



Department of School Education, TS

User Manual for

“Private School Permissions”

By



Internal Approval:

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Private School Permissions

1. INTRODUCTION

Department of school education portal <http://schooledu.telangana.gov.in/ISMS/> was developed to bring all information related to education on a single platform. It was desired to monitor all data to make education an ennobling experience.

2. OBJECTIVE:

It is desired to have an online application to ease the process of registering private schools and completing all formalities thereby reducing the turnaround time and bringing transparency in the process.

3. SCOPE

The scope of this document is to explain the process flow of inserting services details of private school Registration/Reorganization/Up gradation/Renewal or updating the existing service record of Private School in ISMS Portal.

4. PROCESS

- Adding/Updating Private School Registration, Recognition, Up-gradation and Renewal of Private school

TSONline 5. Actor: School User

- User required to browse to URL <http://schooledu.telangana.gov.in/ISMS/>, the below shown Screen is displayed. Click Private School Permissions link under Online Services tab as shown in the Figure-1



Figure 1:- Service Screen

- Click Private School Permissions link on above screen, services will be displayed as below Figure-2.

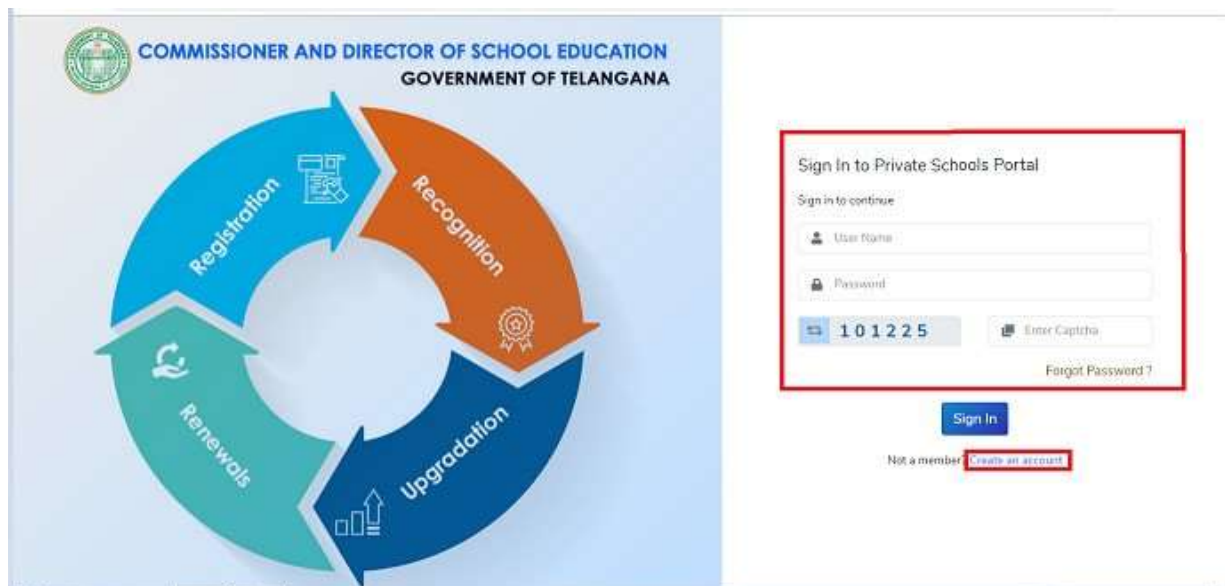


Figure 2: Private School Portal Screen

Continue button as shown below Figure-3



Figure 3: Register to Private School portal Screen

- > A Success Message will get displayed as shown below Figure-4



Figure 4: Register to Private School portal Success Screen

6. Sign In to Private School Portal:

- > Login with valid credentials (User name and Password) and enter captcha then click on SIGNIN button to login as shown in Figure-5



Figure 5: Sign In to Private School Portal

> Private School home screen will get displayed as shown below Figure-6

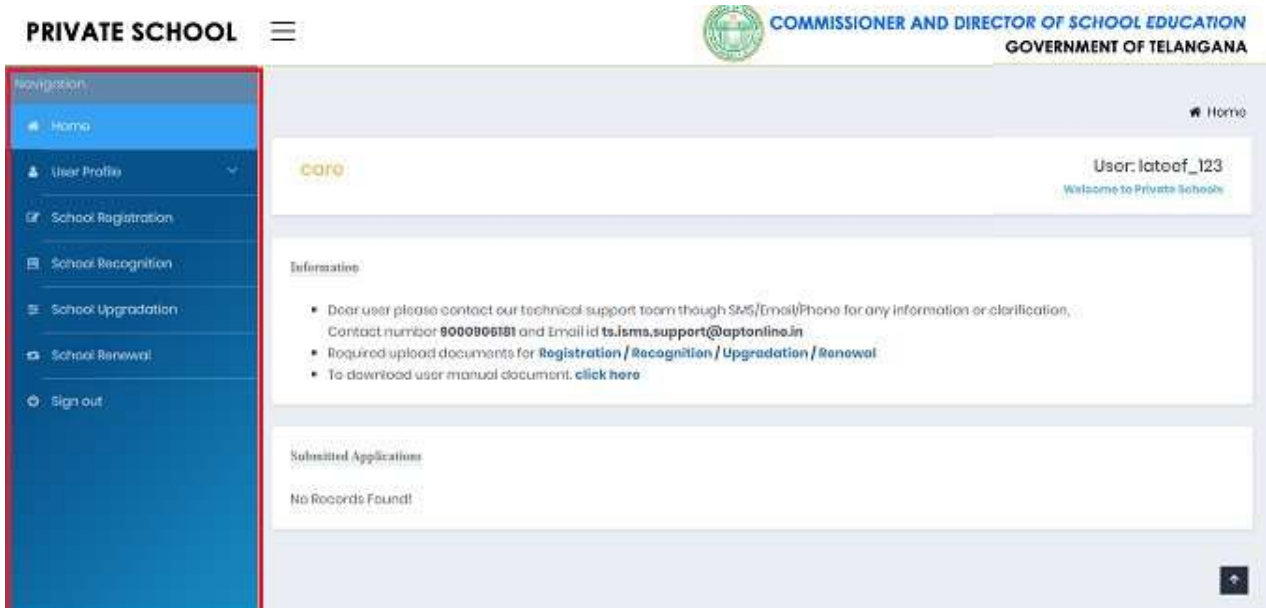


Figure 6: Private School Home screen

> Click User Profile for Edit profile and Change Password as shown below Figure-7

