education Officer of the office of the Deputy Director of Public Instruction of the concerned District.	Member.
Block Education Officer of the concerned block.	Member-Secretary.



- (2) The Chief Executive Officer of the concerned Zilla Panchayath, on receipt of the proposal from the competent authority, shall send it to the Member Secretary of the Screening Committee for preparation of background notes and other materials connected with the selection of candidates. Further, the Member-Secretary shall prepare the relevant background notes and place the same before the Screening Committee and also on conclusion of deliberation of the screening committee shall prepare proceedings of the committee and obtain signature of the Chairman and Members of the screening committee and forward the same to the competent authority along with all the relevant documents for issue of necessary orders.
- (3) The screening Committee shall verify with reference to the records submitted by the Member Secretary as to whether the selection is-
  - a) to a vacancy which has arisen against an aided post to which grant in aid has been sanctioned by the competent authority ; and
  - b) is in accordance with the roster and the qualifications and other eligibility criteria specified under the rules and whether the other conditions of recruitment are complied with.

and shall make recommendations either for approval or rejection of the selection made. The Competent Authority shall consider the recommendation of the screening committee and take a decision with regard to approval or rejection, as the case may be and convey the same. In case of rejection, the reasons for such rejection shall also be recorded in writing. The entire procedure including the placing of the proposal before the screening committee and conveying approval or rejection and issue of orders thereon by the competent authority shall be completed within a period of ninety days from the date of receipt of proposal in the office of the competent authority.

- (4) The screening committee shall meet as many times as necessary, but not less than once in a month;
- (5) The inclusion of the name of a candidate in any list published under paragraph 4 shall not confer any right of appointment;
- (6) The list of candidates published by the selecting authority shall cease to be operative as from the date of publication of a list prepared in respect of such cadre or post on the next selection;
- (7) Candidates whose names are included in the main list prepared in the manner indicated above may be appointed in the vacancies in the order in which their names appear in the list.
- (8) In case, a candidate selected in the manner specified above is appointed by the appointing authority before the competent authority has conveyed its approval in accordance with sub-clause (3), the managing committee shall be liable to pay salary to the candidate so appointed and grant-in-aid at the minimum of the scale applicable to

the post shall be payable only from the date the selection has been approved by the competent authority;

In case, however, a candidate, who has been selected is not appointed by the appointing authority until the selection has been approved by the competent authority, grant-in-aid at the minimum of the scale applicable to the post shall be payable only from the date of reporting for duty after such approval.]<sup>1</sup>

<sup>1</sup>Substituted by notification no. 161 SEP 2006 dtd. 25.10.2007 w.e.f. 29.10.2007

**ANNEXURE – II**

(See rule – 3)

**List of benefits not admissible in respect of employees of aided institutions.**

- (1) Benefits not available for service rendered during the unaided period for purpose fixation of pay, leave and pension or any other service benefits by the Government.
- (2) Weightage of five years to for calculation qualifying services of an employee who retires on voluntary basis.
- (3) Medical reimbursement facilities.
- (4) <sup>1</sup>[xxx]<sup>1</sup> House Building Advance, House Purchase Advance or any type of Advance.

1. Deemed to have been omitted by Notification No. ED 80 VIVIDA 2002, dt. 20.6.2003 w.e.f. 12.12.2002

- (5) Transfer Travelling Allowance and Daily Allowance.
- (6) Invalid pension before the completion of qualifying service of fifteen years.
- (7) Such other conditions or benefits as may be specified by order of the State Government from time to time.
- (8) In respect of retirement benefits, no employee who has retired between 1-4-1995 to 31.3.1998 shall be entitled to merger of 90% DA to Basic Pay for calculation of DCRG. In respect of employees retiring after 31.3.1998, DCRG will be calculated as per specific orders issued by the Education Department in this behalf from time to time.

**ANNEXURE – III**

(See Rule 3)

**Category of posts and qualifications**

<b>Category of posts</b>	<b>Number of posts</b>	<b>Minimum qualification</b>
Assistant Master/ Physical Education Teacher in Lower/Higher Primary School	As per approved staffing pattern specified in Annexure-IV.	As prescribed under Karnataka Education Department Services (Department of Public Instruction) (Recruitment)(Rules), 1967, as amended from time to time.

**Note:** The senior most Assistant Master will act as Head Master of Primary School.

Head Master, Secondary School/ Secondary School Assistant Grade-I/ Secondary School Assistant, Grade-II/ Physical Education Teacher/ Craft Teacher / Craft Teacher Grade-II/ Drawing Teacher/Second Division Assistant/ Peon	As per approved staffing pattern specified in Annexure-IV	As prescribed under Karnataka Education Department Services (Department of Public Instruction) (Recruitment)(Rules), 1967, as amended from time to time
<p><sup>1</sup>“Fifty percent of the posts of Assistant Masters Grade-II in aided private high schools under each management shall be filled by promotion of primary school teachers in aided private primary schools under the same management who possess the qualification prescribed for direct recruitment.</p> <p>Provided that, if sufficient number of eligible primary school teachers are not available for promotion, such number of posts shall be filled by direct recruitment.”<sup>1</sup></p>		

1 Inserted by notification ED 146 SLB 2007 dtd. 27.12.2007 w.e.f. 29.12.2007

**ANNEXURE- IV**

(See rule- 3)

**STANDARD STAFFING PATTERN FOR HIGH SCHOOLS**

The minimum strength that is actual student attendance in each class of the High School from Standard VIII to Standard X shall be 25 in each section of each class. Accordingly in a High School with a minimum student attendance of 25 in each section of the VIII, IX and X standards, the following teaching posts may be sanctioned:-

1. Head Master/Mistress : 1 Among these and including the Head Master there shall be one
2. Assistant Masters : 3 PCM and one CBZ teacher and one each for Social studies and English.
3. Language Teachers : 1 (Kannada, Urdu, Tamil, may be Marathi etc. as the case)
4. Physical Education Teacher : 1 Grade-1  
(4) Hindi Teacher (if taught as a compulsory language) : 1
- <sup>1</sup>[6. Teacher (craft or Drawing or music : 1 (one)]<sup>1</sup>

<sup>1</sup> Inserted by notification no. ED 166 SLB 2006, dtd. 16.6.2007

**NOTE: 1** (1) Additional section may be sanctioned only if the actual student attendance exceeds 70 in the original section. Further additional sections (over and above the first additional section) may be sanctioned only if each existing section has minimum actual attendance of 70.

(2) In respect of Minority language Schools one post of Kannada Language Teacher may be sanctioned over and above the sanctioned staffing pattern.

(3) If Sanskrit is taught as a language with prior approval of the Department and there is a minimum student strength of 25 per class opting for learning Sanskrit then one post of Sanskrit teacher may be sanctioned.

**NOTE-2:-** For each additional section opened beyond 5 sections with the prior sanction of the Competent Authority one and a half post of teacher may be sanctioned excluding the Head Master. No additional section shall be opened without prior permission of the competent authority.

<sup>1</sup>[XXX]<sup>1</sup>

<sup>1</sup> Omitted by Notification no. ED 166 SLB 2006 dtd. 16.6.2007

**NOTE-4:-** Beyond 5 sections, the post of Physical Education Teacher, Hindi teacher, Language Teacher and other subject teacher shall be within the prescribed limit of 1.5 teacher per section only.

**Non-teaching Staff:-**

The following number of non-teaching staff may be sanctioned for a High School with minimum 3 sections of VIII, IX and X standard irrespective of the total number of sections in the school.

- |                                |   |
|--------------------------------|---|
| 1. Second Division Assistant : | 1 |
| 2. Group D :                   | 1 |

**Note-1:-** In case of non-teaching staff already admitted into grant in excess of the above staffing pattern, the posts held by such excess staff shall cease to exist consequent to their retirement, promotion, resignation, dismissal or removal or redeployment or death.

**ANNEXURE-V**

(See Rule -3)

**STANDARD STAFFING PATTERN FOR  
PRIMARY SCHOOLS**

The minimum strength that is actual student attendance in each class of the Primary Section from I to Standard VII or from I to IV or from Standard V to VII as the case may be shall be 40 per class. Accordingly for a class of 40 students one post of Primary School teacher shall be sanctioned. However in a Primary school with classes from I to IV or from V to VII if the number of students in each class is less than forty, then a maximum number of two teachers shall be sanctioned for a minimum total student attendance of 80 irrespective of the number of children attending in each class. Further in a primary school with classes from I to VII if the number of students in each class is less than forty then a maximum of 4 posts of Primary School Teachers shall be sanctioned for a minimum total student strength of 160 irrespective of the number of children attending in each class.

**1[Annexure – VI**

**(5)** Inserted by Notification No. ED 64 Vivida 2000 dated 31.1.2001 w.e.f. 1.2.2001.

(See Rule 3)

The procedure for filling up of the Head Master / Head Mistress in Private Aided High Schools:

i) The post of Head Master / Head Mistress in Private Aided High School shall be filled up by promotion from the cadre of Secondary School Assistant Grade-I. If no eligible Secondary School Assistants Grade-I is available, Secondary School Assistant Grade-II may be considered. Secondary School Assistants Grade-I and Grade-II includes Science, Arts, Language (Kannada, Urdu, Tamil, Marathi, as the case may be) <sup>2</sup>[Hindi and Sanskrit]<sup>2</sup> Teachers.

<sup>2</sup> Substituted by Notification No. ED 79 SLB 2006 dtd. 4.1.2007

ii) Promotion to the post of Head Master or Head Mistress shall be made on the basis of seniority of a teacher, seniority being determined by counting the total number of years of continuous service from the date of entry into the cadre of Secondary School Assistant Grade-I or Grade-II as the case may be and by following Roster Rules, if they are applicable as per the orders issued by the Government in the matter of reservation from time to time. The service rendered in the cadre of Secondary School Assistant Grade-II (Untrained) may be protected for service benefits but shall not be counted for fixing the seniority.

(6) The eligible teacher must be a trained Secondary School assistant and must have put in not less than five years of approved teaching service in the Secondary School.

(7) If the management is running more than one school common seniority based on the date of approval of appointment of the teacher with aid shall be prepared and notified. If the date of approval of appointment of more than one teacher happens to be the same day, the seniority shall be fixed on the basis of date of birth and the person older in age shall become seniority. Such notified common seniority list shall be the basis for making promotion.

Based on the notified seniority list the appointing Authority shall pass a resolution and send suitable proposals for approval to the Competent Authority Viz., The Regional Secretary, Karnataka Secondary Education Examination Board and Ex-officio Joint Director of Public Instruction of the concerned Divisions with all relevant documents relating to seniority, qualification, service register, service particulars of all the teachers, fulfillment of roster rules etc. If the Competent Authority after verifying the records is satisfied that all the requirements prescribed in the rules have been complied with, he may convey approval for promotions of the selected candidates. In case the promotion is not in accordance with the procedure specified under these rules, the Competent Authority may reject the proposal after recording reasons for such rejection in writing. Such approval or rejection shall be conveyed by the Competent Authority within 90 days from the date of receipt of proposal in his office, failing which disciplinary action will be taken against her / him under KCS (CCA) Rules 1957. Candidates



shall be promoted by the Appointing Authority only after such approval by the Competent Authority and benefits of fixation of pay of such candidates shall be payable from the actual date of assuming the charge of the promotional post.

- (8) The procedure specified above shall also apply to the Minority Institutions except it is not mandatory to consider only the senior most Secondary School Assistant for Promotion as Head Master or Head Mistress.

**Form – I**  
**(See Rule – 5)**

1. Name of the employee
2. Father name
3. Date of Birth
3. Qualification
4. Date of appointment
5. Nature of appointment - Permanent / Temporary
6. Name of the Post to which appointed
7. Scale of pay
8. Reservation category to  
which the employee belongs to
9. Whether appointment approved or not
10. Date of approval & reference.
11. If approved, whether it is with aid or without aid details to be furnished.
12. Any other details

Signature of the Head of the Institution

**Form – II**  
**(See Rule – 9)**

I, ..... working as  
.....  
in..... ☐ arnat ..... Management, voluntarily tender  
my resignation w.e.f. .... for ..... reasons.

(9) I request that my resignation may be accepted with effect from  
..... (one month thereafter).

(ii) I ☐ arnata that my resignation may be accepted with immediate effect. I surrender  
one month's salary in lieu of one month's notice as provided under rule 9 of Karnataka  
Educational Institutions (Recruitment and terms and conditions of service of employees in  
Private Aided Primary and Secondary Education Institutions)Rules, 1999.

Signature of the employee

Date:

Name of the Employee  
(IN BLOCK LETTERS)

Place:

**[Note:** Strike off (i) or (ii) above which is not applicable]

(10) \* \* \*

**The Karnataka Educational Institutions (Recruitment and terms and conditions of service  
of employees in Private Aided Primary and Secondary Educational Institutions)  
(Amendment) Rules, 2000**

**Arrangement of Sections**

1. Title and Commencement
2. Amendment of rule 3
3. Insertion of new annexure-VI

**The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2000**

**Education Secretariat**

**Notification**

**No. ED/64/ViVida/2000, Bangalore, Dated: 31<sup>st</sup> January 2001**

Whereas the draft of Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2000 was published as requested by sub-section (1) of Section 145 of the Karnataka Education Act 1983 (Karnataka Act 1 of 1995) in Notification No. ED/64/Vividia/2000, dated 9-10-2000 in part IV-A of the Karnataka Gazette Extraordinary dated 9-10-2000 inviting objections and suggestions from the persons likely to be affected thereby,

And whereas the said Gazette was made available for the public on 10<sup>th</sup> October 2000.

And whereas the objections and suggestions received in this regard have been considered by the Government.

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka makes the following Rules namely:-

Published in the Karnataka Gazette Part IV-A, Extraordinary No. 153, dated 1.2.2001

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2000.

They shall come into force from the date of their publication in the official Gazette.

**2. Amendment of rule 3.-** In rule 3 of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999 (hereinafter referred to as the said rules) in sub-rule (1) in clause (a), for the words and figure “as specified in Annexure-I appended to these rules” the words and figures “as specified in Annexure-I and the procedure for filling up of the post of Head Master and Head Mistress in High Schools shall be specified in Annexure-VI” shall be substituted.

**3. Insertion of new Annexure-VI.-** After Annexure V of the said Rules, the following Annexure shall be inserted, namely:-

**Annexure – VI**

(See Rule 3)

The procedure for filling up of the Head Master / Head Mistress in Private Aided High Schools:

(11) The post of Head Master / Head Mistress in Private Aided High School shall be filled up by promotion from the cadre of Secondary School Assistant Grade-I. If no eligible Secondary School Assistants Grade-I is available, Secondary School Assistant Grade-II may be considered. Secondary School Assistants Grade-I and Grade-II includes Science, Arts, Language (Kannada, Urdu, Tamil, Marathi, as the case may be) and Hindi Teachers.

ii) Promotion to the post of Head Master or Head Mistress shall be made on the basis of seniority of a teacher, seniority being determined by counting the total number of years of continuous service from the date of entry into the cadre of Secondary School Assistant Grade-I or Grade-II as the case may be and by following Roster Rules, if they are applicable as per the orders issued by the Government in the matter of reservation from time to time. The service rendered in the cadre of Secondary School Assistant Grade-II (Untrained) may be protected for service benefits but shall not be counted for fixing the seniority.

iii) The eligible teacher must be a trained Secondary School assistant and must have put in not less than five years of approved teaching service in the Secondary School.

iv) If the management is running more than one school common seniority based on the date of approval of appointment of the teacher with aid shall be prepared and notified. If the date of approval of appointment of more than one teacher happens to be the same day, the seniority shall be fixed on the basis of date of birth and the person older in age shall become seniority. Such notified common seniority list shall be the basis for making promotion.

(12) Based on the notified seniority list the appointing Authority shall pass a resolution and send suitable proposals for approval to the Competent Authority Viz., The Regional Secretary, Karnataka Secondary Education Examination Board and Ex-officio Joint Director of Public Instruction of the concerned Divisions with all relevant documents relating to seniority, qualification, service register, service particulars of all the teachers, fulfillment of roster rules etc. If the Competent Authority after verifying the records is satisfied that all the requirements prescribed in the rules have been complied with, he may convey approval for promotions of the selected candidates. In case the promotion is not in accordance with the procedure specified under these rules, the Competent Authority may reject the proposal after recording reasons for such rejection in writing. Such approval or rejection shall be conveyed by the Competent Authority within 90 days from the date of receipt of proposal in his office, failing which disciplinary action will be taken against her / him under KCS (CCA) Rules 1957. Candidates shall be promoted by the Appointing Authority only after such approval by the Competent Authority and benefits of fixation of pay of such candidates shall be payable from the actual date of assuming the charge of the promotional post.

vi) The procedure specified above shall also apply to the Minority Institutions except it is not mandatory to consider only the senior most Secondary School Assistant for Promotion as Head Master or Head Mistress.

By Order and in the name of  
the Governor of Karnataka

**K.S. GOPALA KRISHNA**  
Under Secretary to Government,  
Education Department (General).

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2000.**

**EDUCATION SECRETARIAT**

**NOTIFICATION**

**No. ED 65 ViVida 2000, Bangalore, dated: 3<sup>rd</sup> February 2001**

Whereas the draft of Karnataka Education Institutions (Recruitment and terms and conditions of service of employees in Private Educational Institutions) (Amendment) Rules, 1999 was published as required by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No. ED 65 ViVida 2000 dated: 9<sup>th</sup> October, 2000 in part-IV-A of Karnataka Gazette Extraordinary dated: 9<sup>th</sup> October, 2000 inviting objections and suggestions from the persons likely to be affected thereby.

Whereas the said Gazette was made available to the public on 9<sup>th</sup> October, 2000.

Suggestions received in this regard have been considered by the Government.

Now, therefore, in exercise of powers conferred by sub-section (1) of Section 145 of Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2000.

(2) They shall come into force from the 1[date]1 of their publication in the official Gazette.

**2. Amendment of Annexure-I.-** In Annexure-I to the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999 for sub-clause (1) of clause 7, the following shall be substituted, namely:-

“(a) In respect of candidates whose names are included in the list published under sub-clause (1) of clause 6, proposal shall be sent to the Competent Authority through Block Education Officer in case of Primary School and Deputy Director of Public Instruction in the case of High School. The Competent Authority shall after verifying the selection procedure as specified under the rules has been complied with, shall cause to place the proposal immediately before the Screening Committee through the concerned Chief Executive Officer. The Screening Committee shall consist of the following, ☐ arnat:-

**In respect of High School**

- |   |                                                              |          |
|---|--------------------------------------------------------------|----------|
| 1 | Chief Executive Officer of the concerned Zilla Panchayat     | Chairman |
| 2 | Deputy Director of Public Instruction of the concerned Dist. | Member   |



- |   |                                                                                     |                    |
|---|-------------------------------------------------------------------------------------|--------------------|
| 3 | Senior Education Officer of the office of the Deputy Director of Public Instruction | Member - Secretary |
|---|-------------------------------------------------------------------------------------|--------------------|

Published in the Karnataka Gazette Part IV-A, Extraordinary No. 236, dated 5.2.2001

**In respect of Primary School**

- |   |                                                                                                                |                  |
|---|----------------------------------------------------------------------------------------------------------------|------------------|
| 1 | Chief Executive Officer of the concerned Zilla Panchayat                                                       | Chairman         |
| 2 | Senior Education Officer of the Office of the Deputy Director of Public Instruction of the concerned District. | Member           |
| 3 | Block Education Officer of the concerned Block.                                                                | Member-Secretary |

(b) The Chief Executive Officer of the concerned Zilla Panchayat on receipt of the proposal from the Competent Authority shall send it to the Member Secretary of the Screening Committee for preparation of Background Notes and other materials connected with the selection of candidates. Further, the Member-Secretary shall prepare the relevant background notes and place the same before the Screening Committee and also on conclusion of deliberations of the Screening Committee shall prepare Proceedings of the Committee and obtain signatures of the Chairman and Member of the Screening Committee and forward the same to the Competent Authority along with all the relevant documents for issue of necessary orders.

I The Screening Committee shall verify with reference to the records submitted by the Member Secretary as to whether the selection is in accordance with the roster and the qualifications and other eligibility criteria specified under the rules and whether the other conditions of recruitment are complied with and shall make recommendations either for approval or rejection of the selections made and make suitable recommendations in relation thereto. Based on the recommendation of the Screening Committee, the Competent Authority shall convey the approval or rejections as the case may be. In case of rejection, the reasons for such rejections shall also be given in writing. The entire procedure including the placing of the proposal before Screening Committee and conveying approval or rejections and issue of orders thereon by the Competent Authority shall be complied within a period of ninety days from the date of receipt of proposal in the Office of the Competent Authority the salary of such candidates shall be payable from the actual date of joining duty. The management shall be liable for payment of salary and other benefits till the date such posts are admitted into grant-in-aid.

(d) The Screening Committee shall meet as many times as necessary, but not less than once in a month.

(2) The inclusion of the name of a candidate in any list published under clause 6 shall not confirm any right of appointment.

(3) The list of candidates published by the selecting authority under clause 6 shall cease to be operative as from the date of publication of a list prepared in respect of such cadre of post on the next selection.

(4) Candidates whose names are included in the main lists prepared in the manner indicated above may be appointed in the vacancies in the order in which names appear in the list.

By Order and in the name  
of the Governor of Karnataka

**K.S. GOPALA KRISHNA**  
Under Secretary to Government,  
Education Department.

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions)  
(Amendment) Rules, 2001**

**Contents**

**Rules**

1. Title and Commencement
2. Amendment of Rule 16
3. Amendment of rule 25

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2001**

**NOTIFICATION**

**No. ED 95 Vivida 2000, Bangalore, dated 5<sup>th</sup> July, 2001.**

Whereas the draft of the rules to amend the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 1999 was published in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), in Notification No. ED 95 Vivida 2000, dated: 27.3.2001 in Part IV-A of the Karnataka Gazette Extraordinary dated: 27.3.2001 inviting objections and suggestions from the persons likely to be affected there by:

And Whereas the said Gazette was made available to public on 27.3.2001.

And whereas the objections and suggestions have been received in this regard by the State Government.

Now, therefore in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2001.

(2) They shall come into force from the date of their publication in the official Gazette.

**2. Amendment of Rule 16.-** In rule 16 of Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999, (hereinafter referred as the said rules) in sub-rule (i) in clause (b) after item (v), the following item shall be inserted namely,-

“(vi) Sexual harassment of women employees in working places”.

**Explanation:-** “Sexual harassment “includes such unwelcome sexually ☐arnataka<sup>□</sup> (whether directly or by implication) behaviour as:-

- (a) Physical contact and advances;
- (b) A demand or request for sexual favours;
- I Sexually coloured remarks;
- (d) Showing pornography; or
- (e) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature”.

**3. Amendment of rule 25.-** in rule 25 of the said rules,-

(i) for the heading, the following shall be substituted, namely,-

“Professional Duties and Mis-conduct”.

(13) In sub-rule (2), after clause (s), the following shall be inserted, namely:-

“(i) subjecting any woman employee to sexual harassment in working places.

**Explanation.-** “Sexual harassment” includes such Karnataka sexually determined (whether directly or by implication) behaviour as:-

- (f) Physical contact and advances;
- (g) A demand or request for sexual favours;
- (h) Sexually coloured remarks;
- (i) Showing pornography; or
- (j) Any other unwelcome physical, verbal or non-verbal conduct of sexual nature”.

By Order and in the name of the  
Governor of Karnataka

**K.S. GOPALA KRISHNA**  
Under Secretary to Government,  
Education Department.

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2002**

**Contents**

**Rules**

1. Title and Commencement
2. Amendment of Rule 11

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2002**

**NOTIFICATION**

**No. ED 48 Vivida 2002, Bangalore, dated 4<sup>th</sup> September, 2002.**

Whereas the draft of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2002 was published in Notification No. ED 48 ViVida 2002, dated:11.6.2002 in Part IV-A of the Karnataka Gazette Extraordinary dated:11.6.2002 inviting objections and suggestions from the persons likely to be affected thereby;

Whereas the said Gazette was made available to the public on 11<sup>th</sup> June 2002;

And whereas the objections and suggestions received in this regard have been duly considered by the State Government;

Now, therefore in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2002.

1. Published in the Karnataka Gazette Part IV-A Extraordinary No. 1283 dated 5.9.2002.

(2) They shall come into force from the date of their publication in the official Gazette.

**2. Amendment of Rule 11.-** In rule 11 of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999, in sub-rule (6), for the fifth and sixth provisios, the following shall be substituted, namely:-

“Provided also that,-

(14) the excess teachers so identified in Minority Educational Institutions under these rules, shall be allotted as per sub-rule (6) of rule 11; and

(ii) the eligible excess teachers identified in other Aided Non-Minority Educational Institutions shall be allotted against sanctioned Aided posts that are vacant in the Aided Minority Institutions in accordance with rule 10.”

By Order and in the name of the  
Governor of Karnataka,

**S. Nagaraju**

Under Secretary to Government,  
Education Department (University & General-1)

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (First Amendment) Rules, 2003**

**Contents**

**Rules**

1. Title and Commencement
2. Insertion of new rule 3A
3. Amendment of rule 6



**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (First Amendment) Rules, 2003**

**NOTIFICATION**

**No. ED 32 Vivida 2003, Bangalore, dated: 26<sup>th</sup> May, 2003**

Whereas the draft of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of Employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2002 was published in Notification No. ED 204 SEP 2002, dated: 13<sup>th</sup> January 2003 in Part-IVA of the Karnataka Gazette Extraordinary dated: 24.01.2003 inviting objections and suggestions from the persons likely to be affected thereby.

Whereas the said Gazette was made available to public on 24<sup>th</sup> January 2003.

And whereas, no objections or suggestions were received in this regard.

Now, therefore in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (First Amendment) Rules, 2003.

(2) They shall come into force from the date of their publication in the official Gazette.

**2. Insertion of new rule 3A.-** After rule 3 of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999, (hereinafter referred as the said rules), the following shall be inserted namely:-

**“3A. Salary in respect of appointments made in contravention of rules etc.,- Where the management commits any wrongful act or makes any default in appointment of any person or appoints any person contrary to these rules, salary of such person shall be paid by the management from its own fund and not from the financial assistance from the State Government.**

(15) **Amendment of rule 6.-** in rule 6 of the said rules, clauses (ii) shall be omitted.

By Order and in the name of the  
Governor of Karnataka

**SUNDARA RAJA GUPTHA**

Under Secretary to Government,  
Education Department (University & General-1).

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Second Amendment) Rules, 2002**

**Contents**

**Rules**

1. Title and Commencement
2. Amendment of Annexure II

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Second Amendment) Rules, 2002**

**NOTIFICATION**

**No. ED 80 VIVIDA 2002, Bangalore, dated: 20<sup>th</sup> June, 2003**

Whereas the draft of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of Employees in Private Aided Primary and Secondary Educational Institutions) (Second Amendment) Rules, 2002 was published in Notification No. ED 80 VIVIDA 2002, dated: 22<sup>nd</sup> January 2003 in Part-IVA of the Karnataka Gazette Extraordinary dated: 22<sup>nd</sup> January 2003 inviting objections and suggestions from the persons likely to be affected thereby.

And Whereas the said Gazette was made available to public on 22<sup>nd</sup> January 2003.

And whereas, no objections or suggestions were received in this regard by the Government.

Now, therefore in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Second Amendment) Rules, 2002.

(2) These rules shall be deemed to have come into force with effect from the 12<sup>th</sup> day of December, 2002.

**2. Amendment of Annexure II.-** In Annexure II of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999 in item (4), the word "Festival advance" and comma shall be omitted.

By Order and in the name of the  
Governor of Karnataka

**SUNDARA RAJA GUPTHA**

Under Secretary to Government,  
Education Department (University & General-1).

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions)  
(Amendment) Rules, 2004**

**Contents**

**Rules**

1. Title and Commencement
2. Amendment of Rule 11

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2004**

**NOTIFICATION**

**No. ED 1007 SEW 2001, Bangalore, dated: 24<sup>th</sup> April, 2004**

Whereas the draft of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of Employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2003 was published as required by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No. ED 1007 SEW 2001, dated: 9.1.2004 in Part-IV-A No.77 of the Karnataka Gazette Extra-ordinary dated: 24.1.2004 inviting objections and suggestions from the persons likely to be affected thereby;

Whereas the said Gazette was made available to public on 24.01.2004;

And whereas, no objections and suggestions have been received in this regard by the Government.

Now, therefore in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2004.

(2) They shall come into force from the date of their publication in the Official Gazette.

**2. Amendment of Rule 11.-** In Rule-11 of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999, in sub-rule (6), for the fifth proviso, the following shall be substituted, namely:-

“Provided also that no retrenched employee / staff shall be allotted to a Minority Institutions for being appointed against a vacancy:

Provided also that in so far as minority institutions are concerned, where the competent authority on his own verification or on the report of its subordinate officers finds that there is an excess strength of teachers / staff on account of reasons mentioned in the above rules, shall

take action to retrench the excess teachers / staff following the same procedure as specified under these rules. The Competent Authority shall withdraw salary grants in respect of such excess / retrenched staff”.

By Order and in the name of the  
Governor of Karnataka

**SIDDALINGAIAH**  
Under Secretary to Government,  
Education Department.

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions)  
(Amendment) Rules, 2005**

**Contents**

**Rules**

1. Title and Commencement
2. Amendment of Rule 11

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2005**

**NOTIFICATION**

**No. ED 1007 SEW 2001, Bangalore, dated: 22<sup>nd</sup> October, 2005**

Whereas the draft of the following rules further to amend the Karnataka Educational Institutions (Recruitment and terms and conditions of service of Employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2005 was published as required by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No. ED 1007 SEW 2001, dated: 9.8.2005 in Part-IV-A No.1572 of the Karnataka Gazette Extra-ordinary dated: 10.8.2005 inviting objections and suggestions from the persons likely to be affected thereby;

Whereas, the said Gazette was made available to public on 10.08.2005;

And whereas, no objections and suggestions have been received in this regard by the Government.

Now, therefore in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2005.

(2) They shall come into force from the date of their publication in the Official Gazette.

**2. Amendment of Rule 11.-** In Rule-11 of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999, in sub-rule (6), for the sixth proviso, the following shall be substituted, namely:-

“Provided also that the excess teachers so identified in minority Educational Institutions under these rules may be allotted to any other Educational Institutions under the same management or non-minority educational institutions in accordance with sub-rule (6)”.

By Order and in the name of the  
Governor of Karnataka

**SIDDALINGAIAH**  
Under Secretary to Government,  
Education Department.



**Education Secretariat**

**Notification**

**No. ED 79 SLB 2006, Bangalore, Dated 4<sup>th</sup> January 2007**

The draft of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 2006, which the Government of Karnataka proposes to make in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), is hereby published as required by sub-section for the information of the persons likely to be affected thereby and notice is hereby given that the said draft will be taken into consideration after thirty days from the date of its publication in the Official Gazette.

Whereas, the said Gazette was made available to the public on 15-9-2006.

Whereas, only one Objection has been received in this regard by the Government.

Whereas, the objection received has been considered by the Government.

Now, therefore, in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby makes the following rules, namely:-

**Rules**

**1. Title and Commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Recruitment and Terms and Conditions of Service of employees in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2006.

(2) They shall come into force from the date of their publication in the Official Gazette.

**2. Amendment of Annexure VI.-** In the Karnataka Educational Institutions (Recruitment and Terms and Conditions of Service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999, in Annexure-VI in clause (i), at the end, for the words “and Hindi”, the words “Hindi and Sanskrit” shall be substituted.

By order and in the name of the Governor of Karnataka,

**SIDDALINGAIAH**

Under Secretary to Government,  
Education Department

**Education Secretariat****NOTIFICATION****No. ED 166 SLB 2006, Bangalore, Dated: 16th June, 2007**

Whereas, the draft of the Karnataka Educational Institutions [Recruitment and Terms and Conditions of service of employees in Private Aided Primary and Secondary Educational Institutions] [Amendment] Rules, 2007, was published as required by subsection (1) of section 145 of the Karnataka Education Act, 1983 [Karnataka Act 1 of 1995], in Notification No. Ed 166 SLB 2006, dated : 12-04-2007 in Part-IV-A in No. 639 of the Karnataka Gazette extraordinary dated : 21-04-2007 inviting objections and suggestions from the persons likely to be affected thereby.

Whereas, the said Gazette was made available to the public on 21-04-2007 ;

Whereas, no suggestion/objection has been received in this regard by the Government.

Now, therefore, in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 [Karnataka Act 1 of 1995], the Government of Karnataka hereby makes the following rules, namely :-

**RULES**

**1. Title and Commencement :-** (1) These rules may be called the Karnataka Educational Institutions [Recruitment and Terms and Conditions of service of employees in Private Aided Primary and Secondary Educational Institutions] [Amendment] Rules, 2007.

(2) They shall come into force from the date of their publication in the Official Gazette.

**2. Amendment of Rule-12 :-** In the Karnataka Educational Institutions [Recruitment and Terms and Conditions of service of employees in Private Aided Primary and Secondary Educational Institutions] Rules, 1999, in rule 12, in sub-rule (2), in the proviso ;-

- (i) for the words “the head of the department” the words “the competent authority”, shall be substituted ; and
- (ii) for the words “Director of Public Instruction (Primary) in respect of Primary and the Director of Public Instruction (Secondary) in respect of Secondary Schools” the words, “the competent authority” shall be substituted.

(2) In rule 12, in sub rule (2) of rule 12 after the first proviso, the following second proviso shall be inserted, namely,

“Provided further that in the event of a school being duly transferred to a new management, the service rendered by the employees concerned under the previous management shall count for the purpose of seniority, salary, leave and pensionary benefits”.

(16) In Rule 12, after sub-rule – (2), the following shall be inserted namely:- “(3) Government may grant permission to transfer an employee of an educational institution imparting primary or secondary education, in the following cases :-

- (d) In the case of request by the management of an Aided educational institution located within the State of Karnataka for transfer of its employee with the consent of the employee, to a comparable post in any of the institutions of the same management located in any other state for a period not exceeding five years;
- (e) In the case of request by the management of an Aided educational institution located in any other State, from the State Government concerned, for transfer of its employee to a grant-in-aid vacancy in a comparable post in any of the institutions of the same management, located into the State of Karnataka for a period not exceeding five years subject to the condition that the employee concerned possesses the educational qualification prescribed as per the rules of recruitment applicable to such a post and is in receipt of grant-in-aid from the State Government concerned and subject to fulfillment of other conditions of method of recruitment and grant-in-aid and the said vacancy has arisen on account of retirement, resignation, death of transfer, as the case may be ; and
- (f) In the case of request by the management for a permanent transfer of its employee, which is in receipt of grant-in-aid, subject to consent of the employee and both management of Government of other state to or from and institution in receipt of grant-in-aid, which is located in any other State and which may belong to either the same management or a different management;

(4) In the case of transfer referred to in clause (a) of sub-rule (3), it shall be treated as re-deployment On return of the employee concerned to the State of Karnataka, the period of such re-deployment shall be treated as “dies-non” as defined in sub rule (14-A) of the rule 8 of the Karnataka Civil Service Rules. Application of the Karnataka State-Aided School Employees Contributory Provident Fund, Insurance Pension Rules as contained in the Government Order No. ED 65 SES 1962, dated : 24-08-1963, as amended from time to time, shall be deemed to have been kept in abeyance in relation to such an employee for the period of his re-deployment which shall be resumed after he he returns to the State of Karnataka and assumes charge of the post he held before his re-deployment. The management shall not fill the vacancy cause by such re-deployment except on temporary basis by placing re-deployment shall not count for

pension and pay fixation. The parent management or the management which has borrowed the services of such an employee, as the case may be, shall be liable to pay salary to the employee and no grant-in-aid shall be payable by Government of Karnataka during the period of such re-deployment ;

(5) In the case of a transfer under clause (b) of sub-rule (3), it shall also be treated as redeployment subject to the condition that the employee concerned, according to the rules applicable to him in his parent state, is not required to resign and there is provision to maintain his lien until his return to his parent school. On return to his parent school, such redeployment shall be treated as “dies non”, as defended in sub-rule (14-A) of rule 8 of the Karnataka Civil Services Rules. Further, the rules applicable to such an employee in his parent school in respect of his pension, gratuity, provident fund etc. Shall be deemed to have been kept in abeyance in relation to such an employee for the period of his redeployment to the educational institution located in the State of Karnataka, which shall be resumed after the returns to his State and assumes charge of the post held by him in his parent school before his re-deployment. The service rendered on such re-deployment shall not count for pension and pay fixation. The liability of the Government of Karnataka shall be limited to payment of grant-in-aid equivalent to the amount calculated on the average of the minimum and maximum of the scale of the post held by such an employee in Karnataka or actual pay drawn, whichever is less ;

(6) In the case of a transfer referred to in clause I of sub-rule (3), if the transfer of an employee is from any other State to a post in an educational institution which received grant-in-aid from Government located in Karnataka on permanent basis against a vacancy caused on account of retirement, death, resignation or promotion of a teacher, the employee concerned possesses the educational qualification prescribed as per the rules of recruitment applicable to such a post and he shall be deemed to have resigned his post in his parent school and his transfer treated as a fresh appointment and grant-in-aid paid to him prospectively from the date of his reporting for duty. His pay shall be fixed at the minimum of the scale of pay of the post to which he is transferred ;

(7) In the case of a transfer from an educational institution located in Karnataka to any other State, referred to in clause I of sub rule (3), the employee concerned shall be deemed to have been permitted to retire from service and the pensionary benefits/gratuity etc due to him shall be paid to him accordingly as per the provisions of the rules applicable to him.”

**3. Amendment of Annexure – IV :-** In the Karnataka Educational Institutions [Recruitment and Terms and Conditions of Service of employees in Private Aided Primary and Secondary Educational Institutions] Rules, 1999-in Annexure-IV (i) after Sl. No. “5 and entries relating

thereto i.e., Hindi Teacher (if taught as compulsory language)” the following shall be inserted, namely,

- i) “6 Teacher (Craft or drawing or music): 1[One]
- ii) Note-3 shall be omitted.

By order and in the name of the Governor of  
Karnataka,

**M. M. HIREMATH**  
Under Secretary to Government,  
Education Department

**Education Secretariat****Notification****No. ED 161 SEP 2006, Bangalore, Dated: 25th October, 2007**

Whereas the draft of the Karnataka Private Educational Institutions [Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions] Rules, 1999, was published as required by sub-section (1) of section 145 of the Karnataka Education Act, 1983 [Karnataka Act 1 of 1995], in Notification No. ED 161 SEP 2006, dated: 28<sup>th</sup> December 2006 in Part – IV –A of the Karnataka Gazette Extraordinary No. 18, dated: 4<sup>th</sup> January 2007 inviting objections and suggestions from all persons likely to be affected thereby within thirty days from the date of the publication of the draft in official gazette.

And whereas, the said Gazette was made available to the public on 4<sup>th</sup> January 2007.

And whereas, no objections or suggestions were received in this regard within the specified period, by the State Government.

Now therefore, in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby makes the following rules namely:-

**RULES**

**1. Title and Commencement:** - (1) These rules may be called the Karnataka Private Educational Institutions [Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions] (Amendment) Rules, 2006.

(2) They shall come into force from the date of their publication in the Official Gazette.

**2. Amendment to Annexure-1:** - In the Karnataka Educational Institutions (Recruitment and Terms and Conditions of service of employees in private aided Primary and Secondary Educational Institutions), Rules 1999, for **Annexure – 1** the following shall be substituted, namely: -

**“ ANNEXURE – 1**

**1. Method of Recruitment:** - (1) Recruitment under these rules shall be made on the basis of the percentage of total marks secured in the qualifying examination determined in the manner specified in clause (3), by the selecting authority.

**2. Advertisement in the News Paper:** - The selecting authority of an educational institution shall, subject to the economy orders banning filling of vacancies, issued by Government from time to time, firstly obtain prior permission of the competent authority to fill up the vacancies

arising due to retirement, resignation, promotion and death against posts which were admitted to grant-in-aid excluding the vacancies caused on account of sanction of additional sections/subjects/combinations. Permission shall be granted to fill the vacant posts as per the reservation roster points by the competent authority. Thereafter it shall notify at least in one State level daily newspaper having large circulation in the State and in one leading district level daily newspaper having large circulation in the district, inviting applications from candidates indicating therein the categories of posts, number of vacancies, minimum qualification prescribed, classification of vacancies as per the reservation roster etc., Copy of the advertisement shall also be sent to the concerned Deputy Director of Public Instruction, Block Educational Officer and the concerned employment exchange for displaying on the notice board of their offices. The managing committee of the institution shall also display the advertisement on the notice board of its office.

