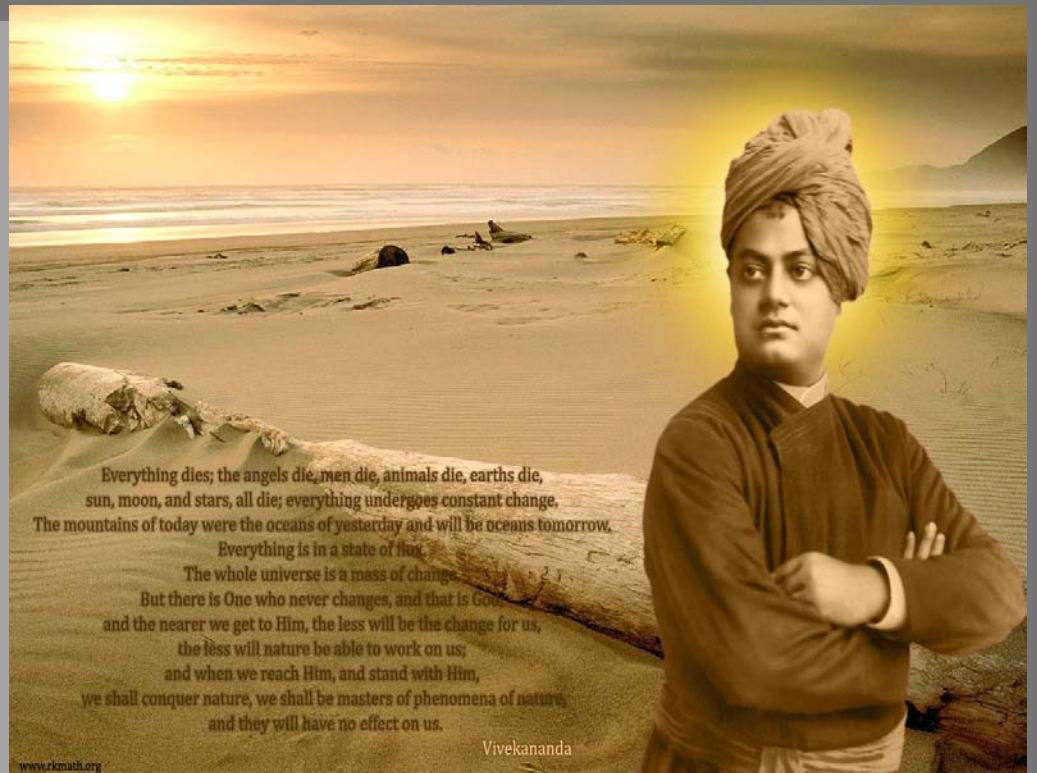


2013

SWAMI VIVEKANANDA SECONDARY & SR. SECONDARY OPEN EDUCATION. (SVSSSOE)

PROSPECTUS



www.svsssoe.in.

New Delhi

2013







About SVSSSOE Board

What do mean by GOD, GOD mean's Generator, Operator, and Destroyer, in one sense. Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi is an unique Board and a valuable heritage of the community to educated those who are not educated in conventional / manner or by BHU, AMU, JUA, IIT, JNU etc.

Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi is purely an NGO/Trust based Private Board having registered with the Govt. of Delhi & NCT Delhi through Indian Trust Registration Act, 1882. It is duly under process for Trademark Registration. This is also on process for registration under C.R. Act of Ministry of Human Resource Development (MHRD). The activities of the Board are also duly intimated to the Planning Commission, Govt. of India through NGO Partnership System. The Board is also an ISO 9001:2008 Certified Organization. But by no way or means, this Board is similar to or comparable to or equivalent to the Boards like Central Govt. or State Govt. Boards. The Central Govt. or State Govt. Boards are established / created through parliamentary or Legislative Bills. But this SVSSSOE Board is NGO based autonomous private Board mainly for gaining self education, self knowledge, self satisfaction and self-employment. All the courses run by the Board are its autonomous programs. This Board has been established to promote educational, social and economic upliftment and general welfare of the people of India, particularly the socially and economically backward sections of the Indian society by organizing various types of educational programs.



The Board works on various types of educational programs and social activities on Secondary Education, Higher Secondary Education and Vocational courses in Open Educational Mode for Drop-out students, Handicap Students, Adults and Women who were unable to acquire their education in proper time. The Board has arranged the procedure of taking Admission, Examination and hand over the Certificates of Proficiency or other academic distinctions to persons who have complied with the conditions laid down in the regulations of the Board.

SVSSSOE has extended the distance education programs to all directions. With comprehensive online solutions for the students, our motto is to help everyone in need of education for dignity, self-respect and self-empowerment. Through its quality delivery system, SVSSSOE endeavours to provide good education for all at their door steps and consequently achieve the target of 'Universalisation of Education' at the primary, upper primary, secondary and higher secondary level. The main target group is those individuals, who have not been able to enrol in the formal system or have dropped out due to some reason or the other especially females, rural youth and working people.

What makes Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi a convenient and viable approach towards education is that students get the facility of online admission as well and their enrolment number is given right away. Moreover, the online study material is provided in different languages as per the subjects opted by the students or their preference. We also provide online verification of the results of the passed out students.

N.B.:- (Please take note):- Each educational organization has discretionary powers. Accordingly, every Board / University / State Govt. / Central Govt. of India has the liberty and right to take own decision either to allow or refuse any admission and accept or refuse the certificates for employment purposes.

AIMS & OBJECTIVES

- Our motto is Education, Health & Character.
- To give the best possible teaching and training to its students. So that they can serve society effectively and with dignity.
- Democratizing higher education by taking it to the doorsteps of learners.
- Providing access to high quality to all those who seek it irrespective of age region or formal qualifications.
- Offering need based academic programmers by giving Secondary & Senior-Secondary Education course.
- To promoting and developing distance education in India & Abroad.
- To individualised study: - flexibility in terms of place pace and duration of study
- To give cost effective and self job oriented programmers
- Student support services network.



EXAMINATION

The final examination in theory and practical are held at the end of the session in February – March and September – October in every year. A candidate has declared successful on scoring minimum of 35% marks in each paper both in theory and practical.

CERTIFICATION

Every course mentioned in this website prospectus the detail marks cum certificates should be awarded by The Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi to the every successful declared student.

AGE & SEX

Under open and distance education system any person any cast, any age and both sex can join the course.

MEDIUM

The medium of every course will be according to their Regional Language/ State Language/ Country Language. But Question Paper Will be published only in Bengali, Hindi & English; student can give answer in his/ her language. But it should be mentioned earlier in the admission form.

