



Office of the Chairman
Committee for Fixation of Fee Structure
of Private Educational Institutions of J&K
Muthi Camp, Jammu-181205

No.FFC/Jmu-17/138

Dated: 21.04.2017

Subject: Enhancement of fee without permission of FFC.

Public Notice

Whereas, the Hon'ble Supreme Court in the case titled '*Islamic Academy of Education V/S State of Karnataka*' issued directions for constitution of Fee Fixation Committee (FFC) with the mandate to regulate the fee structure of Private Educational Institutions' and *vide* Government Order No.520-Edu of 2013, dated 07.05.2013, sanction was accorded to the constitution of a Fee Fixation Committee (FFC) read with Government order No. 344-Edu of 2015 dated 21.07.2015; and

Whereas, the Hon'ble High Court in PIL No. 12/2014 titled '*Parents Body V/S State and Ors*' has directed that escalation of fee beyond August, 2014 is to be decided by the FFC and the decision was taken after the consent of Private Schools, as recorded in the Division Bench judgment dated 01.06.2015; and

Whereas, *vide* Govt. Order No. 98-Edu of 2016, dated 24-03-2016, all Private Educational Institutions were directed to maintain fee structure of 2014 and effect escalation only after approval of the FFC. It was further directed that any laxity in compliance of the Circular instructions shall lead to de-recognition of the institutions; and

Whereas, the FFC issued notices dated 14.09.2015 and 27.02.2017, whereby all Private Schools were asked to furnish requisite information as per prescribed *proforma* within a period of 21 days; and

Whereas, those Private Schools, which are not seeking enhancement of fee, are also required to justify the reasonableness of their existing fee structure; and

Whereas, it has come to the notice of FFC that a large number of Private Educational Institutions have not furnished the requisite information and are enhancing fee without approval of FFC, thereby violating the directions of the Hon'ble High Court in PIL No. 12/2014 titled '*Parents Body V/S State and Others*'. The enhancement of fee by such Private Educational Institutions violate the orders of FFC and this act amounts to contempt of the Hon'ble High Court and also attracts penal consequences under Ranbir Penal Code (RPC); and

Now, therefore, through the medium of this Notice, all Private Educational Institutions, which have not furnished the requisite information, are directed to produce the same as per *proforma* given in at Annexure 'A' within a period of 21 days from the date of issuance of this Notice. Those schools which have not carried out any fee hike shall also furnish the justification of reasonableness of their existing fee structure.

In case of any fee hike by Private Educational Institutions without seeking permission from FFC in violation of Hon'ble Court orders passed from time-to-time, aggrieved stakeholders can approach FFC directly (or by approaching office of the CEOs) or by filing complaints in the nearest police stations for taking cognizance of the violation of the orders passed by the Hon'ble High Court.

The stakeholders can also file anonymous complaints without disclosing the names of the parents and such complaints shall be acted upon, provided there are verifiable facts enclosed with the complaint that bring out the violation by the School authorities.



(Nazir-ul-Hussain Shah)

In-Charge Administrative Officer
Committee for Fixation of Fee Structure of
Private Educational Institutions of J&K State

Copy to the:-

1. Principal Secretary to Government, School Education Department, J&K, Jammu;
2. Director Information J&K with the request to kindly publish this notice in Daily Excelsior, State Times, Dainik Jagran (Jammu), Greater Kashmir, Rising Kashmir, Aftab, Tamil Irshad (Kashmir) and Rangyul (Ladakh).
3. Director School Education Jammu/Kashmir for information
4. Private Secretary to Chairman, Fee Fixation Committee for information of the Hon'ble Chairman.
5. I/C Website.
6. Office Copy.

ANNEXURE (A)

S.No.	Particulars	Details
1.	Name of the Institution/School	
2.	a) Location (with full postal address) b) email address; c) Name & Contact number of the Principal; d) Fax No. (if any)	
3.	Zone - District	
4.	Date of Establishment of the Institution	
5.	Constitution of the Institute/School a) Trust/ Proprietorship/Firm/AOP/BOI/Others- along with Bye-Laws; b) PAN if any; Income Tax Return filed, if any; If yes copy of ITR for last three years be furnished; c) Income Tax exemption Certificate under section 12A obtained if any. If yes, Certificate thereof to be provided.	
6.	Date and Reference No. of Recognition with Period/Department;	
7.	Date and Reference No. of Affiliation with period/Department;	
8.	Affiliation with JKBOSE/CBSE/ICSE/others (Specify)	
9.	If recognized, upto which standard	
10.	If affiliated, upto which standard	
11.	a) Classes (from _____ to _____); b) Roll of the students for current year and for the last three years; c) Number of fresh admissions made during last three years (Provide year wise details) d) Section in each class; e) Number of Students in each class/sections; f) Number of Students availing Concessional Fee and percentage of Concession; g) Name, Parentage, Address, Contact details of the students availing concession;	
12.	Infrastructure:- a) Provide details of infrastructure of your School like Building, Area of Class Rooms, Play Ground, Toilets, Library, Seminar Rooms, Computer Rooms etc; b) Total area of land under occupation of the School; whether owned or leased; If leased, amount charged and copy of Lease Deed.	