**3. Qualifying Examination:-** For the purpose of this rule :-

- (a) “ **Qualifying Examination,** ” means the examination or examinations prescribed as the minimum qualification to be eligible for appointment as per the rules of recruitment in respect of the posts concerned, as specified in Annexure – III;
- (b) Where the qualifying examination consists of more than one examination, the percentage of total marks secured in the qualifying examination shall be the average of the percentage of total marks secured in those examinations;
- (c) Where different qualifying examinations have been prescribed alternatively, in the rules of recruitment applicable to a post or category of posts and a candidate has passed more than one such qualifying examination, the percentage of total marks obtained in such qualifying examination in which he has obtained highest percentage of total marks shall be taken into consideration.

**4. List of Selected Candidates: -**

- (17) The selecting authority shall, on the basis of the percentage of the total marks secured in the qualifying examination as determined under Clause 3 and taking into consideration the orders in force relating to reservation of vacancies for the Scheduled Castes, the Scheduled Tribes, and the other Backward Classes, prepare, in the order of merit, a list of candidates eligible for appointment to the cadre of post. If the aggregate of the percentage of total marks secured in the qualifying examinations as determined under Clause 3, of two or more candidates is equal, the order of merit in respect of such candidates shall be fixed on the basis of their age, the person older in age being placed higher in the order of merit. The number of names of candidates to be included in such list shall be equal to the number of vacancies notified;

(18) The selecting authority shall, in accordance with provision of sub- clause (1) also prepare an additional list of names of candidates not included in the list prepared under sub-clause (1) in which the number of candidates to be included shall, as far as possible be ten percent of the number of vacancies notified. This list shall be operated only to the extent of the number of persons included in the main list not reporting for duty.

(19) The lists so prepared under sub-clauses (1) and (2) shall be published on the notice board of the office of the managing committee and a copy thereof shall be sent to the appropriate competent authority within 15 days from the last date fixed for receipt of applications. At the same time, the fact of selection shall be intimated by the managing authority to the selected candidates.

5. (1) In respect of candidates whose names are included in the list published under sub-clause (1) of clause 4, proposal shall be sent to the Competent Authority through the Block Education Officer concerned in case of primary schools and Deputy Director of Public Instruction in case of posts in high schools. The competent authority shall, after verifying that the selection procedure as specified under the rules, has been complied with, shall cause to place the proposal immediately before the Screening Committee through the concerned Chief Executive Officer. The Screening Committee shall consist of the following, namely: -

<b>In respect of High Schools</b>	
Chief Executive Officer of the concerned Zilla Panchayat	Chairman.
Deputy Director of Public Instruction of the concerned District.	Member.
Senior most Education Officer of the office of the Deputy Director of Public Instruction.	Member-Secretary.
<b>In respect of Primary Schools</b>	
Chief Executive Officer of the concerned Zilla Panchayat	Chairman.
Senior most Education Officer of the office of the Deputy Director of Public Instruction of the concerned District.	Member.
Block Education Officer of the concerned block.	Member-Secretary.



- (9) The Chief Executive Officer of the concerned Zilla Panchayath, on receipt of the proposal from the competent authority, shall send it to the Member Secretary of the Screening Committee for preparation of background notes and other materials connected with the selection of candidates. Further, the Member-Secretary shall prepare the relevant background notes and place the same before the Screening Committee and also on conclusion of deliberation of the screening committee shall prepare proceedings of the committee and obtain signature of the Chairman and Members of the screening committee and forward the same to the competent authority along with all the relevant documents for issue of necessary orders.
- (10) The screening Committee shall verify with reference to the records submitted by the Member Secretary as to whether the selection is-
  - a) to a vacancy which has arisen against an aided post to which grant in aid has been sanctioned by the competent authority ; and
  - b) is in accordance with the roster and the qualifications and other eligibility criteria specified under the rules and whether the other conditions of recruitment are complied with.

And shall make recommendations either for approval or rejection of the selection made. The Competent Authority shall consider the recommendation of the screening committee and take a decision with regard to approval or rejection, as the case may be and convey the same. In case of rejection, the reasons for such rejection shall also be recorded in writing. The entire procedure including the placing of the proposal before the screening committee and conveying approval or rejection and issue of orders thereon by the competent authority shall be completed within a period of ninety days from the date of receipt of proposal in the office of the competent authority.

- (11) The screening committee shall meet as many times as necessary, but not less than once in a month;
- (12) The inclusion of the name of a candidate in any list published under paragraph 4 shall not confer any right of appointment;
- (13) The list of candidates published by the selecting authority shall cease to be operative as from the date of publication of a list prepared in respect of such cadre or post on the next selection;
- (14) Candidates whose names are included in the main list prepared in the manner indicated above may be appointed in the vacancies in the order in which their names appear in the list.

- (15) In case, a candidate selected in the manner specified above is appointed by the appointing authority before the competent authority has conveyed its approval in accordance with sub-clause (3), the managing committee shall be liable to pay salary to the candidate so appointed and grant-in-aid at the minimum of the scale applicable to the post shall be payable only from the date the selection has been approved by the competent authority;
- (16) In case, however, a candidate, who has been selected is not appointed by the appointing authority until the selection has been approved by the competent authority, grant-in-aid at the minimum of the scale applicable to the post shall be payable only from the date of reporting for duty after such approval ”.

By order and in the name of the Governor of Karnataka,

**SWARNALATHA M.BHANDARE**

Under Secretary to Government,  
Education Department.

**Education Secretariat****Notification****No. ED 146 SLB 2007, Bangalore, Dated 27<sup>th</sup> December, 2007**

The draft of the following rules further to amend the Karnataka Educational Institutions (Recruitment and Terms and Conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999, which the Government of Karnataka proposes to make in exercise of the powers conferred by sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), published in Notification No. ED 146 SLB 2007, dated 27-10-2007 in Part-IVA in No. 1996 of the Karnataka Gazette extraordinary dated 6-11-2007 inviting objections and suggestions from the persons likely to be affected thereby.

Whereas, the said Gazette was made available to the public on 6-11-2007. Whereas, no suggestions/objections have been received in this regard by the Government. Now, therefore, in exercise of the powers conferred by sub-section (1) of section 145 of Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby makes the following rules, namely:-

**Rules**

**1. Title and Commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Recruitment and Terms and Conditions of service of employees in private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2007.

(2) They shall come into force from the date of their publication in the Official Gazette.

**2. Amendment to Annexure-III.-** The Karnataka Educational Institutions (Recruitment and Terms and Conditions of service of employees in Private Aided Primary and Secondary Educational Institutions), Rules, 1999, in Annexure-III, after the entries relating to Head Master, Secondary School / Secondary School Assistant Grade-I / Secondary School Assistant, Grade-II / Physical Education Teacher / Craft Teacher / Craft Teacher Grade-II / Drawing Teacher / Second Division Assistant / Peon, the following shall be inserted at the end, namely:-

“Fifty percent of the posts of Assistant Masters Grade-II in aided private high schools under each management shall be filled by promotion of primary school teachers in aided private primary schools under the same management who possess the qualification prescribed for direct recruitment.

Provided that, if sufficient number of eligible primary school teachers are not available for promotion, such number of posts shall be filled by direct recruitment.”

By order and in the name of the President of India,

**SWARNALATHA M. BHANDARE**

Under Secretary to Government,  
Education Department.

**Education Secretariat****NOTIFICATION****No. ED 262 SLB 2007, Bangalore, Dated: 7<sup>th</sup> May, 2008**

Whereas the draft of the following rules further to amend the Karnataka Educational Institutions [Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions] Rules, 1999 and the Karnataka Pre-University Education [Academic, Registration, Administration and Grant-in-Aid etc.,] Rules, 2006 was published as required by Sub-section (1) of Section 145 of the Karnataka Education Act, 1983 [Karnataka Act 1 of 1995] in Notification No. ED 262 SLB 2007, dated: 29<sup>th</sup> December 2007 in Part-IVA of the Karnataka Gazette Extraordinary dated: 07-01-2008, inviting objections and suggestions from the persons likely to be affected thereby within thirty days from the date of its publication in the official Gazette.

Whereas the said Gazette was made available to the public on 07-01-2008 ;

And whereas, no objections and suggestions in respect of the said draft have been received by the Government.

Now therefore, in exercise of the powers conferred by Sub-section (1) of Section 145 of Karnataka Education Act, 1983 [Karnataka Act 1 of 1995], the Government of Karnataka hereby makes the following rules, namely:-

**RULES**

**1. Title and Commencement:** - (1) These rules may be called the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employee in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2008 and the Karnataka Pre-University Education [Academic, Registration, Administration and Grant-in-aid etc.,] [Amendment] Rules, 2008.

(2) They shall come into force from the date of their publication in the Official Gazette.

**2. Amendment of the Karnataka Educational Institutions [Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions] Rules, 1999:-** In the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions), Rules, 1999, in **Annexure – 1**, in clause 6, in sub clause (1), at the end, the following shall be inserted, namely: -

“ The provisions of the Karnataka Civil Services [General Recruitment] Rules, 1977 relating to [horizontal] reservation of posts in favour of the persons belonging to the categories of ex-servicemen, physically handicapped, project displaced persons, women and Kannada medium candidates and the provisions of the Karnataka Reservation of Appointments or Posts [in the Civil Services of the State] for Rural Candidates Act, 2000 (Karnataka Act 1 of 2001) relating to the each category of rural candidates shall mutatis mutandis apply in respect of every recruitment made under these rules”.

- (20) **Amendment of the Karnataka Pre-University Education [Academic, Registration, Administration and Grant-in-Aid etc.,] Rules, 2006 :-** In the Karnataka Pre-University Education [Academic, Registration, Administration and Grant-in-aid etc.,) Rules, 2006, in rule 15, after sub-rule (1), at the end, the following shall be inserted, namely :-

“ The provisions of the Karnataka Civil Services [General Recruitment] Rules, 1977 relating to (horizontal) reservation of posts in favour of the persons belonging to the categories of ex-servicemen, physically handicapped, project displaced persons, women and Kannada medium candidates and the provisions of the Karnataka Reservation of Appointments or Posts (in the Civil Services of the State) for Rural Candidates Act, 2000 (Karnataka Act 1 of 2001) relating to the each category of rural candidates shall mutatis mutandis apply in respect of every recruitment made under these rules”.

By order and in the name of the President of India,

**Swarnalatha M.Bhandare**

Under Secretary to Government,  
Education Department.

**The Karnataka Educational Institutions (Ancillary Services in Recognised Educational Institutions) Rules, 2000**

**Arrangement of Sections**

1. Title and Commencement
2. Definition
3. Medical Examination and Health Service
4. Recreation and Physical Training
5. Guidance Service
6. Library Services

**Karnataka Educational Institutions (Ancillary Services in Recognised Educational Institutions) Rules, 2000.**

**Education Secretariat**

**Notification**

**No. ED/135/ViVida/98, Bangalore, Dated: 31<sup>st</sup> January 2001**

Whereas the draft of the Karnataka Educational Institutions (Ancillary Services in Recognised Educational Institutions) Rules, 2000 was published as required by sub section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No. ED/135/ViVida/98, dated: 24-11-2000 in part-IV-A of Karnataka Gazette Extraordinary dated 24<sup>th</sup> November, 2000 inviting objections and suggestions from the persons likely to be affected thereby.

Whereas the said Gazette was made available to the public on 24<sup>th</sup> November, 2000.

And whereas no objections and suggestions have been received in this regard by the Government.

Now, therefore, in exercise of powers conferred by sub-section (1) of Section 145 of Chapter viii of Karnataka Education Act 1983 (Karnataka Act 1 of 1995) The Government of Karnataka hereby makes the following rules, namely:-

**1. Title and commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Ancillary Services in Recognised Educational Institutions) Rules, 2000.

2. These rules shall come into force from the date of their publication in the official Gazette.

**2. Definition.-** In these rules, unless the context otherwise requires.-

(1) "Act" means the Karnataka Education Act 1983, (Karnataka Act 1 of 1995).

(2) "Institution" means a Recognised Educational Institution.

**3. Medical Examination and Health Service.-** (1) Every Institution shall arrange Medical Examination of the students by a Medical Officer not below the rank of an Assistant Surgeon of Government Hospital or a registered Medical Practitioner with a minimum qualification of M.B.B.S After the examination the Medical Officer shall make entries in the health records of every student.

(2) It shall be the duty of the Head of the Institution to maintain the health records and make facilities for medical check up.

(3) The Head of the Institution shall get the approval of the Competent Authority for appointing a doctor other than a Government Doctor, for Medical Examination and to provide medicines to the student.

(4) The expenses in respect of Medical Examination of the students and the medicine given to students shall be met out of the medical fees collected from the students. Any short fall shall be borne by the Institution.

(5) The head of the Institution shall maintain accounts of all such expenditure and shall submit it for verification to the Competent Authority at the time of inspection.

(6) Every Institution shall give proper attention to all factors relating to health of students and make them health conscious. In addition to these provisions and subject to other rules made in this behalf, the institutions shall give particular attention,-

- a) to the personal and social hygiene of students.
- b) for making make provision, in the time table for intervals of rest.
- c) to take first measures for safety.
- d) to provide for pure drinking water.
- e) to take steps to stop sale of unhygienic or harmful food, drinks or eatables in or near the premises of the institution.

**4. Recreation and Physical Training.-** It shall be the responsibility of the management of every Institution to provide facility for physical educational activities, such as different sports and games, summer camps, vocation classes, mass activity and such other activities which may include discipline. In addition to the above the management may endeavour to provide facilities for physical fitness and encourage the students to gain courage, patriotism and the spirit of co-operation. The management may with the help of parents and if necessary with the co-operation of Non-Government Organisation conduct special campus to students, to enable them to know about cleanliness, hygiene, spirit of group living, mutual trust and brotherhood etc.

**5. Guidance Service.-** The Management of every Institution shall endeavor to provide for guidance and conducting appropriate courses. To achieve this the management may create a guidance cell, which shall consist of two senior most teachers and one of them shall be a lady teacher. The cell shall meet once in two months to identify the problems of the students and to discuss the Karnataka measures. The cell may Karnataka the services of Non-Government Organisations, Doctors etc., as they deem fit. The Management shall provide necessary guidance materials like brochures, leaflets etc., to the students.

**6. Library Services.-** (1) The Management of every Institution shall provide adequate library facilities to the students.

(2) As far as possible, separate building or rooms shall be provided for the purpose of providing Library facilities the number of books in the library shall be commensurate with the strength of the students. The books may include text books of varied interest. The books shall be selected according to the age group and interests of the students.

(3) The books shall also include reference books, text books, maps, dictionary and such other books as may be necessary for reference to the Teachers.



(4) The library and the reading room shall be open for the students atleast onehour before commencement of the classes and one hour after close on all the working days.

(5) For Superintendent and development of the library every Institution shall appoint a librarian with necessary qualifications or a teacher with attitude and qualification may be placed in additional charge of library and it will be the duty of such person to maintain the library.

By Order and in the name of the Governor  
of Karnataka

**K.S. GOPALA KRISHNA**  
Under Secretary to Government,  
Education Department (General).

**The Karnataka Educational Institutions (Control of Private Educational Institutions)  
Rules, 1999**

**Arrangement of Sections**

1. Title and Commencement
2. Definition
3. The duties and the code of conduct for the Governing Council
4. Furnishing of list of properties
5. Utilisation of funds and properties of the Institution
6. Accounting of deposit of institutions funds
7. Closure of Institutions etc.
8. Appeal
  - Form I
  - Form II
  - Form III

**The Karnataka Educational Institutions (Control of Private Educational Institutions)  
Rules, 1999**

**Education Secretariat**

**Notification**

**No. ED/145/Vivida/98, Bangalore, Dated: 31<sup>st</sup> January 2001**

Whereas the draft of the Karnataka Educational Institutions (Control of Private Educational Institutions) Rules, 1999 was published as required by sub section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act of 1995) in Notification No. ED/145/Vivida/98, dated: 4-10-1999 in part-IV-2c(i) of the Karnataka Gazette Extraordinary dated 5<sup>th</sup> October, 1999 inviting objections and suggestions from the persons likely to be affected thereby.

And Whereas the said Gazette was made available to the public on 5<sup>th</sup> October, 1999.

And whereas no objections and suggestions have been received in this regard.

Now, therefore, in exercise of powers conferred by Section 102, 103, 104, 105, 106, 107 and 108 read with sub-section (1) of section 145 of Karnataka Education Act 1983 (Karnataka Act 1 of 1995) The Government hereby makes the following rules, namely:-

**1. Title and commencement.-** (1) These rules may be called Karnataka Educational Institutions (Control of Private Educational Institutions) Rules, 1999.

2. They shall come into force from the <sup>1</sup>[date]<sup>1</sup> of their publication in the official Gazette.

1. Published in the Karnataka Gazette Part IV-A Extraordinary No. 155 dated 1-2-2001

**2. Definition.-** In these rules, unless the context otherwise requires.-

(a) "Act" means the Karnataka Education Act 1983.

(b) "Form" means form appended to these rules.

I "Institution" means Private Educational Institution.

(d) "Section" mans section of the Act.

**3. The duties and the code of conduct for the Governing Council.-** (1) It shall be the duty of the Governing Council.

1. to uphold the dignity and integrity of the nation;

2. to ensure that none of the employees of the institution engage in private tuition, anti-social activities or active politics;

3. to endeavor to promote the education of the weaker sections and the handicapped.

4. to adhere to and act in accordance with provisions of the Act, the rules made thereunder, and orders made or instructions given by the Head of the Department from time to time.

5. to follow the curricula, syllabi and text books for any course of instruction prescribed by the Government from time to time.

6. to make necessary arrangements like sparing the building furniture etc., for conduct of any type of examination conducted by the Department / Government and not to encourage any kind of malpractice during the period of the above mentioned examination.

7. to levy or collect any fees or charges or any payment by whatever name it is called only as provided in the rules made by the State Government in this behalf;

8. to ☐arnata the amounts levied or collected by the Educational Institution in accordance with such rules as may be made by the State Government.

9. to intimate the details of receipt of voluntary donations within ninety days from the date of receipt of Block Education Officer of the jurisdiction and deposit such amounts as directed by Block Education Officer.

10. to ☐arnata all moneys received for the purpose for which they are intended and shall be accounted for;

11. to hold and protect the interest of the staff and students of the institution

12. to make available all the account books and other documents to the inspecting authority at the time of inspection or enquiry.

13. not to open or teach a standard or standards higher than those for which recognition is accorded;

14. not to transfer and property related to the Educational Institution without prior permission of the State Government;

15. to make the provisions for contingent expenditure, in case Government makes provision for Midday meals and such other incentives schemes;

16. to abide by the rules and regulation in respect of recruitment, appointment and service conditions of its employees framed by the State Government from time to time;

17. not to close down the institutions run by them without prior and proper intimation to and approval of the State Government.

18. to hand over all its properties, records to the officer ☐arnataka by the Government on its closure;

19. not to sell, mortgage, lease, pledge, transfer or otherwise its properties without previous permission in writing of the State Government on an application made in this behalf;

(2) The Governing Council shall be governed by the code of conduct prepared by it with respect to the matters not covered in the above code of conduct. However such code of conduct is subject to the prior approval of the State Government.

**4. Furnishing of list of properties.-** (1) Every institution shall send on or before the First January of each year to the competent authority, the statement in triplicate in form-1 of details of desks, benches, tables and of movable properties the value of which individually, is

Rs. 5000 or more and of all immovable properties. In respect of immovable properties the statement shall contain the following particulars and shall be authenticated by the Educational Agency,-

- a) Name of Property
- b) Description, address and location
- c) Area / extent together with survey number
- d) In case of cultivable land, its classification, and the crops grow
- e) Market value
- f) Annual income derived from the property
- g) Remarks, if any

**Explanation.-** A certificate from an officer of the Revenue Department not lower in rank than that of a Tahsildar shall be obtained in respect of (e) and (f) above at the time of the first submission of the statement. When there is any change in the movable or immovable properties such change should be indicated in the statement.

(2) The movable and immovable properties referred to in sub-rule (1) shall be the movable and immovable properties for the purpose of section 107.

**5. Utilisation of funds and properties of the Institution.-** (1) The funds of the Institution shall be ☐arnatak for the bonafide purposes connected with the institutions only with prior permission of the competent authority. If any donations are collected with the previous permission of the competent authority they shall be ☐arnatak only for that purpose. Balance if any shall be credited in the funds of the institution.

(2) An Institution may deposit funds not required for immediate use in the following Banks.-

(a) State Bank of India constituted under the State Bank of India Act, 1995 (Central Act 23 of 1995) or.

(b) In a subsidiary Bank as defined in the State Bank of India (subsidiary banks) Act, 1959 (Central Act 38 of 1959) or

I In any corresponding new Bank as defined in the Banking Companies (Acquisition and Transfer of undertakings) Act, 1970 (5 of 1970) or Post Offices Saving Bank ; or

(d) in any other Schedule Bank as approved by the competent authority.

**6. Accounting of deposit of institutions funds.-** (1) All funds properties grants etc collected in the name of Institutions whether from the Government or the public or private individual shall be brought to account in the case book and financial statement of that institution and it shall be used for the purpose of which the funds were collected or donated. They shall not be used for any other purpose without approval of the competent authority. The school fees, grant from Government and their income shall be pooled together as institution's funds.

(2) Funds not required for immediate use shall be deposited in the Nationalised Bank referred to above on behalf of the institution and not in the name of any individual. Every institution shall maintain day to day accounts, registers and their records are at all times open to Inspection by the competent authority.

**7. Closure of Institutions etc.-** Notice under section 105 shall be in Form II or III as may be appropriate. Every such notice shall set out the alternate arrangements proposed to be made for the continuance of instruction to the students of the institution or class or course, as the case may be.

**8. Appeal.-** (1) Every appeal under sub-section (3) of section 107 may be made to the following officers in respect of the Institutions indicated against each in column-3.

	Officers	Educational Institutions
1	2	3
1.	Commissioner for Public Instructions.	Primary schools, Secondary schools, TCH, CPED, Bed, Colleges, Sanskrit, Urdu & other Minority language Schools.
2.	Director of Pre-University Education.	Pre-University College / Junior College.
3.	Commissioner for Collegiate Education.	Colleges and Law Colleges.
4.	Director of Technical Education	Engineering College, Polytechnics, Junior Technical Schools.

(2) Every appeal shall be either presented by the party making such appeal or by his ☐arnataka agent in the office during office hours or be sent by registered post addressed to the authority to whom it is presented by designation.

(3) Every appeal shall clearly state the grounds of appeals.

By Order and in the name of the Governor of Karnataka

**K.S. GOPALA KRISHNA**

Under Secretary to Government,  
Education Department (General).

**Form – I**

(See Rule 4)

Sl. No.	Name of Pro-erty	Movable/ Immo-vable	Descri-ption of property	How acquired	When acquired	Value of purc-hase
1	2	3	4	5	6	7

Signature of the Secretary/  
Correspondent with seal

**Form II**

(Rule 7)

**Form of Notice to be given by the Management to the Competent Authority in Case of Closure or Discontinuance of Private Education Institution**

1. Date of opening of the Institution.
2. Name of the educational Institution.
3. Whether it is located in own building (rented) rent-free.
4. Mention the media of instruction in the school.
5. Name of educational district.
6. Names of other ☐arnataka☐ institution of similar type of functioning within a radius of 5 K.M. from the institution under reference.
7. Details of standards now functioning in the institution (Standard wise strength particulars of boys and girls as on 1<sup>st</sup> September of the year in which notice is given should also be furnished.)
8. Nature of recognition enjoyed by the institution. If temporary, period up to which the recognition has been granted and conditions laid down for grant of provisionally recognition etc.
9. Particulars of staff employed as approved by the Department (Teaching and non-teaching should be finished separately).
10. Whether the constitution of the educational agency provides for the closure of the institution. Furnish an extract of the constitution.
11. Reasons for the closure to be given clearly.
12. Alternative arrangements made or proposed to be made for the continuance of instruction of the pupils.
13. Cash balance in the general fund account on the date of notice.
14. Details of endowments created. Full details to be given in respect of immovable property and cash endowment.
15. Details of public contribution ☐arnatak for the benefit of the institution from the date of opening of the institution.

Cash Kind:	Rs. Movable: Immovable:	Present Value	Rs. P.
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16. Liabilities if any to be discharged by the management. Details to be specified. The arrangements made to settle them to be furnished.



17. Grants other than staff grant received from State Government should be furnished in detail.-

i) Amount of grant

ii) Date of drawal

(21) Purpose for which granted

iv) Authority Number and date of orders sanctioning of grant.

(Copy of sanction order to be furnished).

18. Whether the educational agency proposes to run any other educational institution anywhere else in the State? If so, the details may be furnished.

19. How the endowed property movable / immovable, cash balance in the general fund account is proposed to be used for educational purposes.

20. Whether the educational agency is prepared to refund the full amount of grant drawn from State Government.

21. Whether the educational agency is willing to transfer to State Government unconditionally the site, buildings, furniture endowment, staff of the institution, in case a State Government institution is opened to provide alternative arrangement for catering to the educational needs of the locality.

22. Whether any special scheme of scholarship, etc., has been instituted for the benefit of students of the institution. Full details of the scheme to be given.

23. Whether there are any orders passed by the Department as Appellate authority remaining without compliance.

24. Whether there is any case pending in a court of law concerning the institution.

25. Whether any action against the institutions pending.

26. The date of notice signed by the Secretary of the Institution Correspondent of the Schools.

### **DECLARATION**

1. I agree that the institution will be closed only after obtaining the prior Permission of the competent authority and the closure shall take effect from the date of expiry of an academic year, as specified by the competent authority.

2. I agree to make alternative arrangements for the continuance of instruction to the pupils in the course of study for which they have been admitted.

3. In case the permission required for closure is refused by the competent authority, I shall continue to run the institution.

4. In the event of closure of the institution with the permission, I shall abide by the orders of the competent Authority with regard to transfer of institutional staff, properties, settlement of accounts etc.

Signature of the Applicant.  
Secretary / Correspondent of the  
Institution with seal.

Place:

Date:

**Form III**

(See Rule 7)

**Form of Notice to be given by the Management to the Competent Authority in cases of closure or Discontinuance of Class / Course of Instruction in a Private Educational Institution**

1. Name of the Institution.
2. The media of instruction in the institution.
3. Name of the educational district.
4. Details of standards / sections now functioning in the institution. (Standardwise strength (boys / girls) should be furnished.
5. Details of courses / medium introduced in the institution. The dates from which such courses are offered.
6. Details of recognition accorded to each standard. Period upto which recognition accorded should also be noted.
7. Particulars of approved staff employed in the institution including non-teaching staff for the class or course of instruction or medium of instruction proposed to be closed.
8. Whether the proposal is for closure of –
  - a) Class / Classes
  - b) Courses of instruction
9. Reason for such closure.
10. Alternative arrangement made / proposed to be made for the continuance of instructions to the pupils of the class / course of instruction.
11. The date of notice signed by the Secretary / corresponding of the institution.

**DECLARATION**

1. I agree that the Class / Course will be closed only after obtaining the prior approval of the competent authority and the closure shall take effect from the expiry of an academic year.
2. I agree to make alternative arrangements for the continuance of instruction to the pupils in the course for which they have been admitted.
3. In case the permission requested, refused by the competent authority, I shall continue to conduct the class / course of instruction.
4. I shall abide by the conditions / rules that are specified by State Government from time to time for the closure of class /course of instruction.

5. If due to the proposals of closure of class / course of instruction any staff is rendered surplus, their service will not be dispensed with and they will be allowed to continue in service will further orders are received regarding their absorption in needy institutions.

Place:

Signature of the Applicant.

Date:

Secretary / Correspondent of the  
Institution with seal.

**The Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Aided Colleges of Education and Teachers Training Institutions)**

**Rules, 2001**

**Arrangement of Sections**

1. Title and Commencement
2. Definition
3. Qualification and conditions of service of employees
4. Age
5. Schedule of employment
6. (a) Constitution of Selection Committee  
(b) Constitution of Selection Committee for selection of the Head of the Institution  
I Constitution of Governing Council

**Chapter-II**

**Service Conditions in Respect of Employees**

7. Period of probation
8. Seniority
9. Resignation
10. Retrenchment of employee
11. Procedure to be followed by Competent Authority under Section 98
12. Transfer of employees from one aided institution to another aided institution
13. Closure of Institutions

**Chapter-III**

**Discipline**

14. Nature of Penalties
15. Disciplinary authorities
16. Suspension
17. Subsistence allowance during suspension
18. Leave while under suspension
19. Authority to institute proceedings
20. Procedure for imposing minor penalties
21. Procedure for imposing major penalties

- 22. Non payment of salary arrears in certain cases
- 23. Communication of orders and Appeal

#### **Chapter-IV**

##### **Code of Conduct**

- 24. Code of conduct for employees of Educational Institutions
- 25. Professional duties

#### **Chapter-V**

##### **Leave Rules**

- 26. General Rules
  - Annexure-I
  - Annexure-II
  - Annexure-III
  - Annexure-IV
  - Annexure-V
  - Form-I
  - Form-II

**Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Aided Colleges of Education and Teachers' Training Institutes) Rules, 2001.**

**EDUCATION SECRETARIAT**

**NOTIFICATION**

**No. ED 6 ViVida 2001, Bangalore, dated: 12<sup>th</sup> October, 2001**

Whereas the draft of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Aided Colleges of Education and Teachers' Training Institutes) Rules, 2000 was published in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No. ED 6 ViVida 2001 dated 20.4.2001 in part-IVA of the Karnataka Gazette Extraordinary dated 21.4.2001 inviting objections and suggestions from the persons likely to be effected thereby :

And whereas the said Gazette was made available to public on 21.4.2001

And whereas no objection and suggestions have been received in this regard by the State Government:

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka makes the following rules namely:-

**1. Title, Application and Commencement:- (1)** These rules may be called the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Aided Colleges of Education and Teachers' Training Institutes) Rules, 2001.

(2) These rules shall apply to the Colleges of Education and Teachers' Training Institutes receiving grant-in-aid.

(3) They shall come into force from the <sup>1</sup>[date]<sup>1</sup> of their publication in the official Gazette.

**2. Definition:- (1)** In these rules unless the context otherwise requires-

(a) 'Act' means the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995)

(b) 'Aided Institutions' means any institution which receives Grant-in-aid from the Government.

I 'Annexure' means an annexure appended to these rules.

(d) 'Appointing Authority' means

(i) in respect of all the employees of the aided colleges of Education and Teacher's Training Institutes, other than the Head of the Institution, the Managing Committee of the Institution.

(ii) in respect of the Head of the Institution, the Governing Council

(e) 'Disciplinary Authority' means the Managing Committee or as the case may be, the Governing

(f) 'Form' means a form appended to these rules

(g) 'Government' means Government of Karnataka.

(h) 'Governing Council' means a Committee constituted under Rule 6 (c) of these rules.

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(i) 'Head of the Department' means –

(i) the Commissioner for Public Instruction.

(ii) the Director of Public Instruction ( Research & Training).

(iii) the Principal of District Institute of Education and Training of the concerned District.

(j) 'Institution' means –

(i) either a College of Education affiliated to a University under section 53 of Karnataka State Universities Act 1976 imparting teaching in Education at degree level (B.Ed.) and ☐arnataka☐ by National Council of Teachers' Education or

(ii) in respect of Teachers' Training Institute any Institute established or ☐arnataka☐ by the Government and the National Council for Teachers Education for imparting pre-service Teachers Training leading to T.C.H. Certificate issued by the Karnataka Secondary Education Examination Board.

(k) 'Local body' means a duly constituted Zilla Panchayat, Taluk Panchayat, Grama Panchayat or Municipal Corporation or Municipal Council or a Town Panchayat or any other body notified by the Government from time to time as a local body for purposes of grant-in-aid under these Rules.

(l) 'Management' means a person a body of persons, a local body or a registered association, a managing committee or committees maintaining one or more Institutions and registered and ☐arnataka☐ as such by the Government.

(m) 'Schedule' means the Schedule to these Rules.

(n) 'Section' means a section of the Act.

(o) 'University' means a University established under the Karnataka State University Act 1976 to which B.Ed Colleges are affiliated

Words used but not defined in these rules shall have the meaning assigned to them in the act or as the case may be in the Karnataka Civil Services Rules or the rules made or deemed to have been made under the Karnataka State Civil Services Act 1978 (Karnataka Act 14 of 1990)

**3. Qualification and conditions of service of employees:-** (1) Subject to the other provisions in these Rules:

(a) The categories of posts, the staffing pattern and the qualifications for recruitment to posts in an Institution shall be as specified in Annexure III, IV and V. In respect of employees other than teacher educators/lecturers, the prescribed qualifications for recruitment, etc. in Institutions shall be the same as those applicable for the corresponding category of employees



in Government Educational Institutions. The procedure for selection of candidates to posts identified for recruitment shall be as specified in Annexure-1 appended to these rules.

(b) Subject to the financial capacity of the State Government the salary of employees in respect of posts admitted into aid in □arnataka□ private educational institutions receiving aid from the State Government shall generally be the same as those applicable for the corresponding category of employees in Government educational institutions as per orders issued by the State Government in respect of this category of employees from time to time.

Provided that no employee of an aided institution shall be entitled to the benefits enumerated in Annexure-II.

I Subject to the financial capacity of the State Government pensionary benefits is admissible to aided employees of aided institution as per the provisions of Triple Benefit Scheme Rules and gratuity is admissible as per the orders issued by the government from time to time.

Provided that in respect of employees appointed prior to 1-1-86, pension and gratuity is admissible if management contribution of 3% is paid up to the period of 4-9-86.

(2) The State Government may vary the qualification, method of recruitment and conditions of service from time to time.

**4. Age:-** No employee who is not within the age limit prescribed for recruitment to the corresponding posts in Government Educational Institutions shall be eligible for appointment to any post in any Institution.

**5. Schedule of employment:-** (a) Every private educational institution shall maintain a schedule of employment as per seniority indicating therein the name, qualification, scale of pay and other particulars in respect of each employee, in Form-1.

(b) In case the management is running more than one institution, the schedule of employment shall be maintained management wise also as per seniority and roster.

**6. (a) Constitution of Selection Committee:-** For the purpose of recruitment to teaching and non-teaching posts other than the post of head of the institution, to an Institution, the Managing Committee shall constitute a "Selection Committee" consisting of :-

- (i) the President of the Head of the Managing Committee or his nominee- Chairman;
- (ii) the Competent Authority or his nominee other than in minority institutions;
- (iii) The head of the Institution ;
- (iv) An educationist or an expert in the subject to which recruitment is to be made, selected by the Governing Council.

**(b) Constitution of Selection Committee for selection of the Head of the Institution-** For the purpose of recruitment to the post of Head of the Institution, to an Institution, the Managing committee shall constitute a 'Selection Committee' consisting of :-

- (i) the President or the Head of the Managing Committee or his nominee -Chairman

- (ii) the Competent Authority or his nominee other than in minority institutions:-
- (iii) Two senior staff members;
- (iv) Two nominees of the concerned Universities in case of B.Ed Colleges or the Principal of the concerned D.I.E.T. in case of T.T.Is.

**I Constitution of Governing Council:-** The Governing Council shall consists of all the members of the selection Committee constituted under clause (ii) of rule 6. In addition to this the Head of the Institution.

## CHAPTER – II

### SERVICE CONDITIONS IN RESPECT OF EMPLOYEES

**7. Period of probation:-** A person appointed under these rules shall be on probation for a period of two years.

Provided that the appointing authority may for the reasons to be recorded in writing extend the period of probation by a further period of six months.

**8. Seniority:-** (a) The Managing Committee shall cause to be prepared and maintained every year a separate seniority list of employees for each category of posts in the institution.

(b) In case the managing committee is running more than one institution, the managing committee shall cause to prepare a common seniority list for all the institutions under its control.

**9. Resignation:-** Any employee appointed under these rules may resign from service by giving one month's notice in writing in Form 1 to the Governing Council or surrendering one month's salary in lieu thereof. A copy of such notice shall be sent to the competent authority or a person or an authority ☐arnataka☐ by him for verifying the contents of the resignation notice and forward it to the Governing Council for acceptance, if the resignation is found to be voluntary. The Governing Council shall not accept the resignation until the notice is forwarded to it by the competent authority.

Provided that the employee who has submitted resignation may withdrawn the same if he so desires within the intended period of resignation or before resignation is accepted whichever is earlier.

**10. Retrenchment of employees:-** (1) An employee in an institution may be retrenched by the Governing Council on the following grounds:

Where the teacher pupil ratio falls below the standard staffing pattern specified in Annexure IV and V as the case may be.

- (a) On account of either change of curriculum or reduction of student strength, the work load of a teacher educator/lecturer in a particular subject or any other teaching and non-teaching staff does not warrant his continuation in a particular institution.

- (b) Closure of institution due to lack of infrastructural facilities, dispute within the management or between management and staff members or any other reason which may be recorded in writing.
  - (c) The employee does not possess the required educational qualification.
  - (d) Where the competent authority or the Government deletes for reasons to be recorded in writing the post from salary grant.
  - (e) For any of the above or for any other reason recorded in writing as the Government may deem fit.
- (2) The procedure to be followed by the Governing Council for retrenchment of an employee of an institution shall be as follows:-
- a) No employee of an institution whose appointment has been approved with aid by the Department shall be retrenched by a Governing Council except for reasons specified in sub-rule(1) of section 98.
  - b) Where retrenchment is due to the employees becoming surplus, the Junior most employee in terms of seniority list maintained in accordance with rule 8 in the particular cadre and subject, shall be retrenched.
  - c) A notice shall be issued to the employee proposed to be retrenched stating the reasons in writing for such retrenchment, giving the employee an opportunity to submit his written statement of objection if any within fifteen days from the receipt of such notice.
  - d) On receipt of the written objection received from the employee, he shall be afforded an opportunity to explain his stand in person if such request has been made by him/her in the written statement.
  - e) The Governing Council shall on the basis of grounds so established send proposals to the competent authority.
  - f) The Competent Authority shall on receipt of the proposal, verify the same and after ascertaining the facts, that:-
    - (i) the reason stated in the proposal are in conformity with the reasons stated in sub-rule (1);
    - (ii) that the employee is junior most as per the seniority list maintained by the management in the particular subject and cadre;
    - (iii) accord approval to the Governing Council to retrench the employee so proposed by giving one month's notice or one month's salary in lieu of the same.
  - g) The Competent Authority shall thereafter withdraw salary grant in respect of such excess/retrenched staff.

(3) If the Governing Council does not send the proposal, in accordance with clause (e) of sub-rule (2), the Competent Authority may give directions to the Governing Council to send proposal within a period of one month, if the Governing Council fails to send the proposal over thereafter salary grants for institution shall be liable to be withdrawn totally.

**11. Procedure to be followed by Competent Authority under Section 98:-** (1) The Competent Authority may either suo motu after personally ascertaining facts or on the report of one of the subordinate officers initiate action to retrench an employee by following directions to the Governing Council after having fully satisfied that retrenchment is called for due to any one or more of the reasons specified in rule 10 or section 98.

(2) The Competent Authority shall cause a list of all eligible and qualified retrenched employees to be maintained at the State level. The list of teacher educators/lecturers shall be prepared subject-wise and cadre-wise and the list of other non-teaching staff shall also be prepared cadre-wise. The list shall be prepared on the basis of seniority, taking the date of approval of appointment with aid as the basis. The details of category of reservation and roster of such an employee shall also be recorded.

(3) The competent authority shall submit periodically and every time an employee is retrenched, the details of such retrenchment to the head of the department.

(4) The competent authority shall also submit the vacancy position in respect of each of the institution, district-wise, category-wise and in case of teacher educator/ lecturers subject-wise and also in case of other categories of teaching and non-teaching staff cadre-wise with details of roster to the Head of the Department.

(5) The competent authority shall publish periodically during every quarter the details of candidates enlisted as per sub-rule (1).

(6) On receipt of the vacancy position, the Government or Competent Authority shall without prejudice to initiating action under sub-rule(1) allot through computerized □arnataka□, the retrenched employee on the basis of seniority and after taking into consideration the subject requirement and reservation and roster point, to any other institution where a regular sanctioned vacancy exists and direct the concerned management to issue appointment order to such candidate and direct such candidates to report for duty in the said institution.

