

11. Population of the Village/Block as per census 2011:

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12. IMPORTANT YEAR:

Year of permission	Year of last Recognition

13. CURRENT CLASS-WISE ENROLMENT:

Class								Total
Enrolment								

14. Total no. of Class rooms:

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15. Size of classrooms (in ft):

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16. Class-wise intake capacity:

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17. Pupil-Teacher Ratio:

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18. No. of periods in a day:

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19. PTA meeting conducted in a year: (Once) (Twice) (Never)

20. PARTICULARS OF HEAD OF THE PRE-SCHOOL:

I. Name:

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II. Designation:

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III. Educational qualification:

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IV. Professional qualification:

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V. Teaching experience (in years)

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26. SCHOOL STAFF & CURRICULUM:

I. No. of teaching staff No. of non-teaching staff

II. No. of trained teachers: B. Ed. D. El. Ed

Montessori ECCE Others

III. Curriculum and syllabus followed in school: SCERT/any other

(specify): _____

27. SALARY STRUCTURE OF TEACHERS:

28. Co-curricular activities. If yes, specify _____

Declaration by the Head of the Pre-School

I/ We

Designation do hereby declare that the information provided above is true and correct. In the event that any information furnished by me/ us is found to be false or incorrect, the Department shall be at liberty to take appropriate action including withdrawal of the order.

Dated: _____

Signature: _____

Name: _____

Designation: _____

School Seal:



Documents to be enclosed:

- 1) Forwarding letter from the concerned SDEO.
- 2) Opening permission, Provisional Recognition (if any).
- 3) Detailed bio-data of Teachers.
- 4) Photocopy of highest educational qualification certificates of Teachers including the Head Teacher.
- 5) Photocopy of teachers' professional certificates.
- 6) Format-II (Inspection Form) to be submitted in original.

Note:

- Forms shall be available in the Department's Official website till **31st March 2026**
- Form Submission will be from **1st June 2026 to 30th June 2026**.
- The format shall be valid for the current academic year only.
- Only original copy of the form shall be accepted.
- The format along with all the required documents and fee of Rs. 2000/- shall be submitted to Room No. 421(Planning Section) at the Directorate of School Education, Kohima.
- Late submission shall not be entertained.