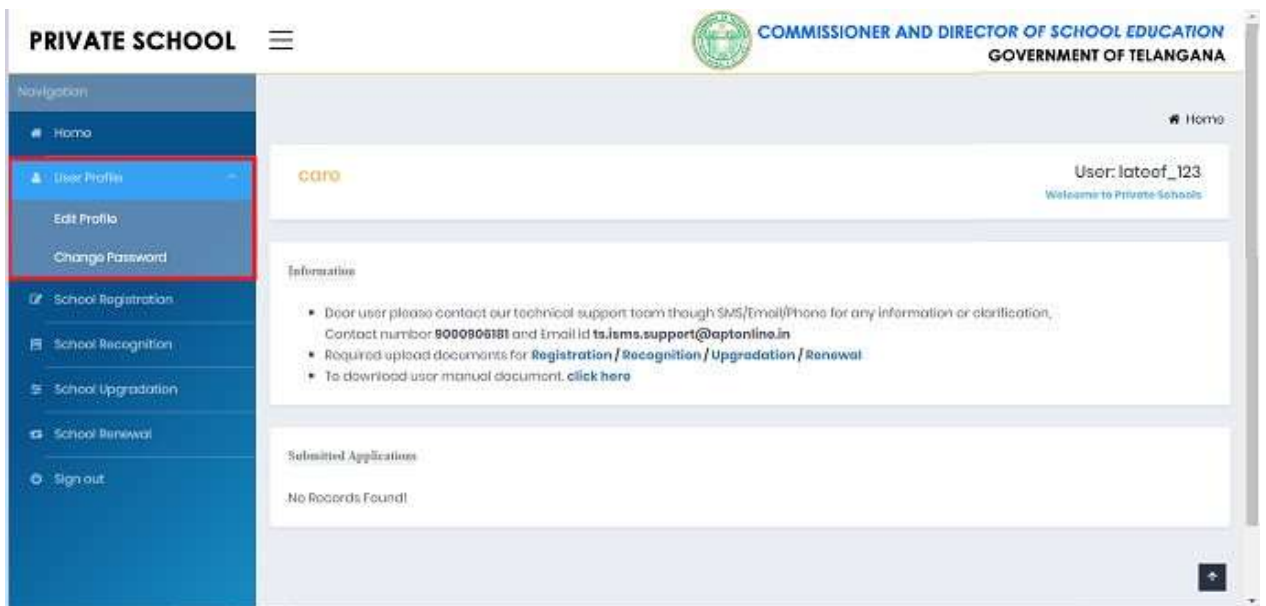


Figure 7: User Profile Details Screen

- > Click Edit Profile Hyper link, then Enter all Mandatory Fields and click Update button as shown below Figure-8

Edit Profile

Full Name* Society Name* User Name*

Mobile Number * Email Id * Society Address *

Society City Society PinCode

Note: Mails are send to these given email address.

Figure 8: Edit Profile Screen

- > A Success Message will get displayed as shown below Figure-9

Profile Details Updated Successfully

Figure 9: Edit Profile Updation Screen

- > Click Change Password Hyper Link, then Enter all Mandatory Fields and click Update button as shown below Figure-10

Change Password

Old Password*

New Password*

Confirm Password*

Password rules:

1. 8 Characters Long
2. Atleast One Lowercase Letter
3. Atleast One Uppercase Letter
4. Atleast One Number
5. Atleast One Special Character

Figure 10: Change Password Screen

- > A Success Message will get displayed as shown below Figure-11



Figure 11: Change Password Updation Screen

- > Once user get login with valid credentials, he will get redirect to welcome page as shown below Figure-12

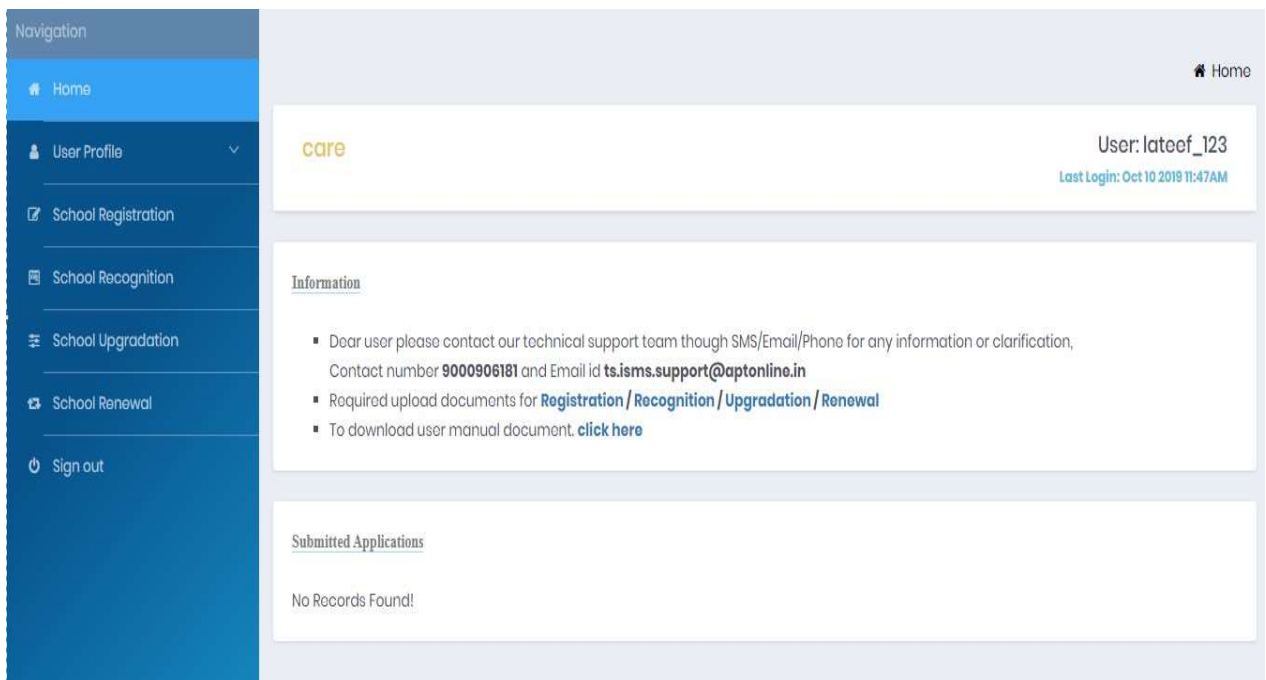


Figure 12: Welcome Page

- On welcome page user can see the following services like School Registration, School Recognition, School Up-gradation and School Renewal under Private school as shown in shown below Figure-13

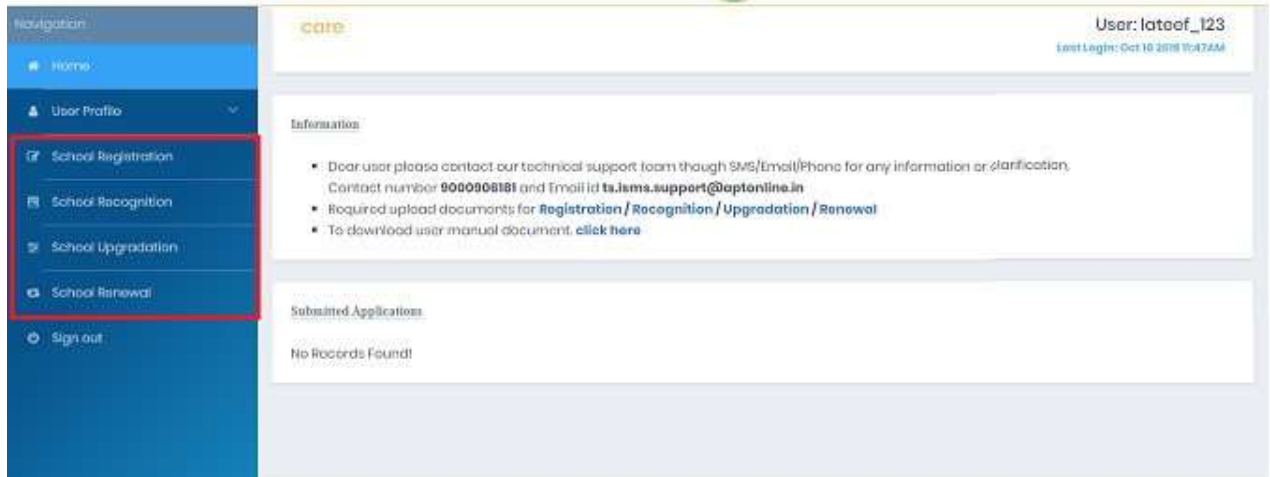


Figure 13: Service Page

- Click School Registration Hyper Link , Under School Registrations link there are following services like Education Agency Details, School Basic Details, School Building Particulars, Facilities in The School, NOC Details, Inspection Particulars and Self Declaration Details as shown below Figure-14