RULES & REGULATIONS

- Check and satisfy necessary information about course / board before admission no responsibility of the institute after that.
- Fees once paid should not be refunded or changed under any rule
- Every student abides to and obtains to present rule and regulations and directions of the institute / board and also those which are to be enforced time to time
- Any change of the rules & regulation directions by the exam body shall be acceptable to the student.
- The Institute / Board offer Self Job Oriented / Self Employment Courses only and not give any guarantee for further educational use or any job. Advised to success candidate that try to best self job.
- If any document found bogus the admission and result should be cancelled automatically without any notice.
- If student fails to deposit the fees in the due time the admission should be cancelled without any notice and any primary deposit fees should not be refunded.
- If study material or documents will be lost in the post no responsible of the institute / Board.
- If any student / members / teachers / employees of a centre / Board / institute have any dispute with the Board / institution it will be resolved through the committee appointed by Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi under India Arbitration Act 1940. The decision of the arbitrator shall be final and binding on all parties, Direct Court will not be permissible. In either case if any dispute arises between the management of Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi and the party then it will be subject to settle in jurisdiction of hon'ble court of Kolkata, West Bengal only.



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Chairman's Message

Education empowers an individual. Education is all about dignity. Education drives away Ignorance and through illumination it emboldens a man to a righteous thought and action. It empowers a woman and enlarges the horizon of her mind. It energizes a person and enables him to earn his living with respect and dignity. 'Education has an acculturating role. It refines sensitivities and perceptions that contribute to national cohesion, a scientific temper and independence of mind and spirit --thus furthering the goals of socialism, secularism and democracy enshrined in our constitution'. Education helps a man to become a more responsible citizen. The country has reached a stage in its economic and technical development when a major effort must be made to drive the maximum benefit to all sections of the society. The fruits of change and the overall growth should percolate to the lowest strata of the society. Education is the High Way to that goal.



"There has been an increasing awareness that the people of the country should be looked upon as its valuable resource, indeed the most valuable resource and that our growth process should be based on the integrated development of the citizen, beginning with childhood and going right through life. It is increasingly realized that all relevant instruments and agencies contributing to or responsible for this growth should be integrated in order to ensure all-round development."- On the lines of this spirit, I have the confidence and conviction that my Trust's trusted soldiers can carry the torch of learning further ahead , with added strength, courseware, qualitative dissemination of knowledge, virtue and morality. It may become a brilliant morning star in the arena of qualitative education, research and an unending contribution to man and society at large.

Against this background, it gives me immense pleasure to announce the commencement of this Non- Formal Distance and Continuing Education Programs to promote greater access to quality education for school drop-outs, children and girls, working-class men and women who cannot attend whole day schools. Through our quality delivery system, we endeavour to provide good education for all at their door steps and consequently achieve the target of 'Universalisation of Education' at the primary, upper primary, secondary and higher secondary level. It is now acknowledged by the academicians of all shades that it is "Learning" which is important and not the channel or the process through which one gets enrolled for education. I whole heartedly thank the parents, guardians and the students for their faith in us for being a part of our endeavour and patronizing the initiatives of our Trust.

Sincerely yours,

Chairman, SVSSSOE, Delhi

Secretary Message

I have always stood in reverence to any or from of Education. Education is the manifestation of love and my most cherished possession .Education drives away Ignorance and through illumination it emboldens a man to a righteous thought and action. empowers a woman and enlarges the horizon of her mind. It energizes a trust and enables a man to earn his living with respect and praise. Hence my love for it. SVSSSOE therefore is the fruit of labour and love.

SVSSSOE at carrying the torch of learning further ahead , with added strength, courseware, qualitative dissemination of knowledge, virtue and morality , into a state of perfect maturation may it become a brilliant morning star in the firmament of higher education, research and an unending contribution to man and his trust.

I whole heartedly thank the parents who in their faith have been patronizing the initiatives in my endless drive of making SVSSSOE for their children to learn and to become worthy citizens.



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Director's Message

I am extremely happy to welcome you to the board **Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi**, All academic courses secondary and senior secondary education done here. The wings of **Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi** are spread from Kashmir in north to Kanyakumari in South and Daman & Dev East to Bengal in the West.

Our collaborative programmes will certainly provide opportunities have your Studies.

The board is committed to not only research work in frontier areas in all disciplines, But also to keep pace with modifying induirements. I am certain that we are the best Providers of higher education in various disciplines in our country. I wish you a Happy & prosperous life.



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Philosophy

To receive the students in reverence.

To education them qualitatively.

To inculcate in them a sense of self discipline.

To let them go forth with virtues, wisdom & Maturity.

Vision

To create an aptitude amongst the students towards Education as a feeling process of formal and Practical learning on the platform of simulation of Experiences for ongoing knowledge and skill to be of Value to oneself and therefore to the trust.



Mission

To create and sustain an education environment in which each student is taught to Believe in himself/herself, to create his/her own opportunities and to be a team player so That he/ she rates in himself/herself an unending thirst knowledge and skill.

Goal

To encourage, nurture and develop inborn capabilities of each student into a belief that nothing is impossible including permanent faith in positive attitude to learning and effectively applying what is Learnt, so that are prepared to make their career a successful one, their life a satisfying one and contribute to the benefit of the trust by their virtues, Wisdom and Maturity.

Quality Commitment

Inculcating Discipline

Employing Committed & skilled Personnel

Promoting clear systems and procedures

Continuous improvement in teaching skills

Continuous upgrading in infrastructure

Planned Operation



Charity

National and international organisations (educational institutions, donor organisations etc) can partner with SVSSSOE under Alliances to further the development initiatives at grassroots level. We Welcome volunteers suggestion and donation for further betterment of poor children's education. The mission of **SVSSSOE** is to make education accessible to every child in the tribal, rural, and urban areas of India. We greatly appreciate your support and encouragement in transforming the lives of less privileged children in the country. You can choose to sponsor one or more children at any of our existing 100 schools located in various states of the country.



RECOGNITION OF THE BOARD

- The Board SVSSSOE, Delhi is established and registered with the Govt. of Delhi & NCT Delhi through Indian Trust Registration Act, 1882.
- The Boards activities are intimated to the Planning Commission, Government of India through NGO Partnership System.
- The Board SVSSSOE, Delhi is also on process for registration under the C.R. Act of Ministry of Human Resource Development (MHRD).
- The Board SVSSSOE, Delhi is also under process for Trade Mark Registration.
- The Board SVSSSOE, Delhi is also an ISO 9001:2008 Certified Organization.

Note : Original copies of orders of central Govt./State Govt./University/Boards are available in the office of SVSSSOE, Delhi and its regional centres..



Courses offered through our Board

Eligibility Criteria :

Secondary (10TH) :

The Candidate Should Have Completed 14 Years Of Age On 1st March Of The Year Of Admission; However This Condition Would Not Be Applicable In Case Of CTP.