Provided that in all cases where no person is available in the reservation category and roster as per the requirement of the institution, then the senior-most candidate irrespective of reservation and roster shall be allotted.

Provided further that no recruitment shall be made by any aided institution, until the list of retrenched teaching and non-teaching staff are exhausted.

Provided also that the retrenched employee so appointed in the new institution will get seniority in the new institution from the date of joining the institution. However, the services rendered in the earlier institution will count for pay, leave and pensionary benefits.

Provided also further that the retrenched employee who is allotted to a new institution shall not be entitled to any compensation provided under the act.

Provided also that no retrenched employee/staff shall be allotted to a minority institution for being appointed against a vacancy.

Provided also that in so far as minority institutions are concerned, the competent authority on his own verification or on the report of his subordinate officers finds that there is an excess strength of teaching and non-teaching staff on account of reasons mentioned in the above rules shall take action to retrench the excess teaching and non-teaching staff following the same procedure as specified under these rules. The Competent authority shall withdraw salary grants in respect of such excess/retrenched staff.

**12. Transfer of employees from one aided institution to another aided institution:-**

(1) Transfer of an employee can be permitted by the competent authority subject to the following conditions.

- (a) that there is need for filling up the post in terms of subject, strength and attendance.
  - (b) that the vacancy so proposed for transfer is a clear vacancy and is in accordance with the staffing pattern.
  - (c) the management has clearly mentioned the nature and cause of vacancy supported by facts.
  - (d) that an employee receiving salary grant from Government earlier is proposed for transfer in the place of another employee or post which is also included in salary grant and no employee occupying a post receiving salary grant is proposed for transfer to an unaided post.
  - (e) that both the management have consulted.
- (22) The competent authority may grant permission to transfer in the following cases:-
- (a) in the case of a request by the management or the employee for a transfer within the institution of the same management;
  - (b) in the case of request by management or the employee for a transfer to an institution of different management, with the consent of both the management.

Provided that in case of request by the management or the employee for a transfer within the institutions of the same management or request by an employee for a transfer to an institution belonging to a different management, the head of the department may accord permission for the same, subject to the condition that in respect of transfer involving different management, the employee earns the seniority in the concerned institution from the date of reporting for duty in the new institution. However, his service in the previous Aided Institution will count for the purpose of salary, leave and pensionary benefits. In all other cases of transfer effected within the same management the services in the previous institution shall count for seniority in the new Institution and his service in the previous Institution of the same management shall count for salary, leave and pensionary benefits. Transfer orders of the

employees within the institution of the same management or different management shall be issued only by Director of Public Instruction (Research and Training).

**13. Closure of Institutions:-** (1) Institutions not having the prescribed student strength among other factors shall be ordered to be closed down by the competent authority.

(2) Where an institution is so ordered to be closed, the teaching and non-teaching staff working in such institution, shall be retrenched in the manner specified in rules 10 and 11.

(3) Students undergoing course of study in such institutions shall be accommodated in other institutions located near by the closed institution, as the competent authority may by order direct.

### **CHAPTER- III**

#### **DISCIPLINE**

**14. Nature of Penalties:-** One or more of the following penalties for good and sufficient reasons and as hereinafter provided may be imposed on the employees namely :-

- (i) Fine;
- (ii) censure;
- (iii) withholding of increments;
- (iv) withholding of promotions;
- (23) recovery from pay of the employees in whole or part of any pecuniary loss caused by negligence or breach of orders to the governing council, the state government or the central government.
- (vi) reduction to a lower stage in a time scale of pay for a specified period with further direction as to whether or not the employee will earn increments of pay during the period of such reduction and whether on the expiry of such period, the reduction will or will not have the effect of postponing the future increment of his pay;
- (24) reduction to a lower time scale of pay, grade, post of service which, shall, unless otherwise directed, be a bar to the promotion of the employee to the time scale of pay, grade, post or service from which he was reduced with or without further directions regarding;
  - (a) seniority and pay in the scale of pay, grade, post or service to which the employee is reduced;
  - (b) conditions of restoration to the scale of pay, grade, post or service from which the employee was reduced and his seniority and pay or such restoration to the scale of pay, grade, post or service.
- (viii) compulsory retirement;
- (ix) removal from service.
- (25) dismissal from service;

Provided that in the absence of special and adequate reasons to the contrary to be mentioned in the order of disciplinary authority, no penalty other than those specified in clause (viii) to (x) shall be imposed for any established charge of corruption.

Provided further that every order of private management receiving aid from Government keeping employees admitted to grant-in-aid under suspension from service, etc., shall be confirmed by the competent authority who has approved the appointment.

**Explanation:** The following shall not amount to be penalty within the meaning of this rule:

- (i) withholding of increments of an employee for failure to pass a departmental examination in accordance with the rules or order governing the service or post or terms of his appointment;
- (ii) stoppage of pay of the employee at the efficiency bar in the time scale on the ground of his unfitness to cross the efficiency bar;
- (iii) non-promotion, whether in a substantive or officiating capacity of an employee after consideration of his case to a grade or post for promotion to which he is eligible.
- (iv) reversion to his permanent service, grade or post of an employee appointed on probation to another service, grade or post during or the end of the period of probation in accordance with the terms of his appointment or the rules and orders governing probation;
- (v) compulsory retirement of an employee in accordance with the provision relating to super annuation or retirement;
- (vi) termination of services;
  - (a) of an employee appointed for three months or less;
  - (b) of a person employed under an agreement in accordance with the terms of such agreement.
- (vii) Retrenchment of an employee.

**15. Disciplinary authorities:** (1) The Disciplinary Authority may impose, any of the penalties specified in rule 14 on any employee.

(2) Without prejudice to the provision of sub-rule (1) the head of the Institution may impose any of the penalties specified in clauses (i) and (ii) of rule 14.

**16. Suspension :** (1) The appointing authority may place an employee under suspension under the following circumstances and conditions:-

- (a) (i) a disciplinary proceeding against an employee is pending ; or
- (ii) a case against an employee in respect of any criminal offence is under investigation or court trial; or

- (iii) a preliminary inquiry against an employee has made out a “prima facie” case which would justify disciplinary proceeding or criminal prosecution against him and the proceedings are likely to end in his conviction and or dismissal or removal from service; and
- (26) the disciplinary proceeding or criminal offences involves one or more of the following misdemeanor:-
- (i) moral turpitude;
  - (ii) corruption, embezzlement or misappropriation;
  - (iii) negligence and dereliction of duty resulting in considerable pecuniary loss to the institution;
  - (iv) desertion of duty;
  - (v) refusal or deliberate failure to carry out written orders of superior authority of the Competent Authority.
- (27) Any employee shall be deemed to have been placed under suspension by an order of the appointing authority:
- (a) with effect from the date of his detention, if he is detained in custody whether on criminal charge or otherwise, for a period exceeding forty eight hours;
  - (b) with effect from the date of his conviction, if in the event of a conviction for an offence, he is sentenced to a term of imprisonment exceeding forty eight hours and is not forthwith dismissed or removed or compulsorily retired consequent to such conviction.
- (3) Where a penalty of dismissal or removal or compulsory retirement from service imposed upon an employee under suspension is set aside in appeal or on review under these rules and the case is remitted for further inquiry or action or with any other directions the order of his suspension shall be deemed to have continued in force on and from the date of the original order of dismissal or compulsory retirement and shall remain in force until further orders.
- (4) Where a penalty of dismissal or removal or compulsory retirement from service imposed upon an employee is set aside or declared or rendered void in consequence of or by a decision of a court of law and the disciplinary authority on a consideration of the circumstances of the case, decides to hold further inquiry against him on the allegations on which the penalty of dismissal or compulsory retirement was originally imposed, the employee shall be deemed to have been placed under suspension by the appointing authority from the date of the original order of dismissal or removal or compulsory retirement and shall continue to remain under suspension until further orders.
- (5) (a) An order of suspension made or deemed to have been made under this rule shall continue to remain in force until it is modified or revoked by the authority competent to do so.
- (b) Where an employee is suspended or is deemed to have been suspended (whether in connection with any disciplinary proceeding or otherwise) any other disciplinary proceeding is



commenced against him during the continuance of that suspension, the authority competent to place him under suspension may for reasons to be recorded by him in writing, direct that the employee shall continue to be under suspension until the termination of all or any of such proceedings.

I An order of suspension made or deemed to have been made under this rule may at any time be modified or revoked by the authority which made on or is deemed to have made the order or by any authority to which that authority is subordinate.

**17. Subsistence allowance during suspension :-** (1) Every employee placed under suspension shall be entitled to the following payment, namely:-

(a) Subsistence allowance at an amount equivalent to fifty percent of the pay drawn immediately prior to the date of suspension.

Provided that where the period of suspension exceeds six months, the employee shall be entitled to subsistence allowance equivalent to seventy five percent of the pay drawn immediately prior to the date of suspension subject to conditions contained in sub-rule(6):

Provided further that when an employee is convicted by a competent court and sentenced to imprisonment, no subsistence allowance shall be payable.

(28) Where an employee who has been dismissed or removed or compulsorily retired or suspended is reinstated or would have been reinstated but for his retirement on superannuation while under suspension, the authority competent to order the reinstatement shall consider and make a specific order.

(a) regarding the pay and allowance to be paid to the employee for the period of his absence from duty or for the period of suspension ending with the date of retirement of superannuation, as the case may be; and

(b) whether or not the said period shall be treated as the period spent on duty.

(3) Where such competent authority holds that the employee has been fully exonerated, the employee shall be given the full pay to which he would have been entitled had he not been dismissed or removed from service and the period of absence from duty shall be treated as a period spent on duty for all purposes.

(4) In other cases the employee shall be given such proportion of such pay and allowance, as the competent authority may prescribed and the period of absence from duty shall not be treated as period spent on duty unless the competent authority specifically directs that it shall be so treated for any specified purpose:

Provided that the payment of allowance under sub-rule (2) or (3) shall not be less than subsistence allowance and other allowance admissible under these rules.

(5) Where on the conclusion of the inquiry against an employee placed under suspension, the authority competent to impose any punishment:-

- (i) makes an order fully exonerating or acquitting him, the period during which he was under suspension pending the enquiry shall be entitled to full pay and allowance as if he had not been under suspension;
  - (ii) makes an order imposing penalty other than the penalty of compulsory retirement from service or dismissal from service, the employee shall be paid for the period of suspension such proportion of his pay and allowances as the said authority may in his discretion specify and where no such proportion is specified, the employee shall be entitled to subsistence allowance admissible under these rules and the period of suspension shall count as duty unless the said authority has otherwise directed.
  - (iii) makes an order imposing the penalty of compulsory retirement from service or dismissal or removal shall be paid for the period of suspension such proportion of his pay and allowances as the said authority may in its discretion specify and where no such proportion is specified, the subsistence allowance admissible under these rules and the period of suspension shall not count as duty for any purpose unless the said authority has otherwise directed.
- (29) The subsistence allowance under these rules and consequential amount to be paid under sub-rule(5) shall be paid from the management from its own funds, except in respect of employees working in aided posts where the suspension is approved by the competent authority.

Provided that the disciplinary authority shall complete the enquiry within a period of six months. In cases, where enquiry other than in criminal cases continue beyond six months, management is liable to pay subsistence allowance.

Provided further that where the delay in enquiry beyond six months is attributable to the employee the subsistence allowance may be restricted to fifty percent or below as deemed fit by the disciplinary authority.

**18. Leave while under suspension:-** (1) Leave of absence for a definite period is not admissible to an employee who has been suspended from duty and without obtaining the permission of the authority competent to fill up the appointment, an employee under suspension should not leave the station where his office is situated.

(2) No payment of subsistence allowance shall be made unless the employee continues to reside in the station where his office is situated or in the station in which he is permitted by the authority which made or which is deemed to have made the order of suspension.

**19. Authority to institute proceedings:-** (1) The managing Committee may impose on the employee any of the penalties specified in clauses (i) to (vii) of the rule 14 expect after:-

- (a) informing the employee in writing of proposal to take action against him and of imputation of misconduct or misbehavior on which it is proposed to be taken and giving him a reasonable opportunity for making such representation as he may make against the proposals; and

(b) such representation or explanation, if any, is considered by the Head of the Institution as the case may be;

(2) The record of proceedings in all cases should be a “ speaking order.”

**20. Procedure for imposing minor penalties:-** (1) No order imposed on any employee of any of the penalties specified in clauses (i) to (v) of rules 14 shall be made except after :-

(a) informing the employee in writing of proposal to take action against him and of imputation of misconduct or misbehavior on which it is proposed to be taken and giving him a reasonable opportunity for making such representation as he may make against the proposal; and

(b) such representation or explanation, if any is considered by the Board of Management, Manager or the Head of the Institution as the case may be.

(30) The record of proceeding in such cases shall include:

(i) a copy of the intimation to the employees of the proposal to take action against him.

(ii) a copy of the statement of imputations of misconduct or misbehavior communicated to him;

(iii) his representations if any;

(iv) the evidence produced during the inquiry, if any;

(v) the finding on each imputation of misconduct or misbehavior; and

(vi) the orders on the case together with reasons thereof.

**21. Procedure for imposing major penalties:-** (1) No order imposing any of penalties specified in clauses (iii) to (x) of rule 14 shall be made except after an inquiry is held, in the manner provided in these rules.

(2) Wherever the disciplinary authority is of the opinion that there are grounds for inquiring into the truth of any imputation of misconduct or misbehavior or breach of any provision of the code of conduct specified in Chapter-IV against an employee, it may itself inquire into, or appoint an enquiry officer or an enquiry committee consisting of more than one or more persons.

(3) The disciplinary authority shall frame definite charges on the basis of the allegations on which the inquiry is proposed to be held. Such charges, which shall include a statement of allegations on which they are based shall be communicated in writing to the employee and he shall be required to submit within such time as may be specified by the enquiry committee, a written statement of his defence and also to state whether he desires to be heard in person.

(4) The employee shall for the purpose of preparing defence be permitted to

Provided that such permission may be refused if the record for reasons to be recorded are not relevant for the purpose and it is against the interest of the institution to allow his access thereto.

(5) On receipt of the statement of defence in writing by the employee or if no such statement is received within the time specified, the enquiry committee shall proceed with the enquiry.

(6) The disciplinary authority may nominate any person to present its case before the enquiry committee. The employee may present his case with the assistance of any other person approved by the enquiry committee, but may not engage a legal practitioner for the purpose unless the person nominated by the disciplinary authority to present its case as a legal practitioner or the inquiry committee having regard to the circumstances of the case so permits.

(7) The inquiry committee shall, in the course of the inquiry, consider such documentary evidence and take such other evidence as may be relevant or material in regard to the charges. The employee shall be entitled to cross examine witnesses examined in support of the charges and to give evidence in person. The person presenting the case in support of the charges shall be entitled to cross examine the employee and the witnesses examined in his defence. If the inquiry committee declines to examine any witness on the ground, that his evidence is not relevant or material, it shall record its reasons in writing.

(8) At the conclusion of the inquiry, the inquiry committee shall prepare a report of the inquiry, record its findings on each of the charges together with the reason thereon. If in the opinion of the inquiry committee, original charges differ from those framed, it may record findings on such charges;

Provided that findings on such charges shall not be recorded unless the employee has had an opportunity of defending himself against them:-

The record of inquiry shall include :

- (i) the charges framed against the employee and the statement of allegations furnished to him;
- (ii) his written statement of defence if any;
- (iii) the documentary evidence considered in the course of the inquiry;
- (iv) the orders, if any made by the disciplinary authority and the inquiry committee in regard to the inquiry;
- (v) the oral evidence taken in the course of the inquiry;
- (vi) a report setting out the finding on each charge and the reasons thereof and
- (vii) any suggestion of the inquiry committee, if it considers necessary, for the imposition of any penalty.

(9) The disciplinary authority shall consider the report of inquiry and record its findings on each charge.

(10) If the disciplinary authority having regard to its findings on the charges is of the opinion that any of the penalties specified in clauses (iii) to (x) of rule 14 should be imposed, it shall, furnish to the employee a copy of the report of inquiry committee and a statement of its findings, if any.

(11) The disciplinary authority shall consider the representation, if any, made by the employee in response to the notice and determine what penalty, if any, should be imposed on the employee and pass appropriate orders in the case.

(12) If the disciplinary authority having regard to its findings is of the opinion that any of the penalties specified in clauses (i) to (vi) shall be imposed, it shall pass appropriate orders in the case.

**22. Non payment of salary arrears in certain cases:-** If the orders of the disciplinary authority imposing penalty of dismissal or removal or compulsory retirement or reduction in rank etc., is subsequently set aside by the court or appellate authority, the government shall not be liable to pay salary arrears and such arrears of salary shall be paid by the Management only.

**23. Communication of orders and Appeal:-** Orders passed by the Disciplinary Authority shall be communicated to the employees who shall also be supplied with a copy of the report of inquiry committee and statement of its findings if they have not been already supplied to him. Any appeal against any of the penalties imposed by the disciplinary authority except those specified under section 94 of the Act and also subject to provisions contained in section 94 shall lie to the Director of Public Instruction (Research and Training). Every order of the disciplinary authority imposing any penalty or otherwise affecting his conditions of service to his prejudices, shall be served in person or communicated to the employees by registered post acknowledgement due, and copy of the order be sent to the competent authority at the same time.

## CHAPTER – IV

### CODE OF CONDUCT

**24. Code of conduct for employees of Educational Institutions:-** Maintain absolute integrity, devotion to duty and do nothing which is unbecoming of an employee of an Educational Institution.

**25. Professional duties:-** (1) (a) Every employee shall:-

- (i) be punctual in attendance in respect of his work and any other work connected with the duties assigned to him by the Head of the institution.
- (ii) abide by the rules and regulations of the institutions and show due respect to constituted authority.

(31) no employee shall

- (i) knowingly or willfully neglect his duties :

- (ii) remain absent from the institution without leave or without the previous permission of the Head of the institution;
- (iii) include in, or encourage, any form of mal-practice connected with examinations or any other institution activity;
- (iv) accept private tuition.

(32) The following also constitute mis-conduct:-

- (a) indulging in communal activities or propagating casteism;
- (b) ill-treatment of students, other employees and indulging in rowdy or disorderly behavior or violence.
- (c) taking part in politics or elections;
- (d) joining an Association, the object of which is prejudicial to the interest of the Country;
- (e) participation in a demonstration or strike;
- (f) criticizing in public and current policies of state or central Government;
- (g) accepting contribution or raising collection without previous sanction of the management;
- (h) bringing or attempt to bring political or other influence for furtherance of his own interest;
- (i) accepting any gift except a casual meal, lift or other social hospitality. However, on social occasions a gift could be accepted if its value is less than Rupees One hundred only or on other occasions, if it is less than Rupees Two hundred fifty only.
- (j) giving, taking or abetting the giving or taking of dowry;
- (k) engaging in any private trade or employment;
- (l) writing or editing any textbook while being a member of the text book committee.
- (m)speculating in stock, share or investment.
- (n) becoming insolvent and / or getting in to habitual indebtedness.
- (o) non submission of annual Assets and Liability Returns.
- (p) acquisition, disposal of movable or immovable properties without previous sanction of management or entering into any transaction with any foreigner or foreign Karnataka Government for acquisition and disposal of property;
- (q) acting as a legal guardian of minor other than his dependant without the previous sanction of management;

- (r) contracting another marriage without obtaining permission of the management or entering into a bigamous marriage against the personal law of employee;
- (s) consumption of intoxicating drugs or drinks.

## **CHAPTER – V**

### **LEAVE RULES**

**26. General Rules:-** (1) The leave rules applicable to both teaching and non-teaching staff in Government Educational Institutions shall mutatis-mutandis be applicable to the teaching and non-teaching staff of the aided Educational Institutions.

By Order and in the name of  
the Governor of Karnataka.

**K.G.HIREMATH**

Under Secretary to Government, (Incharge)  
Education Department(General).

**ANNEXURE-1****(See rule – 3)**

**1. Method of recruitment:-** (1) Recruitment under these rules shall be made on the basis of the percentage of total marks secured in the qualifying examination as determined under clause 3 and of the marks secured at the interview under clause 4 by the selecting authority.

**2. Advertisement in the News Papers:-** The selecting authority of an Educational Institution shall after obtaining prior permission from the competent authority to fill up the vacancies shall notify at least in one leading news paper having largest circulation in the local area inviting applications from candidates indicating therein the number of vacancies and categories of posts etc. In addition to this an institution shall request the concerned Employment Exchanges to send a list of eligible candidates for the purpose of selection. Copy of the advertisement shall also be sent to the Director of Public Instruction (Research and Training) and further to the Principals of concerned D.I.E.Ts in case of T.T.Is and to the concerned Universities in case of B.Ed Colleges for displaying on the Office Notice Board. The management of the institution shall also display the Notification on its Notice Board.

**3. Eligibility of Candidates for the Interview:-** (1) For the purposes of selection of candidates for the interview, the selecting authority shall prepare a list of names of candidates on the basis of the percentage of total marks in the qualifying examination, in the order of merit and if two or more candidates have secured equal percentage of total marks in the qualifying examination the order of merit in respect of such candidates shall be fixed on the basis of their age, the person older in age being placed higher in the order of merit. Candidates as equal to ten times the number of vacancies notified, selected in the order of merit, shall be eligible for interview.

(2) Where posts are reserved for Scheduled Castes, Scheduled Tribes, Backward Tribes or other Backward classes and the required number of candidates in terms of sub-clause (1) belonging to such castes, tribes or other classes are not eligible for the interview, then, notwithstanding anything contained in sub-clause (1) such number of candidates as will make up the deficiency, belonging to such castes, tribes or classes selected in the order of merit on the basis of the percentage of total marks secured in the qualifying examination from the list of names of candidate shall also be eligible for the interview.

**4. Qualifying Examination:- For the purposes of this rule:-**

- (a) Qualifying examination means the examination or examinations prescribed as the minimum qualification required for appointment in the rules of recruitment to the post concerned, specified in Annexure –III.
- (b) Where the qualifying examination consists of more than one examination shall be the average of percentage of total marks secured in those examinations.
- (c) Where different qualifying examinations have been prescribed alternatively in the rules of recruitment applicable to a post of or category of posts and a candidate has



passed more than one such qualifying examination, the percentage of total marks obtained in such qualifying examination in which he has obtained highest percentage of total marks shall be taken into consideration.

**5. Interview:-** (1) Selecting authority shall interview the eligible candidates selected under clause-3 and award marks on the basis of their performance in the interview. The maximum marks for interview shall be fifteen.

(2) The selecting authority shall publish on the notice board or its office on the day on which interview is held or on that day following but before the commencement of the interview on that day, a list of marks obtained by each candidates in the said interview.

Provided that where the interview is held in any place other than the place of its office, the said list shall also be published in such other place in addition to the office.

**6. List of selected candidates:-** (1) The selecting authority shall on the basis of the aggregate of percentage of the total marks secured in the qualifying examination as determined under clause 4 and of the marks secured at the interview under clause 5 and taking into consideration the orders in force relating to reservation of posts for Scheduled Castes, Scheduled Tribes, Backward Tribes and other Backward Classes prepare in the order of merit a list of candidates eligible for appointment to the cadre or post and if the aggregate of the percentage of total marks secured in the qualifying examinations as determined under clause 4 and of the marks secured at the interview under clause 5 two or more candidates is equal, the order of merit in respect of such candidates shall be fixed in accordance with clause 4. The number of names of candidates to be included in such list shall be equal to the number of vacancies notified.

(2) The selecting authority shall in accordance with the provisions of sub-clause (1) also prepare an additional list of names of candidates not included in the list prepared under sub-clause (1) in which the number of candidates to be included shall, as far as possible, be ten percent of the number of vacancies notified.

Provided that if the appointing authority so requires the number of candidates to be included in the list shall be such as may be specified by the appointing authority but not exceeding fifty percent for the number of vacancies notified.

(3) The lists so prepared under sub-clauses (1) and (2) shall be published in such manner as the competent authority and a copy thereof shall be sent to the appropriate appointing authority.

**7. Appointment of candidates:-** (1) Proposals shall be sent to the Competent Authority in respect of candidates whose names are included in the list published under sub-clause (1) of clause 6. The Competent Authority shall after verifying that the selection procedure as prescribed under the rules has been complied with, convey approval for appointment of the selected candidates. In case the selection is not in accordance with the procedure prescribed under these rules the competent authority shall convey rejection recording the reasons for such rejection in writing. Such approval or rejection shall be conveyed by the competent authority within 90 days from the date of receipt of proposal in his office. Candidates

shall be appointed by the Appointing Authority only after such approval by the Competent Authority and salary of such candidates shall be payable from the actual date of joining duty. The management shall be liable for payment of salary till the date of admission of such posts into grant-in-aid.

(2) The inclusion of the name of a candidate in any list published under clause 6 shall not confirm any right of appointment.

(3) The list of candidates published by the selecting authority under clause 6 shall cease to be operative as from the date of publication of a list prepared in respect of such cadre or post on the basis of next selection.

(4) Candidates whose names are included in the main lists prepared in the manner indicated above may be appointed in the vacancies in the order in which names appear in the list.

**ANNEXURE-II**

**(See rule – 3)**

**LIST OF BENEFITS NOT ADMISSIBLE IN RESPECT OF EMPLOYEES OF AIDED INSTITUTIONS**

- 1) Benefits not available for service rendered during the unaided period for purpose of fixation of pay, leave and pension or any other service benefits by the Government.
- 2) Weightage of five years for calculation of qualifying services of an employee who retires on voluntary basis.
- 3) Medical reimbursement facilities.
- 4) Festival advance, House Building Advance , House Purchase Advance or any type of Advance.
- 5) Transfer Travelling Allowance and Daily Allowance .
- 6) Invalid pension before the completion of qualifying service of fifteen years.
- 7) Such other conditions or benefits as may be specified by order of the State Government from time to time.
- 8) In respect of retirement benefits, no employee who has retired between 1-4-1995 to 31-3-1998 shall be entitled to merger of 90% DA to Basic Pay for calculation of DCRG. In respect of employees retiring after 31-3-1998, DCRG will be calculated as per specific orders issued by the Education Department in this behalf from time to time.

**ANNEXURE-III**

(See rule – 3)

**CATEGORY OF POSTS AND QUALIFICATIONS**

**(33) In Teachers Training Institutes with an intake capacity of 30 candidates each in I year T.C.H and II Year T.C.H. Classes.**

<b>Category of Posts</b>	<b>Number of posts</b>	<b>Minimum Qualification</b>
1. Principal/ Superintendent	As per	1. As prescribed under the Norms and
2. Graduate Teacher	approved	Standards for Teacher Education
Educators/Lecturers	staffing pattern	Institutions . (Elementary), by the
3. Craft Teachers	specified in	N.C.T.E., New Delhi <b>and</b>
4. Part time teachers to teach	Annexure IV	2. As prescribed under Karnataka
Kannada, Hindi, Drawing,		Education Department services
Music and Physical		(Department of Public Instruction)
Education, Tamil, Telugu,		(Recruitment Rules) 1967, as amended
Urdu, Marathi,		from time to time.
5. Second Division Clerk/		
Office Assts.		
6. Class IV		

**(34) In Colleges of Education Imparting B.Ed. Course with an Intake capacity of 100 candidates:-**

1. Principal/Head	As per	1. As prescribed under the Norms and
2. Reader/lecturer	approved	standards for Teacher Education
3. Librarian	staffing pattern	Institutions (Secondary-B.Ed) by the
4. Library Clerk/	specified in	National Council for Teacher
Library Asst.	Annexure-V	Education, New Delhi. <b>And</b>
5. First Division Clerk /		2. As prescribed under Karnataka
First Division Asst./		Education Department Services.
Accountant/Head Clerk		(Department of Public Instruction)
6. Attenders-For library &		(Recruitment Rules) 1967, as
Office.		amended from time to time.
7. Watchmen		
8. Scavenger		
9. Peons/Class IV		
10. Technician (Film Operator		
Or Mechanic)		
11. Clerk-cum-Typists		

**ANNEXURE-IV****(See rule – 3)****STANDARD STAFFING PATTERN FOR TEACHERS TRAINING INSTITUTIONS****IMPARTING T.C.H. COURSE**

In Teachers Training Institutions with a minimum students attendance of 30 each in I Year T.C.H. and II Year T.C.H. Classes, following teaching posts and non-teaching posts may be sanctioned.

1. Principal/Superintendent	1 (one)
2. Graduate Teacher Educators/lecturers {Lecturer for General Subjects (01) Lecturers in Methodology of teaching school Subjects (03) and lecturer in Educational Technology (01)}	5 (five)
3. Craft Teachers	2 (two)
4. Part time teachers to teach Kannada, Hindi, Drawing, Music, Physical Education, Tamil, Telugu, Urdu and Marathi	5 (five)
5. Second Division Clerk/ Office Assistant	1 (one)
6. Class IV	1 (one)

**Note:-** A Part time Language Teacher will have to be approved for each Language with a minimum strength of 10.

2. For every additional section sanctioned, subject to the provisions of clause-(d) of Rule 10 of Grant-in-Aid Code for Primary Teachers' Training Institutions, one additional Graduate Teacher Educator/lecturer will be admitted, where the work load, warrants the appointment of a full time teacher in place of part time teacher, normally admissible as per the above pattern. Specific approval of the Director of Public Instruction (Research and Training) should be obtained before the full time appointment is actually made.

3. Total number of Teacher Educators/lecturers to be appointed will have to be calculated as per Teacher Pupil ratio of 1:12.

4. The total number of non-teaching posts as mentioned above, shall be the same for an institution, irrespective of the number of sections in I year T.C.H. and II Year T.C.H. Classes in that Institution.

**Annexure-V****(See rule 3)****STANDARD STAFFING PATTERN FOR COLLEGES OF EDUCATION IMPARTING B.Ed. COURSE.**

In Colleges of Teachers Education imparting B.Ed. Course, with an intake capacity of 100 students, the following teaching and non-teaching posts may be sanctioned.

1. Principal/Head	-	1 (one)
2. Readers/Lecturers	-	9 (nine)
3. Librarian	-	1 (one)
4. Library Clerk/ Library Assistant	-	1 (one)
5. First Division Clerk/First Division Assistant/ Accountant/ Head Clerk	-	2 (two)
6. Attenders for Library and Office	-	3 (three)
7. Watchman	-	1 (one)
8. Scavenger	-	1 (one)
9. Peons/Class IV	-	4 (four)
10. Technician (Film Operator or Mechanic)	-	1 (one)
11. Clerk-cum-Typists	-	2 (two)
12. Physical Education Instructor	-	1 (one)

**NOTE:-** 1) Out of three attenders, one will be for the Library and the other two will be for Office.

2) Library Clerk/Library Assistant can be appointed only if the number of Volumes in the library exceeds 10,000 books.

3) Total number of Reader/Lecturers to be appointed in an institution will have to be calculated on the basis of teacher-pupil ratio of 1:10. For this purpose, the post of Principal /Head to be included while calculating Teacher- Pupil ratio.

4) Out of 9 Lecturers, at least two for general subjects, five lecturers for methodology of teaching school subjects, one lecturer in Educational Technology should be appointed.

**Form –I**  
**(See Rule – 5)**

1. Name of the employee
2. Father's name
3. Date of birth
4. Qualification
5. Date of appointment
6. Nature of appointment – Permanent / temporary
7. Name of the Post to which appointed
8. Scale of pay
9. Reservation category to which the employee belongs to
10. Whether appointment approved or not
11. Date of approval & reference.
12. If approved, whether it is with aid or without aid details to be furnished.
13. Any other details

Signature of the Head of the Institution

**FORM – II**  
**(See Rule –9)**

I, ..... working as  
..... in ..... Institution  
.....Management, voluntarily tender my resignation w.e.f.  
..... for ..... reasons.

(i) I request that my resignation may be accepted with effect from .....  
.....(one month thereafter).

(ii) I request that my resignation may be accepted with immediate effect. I surrender one month's salary in lieu of one month's notice as provided under rule 9 of Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Colleges of Education and Teachers Training Institutes) Rules, 2000.

Signature of the employee

Date:

Place:

**Name of the Employee**  
(IN BLOCK LETTERS)

[Note: Strike off (i) or (ii) above which is not applicable]



**The Karnataka Tutorial Institutions (Registration and Regulation) Rules, 2001**

**Arrangement of Sections**

1. Short title and commencement
  2. Definitions
  3. Procedure for registration of Tutorial Institution
  4. Registration of existing Tutoria Institutions
  5. Coditions for registration of Tutorial Institutions
  6. Inspection of Tutorial Institutions
  7. Annual Reports
  8. Duty of an Inspection Authority to send Inspection Report to the Registering Authority
  9. Prohibition or appointment or Lecturer/ Teachers and non-teaching staff in the Tutorial Institutions
  10. Maintenance of Registers
  11. Power to cancel registration
  12. General Instruction
- Form-I
- Form-II

**THE KARNATAKA TUTORIAL INSTITUTIONS (REGISTRATION AND REGULATION)  
RULES, 2001**

**EDUCATION SECRETARIAT**

**NOTIFICATION**

**<sup>1</sup>[No. ED 43 ViVida 2000, Bangalore, dated: 5<sup>th</sup> March, 2002]<sup>1</sup>**

Whereas the draft of the Karnataka Tutorial Institutions (Registration and Regulation) Rules, 2001 was published as required by in exercise of the powers conferred by section 35 read with section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No. ED 43 Vivida 2001 dated 2.11.2001 in part IV-A of the Karnataka Gazette Extraordinary dated 5.11.2001 inviting objections and suggestions from the persons likely to be affected thereby.

And whereas the said Gazette was made available for the public on 5<sup>th</sup> November 2001.

And no objections and suggestions received in this regard.

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka makes the following Rules namely:-

**1. Short title and commencement.-** (1) These rules may be called “The Karnataka Tutorial Institutions (Registration and Regulation) Rules, 2001”.

(2) They shall come into force at once.

1. Published in the Karnataka Gazette Part IV-A Extraordinary No. 258, dated 5.3.2002

**2. Definitions.-** (1) In these rules, unless the context otherwise requires,-

(a) ‘Act’ means a Karnataka Education Act, 1983;

(b) ‘Form’ means the form appended to these rules;

**3. Procedure for registration of Tutorial Institution.-** (1) Applications for registration of a Tutorial Institution under clause (a) of sub-section (1) of section 35 shall be made in Form-I to the registering authority by delivering it in person or sending it through registered post acknowledgement due.

(2) Every such application for registration by the Tutorial Institutions specified in column (2) of the table shall be accompanied by a registration fee as specified in the corresponding entries in column (3) thereof. The registration fee shall be paid in the form of an account payee cheque or demand draft drawn within one month from the date of application and in favour of the registering authority. The demand draft shall be made payable at the branch of the Bank located in the headquarters of the registering authority or in the surrounding locality.

**TABLE**

Sl. No.	Class of Tutorial Institutions	Registration fee to be paid
1	2	3
1	Upto Lower Primary Institutions (Standard I to VII)	5,000
2	Secondary School (Standard VII to X)	10,000
3	Pre-University	25,000
4	Degree Courses	25,000
5	Other Courses	25,000

(3) Registration fee once paid shall not be refunded where registration is granted and where registration is refused, the amount of the fee paid shall be refunded without interest to the applicant. The refund shall be made in the form of an account payee cheque drawn by the registering authority on the local treasury where the applicant resides.

(4) The registration fee received under sub-rule (2) shall be held in a personal deposit account opened in the name of the registering authority in the nearest District Treasury.

(5) (a) The registering authority after satisfying itself whether or not the applicant has complied with the provisions of Section 35 and these rules. It may register the institution in the register maintained for the purpose or refuse the registration.

(b) The registration certificate shall be issued in Form-II.

I The refusal order shall indicate the reasons for refusal and shall be accompanied by the voucher of refund of registration fee.

(d) The Applicants in whose favour the registration certificate is issued shall start the institution and the standard during the academic year as per specifications laid down in the registration certificate and the date of starting shall be intimated to the registering authority. Failure on the part of the Applicant to start the institution and the standard during the specified academic year shall result in automatic cancellation of registration certificate and on no account it will be treated as valid for the subsequent academic years.

**4. Registration of existing Tutorial Institutions.-** (1) For registration of a Tutorial Institution specified in clause (b) of sub-section (1) of section 35 such Tutorial Institutions shall make an application in Form-I to the registering authority, within a period of ninety days from the date of commencement of these rules or from the date of appointment of the registering authority whichever is later.

(2) The Application under sub-rule (1) shall be accompanied by the fee specified in sub-rule (2) of rule 3 and it shall be delivered personally in the office of the registering authority and due acknowledgement obtained or shall be sent by speed post or registered post acknowledgement due.

(3) The provisions of rule 3 shall apply *matatis-mutandis* in respect of the applications received under this rule.

**5. Conditions for registration of Tutorial Institutions.-** Conditions for registration of the Tutorial Institutions shall be as follows:-

(a) It should have suitable building with one room for each class, course or section. Each student shall have five to seven square feet space. The number of students in each class, course or section shall not exceed thirty.

(b) Each class room shall have sufficient number of long benches of dual desks and one table and chair for the teacher. Each classroom shall have one black-board, either of wooden or roll up or walled one.

(c) The building shall have sufficient sanitary facilities with proper ventilation and safe drinking water facilities. There shall be separate lavatories for boys, girls and staff;

**Note:** A certificate shall be obtained from the appropriate authority of the Municipal Corporation, Municipal Council or other Local Authority regarding the sanitary conditions of the building and it shall be produced before the registering authority alongwith the application for registration.

(d) There shall be adequate number of teachers possessing qualification prescribed for the teachers teaching at the corresponding level of Institutions.

**6. Inspection of Tutorial Institutions.-** (1) The Officer ☐arnataka☐ in this behalf shall conduct inspection of tutorial institutions whenever there is a complaint and submit his inspection report to the Deputy Director of Public Instruction of the concerned district.

(2) The Deputy Director of Public Instruction of the concerned district may himself conduct inspection of the Tutorial Institution to find out the financial irregularities and other matters relating to account, records, buildings, libraries, laboratory equipments etc., or any other matter relating to the violation of the Act and rules.

(3) It shall be the duty of every Tutorial Institution to provide the required information to the officers and to produce all the documents required by them for inspection.

**7. Annual Reports.-** Every Tutorial Institutions registered under these rules shall submit the Annual Report under sub-section (3) of Section 35 to the Registering Authority within two months after the end of the academic year.

**8. Duty of an Inspection Authority to send Inspection Report to the Registering Authority.-** Every Inspection Report under sub-rule (1) of rule 6 shall be sent to the Registering Authority by the Inspecting Officer under intimation to the Head of the Department.

**9. Prohibition of appointment of Lecturer/Teachers and non-teaching staff in the Tutorial Institutions.-** No person in the employment of Government or an aided institution as a Lecturer, Teacher or non-teaching staff shall be appointed in the Tutorial Institutions.

**10. Maintenance of Registers.-** Every Tutorial Institution shall maintain the following registers and shall keep regular accounts of all receipts and expenditure:

- (1) Register of admissions and withdrawal of pupils;
- (2) Attendance register for pupils;
- (3) Attendance register for teachers;
- (4) Register showing receipts and expenditure;
- (5) Inspection Book; and
- (6) Such other registers as the Registering authority may specify from time to time.

**11. Power to cancel registration.-** The Registering Authority may cancel the Certificate of Registration if the Tutorial Institution has violated any of the provisions of the Act, the rules, circulars, orders instructions etc issued under the Act. Provided that the cancellation of the Registration under this rules, not be made unless, the Institution is given a reasonable opportunity of being heard.

**12. General Instruction.- (1)** The Tutorial Institution shall indicate the registration number under which it is registered in all its correspondences with the department or otherwise.

(2) The Tutorial Institution shall co-operate with the inspecting officers whenever they visit the institutions for inspection, by providing accessibility to various records and registers, etc.

(3) The Tutorial Institutions shall communicate to the Registering authority whenever there is change in its address or whenever the institution is shifted to different locality or even out of place. However shifting of institution from a place under the jurisdiction of one Registering authority to a place under the jurisdiction of another Registering authority shall not be permitted.

(4) The Tutorial Institution shall obey all the instructions which may be issued by the departmental authorities from time to time.

**N. MAHALAKSHMAMMA**

Under Secretary to Government (Incharge)  
Education Department (General).