Figure 14: School Registration Screen

- > Click Education Agency Details Hyper link under School Registration link then enter all mandatory fields and Click Save button as shown below Figure-15

Figure 15: Education Agency Details Screen

- > A Success Message will get displayed as “Education Agency Details Inserted Successfully, Under Application Number REG20191054” as shown below Figure-16

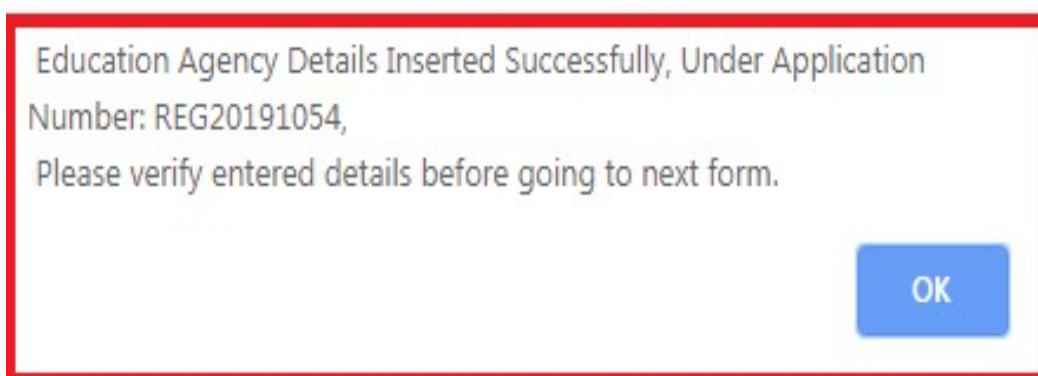


Figure 16: Education Agency Details Success Screen

- Click Edit Details Link ,user will get redirect to a form then user can update all the necessary/mandatory fields, and then click update button as shown below Figure-17

PRIVATE SCHOOL

COMMISSIONER AND DIRECTOR OF SCHOOL EDUCATION
GOVERNMENT OF TELANGANA

[Q7 Registration](#) > [Education Agency Details](#)

Education Agency Registered Detail Updation:

Education Agency

Agency Name*	Address of Educational Agency*	District*	Mandal*
ABC	T-412/3/4/5/6/7/8/9/10	ADILABAD	BAZARHATHOOR
Village*	Agency Code/Name*	Web Site Address	Website Number
1/2/3/4/5/6/7/8/9/10	1/2/3/4/5/6/7/8/9/10	www.abc.com	12345678
Agency ID*	Agency ID		
88774433	1234567890		

Registration Particular

Registration No.*	Registration Date*	Name of Registration Authority*
43545678901234	12-10-2018	Registration

Details of the Members of the Executive Body

Name	Designation	Qualification	Address	E-mail	Address Number	Mobile No.	Action
ganiak	President	Software	Software	ganiak@signal.com	9-4-12/3/4/5/6/7/8/9/10	88774433	Delete
laxmi	Vice President	Accountant	High school	laxmi@signal.com	9-4-12	88774433	Delete
roop	Joint Secretary	Accountant	High school	roop@signal.com	9-7-12	88774433	Delete
harsh	General Secretary	System	High school	harsh@signal.com	9-8-12	88774433	Delete
manish	Organizing Member	Engineer	High school	manish@signal.com	9-9-12	88774433	Delete
shri	Treasurer	Business	High school	shri@signal.com	9-10-12	88774433	Delete
shri	Joint Treasurer	IT	High school	shri@signal.com	9-11-12	88774433	Delete
shri	Executive Member	PG	High school	shri@signal.com	9-12-12	88774433	Delete
shri	Executive Member	PG	High school	shri@signal.com	9-13-12	88774433	Delete

Particular of Commissioner

Name*	Designation*	Qualification*	Address*
ganiak	Assistant	Secretary	T-412/3/4/5/6/7/8/9/10
E-mail address*	Address Number	Mobile Number*	
ganiak@signal.com		88774433	

Bank Account Details of the Management for Depositories of the School

A/c No.*	Bank Name*	Branch Name (IFSC Code)*
12345678901234	HDFC BANK	HYPERSAT - 12345678901234 - 12345678901234

Cancel
Update

Figure 17: Education Agency Registered Details Updation Screen

- > A Success Message will get displayed as shown below Figure-18

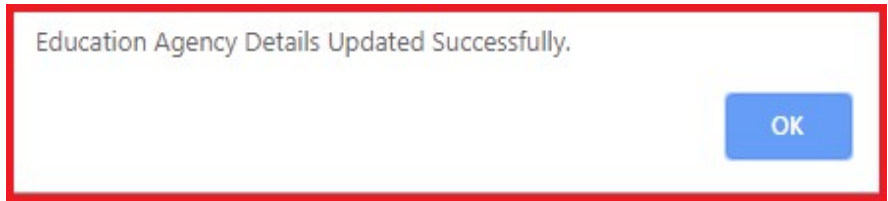


Figure 18: Education Agency Registered Details success Screen

- > Click School Basic Details Hyper link under School Registration link then enter all mandatory fields and Click Save button as shown below Figure-19

School Basic Details Registration

School Program Details

School Name*	Address of the School*	Status*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Website*	State*	Suburb*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Website for the school to be notified*	Assembly Membership*	What Stn. Address
<input type="text"/>	<input type="text"/>	<input type="text"/>
Publication*	Construction	Latitude
<input type="text"/>	<input type="text"/>	<input type="text"/>
Company of the school*	Access Program for the District*	Longitude
<input type="text"/>	<input type="text"/>	<input type="text"/>
Members of the school employed in the school*		
<input type="text"/>		

School Account Details: Pending for School

No. of users*	Word Count*	School year with the PSC Code*
<input type="text"/>	<input type="text"/>	<input type="text"/>

View of All the Schools including Govt & Non Govt, including the Secondary Village

School Name	Address	Classed Name	Classed No	Status	Other Medium	Distance from Proposed School/Bus	Access/Length	Action

Number of children going to school in the village is as follows:

Fee Structure (as approved by the governing body)

Website Fee Structure (Rs)*

Not mandatory field

Website, Distance from school/Bus stop, and other government's body approved fee structure details along with other important information.