Note: The Candidate Would Be Required To Submit One Of The Following Documents As A Proof Of Age :

☒ School Leaving Certificate Of Govt./Recognized School Duly Countersigned By The District Education Officer Or Equivalent Rank Of The Area Concerned.

☒ Date Of Birth Certificate From Municipal Committee/Registrar Of Birth & Death Along With An Affidavit By The Parents/Guardian In Confirmation Of The Name And Date Of Birth Of The Candidate.

☒ In Case Municipal Committee Record Of Date Of Birth Is Not Available And The Candidate Has Never Studied In Any Govt./ Recognised School, Then The Parents/Guardians May Give An Affidavit Confirming The Date Of Birth And Name And Parenthood Of The Candidate, Attested By The Oath Commissioner/ Notary Public.

Scheme Of Studies : (Under Semester System)

Course	Subject Offered By HOS	Subject To Be Taken
Secondary	(A) Compulsory	A) English (201)
	(B) Regional (Any One)	B) Subject Code from 202 to 215.
	(C) Optional (Any Five)	C) Subject Code 216 to 224.

Scheme Of Examination C.T.P. (Credit Transfer Policy) :

A Candidate Who Has Appeared In Secondary/Sr. Secondary Examination Of Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi Under The Formal System In 2001 Or Later And Has Not Been Able To Earn The Certificate Qualification But Has Qualified In At Least One Subject, Can Take Admission In HOS Under The Credit Transfer Policy Within A Period Of Three Years From The Year Of Last Exam. HOS Will Accept The Marks Of The Qualified Subject(S) And Such A Candidate Will Have To Qualify Only The Remaining Subjects In Order To Earn The Certificate Of Qualification. For Instance If A Candidate Has Qualified In English And Hindi I.E. Two Subjects, She/he Will Have To Qualify In Three More Subjects In HOS To Earn The Certificate Of Qualification. Candidates Appearing Under This Category Shall Be Allowed To Opt For The Subjects Of Their Choice From The Scheme Of Studies Of HOS.

Secondary :

Code	Subject	No. Of Papers	Terminal Examination	Duration Of Exam. (Hours)	Practical
201	English (Compulsory Subject)	1	100	3	-
202	Hindi	1	100	3	-
203	Urdu	1	100	3	-
204	Sanskrit	1	100	3	-
205	Punjabi	1	100	3	-
206	Bengali	1	100	3	-
207	Telegu	1	100	3	-
208	Tamil	1	100	3	-
209	Oriya				
210	Assamese				
211	Alchiki				
212	Nepali				
213	Santali				
214	Marathi				
215	Bhojpuri				
216	Mathematics	1	100	3	-
217	Physical Science				
218	Life Science				
219	Home Science				
220	Social Science				
221	History				
222	Geography				
223	Drawing				
224	Computer Science	1	80	3	20

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**Date Of Admission For Examination :**

As Decided By The Chairman Of The Board From Time To Time.

Change Of Subject :

A Candidate May Change The Subject(S) Once Offered, If Application Along with The Fee Prescribed By The Board From Time To Time Is Received One Month Before The Commencement Of Examination

Medium :

The Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi Offers Only Two Languages As Medium I.E. Hindi And English.

Pass Criteria :**A.) Secondary :**

☞ Score At Least 33% Marks In Five Compulsory Subjects Hindi, English, Maths, Social Science And Science. Sixth Subject I.E Elective Subjects Non Compulsory (Sanskrit/Punjabi/Urdu/ Home Science)

Note :

☞ For Subjects Having Both Theory And Practical Papers, A Candidate Shall Have To Score 33% Marks Both In Theory And Practical Paper Separately.

Chances:

A Candidate May Pass The Whole Examination In One Attempt Or In Parts Within A Period Of Three Years, Subject To Maximum Of Five Attempts In All.

Submission & Attestation Of Admission Form And Fee :

- (A) A Candidate Should Apply For Admission On Prescribed Form Along with Prescribed Fee Within The Date Decided By The Board. Incomplete Form Shall Be Rejected And No Correspondence Will Be Entertained In This Regard.
- (B) **Authorities For Attestation:** The Photograph And Admission Form Should Be Got Attested By The Study Centre In Charge Or By The Principal/Headmaster/Headmistress Of A Recognized Or Government Institution Or By A Gazetted Officer Of Education Department Or A Head Of Department Of Universities In Board of Higher Secondary Open Education Delhi State/Punjab University Or Members And Class-I Officers Of The Board Or Commanding Officers For Military Personnel And Their Dependents.

Cost Of Prospectus (Excluding Admission And Examination Fee) : Rs. 350.00/-

Note: I) Late Fee Rs. 100.00/- Till The Stipulated Date.

Fee Refund :

Merely Submitting The Application Form Does Not Guarantee Admission. If The Application Form Is Incomplete Or Candidate Does Not Fulfil The Eligibility Conditions, His/her Application Shall Be Rejected. In That Case His/her Admission Form Fee Will Not Be Refunded.

Additional Subject: A Candidate May Offer One Additional Subject, If He/She Wishes To.

Improvement :**(A) Partial Improvement :**

☞ A Candidate, Who Has Passed An Examination Under HOS And Wants To Improve His/her Performance In One Or Two Subjects, May Do So, Only In The Next Subsequent Examination. No Other Chance Shall Be Granted To Him/her For This Purpose.

☞ A Candidate Who Has Passed Secondary Examination Of This Board Under HOS But Does Not Qualify In One Subject May Appear Again To Improve His/her Performance In That Subject In The Subsequent Examination Only. In Case He/She Qualifies The Examination, His/her Result Will Be Declared After Adding The Marks Obtained By Him/her In That Subject. The Certificate Issued To Him/her For Qualifying In The Five Subjects Will Be Taken Back And A Fresh Certificate Showing Marks Obtained By Him/her In All The Six Subjects And The Modified Certificate Will Be Issued. Such Candidates Will Be Treated Under The Category Of Partial Improvement And Will Have To Pay The Fee Prescribed For Appearing In Full Subjects

(B) Full Improvement :

☞ A Candidate Who Has Passed The Secondary Or Senior Secondary Examination Of This Board May Appear In That Examination To Improve His/her Previous Performance Within One Year For Secondary /Senior Secondary, After Having Passed The Examination Provided He/She Has Not Passed Any Next Higher Examination Before Appearing For Improvement Or Is Not Studying In A Higher Class.

☞ A Candidate Who Submits His/her Application To Improve His/her Performance In All The Subjects Will Not Be Allowed To Change His/her Option For Appearing In One Or Two Subjects. Similarly, A Candidate Who Submits His/her Application To Appear In One Or Two Subjects Will Not Be Allowed To Change His/her Performance To Full Subjects.

