

**Office of the Hon'ble Chairperson  
Committee for Fixation & Regulation of Fee of Private Schools,  
J&K (FFRC)**

**Order No:- 108 FFRC (FF) of 2024**

**Dated: 07/02/2024**

**Sub: Review/ Modification of fee of Sacred Heart Convent High School, Billawar,  
Kathua.**

Sacred Heart Convent High School, Billawar, Kathua which is owned by Diocese Jammu/Srinagar Educational Society was established in 1987 has submitted file for Review/Modification of fee structure of the school, which has been registered in FFRC office under No. FFRC/FF/2018-21/Kat/98.

This committee had vide its order No. 12-FFRC(FF) of 2021 dated 27.03.2021 fixed the fee structure of the school for session 2021-22, 2022-23 & 2023-24, the details of which are given under:-

**Session: 2021-22**

Class	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
Tuition Fee	700	700	700	700	700
Annual Fee	5000	5000	5000	5000	5000
Fee Head	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>
Tuition Fee	770	770	770	800	800
Annual Fee	5200	5200	5200	5400	5400

**Session: 2022-23**

Class	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
Tuition Fee	730	730	730	730	730
Annual Fee	5200	5200	5200	5200	5200
Fee Head	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>
Tuition Fee	800	800	800	830	830
Annual Fee	5400	5400	5400	5600	5600

**Session: 2023-24**

Class	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>
Tuition Fee	760	760	760	760	760
Annual Fee	5400	5400	5400	5400	5400
Fee Head	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>
Tuition Fee	830	830	830	860	860
Annual Fee	5600	5600	5600	5800	5800

The school had submitted its file for regulating its fee structure in session 2020-21. The following fee structure was fixed by the committee.

It is pertinent to mention that taking queue from order No. 01 FFC of 2019 dated 28.01.2019, the school raised its fee for the session 2019-20. As per the aforementioned order school which was charging, Tuition fee less than Rs. 1000/- and annual fee upto Rs. 6000/- was given an option to raise its fee structure on its own. As a consequence of which the school re-fixed its fee for the session 2019-20 by taking benefit of the order No. 01 FFC of 2019. Accordingly the following fee structure was fixed by the school in 2019-20. The details of which are as under:-

**Session- 2019-20**

<b>Class</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>5<sup>th</sup></b>
<b>Tuition Fee</b>	700	700	700	700	770
<b>Annual Fee</b>	9530	9530	9530	9530	9630
<b>Fee Head</b>	<b>6<sup>th</sup></b>	<b>7<sup>th</sup></b>	<b>8<sup>th</sup></b>	<b>9<sup>th</sup></b>	<b>10<sup>th</sup></b>
<b>Tuition Fee</b>	770	770	800	800	800
<b>Annual Fee</b>	9630	9630	10030	10530	10530

The committee while regulating the fee structure for the session 2021-22 of the school has kept same Tuition fee i.e (Rs. 700/- Rs. 800/-) from class 1<sup>st</sup> to 10<sup>th</sup> as mentioned above. The committee has reduced Annual Fee from Rs. 9530/- Rs. 10530/- and fixed the annual fee Rs. 5000/- to Rs. 5400/- from 1<sup>st</sup> to 10<sup>th</sup> for session 2021-22. The Consequences of this resulted that both Tuition Fee and Annual Fee has been drastically reduced. There are no reasons given by this committee while reducing the Fee structure of the school, even while regulating the fee structure the committee has not **considered factors for determination of Fee as per Sub- Section (1) of section 20D of the Act** and also taken into account the revenue and expenditure of the school, which as per the calculation based upon the fee fixed by the committee resulted in the deficit of Rs. 35 lacs (approx.). It is trite that while fixing the fee of the any school revenue and expenditure is important factor for fixing and regulating the fee structure. If the School is running into deficit then the fee has to be raised. It is kept in mind that these are self financed intuition their fee structure has to be regulated in a manner that they must generate reasonable surplus maximum upto to 15%.

It is further important to mention that the school expenditure on account of enhancement of salaries of the staff (teachers and non- teachers) was raised by 7% to 10% annually. The school is also paying more than 90% to 95% of its tuition fee to the staff salaries i.e (Teaching and non- Teaching Staff).