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Figure 19: School Basic Details Screen

- > A Success Message will get displayed as “School Basic Details Inserted Successfully, Under Application Number REG20191054” as shown below Figure-20

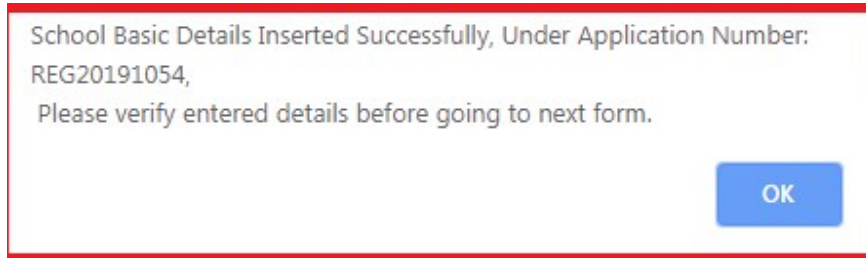


Figure 20: School Basic Details Success Screen

- > Click Edit Details Link ,user will get redirect to a form then user can update all the necessary/mandatory fields, and then click update button as shown below Figure-21

Figure 21: School Basic Registered Details Updation Screen

- A Success Message will get displayed as shown below Figure-22

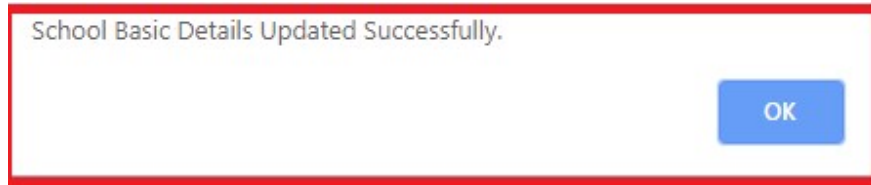


Figure 22: School Basic Registered Details Updation success Screen

- Click School Building Particulars Hyper link under School Registration link then enter all mandatory fields and Click Save button as shown below Figure-23

School Building Particulars Registration

Note: Document should be uploaded in Pdf format(Max size : 5MB)

School Building Status

School Building Status*

Playground Status of School

Playground of School *

Dimensions of Class Rooms

Total Plinth Area of School Building (in sq. m.)*

No Of Floors *

Whether grills to the balconies are provided or Not *
 Yes No

Building Height (in Meter)*

Expected Room Size. *

Total Class Rooms / Other Rooms *

Room Details

No Of Rooms	Room Type	Total Area (Sq.Ft)	Action
			Add Row

Furniture (in Nos.)

For Staff - Tables *

For Staff- Chairs *

For Students - Benches *

For Students - Chairs*

Library,Laboratory & Material

Library Type*
 No file chosen

Play Material *
 No file chosen

Computer Laboratory *
 No file chosen

Place Details Of School

(A) Sketch plan of the outdoor play ground duly indicating the area*

Upload Document *
 No file chosen

Total Area (in sq. m.) *

(or)

(B) Sketch plan of the indoor play area duly indicating the area*

Upload Document *
 No file chosen

Total Area (in sq. m.) *

(or)

(C) Details of nearby municipal ground/park permitted for utilization in Municipal Corporation & Distance from the School*

Reference No*

Date *

Validity(From) *

Validity(To) *

Details of the Permission Authority*

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Figure 23: School Building Particulars Screen

- A Success Message will get displayed as “School Building Particulars Inserted Successfully,Under Application Number REG20191054” as shown below Figure-24

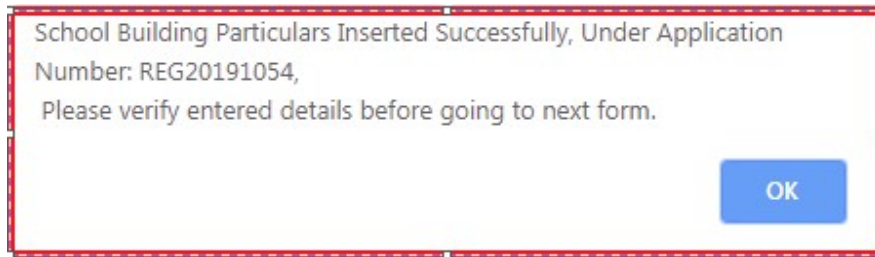


Figure 24: School Building Particulars Success Screen

- Click Edit Details Link ,user will get redirect to a form then user can update all the necessary/mandatory fields, and then click update button as shown below Figure-25

Figure 25: School Building Particulars Updation Screen

- > A Success Message will get displayed as shown below Figure-26

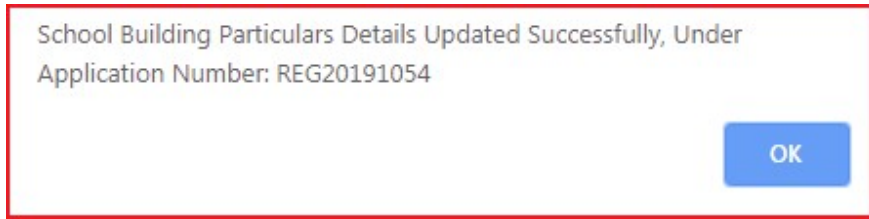


Figure 26: School Building Particulars Updation Success Screen

- > Click Facilities in the school Hyper link under School Registration link then enter all mandatory fields and Click Save button as shown below Figure-27

Schools Facilities Registration

Staff Details

Employee Name	Designation	Staff Type	Date of Birth	Age	Qualification	Hygiene In
		-Select-			-Select-	Chosen

Staff Pay Structure

Salary*

Choose File No file chosen

File size up to 5MB

Note: Upload a school authorized with your school staff salary pay structure details along with corresponding signature.

Details of Transport Facility

No of Vehicles Provided

Sanitary Facilities

No of toilets and urinals provided (Student & Staff)*

Men (Staff)* Women (Staff)* Boys (Student)* Girls (Student)*

No of Women Attender*

Water Facility

Details of Water Facility provided*

Tap Water Bore Water Well Water Purified Drinking Water RO Plant

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Previous Save

Figure 27: Facilities in the school Screen

- > A Success Message will get displayed as “School Facility Details Inserted

Successfully, Under Application Number REG20191054” as shown below Figure-28

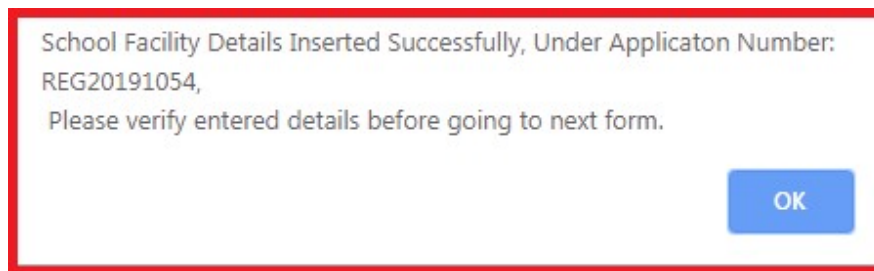


Figure 28: School Facility Details Success Screen

- Click Edit Details Link ,user will get redirect to a form then user can update all the necessary/mandatory fields, and then click update button as shown below Figure-29

Schools Facility Details Updation

Staff Details

Organization Name	Organization	Staff Type	Name of staff	Age	Qualification	Age
Organization	Organization	Teacher	K. S. S. S. S. S.	18	Teacher	18

Staff Photo upload

Details of Transport Facility

Vehicle Number	Parent No.	Person responsible for vehicle	Registration Number (RC)	Vehicle Insurance Availability	Vehicle of the person/parent	Driver's License	Parent Member	Action
TURK74DE	346234E4	Organization	404234E4	Yes	Yes	Organization		Details

Vehicle Details

Vehicle	Organization	Vehicle Number	Working Member	Action
Organization	Organization	Organization	Organization	Details