13.	<p>Nature of Building whether owned/rented/leased.</p> <p>i. If rented/leased, amount of rent charged/lease amount and copy of the Rent Deed/Lease Deed.</p> <p>ii. If owned, whether any loan raised against such property, If yes provide the details below:-</p> <p>a. Loan Amount;</p> <p>b. Amount of Installment;</p> <p>c. Amount of Depreciation;</p> <p>d. Amount of Interest</p>	
14.	<p>Number and Particulars of Teaching Staff (Name, Qualification, Salary/Pay Scale, Bank Account Number / Branch in which salary is deposited duly certified by Head of the Institution with full particulars and contact numbers of the teaching staff.</p>	
15.	<p>Number and Particulars of Non-Teaching Staff (Name, Qualification, Salary/Pay Scale, Bank Account Number / Branch in which salary is deposited duly certified by Head of the Institution with full particulars and contact numbers of the officials.</p>	
16.	<p>Fee Structure as on August, 2014, April 2015 and April 2016</p> <p>a) Monthly Tuition Fee Class Wise;</p> <p>b) Admission Fee;</p> <p>c) Annual Fee;</p> <p>d) Any other Charges with full details (including development charges, stationery charges, building fee, charges for extracurricular activities etc) if any collected by the School.</p>	
17.	<p>Has the Fee Structure of the School been regulated/fixed/approved by the Committee. If yes, furnish a copy of the Fee Structure along with order of this Committee.</p>	
18.	<p>Date of last revision of fee structure</p>	
19.	<p>Whether there is any proposal to enhance admission fee, tuition fee or any other charge. If yes, provide details along with cost analysis and justifications for such increase.</p>	
20.	<p>Transport facility:-</p> <p>a) Number of Buses;</p> <p>b) Whether owned or on lease. If on lease, name and particulars of the owner;</p> <p>c) Number of students availing transport facility;</p> <p>d) Seating capacity of each vehicle;</p>	

	e) Whether any term loan facility availed against purchase of vehicle. If yes, provide a copy of statement thereof;																																																					
21.	Investment made to establish the School and source of income for such establishment. Give details of the assets of the School.																																																					
22.	Whether the School/Institute at the time of establishment received Grant-in-Aid/Financial Assistance/ yearly grant or any other assistance in the shape of land, building, infrastructure, etc. from the Government or other Agency. If yes, provide details thereof;																																																					
23.	Whether the School/Institute receives any Grant-in-Aid/Financial Assistance/ or any other assistance from the Government or other Agency. If yes, provide details thereof;																																																					
24.	Statement of Accounts duly Audited by Chattered Accountant for the year 2013-14, 2014-15 and 2015-16 (i.e Balance Sheet, Income & Expenditure Accounts, Receipt & Payment Accounts along with audit report on prescribed Form 10 BB applicable to Educational Institutions. <i>(Note: Schools applying to the Committee for regulation of the fees structure first time and where the Committee has not regulated the fee structure so far shall also submit audited financial statement for the year 2012-13)</i>																																																					
25.	<p align="center">Consolidated Position of Income & Expenditure:-</p> <table border="1"> <thead> <tr> <th>Income</th> <th>31-3-2014</th> <th>31-3-2015</th> <th>Amnt in Rs. 31-3-2016</th> </tr> </thead> <tbody> <tr> <td>Tuition Fee</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other Fee</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Bus Fee</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other Income</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Expenditure</td> <td>31-3-2014</td> <td>31-3-2015</td> <td>31-3-2016</td> </tr> <tr> <td>Salary to Staff</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other Exp</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Depreciation</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Surplus</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Deficit</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Income	31-3-2014	31-3-2015	Amnt in Rs. 31-3-2016	Tuition Fee				Other Fee				Bus Fee				Other Income				Total				Expenditure	31-3-2014	31-3-2015	31-3-2016	Salary to Staff				Other Exp				Depreciation				Surplus				Deficit				Total				
Income	31-3-2014	31-3-2015	Amnt in Rs. 31-3-2016																																																			
Tuition Fee																																																						
Other Fee																																																						
Bus Fee																																																						
Other Income																																																						
Total																																																						
Expenditure	31-3-2014	31-3-2015	31-3-2016																																																			
Salary to Staff																																																						
Other Exp																																																						
Depreciation																																																						
Surplus																																																						
Deficit																																																						
Total																																																						
26.	Details of future plans for expansion of the School, improvement in the educational standard and other activities, if any;																																																					
27.	Details of the programmes which have been planned for the betterment of the institution.																																																					
28.	Any other information which the Educational Institutions may deem relevant.																																																					

Note:- Supporting documents should be annexed, suitably cross referenced