

CHAPTER-IV

Fees and Funds

PART-I

4.1 Students Fees :

The fee and funds shall be levied in government institutions for 12 months in a year.

4.2 Admission Fees:

An admission fee shall be charged on 1st admission of a student to all government institutions.

A student whose name is struck off from the rolls due to some disciplinary measures *i.e.* on account of absence, non-payment of fee etc. or who himself withdraws his name, shall pay a fresh admission fee on his/her re-admission.

The admission fee should be charged once in the 9th, 11th and 12th class.

Note:

1. No admission fee is payable by the failed students who continued in the 9th and 11th classes as a result of their failure in the annual school examination.
2. No fresh entrance fee should be charged from the students who re-join the same school after failure in the matriculation and school leaving certificate examination.
3. No admission fee is to be charged from students coming from school under the same management.

4.3 Chart showing the detail of School Fees (Government Account) Chargeable from Students Studying in Government Schools of Himachal Pradesh:

Sl. No.	Name of Fees	9 th and 10 th Rate	10+1 and 10+2 Rate
	Annual Charges		
1.	Admission Fee	5.00	10.00
2.	Re-admission fee	1.00	10.00
3.	School Leaving Certificate fee	5.00	5.00
	Monthly Charges		
1.	Tuition Fee	-----	15.00 (Girls and persons with disability more than 40% exempted)
2.	Late Fee Fine per day	1.00	1.00
3.	Late Admission Fee upto 20 days	-----	10.00

4.4 Credit of Fees:

All government dues should be immediately realized and collection so made, be deposited immediately in government treasury, *i.e.* on the same working day.

No money should be left in the safe after the institution closes for the day. If, due to some unavoidable circumstances, something is left over from the day's collection, the head of the office

Principal
PM SHRI GSSS Darlaghat
Distt. Solan (H.P.)-171102
DDO Code-204

or institution should make satisfactory arrangements for its safe custody. In any case, if the safe has double locks, one of the keys should remain with the head of the office or institution.

4.5 Student's Funds:

4.5.1. Source of Income:

The students studying in the government schools in the State shall pay subscription towards student's funds as shown below, w.e.f. academic session 2012-13. The rate of funds, in high and senior secondary schools/classes, are as under:

4.5.2. Chart Showing the Detail of School Account Funds Chargeable from Students Studying in Govt. Schools of Himachal Pradesh:

Sl. No.	Name of Funds	9 th and 10 th Rate	10+1 and 10+2 Rate
Annual Charges			
1.	Magazine Fund	----	40.00
2.	Identity Card Fund	10.00	10.00
3.	Furniture Repair/Replacement Fund	----	5.00
4.	Cultural Activity	----	5.00
5.	Library Security (Refundable) once only at the time of admission	----	30.00
6.	Examination Fund	75.00	100.00
Monthly Charges			
1.	Amalgamated (Union) Fund	10.00	15.00
2.	Building Fund	5.00	10.00
3.	Science & other practical subject funds	3.00	----
	(i) Physics	--	10.00
	(ii) Chemistry	--	10.00
	(iii) Biology	--	10.00
	(iv) Geography	--	10.00
	(v) Home Science	--	10.00
	(vi) Any other Practical subject	--	10.00
4.	NCC Fund (to be charged where NCC unit is functioning)	--	1.00
5.	Scouts and Guide	2.00	3.00
6.	Sports Fund	2.00	3.00
7.	Sports Equipment Fund	2.00	3.00
8.	Absence Fine Fund	1.00 per day	1.00 per period, 2.00 per practical, 5.00 per terminal test per paper
9.	Late return of Library books	--	1.00 per book per day

Note:

1. Absence after 10 consecutive school days, name will be struck off in case of both boys and girls.
2. Under no circumstances any other fund except with the approval of the Govt. will be realized from the students and any contravention to these instructions will invite disciplinary action against the concerned Head of Institution.

3. **Use of School Hall.**—The charges/rent received from government offices and other agencies for utilizing the hall/rooms of the schools buildings in connection with the holding of examination/exhibition or cultural shows shall be credited into the Building Fund. The rent rates will be assessed by the appropriate agency viz. H.P.P.W.D., M.C. or SMCs.
4. The funds structure mentioned above is subject to change from time to time as per the directions of H.P. Govt.

PART-II

4.6 Utilisation of Funds:

All the student's funds shall be administered solely by the Head of the Institution in consultation with representatives of the staff and the students. The Head of the Institution will be fully authorized to make expenditure out of student funds upto **maximum of 90% of the amount collected during the year** according to the provisions given below after observing all codal formalities. If this limit exceeds in any case or provisions for expenditure to be incurred are not covered, the Deputy Director of Higher Education of concerned district will be authorized to accord permission to make the expenditure.

For expenditure to be incurred from each students fund there will be a committee of not less than two members notified and headed by the Head of the Institution (one member should be from concerned subject) at the beginning of session and the expenditure will be made on the recommendations of the committee.

The guidelines given below for making expenditure out of funds are elaborated, however, the Head of the Institution will be competent to make expenditure on the items not covered under a particular fund but related to that fund on the satisfaction and recommendation of the fund committee. Utilization of the funds will be with the condition that every such expenditure will have to be incurred in the overall interest of the institution with full justification of the same be obtained for record.

All the funds of the classes from 6th to 12th are to be maintained together Fund Wise under a single cash book system, however, pass books for each fund will be separate for smooth accounting of interest.

4.6.1 Sports Fund:

It will be utilized for sports/tournaments related activities viz.;

- (i) Payment of affiliation fee as demanded by district tournament committee at the scales fixed by the committee .
- (ii) Maintenance of playground.
- (iii) Travelling allowance to teams for playing matches and other sports contests.
- (iv) Payment of protest fee, or subscription to the District or State Tournament Committee and entry fees for any other tournament.
- (v) Expenses in connection with referring of matches.
- (vi) Refreshment to the players @Rs.10/- per player, during practice matches for the preparation of tournaments for six days and during tournament. The daily allowance received by the participants as per provision under article 4.6.1(xi) will be deposited in common mess by the participants for incurring expenditure on breakfast, lunch, dinner.