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☞ If A Candidate Improves His/her Performance In Full Subjects In The First Chance Itself, He/She Will Not Be Allowed Any Further Chance For Improvement.

Note: However, Professional Or Technical Courses (Such As D.Ed. Etc.) Shall Not Be Considered As Higher Course Of Study For Purpose Of This Regulation

Rechecking Of Answer Books :

A Candidate Shall Be Entitled To Have His/her Answer Books Re-Checked On Payment Of Fee Of Rs. 200/- Per Answer Book Or As Amended By The Board From Time To Time Subject To The Following :

☞ Re-Checking Form Duly Filled In With Prescribed Fee For Re-Checking Is Received In The Board's Office Within 30 Days Of The Date On Which The Result Is Declared By The Board.

☞ Re-Checking Will Be Done Only To See If The Marks Awarded To Various Answers Have Been Correctly Added And If All The Answers Have Been Assessed By The Examiner. If No Mistake Is Found, The Candidate Will Be Informed Accordingly.

Admission On False Representation:

☞ A Candidate Who Is Guilty Of Forging Another Person's Signature On The Admission Form Or Using Forged Documents For Seeking Admission Shall Be Disqualified By The Secretary From Appearing/Passing Any Examination For A Period Of Two Years.

☞ If It Is Found That A Candidate Or His/her Parents Or Guardian Has Deliberately Given A Wrong Date Of Birth In The Admission Form Or In The Affidavit Accompanying The Form, The Secretary Shall Have The Power To Declare The Candidate Ineligible To Appear In The Examination Or In The Event Of The Fact Being Revealed After The Candidate Has Actually Appeared In The Examination To Cancel His/her Result

☞ If The False Representation Relates To A Previous Examination Not Actually Passed By The Candidate, He/She Shall Be Disqualified From Appearing In Any Examination Of The Board For A Period Ranging From Three To Five Years As The Secretary May Decide.

Unfair Means Cases :

The Examination Regulations Of Punishment For Use Of Unfair Means Under The Formal System Will Be Applicable For The Candidates Of HOS Also.

Interpretation :

If Any Question Of Interpretation On Any Provision Of These Regulations Or Any Other Point Specifically Not Covered By These Regulations Arises, The Chairman Will Be Competent To Take The Final Decision.

Eligibility Criteria :

Senior Secondary (12TH) :

☞ A Candidate Must Have Passed Secondary From This Board Or From Any Board Recognized By The Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi.

☞ There Must Be A Gap Of At least Two Years Between The Year Of Passing Secondary Examination And That Of Appearing In The Senior Secondary Examination. However, This Gap Of Two Years Shall Be Counted From The Year/Session Of Earning Compartment In Secondary Examination In Case Such Candidates Pass The Subject(S) Of Compartment In The Subsequent Two Chances.

Scheme Of Studies : (Under Semester System)

Course	Subject Offered By HOS	Subject To Be Taken
Senior Secondary	(A) Compulsory	A) English (301).
	(B) Regional (Any One)	B) Subject Code from 302 to 315.
	(C) Optional (Any Three)	C) Subject Code from 316 to 334.

Scheme Of Examination C.T.P. (Credit Transfer Policy) :

A Candidate Who Has Appeared In Secondary/Sr. Secondary Examination Of Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi Under The Formal System In 2001 Or Later And Has Not Been Able To Earn The Certificate Qualification But Has Qualified In At Least One Subject, Can Take Admission In HOS Under The Credit Transfer Policy Within A Period Of Three Years From The Year Of Last Exam. HOS Will Accept The Marks Of The Qualified Subject(S) And Such A Candidate Will Have To Qualify Only The Remaining Subjects In Order To Earn The Certificate Of Qualification. For Instance If A Candidate Has Qualified In English And Hindi I.E. Two Subjects, He/She Will Have To Qualify In Three More Subjects In HOS To Earn The Certificate Of Qualification. Candidates Appearing Under This Category Shall Be Allowed To Opt For The Subjects Of Their Choice From The Scheme Of Studies Of HOS.



Senior Secondary :

Code	Subject	No. Of Papers	Terminal Examination	Duration Of Exam. (Hours)	Practical
301	English (Compulsory Subject)	1	100	3	-
302	Hindi	1	100	3	-
303	Urdu	1	100	3	-
304	Sanskrit	1	100	3	-
305	Punjabi	1	100	3	-
306	Bengali	1	100	3	-
307	Telegu	1	100	3	-
308	Tamil	(Any One)	100	3	-
309	Oriya		100	3	-
310	Assamese		100	3	-
311	Alchiki		100	3	-
312	Nepali		100	3	-
313	Santali		100	3	-
314	Marathi		100	3	-
315	Bhojpuri		100	3	-
316	Maths	1	80	3	20
317	Physics	1	80	3	20
318	Chemistry	1	80	3	20
319	Biology	1	80	3	20
320	History	1	100	3	-
321	Geography	1	80	3	20
322	Pol. Science	1	100	3	-
323	Economics	1	100	3	-
324	Business Studies	1	100	3	-
325	Accountancy	1	100	3	-
326	Home Science	1	80	3	20
327	Economic Geography	1	100	3	-
328	Public Administration	1	100	3	-
329	Education	1	100	3	-
330	Philosophy	1	100	3	-
331	Psychology	1	100	3	-
332	Computer Science	1	80	3	20
333	Sociology	1	80	3	20
334	Entrepreneurship	1	100	3	-

Date Of Admission For Examination :

As Decided By The Chairman Of The Board From Time To Time.

Change Of Subject :

A Candidate May Change The Subject(S) Once Offered, If Application Along with The Fee Prescribed By The Board From Time To Time Is Received One Month Before The Commencement Of Examination

Medium :

The Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi Offers Only Two Languages As Medium I.E. Hindi And English.

Pass Criteria :

B.) Senior Secondary :

A Candidate Shall Be Required To Obtain At Least 33% Marks In Each Subject And Also 33% Marks In Aggregate To Pass The Examination. For Subjects Involving Practical's A Candidate Shall Have To Obtain 33% In Theory And Practical Separately.

Note :

For Subjects Having Both Theory And Practical Papers, A Candidate Shall Have To Score 33% Marks Both In Theory And Practical Paper Separately.



Chances:

A Candidate May Pass The Whole Examination In One Attempt Or In Parts Within A Period Of Three Years, Subject To Maximum Of Five Attempts In All.

Submission & Attestation Of Admission Form And Fee :

(A) A Candidate Should Apply For Admission On Prescribed Form Along with Prescribed Fee Within The Date Decided By The Board. Incomplete Form Shall Be Rejected And No Correspondence Will Be Entertained In This Regard.