Salary Tax Part

Details of House Facility Updation

Details of House Facility Updation

Update Update

Figure 29: School Facility Details Updation Screen

- A Success Message will get displayed as shown below Figure-30



Figure 30: School Facility Details Updation Success Screen

- > Click NOC Details Hyper link under School Registration link then enter all mandatory fields and Click Save button as shown below Figure-31

Figure 31: NOC Details Registration Screen

- > A Success Message will get displayed as “NOC Details Inserted Successfully, UnderApplication Number REG20191054” as shown below Figure-32

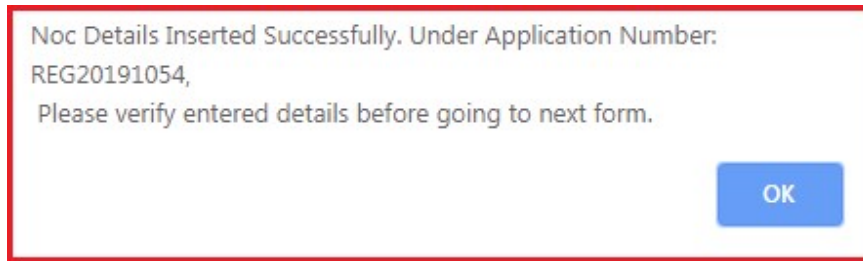


Figure 32: NOC Details Success Screen

- > Click Edit Details Link, user will get redirect to a form then user can update all the necessary/mandatory fields, and then click update button as shown below Figure-33

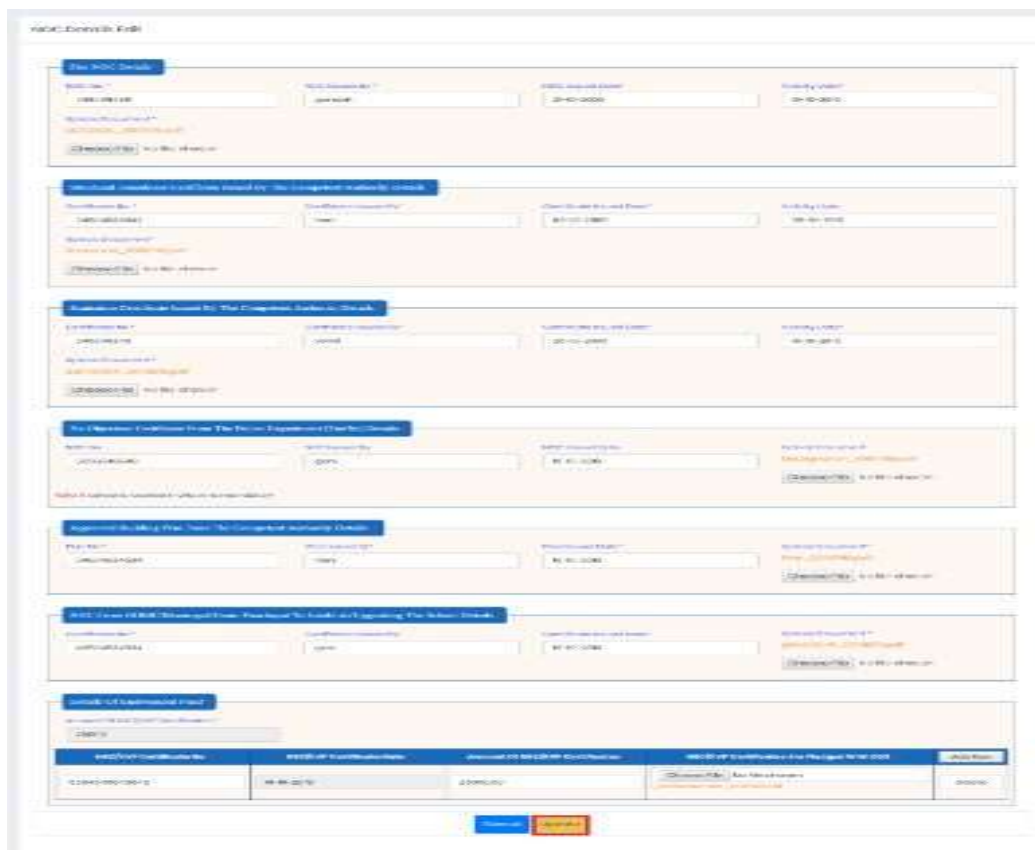


Figure 33: NOC Details Update Screen

- > A Success Message will get displayed as shown below Figure-34



Figure 34: NOC Details Update Success Screen

- > Click Inspection Particulars Hyper link under School Registration link then enter all mandatory fields and Click Save button as shown below Figure-35

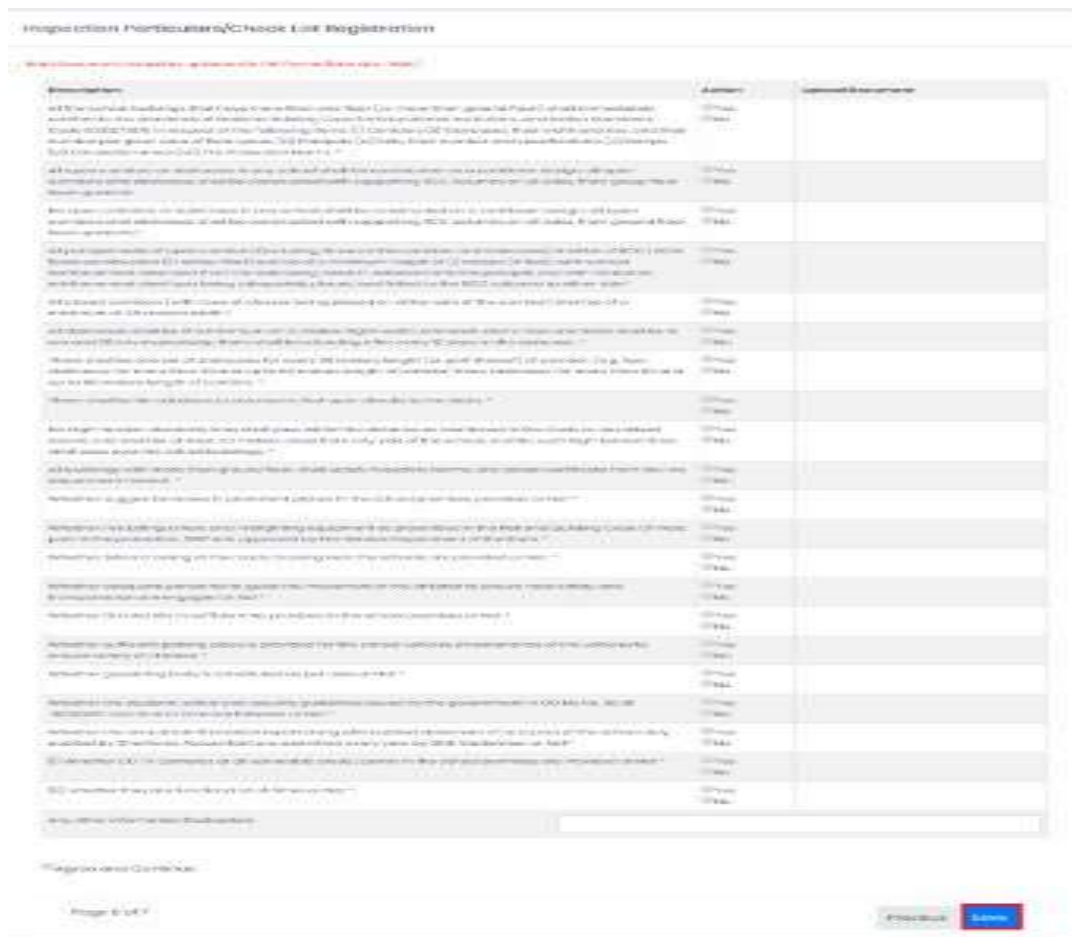


Figure 35: Inspection Particulars Screen

- A Success Message will get displayed as “Inspection Particulars Details Inserted Successfully, Under Application Number REG20191054” as shown below Figure-36