**FORM NO. I****(See Rules 3 & 4)****APPLICATION FOR THE REGISTRATION OF TUTORIAL INSTITUTIONS**

1. Name and address of the institution.
2. Name and address of the individual owning the institution/proposing to establish a tutorial institution.
3. Aims and objects of the Tutorial Institution in establishing the institution.
4. Date on which the institute has been established or is proposed to be opened.
5. Particulars of the treasury challan under which the prescribed application fee has been paid.
6. Particulars of Registration Deposit amount, if already deposited in the joint account of other District Educational Officer and the individual/Educational agency (documentary evidence to be produced).
7. Whether the applicant is seeking registration of the tutorial institution afresh or of the already existing tutorial institution.
8. Particulars of the original registration, if any (true-copy of the original registration shall be enclosed).
9. Details of the assets and liabilities including the investments in the banks and other commercial concerns.
10. Details of the infra-structural facilities provided in the institution:
  - 1) Accommodation (details of the number of class-rooms with dimensions –sketch plan of the building to be enclosed)
  - 2) Details of furniture provided.
  - 3) Details of the equipment and other material provided in the laboratory.
  - 4) Details of the books provided in the library.
  - 5) Details of the sanitary facilities provided (Sanitary certificate issued by Corporation or Municipal medical officer to be enclosed).
11. Details of the teachers appointed, if already appointed such as names, salary/wages paid, qualification and whether the qualification is adequate to teach the subjects to which they are asked to handle.
12. Clauses/courses in which students are given coaching/proposed to be given coaching.
13. Details of records and registers maintained by the institution, if already opened.
14. Details of other institutions run by the Education agency, if any.

15. Details of hostel facility provided, if any.

16. Any other information the applicant would like to furnish.

**DECLARATION**

I      Sri/Smt./Kum.....      Son/wife/daughter      of  
Sri..... do hereby declare that the particulars furnished above  
are correct to the best of my knowledge and belief. I am prepared to undergo any penal action  
that may be imposed on me if any of the particulars furnished in the application are found to be  
false and misleading at any time subsequently. I further declare that I am prepared to obey the  
instructions which may be issued by the competent authorities from time to time.

Place:

SIGNATURE OF.....

DATE:

(with office stamp)

**FORM No.II****(See Rules 3 & 4)**

**PROFORMA FOR THE  
CERTIFICATE OF REGISTRATION  
GOVERNMENT OF KARNATAKA**

\* .....

\*here specify  
the Directorate  
& Department.

**CERTIFICATE OF REGISTRATION**

1. Registration No.
2. Name and address of the Tutorial Institution.
3. Address of the tutorial institution:

In exercise of the powers conferred under rules 4 and 5 of the Karnataka Tutorial Institutions (Registration and Regulation) Rules, 2001 and in view of □arnataka□□ of the prescribed conditions to the satisfaction of the authority, the Registering authority is pleased to accord registration, to the Tutorial Institution whose details are mentioned above.

PLACE:  
DATE:

SIGNATURE OF REGISTERING AUTHORITY.  
(with office stamp)



**EDUCATION SECRETARIAT****NOTIFICATION****No. ED 43 VIVIDHA 2001, Bangalore, Dated: 5<sup>th</sup> May 2003**

In exercise of the powers conferred by clause (31) of section 2 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby appoints the officers specified in column (3) of the Table below to perform the functions and discharge the duties of the registering Authority under section 35 of the said Act and the Karnataka Tutorial Institutions (Registration and Regulation) Rules, 2001, in respect of the areas specified in column (4) thereof.

**TABLE**

Sl. No.	Class of Tutorial Institution	Registering Authority	Jurisdiction
1	Up to Primary Institutions (Standard I to VII)	Deputy Director of the respective District	Within his Jurisdiction
2	Secondary School (Standard VIII to X)	Deputy Director of the respective District	Within his Jurisdiction
3	<sup>1</sup> [Pre-University Classes including CET coaching centres	Deputy Director of Pre-University College of the respective District	Within his jurisdiction] <sup>1</sup>
4	Degree Courses including MBA coaching centres	Joint Director, Collegiate Education	Within his jurisdiction
5	Technical Education courses polytechnics and Engineering Colleges	Joint Director of Technical Education (Curriculum Development)	The State Karnataka

<sup>1</sup> Corrected vide corrigendum ED 65 VIVIDA 2006, dtd. 25.8.2006

By Order and in the name of the Governor of  
Karnataka,

**SUNDARA RAJA GUPTA**

Under Secretary to Government,  
Education Department. (University and General-I)

[illegible]

Existing				Amended			
Sl. No.	Class of Tutorial Institution	Registering Authority	Jurisdiction	Sl. No.	Class of Tutorial Institution	Registering Authority	Jurisdiction
3.	Pre-University Classes including CET coaching centres	Director, Pre-University Education	The State of Karnataka	3.	Pre-University Classes including CET coaching centres	Deputy Director of Pre-University College of the respective District	Within his jurisdiction

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**EDUCATION SECRETARIAT****NOTIFICATION****No. ED 09 VIVIDHA 2006, Bangalore, Dated: 18<sup>th</sup> April 2006**

In notification NO. ED 43 Vivida 2001 dated: 05.05.2003 certain officers were authorized to perform the functions and discharge the duties of Registering Authorities under section 35 of the Karnataka Education Act 1983 (Karnataka Act 1 of 1995) and the Karnataka Tutorial Institutions (Registration and Regulation) Rules, 2001. In this Notification under the table, after Sl.No.5 the following shall be inserted, Namely:-

Sl. No.	Class of Tutorial Institution	Registering Authority	Jurisdiction
6	Coaching for competitive examinations for selection to IAS, IPS, IFS, KAS, language coaching or any other course not included in Sl.No.1 to 5	Director, Collegiate Education	The State of Karnataka.

By Order and in the name of the Governor of  
Karnataka,

**S.M. NANDAKUMAR**

Under Secretary to Government,  
Education Department. (General)

**KARNATAKA EDUCATIONAL INSTITUTIONS (SELECTION OF PARENT MEMBERS TO  
THE MANAGING COMMITTEE) RULES, 2001**

**Contents**

1. Title and Commencement
2. Definitions
3. Procedure for selection of Parents under Section 42(3)

**KARNATAKA EDUCATIONAL INSTITUTIONS (SELECTION OF PARENT MEMBERS TO THE MANAGING COMMITTEE) RULES, 2001**

**NOTIFICATION**

**No. ED 48 Vivida 2001, Bangalore 18<sup>th</sup> November 2002**

Whereas the draft of the Karnataka Educational Institutions (Selection of Parent Members to the Managing Committee) Rules, 2001 was published as requested by sub-section (3) of section 42 read with section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No.ED 48 Vivida 2001, dated:26.9.2001 in part IV-A of the Karnataka Gazette Extraordinary dated:27.9.2001 inviting objections and suggestions from the persons likely to be affected thereby.

And whereas the said Gazette was made available for the public on 27<sup>th</sup> September, 2001.

And whereas no objection and suggestions have been received in this regard by the State Government.

Now, therefore, in exercise of the powers conferred by sub-section (3) of section 42 read with section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title and commencement.** (1) These rules may be called the Karnataka Educational Institutions (Selection of Parent Members to the Managing Committee) Rules, 2001.

1. Published in the Karnataka Gazette Part IV-A Extraordinary No. 1535, dated 19.11.2002

(2) They shall come into force at once.

**2. Definitions.-** In these rules, unless the context otherwise required,-

(a) 'Act' means the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995).

(b) 'Section' means section of the Act.

**3. Procedure for selection of Parents under Section 42(3).-** (1) Parents of the students of the concerned Private Educational Institution may register their names in such Institution. Such registered parents are eligible for being selected as representatives of parents in the Managing Committee of such Institution.

(2) A person nominated by the Governing Council of the Private Educational Institution shall announce the list of registered parents after duly obtaining the same from the Head of the Private Educational Institution before the constitution of the Managing Committee under section 42. He shall not act as the Returning Officer in the said selection. Under no circumstances, the staff members of the Private Educational Institution shall be nominated to act as the Returning Officer.

(3) The Returning Officer appointed by the Governing Council shall call upon the parents so registered to select amongst themselves two persons to represent them on the Managing Committee.

(4) The Returning Officer shall issue an order specifying in particular.-

- (a) the last date and time for making nomination and place at which the selection is to be held and to whom the nomination papers shall be delivered;
- (b) the date, time and place of scrutiny of the nominations;
- (c) the last date for withdrawal of candidates;
- (d) the date and time on which selection shall be held, if necessary; and
- (e) the date on which and time on which the votes shall be counted and the result of the selection shall be announced.

(5) Amongst the persons contesting the selection two persons who have secured the maximum votes shall be selected to represent the parents in the Managing Committee of such Institution.

(6) If there is no contest, the result of the selection will be forthwith announced by the Returning Officer.

By Order and in the name of the Governor of  
Karnataka,

**Sundara Raja Gupta,**  
Under Secretary to Government,  
Education Department.  
(University and General-I)

**Education Secretariat**

**Notification**

**No. ED 136 TPU 1999, Bangalore, Dated 9<sup>th</sup> October, 2006**

**(As amended by notification No. ED 262 SLB 2007 dt. 7.5.2008)**

The draft of the following rules which the Government of Karnataka proposes to make in exercise of the powers conferred by section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) is hereby published in Notification No. ED 136 TPU 99, dated 09-10-2006 part-IV A No. 1334 of the Karnataka Gazette ex-ordinary dated 09-10-2006. Inviting objections and suggestions from the persons likely to be affected thereby.

And whereas the said gazette was made available to the public on 09th October 2006.

And whereas the objections and suggestions received in this regard have been duly considered by the state government.

Now therefore in exercise of the powers conferred by sub-section(1) of section 145 of the Karnataka Education Act, 1983

(Karnataka Act 1 of 1995), the Government of Karnataka hereby makes the following Rules, namely:-

**CHAPTER I**

**Preliminary**

1. Title and commencement.- (1) These rules may be called the Karnataka Pre-University Education (Academic, Registration, Administration and Grant-in-aid etc.) Rules, 2006.

(2) They shall come into force from the date of their publication in the official Gazette.

2. Definitions.- In these rules, unless the context otherwise requires,-

(1) 'Act' means, the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995);

(2) 'Aided College' means, a recognised private Pre-University college or a Pre-University college run by a local authority getting grant-in-aid partly or wholly from the Government;

(3) 'Department' means the Department of Pre-University Education in Karnataka;

(4) 'Director', 'Joint Director', 'Deputy Director' and 'Assistant Director' shall mean respectively the 'Director of Pre-University Education in Karnataka', 'Joint Director of Pre-University Education', 'Deputy Director of Pre-University Education' and 'Assistant Director of Pre-University Education';

(5) 'Form' means a Form appended to these rules;

(6) 'Government Pre-University college' means a college established, and administered or maintained by the State Government, but does not include a private college whose management has been taken over for a limited period for the purpose of better management;

(7) 'Inspection Committee' means a committee comprising of the Senior most Principal of Government Pre-University College, who shall act as the chairperson and a Senior Principal of an aided College nominated by Deputy Director of whom one shall belong to Science faculty;

(8) 'Optional subjects' means any combination of four subjects specified in Schedule-I;

(9) "Pre-University College" means recognised college or an educational institution imparting education for students who are appearing for I year and II year Pre-University examination conducted by the Department of Pre-University Education;

(10) 'Private Un-aided Pre-University College' means a recognised Pre-University College run by a private managing committee, which does not get grant-in-aid partly or wholly from the State Government;

(11) "Private aided Pre-University College" means a recognised Pre-University College run by a private managing committee which gets grant-in-aid partly or wholly from the State Government;

(12) "Schedule" means Schedule appended to these rules;

(13) 'Section' means, unless it refers specifically to a section in a college, a section of the Act;

(14) 'Student strength' means the aggregate of the number of students who would have actually appeared and written the II Pre-University examination in a subject in a college in the three consecutive annual examinations proceeding the relevant year, increased by ten percent:

Provided that the 'student strength' in the first year Pre-University Class of admission in a new college shall be computed by actual head count of the students who have produced their SSLC or 10<sup>th</sup> standard pass certificates and transfer certificates and present during the working hours in a class room when such head count is taken;

(15) 'Subject' means a subject of study specified in Schedule-II and taught in a Pre-University college in accordance with the syllabus as may be specified by the department by notification.

## **CHPATER II**

### **Classification and procedure for**

#### **Establishment of Private Pre-University Colleges.**

**3. Classification of Pre-University colleges.-** (1) The Pre-University colleges shall be classified as, Government Pre-University colleges, Local Authority Pre-University college, Private aided Pre-University and Private unaided Pre-University colleges.

(2) The private aided and unaided Pre-University colleges which are functioning on the date of commencement of these rules shall further be categorised into following groups, namely:-

- (a) Category A: Pre-University college with own land and building as specified in rule 4 and with full supplement of teaching and non-teaching staff as specified in sub-rule (8) of rule 4.



- (b) Category B: Pre-University college with own land and building but not with sufficient land and building as required under rule-4 and with full strength of teaching and non-teaching staff as specified in sub-rule (8) of rule 4.
- (c) Category C: Pre-University college without own land and located in an unsuitable insufficient building but with full strength of teaching and non-teaching staff as specified in sub-rule (8) of rule 4.

**4. Procedure for establishing a new Private Pre-University college.-** (1) A registered Managing Committee which is intending to establish a Pre-University college shall intimate its intention to do so to the Director, in Form- I along with a fee of Rs. 500.00 The Director shall record such intimation in a register kept in Form II and thereafter issue a letter of intent to the managing committee within thirty days from the date of intimation from the managing committee.

(2) Upon receipt of the letter of intent, the managing committee intending to establish a Pre-University college shall,-

(a) Within one year from the date of letter of intent, acquire a minimum of 25,000 Sq. ft. of land on which it intends to construct the college building including the principal's chambers, class rooms, library etc;

(b) within three years from the date of letter of intent construct on the said land a building with the following facilities and rooms which shall have a corridor or a veranda of at least 8 ft. width abutting the entrance to the room, namely:-

- (i) Principal's chamber with a minimum plinth area of 250 sq. ft.,
- (ii) Office room with a minimum plinth area of 250 sq. ft.,
- (iii) Staff room with a minimum plinth area of 500 sq. ft.,
- (iv) Waiting room with a minimum plinth area of 500 sq. ft for the girls with attached toilets for simultaneous use by 10 persons with sufficient water storage facilities,
- (v) Toilets for boys with facility for simultaneous use by 10 persons,
- (vi) Library with a minimum plinth area of 1000 sq. ft.,
- (vii) Reading room with a minimum plinth area of 1000 sq. ft.,
- (viii) At least 6 lecture halls, each measuring at least 22 ft. x 30 ft.,
- (ix) Bicycle stand with a provision for parking minimum 100 bicycles at a time,
- (x) If science subjects are taught, then three laboratories, one for Physics, one for Chemistry and one for Biology and if Electronics or Computer science subjects are taught separate laboratories for these subjects with a minimum plinth area of 24 ft. x 60 ft. each;

(c) Provide water, electricity and sanitary facilities in the laboratories, class rooms, office rooms and toilets making the building fit for running a Pre-University college;

(d) Provide desks, benches, tables, office furniture, shelves, office equipments, apparatus and equipment in the laboratories.

(3) The minimum requirements specified in sub-rule (2), are meant for six sections and where language subjects in Part-I are only two. For every additional language subject in Part-I, one lecture hall and for every additional subject in Part-II, two lecture halls shall be provided.

(4) The managing committee shall after complying with the requirements of sub-rules (2) and (3), intimate in writing to the Director the fact that they have acquired the necessary land, constructed the building and provided the basic facilities and civil amenities, etc., as required under sub-rule (2) and also specify the combinations of subjects which they intended to teach.

(5) The Director shall record such intimation in the register kept for the purpose and shall within the next thirty days request the Inspection Committee to visit the place of the intended location of the Pre-University college and hold inspection.

(6) The Inspection Committee shall within thirty days thereafter inspect the land and building and submit its report to the State Government through the Director giving specific findings in respect of compliance of the specifications of this rule.

(7) The managing committee shall furnish an undertaking to the Director in respect of the land and building acquired and built as contemplated under this rule in the proforma specified in Form-III to these rules and shall deposit of an amount of Rs.1,00,000/- in a scheduled bank or a post office branch in the name of the Director of Pre-University Education in Karnataka.

(8) After satisfying that the managing committee has complied with the requirements of sub-rules (2) and sub-rule (7), the State Government shall cause the Director to register the Pre-University college in the register maintained in accordance with section 31, and shall within one month from the date of undertaking under sub-rule (7), authorise the Managing Committee to recruit the minimum teaching and non-teaching personnel, as follows:-

- (i) one principal;
- (ii) one lecturer for each subject permitted to be taught including the subject taught by the principal;
- (iii) one clerk, one peon and where science subjects are to be taught, one laboratory attender.

(9) The managing committee shall recruit the minimum teaching and non-teaching staff specified under sub-rule (8) within three months from the date of issue of such an authorisation.

(10) The Director shall accord recognition to the Pre-University college only after it has been registered in accordance with the sub-rule (8) and that the managing committee has complied with the requirements of sub-rule (9) and there after record the same in the register maintained under sub-rule (1).

(11) If, in a Pre-University college recruitment of teaching and non-teaching staff is completed in all respects within the month of May of a calendar year, then the academic activities, such as, admission of students, teaching in class rooms etc., may commence from the month of June of the same calendar year. If the recruitment of the teaching and non-teaching

staff is completed after the month of May of a calendar year, then the academic activities, shall commence only in the month of June of the next calendar year.

(12) If the managing committee fails to acquire the land within the stipulated time or construct the building as required under sub-rule (2) the letter of intent if any given under this rule shall be cancelled after providing an opportunity of being heard to the managing committee.

**5. Applicability of these rules to the Pre-University colleges which are already functioning with the permission of the Government.-** (1) A Private Pre-University College of category B which is functioning with the permission of the State Government and recognition accorded by the Director prior to the date of commencement of these rules, shall, provide the basic infra-structure and facilities specified in sub-rule (2) of rule 4 within two years from the date of commencement of these rules and shall furnish the undertaking agreement with deposit in accordance with sub-rule (7) of rule 4.

(2) The managing committee of a Private Pre-University College of Category C recognised prior to the date of commencement of these rules shall shift the college to a regular building either owned, rented or leased, if such an opportunity was not already given by the Director, earlier, the managing committee shall simultaneously acquire the land as specified in sub-rule (2) of rule 4, and provide the basic infra-structural facilities in accordance with rule 4 within a period of two years.

(3) A private pre-university college of Category B in existence or functioning on the date of commencement of these rules, fails to provide the infra-structural facilities as specified in sub-rule (2) of rule 4 within the said period of two years, or if a Private Pre-University College of Category C in existence or functioning on the date of commencement of these rules, fails to comply with the requirements of sub-rule (2), of rule-4 then the permission granted by the State Government to start the said college and the academic recognition granted by the Director shall stand be withdrawn after giving an opportunity of being heard, to the managing committee.

(4) The Director shall publish in the notice board of his office and in the newspaper a list of all the Pre-University colleges which are recognised for the academic year, at least by the end of May of the previous academic year and cause to publish the said list in the notice Board of all the Pre-university Colleges in the State. No Pre-University College which has not been recognised shall admit students either to the first Pre-University Course or to the second Pre-University Course during the academic year.

(5) Publication of the list of recognised colleges in the notice board of the recognised colleges is deemed to be a sufficient notice to the students and their parents about such colleges.

**6. Supervision and Control of Pre-University colleges.-** The Director shall be responsible for the proper functioning of Pre-University colleges in the State. He shall ensure proper academic activity in the Pre-University colleges. The Director shall be responsible for implementation and adherence and compliance of these rules by all the Pre-University colleges

by conducting periodical inspections of such colleges in accordance with section 57. The Director may be assisted by Joint Directors, Deputy Directors and Assistant Directors in discharging these duties. In every district, the Director shall also be assisted by a Deputy Director, who shall have the power to inspect Pre-University colleges and verify compliance to these rules.

### CHAPTER – III

#### *Recognition and Admissions in Private Pre-University Colleges*

**7. Recognition of Pre-University Colleges.-** (1) The Pre-University colleges of Category A which is in existence for a continuous period of not less than ten years and the students of which are not involved in mass examination malpractice in the previous ten years and which have a total student strength of not less than 200 including first and second year Pre-University classes for a continuous period of last ten years shall be recognised permanently. However, the permanent recognition may be revoked for any violation of the provisions of these rules or Karnataka Pre-University Course State Level Examination Rules 1997, after giving a notice to make representation, if any within a period of thirty days.

(2) The provisional approval to a Pre-University college granted under sub-section (6) of section 36 may be extended for a period of three years at a time until it is permanently recognised, subject to the following conditions, namely:-

- (a) The college shall comply with the requirements in respect of infrastructure and facilities specified in these rules;
- (b) The managing committee shall give an undertaking to the Government in respect of the land and building on which the college is located;
- (c) The students of the college should not have been involved in mass examination malpractice during the previous academic year;
- (d) The college should have remitted the prescribed fees to the treasury.

(3) No private Pre-University College falling under Category C of rule 3 shall be eligible for recognition.

**8. Eligibility for admission to I Year and II Year Pre-University Courses.-** (1) A pass in Secondary School Leaving Certificate Course or tenth standard examination conducted by the Karnataka State Secondary Education Examination Board or pass in an equivalent examination shall be the minimum qualification for admission to the first year Pre-University Course.

(2) No student shall be admitted to first year Pre-University Course unless he produces the Secondary school leaving certificate issued by the Karnataka State Secondary Examination Board or by any other appropriate authority and the certificate shall not be returned to the candidate till he completes the course or lawfully takes a discharge from the college. A student shall have passed in the first year annual examination or equivalent examination to qualify for admission to the second year Pre-University class by securing a minimum of thirty marks in each subject and an aggregate of thirty- five percent in Part-I and Part-II.

(3) The Pre-University colleges shall conduct an annual examination for the students of first year Pre-University classes at the end of each academic year as far as possible in the month of March. There shall be a supplementary examination for students who fail in the first year annual Pre-University examination in the month of June. Students who pass in this examination are also eligible for admission to the second year Pre-University Course in the same year.

**9. Admissions of students, students numbers and approval.-** (1) At the beginning of each academic year and not later than the month of June of the that academic year, every Pre-University College shall notify its intention to admit students to the combination of subjects approved by the Director, and in conformity with the reservation policy of the State Government and shall issue applications for admission of students to first and second year Pre-University course. The admission fees in aided college shall not exceed the amount specified in Schedule-II to these rules.

(2) Every Pre-University college shall complete the admission process complying with reservation policy and any other direction that may be given by the State Government from time to time, within the 15<sup>th</sup> of July each year and shall furnish a statement of student admissions in Form-II and III containing the details of the students admitted etc., to the Director within the 31<sup>st</sup> of August of the academic year.

(3) The Director shall scrutinize the statement of students admitted, and, after satisfying himself that the admissions have been made only to the approved combinations or subjects and that the students admitted have the minimum educational qualifications prescribed under these rules and also that the reservation of seats in favour of the Scheduled Castes and Schedules Tribes and Other Backward Classes have been maintained, shall approve the same, assign a student number to each student so admitted and send a copy of the approved statement to the college.

(4) A student whose admission is not approved by the Director and who has not been assigned with a student number shall not be eligible to study Pre-University course or appear for the first year or the second year annual examination.

(5) A student seeking change from one Pre-University college to another Pre-University college within the state shall apply to the Director in Form-IV after paying the requisite fee. The Principals of both the colleges shall give consent to such a change in the prescribed form and the receiving college shall have a vacancy of seat in a section to accommodate the student seeking the change. No student seeking change of college shall be admitted without prior permission of the Director.

## **CHAPTER – IV**

### **Subjects of study, Attendance, Teaching hours etc.,**

**10. Subjects of study, Change of subjects of study and re-admission.-** (1) A student who has passed in all the subjects and has completed the Pre-University course or equivalent course is not eligible to join the Pre-University Course in the same subjects and combination as

a fresh student either in the college in which he had studied earlier or in another college, either to first Pre-University course or to the second Pre-University Course.

(2) A student who has passed in all the subjects and completed the Pre-University course can join the Pre-University course as a fresh student to the first Pre-University class with a combination with distinctly different subjects, with the prior approval of the Director.

(3) A student who has completed the two year Pre-University Course but who has not passed the second Pre-University examination is not eligible to join second Pre-University class afresh either in the same subject or in different subjects.

(4) Every student shall compulsorily study six subjects in the first year and the same six subjects in the second year and of the six subjects, two shall be languages grouped as Part-I and a combination of four optional subjects, grouped as Part-II. The languages that can be studied by a student in Part-I are detailed in Schedule-II. The optional subjects which can be selected by a student in Part II is detailed in Schedule-I.

(5) A student can change the subject or subjects of his study in the first year Pre-University Course within the first three months of the first year Pre-University class, on condition that he/she shall put in the required 75% of attendance in the intended changed subject/s. The Principal is empowered to effect this change.

(6) After passing the I year PUC, if the candidate wishes to change a maximum of two subjects (one language and one subject) in the II year Pre-University course due to a valid reason permission may be given by the Director on condition that the candidate has to pass the district level examination of the I year Pre-University securing minimum marks in the subjects he/she has changed over to at the II year Pre-University. However no change of subject/s shall be permitted if it involves practical examination subjects.

(7) A student who has completed the two years study period but has not been able to complete the course by passing in all the subjects or who has completed the course by passing in all the subjects desires to study altogether different combination of subjects can do so by obtaining prior permission of the Director to join the course afresh.

**11. Minimum student strength and sections.-** (1) Student strength shall be the basis for determination of sections in a college. A section may comprise of not more than eighty students. The Director shall determine the number of sections that can be allowed to be formed in a college taking into consideration the student strength, the infra-structural facilities available in the college and requirement of the area. The managing committee and the principal shall not admit students beyond the limit of the sections so determined.

(2) A practical batch in a science subject shall have a minimum of twenty students unless the total number of students in the subject itself is less than that, in which case the entire section itself shall be the batch.

(3) Every Pre-University college may have upto three sections with three distinct combination of subjects during the first year of its commencement, but there shall be at least two distinct combinations. The minimum and maximum student strength for a Section shall be

forty and eighty respectively. No Pre-University college shall be entitled to have a fourth combination of subjects in the second or the subsequent years unless the student strength in at least two such combinations of subjects exceeds forty. A fifth combination may be allowed only when the student strength in the first three combinations exceeds forty in each combination and so on and so forth. Additional sections in any approved combination shall not be allowed unless the student strength in the existing section exceeds hundred.

(4) A minimum of ten students shall be necessary in each of the languages taught in Part-I. If the student strength in any of the approved languages or optional subjects gets reduced below the prescribed student strength successively for three years then the college shall not admit students to the said language or optional subjects in the next academic year. Any admission made in violation of these rules shall be void, ab-initio and the students shall not be eligible to appear for the annual examinations.

**12. Minimum days of attendance.-** (1) A student shall have attendance of 75 percent of the total number of periods in each subject during the academic year to become eligible to appear for the annual examination.

(2) The Director shall notify the minimum number of hours of periods of teaching in respect of each subject and also the minimum number of hours of experiments to be conducted by the student in each science subject. A student who fails to put in the minimum period of study and attendance in the class and also a science student who fails to conduct the minimum hours of experiments in the laboratories successfully, shall not be eligible to appear for the annual examination.

**13. Teaching hours and hours of teaching for Day and Evening Pre-University colleges.-** (1) Every Arts, Commerce and language subjects shall be taught for a minimum of four hours per week per section. Every Science subject shall be taught for a minimum of five hours per week per section including two hours practical and the students shall be required to do experiments in the laboratories for two hours per subject per week. Mathematics subject shall be taught for a minimum of five hours per week per section.

(2) Every Pre-University College shall work for atleast two hundred and twenty days in an academic year.

**14. Quantum of work for lecturers, principals and non-teaching staff.-** (1) Every lecturer teaching science subjects shall have a minimum work load of atleast twenty hours a week including practicals and in case of Mathematics twenty hours a week. Every lecturer teaching Arts or Commerce subjects or languages or subjects not involving practicals shall have a minimum teaching workload of at least sixteen hours per week. Every principal shall have a minimum teaching work load in the following manner, namely:-

(a) If the Pre-University college were to have only Arts and Commerce combinations with not more than two sections in the first year and not more than two sections in the second year and if the work load is not more than eight hours in the subject taught by the principal, then the principal himself shall teach the subject.

(b) If the Pre-University college having only Arts and Commerce combinations with more than two sections in the first year and more than two sections in the second year and the teaching workload is more than eight hours, then the principal shall teach only eight hours and the remaining work shall be entrusted to a lecturer having eight hours work load in another Government or aided Pre-University college located nearby. If such a lecturer is not available then a lecturer in that subject may be permitted to be appointed, but the principal shall teach at least four hours per week.

(c) If the Pre-University college were to be having science combination alone or in addition to other combinations, and if the number of students in the science subject involving practical taught by the principal were to be limited to one practical class batch each in first and second year Pre-University classes. then the principal himself shall teach and conduct practical in that subject.

(d) If the Pre-University college were to have more than one practical batch in the first and second year Pre-University classes, then the principal shall teach at least four hours in that subject and the remaining work shall be entrusted to a lecturer having work load upto ten hours only in another Government or aided Pre-University college located nearby. If such a lecturer is not available, then a lecturer in that subject may be permitted to be appointed, but the principal shall teach at least four hours in that subject.

(2) If a vacancy in a subject arises in an aided private Pre-University college wherein the work load is limited to 8 hours and if a lecturer in that subject with 8 hours work load is working in another aided Pre-University college located within a distance of about 15kms, then no recruitment shall be permitted against such a vacancy and the lecturer with 8 hours work load in the latter college shall teach another 8 hours in the former college and such a lecturer shall be paid fixed conveyance allowance at the rate fixed by Government from time to time.

3) Number of laboratory attenders and workload for each laboratory attender in Pre-University colleges shall be in accordance with the students strength batches and hours of work as shown in Schedule-V, in Form VIII.

(4) Number of various non-teaching staff in Pre-University colleges shall be in accordance with the pattern given in Schedule-VI.

**Explanation:** For the purpose of calculating work load in a language subject which is also taught as combination subject in Part-II, the total student strength in sections in Part-I and Part-II shall be taken into consideration and shall be treated as one subject.

## **CHAPTER – V**

### **AIDED PRE-UNIVERSITY COLLEGES**

#### **Recruitment and Grants in aid**

**15. Recruitment of teaching and non-teaching staff in aided private Pre-University colleges.-** (1) A Managing Committee shall be competent to appoint the teaching and non-teaching staff in a private aided Pre-University College. The Managing Committee of a private aided Pre-University college shall comply with the reservation roster for filling-up post by the



direct recruitment or by promotion to the extent and in a manner specified by the Government from time to time, whenever it is applicable. The minimum academic qualifications prescribed under the Karnataka General Services Pre-University Education Recruitment Rules, 1996, shall be applicable to the personnel of private aided pre-university colleges also. Every Managing Committee shall maintain an employment register pertaining to the teaching and non-teaching staff in which every appointment made shall be registered. An extract of employment register shall be sent to Deputy Director as on 30<sup>th</sup> September of every year.

<sup>1</sup>[The provisions of the Karnataka Civil Services [General Recruitment] Rules, 1977 relating to (horizontal) reservation of posts in favour of the persons belonging to the categories of ex-servicemen, physically handicapped, project displaced persons, women and Kannada medium candidates and the provisions of the Karnataka Reservation of Appointments or Posts (in the Civil Services of the State) for Rural Candidates Act, 2000 (Karnataka Act 1 of 2001) relating to the each category of rural candidates shall mutatis mutandis apply in respect of every recruitment made under these rules.]<sup>1</sup>

<sup>1</sup> Inserted by notification no. ED 262 SLB 2007 dtd. 7.5.2008 w.e.f. 16.5.2008

(2) While examining the appointments made by the private aided pre-university colleges, the Deputy Director shall satisfy himself/herself that the person appointed has the minimum educational qualification prescribed for the post and the caste category-wise roster has been followed. If these requirements are not complied with while making the appointment, the Director shall take necessary action to withdraw recognition and shall stop the grant given to said posts, after giving an opportunity of being heard, to the managing committee.

**16. Procedure for recruitment of teaching and non-teaching staff in a private Pre-University college.-** A vacancy in the cadre of lecturers in a private Pre-University college will come into operation only if the subject and the number of posts in that subject are approved by the Director on the basis of the norms prescribed under rules 10 and 13. However, eligibility for grant-in-aid shall be determined in accordance with rule 21.

**17. Mode of notifying a vacancy for the purpose of recruitment.-** (1) A managing committee of a private aided Pre-University college may notify a vacancy which arises in accordance with Rule 16 after obtaining prior permission for doing so from the Director. The notification shall be published on the notice board of the office of the management; Pre-University college concerned; the Deputy Director of Pre-University Education of the concerned district and further it shall be published in at least one leading newspaper having largest circulation in the district. The notification shall contain the description of the vacant post, caste category reservation if any, the number and date of permission to advertise accorded by the Director, the minimum qualification specified, the last date fixed for submitting the application and marks and caste certificates to be produced in support of the academic qualification and caste category.

(2) After the last date for submitting the application is over, the management shall verify the particulars of all the candidates whether eligible or otherwise serially in the order of their academic merit, placing the candidate with the highest marks scored in the Post Graduation degree in the first place. If the academic merit of more than one candidate is same, the candidate older in age shall be placed above the other. If the highest total marks prescribed for the qualifying examinations of different candidates vary, then, the managing committee shall prepare the list based on the percentage or a common denominator.

(3) For each post, five applicants in the top of the list prepared under sub-rule (2) shall be called for interview, unless the total number of applicants is less than 5, in which case all the applicants shall be called for the interview. The management shall consult the Deputy Director of the concerned district to fix a date and time for the interview of the candidates and shall conduct the interview in the premises of the concerned Pre-University College.

(4) The managing committee shall constitute a recruitment committee comprising of four members; two representing the managing committee, the third being the Deputy Director of the concerned district, unless the Director nominates someone else by a specific order and the fourth being a subject expert to be nominated by the managing committee.

(5) The candidates called for interview shall demonstrate their ability to teach the subject and handle a class by actually delivering a lecture before a class of students of concerned college for at least twenty minutes in the presence of the recruitment committee.

(6) Each member of the recruitment committee may award a maximum of twenty-five marks and the total interview marks that can be awarded to any candidate shall not exceed twelve percent of the marks secured in the qualifying examination.

(7) The recruitment committee shall then prepare a list of selected candidates showing the marks scored in the Post Graduation examination and the marks awarded by the recruitment committee separately and also the total marks against the name of each candidate.

(8) The recruitment committee shall prepare, in the order of merit, a panel of three selected candidates for appointment to the post on the basis of the aggregate percentage of marks in the qualifying examination and marks scored at the interview. The managing committee shall send the appointment order to the person in the order of merit. Prior approval of the Director shall be obtained before issuing the appointment order to the selected candidate.

**18. Promotion to the cadre of lecturers and to the post of principal in a composite private Pre-University college.-** (1) In a composite private aided Pre-University college, fifty per cent of the total posts of the lecturers shall be filled by promotion from the cadre of Secondary School Assistants- if on the date of arising of vacancy a Secondary School Assistant is eligible for promotion, in accordance with sub-rule (2).

(2) A Secondary School Assistant working in a composite private aided Pre-University college shall be eligible for promotion to the post of a lecturer, if the Secondary School Assistant possesses a post graduation degree in the subject in which he teaches in the high school.

(3) When a private higher secondary school or high school gets upgraded to a Pre-University college, the headmaster of that school may act as the principal of the Pre-University college, for the first two years of the up-gradation even if the headmaster is not academically qualified to be a lecturer. But, the headmaster shall not be eligible to become the principal beyond a period of four years unless the headmaster has a post graduation degree in any of the subjects taught in that Pre-University college and has served as headmaster for a minimum period of five years or otherwise the managing committee shall take necessary action for filling the post of principal by appointing either a lecturer from the same or any other college who has put in not less than five years of service as a lecturer in a recognised college in a post approved by the Department or a person who has worked as a principal in another Pre-University college which has been recognized by the Government.

**19. Appointment of a principal in a private aided Pre-University college managed by a linguistic or religious minority management.-** The Managing committee of a linguistic or religious minority college may appoint any person, even if he is not working as a lecturer or as a headmaster in the Pre-University college or the high school section of the Pre-University college, as the principal of the Pre-University college managed by it, if the person has a post graduation degree in any of the subjects taught in the Pre-University college and has worked as a lecturer in a Pre-University college for a period of not less than five years or in case of up-gradation of high school to a Pre-University college, as a headmaster in a high school for not less than a period of ten years.

**20. Reservation in Aided Pre-University Colleges.-** All direct recruitment and promotion vacancies in aided Pre-University colleges shall be filled in accordance with the reservation Policy of the State Government as provided from time to time.

**21. Grant-in-aid to Private Pre-University colleges.-** (1) Subject to the financial capacity of the Government, the scale of pay applicable to lecturers and non-teaching personnel in Government Pre-University Colleges in accordance with Karnataka General Services (Pre-University Education Recruitment) Rules, 1996 shall generally be applicable to the teaching and non-teaching personnel in the Aided Pre-University Colleges unless otherwise ordered by the Government for the purpose of release of grant-in-aid as extended by the Government, for teaching and non-teaching aided employees from time to time. The employees of Aided Pre-University Colleges shall be eligible only for such benefits and allowances that have been extended and sanctioned specifically to such employees by the Government from time to time.

(2) The posts and the persons working in such posts in private aided Pre-University Colleges shall be eligible for grant-in-aid only from the date of sanction of the grant-in-aid by the Government and the earlier period of un-aided service shall not count for any pay fixation, increment, leave, seniority and other service benefits including pension.

(3) Consequent to the sanction of salary grant-in-aid to an employee of aided Pre-University College, the initial pay of such an employee shall be fixed at the minimum of the pay

scale applicable to the post and he will not be eligible for any monetary benefits either notionally or otherwise in respect of the earlier period of un-aided service.

(4) Salary to a post in private aided Pre-University College shall be stopped if the minimum students strength per section as specified under these rules is not maintained or fulfilled for consecutive three academic years.

(5) Grant-in-aid may be released to non-teaching staff of a private aided Pre-University College which started functioning prior to first June, 1987 to the posts specified in Schedule-VI of these rules if the appointment and approval is made prior to first day of June, 1992.

(6) In a private aided Pre-University College where grant-in-aid is being released to more than one non-teaching posts, if any such non-teaching post falls vacant due to death or retirement or resignation, then that post ceases to be eligible for grant. If in respect of institutions started functioning prior to first day of June 1987 all the clerical posts are unaided, as on the date of coming into force of these rules, then grant-in-aid may be released prospectively from the date of issue of such order to only one post of either First Division Assistant or Second Division Assistant as the case may be on the basis of seniority. If science sections were to exist lawfully in such a college then, grant-in-aid may be released to one post of laboratory attender. But, grant-in-aid shall not be released to non-teaching posts which were not in existence prior to first June, 1987 and the appointment had not been approved prior to first June, 1987 unless it is the only post of First Division Assistant or Second Division Assistant or the post of a Laboratory Attender.

(7) Whenever an employee of a private aided Pre-University College is placed under suspension by the Managing Committee, the managing committee shall complete the disciplinary proceedings in respect of the said employee within a period of six months from the date of suspension and the Government may release grant-in-aid for subsistence allowance of the said employee for the period of said six months if prior permission of the department is obtained for placing the official under suspension. The managing committee shall be liable to pay the subsistence allowance to such an employee beyond the period of six months of suspension.

(8) The Government may recover from the managing committee of Private aided Pre-University College the amount released by it as grant-in-aid if the same is mis-utilised or embezzled or mis-appropriated by the managing committee and it may be recovered as arrears of land revenue and while doing so, the land and building owned by the managing committee may be attached and sold by the Deputy Commissioner of the concerned district under the provisions of the Karnataka Land Revenue Act, 1964 to secure the amount and for effective recovery of the dues.

**22. Ineligibility of certain Private Pre-University Colleges to grant-in-aid.-** All Private Pre-University Colleges including Pre-University Colleges run by the Private Educational Institutions other than the Scheduled Castes and Scheduled Tribes established or permitted to be established on or after First day of June, 1987, but started functioning from the academic

year 1987-88 onwards shall be permanently ineligible for grant-in-aid. \*\* All Private Educational Institutions run by the persons belonging to the Scheduled Caste or the Scheduled Tribes established or permitted to be so established on or after the 31st day March 1992, or such of those institutions permitted to be established prior to the 31st day of March 1992, but started functioning from the academic year 1992-93 onwards for imparting Pre-University education shall be permanently ineligible for grant-in-aid.