(B) **Authorities For Attestation:** The Photograph And Admission Form Should Be Got Attested By The Study Centre In charge Or By The Principal/Headmaster/Headmistress Of A Recognized Or Government Institution Or By A Gazetted Officer Of Education Department Or A Head Of Department Of Universities Or Head of Board of Higher Secondary Open Education Delhi Or Members And Class-I Officers Of The Board Or Commanding Officers For Military Personnel And Their Dependents.

Cost Of Prospectus (Includes Admission And Examination Fee) : Rs. 750/-

Note: I) Late Fee Rs. 100/- Till The Stipulated Date.

Fee Refund :

Merely Submitting The Application Form Does Not Guarantee Admission. If The Application Form Is Incomplete Or Candidate Does Not Fulfil The Eligibility Conditions, His/her Application Shall Be Rejected. In That Case His/her Admission Form Fee Will Not Be Refunded.

Additional Subject: A Candidate May Offer One Additional Subject, If He/She Wishes To.

Improvement :

(A) Partial Improvement :

☞ A Candidate, Who Has Passed An Examination Under HOS And Wants To Improve His/her Performance In One Or Two Subjects, May Do So, Only In The Next Subsequent Examination. No Other Chance Shall Be Granted To Him/her For This Purpose.

☞ A Candidate Who Has Passed Secondary Examination Of This Board Under HOS But Does Not Qualify In One Subject May Appear Again To Improve His/her Performance In That Subject In The Subsequent Examination Only. In Case He/She Qualifies The Examination, His/her Result Will Be Declared After Adding The Marks Obtained By Him/her In That Subject. The Certificate Issued To Him/her For Qualifying In The Five Subjects Will Be Taken Back And A Fresh Certificate Showing Marks Obtained By Him/her In All The Six Subjects And The Modified Certificate Will Be Issued. Such Candidates Will Be Treated Under The Category Of Partial Improvement And Will Have To Pay The Fee Prescribed For Appearing In Full Subjects

(B) Full Improvement :

☞ A Candidate Who Has Passed The Secondary Or Senior Secondary Examination Of This Board May Appear In That Examination To Improve His/her Previous Performance Within One Year For Secondary /Senior Secondary, After Having Passed The Examination Provided He/She Has Not Passed Any Next Higher Examination Before Appearing For Improvement Or Is Not Studying In A Higher Class.

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☞ Re-Checking Will Be Done Only To See If The Marks Awarded To Various Answers Have Been Correctly Added And If All The Answers Have Been Assessed By The Examiner. If No Mistake Is Found, The Candidate Will Be Informed Accordingly.

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☞ If It Is Found That A Candidate Or His/her Parents Or Guardian Has Deliberately Given A Wrong Date Of Birth In The Admission Form Or In The Affidavit Accompanying The Form, The Secretary Shall Have The Power To Declare The Candidate Ineligible To Appear In The Examination Or In The Event Of The Fact Being Revealed After The Candidate Has Actually Appeared In The Examination To Cancel His/her Result

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Unfair Means Cases :

The Examination Regulations Of Punishment For Use Of Unfair Means Under The Formal System Will Be Applicable For The Candidates Of HOS Also.

Interpretation :

If Any Question Of Interpretation On Any Provision Of These Regulations Or Any Other Point Specifically Not Covered By These Regulations Arises, The Chairman Will Be Competent To Take The Final Decision.

Course Fees :-

SR. NO.	Course	DETAIL	SUMMERY	TOTAL FEE
1.	Secondary	Total Fee	Total Fee	Rs. 5,000.00/-
2.	Sr. Secondary	Total Fee	Total Fee	Rs. 5,500.00/-

FOR ABROAD STUDENT ONLY:-

SR. NO.	Course	DETAIL	SUMMERY	TOTAL FEE
1.	Secondary	Total Fee	Total Fee	\$ 250
2.	Sr. Secondary	Total Fee	Total Fee	\$ 250

The student can make Demand draft either in favour of **Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi** or their respective study centres. The student can also pay fees in cash to their study centres.

Reservation

Constitutional Provision

Article 46 of the constitution states that, "The State shall promote, with special care, the education and economic interests of the weaker sections of the people, and, in particular of the scheduled castes and scheduled tribes, shall protect them from social injustice and all forms of social exploitation." articles 330, 332, 335, 338, to 342 and the entire fifth and sixth schedules of the constitution deal with special provisions for implementation of the objectives set forth in article 46. Similarly, articles 30(1) provides for the rights of the minorities to establish and administer educational institutions of their choice. These provisions need to be fully utilized for the benefit of these weaker sections in our society.

SC/ST

The Indian Constitution is committed to the equality of citizens. The directive principles of the Government Policy is also to promote with special care the educational and economic interests of the weaker sections of the people, and, in particular, of the SC/STs and minorities. To achieve the "Equality" with many facets, special provisions have been made in the constitution of India.

SCHOLARSHIPS

Scholarship is an incentive as well as encouragement to meritorious students. A special emphasis is given to studies abroad where also the innovative methods are used and substantial developments have taken place in the field of education.

Chacha Nehru Scholarship for Artistic and Innovative Excellence

Government of India Scholarships

National Scholarship for Students with Disabilities 2009

About The Young India Fellowship (YIF)

Turkish Government Fellowship for 2009-2010

svs50.info



Affiliation Criteria:-

1. We feel happy to co-operation with likeminded educational organisations. Who fulfil the aim & objects of the **Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi.**
2. Any educational institute which working for the development of education.
3. Any Registered Society / Trust which working for the development of education.
4. Any experienced person / educationist who run an educational institute.
5. Who fulfil the terms and conditions of the board is eligible for the affiliation.
6. For more information about affiliation, please contact our administrative office.

Conditions for the Affiliation of Schools

The school should be run by a Registered Society or Trust and one of the principal purposes of such Society or Trust must be Educational.

The Society or Trust should have financial stability.

The medium of instruction must be English and the scheme of studies must be in accordance with the scheme laid down by the Council for the examination at the senior school stage and approved by the Council at the junior school stage. Special importance is attached to English including oral English which must be of a high standard.

The staff must be properly qualified in accordance with the qualifications prescribed by the Council and paid salaries at rates, including allowances, not lower than those in corresponding State Government Schools.

There should be a Compulsory Provident Fund Scheme.

The accommodation should be adequate and suitable having regard to numbers and sex of pupils attending the school.

The playing fields and/or other facilities for extra-curricular and co-curricular activities must be of a good standard in relation to those considered practical and desirable in the particular area. Special attention must be paid to physical education, art and music, though it may not be the intention to offer such subjects for the examination.

