



Application Acknowledgment

Date: 26/05/2026

Dear sh,

Thank you for using ServicePlus.

Your application for Application for Administrative Recognition under section 5 and 6 of the Assam Non-Govt. Educational Institutions - Secondary Education has been successfully submitted to Inspector of Schools(DISTRICT- HOJAI), ASSAM.

Application Summary

Application Reference Number is DSE-RECOG/2026/00058

The service will be delivered on or before .

List of Enclosures with Application

Type of document(s)	Document(s) Attached
In case of lease holder the copy of the lease documents	In case of lease holder the copy of the lease documents
Copy of order of Prior permission	Copy of order of Prior permission
Copy of order of Provisional Registration	Copy of order of Provisional Registration
Scheme of Management as required under section 14 of the Act	Scheme of Management in conformity with the section 14 of the Act and Rule 16 of the Rules
Land Possession Certificate from competent authority	Land Possession Certificate from competent authority
Copies of audited accounts for last 3 years are to be enclosed	Copies of audited accounts for last 3 years are to be enclosed
Trust/Society/Foundation/Individual/Group of Individuals (Registered Trust Deed/Society Registration Certificate/Registered Agreement for Foundation to be submitted)	Trust/Society/Foundation/Individual/Group of Individuals (Registered Trust Deed/Society Registration Certificate/Registered Agreement for Foundation to be submitted)
Copy of the prior permission order	Copy of the prior permission order
Copy of document showing no and date of recognition from Govt or Affiliating Body	Copy of document showing no and date of recognition from Govt or Affiliating Body
Fee Fixation Order issued by the Fee Regulatory Committee for last 3 years	Fee Fixation Order issued by the Fee Regulatory Committee for last 3 years

Copy of trace map indicating dag number and patta number from the competent authority	Copy of trace map indicating dag number and patta number from the competent authority
UBIN Certificate	Copy of UBIN (Unique Business Identification Number) Certificate
Fire Safety Certificate (from the competent authority)	Fire Safety Certificate (from the competent authority)
Particulars of the Qualified teachers (duly signed by the School Authority)	Particulars of the Qualified teachers (duly signed by the School Authority)
Student Rule Book	Student Rule Book
Copy of Jamabandi	Copy of Jamabandi
Class wise enrolment and result	Class wise enrolment and result
Building Completion Certificate from the competent authority	Building Completion Certificate from the competent authority
List of Managing Committee (duly signed by the School Authority)	List of Managing Committee (duly signed by the School Authority)
Photograph of the school/institution building showing drinking water facility/toilet facility	Photograph of the school/institution building showing drinking water facility/toilet facility

Service Designated Officer:

Name: DA and SD

Address:

Email: vibzdeori@gmail.com

Phone No.:

Regards

ServicePlus