**23. Transfer of teaching and non-teaching staff from one private aided Pre-University college to another private aided Pre-University college.-** (1) The staff working in aided posts in a aided private pre-university college may be transferred to an aided post in another private pre-university college with the prior approval of the Director, if the posts in both the colleges are same in nature and both the managements agree to the proposal. The person so, transferred will be the junior most in the cadre in the transferred college. However his service in the previous aided institution will count for the purposes of salary, leave and pensionary benefits.

(2) Teaching and non-teaching personnel working in an aided Pre-University college against aided posts found surplus due to lack of work load or for any other reason shall be transferred by the Commissioner/Director, Pre-University Education to another aided Pre-University college either under the same managing committee or under a different managing committee against an aided post in the the same subject. However, the grant-in-aid shall be continue for such aided posts till a vacancy is found in another aided college. Action will be taken against both the management and the officer concerned who are responsible for concealing the information regarding availability of such vacancies.

**24. Fees structure.-** The aided private pre-university colleges shall collect the fees from the students and utilize the same, as specified in Schedule-VI.

**25. Code of conduct for employees of aided and un-aided Pre-University Colleges.-** (1) Every employee in a private aided and unaided Pre-University college shall maintain absolute integrity, devotion to duty and do nothing which is unbecoming of an employee of an educational institution.

(2) (a) Every employee shall,-

(i) be punctual in attendance in respect of his work and any other work connected with the duties assigned of him by the Head of the institution;

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\*\* Inserted vide Government Notification No. ED 138 TPU 2006, dated 23-02-2007.

(ii) abide by the rules and regulations of the institution and show due respect to higher authority;

(b) No employee shall,-

(i) knowingly or unknowingly neglect his duties;

(ii) remain absent from the institution without leave or without the previous permission of the head of the institution;

- (iii) engage in, or encourage, any form of mal-practice connected with examinations or any other school activity;
- (iv) accept private tuition.
- (3) The following shall constitute misconduct,-
  - (a) indulging in communal activities or propagating casteism;
  - (b) ill-treatment of students or other employees and indulging in unruly or disorderly behaviour or violence;
  - (c) taking part in politics or elections in any manner;
  - (d) joining an Association, the object of which is prejudicial to the interest of the country;
  - (e) participation in a demonstration or strike which is prejudicial to the interest of the sovereignty and integrity of India and security of the State;
  - (f) criticising in public current policies of State or Central Government;
  - (g) Accepting contribution or raising funds without previous sanction of the managing committee;
  - (h) bringing or attempt to bring political or other influence for furtherance of his own interest;
  - (i) accepting any gift except a casual meal, lift or other social hospitality. However, on social occasions a gift could be accepted if its value is less than Rs.250/-;
  - (j) giving, taking or abetting the giving or taking of dowry;
  - (k) engaging in any private trade or employment;
  - (l) writing or editing any text book while being a member of the Text book committee;
  - (m) speculating stock, share or investment;
  - (n) becoming insolvent and/or getting into habitual indebtedness;
  - (o) acquisition, disposal of movable or immovable properties without previous sanction of management or entering into any transaction with any foreigner or foreign organisation/Government for acquisition and disposal of property;
  - (p) acting as a legal guardian of minor other than his dependant without the previous sanction of managing committee;
  - (q) contracting second marriage during the subsistence of the first marriage without obtaining permission of the managing
  - (r) committee or entering into a bigamous marriage where the personal law of employee does not permit such marriage;
  - (s) consumption of intoxicating drugs or drinks.

**26. Discipline and control of the teaching and non-teaching personnel in private Pre-University colleges.-** Every employee of a private aided and unaided Pre-University college shall be governed by the prescribed code of conduct as per Education Act and these rules. If he violates any provision thereof he shall be liable for disciplinary action.

**27. Application of provisions of the Karnataka Civil Services (Classification, Control and Appeal) Rules to the employees of private Pre-university college.-** The penalties specified Karnataka Civil Services (Classification, Control and Appeal) Rules, 1957 shall mutatis-mutandis apply to the employees of the private aided Pre-university college.

**28. Procedure of conducting disciplinary enquiries.-** (1) The managing committee shall be competent to impose penalties specified in rule 27.

Provided that in case of employees working in aided posts, the managing committee shall obtain the prior approval of the Director, Pre-University Education for imposing any of the penalties on any employee.

(2) A managing committee shall be competent to initiate disciplinary proceedings against its employees in accordance with these rules. However, the Director shall be competent to initiate a disciplinary enquiry and impose punishment on any employee of a private aided Pre-University college whose salary grants are released by the Government, on the grounds of misappropriation or mis-utilisation of Government funds or on charges of examination malpractice. The Director is also competent to initiate domestic enquiry against employees whenever the managing committee gives up the right in favour of the Director in accordance with the Pre-University Course State Level Examination Rules, 1997.

(3) In all the disciplinary proceedings, the Director shall be competent to appoint the enquiry officer either suo-motu if the enquiry is ordered by him under sub-rule (2) or on a proposal by a managing committee if the charges are framed by the managing committee.

(4) Where the enquiry is ordered by the Director suo-motu, then the enquiry officer shall be a serving Government servant. If the enquiry is proposed by the managing committee then the enquiry officer may be a serving or retired Government servant or a legal practitioner. If a retired government servant or a legal practitioner is appointed as the enquiry officer, then the managing committee shall deposit an amount of Rs.2,000/- with the Director and the same shall be payable to the person appointed as enquiry officer upon completion of the enquiry and submission of the report to the Director.

(5) The Director shall take a decision on the report if the enquiry is ordered by him or send the report to the managing committee for a decision if the enquiry had been sought by the managing committee. An appeal shall lie on the said decision to the Education Appellate Tribunal.

**29. Procedure for imposing penalties.-** (1) No order imposing any of the penalties specified as per Rule 27 and Karnataka Civil Service (C.C.A.) Rule 1957 shall be made except after an inquiry held, as far as may be, in the manner provided in these rules.

(2) Where it is proposed to hold an inquiry against an employee of a private aided Pre-University college under this rule, the Director or the managing committee as the case may be shall draw up,-

(i) the substance of the imputations of misconduct or misbehaviour into definite and distinct articles of charges;

(ii) a statement of the imputations of misconduct or misbehaviour in support of each article of charges, which shall contain,-

- (a) a statement of all relevant facts including any admission or confession made by the employee;
- (b) a list of documents by which, and list of witnesses by whom, the articles of charge are proposed to be sustained.

(3) The Director or the concerned Managing Committee as the case may be shall deliver or cause to be delivered to the employee of a private aided Pre-University college a copy of the articles of charge, the statement of the imputations of misconduct or misbehaviour and a list of documents and witnesses by which each article of charges is proposed to be sustained and shall require the employee to submit, within such time as may be specified, a written statement of his defence and to state whether he desires to be heard in person.

(4) On receipt of the written statement of defence the Director or the Managing Committee as the case may be, may appoint, under sub-rule (4) of rule-28, an enquiry officer for the purpose, and where all the articles of charges have been admitted by the employee in the employee's written statement of defence, the enquiry officer shall record the findings on each charge after taking such evidence as the enquiry officer may think fit and shall submit a report to the Director or the managing committee findings in respect of each article of charges, and the reasons thereof.

(5) If no written statement of defence is submitted by the employee, the Director may enquire into the articles of charge or, if the Director considers it is necessary to do so, may appoint under sub-rule (4) of rule 29, an enquiry officer for the purpose.

(6) Where the Director appoints an Inquiry officer for holding an inquiry into such charge, the Director by an order, may appoint an officer or an employee of the Department as "Presenting Officer" to present the case in support of the articles of charge.

(7) The Director or Managing Committee as the case may be shall forward to the enquiry officer, -

- (i) a copy of the articles of charge and the statement of imputations of misconduct or misbehaviour;
- (ii) a copy of the written statement of defence, if any, submitted by the employee;
- (iii) a copy of the list of witnesses, if any, referred to in sub-rule (2);
- (iv) a copy of the list of documents, if any, referred to in sub-rule (2);and
- (v) a copy of the order appointing the "Presenting Officer.

(8) The employee of a private Pre-University college shall appear in person before the enquiry officer on such day and at such time as the enquiry officer may, by a notice in writing, specify in this behalf if the employee who has not admitted any of the articles of charge in his written statement of defence or has not submitted any written statement of defence, appears before the enquiry officer, such officer shall ask him whether he is guilty or has any defence to



make and if he pleads guilty to any of the articles of charge, the enquiry officer shall record the plea, sign the record and obtain the signature of the employee thereon.

(9) The employee may take the assistance of any colleague or an employee or a retired employee to present the case on his behalf, but may not engage a legal practitioner for the purpose unless the Presenting Officer appointed by the Director or Managing Committee as the case may be is a legal practitioner, or, the Director, having regard to the circumstances of the case, so permits:

Provided that if the retired employee is also a Legal Practitioner, the employee shall not engage such person unless the Presenting Officer appointed by the Director or Managing Committee in the case may be is Legal Practitioner or the Disciplinary Authority having regard to circumstances of the case, so permits.

(10) The Inquiry officer shall return a finding of guilt in respect of those articles of charge to which the employee pleads guilty.

(11) The Inquiry officer shall, if the employee fails to appear within the specified time or refuses or omits to plead, require the Presenting Officer to produce the evidence by which he proposes to prove the articles of charges, and adjourn the case to a later date not exceeding thirty days, after recording the reasons that the employee may for the purpose of preparing the employee's defence,-

(i) inspect within five days of the order or within such further time not exceeding five days as the enquiry officer may allow, the documents specified in the list referred to in sub-rule(2) ;

(ii) submit a list of witness to be examined on his behalf;

(iii) apply orally or in writing to inspect and take extracts of the statements, if any, of witness mentioned in the list referred to in sub rule-(2) and the enquiry officer shall permit him to take such extracts as early as possible and in any case not later than three days before the commencement of the examination of the witnesses on behalf of the disciplinary authority;

(iv) give a notice within ten days of the order or within such further time not exceeding ten days as the enquiry officer may allow for the discovery or production of any documents which are in the possession of the Department or the management but not mentioned in the list referred to in sub-rule (2):

Provided that the employee shall indicate the relevance of the documents required by him to be discovered or produced by the Department or the managing committee.

(12) The Inquiry officer shall, on receipt of the notice for the discovery or production of documents, forward the same or copies thereof to the authority in whose custody or possession the documents are kept, with a requisition for the production of the document by such data as may be specified in such requisition:

Provided that the Inquiry officer, for reasons to be recorded in writing may refuse to requisition such of the documents as are, in his opinion, not relevant to the case.

(13) On receipt of the requisition referred to in sub-rule (11), every authority having the custody or possession of the requisitioned documents shall produce the same before the Inquiry officer :

Provided that if the authority having the custody or possession of the requisitioned documents is satisfied for reasons to be recorded by it in writing that the production of all or any of such documents would be against the public interest or security of the State, it shall inform the enquiry officer accordingly and the enquiry officer shall, on being so informed, communicate the information to the employee and withdraw the requisition made by it for the production or discovery of such documents.

(14) On the date fixed for the inquiry, the oral and documentary evidence by which the articles of charge are proposed to be proved shall be produced by or on behalf of the employer. The witnesses shall be examined by or on behalf of the Presenting Officer and may be cross-examined by or on behalf of the employee. The Presenting Officer shall be entitled to re-examine the witnesses on any points on which they have been cross-examined, but not on any new matter, without the leave of the enquiry officer. The Inquiry officer may also put such questions to the witnesses as he thinks fit.

(15) If it, appears necessary before the close of the case, the Inquiry officer may allow the Presenting Officer to produce evidence not included in the list given to the employee or may call for new evidence or recall and re-examine any witness and in such case the employee shall be entitled to have, if he demands it, a copy of the list of further evidence proposed to be produced and an adjournment of the inquiry for three clear days before the production of such new evidence, exclusive of the day of adjournment and day to which the inquiry is adjourned. The enquiry officer shall give the employee an opportunity of inspecting such documents before they are taken on the record. The Inquiry officer may also allow the employee to produce new evidence, if he is of the opinion that the production of such evidence is necessary in the interests of justice.

**Note:** New evidence shall not be permitted or called for or any witness shall not be recalled to fill up any gap in the evidence. Such evidence may be called only when there is an inherent lacuna or defect in the evidence which has been produced originally.

(16) When the case of the managing committee or the Director is closed, the employee shall be required to state his defence, orally or in writing as he may prefer. If the defence is made orally, it shall be recorded and the employee shall be required to sign the record. In either case a copy of the statement of defence shall be given to the Presenting Officer, if any, appointed.

(17) The evidence on behalf of the employee shall then be produced. The employee may examine himself on his own behalf if he so prefers. The witnesses produced by the employee shall then be examined and shall be liable to cross-examination, re-examination and examination by the enquiry officer according to the provisions applicable to the witnesses for the Disciplinary authority.

(18) The Inquiry officer may, after the employee closes his case, and shall, if the employee has not examined himself, generally question him on the circumstances appearing against him in the evidence for the purpose of enabling the employee to explain any circumstances appearing in the evidence against him.

(19) The Inquiry officer may, after the completion of the production of evidence, hear the Presenting Officer and the employee and permit them to file written arguments about their respective cases, if they so desire.

(20) If the employee, to whom a copy of the articles of charge has been delivered, does not submit the written statement of defence on or before the date specified for the purpose or does not appear in person before the enquiry officer or otherwise fails or refuses to comply with the provisions of this rule, the enquiry officer may hold the inquiry ex-parte.

(21) Whenever any Inquiry officer, after having heard and recorded the whole or any part of the evidence in an inquiry ceases to exercise jurisdiction therein and is succeeded by another enquiry officer who has, and who exercises, such jurisdiction, the enquiry officer so succeeding may act on the evidence so recorded by the predecessor or partly recorded by the predecessor and partly recorded by succeeding enquiry officer:

Provided that if the succeeding Inquiry officer is of the opinion that further examination of any witnesses whose evidence has already been recorded is necessary in the interest of justice, enquiry officer may recall, any witness and allow cross-examination, and re-examine of such witness as herein before provided.

(22) (i) After the conclusion of the inquiry, a report shall be prepared and it shall contain,-

- (a) the articles of charges and the statement of imputation of misconduct or misbehaviour;
- (b) the defence of the employee in respect of each articles of charge;
- (c) an assessment of the evidence in respect of each article of charge;
- (d) the findings on each article of charge and the reasons thereof.

**Explanation.-** If in the opinion of the enquiry officer the proceedings of the enquiry establish any article of charge different from the original articles of the charge, it may record its findings on such article of charge:

Provided that the finding on such article of charge shall not be recorded, unless the employee has either admitted the facts on which such article of charge is based or has had a reasonable opportunity of defending himself against such article of charge.

(i) The Inquiry officer shall forward to the Director the record of Inquiry which shall include,-

- (a) the report prepared by him under clause(i);
- (b) the written statement of defence, if any submitted by the employee;
- (c) the oral and documentary evidence produced in the course of inquiry;

- (d) written briefs, if any, filed by the Presenting Officer or the employee or both during the course of the enquiry: and
- (e) the orders, if any made by the Director and the enquiry officer in regard to the enquiry.

**30. Action on the enquiry report.-** The Director or the Managing Committee as the case may be, may for reasons to be recorded in writing remit the case to the Inquiry officer for further enquiry and report, and the enquiry officer shall thereupon proceed to hold further enquiry according to the provisions of rule 29 as far as may be.

(2) The Director or the managing committee as the case may be shall in case of disagreement with the findings of the enquiry officer on any article of charges record the reasons for such disagreement and record the findings on such charge if the evidence on record is sufficient for the purpose.

(3) If the Director or managing committee as the case may be, having regard to the findings, on all or any of the articles of charges is of the opinion that one or more of the penalties specified in the Karnataka Civil Services (Classification, Control and Appeal) Rules be imposed on the employee, it shall, notwithstanding anything contained in these rule, make an order imposing such penalty.

**31. Registers and books to be maintained in the Pre-University colleges.-** All Pre-University colleges shall maintain the registers and books enumerated in Schedule-VII.

By order and in the name of the Governor of Karnataka,

**M.M. HIREMATH**

Under Secretary to Government,  
Education Department.

**FORM – III**  
**UNDERTAKING**

This Undertaking given on this day ..... of ..... year by the Managing Committee with an intention to establish a Pre-University College in ..... applied to the Director of Pre-University Education on ..... day seeking permission to do so and Director of Pre-university Education has issued a letter of intent under number ..... dated ..... in accordance with Rule-4 of the Pre-University Education Academic Administration and Grant-in-aid Rules 2006 (herein after called the Rules)

And whereas the Managing Committee ..... has acquired the necessary land and has built the necessary building described in schedule hereto in accordance with Rule-4 of the Rules and same has been inspected by the inspection committee in accordance with the Rule-4 of the Rules, and has found that the land and building satisfy the stipulations laid down under Rule-4 of the said Rules.

Now, therefore un consideration of the permission to be granted by the Government of Karnataka to establish and run a Pre-University College at ..... in the scheduled land and building, the Managing Committee hereby agrees to abide and remain by the rules as applicable and the terms and conditions herein contained.

1. The Managing committee undertakes to run the Pre-University College in the scheduled land and building as long as the permission granted by the Government to run the Pre-University College is subsists and in operation.
2. The Managing committee undertakes to maintain the land and building in a condition fit for academic activities and will not undertake to use the premises for any commercial or any other use.
3. The Managing committee undertakes not to alienate the scheduled land and building by way of sale, lease, rent, mortgage or otherwise as long as the Pre-University College runs in that building.

In witness there of the President/Chairman and Secretary of the Managing Committee have affixed their seal and signatures hereunder.

President/Chairman

Secretary

**SCHEDULE – III****Examination fee and other fee structure of Department of  
Pre-University Examination****Govt. Order No. : ED/04/TPU-2002 Bangalore dated 30th December 2004.****Govt. Order No. : ED/17/TPU-2002, dated 08th June 2007.**

<b>Sl. No.</b>	<b>Details</b>	<b>Fee Structure</b>	<b>Mode of Utilisation</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>A. Fee Structure for Starting New Colleges (Private colleges only)</b>			
1.	Application form fee for starting new college	25000/-	To be remitted to the treasury
2.	Solvency – (Moveable and Immovable property to the Managing Committee)	20,00,000.00	
3.	Stability fund :	1,00,000.00	Fund to be kept in a joint A/c of the Commissioner/ Director of Dept. of P.U.E. & Management
4.	Registration fee (to commence new college by the management)	50,000.00	To be remitted to the treasury
5.	To start a new combination or a subject		–do–
	1) Science Combination	20,000.00	
	2) Arts Combination	10,000.00	
	3) Commerce Combination	10,000.00	
	4) One subject (Language, Arts or Commerce)	5,000.00	
	5) One subject (Science subject)	10,000.00	
6.	Renewal of Annual Recognition	10,000.00	–do–
<b>B. Fee to be collected from students at the time of admission (Annual Fees)</b>			
1.	Admission form fee	15.00	To be remitted
2.	Registration Fee	15.00	To be remitted to the treasury
3.	Tuition Fee		
	i) Govt. colleges	300.00	–do–
	ii) Private colleges	600.00	–do–

4. Laboratory Fee	200.00	To be remitted to the college A/c.
5. Admission Fee	20.00	—do—
6. (i) Late Admission penal fee	300.00	To be remitted to the college A/c.
(ii) Special Late Admission penal fee	1,000.00	
<b>Instruction :</b> After obtaining permission from the Director by paying special penal fee, admission may be made upto 15 days from the last date fixed.		
7. Sports Fee	50.00	To be remitted to the college A/c.
8. Cultural and Literary Fee	40.00	—do—
9. Library and Reading Room Fee	50.00	—do—
10. Students' Welfare Fund	10.00	50% of the amount to be remitted to the college A/c. and rest to be sent to <b>Student Welfare Fund Office.</b>
11. Teachers' Welfare Fund	10.00	To be sent to <b>Teachers Welfare Fund Office</b>
12. Sports Fund	20.00	To be sent to Directorate by Demand Draft drawn in favour of Director
13. Maintenance of Toilets – Fee	10.00	
14. Electricity and Water Charges	10.00	
<b>C. Practical Examination Fee :</b>		
1. First year P.U.C. practical Examination Fee for each subject	30.00	To be remitted to the college A/c.

- |                                                 |       |                                |
|-------------------------------------------------|-------|--------------------------------|
| 2. Second year P.U.C. Practical Examination Fee | 50.00 | To be remitted to the treasury |
|-------------------------------------------------|-------|--------------------------------|

**D. P.U.C. Examination Fee :**

- |                                                                                                                                                                |                                                                    |                                        |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|----------------------------------------|
| 1. First year P.U.C. Examination Fee<br>(Class Examination)                                                                                                    | 100.00                                                             | To be remitted the college A/c.        |
| 2. Second year P.U.C. Examination Fee :                                                                                                                        |                                                                    | To be remitted to the treasury         |
| 1) For One subject                                                                                                                                             | 60.00                                                              | —do—                                   |
| 2) For Two subjects                                                                                                                                            | 120.00                                                             | —do—                                   |
| 3) For Three subjects or more and<br>fresh students                                                                                                            | 180.00                                                             | —do—                                   |
| 4) For students belonging to SC/ST/<br>Category 1 who have been exempted<br>from payment of fee should compulsorily<br>pay the marks card fee                  | 20.00                                                              | To be remitted to the treasury         |
| 3. Penal Fee (after the last date to submit the<br>application form with Fee)                                                                                  | 20.00<br>per day<br>to a maximum<br>of Rs. 200.00<br>for 10 days   | —do—<br>To be remitted to the treasury |
| 4. Special penal fee (After the last date to<br>submit the application form with penal fee)                                                                    | 25.00<br>per day<br>to a maximum<br>of Rs. 500.00<br>(for 20 days) | —do—                                   |
| 5. Additional penal fee (After the last date for<br>payment of special penal fee provided the<br>Director gives the permission to pay the<br>examination Fee). | 30.00<br>per day                                                   | —do—                                   |
| 6. Second year P.U.C. class examination Fee                                                                                                                    | 100.00                                                             | To be remitted to the college A/c.     |
| 7. Second year P.U.C. Duplicate admission                                                                                                                      | 60.00                                                              | To be remitted ticket Fee              |

**E. Result withdrawal Fee (Rejection) :**

- |                                                         |        |      |
|---------------------------------------------------------|--------|------|
| 1. For the First time for each subject                  | 75.00  | —do— |
| 2. For the Second and final attempt for<br>each subject | 150.00 | —do— |



**F. Change of Examination Centre and College Fee :**

- |                                                                   |        |      |
|-------------------------------------------------------------------|--------|------|
| 1. Second year P.U.C. Change of Examination centre Fee            | 500.00 | —do— |
| 2. First or Second year change of college Fee (Upto October only) | 200.00 | —do— |

**G. Duplicate Marks card, Application and Certificate Fee :**

- |                                                                                                 |        |                                     |
|-------------------------------------------------------------------------------------------------|--------|-------------------------------------|
| 1. Failed students Marks Card cum Application Fee                                               |        |                                     |
| 1) Submission of application within two years after the announcement of results.                | 50.00  | —do—                                |
| 2) Submission of application within ten years but after two years after announcement of results | 100.00 | To be remitted to the treasury A/c. |
| 3) Submission of application after ten years of the announcement of results                     | 200.00 | —do—                                |
| 2. Duplicate pass Certificates of Passed students                                               | 250.00 | —do—                                |
| 3. Triplicate pass Certificate of Passed students                                               | 750.00 | —do—                                |

**H. Private candidates who appear for Second year P.U. Examination Directly :**

- |                                     |        |                                                                                                                     |
|-------------------------------------|--------|---------------------------------------------------------------------------------------------------------------------|
| 1. Registration Fee                 | 25.00  | To be remitted to college A/c. and this can be used for postage expenses and review fee by the Principal and Staff. |
| 2. Admission Fee :                  | 150.00 | To be remitted to the treasury                                                                                      |
| 3. S.C. and S.T. (Examination Fees) | 20.00  |                                                                                                                     |

**I. Other Fees :**

- |                                                           |         |                                     |
|-----------------------------------------------------------|---------|-------------------------------------|
| 1. Retotalling for each subject                           | 200.00  |                                     |
| 2. To get photocopies of the answer scripts – per subject | 300.00  |                                     |
| 3. Revaluation – per subject                              | 750.00  |                                     |
| 4. Eligibility Certificate Equivalence Certificate        |         |                                     |
| 1) For students studied in India                          | 300.00  | To be remitted to the treasury A/c. |
| 2) For students studied Abroad                            | 1000.00 | —do—                                |
| 5. Migration Certificate                                  | 200.00  | —do—                                |
| 6. Change of subject / combination fee                    | 300.00  |                                     |

## 7. To get permission for private study – fee

1) Indian languages / subjects	300.00
2) Foreign languages	2000.00

(Fee structure to be changed from time to time as approve by the Govt.)

**SCHEDULE – II****Part I – Languages taught in PU Courses.**

1) Kannada (01)	2) English (02)	3) Hindi (03)	4) Tamil (04)
5) Telugu (05)	6) Malayalam (06)	7) Marathi (07)	8) Urdu (08)
9) Sanskrit (09)	10) Arabic (11)	11) French (12)	

**Part II – Combination Subjects taught in PU Courses (with code numbers)**

1) Optional Kannada (16)	2) History (21)	3) Economics (22)
4) Logic (23)	5) Geography (24)	6) Business Studies (27)
7) Sociology (28)	8) Political Science (29)	9) Accountancy (30)
10) Statistics (31)	11) Psychology (32)	12) Physics (33)
13) Chemistry (34)	14) Mathematics (35)	15) Biology
		Part I – Botany (3)
		Part II – Zoology
16) Electronics (46)	17) Computer Science (41)	18) Education
19) Karnatic Music (25)	20) Home Science (67)	21) Basic
		Mathematics (69)
22) Hindustani Music (26)		

Any other combination subjects as and when approved by the Government.

**SCHEDULE – I****Combination Subject taught in Pre-University Courses****SCIENCE COMBINATIONS :**

1. Physics, Chemistry, Mathematics, Biology
2. Physics, Chemistry, Mathematics, Computer Science
3. Physics, Chemistry, Mathematics, Electronics
4. Physics, Chemistry, Mathematics, Statistics
5. Physics, Chemistry, Biology, Home Science
6. Physics, Chemistry, Mathematics, Geology.

**HUMANITIES COMBINATIONS**

7. History, Economics, Sociology, Political Science

8. History, Economics, Geography, Political Science
9. History, Economics, Logic, Political Science
10. History, Economics, Political Science, Optional Kannada
11. History, Economics, Geography, Optional Kannada
12. History, Economics, Sociology, Optional Kannada
13. History, Economics, Political Science, Psychology
14. History, Education, Economics, Optional Kannada
15. History, Education, Political Science, Optional Kannada
16. History, Education, Geography, Optional Kannada
17. History, Education, Sociology, Optional Kannada
18. History, Economics, Sociology, Psychology
19. History, Sociology, Education, Economics
20. History, Sociology, Education, Political Science
21. History, Sociology, Education, Geography
22. History, Economics, Logic, Sociology.
23. History, Economics, Optional Kannada, Karnatak Music
24. History, Economics, Optional Kannada, Hindustani Music
25. History, Sociology, Optional Kannada, Karnatak Music
26. History, Sociology, Psychology, Optional Kannada
27. History, Political Science, Education, Economics
28. History, Political Science, Education, Sociology.
29. Economics, Political Science, Education, Sociology.
30. Economics, Political Science, Education, Geography
31. Economics, Sociology, Political Science, Psychology.
32. Economics, Logic, Sociology, Psychology.

**BUSINESS STUDIES COMBINATION :**

33. History, Economics, Business Studies, Accountancy
34. Economics, Geography, Business Studies, Accountancy
35. Economics, Business Studies, Accountancy, Computer Science
36. Economics, Statistics, Business Studies, Accountancy
37. Business Studies, Accountancy, Business Mathematics, Statistics
38. Business Studies, Accountancy, Computer Science, Statistics
39. Business Studies, Accountancy, Political Science, Economics.
40. Business Studies, Accountancy, Economics, Business Mathematics.

(Any other combination as and when approved by the Government)

**See Rule – 32****SCHEDULE – VII****LIST OF REGISTERS TO BE MAINTAINED IN THE AIDED AND GOVERNMENT****P.U. COLLEGES:**

1. Government and Non-Government cash books.
2. Subsidiary registers for Non-Government sub-heads.
3. Salary A quittance roll.
4. Accounts Register containing details of the following items
  1. Contingent Charges.
  2. Remittances – Treasury/Bank/Post Office.
  3. Admission fee collections.
  4. Tuition and other Fee collections.
  5. Daily fee collections.
  6. Fee collection for I P.U. and II P.U. class examination.
  7. II P.U. Public Examination fees collections.
  8. Cultural activities Fees collections.
  9. College Betterment Committee collections.
  10. S.W.F./T.B.F. fees collections.
  11. Sports and R.R. funds.
5. Pay Scale Register – Number and sanction of posts with pay scales in the college.
6. Admission Register
7. Staff Attendance Register
8. “To” and “From” Register
9. Staff and Students Memo book.
10. Office copies of the Transfer Certificates.
11. Service registers of employee.
12. Movement Register for Service Registers.
13. Office order Book in respect grant of leave of staff.
14. Register of Increments sanctioned.
15. Follow up Register for Audit Objections.
16. College Betterment Committee Proceeding book.
17. Scholarship disbursement Register.
18. Stock and Issue Register of stationary articles.
19. Register of permanent stock (other than Laboratory equipment, Sports articles, R.R. Articles)
20. Register of laboratory equipment.

21. Register of valuables and valuable documents.
22. Stock Register of printed receipt books.
23. Stock Register for sports articles.
24. Register for Magazines and Newspapers.
25. Library Accession Register
26. Account Book of postage.
27. Individual Marks register
28. Consolidated Marks register.

**For unaided colleges one financial statement to be submitted annually as prescribed in KFC.**

**NOTE:** In addition to the above prescribed registers, the Director shall have the powers to prescribe any other register if found necessary.

#### **SCHEDULE-VI**

##### **NON-TEACHING STAFF**

Designation	Qualification	Scale of Pay	Number of Staff to be appointed if the student strength of the PU College			
			Less than 100	Between 100-250	Between 251-500	501 and above
Superintendent	As per C and R Rules	5200-9580	-	-	-	
First Division Assistant	As per C and R Rules	3850-7050	-	-	01	01
Second Division	A pass in SSLC or equivalent examination and a pass in Junior Grade Typewriting	3000-5150	01	01		01
Librarian	As per C and R Rules	5200-9580	-	-		01
Peon	As per C and R Rules	2500-3850	01	01	01	01
Sweeper	As per C and R Rules	2500-3850	-	-		
Watchman	As per C and R Rules	2500-3850	-			

**SCHEDULE – V****STAFF PATTERN FOR LAB-ATTENDERS IN P.U. COLLEGES**

	A	B	C	D	E	F
Sl. No.	Students I. Yr. I Yr.	No. of Batches I Yr. II Yr.	Work load per week for one subject	Total No. of Hours per week for 3 subjects	No. of Attenders Required	No. of Sections
	1	2	3	4	5	6
1.	20 + 20 = 40	1 + 1	4	12	1	1 + 1
2.	40 + 40 = 80	2 + 2	8	24	1	1 + 1
3.	60 + 60 = 120	3 + 3	12	36	2	1 + 1
4.	80 + 80 = 160	4 + 4	16	48	2	1 + 1
5.	100 + 100 = 200	5 + 5	20	60	2	1 + 1
6.	120 + 120 = 240	6 + 6	24	72	3	2 + 2
7.	140 + 140 = 280	7 + 7	28	84	3	2 + 2
8.	160 + 160 = 320	8 + 8	32	96	4	2 + 2
9.	180 + 180 = 360	9 + 9	36	108	4	2 + 2
10.	200 + 200 = 400	10 + 10	40	120	5	2 + 2
11.	220 + 220 = 440	11 + 11	44	132	5	3 + 3
12.	240 + 240 = 480	12 + 12	48	144	6	3 + 3

- Note :**
- 1. A batch should comprise of 20 students**
  - 2. The duration of each practical class is 2 hours.**
  - 3. The minimum dimension of one lab unit shall be 25' × 45'**

## Government of Karnataka

**(The particulars should be filled in English in Capital letters preferably using a Typewriter)**

[illegible]

***CERTIFIED THAT THE PARTICULARS FURNISHED ABOVE ARE TRUE AND CORRECT AS PER THE RECORDS MAINTAINED IN THIS COLLEGE***

Column No. 7 : Physically handicapped mention (1) Deaf and Dumb, (2) Blind, (3) Ortho problems and (4) Others.

Signature of the Principal  
with Official Seal

**FORM-III****PARTICULARS OF THE OUTSIDE STUDENTS ADMITTED TO II PUC DURING THE ACADEMIC YEAR \_\_\_\_\_**

(The particulars should be filled in ENGLISH in capital letters, preferably using a typewriter)

Students of the same college promoted from I PUC in the \_\_\_\_\_ Examination should not be shown in this list.

ಶೈಕ್ಷಣಿಕ ವರ್ಷಕ್ಕಿಂತ ಹಿಂದಿನ ವರ್ಷಗಳಲ್ಲಿ ಪ್ರಥಮ ಪಿಯುಸಿ ವ್ಯಾಂಸಗ ಮಾಡಿ ರ ಶೈಕ್ಷಣಿಕ ವರ್ಷದಲ್ಲಿ ದ್ವಿತೀಯ ಪಿಯುಸಿಗೆ ದಾಖಲಾದ ವಿದ್ಯಾರ್ಥಿಗಳ ವಿಳಾಸ (ಪ್ರಥಮ ಪಿಯುಸಿಯಿಂದ ದ್ವಿತೀಯ ಪಿಯುಸಿಗೆ .. ರಲ್ಲಿ ಉತ್ತೀರ್ಣಗೊಂಡ ಸದರಿ ಕಾಲೇಜಿನ ವಿದ್ಯಾರ್ಥಿಗಳ ವಿವರಗಳನ್ನು ಈ ನಮೂನೆಯಲ್ಲಿ ಭರ್ತಿ ಮಾಡಬಾರದು)

Sl. No.	Name of the student	Mothe's Name	Father's Name	Group (caste) category	Sex M/F	Medium Kannada/English	Combi-Code of the College in which the candidate studied in I PUC	Year of passing I PUC	Subjects offered Subjects Offered in I PUC Mention Code No.						Indicate student number in PUC if assigned by the Directorate	SSLC REG. No. of passing
									Part I	Part II						

CERTIFIED THAT THE PARTICULARS FURNISHED ABOVE ARE TRUE AND CORRECT AS PER THE RECORDS MAINTAINED IN THIS COLLEGE

DATE :

Principal

Kar.PU.Edn.Rules 2006(draft)

Signature of the

with Official Seal



## EDUCATION SECRETARIAT

## NOTIFICATION

No. ED 262 SLB 2007, Bangalore, dated 7th May 2008

Whereas the draft of the following rules further to amend the Karnataka Educational Institutions [Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions] Rules, 1999 and the Karnataka Pre-University Education [Academic, Registration, Administration and Grant-in-Aid etc.,] Rules, 2006 was published as required by Sub-section (1) of Section 145 of the Karnataka Education Act, 1983 [Karnataka Act 1 of 1995] in Notification No. ED 262 SLB 2007, dated: 29<sup>th</sup> December 2007 in Part-IVA of the Karnataka Gazette Extraordinary dated: 07-01-2008, inviting objections and suggestions from the persons likely to be affected thereby within thirty days from the date of its publication in the official Gazette.

Whereas the said Gazette was made available to the public on 07-01-2008 ;

And whereas, no objections and suggestions in respect of the said draft have been received by the Government.

Now therefore, in exercise of the powers conferred by Sub-section (1) of Section 145 of Karnataka Education Act, 1983 [Karnataka Act 1 of 1995], the Government of Karnataka hereby makes the following rules, namely:-

**RULES**

**1. Title and Commencement:** - (1) These rules may be called the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employee in Private Aided Primary and Secondary Educational Institutions) (Amendment) Rules, 2008 and the Karnataka Pre-University Education [Academic, Registration, Administration and Grant-in-aid etc.,] [Amendment] Rules, 2008.

(2) They shall come into force from the date of their publication in the Official Gazette.

**2. Amendment of the Karnataka Educational Institutions [Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions] Rules, 1999:-** In the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions), Rules, 1999, in **Annexure - 1**, in clause 6, in sub clause (1), at the end, the following shall be inserted, namely: -

“ The provisions of the Karnataka Civil Services [General Recruitment] Rules, 1977 relating to [horizontal] reservation of posts in favour of the persons belonging to the categories of ex-servicemen, physically handicapped, project displaced persons, women and Kannada medium candidates and the provisions of the Karnataka Reservation of Appointments or Posts [in the Civil Services of the State] for Rural Candidates Act, 2000 (Karnataka Act 1 of 2001) relating to the each category of rural candidates shall mutatis mutandis apply in respect of every recruitment made under these rules”.

**3. Amendment of the Karnataka Pre-University Education [Academic, Registration, Administration and Grant-in-Aid etc.] Rules, 2006 :-** In the Karnataka Pre-University Education [Academic, Registration, Administration and Grant-in-aid etc.] Rules, 2006, in rule 15, after sub-rule (1), at the end, the following shall be inserted, namely :-

“ The provisions of the Karnataka Civil Services [General Recruitment] Rules, 1977 relating to (horizontal) reservation of posts in favour of the persons belonging to the categories of ex-servicemen, physically handicapped, project displaced persons, women and Kannada medium candidates and the provisions of the Karnataka Reservation of Appointments or Posts (in the Civil Services of the State) for Rural Candidates Act, 2000 (Karnataka Act 1 of 2001) relating to the each category of rural candidates shall mutatis mutandis apply in respect of every recruitment made under these rules”.

By order and in the name of the President of India,

**Swarnalatha M.Bhandare**

Under Secretary to Government,  
Education Department.

ಶಿಕ್ಷಣ ಸಚಿವಾಲಯ

ಅಧಿಸೂಚನೆ

**ಸಂಖ್ಯೆ ಇಡಿ 74 ವಿವಿಧ 2004, ಬೆಂಗಳೂರು, ದಿನಾಂಕ 14-8-2006**

ಕರ್ನಾಟಕ ಶಿಕ್ಷಣ ಅಧಿನಿಯಮ, 1983ರ (1995ರ ಕರ್ನಾಟಕ ಅಧಿನಿಯಮ, ಸಂಖ್ಯೆ (1) 145ನೆಯ ಪ್ರಕರಣದ (1)ನೇ ಉಪಪ್ರಕರಣದಿಂದ ಅಗತ್ಯಪಡಿಸಲಾದಂತೆ, ಕರ್ನಾಟಕ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳ (ಪರಿಶೀಲನೆ, ಲೆಕ್ಕಪತ್ರಗಳು, ಲೆಕ್ಕ ಪರಿಶೋಧನೆ ಮತ್ತು ವಿವರಪಟ್ಟಿಕೆ) ನಿಯಮಗಳು, 2005ನ್ನು, ಇವುಗಳಿಂದ ಬಾಧಿತರಾಗಬಹುದಾದ ವ್ಯಕ್ತಿಗಳಿಂದ ಆಕ್ಷೇಪಣೆಗಳು ಮತ್ತು ಸಲಹೆಗಳನ್ನು ಆಹ್ವಾನಿಸುತ್ತಾ, ಅಧಿಸೂಚನೆ ಸಂಖ್ಯೆ ಇಡಿ 74 ವಿವಿಧ 2005ನ್ನು ದಿನಾಂಕ 17.1.2006ರ ಕರ್ನಾಟಕ ರಾಜ್ಯ ಪತ್ರದ ವಿಶೇಷ ಸಂಚಿಕೆಯ ಭಾಗ iv-ಎ ರಲ್ಲಿ ಪ್ರಕಟಿಸಲಾಗಿದೆ ಮತ್ತು 2006ರ ಮಾರ್ಚ್ 3 ರಂದು ವಾರ್ತಾ ಪತ್ರಿಕೆಯ ಮುಖಾಂತರ ವ್ಯಾಪಕ ಪ್ರಚಾರವನ್ನು ಕೂಡ ನೀಡಲಾಗಿದೆ.