The equipment should be adequate to enable all subjects to be taught efficiently and must include a library, and apparatus for practical work. Where Science, Home Science or Technical subjects are offered for the examination, the premises and the apparatus and equipment must be approved by the Council.

The number of working days and hours should conform to those prescribed by the Council from time to time.

Important Document for Affiliation:-

1. Associate Society Certificate of trust.
2. Society trust constitution certificate copy.
3. Management College/School copy.
4. School/College to Attested to copy proposal.
5. School/College Building Certified Map.
6. School/College Building Photo Graph.
7. School/College Bank Draft Rs.200/- (Survey Fee) Pay at Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi.
8. School/College Staff List.
9. School/College Two Passport Size Photo, ID Proof and Supper dents.
10. Manager/ Supper dent Notary Stamp Rs.100/-.
11.
 1. Principal Office (1)
 2. Staff Room (1)
 3. Library Room (1)
 4. Class Room (2)
 5. Science Lab (1)

NOTE-EXAM FEE&AFFILIATION FEE IS NOT REFUNDABLE.

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Study Centre Code : _____ . SI No: _____ .

Regional Centre Code : _____ . State : _____ .

(For Office Use only)



(Autonomous, Regd. Govt. Of Delhi & NCT Delhi, Govt. Of India)

SWAMI VIVEKANANDA SECONDARY & SR. SECONDARY OPEN EDUCATION, DELHI

(DEPARTMENT OF OPEN & DISTANCE EDUCATION)

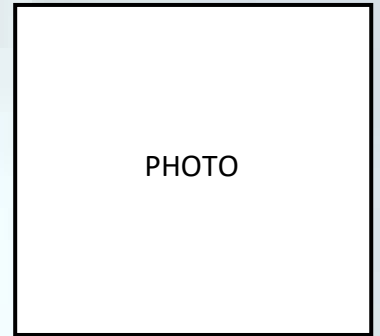
Website : www.svsssoe.in. Email : admission@svsssoe.in.

APPLICATION FORM FOR THE CREATION NEW STUDY CENTRE / REGIONAL CENTRE

(This form must be filled in CAPITAL LETTERS only)

To,
The Chairman,
SVSSSOE, Delhi.

I wish to appear for the examination programme organized by "SVSSSOE, DELHI".
The same may kindly be accepted.



1. Name of Institute / Centre : _____ .
2. Institution Head / Partner's Name : _____ .
3. Father's Name : _____ .
4. Date of Birth : ____/____/____ . (Enclosed Photo Copy) Age : _____ .
5. Address (Encl Photo Copy) : _____ .
: _____ City : _____ .
Dist : _____ . State : _____ .
Country : _____ . Pin Code : _____ .
Mobile No : _____ .
Email id : _____ @ _____ .
6. Marital Status (tick mark) : Married ___ / Unmarried ___ .
7. Category (tick mark) : SC ___ / ST ___ / OBC ___ / Other's ___ . (Enclosed Photo Copy)
8. Religion : _____ .
9. Nationality : _____ .
10. Gender (tick mark) : Male ___ / Female ___ / Other ___ .
11. Are you Employed (tick mark) : Yes ___ / No ___ .



12. If Yes then give details here : _____.

13. Pan Card No (Both Institute, Proprietor / Partner's : _____.

14. Name of the Registered Society / Trust (Enclosed Copy of registration) : _____.

Address : _____.

City : _____ . District : _____.

State : _____ . Pin Code : _____.

Mobile No : _____ . Email id : _____ @ _____.

15. Name of President / Chairman / Trustee of the Society Trust : _____.

16. Profile and Educational details of the Individual as stated above (Enclosed photo copy of all testimonials) :

SL No	Name of Examination	Board / Council	Year of Passing	Roll No	Division	Percentage

17. Nominated Co-Ordinator / Representative : _____.

18. Telephone Nos. Office

Land line : _____ . Mobile No : _____.

Fax : _____ . Email id : _____ @ _____.

19. Current Infrastructure details that is available with you for educational purpose details of premises (Attach Relevant Documentary Proof) :

SL NO	TYPE OF FACILITY	NO. OF ROOMS	AREA (SQ. FT.)	SEATING CAPACITY	COUNT
(a)	Class Room				
(b)	Library				
(c)	Director's Room				
(d)	Staff Room				
(e)	Lab				
(f)	No. Of Computers available				
(g)	Printer & Scanner				
(h)	Toilet				
(i)	Chairs / Table				



27. Location of the Centre :

- (a) Remote Area : Yes ____ . No ____ .
(b) Easily accessible : Yes ____ . No ____ .
(c) Residential Area : Yes ____ . No ____ .
(d) Commercial Area : Yes ____ . No ____ .
(e) Within the City : Yes ____ . No ____ .
(f) Outskirts of the City : Yes ____ . No ____ .
(g) Nearest Airport : _____ . Name of the City : _____ .
(h) Distance from Railway Station : _____ . Name of the City : _____ .
(i) Distance from Bus Stop : _____ . Name of the City : _____ .
(j) Distance from Nearest School : _____ . Name of the City : _____ .
(k) Distance from Nearest Post Office : _____ .
(l) Distance from Nearest Police Station : _____ .

28. Bank Account Details of the Institution :

Bank Name : _____ . Branch : _____ .
Account Number : _____ . IFSC Code : _____ .

29. Seal with Signature of Chairman

Seal with Signature of Director's / Secretary

DECLARATION AND FORWARDING BY THE REGIONAL CENTRE

I have read & fully understood the rules & regulations of Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi. I have verified the documents produced by the student for admission purpose. The study centre has signed the form in my presence. I have conveyed all the necessary and correct information to the study centre regarding the Recognition Status of the Board and also the acceptability of the courses run by the Board. I am fully responsible for any discrepancies of the details given above by the study centre. I undertake to follow the rules & regulation framed by the Board. In the event of any dispute / disputes, it shall be resolved through the Board's own Arbitrator constituted by it under its constitution and the decision of the Arbitrator shall be final and binding on all concerned. In case of any dispute / disputes, the Jurisdiction shall be at Delhi only.

Date : ____ / ____ / ____ .

Full Name : _____ .

Place : _____ .

_____ .

(SIGNATURE OF THE REGIONAL CENTRE WITH SEAL)

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NOTARY TICKETS

AFFIDAVIT

I S / D / of Resident of
..... Village
..... Tehsil Distt
..... State Pin code Telephone
..... Mobile

Declare as under:

1. I am Director / Principal / Head of the

..... Email @
(Name and complete address of the institute/school/college)

Pin code Phone Mobile

2. I want affiliation from Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi. for my institute /school/ college to run the board's education & training programme and I am well aware and fully satisfied about the courses and the status of the board and I know that all the courses run by the board are autonomous programme and for knowledge and wisdom and for self education only.



