



**GOVERNMENT OF NAGALAND
DIRECTORATE OF SCHOOL EDUCATION
NAGALAND:: KOHIMA
FORMAT-VI**

INSPECTION FORM (To be filled up only by the Inspecting Field Officer)

1. Name of the School (in block letters) _____
2. Postal address and District _____

3. Name of the administrator of school with full address and contact no.

4. Date of Inspection:- _____
5. Important year :

| Year of permission | Year of last Recognition | Year of last up-gradation |
|--------------------|--------------------------|---------------------------|
| | Class: Year: | Class: Year: |
6. Present class-wise enrolment:

| Class | A | B | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | Total |
|-----------|---|---|---|---|---|---|---|---|---|---|-------|
| Enrolment | | | | | | | | | | | |
7. Total No. of Students : _____
8. Total No. of class rooms _____
9. Location : Urban/ Rural _____
10. Population of the Village/Locality as per census 2011: _____
11. Distance of school from National Highway: _____
12. Total Land area of the Institution: _____
13. Status of land: Whether Govt. Allotted land/on lease/private: _____
14. Type of building: _____
15. Total no. Of teaching staff : _____
16. Total no. Of trained teachers: _____ B.Ed _____ DELED _____, ECCE _____
17. No. of qualified Science teacher Yes/No: _____
Name and qualification of the teacher: _____
18. Students Fee structure:
 - a.) Admission fee _____
 - b.) Monthly fee _____
19. Whether the institution has enough open space/playground available in the institution for the institution for the students: _____
20. Whether the infrastructure available in the institution are sufficient for the functioning of school _____
21. Whether games and sports materials are sufficient in the institution _____
22. Does the institution provide any other co-curricular activities? If so mention _____
23. If any other information: _____

**Verification Report of the Inspecting Field officers:
For Provisional Recognition /Up-gradation/ Renewal of Recognition of Prvt. School.**

1. I, _____ (Name and Designation) hereby certify that I had physically verified the records, site and building of the School _____ and found that the statements given by the School authority on the Format-I/ II/III/IV are true/false and therefore recommended/not recommended for Provisional recognition/Up-gradation/ Renewal of Recognition.
(in case any of the statement is not correct/true, write in a separate sheet)

2. I am aware that the Department shall be verifying the reports and that if any false information or false verification report is found, departmental action shall be taken against me.

Date of verification

Signature and seal:

Designation:

Place:

Phone:

Note

1. The Directorate shall accept only the original copy of the Inspection form.
2. The concern Inspecting officer must attached a photograph of Himself/Herself Taken along with the staff and students of the concern school taken on the inspection day, without which the form shall be rejected.
3. Incomplete form shall not be entertained.