ಸದರಿ ರಾಜ್ಯಪತ್ರವನ್ನು 17ನೇ ಜನವರಿ 2006ರಂದು ಸಾರ್ವಜನಿಕರಿಗೆ ಲಭ್ಯವಾಗುವಂತೆ ಮಾಡಲಾಗಿದೆ ಹಾಗೂ 2006ರ ಮಾರ್ಚ್ 3ರಂದು ವಾರ್ತಾ ಪತ್ರಿಕೆಗಳ ಮುಖಾಂತರ ವ್ಯಾಪಕ ಪ್ರಚಾರವನ್ನು ಕೂಡ ನೀಡಲಾಗಿದೆ.

ಈ ಬಗ್ಗೆ ರಾಜ್ಯ ಸರ್ಕಾರವು ಯಾವುವೇ ಆಕ್ಷೇಪಣೆಗಳು ಮತ್ತು ಸಲಹೆಗಳನ್ನು ಸ್ವೀಕರಿಸಿರುವುದಿಲ್ಲ.

ಆದ್ದರಿಂದ, ಈಗ ಕರ್ನಾಟಕ ಶಿಕ್ಷಣ ಅಧಿನಿಯಮ, 1983ರ (1995ರ ಕರ್ನಾಟಕ ಅಧಿನಿಯಮ ಸಂಖ್ಯೆ 1) 145ನೇ ಪ್ರಕರಣದ (1)ನೇ ಉಪ ಪ್ರಕರಣದೊಂದಿಗೆ ಓದಿಕೊಂಡಂತೆ, 36ರಿಂದ 39ರವರೆಗಿನ ಪ್ರಕರಣಗಳಿಂದ ಪ್ರದತ್ತವಾದ ಅಧಿಕಾರಗಳನ್ನು ಚಲಾಯಿಸಿ, ಕರ್ನಾಟಕ ಸರ್ಕಾರವು ಈ ಕೆಳಕಂಡ ನಿಯಮಗಳನ್ನು ರಚಿಸುತ್ತದೆ, ಎಂದರೆ:-

**1. ಹೆಸರು, ಅನ್ವಯ ಮತ್ತು ಪ್ರಾರಂಭ.-** (1) ಈ ನಿಯಮಗಳನ್ನು ಕರ್ನಾಟಕ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳ (ಪರಿಶೀಲನೆ, ಲೆಕ್ಕಪತ್ರಗಳು, ಲೆಕ್ಕ ಪರಿಶೋಧನೆ ಮತ್ತು ವಿವರಪಟ್ಟಿಕೆ) ನಿಯಮಗಳು, 2006 ಎಂದು ಕರೆಯತಕ್ಕದ್ದು.

(2) ಇವು, ರಾಜ್ಯ ಪತ್ರದಲ್ಲಿ ಅವುಗಳ ಪ್ರಕಟಣೆಯ ದಿನಾಂಕದಂದು ಜಾರಿಗೆ ಬರತಕ್ಕದ್ದು.

(3) ಈ ನಿಯಮಗಳು ರಾಜ್ಯ ನಿಧಿಗಳಿಂದ ಅನುದಾನಗಳನ್ನು ಪಡೆಯುವ ಎಲ್ಲ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳಿಗೆ ಅನ್ವಯವಾಗತಕ್ಕದ್ದು.

**2. ಪರಿಭಾಷೆಗಳು.**-(1) ಸಂದರ್ಭವು ಅನ್ಯಥಾ ಅಗತ್ಯಪಡಿಸಿದ ಹೊರತು, ಈ ನಿಯಮಗಳಲ್ಲಿ,-

(ಎ) "ಅಧಿನಿಯಮ" ಎಂದರೆ, ಕರ್ನಾಟಕ ಶಿಕ್ಷಣ ಅಧಿನಿಯಮ, 1983 (1995ರ ಕರ್ನಾಟಕ ಅಧಿನಿಯಮ 1) ;

(ಬಿ) "ಸಕ್ಷಮ ಪ್ರಾಧಿಕಾರಿ" ಎಂದರೆ, ಈ ಅಧಿನಿಯಮದ 2ನೆಯ ಪ್ರಕರಣದ (7)ನೆಯ ಖಂಡದಿಂದ ಪ್ರದತ್ತವಾದ ಅಧಿಕಾರಗಳನ್ನು ಚಲಾಯಿಸಿ ಸರ್ಕಾರವು ಅಧಿಕೃತಗೊಳಿಸಿದ ಅಧಿಕಾರಿ /ಪ್ರಾಧಿಕಾರಿ ;

(ಸಿ) "ನಿರ್ದೇಶಕ" ಎಂದರೆ, ಅನುಸೂಚಿ-1ರ (2)ನೇ ಅಂಕಣದಲ್ಲಿನ ಸಂವಾದೀ ನಮೂದುಗಳಲ್ಲಿ ನಿರ್ದಿಷ್ಟಪಡಿಸಿದ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳ ಪ್ರವರ್ಗಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ ಅದೇ ಅನುಸೂಚಿಯ (3)ನೇ ಅಂಕಣದಲ್ಲಿ ನಿರ್ದಿಷ್ಟಪಡಿಸಿದ ನಿರ್ದೇಶಕ ;

(ಡಿ) "ಅನುಸೂಚಿ" ಎಂದರೆ, ಈ ನಿಯಮಗಳಿಗೆ ಅನುಬಂಧಿಸಲಾದ ಅನುಸೂಚಿ .

(2) ಈ ನಿಯಮಗಳಲ್ಲಿ ಬಳಸಲಾದ ಆದರೆ ಪರಿಭಾಷಿಸಿಲ್ಲದ ಪದಗಳು ಮತ್ತು ಅಭಿವ್ಯಕ್ತಿಗಳು ಕರ್ನಾಟಕ ಶಿಕ್ಷಣ ಅಧಿನಿಯಮ, 1983 (1995ರ ಕರ್ನಾಟಕ ಅಧಿನಿಯಮ 1) ರಲ್ಲಿ ಆ ಪದಗಳು ಮತ್ತು ಅಭಿವ್ಯಕ್ತಿಗಳಿಗೆ ನೀಡಲಾದಂಥ ಅರ್ಥವನ್ನೇ ಹೊಂದಿರತಕ್ಕದ್ದು.

**3. ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು ನಿರ್ವಹಿಸಬೇಕಾದ ರಿಜಿಸ್ಟರುಗಳು.**-(1) ಪ್ರಾಥಮಿಕ ಶಾಲೆಗಳನ್ನು ನಡೆಸುವ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು ಅನುಸೂಚಿ-IIರಲ್ಲಿ ನಿರ್ದಿಷ್ಟಪಡಿಸಿದಂತೆ ರಿಜಿಸ್ಟರುಗಳನ್ನು ನಿರ್ವಹಿಸತಕ್ಕದ್ದು.

(2) ಸಂಸ್ಕೃತ, ಅರೆಬಿಕ್ ಮತ್ತು ಹಿಂದಿ ಕಲಿಸುವ ಶಾಲೆಗಳನ್ನು ಒಳಗೊಂಡಂತೆ ಮಾಧ್ಯಮಿಕ ಶಾಲೆಗಳನ್ನು ನಡೆಸುವ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು ಅನುಸೂಚಿ-IIIರಲ್ಲಿ ನಿರ್ದಿಷ್ಟಪಡಿಸಲಾದಂತೆ ರಿಜಿಸ್ಟರುಗಳನ್ನು ನಿರ್ವಹಿಸತಕ್ಕದ್ದು.

(3) ಪದವಿ-ಪೂರ್ವ ಕಾಲೇಜುಗಳು, ಜೂನಿಯರ್ ಕಾಲೇಜುಗಳು, ಕಾಲೇಜುಗಳು ಮತ್ತು ಎಲ್ಲ ಇತರ ಸಂಸ್ಥೆಗಳು, ಬೋಧಕ ತರಬೇತಿ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು ಮತ್ತು ಎಲ್ಲ ತರ ಸಂಸ್ಥೆಗಳು / ಕಾಲೇಜುಗಳು ಅನುಸೂಚಿ-iv ರಲ್ಲಿ ನಿರ್ದಿಷ್ಟಪಡಿಸಲಾದಂತೆ ರಿಜಿಸ್ಟರುಗಳನ್ನು ನಿರ್ವಹಿಸತಕ್ಕದ್ದು.

**4. ಹಣಕಾಸು ವಿವರಪಟ್ಟಿಗೆ ಸಲ್ಲಿಸುವುದು.**-(ಎಲ್ಲ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು ಅನುಬಂಧ-V ರಲ್ಲಿ ನಿರ್ದಿಷ್ಟಪಡಿಸಲಾದಂತೆ ಹಣಕಾಸು ವಿವರಪಟ್ಟಿಗೆಗಳೊಂದಿಗೆ ಸಮರ್ಪಕ ವಿವರಪಟ್ಟಿಗೆಗಳನ್ನು ಸಲ್ಲಿಸತಕ್ಕದ್ದು.

**5. ವಾರ್ಷಿಕ ಲೆಕ್ಕಪರಿಶೋಧನೆ, ಪರಿಶೀಲನೆ ಇತ್ಯಾದಿಗಳನ್ನು ನಡೆಸುವುದು ಮತ್ತು ರಿಟರ್ನುಗಳ ಸಲ್ಲಿಕೆಗೆ ಇರುವ ಕಾಲಮಿತಿ .**-(1) ರಾಜ್ಯ ನಿಧಿಗಳಿಂದ ಅನುದಾನಗಳನ್ನು ಪಡೆಯುವ ಪ್ರತಿಯೊಂದು ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಯ ಲೆಕ್ಕಪತ್ರಗಳನ್ನು ನಿರ್ದೇಶಕನಿಂದ ಪ್ರತಿನಿಯೋಜನೆಗೊಂಡ ಇಲಾಖಾ ಲೆಕ್ಕ ಪರಿಶೋಧಕರು ಪ್ರತಿವರ್ಷ ಮೇ, 31ರ ಕೊನೆಯಲ್ಲಿ ಪರಿಶೀಲನೆ ಮತ್ತು ಲೆಕ್ಕ ಪರಿಶೋಧನೆ ನಡೆಸತಕ್ಕದ್ದು. ಅನುಸೂಚಿ-iv ರಲ್ಲಿ ಉಲ್ಲೇಖಿಸಲಾದಂತೆ ಸಮರ್ಪಕ ಲೆಕ್ಕಪತ್ರಗಳೊಂದಿಗೆ ಹಣಕಾಸು ವಿವರಪಟ್ಟಿಗೆಯನ್ನು ಪ್ರತಿ ವರ್ಷ ಮೇ ಮೊದಲ ವಾರದೊಳಗೆ ನಿರ್ದೇಶಕನಿಗೆ ಒಪ್ಪಿಸುವಂತೆ ವ್ಯವಸ್ಥಾಪಕ ಮಂಡಳಿಯನ್ನು ಅಗತ್ಯಪಡಿಸಲಾಗಿದೆ. ಸಮರ್ಪಕ ವಿವರಗಳೊಂದಿಗೆ ಹಣಕಾಸು ವಿವರಪಟ್ಟಿಗೆಗಳನ್ನು ಸ್ವೀಕರಿಸಿದ ನಂತರ ಮತ್ತು ವಿವರ ಪಟ್ಟಿಗೆಯ ಪ್ರಾಥಮಿಕ ಪರಿಶೀಲನೆ ನಡೆಸಿದ ನಂತರ ನಿರ್ದೇಶಕರು ಸಂಬಂಧಿಸಿದ ಸಂಸ್ಥೆಯ ಆಡಳಿತ ಮಂಡಳಿಗೆ ಸಾಕಷ್ಟು ಮುಂಚಿತವಾಗಿಯೇ ಆ ಸಂಸ್ಥೆಯ ಲೆಕ್ಕಪತ್ರಗಳ ಲೆಕ್ಕ ಪರಿಶೋಧನೆ ಆರಂಭಿಸುವ ಬಗ್ಗೆ ಲೆಕ್ಕ ಪರಿಶೋಧಕನ ವಿವರಗಳನ್ನು, ಲೆಕ್ಕ ಪರಿಶೋಧನೆ ನಡೆಸುವ ಸ್ಥಳ, ಸಮಯ ಮತ್ತು ದಿನಾಂಕ ಇತ್ಯಾದಿಗಳೊಂದಿಗೆ ತಿಳಿಸತಕ್ಕದ್ದು. ಲೆಕ್ಕಪರಿಶೋಧಕನು, ಸರ್ಕಾರದಿಂದ ನೀಡಲಾದ ಅನುದಾನಗಳನ್ನು ಮತ್ತು ಇತರ ಸಂಪನ್ಮೂಲಗಳನ್ನು ಯಾವ ಉದ್ದೇಶಕ್ಕಾಗಿ ಅವನ್ನು ಮಂಜೂರು ಮಾಡಲಾಗಿತ್ತೋ

ಆ ಉದ್ದೇಶಕ್ಕಾಗಿ ಸೂಕ್ತವಾಗಿ ಬಳಸಲಾಗಿದೆಯೇ ಎಂಬುದನ್ನು ಖಚಿತಪಡಿಸಿಕೊಳ್ಳಲು ಸಂಸ್ಥೆಗಳ ಸುಸಂಬಂಧ ದಾಖಲಾತಿಗಳಿಗೆ ಸಂಬಂಧಿಸಿದಂತೆ ವಿವರಪಟ್ಟಿಗಳ ಪರಿಶೀಲನೆ ನಡೆಸತಕ್ಕದ್ದು.

(2) ಆ ಎಲ್ಲ ದಾಖಲೆಗಳ ಪರಿಶೀಲನೆ ಮತ್ತು ಪರಿಷ್ಕರಣೆ ಮಾಡಿದ ನಂತರ, ಲೆಕ್ಕಪರಿಶೋಧಕನು ಬಿಡುಗಡೆ ಮಾಡಬೇಕಿರುವ ಅನುದಾನಗಳ ಹಸ್ತಾಂತರಣಕ್ಕಾಗಿ ಅಥವಾ ಪುನರ್ ವಸೂಲು ಮಾಡುವುದಕ್ಕಾಗಿ ಲೆಕ್ಕಪತ್ರಗಳ ವಿವರಣೆಯನ್ನು ಸಿದ್ಧಪಡಿಸತಕ್ಕದ್ದು ಮತ್ತು ಅಗತ್ಯಬಿದ್ದರೆ ಲೆಕ್ಕಪರಿಶೋಧನೆಯ ಪ್ರಮುಖ ಅಂಶಗಳ ಬಗ್ಗೆ ಸಂಬಂಧಿಸಿದ ಲೆಕ್ಕ ಸಂಸ್ಥೆಗಳೊಂದಿಗೆ ಚರ್ಚಿಸತಕ್ಕದ್ದು. ಲೆಕ್ಕ ಪರಿಶೋಧಕನು ಹಾಗೆ ಸಿದ್ಧಪಡಿಸಿದ 15 ಲೆಕ್ಕ ಪರಿಶೋಧನಾ ವರದಿಗಳನ್ನು ಅನುಮೋದನೆಗಾಗಿ ನಿರ್ದೇಶಕರಿಗೆ ಕಳಿಸಿಕೊಡತಕ್ಕದ್ದು. ಅಂಥ ಅನುಮೋದನೆಯನ್ನು ಪಡೆದ ನಂತರ ಸಕ್ಷಮನಾದ ಪ್ರಾಧಿಕಾರಿಗೆ ಕೂಡ ಲೆಕ್ಕ ಪರಿಶೋಧನೆಯ ವರದಿಯ ಒಂದು ಪ್ರತಿಯನ್ನು ಕಳಿಸಿಕೊಡತಕ್ಕದ್ದು. ಅವರು ಎರಡು ತಿಂಗಳೊಳಗಾಗಿ ಲೆಕ್ಕ ಪರಿಶೋಧನೆಯ ಆಕ್ಷೇಪಣೆಗಳನ್ನು ಪಾಲಿಸುವಂತೆ ನಿರ್ದೇಶನ ನೀಡಿ ಸಂಬಂಧಪಟ್ಟ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳಿಗೆ ವರದಿಯನ್ನು ಕಳುಹಿಸತಕ್ಕದ್ದು.

(3) ರಾಜ್ಯ ಸರ್ಕಾರ ಅಥವಾ ಸಂದರ್ಭಾನುಸಾರ, ಸಕ್ಷಮ ಪ್ರಾಧಿಕಾರದಿಂದ ಲೆಕ್ಕ ಪರಿಶೋಧನೆಯ ವರದಿಯನ್ನು ಸ್ವೀಕರಿಸಿದ ನಂತರ, ಸಂಬಂಧಪಟ್ಟ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಯು ಲೆಕ್ಕ ಪರಿಶೋಧನಾ ವರದಿಯಲ್ಲಿ ಸೂಚಿಸಿದ ತಪ್ಪುಗಳನ್ನು ಸರಿಪಡಿಸತಕ್ಕದ್ದು ಮತ್ತು ಲೆಕ್ಕ ಪರಿಶೋಧನೆಯ ವರದಿಯನ್ನು ಸ್ವೀಕರಿಸಿದ ದಿನಾಂಕದಿಂದ ಎರಡು ತಿಂಗಳ ಒಳಗಾಗಿ ಪರಿಪಾಲಿಸಿದ ವರದಿಯನ್ನು ರಾಜ್ಯ ಸರ್ಕಾರಕ್ಕೆ ಅಥವಾ ಸಂದರ್ಭಾನುಸಾರ ಸಕ್ಷಮ ಪ್ರಾಧಿಕಾರಿಗೆ ಹಾಗೂ ಅದರ ಒಂದು ಪ್ರತಿಯನ್ನು ನಿರ್ದೇಶಕರಿಗೆ ಕಳಿಸಿಕೊಡತಕ್ಕದ್ದು. ಗೊತ್ತುಪಡಿಸಿದ ಸಮಯದೊಳಗಾಗಿ ಪರಿಪಾಲಿಸಿದ ವರದಿಯನ್ನು ಸ್ವೀಕರಿಸದಿರುವಲ್ಲಿ, ವ್ಯವಸ್ಥಾಪನ ಮಂಡಲಿಗೆ ಆ ಬಗ್ಗೆ ನೀಡಲು ಅಭಿಪ್ರಾಯಗಳಿಲ್ಲವೆಂದು ತಿಳಿಯತಕ್ಕದ್ದು ಹಾಗೂ ಲೆಕ್ಕ ಪರಿಶೋಧನಾ ವರದಿಯನ್ನೇ ಅಂತಿಮವೆಂದು ಪರಿಗಣಿಸತಕ್ಕದ್ದು.

#### ಅನುಸೂಚಿ - I

(ನಿಯಮ 2(ಸಿ) ನೋಡಿ)

ಕ್ರ.ಸಂ.	ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳ ಪ್ರವರ್ಗ	ನಿರ್ದೇಶಕ
1	2	3
1.	ಪ್ರಾಥಮಿಕ	ಉಪನಿರ್ದೇಶಕರು, ಸಾರ್ವಜನಿಕ ಶಿಕ್ಷಣ
2.	ಮಾಧ್ಯಮಿಕ / ಪ್ರೌಢಶಾಲೆಗಳು	ಉಪನಿರ್ದೇಶಕರು, ಸಾರ್ವಜನಿಕ ಶಿಕ್ಷಣ
3.	ಪದವಿ ಪೂರ್ವ ಕಾಲೇಜು /ಕಿರಿಯ ಕಾಲೇಜುಗಳು	ಉಪ ನಿರ್ದೇಶಕರು, ಪದವಿ ಪೂರ್ವ ಶಿಕ್ಷಣ
4.	ಕಾಲೇಜು ಶಿಕ್ಷಣ ಇಲಾಖೆಯ ನಿಯಂತ್ರಣದಲ್ಲಿರುವ ಕಾಲೇಜುಗಳು	ನಿರ್ದೇಶಕರು, ಕಾಲೇಜು ಶಿಕ್ಷಣ
5.	ಎಂಜಿನಿಯರಿಂಗ್ ಕಾಲೇಜುಗಳು, ಪಾಲಿಟೆಕ್ನಿಕ್ ಮತ್ತು ಲಲಿತಕಲಾ ಕಾಲೇಜುಗಳು	ನಿರ್ದೇಶಕರು ತಾಂತ್ರಿಕ ಶಿಕ್ಷಣ
6.	ವೃತ್ತಿ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು	ನಿರ್ದೇಶಕರು, ವೃತ್ತಿ ಶಿಕ್ಷಣ
7.	ಬೋಧಕ ತರಬೇತಿ ಸಂಸ್ಥೆಗಳು (ಟಿಸಿಹೆಚ್ ಸಂಸ್ಥೆಗಳು) ಸಿಪಿಇಡಿ ಸಂಸ್ಥೆಗಳು, ಶಿಕ್ಷಣ ಕಾಲೇಜುಗಳು, ದೈಹಿಕ ಶಿಕ್ಷಣ ಕಾಲೇಜುಗಳು	ನಿರ್ದೇಶಕರು, ರಾಜ್ಯ ಶಿಕ್ಷಣ ಸಂಶೋಧನೆ ಮತ್ತು ತರಬೇತಿ
8.	ಎಲ್ಲ ಇತರ ಶಾಲೆಗಳು	ಆಯುಕ್ತರು, ಸಾರ್ವಜನಿಕ ಶಿಕ್ಷಣ

#### ಅನುಸೂಚಿ - II

(ನಿಯಮ 3 (1) ನೋಡಿ)

ಪ್ರಾಥಮಿಕ ಮತ್ತು ಉನ್ನತ ಪ್ರಾಥಮಿಕ ಶಾಲೆಗಳಲ್ಲಿ ನಿರ್ವಹಿಸಬೇಕಾದ ರಿಜಿಸ್ಟರುಗಳು

1. ವಿದ್ಯಾರ್ಥಿಗಳ ಪ್ರವೇಶ ಮತ್ತು ಪ್ರವೇಶ ಹಿಂತೆಗೆದುಕೊಂಡ ರಿಜಿಸ್ಟರು
2. ವಿದ್ಯಾರ್ಥಿಗಳ ಹಾಜರಾತಿ ಪುಸ್ತಕ
3. ಶಿಕ್ಷಕರ ಹಾಜರಾತಿ ಪುಸ್ತಕ
4. ತಪಾಸಣಾ ಪುಸ್ತಕ
5. ಸಂದರ್ಶಕರ ಪುಸ್ತಕ
6. ವೇತನ ಬಿಲ್ಲುಗಳ ಪುಸ್ತಕ
7. ವೇತನ ವಿತರಣಾ ಪುಸ್ತಕ
8. ಪೀಠೋಪಕರಣ, ನಕ್ಷೆಗಳು ಮತ್ತು ಉಪಕರಣಗಳ ದಾಖಾನು ಪಟ್ಟಿ
9. ಪರೀಕ್ಷೆ ಮತ್ತು ಪ್ರಗತಿ ಪುಸ್ತಕ
10. ದಾಖಲೆ ಪಟ್ಟಿಗಳ ರಿಜಿಸ್ಟರು
11. ತಪ್ಪಿತರ ರಿಜಿಸ್ಟರು
12. ಶಾಲೆಯ ಜಮಾ ಮತ್ತು ಖರ್ಚುಗಳನ್ನು ತೋರಿಸುವ ಪುಸ್ತಕ
13. ಸಾದಿಲ್ವಾರು ಲೆಕ್ಕ ಪುಸ್ತಕ
14. ನಗದು ಪುಸ್ತಕ
15. ಸರ್ಕಾರಿ ಸ್ವಾಂಪು ಲೆಕ್ಕ ಮತ್ತು ಖಾಸಗಿ ಅಂಚೆ ಚೀಟಿ ಲೆಕ್ಕ
16. ಶಾಲೆಗೆ ಲಗತ್ತಾಗಿರುವ ಶಾಲಾ ವಯಸ್ಸಿನ ಮಕ್ಕಳ ಪಟ್ಟಿಗಳ ದಾಖಲೆ
17. ಜಿಲ್ಲಾ ಶಿಕ್ಷಣ ಅಧಿಕಾರಿಯ ಆದೇಶದ ಮೂಲಕ ನಿರ್ದಿಷ್ಟಪಡಿಸಬಹುದಾದ ಯಾವುದೇ ಇತರ ದಾಖಲೆ ಅಥವಾ ಪುಸ್ತಕ

### ಅನುಸೂಚಿ - III

(ನಿಯಮ -3 (2) ನೋಡಿ)

ಸಂಸ್ಕೃತ, ಸಂಗೀತ, ಅರೆಬಿಕ್ ಶಾಲೆಗಳೂ ಮತ್ತು ಹಿಂದಿ ಶಾಲೆಗಳನ್ನೂ ಒಳಗೊಂಡಂತೆ ಮಾಧ್ಯಮಿಕ ಶಾಲೆಗಳಲ್ಲಿ ನಿರ್ವಹಿಸಬೇಕಾದ (ರಿಜಿಸ್ಟರು) ಪುಸ್ತಕಗಳು

1. ವಿದ್ಯಾರ್ಥಿಗಳ ಪ್ರವೇಶ ಮತ್ತು ಪ್ರವೇಶ ಹಿಂದಕ್ಕೆ ಪಡೆದವರ ಪುಸ್ತಕ
2. ವಿದ್ಯಾರ್ಥಿಗಳ ಹಾಜರಾತಿ ಪುಸ್ತಕ
3. ಹಿಂದೆ ಓದಿದ್ದ ಶಾಲೆಗಳ ವಿವರ ತೋರಿಸುವ ಹಾಗೂ ಹೊಸ ಪ್ರವೇಶಾತಿಯ ಪುಸ್ತಕ
4. ದೈನಿಕ ಶುಲ್ಕ ಸಂಗ್ರಹಗಳ ಪುಸ್ತಕ
5. ಸಾವಧಿ ಶುಲ್ಕ ಪುಸ್ತಕ
6. ವೇಳಾ ಪಟ್ಟಿ
7. ಅಂಕಗಳ ಪುಸ್ತಕ
8. ಹಾಜರಾತಿ ಪುಸ್ತಕ
  - (ಎ) ಶಿಕ್ಷಕರಿಗಾಗಿ
  - (ಬಿ) ಬೋಧಕೇತರ ಸಿಬ್ಬಂದಿಗಾಗಿ
9. ವೇತನ ವಿತರಣಾ ಪುಸ್ತಕ

10. ಲಾಗ್ ಬುಕ್
11. (ಎ) ಗ್ರಂಥಾಲಯ ಪುಸ್ತಕಗಳ ಪಟ್ಟಿ  
(ಬಿ) ಗ್ರಂಥ ನೀಡಿಕೆ ಪುಸ್ತಕ
12. ವಿದ್ಯಾರ್ಥಿ ವೇತನ ಪುಸ್ತಕ
13. ವಿದ್ಯಾರ್ಥಿ ವೇತನ ವಿತರಣಾ ಪುಸ್ತಕ  
(ಎ) ಗ್ರಂಥಾಲಯ ಪುಸ್ತಕಗಳ ಪಟ್ಟಿ  
(ಬಿ) ಗ್ರಂಥ ನೀಡಿಕೆ ರಿಜಿಸ್ಟರು
14. ಲೆಡ್ಜರು ಪುಸ್ತಕ
15. ಸಾರ್ವಜನಿಕ ನಿಧಿಗಳಿಂದ ಸಹಾಯಾನುದಾನದ ನೆರವಿನಲ್ಲಿ ಖರೀದಿಸಲಾದ ಪೀಠೋಪಕರಣ, ಪುಸ್ತಕಗಳು ಹಾಗೂ ಸಲಕರಣೆಗಳು
16. ದಂಡನೆಗಳನ್ನು ದಾಖಲಿಸುವ ಪುಸ್ತಕ
17. ನಾಶಪಡಿಸಿದ ದಾಖಲೆಗಳ ಪುಸ್ತಕ
18. ಸಂದರ್ಶಕರ ಪುಸ್ತಕ
19. ಅಂಚೆ ಚೀಟಿಗಳ ಪುಸ್ತಕ
20. ಸಾದಿಲ್ವಾರು ಪುಸ್ತಕ
21. ಆದೇಶ ಪುಸ್ತಕ
22. ವಿದ್ಯಾರ್ಥಿಗಳ ಪ್ರಗತಿ ಮತ್ತು ನಡವಳಿಕೆಗಳ ದಾಖಲಾತಿ ಪುಸ್ತಕ
23. ವಸ್ತುಗಳು, ಪೀಠೋಪಕರಣ, ಕ್ರೀಡಾ ಸಲಕರಣೆ, ಇತ್ಯಾದಿಗಳ ದಾಸ್ತಾನು ಪುಸ್ತಕ
24. ಸೇವಾ ಪುಸ್ತಕಗಳು

#### ಅನುಸೂಚಿ - IV

(ನಿಯಮ - 3 (3) ನೋಡಿ)

ಪದವಿ ಪೂರ್ವ /ಕಿರಿಯ ಕಾಲೇಜುಗಳ ಮತ್ತು ಬೋಧಕೇತರ ತರಬೇತಿ ಶಿಕ್ಷಣ ನೀಡುವ ಎಲ್ಲ ಸಂಸ್ಥೆಗಳು  
/ಕಾಲೇಜುಗಳು ಮತ್ತು ಎಲ್ಲ ಇತರ ಸಂಸ್ಥೆಗಳು ಮತ್ತು ಕಾಲೇಜುಗಳು

1. ಈ ಕೆಳಗಿನವುಗಳ ಸಂಬಂಧದಲ್ಲಿ ದ್ವಿ ನಮೂದು ನಗದು ಪುಸ್ತಕಗಳು -  
(ಎ) ಸಾಮಾನ್ಯ ನಿಧಿಗಳು  
(i) ಕಾಲೇಜು ಸಿಬ್ಬಂದಿಯ ವೇತನ ಲೆಕ್ಕ  
(ii) ವ್ಯವಸ್ಥಾಪಕ ಮಂಡಳಿ ಲೆಕ್ಕ  
(ಬಿ) ವಿಶೇಷ ಶುಲ್ಕ ಲೆಕ್ಕ  
(ಸಿ) ವಿದ್ಯಾರ್ಥಿ ವೇತನಗಳ ಲೆಕ್ಕ
2. ವಿದ್ಯಾರ್ಥಿಗಳ ಪ್ರವೇಶಾತಿ ಮತ್ತು ಪ್ರವೇಶಾತಿ ಹಿಂಪಡೆದ ರಿಜಿಸ್ಟರು ಪುಸ್ತಕ
3. ಬೋಧಕ, ಬೋಧಕೇತರ ಮತ್ತು ಅವಲಂಬಿತ ಸಿಬ್ಬಂದಿಗೆ ನಿಯಮಿಸಲಾದ ನಮೂನೆಯಲ್ಲಿರುವ ಪ್ರತ್ಯೇಕ ವೇತನ ವಿತರಣಾ ಪುಸ್ತಕ
4. ಬೋಧಕ ಮತ್ತು ಬೋಧಕೇತರ ಸಿಬ್ಬಂದಿಯ (ಪ್ರತ್ಯೇಕ ಕೆಳದರ್ಜೆಯ ಸೇವಕನೂ ಸೇರಿದಂತೆ) ನಿಯಮಿಸಲಾದ ನಮೂನೆಯಲ್ಲಿ ಶ್ರೇಣಿ ಪುಸ್ತಕ

5. ನಿಯಮಿಸಲಾಢ ನಢೂನೆಯಲ್ಲಿರುವ ಖಜಾನೆ ಬಿಲ್ಲುಪುಸ್ತಕ
6. ತ್ರಿಪ್ರತಿಯಲ್ಲಿರುವ ಪಾವತಿಗಲ ಪುಸ್ತಕಗಲು
  - (ಎ) ಸಾಮಾನ್ಯ ಮತ್ತು ವಿಶೇಷ ಶುಲ್ಕಗಲಿಗೆ
  - (ಬಿ) ಸಂಕೀರ್ಣ ಸಂಗ್ರಹಗಲಿಗೆ
7. ಀ ಮೇಲ್ಕಂಡವುಗಲ ಸಂಬಂಧದಲ್ಲಿ ಪ್ರತ್ಯೇಕವಾಗಿ ದೈನಿಕ ಶುಲ್ಕ ಸಂಗ್ರಣಾ ಪುಸ್ತಕ
8. ಸಾವಧಿ ಶುಲ್ಕ ಪುಸ್ತಕ
9. ವಿದ್ಯಾರ್ಥಿ ವೇತನ ಸ್ವೀಕೃತಿ ಪುಸ್ತಕ
10. ವಿದ್ಯಾರ್ಥಿ ವೇತನ ವಿತರಣಾ ಪುಸ್ತಕ
11. ಭದ್ರತಾ ಶುಲ್ಕ ಜಮಾ ಪುಸ್ತಕ
12. ಭದ್ರತಾ ಶುಲ್ಕ ವಾಪಸಾತಿ ರಿಜಿಸ್ಟರು
13. ಶುಲ್ಕ ವಿನಾಯಿತಿ ರಿಜಿಸ್ಟರು
14. ನಿಯಮಿಸಲಾದ ನಢೂನೆಯಲ್ಲಿರುವ ಪ್ರವೇಶಾತಿ ರಿಜಿಸ್ಟರು
15. ನಿಯಮಿಸಲಾದ ನಢೂನೆಯಲ್ಲಿರುವ ವರ್ಗಾವಣೆ ಪ್ರಮಾಣಪತ್ರ ಪುಸ್ತಕ
16. ಭವಿಷ್ಯ ನಿಧಿ ಪುಸ್ತಕ
17. ಬೋಧಕ, ಬೋಧಕೇತರ ಸಿಬ್ಬಂದಿ ಮತ್ತು ಕೆಲದರ್ಜೆಯ ಸೇವಕರ ಸಂಬಂಧದಲ್ಲಿ ಸಿಬ್ಬಂದಿ ಸಂಬಲದಿಂದ ಮಾಡಲಾದ ಶಾಸನಾತ್ಮಕ ಕಟಾಯಿಸುವಿಕೆಗಲು ಹಾಗೂ ಅವುಗಲ ಜಮೆಗಲನ್ನು ಪ್ರತ್ಯೇಕವಾಗಿ ತೋರಿಸುವ ಪುಸ್ತಕ
18. ಸಾಂದರ್ಭಿಕ ರಜಾ ಪುಸ್ತಕ
19. ಸಾಂದರ್ಭಿಕ ರಜೆ ಹೊರತಾದ ರಜಾ ಪುಸ್ತಕ
20. ವಿವಿಧ ವಿಭಾಗಗಲ ದಾಸ್ತಾನು ಪುಸ್ತಕ
21. ನಿರುಪಯುಕ್ತವೆಂದು ಖಂಡಿಸಲ್ಪಟ್ಟ ವಸ್ತುಗಲ ಪುಸ್ತಕ
22. ಹಾಜರಾತಿ ಪುಸ್ತಕ
  - (ಎ) ಬೋಧಕ ಮತ್ತು ಬೋಧಕೇತರ ಸಿಬ್ಬಂದಿ
  - (ಬಿ) ವಿದ್ಯಾರ್ಥಿ ವೇತನಗಲು
23. ಸಾಮಾನ್ಯ ಮತ್ತು ವಿಶೇಷ ಶುಲ್ಕ ಲೆಕ್ಕಗಲಿಗಾಗಿ ಪ್ರತ್ಯೇಕ ವೋಚರುಗಲು
24. ಸೇವಾ ಪುಸ್ತಕ
25. ಅನುಸೂಚಿತ ಜಾತಿ, ಅನುಸೂಚಿತ ಪಂಗಡಗಲು ಮತ್ತು ಇತರ ಹಿಂದುಳಿದ ವರ್ಗಗಲು
26. ಜಿಲ್ಲಾ ಶಿಕ್ಷಣ ಅಧಿಕಾರಿಯ ಆದೇಶದ ಮೂಲಕ ನಿರ್ದಿಷ್ಟಪಡಿಸಬಹುದಾದ ಯಾವುದೇ ಇತರ ದಾಖಲೆ ಅಥವಾ ಪುಸ್ತಕ

### ಅನುಸೂಚಿ -V

(ನಿಯಮ - 4 ನೋಡಿ)

ಹಣಕಾಸು ವಿವರಪಟ್ಟಿಯೊಂದಿಗೆ ಸಲ್ಲಿಸಬೇಕಾದ ವಿವರ ಪಟ್ಟಿಗಳ ಪಟ್ಟಿ

1. ಹಣಕಾಸು ವಿವರಪಟ್ಟಿ (ಸಂಬಂಧಪಟ್ಟ ನಿಯಮದ ಮೇರೆಗೆ ನಿಯಮಿಸಲಾದ ನಮೂನೆಯಲ್ಲಿರುವ)(ಈ ಕೆಳಕಂಡ ಬಾಬುಗಳ ಮೇಲೆ ಮಾಹಿತಿ ಒಳಗೊಂಡಿರತಕ್ಕದ್ದು):-

1. ವಿದ್ಯಾರ್ಥಿ ವೇತನಗಳು
2. ತೆರಿಗೆಗಳು
3. ಸಾಮಾನ್ಯ ದುರಸ್ತಿಗಳು ಮತ್ತು ನಿರ್ವಹಣೆ
4. ಲೇಖನ ಸಾಮಗ್ರಿ ಮತ್ತು ಮುದ್ರಣ
5. ಅಂಚೆಚೀಟಿ ಮತ್ತು ತಂತಿ
6. ದೂರವಾಣಿ ವೆಚ್ಚಗಳು
7. ಕಚೇರಿ ದಲಾಯಿತರ ಮೂಲಕ ರವಾನೆ
8. ಜಾಹೀರಾತು ವೆಚ್ಚಗಳು
9. ವಿದ್ಯುಚ್ಛಕ್ತಿ ವೆಚ್ಚಗಳು
10. ನೀರಿನ ವೆಚ್ಚಗಳು
11. ನೈರ್ಮಲ್ಯ ವೆಚ್ಚಗಳು
12. ರಾತ್ರಿ ಕಾವಲುಗಾರರಿಗೆ ನೀಡಿದ ವಿದ್ಯುದ್ದೀಪಗಳು
13. ಪ್ರವಾಸ ಭತ್ಯೆಗಳು
14. ವಾಹನ ವೆಚ್ಚಗಳು
15. ಬೆರಳಚ್ಚು ಯಂತ್ರಗಳು ಮತ್ತು ಇತರ ಯಂತ್ರಗಳನ್ನು ಸುಸ್ಥಿತಿಯಲ್ಲಿ ಇಡುವ ವೆಚ್ಚಗಳು
16. ವಿಶ್ವವಿದ್ಯಾಲಯಕ್ಕೆ ಸಂದಾಯ ಮಾಡಬೇಕಾದ ಸಂಯೋಜನಾ ಶುಲ್ಕ
17. ಲೆಕ್ಕ ಪರಿಶೋಧನಾ ಶುಲ್ಕ
18. ಮಾಡಿದ ವೆಚ್ಚ
19. ಆಡಳಿತ ಮಂಡಳಿಯ ವಂತಿಗೆಯೂ ಸೇರಿದಂತೆ ಶಿಕ್ಷಕರ ಭವಿಷ್ಯ ನಿಧಿಗೆ ಸಂದಾಯವಾಗುವ ವಂತಿಗೆಯ ವಿವರಗಳನ್ನು ತೋರಿಸುವ ವಿವರಪಟ್ಟಿ
20. ದತ್ತಿಗಳು ಮತ್ತು ದತ್ತಿಗಳಿಂದ ಬರುವ ಆದಾಯ
21. ಚಂದಾ ಮತ್ತು ಠೇವಣಿಗಳಿಂದ ಬರುವ ಆದಾಯ
22. ಸಂಕೀರ್ಣ ಸಂಗ್ರಹಗಳು
23. ಈ ಮುಂದಿನವುಗಳ ಸಂಬಂಧದಲ್ಲಿ ಶುಲ್ಕ ಆದಾಯದ ನಷ್ಟ  
(ಎ) ಅನುಸೂಚಿತ ಜಾತಿಗಳು ಮತ್ತು ಅನುಸೂಚಿತ ಪಂಗಡಗಳು  
(ಬಿ) ಇತರ ಹಿಂದುಳಿದ ವರ್ಗಗಳ ಪಟ್ಟಿ
24. ಸಂಗ್ರಹಿಸದೆ ಬಿಟ್ಟ ಬೋಧನಾ ಶುಲ್ಕಗಳ ಬಾಕಿಗಳು (ಪೂರ್ಣಶುಲ್ಕ ಸಂದಾಯ ಮಾಡುವವರ ಹಾಗೂ ಇದರ ವಿನಾಯಿತಿ ಪಡೆದವರ ಪ್ರತ್ಯೇಕ ವಿವರಗಳು)
25. ವಸೂಲು ಮಾಡಿದ ಆದರೆ ಹಣಕಾಸು ವರ್ಷದ ಮುಕ್ತಾಯಕ್ಕೆ ಮೊದಲು ಮರು ಸಂದಾಯ ಮಾಡದಿರುವ ಹೆಚ್ಚುವರಿ ಶುಲ್ಕ
26. ವ್ಯತ್ಯಸ್ಥ ವಿವರಪಟ್ಟಿ



27. ವಿಶೇಷ ಶುಲ್ಕ ಸಂಗ್ರಹಗಳು, ವೆಚ್ಚ ಮತ್ತು ಬಾಕಿ
28. ಸಂಯೋಜನೆ ಸಂಬಂಧದಲ್ಲಿನ ವಿವರಗಳು
29. ಕಾಲೇಜಿನಲ್ಲಿರುವ, ಪ್ರತಿಯೊಂದು ವಿಷಯದಲ್ಲಿ ಇಡುವ ಕಾರ್ಯಭಾರವನ್ನು ತರಗತಿವಾರು ತೋರಿಸುವ ವಿವರಪಟ್ಟಿ (ದೈಹಿಕ ತರಬೇತಿ ಶಿಕ್ಷಕರ ಪಟ್ಟಿಯಲ್ಲಿ, ವರ್ಷದಲ್ಲಿ ನಿರ್ವಹಿಸಲಾದ ಕರ್ತವ್ಯವನ್ನು ತೋರಿಸತಕ್ಕದ್ದು)
30. ಕಾಲೇಜು ಎಲ್ಲ ಸಮುದಾಯದವರಿಗೆ ತೆರೆದಿದೆಯೆಂಬುದನ್ನು ತೋರಿಸುವ ವಿವರಪಟ್ಟಿ
31. ಅನುದಾನ ತೆಗೆಯುವಲ್ಲಿ ವ್ಯವಹರಿಸಲು ಅಧಿಕೃತಗೊಂಡವರ ಹೆಸರನ್ನು ತೋರಿಸುವ ವಿವರಪಟ್ಟಿ.
- II. ಮರುಸಂದಾಯ ಮಾಡಿದ ಶುಲ್ಕ
- III. ವರ್ಗಾವಾರು ಸಂಖ್ಯಾಬಲದ ವಿವರಪಟ್ಟಿ (ii ಅವಧಿ ಸಂಖ್ಯಾಬಲ)
- IV. ಬೋಧಕ ಮತ್ತು ಬೋಧಕೇತರ ಸಿಬ್ಬಂದಿಗಳ ವಿವಿಧ ದರ್ಜೆಗಳಿಗೆ ಅಳವಡಿಸಿಕೊಂಡ ವೇತನ ಶ್ರೇಣಿಗಳನ್ನು ತೋರಿಸುವ ವಿವರಪಟ್ಟಿ
- V. ಬೋಧಕ ಸಿಬ್ಬಂದಿಯ ವಿವರಪಟ್ಟಿ (ವಿದ್ಯಾರ್ಹತೆ, ಪಡೆದ ದರ್ಜೆ, ಜನ್ಮದಿನಾಂಕ, ಇತ್ಯಾದಿಗಳಂಥ ವಿವರಗಳು)
- VI.. ಬೋಧಕೇತರ ಸಿಬ್ಬಂದಿಯ ವಿವರಪಟ್ಟಿ

ಕರ್ನಾಟಕ ರಾಜ್ಯಪಾಲರ ಆದೇಶಾನುಸಾರ ಮತ್ತು ಅವರ ಹೆಸರಿನಲ್ಲಿ

ಬಿ.ಎಸ್. ಜಾಪಾಲಿ

ಸರ್ಕಾರದ ಅಧೀನ ಕಾರ್ಯದರ್ಶಿ,

ಶಿಕ್ಷಣ ಇಲಾಖೆ (ಸಾಮಾನ್ಯ)

EDUCATION SECRETARIAT

NOTIFICATION

**No. ED 74 VIVIDA 2004, BANGALORE, Dated: 14-08-2006**

Whereas the Karnataka Educational Institutions (Inspection, Accounts, Audit and Return) Rules, 2005 was published as required by sub-section (1) of Section 145 of the Karnataka Education Act, 1983, (Karnataka Act 1 of 1995) in Notification No. ED 74 Vivida 2004, dated 17<sup>th</sup> January 2006 and also vide publicity was given through newspaper on 3<sup>rd</sup> March, 2006 inviting objections and suggestions from the persons likely to be affected thereby:

And whereas the said Gazette was made available to the Public on 17<sup>th</sup> January 2006 and also vide publicity was given through newspaper on 3<sup>rd</sup> March, 2006.