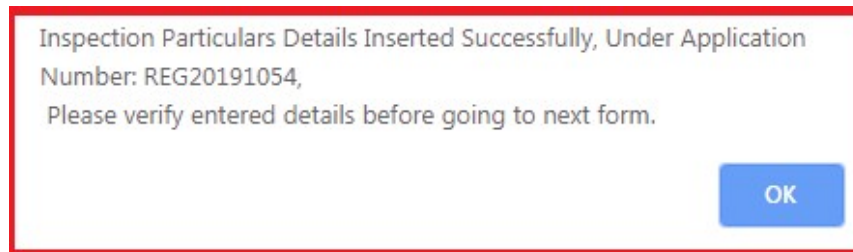


Figure 36: Inspection Particulars Details Success Screen

- Click Edit Details Link , user will get redirect to a form then user can update all the necessary/mandatory fields, and then click update button as shown below Figure-37

Inspection Particulars/Check List Details Updation		
Description	Action	Upload Document
All the vertical buildings (from basement to top and floor-to-floor height) shall be immediately referred to the divisions of Technical Services for approval of drawings and specifications and to the relevant Code (Building Code or other applicable codes) for approval of drawings and specifications. (V) (S) (I) (C) (M) (E) (F) (G) (H) (I) (J) (K) (L) (M) (N) (O) (P) (Q) (R) (S) (T) (U) (V) (W) (X) (Y) (Z) (AA) (AB) (AC) (AD) (AE) (AF) (AG) (AH) (AI) (AJ) (AK) (AL) (AM) (AN) (AO) (AP) (AQ) (AR) (AS) (AT) (AU) (AV) (AW) (AX) (AY) (AZ) (BA) (BB) (BC) (BD) (BE) (BF) (BG) (BH) (BI) (BJ) (BK) (BL) (BM) (BN) (BO) (BP) (BQ) (BR) (BS) (BT) (BU) (BV) (BW) (BX) (BY) (BZ) (CA) (CB) (CC) (CD) (CE) (CF) (CG) (CH) (CI) (CJ) (CK) (CL) (CM) (CN) (CO) (CP) (CQ) (CR) (CS) (CT) (CU) (CV) (CW) (CX) (CY) (CZ) (DA) (DB) (DC) (DD) (DE) (DF) (DG) (DH) (DI) (DJ) (DK) (DL) (DM) (DN) (DO) (DP) (DQ) (DR) (DS) (DT) (DU) (DV) (DW) (DX) (DY) (DZ) (EA) (EB) (EC) (ED) (EE) (EF) (EG) (EH) (EI) (EJ) (EK) (EL) (EM) (EN) (EO) (EP) (EQ) (ER) (ES) (ET) (EU) (EV) (EW) (EX) (EY) (EZ) (FA) (FB) (FC) (FD) (FE) (FF) (FG) (FH) (FI) (FJ) (FK) (FL) (FM) (FN) (FO) (FP) (FQ) (FR) (FS) (FT) (FU) (FV) (FW) (FX) (FY) (FZ) (GA) (GB) (GC) (GD) (GE) (GF) (GG) (GH) (GI) (GJ) (GK) (GL) (GM) (GN) (GO) (GP) (GQ) (GR) (GS) (GT) (GU) (GV) (GW) (GX) (GY) (GZ) (HA) (HB) (HC) (HD) (HE) (HF) (HG) (HH) (HI) (HJ) (HK) (HL) (HM) (HN) (HO) (HP) (HQ) (HR) (HS) (HT) (HU) (HV) (HW) (HX) (HY) (HZ) (IA) (IB) (IC) (ID) (IE) (IF) (IG) (IH) (II) (IJ) (IK) (IL) (IM) (IN) (IO) (IP) (IQ) (IR) (IS) (IT) (IU) (IV) (IW) (IX) (IY) (IZ) (JA) (JB) (JC) (JD) (JE) (JF) (JG) (JH) (JI) (JJ) (JK) (JL) (JM) (JN) (JO) (JP) (JQ) (JR) (JS) (JT) (JU) (JV) (JW) (JX) (JY) (JZ) (KA) (KB) (KC) (KD) (KE) (KF) (KG) (KH) (KI) (KJ) (KK) (KL) (KM) (KN) (KO) (KP) (KQ) (KR) (KS) (KT) (KU) (KV) (KW) (KX) (KY) (KZ) (LA) (LB) (LC) (LD) (LE) (LF) (LG) (LH) (LI) (LJ) (LK) (LL) (LM) (LN) (LO) (LP) (LQ) (LR) (LS) (LT) (LU) (LV) (LW) (LX) (LY) (LZ) (MA) (MB) (MC) (MD) (ME) (MF) (MG) (MH) (MI) (MJ) (MK) (ML) (MN) (MO) (MP) (MQ) (MR) (MS) (MT) (MU) (MV) (MW) (MX) (MY) (MZ) (NA) (NB) (NC) (ND) (NE) (NF) (NG) (NH) (NI) (NJ) (NK) (NL) (NM) (NN) (NO) (NP) (NQ) (NR) (NS) (NT) (NU) (NV) (NW) (NX) (NY) (NZ) (OA) (OB) (OC) (OD) (OE) (OF) (OG) (OH) (OI) (OJ) (OK) (OL) (OM) (ON) (OO) (OP) (OQ) (OR) (OS) (OT) (OU) (OV) (OW) (OX) (OY) (OZ) (PA) (PB) (PC) (PD) (PE) (PF) (PG) (PH) (PI) (PJ) (PK) (PL) (PM) (PN) (PO) (PP) (PQ) (PR) (PS) (PT) (PU) (PV) (PW) (PX) (PY) (PZ) (QA) (QB) (QC) (QD) (QE) (QF) (QG) (QH) (QI) (QJ) (QK) (QL) (QM) (QN) (QO) (QP) (QQ) (QR) (QS) (QT) (QU) (QV) (QW) (QX) (QY) (QZ) (RA) (RB) (RC) (RD) (RE) (RF) (RG) (RH) (RI) (RJ) (RK) (RL) (RM) (RN) (RO) (RP) (RQ) (RR) (RS) (RT) (RU) (RV) (RW) (RX) (RY) (RZ) (SA) (SB) (SC) (SD) (SE) (SF) (SG) (SH) (SI) (SJ) (SK) (SL) (SM) (SN) (SO) (SP) (SQ) (SR) (SS) (ST) (SU) (SV) (SW) (SX) (SY) (SZ) (TA) (TB) (TC) (TD) (TE) (TF) (TG) (TH) (TI) (TJ) (TK) (TL) (TM) (TN) (TO) (TP) (TQ) (TR) (TS) (TT) (TU) (TV) (TW) (TX) (TY) (TZ) (UA) (UB) (UC) (UD) (UE) (UF) (UG) (UH) (UI) (UJ) (UK) (UL) (UM) (UN) (UO) (UP) (UQ) (UR) (US) (UT) (UU) (UV) (UW) (UX) (UY) (UZ) (VA) (VB) (VC) (VD) (VE) (VF) (VG) (VH) (VI) (VJ) (VK) (VL) (VM) (VN) (VO) (VP) (VQ) (VR) (VS) (VT) (VU) (VV) (VW) (VX) (VY) (VZ) (WA) (WB) (WC) (WD) (WE) (WF) (WG) (WH) (WI) (WJ) (WK) (WL) (WM) (WN) (WO) (WP) (WQ) (WR) (WS) (WT) (WU) (WV) (WW) (WX) (WY) (WZ) (XA) (XB) (XC) (XD) (XE) (XF) (XG) (XH) (XI) (XJ) (XK) (XL) (XM) (XN) (XO) (XP) (XQ) (XR) (XS) (XT) (XU) (XV) (XW) (XZ) (YA) (YB) (YC) (YD) (YE) (YF) (YG) (YH) (YI) (YJ) (YK) (YL) (YM) (YN) (YO) (YP) (YQ) (YR) (YS) (YT) (YU) (YV) (YW) (YZ) (ZA) (ZB) (ZC) (ZD) (ZE) (ZF) (ZG) (ZH) (ZI) (ZJ) (ZK) (ZL) (ZM) (ZN) (ZO) (ZP) (ZQ) (ZR) (ZS) (ZT) (ZU) (ZV) (ZW) (ZX) (ZY) (ZZ)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/> <input type="button" value="Upload Document"/>