Therefore the following fee structure is fixed for the session 2023-24 as under:-

**Session:- 2023-24**

<b>Class</b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>5<sup>th</sup></b>
<b>Tuition Fee</b>	750	750	750	750	830
<b>Annual Fee</b>	9380	9380	9380	9380	9380
<b>Fee Head</b>	<b>6<sup>th</sup></b>	<b>7<sup>th</sup></b>	<b>8<sup>th</sup></b>	<b>9<sup>th</sup></b>	<b>10<sup>th</sup></b>
<b>Tuition Fee</b>	830	830	860	860	860
<b>Annual Fee</b>	9580	9580	9800	9800	9800

**(The Fee structure shall have prospective effect)**

**The school has hiked the fee structure for the session 2023-24 of its own; the hike made by the School Management is on the face of it illegal. The School Management is directed to obey the orders of the FFRC and maintain the same fee structure as directed by this committee.**

However, the School management can collect Annual Fee on Monthly, Quarterly or Annually basis as per the feasibility of parents is taken into consideration.

The aforesaid exercise has been undertaken and fee structure regulated in a manner that excluded the commercialization and profiteering of education completely.

**An educational institution is being set-up primarily to impart quality education to the students. The school management shall advert its attention and give priority to imparting quality education to the students.**

**The School Management shall publish only FFRC orders about fee structure and Government Education Department's notices in newspapers. No publicity through advertisement shall be made about School, same being not a business unit.**

**Charging and collecting of Admission Fee is prohibited by statutes. The school management is prohibited from charging and collecting Admission Fee from the students. Section 20 E (1) prescribes that school management can charge and collect Tuition Fee, Annual Fee, Transport Fee and voluntary Fee such as picnic, tour etc.**

**It further provides that school shall not charge in any manner, any other fee including admission fee or any amount, by whatever name called than the fee mentioned above.**

**School Management shall not sell uniforms and books in the school premises. The students will be at liberty to purchase books and uniforms at the place of their choice.**

**Any land/building/vehicle purchased, or building constructed from out of School Funds, in law will be property of School and shall vest in School.**

School Funds have to remain in School Corpus and have not to be transferred to any other account excepting the school account.

The School Management shall maintain an account of School Funds (Fee etc.) in a Schedule Bank, which shall be operated by a person(s) authorized by School Management. Record about all the expenses/expenditures shall be maintained with receipts.

All types of fees shall remain in School account and no amount shall be paid or transferred to Trust/ Association of Persons (AoP)/ Body of Individuals (BoI), or an individual.

The School management is directed not to charge any other fee from the students other than the fee approved by the Committee.

The School management is further directed not to make any future enhancement in fee structure under any head without permission of the Committee.

**The School Management shall also make annual hike of 5% to 10% in salary of employees viz; teaching and non-teaching staff.**



**Realization of Annual Fee from the students shall be subject to providing the facilities to students and actual expenditure of the school on relevant overheads.**

**The above approved fee structure is subject to review in case the committee at any stage finds that the school management has concealed or provided any wrong information/data desired as per the proforma for fixation and regularization of fee.**

The School management shall display this approved fee structure on School notice board, upload it on School website and publish the same in local daily newspapers.

Non-compliance will attract penal action under law.



**Showkat Ahmad Peer (Sr. CA)**  
Member FFRC



**Mr. Ashok Kumar Sharma (JKAS)**  
Director School Education Jammu  
(Member FFRC)



**Smt. Manisha Sarin, (KAS)**  
Secretary JKBOSE  
(Member, FFRC)

**Dr. Piyush Singla (IAS)**  
Administrative Secretary to Govt.  
School Education Department  
(Member Secretary, FFRC)



**Justice Sunil Hali**  
(Former Judge)  
Chairperson

Committee for Fixation & Regulation of Fee  
of Private Schools J&K (FFRC)

**No. Edu/FFRC/FF/2018-21/Kat/98**

**Copy to:-**

1. Director School Education Jammu/Kashmir for information and n/a;
2. Secretary J&K Board of School Education (Member FFRC) for information;
3. Private Secretary to Principal Secretary to Government School Education Department for information of the Principal Secretary (Member Secretary FFRC);
4. P. A. to Chairperson, FFRC for information of the Hon'ble Chairperson, FFRC;
5. Principal **Sacred Heart Convent High School, Billawar, Kathua** for compliance;
6. I/C Website for uploading the same on official website;
7. Office file

**Dated: - 07/02/2024**