And where as no objections and suggestions have been received in this regard by the State Government.

Now, therefore, in exercise of the powers conferred by section 36 to 39 read with sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act No.1 of 1995) the Government of Karnataka hereby makes the following rules, namely:-

**1. Title, Application and Commencement.-** (1) These rules may be called the Karnataka Educational Institutions (Inspection, Accounts, Audit and Return) Rules, 2006.

(2) They shall come into force on the date of their publication in the official gazette.

(3) These rules shall apply to all the Educational Institutions receiving grants out of the State funds.

**2. Definitions.** (1) In these rules, unless the context otherwise requires.

(a) "Act" means the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995):

(b) "Competent Authority" means the officer / Authority authorised by Government in exercise of powers conferred by clause (7) of section 2 of the Act.

(c) " Director" means the Director specified in column (3) of the Schedule-I in respect of the category of Educational Institutions specified in the corresponding entries in column (2) thereof.

(d) "Schedule" means Schedule appended to these rules.

(2) Words and expressions used in these rules but not defined shall have the same meaning assigned to them in the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995).

**3. Registers to be maintained by the Educational Institutions.-** (1) Educational Institutions running Primary Schools shall maintain the registers as specified in Schedule-II.

(2) Educational Institutions running Secondary Schools including the Schools imparting Sanskrit, Arabic and Hindi shall maintain registers as specified in Schedule-III.

(3) Educational Institutions running Pre-University, Junior Colleges, Colleges and all other Institutions, Colleges imparting teacher training education and all other institutions / Colleges shall maintain registers as specified in Schedule-IV.

**4. Furnishing Financial Statement.-** All educational institutions shall furnish the supporting statements along with financial statements as specified in Annexure-V

**5. Conduct of annual audit of accounts, inspection etc., and the time limit for furnishing returns.-** (1) The accounts of every educational institution receiving grants out of State funds shall be inspected and audited at the end of 31<sup>st</sup> May of every year by the departmental auditors deputed by the Director. The Management is required to submit the financial statement with supporting statements as referred to in Schedule-IV to the Director not later than the first May of every year. On receipt of the financial statements with supporting statement, and after preliminary verification of the statement, the Director shall intimate to the management of the institution concerned well in advance, the commencement of audit of accounts of the institution giving the particulars of the auditor, the place, time and date of audit etc. The auditor shall scrutinise the statements with reference to the relevant records of the institutions, with a view to see whether the grants given by the Government and other sources are properly utilised for the purpose for which they were sanctioned.

(2) After the inspection and scrutiny of all the records, the auditor shall prepare the work sheet or assignment of grant due for release or recovery and if necessary discuss with the Educational Institutions concerned, the salient points of the audit. The auditor shall send the audit reports so prepared by him for approval of the Director. After obtaining such approval a copy of the audit report shall also be sent to the competent authority who shall thereafter forward the report to the Education Institutions concerned within two months with a direction to comply with audit objections.

(3) After the receipt of the audit report from the State Government or the Competent Authority as the case may be, the Educational Institution concerned shall rectify the defects noticed in the audit report and send compliance report to the State Government or the Competent Authority as the case may be, with a copy to the Director within two months from the date of receipt of the audit report. If no compliance report is received within the time stipulated, it shall be deemed that the management has no comments to offer and the audit report shall be treated as final.

(See rule 2(c))

Sl. No.	Category of Educational institutions	Director
(1)	(2)	(3)
1.	Primary	Deputy Director of Public Instruction
2.	Secondary / High Schools	Deputy Director of Public Instruction
3.	Pre-University College/ Junior Colleges.	Deputy Director of Pre-University
4.	Colleges under the control of Department of Collegiate Education.	Director of Collegiate Education.
5.	Engineering Colleges, Polytechnics and Fine Arts Colleges.	Director of Technical Education.
6.	Institutions running Vocation Courses.	Director of Vocational Education.
7.	Teachers Training Institutions (TCH Institutions) CPED Institutions, Colleges of Education, Colleges of Physical Education.	Director of State Educational Research and Training.
8.	All other Schools	Commissioner for Public Instruction.

**SCHEDULE - II**

[See Rule 3 (1)]

**Registers to be maintained in Primary and Upper Primary Schools**

1. Register of Admission and Withdrawal of Students.
2. Register of Student's Attendance.
3. Register of Attendance of Teachers.
4. Inspection Book.
5. Visitors Book.
6. Register of Pay Bills.
7. Acquittance Roll.
8. Stock List of Furniture, Charts and Apparatus.
9. Examination and Progress Register.
10. Register of Record Sheets.
11. Register of defaulters.
12. Register showing the receipts and expenditure of the School.
13. Contingent Account Register.
14. Cash Book.
15. Service Stamp Account & Private Postage Account.
16. Record of the lists of School age children attached to the School.
17. Any other record or register which the District Educational Officer may by order specify.

**SCHEDULE – III**

[See Rule 3 (2)]

**Registers to be maintained in Secondary Schools including Sanskrit, Music, Arabic Schools and Hindi Schools.**

1. Register of Admission and Withdrawal of Students.
2. Register of Attendance of Students.
3. Register showing the previous school history and new admissions.
4. Register of daily fee collections.
5. Register of term fee.
6. Time-Table.
7. Register of Marks.
8. Register of Attendance.
  - (a) for teachers.
  - (b) for non-teaching staff.
9. Acquittance roll
10. Log Book.
11.
  - (a) Catalogue of library books
  - (b) Issue register.

12. Register of Scholarships.
13. Scholarship acquittance roll
  - (a) Catalogue of library books
  - (b) Issue register.
14. Ledger Book.
15. Register of furniture, books and appliances purchased with the aid of grants from public funds.
16. Punishment Register.
17. Register of records destroyed.
18. Visitors book
19. Postage stamps Register.
20. Contingent Register.
21. Order Book.
22. Register of Progress and Conduct of Students.
23. Stock Register of Store, Furniture, Games Material etc.,
24. Service Registers.

**SCHEDULE – IV**

[See Rule 3(3)]

**Registers to be maintained to Pre-University / Junior Colleges, and all Institutions / Colleges imparting Teacher Training Education and all other Institutions and colleges.**

1. Cash Books with double entry system for
  - (a) General Funds:
    - (i) College Staff Salary Account.
    - (ii) Management Account.
  - (b) Special Fee Account
  - (c) Scholarships Account
2. Register of Admission and Withdrawal of Students.
3. Acquittance register in the prescribed proforma separately for teaching, non-teaching and contingent staff members.
4. Scale Register in the prescribed proforma for teaching and non-teaching staff (including menial separately).
5. Treasury bill book in the proforma prescribed.
6. Receipts book in triplicate for:
  - (a) General and Special fees.
  - (b) Miscellaneous Collections.
7. Daily fee Collection Register for each of the above separately.
8. Term Fee register.
9. Scholarship Receipt Register.
10. Scholar Acquittance Register.
11. Caution Fee Deposit Register.
12. Caution fee Refund Register.
13. Register for Fee Concessions.
14. Admission Register in the proforma prescribed.
15. Transfer Certificate book in the proforma prescribed.
16. Provident Fund Register.
17. Register showing the statutory deductions from the staff salaries and their remittance, separately for teaching, non-teaching non-teaching staff and menials.
18. Casual Leave Register.
19. Register for Leave other than Casual Leave.
20. Stock Register of various departments.
21. Register of condemned articles.
22. Attendance Register.
  - (a) Teaching and non-teaching staff.
  - (b) Students.

- 23. Vouchers separately for General and Special fee accounts.
- 24. Service Register.
- 25. S.C, S.T and other Backward classes.
- 26. Any other record or register which the District Educational Officer may by order specify.

**SCHEDULE-V**

[See Rule - 4]



**The List of statements to be submitted along with the financial statement.**

**I. Financial statement (in the form prescribed under the relevant rule) (should include information on following items):-**

1. Scholarships.
2. Taxes.
3. Ordinary repairs and upkeep.
4. Stationery and Printing
5. Postage and Telegram.
6. Telephone charges.
7. Delivery to office peons.
8. Advertisement charges.
9. Electricity charges.
10. Water charges.
11. Sanitary charges.
12. Lights to watchmen.
13. Travelling Allowance.
14. Conveyance charges.
15. Servicing charges to typewriters and other machines.
16. Affiliation fee payable to University
17. Audit fees.
18. Outlay.
19. Statement showing subscription to Teachers Provident Fund including management's contribution.
20. Endowments and income from endowments.
21. Income from subscriptions and donations.
22. Miscellaneous collections.
23. Loss of fee income on behalf of:
  - (a) Scheduled Castes and Scheduled Tribes.
  - (b) List of other Backward Classes.
24. Arrears of tuition fees left uncollected (Separate particulars for full fee paying and other concession holders).
25. Excess fee collected and not refunded before the end of the financial year.
26. Variation Statement.
27. Special fee collections, expenditure and balance.
28. Particulars regarding affiliation.

29. Statement showing the work-load under each subject to the college, class-wise (in the inventory of physical training lecturers, the work done in the year should be shown).
30. Statement showing that the college is open to all communities.
31. Statement showing the name of correspondent authorised to draw the grant.
- II. Fee return.
- III. Group-wise strength statement (ii term strength).
- IV. Statement showing the scales of pay adopted for the various grades of teaching and non teaching staff.
- V. Statement of teaching staff (the particulars such as qualifications with class obtained, date of birth etc.)
- VI. Statement of non-teaching staff.

By order and in the Name of the Governor of Karnataka

**B.S. JAPALI**

Under Secretary to Government,  
Education Department, (General)

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Éâ°feX : EÚ 74 AEÆ|â 2004, -}Ö°dâ 2}ê© }âÀê°±pÒ 2006

ಸರ್ಕಾರದ ಅಧಿಸೂಚನೆ ಸಂಖ್ಯೆ: ಇಡಿ 74 ವಿವಿಧ 2004, ದಿನಾಂಕ: 14-08-2006ರಲ್ಲಿ (ಕನ್ನಡ ಅವತರಣಿಕೆಗೆ)

ಈ ಕೆಳಗಿನಂತೆ ತಿದ್ದಿಕೊಂಡು ಓದಿಕೊಳ್ಳತಕ್ಕದ್ದು.

ಪುಟ ಸಂಖ್ಯೆ	ಅಧಿಸೂಚನೆಯ ಸಾಲು ಸಂಖ್ಯೆ	ಈ ಕೆಳಗಿನ ಶಬ್ದ ವೃಂದ, ಸಂಖ್ಯೆಗಳ ಬದಲಾಗಿ	ಈ ಕೆಳಗಿನಂತೆ ತಿದ್ದಿಕೊಂಡು / ಸೇರ್ಪಡೆ ಮಾಡಿಕೊಂಡು ಓದಿಕೊಳ್ಳುವುದು
1	2	145ನೇ ಪ್ರಕರಣದ 15ನೇ ಉಪ ಪ್ರಕರಣದಿಂದ	145ನೇಯ ಪ್ರಕರಣದ (1)ನೇ ಉಪ ಪ್ರಕರಣ
1	2	(ಪರಿಶೀಲನೆ ಉಪ ಪ್ರಕರಣ ಲೆಕ್ಕಪತ್ರಗಳು	(ಪರಿಶೀಲನೆ, ಲೆಕ್ಕ ಪತ್ರಗಳು
1	21	(1999ರ ಕರ್ನಾಟಕ ಅಧಿನಿಯಮ 1):	(1995ರ ಕರ್ನಾಟಕ ಅಧಿನಿಯಮ 1):
2	8	(1995ರ ಕರ್ನಾಟಕ ಅಧಿನಿಯಮ 1) 1ರಲ್ಲಿ	(1995ರ ಕರ್ನಾಟಕ ಅಧಿನಿಯಮ 1)ರಲ್ಲಿ
2	16	ಸಂಸ್ಥೆಗಳು / ಕಾಲೇಜುಗಳು ಅನುಸೂಚಿ-ಎತ	ಸಂಸ್ಥೆಗಳು / ಕಾಲೇಜುಗಳು ಅನುಸೂಚಿ - IV
4	14	5 ಸಾವಧಿ ಶುಲ್ಕ	5. ಸಾವಧಿ ಶುಲ್ಕ ಪುಸ್ತಕ.
4	18	(ಸಿ) ಶಿಕ್ಷಕರಿಗಾಗಿ	(ಎ) ಶಿಕ್ಷಕರಿಗಾಗಿ
4	19	(ಡಿ)ಬೋಧಕೇತರ ಸಿಬ್ಬಂದಿಗಾಗಿ	(ಬಿ) ಬೋಧಕೇತರ ಸಿಬ್ಬಂದಿಗಾಗಿ
4	26	(ಸಿ) ಗ್ರಂಥಾಲಯ ಪುಸ್ತಕಗಳ ಪಟ್ಟಿ	(ಎ) ಗ್ರಂಥಾಲಯ ಪುಸ್ತಕಗಳ ಪಟ್ಟಿ
4	27	(ಡಿ) ಗ್ರಂಥ ನೀಡಿಕೆ ರಿಜಿಸ್ಟರು	(ಬಿ) ಗ್ರಂಥ ನೀಡಿಕೆ ರಿಜಿಸ್ಟರು
4	28	14. ಲೆಡ್ಜರು	14. ಲೆಡ್ಜರು ಪುಸ್ತಕ
4	39	ಅಂಶ 23ರ ನಂತರ 24ರ ಸೇರ್ಪಡೆ	24. ಸೇವಾ ಪುಸ್ತಕಗಳು
5	6	(ಡಿ) ಸಾಮಾನ್ಯ ನಿಧಿಗಳು	(ಎ) ಸಾಮಾನ್ಯ ನಿಧಿಗಳು
5	9	(ಇ) ವಿಶೇಷ ಶುಲ್ಕ ಲೆಕ್ಕ	(ಬಿ) ವಿಶೇಷ ಶುಲ್ಕ ಲೆಕ್ಕ
5	10	(ಎಫ್) ವಿದ್ಯಾರ್ಥಿ ವೇತನಗಳ ಲೆಕ್ಕ	(ಸಿ) ವಿದ್ಯಾರ್ಥಿ ವೇತನಗಳ ಲೆಕ್ಕ
5	11	ಪ್ರವೇಶಾತಿ ಹಿಂಬಡೆದ	ಪ್ರವೇಶಾತಿ ಹಿಂಪಡೆದ
5	18	(ಸಿ) ಸಾಮಾನ್ಯ ಮತ್ತು ವಿಶೇಷ ಶುಲ್ಕಗಳಿಗೆ	(ಎ) ಸಾಮಾನ್ಯ ಮತ್ತು ವಿಶೇಷ ಶುಲ್ಕಗಳಿಗೆ
5	19	(ಡಿ) ಸಂಕೀರ್ಣ ಸಂಗ್ರಹಗಳಿಗೆ	(ಬಿ) ಸಂಕೀರ್ಣ ಸಂಗ್ರಹಗಳಿಗೆ
5	38	(ಸಿ) ಭೋಧಕ ಮತ್ತು ಭೋಧಕೇತರ ಸಿಬ್ಬಂದಿ	(ಎ) ಭೋಧಕ ಮತ್ತು ಭೋಧಕೇತರ ಸಿಬ್ಬಂದಿ
5	39	(ಡಿ) ವಿದ್ಯಾರ್ಥಿ ವೇತನಗಳು	(ಬಿ) ವಿದ್ಯಾರ್ಥಿ ವೇತನಗಳು

ಸರ್ಕಾರದ ಅಧಿಸೂಚನೆ ಸಂಖ್ಯೆ: ED 74 VIVIDA 2004, ದಿನಾಂಕ: 14-08-2006ರಲ್ಲಿ (ಇಂಗ್ಲೀಷ್ ಅವತರಣಿಕೆಗೆ)

ಈ ಕೆಳಗಿನಂತೆ ತಿದ್ದಿಕೊಂಡು ಓದಿಕೊಳ್ಳತಕ್ಕದ್ದು.

7.	23.	by sub-section (10 of Section 145	by sub-section (1) of Section 145
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ಇನ್ನುಳಿದ ಅಂಶಗಳಲ್ಲಿ ಯಾವುದೇ ಬದಲಾವಣೆ ಇರುವುದಿಲ್ಲ.

ಕರ್ನಾಟಕ ರಾಜ್ಯಪಾಲರ ಆದೇಶಾನುಸಾರ ಮತ್ತು ಅವರ ಹೆಸರಿನಲ್ಲಿ,

ಬಿ.ಎಸ್. ಜಾಪಾಲಿ

ಸರ್ಕಾರದ ಅಧೀನ ಕಾರ್ಯದರ್ಶಿ,

ಶಿಕ್ಷಣ ಇಲಾಖೆ (ಸಾಮಾನ್ಯ).

**Education Secretariat**

**Notification****No. ED 43 VIVIDA 2005, Bangalore, dated 28<sup>th</sup> October, 2006**

Whereas the draft of the Karnataka Educational Institutions (Taking over of Management, Requisition and Acquisition) Rules, 2005 published as required by Sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No.ED 43 VIVIDA 2005 dated 14-10-2005 in part IV-A of the Karnataka Gazette Extra Ordinary dated 14-10-2005 inviting objections and suggestions from the persons likely to be affected thereby.

And whereas the said Gazette was made available for the public on 14-10-2005 and vide publicity was given.

And objections and suggestions received in this regard duly considered by the State Government.

Now, therefore, in exercise of the powers conferred by sub-section (1) of the Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby makes the following rules namely:-

**1. Short Title and Commencement :** (1) These rules may be called the "Karnataka Educational Institutions (Taking over of Management, Requisitioning and Acquisition) Rules, 2005.

(2) These rules shall come into force at once.

**2. Definitions:** In these rules unless the context otherwise requires -

- (a) 'Act' means the Karnataka Education Act, 1983. (Karnataka Act 1 of 1995).
- (b) 'Government' means the Government of Karnataka.
- (c) 'Special Officer' means the Special Officer appointed by the Government under sub-section (6) of Section 67 of the Act and includes any other person directed by the Government for the purpose of carrying on the management of the educational institutions; and
- (d) 'Section' means Section of the Act.

**3. Taking over of Management of Educational Institutions:-**

(1) A notice for taking over management of any educational institution under sub-section (1) of Section 67 shall be given to the Governing Council or Educational Agency, if any, in Form I.

(2) The representation, if any received from the Governing Council or the educational agency in response to the notice, shall be considered by the Government and if they are satisfied that there is no necessity to take over the management of the educational institution, the Government may drop further proceedings in this regard.

(3) Where the Government are of the opinion that the management of the educational institution should be taken over in the public interest (or in order to secure the proper

management) they may by, notification in Form II; direct that on and from the date specified therein the management of the institution shall vest in the Government.

(4) The notification under sub-rule (3) of this rule shall also specify the Special Officer for the purpose of carrying on the management of the institution and to whom the possession of educational institution and the properties attached thereto, shall be delivered.

(5) A copy of the notification shall be delivered in person or sent by registered post addressed to the Governing Council or the manager of the educational agency, and shall also be affixed on the notice board or at a conspicuous place within the institution.

#### **4. Preparation of inventory etc:**

(1) Immediately after the service of the notification, the manager or governing council of the educational agency shall prepare a detailed inventory in duplicate of all property, movable and immovable including instruments, vehicles and cash balances, reserve funds and book debts and all other rights and interest arising out of such property as were in the ownership / possession / power or control of the management and of all books of accounts, registers and all other documents of whatever nature relating thereto. The inventory shall be attested by the Manager or Governing Council of the Educational Agency and a copy of the same shall be delivered to the Special Officer.

(2) The Governing Council or any other person of the educational agency who prepared the inventory shall be held personally responsible for its correctness, and if it is found that he has willfully omitted to include any item in the inventory or has furnished as true, information which he knows or has reason to believe to be false, he shall be deemed to have contravened this rule and shall be liable for penalty under Section 128.

#### **5. Handing over the Properties:**

(1) The Special Officer may, by an order, require every person, under whose possession or custody or under whose control the educational institution or any part thereof any properties attached thereto, may be immediately before the taking over, to deliver to him the possession of such institution or part thereof or any properties attached thereto as the case may be, on the date specified in the order.

(2) If any such person fails to deliver the possession of the properties aforesaid within the time specified in the order or obstructs the Special Officer in taking over possession, the Special Officer shall take possession thereof with police assistance as may be necessary.

#### **6. Payment of Compensations:**

(1) As soon may be after the issue of notification under sub-section (1) of Section 67, the Special Officer shall cause statement to be prepared showing the annual income, expenditure and the average net annual surplus income of the educational institution during the period of its existence, or the period of five consecutive accounting years immediately preceding the date of vesting of management, whichever is less.

(2) Every such statement may be got verified by an auditor of the department, if the Special Officer considers it to be necessary.

(3) On the basis of the statement so prepared and verified under sub-rules (1) and (2) of these rules and after satisfying that the trust or management under which the educational institution is formed has not made any provision for the running of the institution, the Government shall pass an order determining the amount payable under sub-section (8) of Section 67 of the Act to the person interested, in the educational institution, the amount so determined shall be paid by the Special Officer in cash or in Government bonds within three months from the date of such order, either in a lump sum or in installments, not exceeding three.

(4) If there is any dispute with regard to persons claiming interest or with regard to apportionment of the amount among the persons interested, the amounts shall be deposited in the District Court.

#### **7. Requisitioning of Property of Educational Institutions:**

(1) The show cause notice under clause (a) of sub-section (2) of Section 71 of the Act shall be served in Form III.

(2) After considering the objections if any, received in response to the said show cause notice, if the Government are satisfied that there is no need to requisition the property, they may drop further proceeding in this regard.

(3) If, however the Government consider it necessary to requisition the property, they may, by an order in Form IV, requisition the property. A copy of the order shall be served on the Governing Council and other persons who are in possession of the property and shall also be affixed on the notice board or at a conspicuous place in the institution.

(4) Where the property is requisitioned, the Governing Council or other person, who is in possession of the property, shall deliver possession of the property to such Officer, person, body or local authority and within such time as the Government may specify.

(5) If any person refuses to deliver possession of the property within the time specified, or any Officer of the Revenue Department not below the rank of a Thasildar may, on a requisition made by the Officer, person, body or local authority referred in the sub-rule (4) of this rule, may summarily dispossess the person of the property in the manner provided in sub-section (1) of the Section 72 of the Act.

(6) Where the possession is taken in pursuance of the powers conferred by this rule or by sub-section (1) of Section 72 of the Act an inventory of the properties taken possession of, shall be prepared in the presence of two witnesses.

#### **8. Release from requisitioning:**

(1) Where the Government have decided to release any property requisitioned under Section 72 of the Act they may pass an order in Form V and specify the person to whom the possession of the property shall be given a copy of the order shall be served on the person to whom possession or property has been ordered to be delivered.

(2) Where any property is released from requisitioning, the property shall, as far as practicable, be given to the person from whom possession was taken at the time of requisition or to the successors in the interest of such person.

**9. Release:** Release from requisitioning and restoration of possession may be effected in the manner provided for delivery of possession of property under a decree of the Civil Court.

**10. Notice:** The notice under sub-section (2) of Section 73 of the Act shall be in Form VI.

**11. Acquisition of Property:**

(1) The show cause notice under the proviso to sub-section (1) of Section 74 of the Act shall be in Form VII.

(2) The notice of acquisition under sub-section (1) of Section 74 of the Act shall be in Form No. VIII. A copy of the notice shall be served on the Governing Council or the other persons interested.

(3) The notice under sub-rule (2) shall also specify the Special Officer or any other person for the purpose of acquiring the property and within such time as the Government may deem fit.

**12. Claims:**

(1) The Special Officer or any other authority specially authorized by the Government in this behalf shall as soon as may be, after the issue of an order of requisitioning under sub-section (1) Section 71 of the Act or notice of acquisition under sub-section (1) of Section 74 of the Act, as the case may be, serve on the Governing Council of the educational institution and other person interested in the property requisitioned or acquired requiring them to state in writing the nature of the respective interests in the property requisitioned or acquired and particularly of their respective claims on the amount payable therefore.

(2) After considering the representations if any, received in response to above notice, the Special Officer or the authority referred to in sub-rule (1) of this rule shall, after making such enquiries as deemed necessary, recommend to the Government the amount payable to the person interested in the manner provided in these rules.

**13. Rent:** In determining the rent which would have been payable for the use and occupation of the immovable property, if it had been taken on lease, the following matters shall also be considered for the purpose of sub-section (2) of Section 75 of the Act namely;

(1) In the case of immovable property other than buildings:

- (a) if reliable evidence is produced, the average of the rent fetched during the three preceding years ; or
- (b) the net income from the property where property accounts have been maintained; or
- (c) the amount of net income recognized by the relevant authority for the purpose of levy of agricultural income to, if any; or

- (d) where no proper accounts are maintained, the net income as ascertained having regard to the income of similar property, after making local inspection.
- (2) In the case of building
  - (a) the annual rental value assessed for the purpose of rates or taxes levied by a local authority.
  - (b) where there is no such assessment, the rent fixed in accordance with the principles followed for fixing fair rent by a rent controller under the law relating to rent control for the time being in force.
- (3) In the case of movable property:
  - (a) if the movable property requisitioned is a vehicle, the amount as determined at the rates provided for each kind and class of vehicle by notification published by the Government, from time to time, having regard to the prevailing market rates excluding depreciation under the Motor Vehicles Act ;
  - (b) in any other cases the amount as determined in accordance with the rates prevailing in the open market excluding depreciation on the date of requisitioning or acquisition.
- (4) While recommending the amount payable, the Special Officer or other authority as the case may be shall take into account the Government aid or grant, if any given to the educational institution and deduct the entire value of such aid or grant along with interest at bank rates thereon.
- (5) After examining the recommendation of the Special Officer or other authority the Government shall finally determine the amount payable to each person interested in the property and communicate to the persons each concerned.
- (6) Every person interested may within thirty days of the service of the notice under sub-rule (5), communicate his acceptance in writing to the Government of the amount fixed, if he accepts the amount. The Government (Special Officer) or other authorised officer shall enter into an agreement with him in Form IX with such modifications as the nature of the case may require and shall within thirty days from the date of execution of the agreement pay to such person the amount as per agreement.
- (7) If the person interested does not accept the amount fixed by the Government he may within thirty days of the service of the notice under Rule 13 (6) make an application to the Government to refer the matter to an Arbitrator, stating clearly the reasons for his disagreement with the amount fixed by the Government and that according to him, the fair amount he claims and the grounds on which such claim is based, showing also his interest in the property.

#### **14. Arbitrator:**

- (1) If the Government are satisfied that the grounds on which the claim is based are valid, they may settle the amount and enter into an agreement with the person to whom the amount is



payable. Otherwise there shall be appointed an arbitrator under clause (b) of sub-section (1) of Section 75 of the Act.

(2) As soon as practicable, after an arbitrator is appointed, the Government shall, refer the application to the arbitrator together with a report setting forth the full facts of the case, particularly regarding the nature and extent of disagreement between the Government and the persons interested, and submit all papers connected with the application.

(3) Where the person interested in the amount payable for the property requisitioned or acquired is not found or if there is no person competent to allocate the property, or if there is any dispute as to the title to receive the amount, the Government shall make a reference to the arbitrator, appointed by the Government under clause (b) of sub-section (1) of Section 75 of the Act with all records connected with the case.

(4) If no arbitrator has been appointed, the amount shall be deposited in the court of the District Judge having jurisdiction.

(5) The arbitrator shall make his award in writing setting forth the grounds for his decision and sign it. A copy of the award shall be sent to all parties to the reference.

(6) When an arbitrator is succeeded by another arbitrator before making an award, the new arbitrator may deal with the evidence taken by his predecessor as if such evidence has been taken by him and may proceed from stage at which his predecessor left it:

Provided that it shall be open to the new arbitrator, after recording the reasons therefore, to conduct the proceedings de novo.

(7) The decision as to cost of proceedings before an arbitrator and appointment thereof shall be in the discretion of the arbitrator.

(8) As soon as the arbitrator makes an award under section 75 of the Act, the Government, shall pay the amount awarded by the arbitrator to the persons interested thereto, according to the award unless the Government or the persons interested proposes to appeal to the High Court.

(9) Where the costs have ordered to be paid by the person interested, the Government shall deduct the amount of costs from the amount payable to that person.

#### **15. General:**

(1) Service of notice or order under these rules shall be made by delivering or tendering a copy thereof to the person on whom it is to be served or to his authorized agent. When such person cannot be found service may be made on any adult member of his family residing with him and if no such adult member can be found, service may be effected by affixing a copy of the notice on the outer door or some conspicuous part of the house in which the person to be served ordinarily resides or carries on business.

(2) If service cannot be effected in any of the methods aforesaid, or if the authority ordering the service thinks fit, the notice be served by sending a copy thereof by registered post to his last known address.

(3) The moneys deposited in the Court under these rules shall be dealt within the manner laid down in Sections 32 and 33 of the Act and Land Acquisition Act, 1894.

**16. Furnishing information regarding property:**

(1) The Special Officer or any other authority by order, require the Governing Council or any person in possession or custody of the properties of educational institution which is taken over or intended to be taken over which is requisitioned or acquired or intended to be requisitioned of further such information as may be required by him for performing the functions under these rules.

(2) Whoever being required to furnish information willfully omits furnishing such information or furnished as true, information which he knows or has reason to believe to be false, he shall be deemed to have contravened the provisions of these rules and shall be liable to be punished under Section 128 of the Act.

**FORM I**

[See rule 3 (1)]

**(Notice under sub-section (1) of Section 67)**

To

Whereas the Government for the reasons mentioned in the Schedule below consider that (name of the institution \_\_\_\_\_ Village \_\_\_\_\_ Taluk \_\_\_\_\_ District, is not being properly managed

And whereas, the Government are of opinion that for more effective management of the said institution in public interest it is necessary to take over its management.

Now, therefore you are hereby required to show cause within one month from the date of this notice why the management to the aforesaid institution should not be taken over by the Government.

Station:

Date :

Secretary to Government.

**SCHEDULE**

(Detailed reasons for taking over the management)

**FORM II**

[See rule 3 (3)]

**(Notification under sub-section (1) of Section 67)**

Whereas, the Government are of the opinion that in public interest and in order to secure the proper management of \_\_\_\_\_ in \_\_\_\_\_ Village \_\_\_\_\_ Taluk \_\_\_\_\_ District \_\_\_\_\_ the management of the said institution shall be taken over;

Now, therefore, in exercise of the powers conferred by sub-section (1) of Section 67 of the Karnataka Education Act, 1983, the Government of Karnataka hereby notifies that the management of the said institution and all the properties attaches thereto shall vest in the Government on and from \_\_\_\_\_ (date) until the said institution is acquired.

Under sub-section (6) of Section 67 of the said Act the Government of Karnataka hereby appoints \_\_\_\_\_ as Special Officer for the purpose of carrying on the management of the said institution for and on behalf of the Government.

Bangalore:

Date :

Secretary to Government

**FORM III**

[See rule 7 (1)]

**(Notice of Requisition under sub-section (2) of Section 71)**

Whereas the recognition permission granted to \_\_\_\_\_ school in Village \_\_\_\_\_ Taluk \_\_\_\_\_ District \_\_\_\_\_ has been withdrawn by the Government by their Order No \_\_\_\_\_ dated \_\_\_\_\_

OR

Whereas the educational institution \_\_\_\_\_ has been closed on \_\_\_\_\_ .

And whereas the Government are of opinion that the said educational institution \_\_\_\_\_ Village \_\_\_\_\_ Taluk \_\_\_\_\_ District \_\_\_\_\_ and the property mentioned in the schedule below should be requisitioned for (1) the purpose of running the institution in public interest.

Now, therefore, under clause (a) of sub-section (2) of Section 71 of the Karnataka Education Act, 1983, you are called upon to show cause within 15 days from the date of service of this notice why the property should not be requisitioned.

The Government further direct that neither the Governing Council of the institution nor any other person shall, without permission from the Government, dispose of or structurally alter, lease or in any other manner deal with the property until the expiry of three months from the date of service of this notice.

Secretary to Government.

**SCHEDULE**

To

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**FORM IV**

[See rule 7 (3)]

**(Order of Requisition under sub-section (1) of Section 71)**

Whereas the Government, after making due enquiries, consider it necessary to requisition the (Name of the institution) \_\_\_\_\_ Village \_\_\_\_\_ Taluk \_\_\_\_\_ District \_\_\_\_\_ and the properties attached thereto for (1) purpose of running the said institution in public interest;

Now, therefore, under sub-section (1) of Section 71 of the Karnataka Education Act, 1983, the Government requisition the said institution.

The Government further order the Governing Council or the person, who is in possession or custody of the properties mentioned in the schedule, shall deliver possession thereof to \_\_\_\_\_ within fifteen days of service of this notice.

Secretary to Government

To

\_\_\_\_\_  
\_\_\_\_\_

**FORM V**

[See rule 8 (1)]

**(Release from Requisition under sub-section (1) of Section 73)**

Whereas the educational institution and its property specified in the schedule below was requisitioned in Notification No. \_\_\_\_\_ dated \_\_\_\_\_

And whereas the Government have now decided that the said property be released from requisition with effect from \_\_\_\_\_

Now, therefore under sub-section (1) of Section 73 of the Karnataka Education Act, 1983 the Government hereby release the property from requisition and hereby direct that the property shall be delivered to \_\_\_\_\_ (Name)

Secretary to Government.

SCHEDULE

**FORM VI**

[See rule 10]

**(Notice under sub-section (2) of Section 73)**

Whereas the Government by their Order No. \_\_\_\_\_ dated \_\_\_\_\_ have released from requisition the educational institution (Name) \_\_\_\_\_ and the properties attached thereto mentioned in the schedule below;

And whereas the Government have directed that the properties shall be delivered to (Name) \_\_\_\_\_

And whereas the said Sri \_\_\_\_\_ cannot be found and has no agent or the person empowered to accept delivery on his behalf.

Now, therefore under sub-section (2) of Section 73 of the Karnataka Education Act, 1983, it is hereby declared that the said property is released from requisition.

Secretary to Government

**SCHEDULE****FORM VII**

[See rule 11 (1)]

**(Notice under the proviso to sub-section (1) of Section 74)**

Whereas the Government are of the opinion that it is necessary to acquire the property for public purpose connected with education, the educational institution (Name) \_\_\_\_\_ the management of which was taken over by them, which is subject to requisition as per the notification, dated \_\_\_\_\_ published at pages \_\_\_\_\_ of the Karnataka Gazette, dated \_\_\_\_\_

Now therefore under the proviso to sub-section (1) of Section 74 of the Karnataka Education Act, 1983, you are called upon to show cause within fifteen days from the date of receipt of this notice why the said institution and the property attached thereto and mentioned in the schedule below should not be acquired.

Bangalore:

Date:

To

Secretary to Government

\_\_\_\_\_  
\_\_\_\_\_

**FORM VIII**

[See rule 11 (2)]

**(Notice of Acquisition under sub-section (1) of Section 74)**

Whereas a notice under the proviso to sub-section (1) of Section 74 of the Karnataka Education Act, 1983, was issued to the persons interested calling upon them to show cause within the period of fifteen days why the educational institution and the property attached thereto specified in the schedule below should not be acquired.

And whereas the said period has expired and no cause has been shown against the said notice the causes shown against the said notice have been considered and rejected.

Now therefore, under sub-section (1) of Section 74 of the Karnataka Education Act, 1983, the Government, having been satisfied that it is necessary to do so, have decided to acquire the said property in pursuance of the said section.

The Government further order that the Governing Council or other person, who is in possession or custody of the properties shall deliver possession thereof to \_\_\_\_\_ within fifteen days of service of this notice.

Secretary to Government

**FORM IX**

[See rule 13 (6)]

Between Sri \_\_\_\_\_ son of \_\_\_\_\_ occupation \_\_\_\_\_ residing at \_\_\_\_\_ (hereinafter referred to as the person interested) on the part and the Governor of Karnataka of other part.

