

Renewal Process For Uchcha Madhyamik

(Higher Secondary) level

The study centres of The West Bengal Council of Rabindra Open Schooling are located mostly Govt. Schools / Govt. aided Schools / Govt. Sponsor Schools. All Study Centre under WBCROS must be renewed every year after one year of the affiliation at Uchcha Madhyamik (Higher Secondary) level.

The Renewal process through online mode of The West Bengal Council of Rabindra Open Schooling starts at the beginning of every year. One Month will be given to the Study Centre for complete the online renewal process. After completion of the online process all Study Centre's must be Submitted Printed provisional Renewal certificate along with all following relevant documents for getting Renewal Certificate as per notified date & time specified by this Council.

Renewal Fees structure for Uchcha Madhyamik (Higher Secondary) level

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| Fees for Renewal of Study Centre (Govt./ Govt. Aided/ Govt. sponsored institution/school) | 200/- |
| Fees for Renewal of Study Centre (Non-Govt./ Private Institution / School /N.G.O.) | 1000/- |

- Fees will be changed time to time with the approval of School education Department, Government of West Bengal.

The following documents submitted by the School authority are getting Final Renewal Certificate:

- a) Forwarding letter for getting Final Renewal Certificate
- b) Photo copy of authenticated by Co-ordinator
- c) Photo copy of First approval letter of the study Centre
- d) Photo copies of last three (3) years renewal letter of the WBCROS
- e) A copy of all terms & condition of signed by Co-ordinator of the Study Centre
- f) A photo copy of Resolution of existing managing committee
- g) Audit Report
- h) Photo copy payment slip
- i) The Academic Calendar (i.e class routine)

Co-ordinator of the Study Centre shall be held fully responsible if the West Bengal Council of Rabindra Open Schooling finds any false information. If any information is incorrect or false the West Bengal Council of Rabindra Open Schooling has full power to cancelled the recognition of the Study Centre.