All open corridors or staircases (from ground level to roof level) shall be immediately referred to the divisions of Technical Services for approval of drawings and specifications and to the relevant Code (Building Code or other applicable codes) for approval of drawings and specifications. (V) (S) (I) (C) (M) (E) (F) (G) (H) (I) (J) (K) (L) (M) (N) (O) (P) (Q) (R) (S) (T) (U) (V) (W) (X) (Y) (Z) (AA) (AB) (AC) (AD) (AE) (AF) (AG) (AH) (AI) (AJ) (AK) (AL) (AM) (AN) (AO) (AP) (AQ) (AR) (AS) (AT) (AU) (AV) (AW) (AX) (AY) (AZ) (BA) (BB) (BC) (BD) (BE) (BF) (BG) (BH) (BI) (BJ) (BK) (BL) (BM) (BN) (BO) (BP) (BQ) (BR) (BS) (BT) (BU) (BV) (BW) (BX) (BY) (BZ) (CA) (CB) (CC) (CD) (CE) (CF) (CG) (CH) (CI) (CJ) (CK) (CL) (CM) (CN) (CO) (CP) (CQ) (CR) (CS) (CT) (CU) (CV) (CW) (CX) (CY) (CZ) (DA) (DB) (DC) (DD) (DE) (DF) (DG) (DH) (DI) (DJ) (DK) (DL) (DM) (DN) (DO) (DP) (DQ) (DR) (DS) (DT) (DU) (DV) (DW) (DX) (DY) (DZ) (EA) (EB) (EC) (ED) (EE) (EF) (EG) (EH) (EI) (EJ) (EK) (EL) (EM) (EN) (EO) (EP) (EQ) (ER) (ES) (ET) (EU) (EV) (EW) (EX) (EY) (EZ) (FA) (FB) (FC) (FD) (FE) (FF) (FG) (FH) (FI) (FJ) (FK) (FL) (FM) (FN) (FO) (FP) (FQ) (FR) (FS) (FT) (FU) (FV) (FW) (FX) (FY) (FZ) (GA) (GB) (GC) (GD) (GE) (GF) (GG) (GH) (GI) (GJ) (GK) (GL) (GM) (GN) (GO) (GP) (GQ) (GR) (GS) (GT) (GU) (GV) (GW) (GX) (GY) (GZ) (HA) (HB) (HC) (HD) (HE) (HF) (HG) (HH) (HI) (HJ) (HK) (HL) (HM) (HN) (HO) (HP) (HQ) (HR) (HS) (HT) (HU) (HV) (HW) (HX) (HY) (HZ) (IA) (IB) (IC) (ID) (IE) (IF) (IG) (IH) (II) (IJ) (IK) (IL) (IM) (IN) (IO) (IP) (IQ) (IR) (IS) (IT) (IU) (IV) (IW) (IX) (IY) (IZ) (JA) (JB) (JC) (JD) (JE) (JF) (JG) (JH) (JI) (JJ) (JK) (JL) (JM) (JN) (JO) (JP) (JQ) (JR) (JS) (JT) (JU) (JV) (JW) (JX) (JY) (JZ) (KA) (KB) (KC) (KD) (KE) (KF) (KG) (KH) (KI) (KJ) (KK) (KL) (KM) (KN) (KO) (KP) (KQ) (KR) (KS) (KT) (KU) (KV) (KW) (KX) (KY) (KZ) (LA) (LB) (LC) (LD) (LE) (LF) (LG) (LH) (LI) (LJ) (LK) (LL) (LM) (LN) (LO) (LP) (LQ) (LR) (LS) (LT) (LU) (LV) (LW) (LX) (LY) (LZ) (MA) (MB) (MC) (MD) (ME) (MF) (MG) (MH) (MI) (MJ) (MK) (ML) (MN) (MO) (MP) (MQ) (MR) (MS) (MT) (MU) (MV) (MW) (MX) (MY) (MZ) (NA) (NB) (NC) (ND) (NE) (NF) (NG) (NH) (NI) (NJ) (NK) (NL) (NM) (NN) (NO) (NP) (NQ) (NR) (NS) (NT) (NU) (NV) (NW) (NX) (NY) (NZ) (OA) (OB) (OC) (OD) (OE) (OF) (OG) (OH) (OI) (OJ) (OK) (OL) (OM) (ON) (OO) (OP) (OQ) (OR) (OS) (OT) (OU) (OV) (OW) (OX) (OY) (OZ) (PA) (PB) (PC) (PD) (PE) (PF) (PG) (PH) (PI) (PJ) (PK) (PL) (PM) (PN) (PO) (PP) (PQ) (PR) (PS) (PT) (PU) (PV) (PW) (PX) (PY) (PZ) (QA) (QB) (QC) (QD) (QE) (QF) (QG) (QH) (QI) (QJ) (QK) (QL) (QM) (QN) (QO) (QP) (QQ) (QR) (QS) (QT) (QU) (QV) (QW) (QX) (QY) (QZ) (RA) (RB) (RC) (RD) (RE) (RF) (RG) (RH) (RI) (RJ) (RK) (RL) (RM) (RN) (RO) (RP) (RQ) (RR) (RS) (RT) (RU) (RV) (RW) (RX) (RY) (RZ) (SA) (SB) (SC) (SD) (SE) (SF) (SG) (SH) (SI) (SJ) (SK) (SL) (SM) (SN) (SO) (SP) (SQ) (SR) (SS) (ST) (SU) (SV) (SW) (SX) (SY) (SZ) (TA) (TB) (TC) (TD) (TE) (TF) (TG) (TH) (TI) (TJ) (TK) (TL) (TM) (TN) (TO) (TP) (TQ) (TR) (TS) (TT) (TU) (TV) (TW) (TX) (TY) (TZ) (UA) (UB) (UC) (UD) (UE) (UF) (UG) (UH) (UI) (UJ) (UK) (UL) (UM) (UN) (UO) (UP) (UQ) (UR) (US) (UT) (UU) (UV) (UW) (UX) (UY) (UZ) (VA) (VB) (VC) (VD) (VE) (VF) (VG) (VH) (VI) (VJ) (VK) (VL) (VM) (VN) (VO) (VP) (VQ) (VR) (VS) (VT) (VU) (VV) (VW) (VX) (VY) (VZ) (WA) (WB) (WC) (WD) (WE) (WF) (WG) (WH) (WI) (WJ) (WK) (WL) (WM) (WN) (WO) (WP) (WQ) (WR) (WS) (WT) (WU) (WV) (WW) (WX) (WY) (WZ) (XA) (XB) (XC) (XD) (XE) (XF) (XG) (XH) (XI) (XJ) (XK) (XL) (XM) (XN) (XO) (XP) (XQ) (XR) (XS) (XT) (XU) (XV) (XW) (XZ) (YA) (YB) (YC) (YD) (YE) (YF) (YG) (YH) (YI) (YJ) (YK) (YL) (YM) (YN) (YO) (YP) (YQ) (YR) (YS) (YT) (YU) (YV) (YW) (YZ) (ZA) (ZB) (ZC) (ZD) (ZE) (ZF) (ZG) (ZH) (ZI) (ZJ) (ZK) (ZL) (ZM) (ZN) (ZO) (ZP) (ZQ) (ZR) (ZS) (ZT) (ZU) (ZV) (ZW) (ZX) (ZY) (ZZ)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/> <input type="button" value="Upload Document"/>

