

APPLICATION FORM “ B ”

GOVERNMENT OF MAHARASHTRA DRAWING GRADE EXAMINATIONS

**APPLICATION FOR CREATION OF A CENTRE FOR THE ELEMENTARY AND
INTERMEDIATE DRAWING GRADE EXAMINATIONS IN OTHER THAN MAHARASHTRA
STATE.**

NAME OF THE INSTITUTION & SCHOOL-----

FULL ADDRESS -----

SCHOOL DIST.CODE -----

PINCODE -----

STD NO. - TELEPHONE NO. -----

MOBILE NO. -----

To,
CONTROLLER OF EXAMINATIONS,
DIRECTORATE OF ART, MAHARASHTRA STATE,
SCHOOL OF ART, COMPOUND,
DR. D.N. ROAD, FORT, MUMBAI - 400 001.

**SUBMITTED THOROUGH APPROPRIATE EDUCATIONAL AUTHORITIES
OF THE STATE CONCERNED.**

Sir,

I request you to grant in our institution a centre for the conduct of the Government of Maharashtra Drawing Grade Examinations.

2. I agree to abide by the rules laid down and instructions issued from time to time in connection with these examinations and undertake to fulfill the following terms and conditions for creation of a centre. (Attached Photograph, Layout of the School)

3. I furnish the necessary information on the following points.

i) Whether you can present the minimum number of 300 candidates for the both examinations. -----

ii) The size of the drawing hall and other classes in the Institute. -----

iii) State total number of student studying in your institution. Std. V to VII =-----
Std. VIII to X =-----

Total =-----

iv) The number of student learnings the subject of Art (Drawing & Painting) in your institution. Std. V to VII =-----
Std. VIII to X =-----

Total =-----

v) The number of candidates who appeared from Year Elementary Intermediate
Total

your institution during the last three years

1. _____

separately for each of the Elementary &

2. _____

Intermediate Examination.

3. _____

...2...

- vi) The name of the centre at which the students -----
of your institution used to be sent up for -----
Examination. -----

- vii) The distance between your institution and the **By Railway** -----
said centre. **By Road** -----
- viii) If a centre is granted Examintaion Numbers of Candidates
to your institution state from this from other as a the number of candidates
institution. Institutions Private
likely to appear for -----
the ensuing the examination Elementary
at your centre.
Intermediate -----
Total - -----
- ix) State the name of the institution -----
likely to participate in the -----
Examinations. -----

- x) Whether the Art teacher of your -----
institution is qualified and experienced.
- xi) Give the particulars of the Art
1.Name -----
Teacher such as his/her name are
2.Qualification -----

and academic qualification and

3.Length of service

length of service etc.

4. Other

Particulars_____

xii) State along with the distances, the
stn.Distance_____

1. Railway

name nearest

2. Post office Distence

xiii) The name of the treasury office

xiv) The name of the telegraphic office

Singnature of the head of the institution,

Designation of the head of the institution

And address.

Instruction – This form ‘ B’ is to be filled in triplicate, the original copy being submitted through the appropriate educational authority of the state concerned . The duplicate copy being directly sent to the Controller of Examination in advance .The triplicate copy being retained by the institution concerned.

**APPLING SCHOOL/INSTITUTION SHOULD SUBMIT THE FOLLOWING
ATTESTED DOCUMENTS IN TWO COPIES IN COLOUR XEROX WITH FORM 'B'.**

- 1. Principal letter for applying centre.**
- 2. Institution /School Registration Certificate.**
- 3. Undertaking letter from Secretary & Chairman of School / Institution.**
- 4. Secondary School Sanction letter of Govt.**
- 5. School & Instituion Staff Photo, Name & Designation attested by the Principal**
- 6. Information of all committee member of the institution /School.**
- 7. Approved Plan /Map of the School / Institution.**
- 8. Coloured photo of class rooms & School / Institution Building.**
- 9. Hon. Director of Education's letter for the centre with their office address, Std.Code-
Tel.No. & Mobile No.**
- 10. Hon. Joint Director of Education's letter for the centre with office address &
Std.Code- Tel.No. & Mobile No.**
- 11. Hon. District Inspetor of Education's / Basic Education officer's letter for the centre
with office address & Std.Code- Tel.No. & Mobile No.**
- 12. Pricipal affidavit on Rs.100/- Stamp Paper.**
- 13. Drawing Teacher appointment letter.**
- 14. School / Institution should give tentative figure of the student appears for Drawing
Grade Examintions.**

15. School / Institution should give undertaking for picking up & delivering of examination Question Papers, Answer Papers & Certificates related to Drawing Grade Examination.

(Above Sr. No.9,10,11 .the concern officer should mention the points mentioned below)

- A. The said School/ Institution is approved by Govt. or Not ?**
- B. The School/ Institution is having Basic infrastructure ?**
- C. The School/Institution is in need of centre or not ?**
- D. The concern officer should give undertaking to controll pre to post Examinations**

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