3. I am fully and legally authorized for all responsibilities and liabilities of my institute / school /college / academy with the board.
4. I will not give any guarantee or promise to any student to give or get any admission and job.
5. All admission / examination documents collected from the board / students will be kept safely / confidentially by me and it is my responsibility for its timely distribution in the centre or sent to the board.
6. I shall abide and obtain to present rule and regulations and directions of the board and those which are to be enforced time to time.
7. If I / my institute / school /academy have any dispute with the board it will be resolved through the committee appointed by the Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi under Indian Arbitration Act 1940. The decision of the arbitrator shall be final and binding on all parties, direct court will not be permissible.
8. I have read and understood and accept the rules and regulations of the board and agree to abide by them .If I stuck any rules and regulations of the board, the board will free / authorized to cancel the affiliation / contract and I will liable to all expenses of the board and students.

Signature of the Deponent

Name.....

Date:

Attested by Notary public

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Enrolment No: _____ . SI No: _____ .

Roll No: _____ .

(For Office Use only)



(Autonomous, Regd. Govt. Of Delhi & NCT Delhi, Govt. Of India)

SWAMI VIVEKANANDA SECONDARY & SR. SECONDARY OPEN EDUCATION, DELHI

(DEPARTMENT OF OPEN & DISTANCE EDUCATION)

Website : www.svsssoe.in. Email : admission@svsssoe.in.

Enrolment and Examination Form: 20__ /20__ .

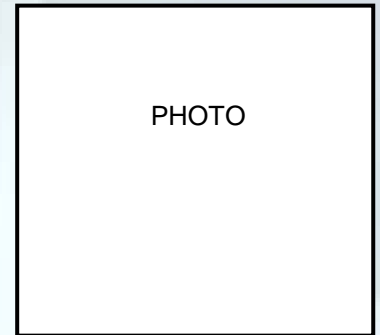
Name of Examination: _____ .

Name of Study Centre: _____ . **Study Centre Code :** _____ .

To,

The Chairman,
SVSSSOE, Delhi.

I wish to appear for the examination programme organized by "SVSSSOE, DELHI".
The same may kindly be accepted.



TO BE FILLED BY THE STUDENT

1. Name of Student (Block Letter) : _____ .
2. Father's Name (Block Letter) : _____ .
3. Mother's Name (Block Letter) : _____ .
4. Date of Birth : ____/____/____ . (Enclosed Photo Copy) Age : _____ .
5. Address (Encl Photo Copy) : _____ .
: _____ . City : _____ .
Dist : _____ . State : _____ .
Country : _____ . Pin Code : _____ .
Mobile No : _____ .
Email id : _____ @ _____ .
6. Marital Status (tick mark) : Married ___ / Unmarried ___ .
7. Category (tick mark) : SC ___ / ST ___ / OBC ___ / Other's ___ . (Enclosed Photo Copy)
8. Religion : _____ .
9. Nationality : _____ .
10. Gender (tick mark) : Male ___ / Female ___ / Other ___ .
11. Are you Employed (tick mark) : Yes ___ / No ___ .
12. If Yes then give details here : _____ .

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13. Previous examination passed. Name of Examination (tick mark) : VIII ___ / X ___ / XII ___.

Passed Year : _____. Board / Council Name : _____.

Registration No : _____. Roll : _____. Number : _____.

14. Details of Examination passed previously (Enclosed photo copy of all testimonials) :

SL No	Name of Examination	Board / Council	Year of Passing	Roll No	Division	Percentage

15. Medium of Examination : _____. Regional Language : _____.

16. Subject Taken :

a) _____. b) _____. c) _____.

e) _____. f) _____. g) _____.

h) _____. i) _____.

DECLARATION BY STUDENT

I do hereby declare that I have read & fully understood the rules & regulation of eligibility to undergo the above program, for which I seek admission in Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi. I fulfil the minimum eligibility criteria and have furnished above the necessary information in this regard. I am well aware and fully satisfied about the Recognition Status of the Board and also the acceptability of the course and I know and I am well informed that the Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi is purely an NGO/Trust based Private Board having registered with the Govt of Delhi & NCT Delhi, Govt of India through Trust Registration Act, 1882. This is not a Central Govt or State Govt Board. All the courses run by this Private Board are its autonomous programs and are meant for self education, self knowledge, self satisfaction and dignity only. I am fully aware and well informed that this Board offers self job oriented / self employment courses and does not give any promise or guarantee for further educational use or any job. Each educational organization has discretionary powers. Accordingly, every Board / University / State Govt / Central Govt of India has the liberty and right to take own decision either to allow or refuse any admission and accept or deny the certificates for employment purposes. I am applying for appearing before the examination on my own choice and without any pressure. I am fully liable for my decision to take admission in this Board. In the event of any information in this being found incorrect or misleading, my candidature for examination will be liable for cancellation at any time & I shall not be entitled to get refund of any fee paid by me to the institute / Board. I hereby undertake to abide by all the rules & regulations framed by the Board. In the event of any dispute / disputes, it shall be resolved through the Board's own Arbitrator constituted by the Trust / Board and the decision of the Arbitrator shall be final & binding on all concerned. In case of any dispute / disputes, the Jurisdiction shall be at Delhi only.

Date : ___ / ___ / _____.

Full Name : _____.

Place : _____.

Signature : _____.

SIGNATURE OF FATHER / HUSBAND / GUARDIAN : _____.

DECLARATION AND FORWARDING BY THE STUDY CENTRE COORDINATOR

I have read & fully understood the rules & regulations of Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi. I have verified the documents produced by the student for admission purpose. The candidate has signed the form in my presence. I have conveyed all the necessary and correct information to the student regarding the Recognition Status of the Board and also the acceptability of the courses run by the Board. I am fully responsible for any discrepancies of the details given above by the student. I undertake to follow the rules & regulation framed by the Board. In the event of any dispute / disputes, it shall be resolved through the Board's own Arbitrator constituted by it under its constitution and the decision of the Arbitrator shall be final and binding on all concerned. In case of any dispute / disputes, the Jurisdiction shall be at Delhi only.

Date : ___ / ___ / _____.

Full Name : _____.

Place : _____.

_____.

(SIGNATURE OF THE STUDY CENTRE COORDINATOR WITH SEAL).