Figure 37: Inspection Particulars Details Updation Screen

- > A Success Message will get displayed as shown below Figure-38

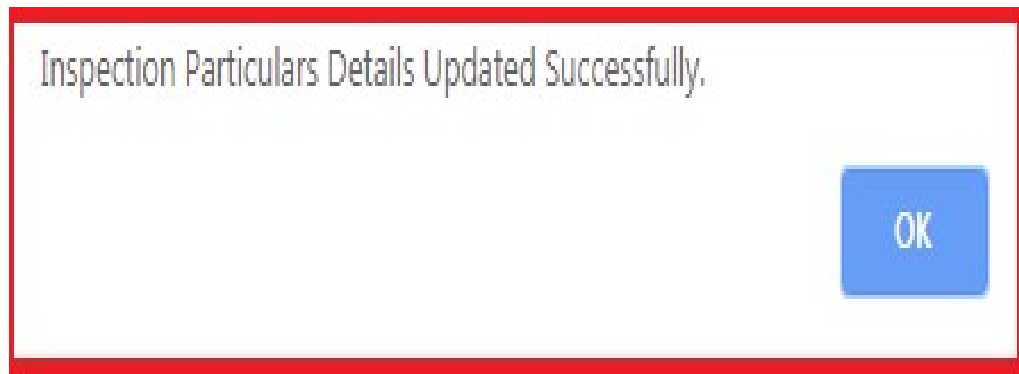


Figure 38: Inspection Particulars Details Updation Success Screen

- > Click Self Declaration Details Hyper link, then Preview of Application page will get displayed as shown below Figure-39

Preview of Application

[Print Application Details](#)

School Registration-Form-I: Education Agency Details

Educational Society

Society Name	care	Address of Educational Agency	9-4-13/bhasmathepet	District Name	ADILABAD
Mandal Name	BAZARHATHNOOR	Village Name	Dhabadi	Assembly Constituency	ASWARAOPETA
Web Site Address	www.google.com	Land Line Number	04021454564	Mobile Number	8976545313
Email Address	rgh@gmail.com				

Registration Particulars

Figure 39: Self Declaration Details Screen

- Click Print Application Details Hyper link, then Print page will get displayed as shown below Figure-40

PRIVATE SCHOOL



**COMMISSIONER AND DIRECTOR OF SCHOOL EDUCATION
GOVERNMENT OF TELANGANA**

[Registration](#) + [Preview](#)

Preview of Application

[Print Application Details](#)

School Registration-View of Educational Agency Details

Educational Society

Society Name	ICSI	Address of Educational Agency	9-4-12/3hazratnagar	District Name	HYDABAD
Mandal Name	KALAMATIPOO	Village Name	Dracol	Assembly Constituency	ADIBABUOFTA
Web Site Address	www.icpi.com	Land Line Number	94343434	Mobile Number	98765432
Email Address	icpi@gmail.com				

Registration Particulars

Registration Number	4034343434	Registration Date	11-11-2018	Details Of Registration Authority	Registration
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Members of the Members of the Executive Body

Sl	Name	Status	Occupation	Qualification	Address	E-mail	Aadhar No	Mobile No
1	ganesh	President	software	Below secondary	9-4-12/3hazratnagar	ABC@gmail.com		987654321
2	akash	Vice President	Assistant	Higher secondary	9-3/A	DEF@gmail.com		987654322
3	rohan	Joint Secretary	Acaduate	Higher secondary	9-7/B	GHI@gmail.com		987654323
4	harish	General Secretary	System	Graduate	9-5/J	LMN@gmail.com		987654324
5	surash	Organizing Secretary	Engineer	Post graduate	9-2/K	PQR@gmail.com		721320323
6	das	Treasurer	Business	MPhil	9-4/T	UVW@gmail.com		987654325
7	shiva	Joint Treasurer	CA	PhD	9-3/D	XYZ@gmail.com		987654326
8	vijayan	Executive Member	PM	Post-Doctoral	9-3/S	GHI@gmail.com		987654327
9	sohan	Executive Member	PL	PhD	9-5/S	TUV@gmail.com		987654328

Particulars of Correspondent

Name	ganesh	Occupation	Software	Qualification	Secondary
Address	9-4-12/3hazratnagar		Aadhar Number	Mobile Number	987654321
E-mail Address	abc@gmail.com				

Bank Account Details of the Management for Maintenance of the School

Account Number	123456789	IFSC Code - Bank Name	011111	Branch Name	HYDABAD - 01111111
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Figure 40: Print Application Details Screen

Note:

1. Private School Recognition/Renewal: All the details of private school Recognition/Renewal are similar except below mention points.

a. In School Basic Details screen ---Details of permission/Recognition accorded
In this table enter the following details

- i. Proc No of the component authority in which permission/recognition is accorded
- ii. Date on which the component authority accorded permission/recognition
- iii. Year for which permission/recognition is accorded
- iv. Classes & Medium for which permission/recognition is accorded

2. Private School Up-Gradation: All the details of private school Up-gradation are similar except below mention points.

a. In School Basic Details screen ---Up-gradation
In this table enter the following details

- i. New-Category of the school
- ii. New- Classes proposed to be opened
- iii. New-Medium of Instruction Proposed to be adopted

6. CHANGE MANAGEMENT PROCEDURES

This document is meant for usage by the Department of School Education team and shall be the basis for using of Private School for ISMS Project. Any changes made to the requirements in future shall have to go through a formal change approval process, wherever necessary and shall not make any alterations without the permission of the client and the development team.

===== END OF DOCUMENT =====