Whereas the educational institution and the properties attached thereto mentioned in the schedule below has been requisitioned / acquired under section 71/74 of the Karnataka Education Act, 1983.

Whereas the said property has been taken possession by the Government on the \_\_\_\_\_ day of \_\_\_\_\_

Whereas the person interested and Government have mutually agreed to settle the amount of compensation payable in respect of the said requisition / acquisition.

Now this agreement witnessed as follows:

- 1) The Government shall pay and the party interested shall accept and receive a sum of Rs. \_\_\_\_\_ in full settlement of the compensation for the properties.
- 2) The Government shall pay and the person interested shall accept and received payment of Rs. \_\_\_\_\_ per month / quarterly / half-yearly/yearly to the said requisitioned property by way of compensation with effect from \_\_\_\_\_ day of \_\_\_\_\_ so long as the Government remain in possession thereof.
- 3) The person interested shall meet and pay the revenue, rent, municipal taxes and all other dues relating to the said property.
- 4) The person interested shall indemnify the Government against any loss or damage caused due to payment of compensation to the party interested who is not entitled or exclusively entitled to the compensation in respect of any property.
- 5) Should any dispute or difference arise out of or concerning the subject matter, these presents or any covenant, cause or thing therein contained or otherwise arising out of the requisition / acquisition aforesaid, the same shall be referred to the arbitrator appointed under clause (b) of sub-section (1) of Section 75 of the Karnataka Education Act, 1983, and the decision of the arbitrator shall be conclusive and binding on the parties hereto.
- 6) All sums found due to the Government under or by virtue of these presents shall be recoverable from the parties interested jointly or severally as arrears of land revenue under the Karnataka Land Revenue Act, 1964, or in such other manner as the Government may deem fit. In witness thereof \_\_\_\_\_ party interested and \_\_\_\_\_ on



behalf of the Governor of Karnataka, have hereunto set their hands on  
this the \_\_\_\_\_ day of \_\_\_\_\_

7)

**SCHEDULE**

In the presence of witnesses:

1.

Signed by

2.

In the presence of witnesses;

1.

Signed by

2.

By order and in the name the of Governor of Karnataka,

**B.S.JAPALI**

Under Secretary to Government  
Education Department (General)

## Education Secretariat

## NOTIFICATION

No. ED 13 SES 2006, Bangalore, Dated: 17th April, 2007

Whereas, the draft of the Karnataka Educational Institutions (Change in the Governing Council or Change in the Location of Private Educational Institutions) Rules, 2006, was published as required by sub-section (1) of section 145 of the Karnataka Education Act, 1983 [Karnataka Act 1 of 1995] in Notification No. ED 13 SES 2006, dated: 29-08-2006 in Part IV-A in No. 1094 of the Karnataka Gazette Extraordinary dated: 29-08-2006 inviting objections and suggestions from the persons likely to be affected thereby:-

Whereas, the said Gazette was made available to the public on 29-08-2006 ;

Whereas, the suggestion received in this regard has been considered by the Government.

Now, therefore, in exercise of the powers conferred by sub-section [1] of Section 145 of the Karnataka Education Act, 1983 [Karnataka Act 1 of 1995], the Government of Karnataka hereby makes the following rules, namely:-

## RULES

**1. Title, application and commencement:** - (1) These rules may be called the Karnataka Educational Institutions (Change in the Governing Council or Change in the Location of Private Educational Institutions) Rules, 2006.

(2) These rules shall apply to the private educational institutions imparting primary, secondary and pre-university education.

(3) They shall come into force from the date of their publication in the Official Gazette.

**2. Definitions:** - (1) In these rules, unless the context otherwise requires,-

(a) 'Act' means the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) ;

(b) 'Section' means a section of the Act.

(c)

**3. Procedure for change in the governing council or change in the location of private educational institutions:** - (1) Applications seeking change in the governing council or change in the location of private educational institutions shall be filed in person or through registered post acknowledgement due, before the competent authority, every year in the month of October only ;

Provided that in case of extreme urgency such applications may be filed any time in the academic year.

(2) Every such application for change in the governing council or change in the location of a private educational institution specified in column (2) of the table below shall be accompanied by proof of having paid the application fee as specified in the corresponding entry in column (3) thereof. The fee shall be paid in the form of demand draft drawn not earlier than

one month prior to the date of application and in favour of the competent authority. The demand draft shall be made payable at the branch of the Bank located in the headquarters of the said authority or in the surrounding locality.

Sl. No.	Class of Private Educational Institutions	Application fee to be paid For change in the location of a private educational institution	Application fee to be paid for change in the governing council of a private educational institution
(1)	(2)	(3)	(4)
1.	Primary Schools	20,000	40,000
2.	Secondary Schools	30,000	60,000
3.	Pre-University Colleges	40,000	80,000
4.	Vocational Courses	10,000	20,000

(3) The fee received under sub-rule (2) shall not be refunded under any circumstances and it shall be credited to the consolidated fund of the State by the competent authority.

(4) Every such application shall also be accompanied by the following documents, namely:-

- Certified copy of the resolutions passed by the present governing council and the one intending take over the private educational institution with regard to the change in the governing council ;
- Certified copy of the agreement entered into between the present governing council and the one intending to take over the private educational institution, inter alia, agreeing to the transfer of the private educational institution with its assets, liabilities and staff and take over the same ;
- An undertaking by the governing council intending to take over the private educational institution to the effect that it shall provide and maintain the infrastructure and other facilities prescribed; and
- Such others documents etc., as may be specified by Government by orders and instructions issued in this behalf from time to time.

(5) The competent authority shall verify the suitability and eligibility of each application in accordance with the provisions of section 41(5) of the Act and the rules made there under including the provisions of these rules. He shall grant permission to the governing council for

the change sought or the refusal order, as the case may be, within a period of 60 days from the date of receipt of the application.

(6) The refusal order shall indicate the reasons for refusal.

**4. Conditions for change in the governing council of private educational institutions:** - (1) Every application seeking change in the governing council shall contain specific reasons in support thereof, which shall be in the public interest and in the interest of the students in providing good education and facilities.

(2) No change in the governing council shall be permitted, if the same is sought with commercial motives:

Provided that if the existing governing council is not able to provide the infrastructure and other prescribed facilities, it may seek change in the governing council, if the governing council intending to take over the private educational institution undertakes to provide and maintain the same.

(3) The governing council intending to take over the private educational institution should be financially good enough to be able to run the institution and it should be running at least one recognized primary school or high school or pre-university college.

(4) If the competent authority permits change in the governing council, a fresh application for registration and recognition shall be made as if it were a newly started institution.

(5) No change of governing council shall be permissible more than once.

(6) The governing council taking over the institution shall continue with the students existing under the governing council transferring the institution. The staff appointed as per the staffing pattern, who are existing under the governing council transferring the institution, shall be continued by the governing council taking over the institution.

**5. Conditions for change in the location of the private educational institutions:-** (1) No Change in the location of a private educational institution located within the limits of an urban agglomeration, city corporation, city municipal council, town municipal council, town panchayat shall be permitted beyond the limits of such urban agglomeration or city corporation or city municipal council or town municipal council or town panchayat, as the case may be:

Provided that change in the location of a private educational institution may be permitted from a place in one gram panchayat area, where it is located, to another place either within the same gram panchayat area or some other gram panchayat area, which does not fall within the limits of any urban agglomeration.

(2) Change of location shall be permitted by the competent authority only if the governing council has provided all the facilities prescribed at the new location.

(3) Ordinarily, change in the location of the institution shall not be permitted more than once.

(4) The governing council shall ensure that no inconvenience is caused to the students in case change in location is permitted.

(5) If the competent authority permits change in the location, a fresh application for registration and recognition shall be made as if it were a newly started institution.

By order and in the name of the Governor of Karnataka,

**SIDDALINGAIAH**

Under Secretary to Government,

Education Department

**EDUCATION SECRETARIAT  
NOTIFICATION**

**No. ED 79 VIVIDA 2003 (P), Bangalore, Dated : 24<sup>th</sup> October 2007**

Whereas the draft of the Karnataka Educational Institutions (Powers and Functions of Managing Committee and Powers and Duties of Secretary) Rules, 2007 published as required by Sub-section (1) of section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) in Notification No. ED 79 VIVIDA 2003(p), dated:13<sup>th</sup> June 2007 in Part IV-A of the Karnataka Gazette dated:9<sup>th</sup> August 2007 inviting objections and suggestions from persons likely to be affected thereby.

Whereas the said gazette was made available for the public on 9-8-2007.

And whereas no objections:suggestions have been received in this regard by the State Government.

Now, therefore, in exercise of the powers conferred by Sub-section (1) of Section 145 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) The Government of Karnataka hereby makes the following rules namely:

1. Title and Commencement: (1) These rules may be called the Karnataka Educational Institutions (Powers and Functions of Managing Committee and Powers and Duties of Secretary) Rules, 2007.

(2) They shall come into force from the date of their publication in the official gazette.

2. Definitions : In these rules unless the context otherwise requires:

(a) 'Act' means the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995)

(b) 'Institution' means a Private Educational Institution

(c) 'Section' means a Section of the Act.

3. Powers and Functions of the Managing Committee :

(i) powers of the managing committee : (1) The Management Committee shall exercise the following powers namely:

(a) appoint, as and when necessary the requisite number of teaching, non-teaching and contingent staff;

(b) carry on the general administration of the private educational institutions:

(c) appoint teachers and other employees of the private educational institutions except the head;

(d) take disciplinary action against the teachers and other employees except the head of the institution;

(e) supervise and control the employees of the institutions:and

(f) any other matters which may be prescribed;

(g) exercise such other powers, as it deems necessary to carry out the object of the institution subject to the provisions of the Act and the Rules made there under and orders, notifications issued in this behalf.

(2) The terms and conditions on which the staff may be appointed by the Managing Committee on deputation shall normally be in conformity with general orders issued from time to time in this behalf. The deputation allowance and contributions towards leave salary and pension and other allowances allowed to staff taken on deputation by the institution shall be met from the funds of the institution.

(3) The Managing Committee shall also have power to appoint or re-employ persons who have retired from the Government Service or autonomous bodies or from the institution itself, to any of the posts on terms and conditions as may be fixed by the Managing Committee in each case on its merits.

(II) Function of Managing Committee: The management Committee shall perform the following functions, namely:

- (i) To carry on the general administration of the Institution;
- (ii) To adhere to the Provisions of the Act, Rules, etc.,;
- (iii) To safeguard and to administer the welfare of the institution and students;
- (iv) To follow the instructions given by the Government and the concerned Departments;
- (v) Such other functions as are necessary to carryout the objects of the instruction.

4. Powers and Duties of Secretary: (1) The Secretary shall subject to the general superintendence and control of the Managing Committee, exercise the following powers of control and supervision over the employees under the Managing Committee,-

(i) to sanction all kinds of leave to the employees of the institutions under the Managing Committee;

(ii) to sanction casual leave to the heads of the institution;

(iii) to exercise such other powers and duties as may be entrusted to him by the Managing Committee;

(2) It shall be the duty of the Secretary:

(i) to issue notices convening meetings of the Managing Committee and its Committees as directed by the Managing Committee and to keep accurate and clear minutes and reports of all such meetings;

(ii) to act as Secretary of all the Committees of the Managing Committee and to attend and participate in the discussion at the meetings of such Committees and supply such information and answer such questions as may be called for or put at such meetings;

(iii) to be custodian of the common seal, buildings, records, library and such other properties, movable and immovable, vesting in held by or under the control of the Managing Committee and to arrange for the maintenance of proper inventory and be responsible for the proper custody, maintenance and safety of the same;

(iv) to conduct all correspondence of the managing Committee under the authority of the Managing Committee on the letter head of the concerned institution;

(v) to take action on the minutes and reports of the Managing Committee and its Committees, whenever necessary, subject to any directions given by the Managing Committee;

(vi) to carry out the direction issued or work entrusted by the Managing Committee;

(3) The Secretary may delegate any of the powers and duties to the other officers of the institution with the prior approval of the Managing Committee.

By order and in the name of the President of India

P.R.1288

**S.M NANDAKUMAR**

Under Secretary to Government,  
Education Department (General)



**EDUCATION SECRETARIAT**

No ED 68 AAV 96

Karnataka Government secretariat  
Multi storeyed Building,  
Bangalore, dated 30.6.1997

In exercise of the powers conferred by clause (31) of section 2 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby authorises officers specified in column (3) and (4) of the Table below to reform the functions and discharge the duties of the registering authority for the purpose specified in the respective columns.

**TABLE**

Sl No.	Class of Educational Institution	Registering authority for the purpose of receiving applications for registration	Registering authority for all other purposes and the provisions of the Act noted below
1	2	3	4
<b>A.</b>	<b>For educational Institutions seeking fresh registration under Section 31 and for ungradation under Section 32</b>		
1	Pre-primary Institution	Block Education Officer in the concerned Block for the Block	Block Education Officer in the concerned Block
2	Lower Primary Schools (Standards I to IV) other than English medium.	Block Education Officer in the concerned Block for the Block.	Block Education Officer in the concerned Block.
3	Lower Primary Schools (Standards 1 to IV) English medium	Deputy Director of Public Instruction of the concerned District for the District.	Director of Public Instruction (Primary)
4	Upper Primary School (Standards V to VII) other than English medium	Block Educational Officer of concerned Block for the Block.	Director of Public Instruction (Primary)
5	Upper Primary Schools (Standards V to VII) English medium.	Deputy Director of Public Instruction of concerned District for the District.	Director of Public Instruction (Primary)
6	Secondary Schools (Standards VIII to X) (for all medium)	Deputy Director of Public Instruction of concerned District for the District.	Director of Public Instruction.

Sl No.	Class of Educational Institution	Registering authority for the purpose of receiving applications for registration	Registering authority for all other purposes and the provisions of the Act noted below
1	2	3	4
<b>B.</b>	<b>For existing recognised educational institutions seeking registration under Section 33</b>		
1	Pre-Primary Instruction	Block Educational officer concerned	Block Education Officer concerned.
2	Low Primary School (All medium)	Block Educational officer concerned	Block Education Officer concerned.
3	Upper Primary School (Kannada medium)	Block Educational Officer concerned.	Block Educational Officer concerned.
4	Upper Primary School (other than Kannada medium)	Block Educational officer concerned.	Deputy Director of Public Instruction of the District concerned.
5	Secondary Schools	Block Educational Officer concerned.	Deputy Director of Public Instruction of the District concerned.

By Order and in the name of the  
Governor of Karnataka,

**H.A. PRAMILA**  
Under Secretary to Government,  
Education Department.

**EDUCATION SECRETARIAT****Notification No. ED 89 VIVIDHA 98 (1) Bangalore, Dated: 17th August 1998.**

In exercise of the powers conferred by section 143 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the State Government here by and under the Karnataka Educational Institutions (Appellate Authority) Rules, 1998 in respect of the Departments specified in column (2) of the Table below to the officers specified in the corresponding entries in column (3) thereof.

**TABLE**

Sl. No.	Department	Officers
1	2	3
1.	Commissioner of public Instruction	Secretary to Government-II Education Department.
2.	Director of Pre-University Education	Additional Secretary to Government Education Department.

By Order and in the name of the Governor  
of Karnataka,

**M.S. ASWATHANARAYANA RAO,**  
Deputy Secretary to Government,  
Education Department.

817-S.O. 1019

**Notification No. ED 89 VIVIDA 98 (II) Bangalore, dated 17th August 1998**

In exercise of the powers conferred by section 143 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the State Government hereby delegates all the powers exercisable by it under section 131 of the said Act in respect of the Departments specified in column (2) of the Table below to the officers specified in the corresponding entries in column (3) thereof.

**TABLE**

Sl. No.	Department	Officers
1	2	3
1.	Primary Education	
2.	Secondary Education	
3.	Vocational Education	Secretary to Government-II
4.	State Educational Research and Training	Education Department

Sl. No.	Department	Officers
1	2	3
5.	Public Instruction (Minority)	
6.	Director of Pre-University Education	Additional Secretary to Government, Education Department

By Order and in the name of the Governor of  
Karnataka,

**M.S. ASWATHANARAYANA RAO,**  
Deputy Secretary to Government,  
Education Department.

818-S.O. 1020

**NOTIFICATION**

**No. ED 90 VIVIDA 98 Bangalore, Dated 17th August 1998.**

In exercise of the powers conferred by section 143 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the State Government hereby delegates all the powers exercisable by it under section 130 and 131 of the said Act and under the Karnataka Educational Institutions (Appellate Authorities) Rules, 1998, in respect of the Departments of collegiate Education and Technical Education to the Secretary to Government-I, Education Department, Karnataka Government Secretariat.

By Order and in the name of the Governor of  
Karnataka,

**M.S. ASWATHANARAYANA RAO,**  
Deputy Secretary to Government,  
Education Department.

819-S.O. 1021

**EDUCATION SECRETARIAT**

No: ED 83 VIVIDHA 98

Karnataka government Secretariat,  
M.S. Building,  
Bangalore, Dated: 27-8-1998.

**NOTIFICATION**

In exercise of the powers conferred by clause (7) of section 2 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby authorise the officers specified in column (2) of the Table below to perform the functions and discharge the duties of the competent authority for the purpose of sub-section (1) of section 51 of the said Act, in respect of Educational Institutions specified in corresponding entries in column (3) thereof.

**TABLE**

Sl.No.	Competent Authority	Category of Institutions
1	2	3
1.	Deputy Director of public Instruction of the District.	pre-primary primary, Secondary and High Schools.
2.	Deputy Director of pre-University Education of the District.	Pre-University College/ Junior College.

By Order and in the name of the  
Governor of Karnataka,

**P.N.KULKARNI**

Under Secretary to Government,  
Education Department (General)

**EDUCATION SECRETARIAT**

ED 58 VIVIDHA 98

Karnataka Government Secretariat,  
Multi storeyed Building,  
Bangalore, Dated:18-10-98.

**NOTIFICATION**

In exercise of the powers conferred by clause (7) of section 2 the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby authorises the officers Specified in column (2) of the Table below to perform the functions and discharge the duties of competent authority for the purpose of sub-section (1) and (2) of sanction 98 of the said Act in respect of Educational Institutions specified in corresponding entries in column (3) of the Table within their respective jurisdiction.

1. Director of Public Instruction (Primary Education)	Private, Aided Primary Schools (Stds I to IV or V to VII or I to VII as the case may be)
2. Director of Public Instruction (Secondary Education)	Private, Aided Secondary Schools (Stds VIII to IX) (including High School sections in composite Pre-University Colleges.
3. Director of Public Instructions (Secondary Education)	Private, Aided CPED institutions
4. Director of Public Instruction (Research and Training)	Private, Aided Teachers Training Institutions.
5. Director of Public Instruction (Research & Training)	Private, Aided B.Ed., Colleges
6. Director of Pre-University Education	Private, Aided Pre- University Colleges.
7. Director of Collegiate Education	Private, Aided First Grade Colleges.
8. Director of Technical Education	Private, Aided Engineering colleges.
9. Director of Technical Education.	Private, Aided polytechnic Institutions.
10. Director of Technical Education	Private, Aided Industrial Training Institutions.

The Competent authority as specified in column (2) of the above table shall record the following clauses as pre condition to the appointment while issuing the appointment order as per provisions of section 98 (2) above:

- 1) The candidates appointed shall occupy the last place in the seniority list of the cadre to which he is appointed in the new school.
- 2) The candidate appointed shall be eligible to count his service in the retrenched school for purpose of pay, leave and pension in his new appointment.

By Order and in the name of the Governor  
of Karnataka,

**K.S.GURUDEVAPPA**  
Under Secretary to Govt.,  
Education Department (General).



**EDUCATION SECRETARIAT**

ED 138 VIVIDHA 98

Karnataka Government Secretariat,  
Multi storeyed Building,  
Bangalore, Dated:09-02-1999.

**NOTIFICATION**

In exercise of the powers conferred by sub-section (2) of section 134 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby authorises the officers Specified in column (2) of the Table below, for the purpose of said sub-section within their respective Jurisdiction in respect of the category of Institutions Specified in column (3) thereof.

**TABLE**

Sl.No.	Officers	Category of Institutions
1	2	3
1.	Any Officer not below the rank of Inspector of Schools in the Department of Public Instruction.	Primary Schools
2.	Any Officer not below the rank of Block Education Officer in the Department of Public Instruction.	High Schools including High School Sections of the Composite Pre-university/ Junior Colleges.
3.	Any Officer not below the rank of Deputy Director or Pre-University Education.	Pre-University/Junior

By Order and in the name of the Governor of  
Karnataka,

**K.B.GURUDEVAPPA**

Under secretary to Government  
Education Department (General)

Published in the Karnataka Gazette Part IV section 2c(ii) Extraordinarily No 158 dated 16.2.1999.

**EDUCATION SECRETARIAT**

No: ED 146 VIVIDHA 98

Karnataka government Secretariat,  
Multistoried Building,  
Bangalore, Dated: 25-2-1999.**NOTIFICATION**

In exercise of the powers conferred by clause (7) of Section 2 of the Karnataka Education Act, 1993 (Karnataka Act 1 of 1995), the Government of Karnataka hereby authorise the officers specified in column (2) of the Table below to perform the functions and discharge the duties of the competent authority for the purpose of proviso to sub-section (3) of section 92 in respect of Educational Institutions specified in the corresponding entries in column (3) of the Table and following within their respective jurisdiction.

**TABLE**

Sl.No.	Competent Authority	Category of Institutions
1	2	3
1.	Director of primary Education	Pre-Primary and Primary Schools.
2.	Director of Secondary Education	Secondary/High Schools, C.P.E.D. Institutions colleges of Physical Education.
3.	Director of Pre-University education.	Pre-University Colleges/ Junior Colleges.
4.	Director of Collegiate Education.	Colleges under the control of Department of Collegiate Education.
5.	Director of Technical Education.	Engineering Colleges, Polytechnics And Fine Arts Colleges.
6.	Director of Vocational Education.	Institutions running Vocational Courses.
7.	Director of State Educational Research and Training	Teachers Training Institutions (TCH) Institutions), Colleges of Education.

By Order and in the name of the Governor of  
Karnataka,

**P.N.KULKARNI**

Under Secretary to Government,  
Education Department (General)

**EDUCATION SECRETARIAT****NOTIFICATION****No. ED 137 VIVIDA 98, Bangalore, Dated 19th May 1999**

In exercise of the powers conferred by clause (7) of section 2 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby authorises officers specified in column (4) of the table below to be the competent authorities to perform the functions and discharge duties of the competent authority within their respective jurisdiction, for the purpose of sections specified in corresponding entries in column (2), in respect of the category of educational institutions specified in column (3) thereof, namely:-

**TABLE**

Sl. No.	Section	Name of the officer/ Authority	Category of Educational Institutions
1	2	3	4
1.	Sub-section (1) of Section 22	Director, Karnataka Secondary Education Examination Board	High Schools
		Director, SERT	T.C.H. Institutions
		Director of Pre-University Education	Pre-University Colleges/ Junior Colleges
2.	Clause (b) of section (2) of Section 31 and Section 34	Director of Public Instruction (Primary Education)	Pre-Primary and Primary Schools
		Director of Public Instruction (Secondary Education)	Secondary and High Schools
		Director of Pre-University Education	Pre-University Colleges/ Junior Colleges
		Director of Collegiate Education	Colleges Under the control of Department of Collegiate Education
		Director of Technical Education	Engineering Colleges, Polytechnics and Fine Arts Colleges
		Director of Vocational Education	Institutions running Vocational Courses
		Director, State Educational Research and Training	Teachers Training Institutions (TECH. Institutions)
		CPED Institutions, Colleges of Education, Colleges of Physical Education	

Sl. No.	Section	Name of the officer/ Authority	Category of Educational Institutions
1	2	3	4
3. Section 36 and 38		Block Education Officer Schools	Pre-Primary and Primary
		Deputy Director of Public Instruction	Secondary/High Schools
		Deputy Director of Pre- University Education	Pre-University Colleges/ Junior Colleges
4. Section 39		Deputy Director of Public Instruction	Pre-Primary and Primary Schools
		Director of Public Instruction (Secondary Education)	Secondary/High Schools
		Deirctor of Pre-University Education	Pre-University Colleges/ Junior Colleges
5. Section 137		Deputy Director of Public Instruction	Pre-Primary and Primary, Secondary/High Schools
		Regional Joint Director of Education	Degree Colleges
		Director of Technical Education Junior Technical Schools	Engineering Colleges Poly- technics, Fine Arts Colleges
		Deputy Director of Pre- University Education	Pre-University Colleges/ junior Colleges
		Director, Urdu and Other Minority language Schools other Minorities Language	Urdu, Arabic, Hindi, Sanskrit, Tamil, Telugu and Institutions

By Order and in the name of the Governor of  
Karnataka,  
**M.S. ASWATHANARAYANA RAO,**  
Deputy Secretariat-1,  
Education Department.

ಉಡುಪಿ ಜಿಲ್ಲಾ ಶಾಲಾ ಇಲಾಖೆ

»(ಶಿಕ್ಷಣ ಸಂಶೋಧನೆ) (Corrigendum)

ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007

ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007  
 ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007  
 ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007

ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007  
 ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007  
 ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007

ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007  
 ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007  
 ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007

ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007  
 ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007  
 ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007

ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007

ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007

ಶಾಲಾ ಶಿಕ್ಷಣ 3 ಆಯ್ಕೆ 2006, 1998 ರಲ್ಲಿ, -1998 ರಲ್ಲಿ 24/06/2007

**EDUCATION SECRETARIAT****No.ED 52 ViViDa 99, Bangalore, dated: 2-2-2000****NOTIFICATION-I**

In exercise of the powers conferred by clause (7) of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby authorises the officers specified in column (3) of the table below to perform the functions and discharges the duties of the Competent Authority for the purposes of sections 87 to 101 of the said Act, read with the provisions of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in Private Aided Primary and Secondary Educational Institutions) Rules, 1999 and specified in the corresponding entries in column (2) thereof.

**TABLE**

Sl.No.	Rule	Officers
(1)	(2)	(3)
1.	Rule-6 - Constitution of selection Committee	DDPI of the District
2.	Rule-9 - Resignation	DDPI of the District
3.	Rule-10 - Retrenchment	DDPI of the District
4.	Rule-11(1) Procedure to be followed by (2)(3)(4)(5) - Competent Authority under Section-98	DDPI of the District
5.	Rule-11(6) - Procedure to be followed by Competent Authority under Section-98	DPI(Primary) in respect of Primary Schools.  DPI(Secondary) in respect of Secondary Schools.
6.	Rule-12 - Transfer of employees from one aided institution to another aided institution. DPI(Secondary) in respect of Secondary Schools.	DPI(Primary) in respect of Primary Schools.
7.	Rule-13 - Closure of institutions Schools.	DPI(Primary) in respect of Primary  DPI(Secondary) in respect of Secondary Schools.

Sl.No. (1)	Rule (2)	Officers (3)
8.	Rule-14 - Nature of penalties - suspension	DDPI of the District in respect of Primary  JDPI of the concerned Division in respect of Secondary Schools.
9.	Rule-17 - Subsistence allowance during suspension	DDPI of the District in respect of Primary Schools.  JDPI of the concerned Division in respect of Secondary Schools.
10.	Rule-3 Annexure-1 - Qualification and condition of service of employees- procedure of selection of candidates.	DDPI of the District in respect of Primary Schools.  JDPI of the concerned Division in respect of Secondary Schools.

By order and in the name of the  
Governor of Karnataka,

**(H.S.Venkateshaiah)**  
Under Secretary to Government,  
Education Department (General)

#### EDUCATION SECRETARIAT

**No.ED 52 ViViDa 99, Bangalore, dated: 2-2-2000**

#### NOTIFICATION-II

In exercise of the powers conferred by section 143 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby delegate the powers exercisable by it under section 53 of the said Act, to the Deputy Directors of Public Instruction of the concerned district and they shall exercise the said powers within their respective jurisdiction.

By order and in the name of the  
Governor of Karnataka,

**(H.S.Venkateshaiah)**  
Under Secretary to Government,  
Education Department (General)





**EDUCATION SECRETARIAT  
NOTIFICATION**

**No. ED 145 ViVida 98, Bangalore, dated: 15th March, 2001**

In exercise of the powers conferred by clause (7) of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby authorises the officers specified in column (3) of the table below to perform the functions and discharge the duties of the competent authority for the purpose of section 107 of the said Act in respect of the institutions specified in column (2) there of:

Sl. No.	Category of Educational Institutions	Officers
1	Primary Schools	Director of Public Instruction (Primary)
2	Secondary Schools	Director of Public Instruction (Secondary)
3	TCH, CPED, B.Ed. Colleges	Director of Public Instruction (State Education Research and Training)
4	P.U. Colleges	Joint Director (Administration) Directors of Pre-University Education
5	Degree Colleges and Law Colleges	Director of Collegiate Education
6	Sanskrit, Urdu & other Minority language schools	Director (Urdu & other Minority language)
7	Engineering colleges, Polytechnics, Junior Technical schools.	Chief Administrative Officer in the office of Director of Technical Education

By Order and in the name of the Governor of Karnataka,

**K.S. Gopalakrishna**

Under Secretary to Government,  
Education Department (General)

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A 3x10 grid of squares. The top row has a tilde (~) above the 2nd and 4th squares, and a dot (•) below the 1st and 4th squares. The middle row has a double dot (••) below the 7th square, a single dot (•) below the 9th square, and a dot (•) below the 10th square. The bottom row has a dot (•) below the 2nd square, a dot (•) below the 7th square, and a tilde (~) above the 10th square, which also has a dot (•) below it.

**EDUCATION SECRETARIAT****NOTIFICATION- I****<sup>1</sup>[No. ED 6 ViVida 2001. Bangalore, dated: 11-10-2001]<sup>1</sup>**

In exercise of the powers conferred by clause (7) of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995 ) the Government of Karnataka hereby authorises the officers specified in column (3) of the table below to perform the functions and discharges the duties of the Competent Authority for the purposes of sections 87 to 101 of the said Act, read with the provisions of the Karnataka Educational Institutions (Recruitment and terms and conditions of service of employees in private aided College of Education and Teachers Training Institutes) Rules, 2000 and specified in the corresponding entries in column (2) thereof.

**TABLE**

Sl. No.	Rule	Officers
1	2	3
1	Rule-6- Constitution of selection Committee	Director of Public Instruction (R&T)
2	Rule-9- Resignation	Director of Public Instruction (R&T)
3	Rule-10- Retrenchment	Director of Public Instruction (R&T)
4	Rule-11(1)- Procedure to be followed by (2)(3)(4)(5)- Competent Authority under Section-98	Director of Public Instruction (R&T)
5	Rule-11(6)- Procedure to be followed by Competent Authority under Section-98	Director of Public Instruction (R&T)
6	Rule-12- Transfer of employees from one aided Institution to another aided institution.	Director of Public Instruction (R&T)
7	Rule-13- Closure of institutions	Director of Public Instruction (R&T)
8	Rule-14- Nature of penalties- suspension	Director of Public Instruction (R&T)
9	Rule-17- Subsistence allowance during suspension	Director of Public Instruction (R&T)

10	Rule-3- Annexure-I – Qualification and condition of service of employees- procedure of selection of candidates.	Director of Public Instruction (R&T)
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By Order and in the name of the Governor of  
Karnataka.

**K.G.HIREMATH**

Under Secretary to Government,(Incharge)  
Education Department(General).

1. Published in the Karnataka Gazette Part IV-A Extraordinary No. 1810, Dated 12-10-2001.

### **EDUCATION SECRETARIAT**

#### **NOTIFICATION-II**

**<sup>1</sup>[No. ED 6 ViVida 2001. Bangalore, dated: 11-10-2001]<sup>1</sup>**

In exercise of the powers conferred by section 143 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby delegate the powers exercisable by it under section 53 of the said Act, to the Director of Public Instruction (R & T) and he shall exercise the said powers.

By Order and in the name of  
the Governor of Karnataka.

**K.G.HIREMATH**

Under Secretary to Government,(Incharge)  
Education Department(General).

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1. Published in the Karnataka Gazette Part IV-A Extraordinary No. 1810, Dated 12-10-2001.

**Education Secretariat****No. ED 54 VIVIDA 2005, Bangalore, dated 2<sup>nd</sup> December, 2006****NOTIFICATION**

In exercise of the powers conferred by Section 143 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) and in supersession of the Notification No.II ED 54 VIVIDA 2005, dated 22<sup>nd</sup> November, 2005 published in the Karnataka Gazette Extra-ordinary Part-IV-A No. 2048 dated: 23.11.2005, the Government of Karnataka hereby delegates all the powers exercisable by it under Sections 130 and 131 of the said Act read with rule 3 of the Karnataka Educational Institutions (Appeal, Revision and Review) Rules, 1998 in respect of the matters specified in column (2) of the Table 1 and 2 below to the officers specified in the corresponding entries in column (3) there of :-

**I. Delegation of powers exercisable by Government under section 130 ibid.****T A B L E - 1**

<b>Sl. No.</b>	<b>Category of Educational Institutions)</b>	<b>Officers to whom the powers are delegated</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>
1.	Pre-University Colleges, (Junior Colleges)	Joint Secretary to Government-I (Primary and Secondary Education), Education Department.

**II. Delegation of powers exercisable by Government under section 131 ibid.****T A B L E - 2**

<b>Sl. No.</b>	<b>Category of Educational Institutions)</b>	<b>Officers to whom the powers are delegated</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>
1.	Pre Primary, Primary and Secondary Schools.	Additional Secretary to Government-2, (Primary and Secondary Education),

Sl. No.	Category of Educational Institutions)	Officers to whom the powers are delegated
		Education Department.
2.	Pre-University Colleges, Junior Colleges and Institutions running Vocational courses.	Secretary to Government (Primary and Secondary Education), Education Department.
3.	Urdu and other Minority language schools, including Hindi Vidyalayas, Arabic Marasas and Sanskrit Pathashalas, in the state, which come under the purview of the Director, Urdu and other Minority language schools. Department of Public Instruction, Bangalore.	Additional Secretary to Government-2, (Primary and Secondary Education), Education Department.
4.	Teacher Training Institutions offering D.Ed, and D.P.Ed courses, Colleges of Education and Colleges of Physical Education.	Secretary to Government (Primary and Secondary Education), Education Department.
5.	Arabic Colleges and Sanskrit Colleges.	Additional Secretary to Government –2, (Primary and Secondary Education), Education Department.

2. The Secretary to Government (Primary and Secondary Education), Education Department, shall be the competent Authority to exercise the powers vested in Government under section 133 *ibid*.

3. All the proceedings pending in respect of pre primary, primary and secondary schools, Urdu and other Minority language schools, including Hindi Vidyalayas, Arabic Madrasas and Sanskrit Pathashalas, in the State, which come under the purview of the Director, Urdu and other Minority language schools, Department of Public Instruction, Arabic colleges and Sanskrit Colleges, specified in Column (2) of Table – 2 above, on the date of this notification, before the Secretary to Government (Primary and Secondary Education), Education Department shall stand transferred to the Additional Secretary to Government –2 (Primary and Secondary Education), Education Department, who shall dispose of them as if they were filed before him.

By Order and in the name of the Governor of  
Karnataka,

**B.S.JAPALI**

Under Secretary to Government,

## Education Department (General)

**EDUCATION SECRETARIAT  
NOTIFICATION**

**ED 09 VIVIDA 2007, Bangalore, Dated: 29<sup>th</sup> March 2007**

In the exercise of the powers conferred by Section 143 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) and in super session of the Notification No II ED 54 VIVIDA 2005, dated 2nd December 2006, published in the Karnataka Gazette extra-ordinary part-IV-A No 689 dated :5.12.2006 the Government of Karnataka hereby delegates all the powers exercisable by it under Section 130 and 131 of the said Act read with rule 3 of the Karnataka Educational Institutions (Appeal Revision and Review) Rules, 1998 in respect of the matters specified in column (2) of the Table 1 and 2 below to the officers specified in the corresponding entires in column (3) thereof:

**I Delegation of powers exerciable by Government under section 130 ibid**

**TABLE-1**

<b>SL. No.</b>	<b>Category of Educational Institutions</b>	<b>Officers to whom the powers are delegated</b>
<b>1</b>	<b>2</b>	<b>3</b>
1	Pre-University Colleges (Junior Colleges)	Additional Secretary to Government (Primary and Secondary Education) Education Department

**II Delegation of powers exerciable by Government under section 131 ibid**

**TABLE-2**

<b>SL. No.</b>	<b>Category of Educational Institutions</b>	<b>Officers to whom the powers are delegated</b>
<b>1</b>	<b>2</b>	<b>3</b>
1	Pre-University Coleges, Junior Colleges and Institutions running Vocational courses	Secretary to Government (Primary and Secondary Education), Education Department.
2	Teacher Training Institutions offering D.Ed, and	Secretary to Government (Primary

	D.P, E.D courses, Colleges of Educations and Colleges of Physical Education	and Secondary Education) Education Department.
3	Pre Primary, Primary and Secondary Schools	Additional Secretary to Government (Primary and Secondary Education), Education Department.
4	Urdu and other Minority language schools including Hind Vidyalayas, Arabic Marasas and Sanskrit Pathashalas, in the state, which come under the purview of the Director, Urdu and other Minority language schools Department of Public Instruction, Bangalore.	Additional Secretary to Government, (Primary and Secondary Education), Education Department.
5	Arabic Colleges and Sanskrit Colleges.	Additional Secretary to Government, (Primary and Secondary Education), Education Department.

2. The Secretary to Government (Primary and Secondary Education), Education Department shall be the competent Authority to exercise the powers vested in Government under section 33

3. All the proceedings pending in respect of pre primary and secondary schools, Urdu and other Minority Language schools including Hindi Vidyalayas, Arabic Madrasa and Sankrit Pathashalas, in the State which come under the purview of the Director, Urdu and other Minority language Schools, Department of public Instruction Arabic colleges and Sanskrit Colleges ,specified in Column (2) of Table-2 above on the date of this notification, before the secretary to Government (Primary and Secondary Education)., Education Department shall stand transferred to the Additional Secretary to Government (Primary and Secondary Education), Education Department, who shall dispose of them as if they were filled before him

By Order and in the name of the Governor of  
Karnataka

P.R. 432

**S.M. NANDAKUMAR**

Under Secretary to Government  
Education Department (General)



**EDUCATION SECRETARIAT  
NOTIFICATION**

**No. ED 41 SEP 2007, Bangalore, Dated: 7<sup>th</sup> April 2007**

In exercise of the Powers conferred by the Section 143 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995), the Government of Karnataka hereby delegates the powers exercisable by it under section 67 of the said Act, to the Commissioner for Public Instruction concerned in respect of the institutions within their respective jurisdiction.

Provided that in case of an educational institution imparting education in the Jurisdiction of more than one Commissioner for Public Instruction, the said powers, in so far as such educational institutions are concerned, shall be exercised by the Commissioner for Public Instruction, Bangalore.

By Order and in the name of the Governor of  
Karnataka

**SIDDALINGAIAH**

Under Secretary to Government  
Education Department

P.R. 451

**EDUCATION SECRETARIAT****NOTIFICATION - I**

No. ED 261 SES 2007, Bangalore, dated 3<sup>rd</sup> December, 2007

In exercise of the powers conferred by clause (7) of section 2 of the Karnataka Education Act, 1983 (Karnataka Act 1 of 1995) the Government of Karnataka hereby authorizes the officers specified in column (2) of the Table below, to perform the functions and discharge the duties of the competent authority within their respective jurisdiction for the purpose of sub-section (5) of section 41 of the said Act and for the purpose of the Karnataka Educational Institutions (Change in the Governing Council or Change in the Location of Private Educational Institutions) Rules, 2006 in respect of the category of institutions specified in the corresponding entries in column (3) thereof, namely:-

**TABLE**

<b>Sl. No.</b>	<b>Competent Authority to permit change in the Governing Council of the institution or change in the location of the institution</b>	<b>Category of institutions</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>
1.	Commissioner for Public Instruction or Additional Commissioner for Public Instruction as the case may be.	Institutions, imparting Pre-primary, Primary and Secondary Education within their respective jurisdiction.

Provided that in case of a private educational institutions having schools in the jurisdiction of more than one Commissioner for Public Instruction or Additional Commissioner for Public Instruction as the case may be, in so far as such private education institution in

concerned the said powers, shall be exercised by the competent authority, in whose jurisdiction majority of the schools belonging to a private educational institution are located.

By order and in the name of the President of India,

**Swarnalatha M. Bhandare**

Under Secretary to Government

Education Department.