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AFFIDAVIT BY THE STUDY CENTRE

I, Mr./ Miss. / Mrs., S / D / O :, Residing at:
....., P.O.:, P.S.:, Dist.:,
State.:, Pin Code.:

Telephone/ Mobile No :

Do hereby declare as under:

1. That I am the Director & Head of the Having its office at, P.O.:
....., P.S.:, Dist., State:, Pin Code:
.....

E-mail Address:

Telephone/ Mobile No :

2. I want affiliation from Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi., registered Office of which is situated in New Delhi for my institute to run this Autonomous Private Board's education & training programs. I am well aware and fully satisfied about the courses and the Recognition Status of the Board and I know and I am well informed that the Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi. is purely an NGO/Trust based Private Board having registered with Govt. of Delhi & NCT Delhi, Govt. of India through Trust Registration Act, 1882. It is duly on process for Trademark Registration. This is also on process for registration under C.R. Act of Ministry of Human Resource Development (MHRD). The activities of the Board are also duly intimated to the Planning Commission, Govt. of India through NGO Partnership System. The Board is also an ISO 9001: 2008 Certified Organization. But by no way or means, this Board is similar to or comparable to or equivalent to the Boards like Central Govt. or State Govt. Boards. Central Govt. or State Govt. Boards are created through Parliamentary or Legislative Bills. But this SVSSSOE is NGO based Board mainly for gaining self education, self knowledge and self satisfaction. All the courses run by this Private Board are its autonomous programs.

3. I am fully and legally liable for all responsibilities of my institute / school /college/ academy affiliated with the Board. I am fully aware and well informed that this Board offers Self Job Oriented/ Self Employment Courses and does not give any promise or guarantee for further educational use or any job. Each educational organization has discretionary powers. Accordingly, every Board/ University/ State Govt./ Central Govt. of India has the liberty and right to take own decision either to allow or refuse any admission and accept or deny the certificates for employment purposes.

4. I will not give any guarantee or promise to any student to give or get any admission to other institutes and also job, employment etc by way of showing the certificates of the Board. I am well informed that this is an NGO/ Trust based Board for gaining self education, self knowledge, self satisfaction, dignity and self empowerment.



5. All admission/examination documents collected from the Board / students will be kept safely/confidentially by me and it is my responsibility for its timely distribution in the centre.

6. I shall abide by and strictly follow the present rules and regulations and directions of the Board and those which are to be enforced from time to time.

7. If I / my institute / school /academy have any dispute with the Board, it will be resolved through the Arbitrator appointed by the Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi. under Indian Arbitration Act 1940. The decision of the arbitrator shall be final and binding on all parties. Direct court affairs will not be permissible.

8. I have read and understood and accept the rules and regulations of the Board and agree to abide by them .If I struck any rules and regulations of the Board and commit any wrong things or malpractices which are against the very ethics of the Board, the Board will be free / authorized to cancel the affiliation / contract or can take appropriate action against my institute and I will be liable for all the expenses of the Board and students already incurred.

Date:

(SIGNATURE OF THE DEPONENT)

Place:

Name.....



Contact Us:

Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi.

Email : contact@svsssoe.in.

Website : www.svsssoe.in.

Address : SAKARPUR. DELHI

Tel :

Document Verification

Any one can apply for verification of original / photo copy of documents like Detail Marks Certificate / Certificate etc. issued by the board.

Individual / companies / organisations / agencies / Govt. departments / Embassies who would like to verify the authenticity of the academic documents may have to following this procedure:

1. Send a Demand Draft of **Rs. 1000/-** + Rs 100 (postage charges) Total Rs. 1100/- (non-refundable) for each documents drawn in favour of :

“Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi “payable at Delhi.

2. Add **Rs. 1000/-** postal charges Extra verification for outside of India.

3. No Verification charges for Central / State Govt. departments and Embassies in India

4. Normal period required for verification 15 days.

NOTE: VERIFICATION BY TELEPHONE / FAX / E.MAIL WILL NOT BE ENTERTAINED.

Send all documents by Regd. Post / Speed Post only

admin. office address:-

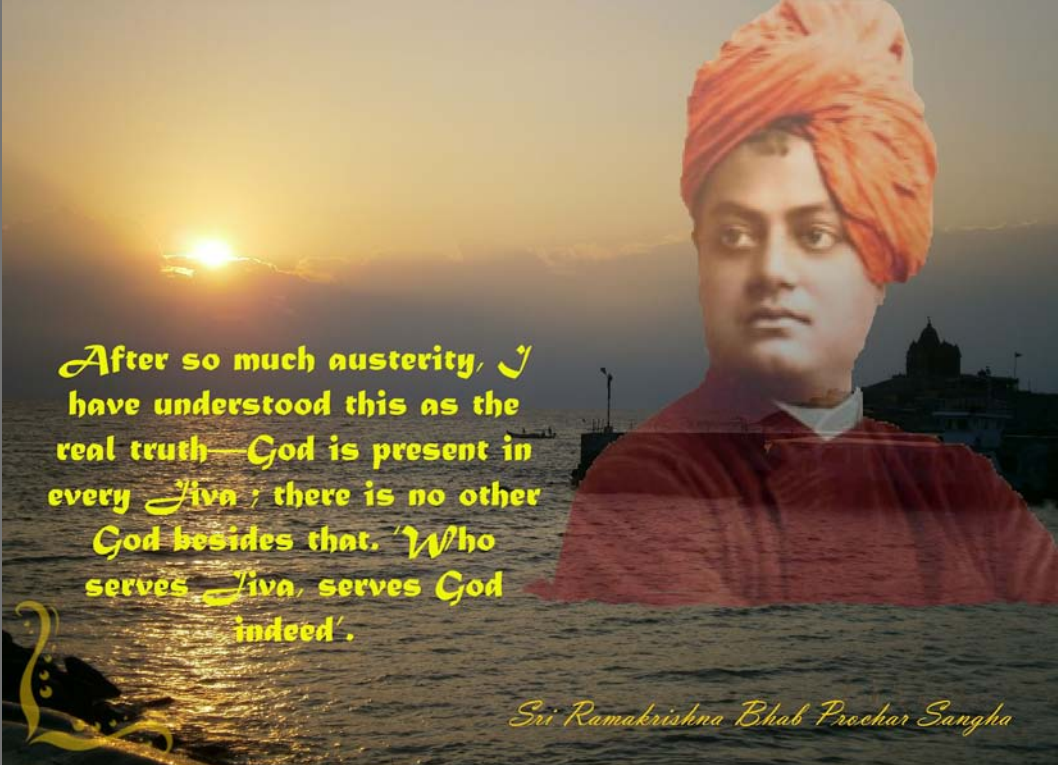
Swami Vivekananda Secondary & Sr. Secondary Open Education, Delhi.

2013

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Price Rs. 350/-

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*After so much austerity, I
have understood this as the
real truth—God is present in
every Jiva; there is no other
God besides that. Who
serves Jiva, serves God
indeed'.*

Sri Ramakrishna Bhava Prechar Sangha



www.svsssoe.in

New Delhi

2013

