

Office of Director Public Instructions (Secondary Education) Punjab  
At Punjab School Education Board Complex, Phase – VIII, Mohali  
(Grant Pension - 2 Branch)  
deputydirectorpas@yahoo.co.in

S.S.A  
18/5/2020

To

Management/ Principals,  
All the Private Un-Aided Schools,  
State of Punjab.

Memo No. 04/02-2020GP-2(1)/  
Dated, SAS Nagar, 14.05.2020

Subject - Regarding fee of the Private Unaided schools—COVID 19

- 1.0 The situation created by the outbreak of Covid-19 pandemic and the resultant lockdown is indeed unprecedented. The lockdown has necessitated forced closure of all educational institutions including schools. The State Government imposed lockdown and curfew w.e.f. March 24<sup>th</sup>, and thereafter MHA (GoI) imposed a national lockdown w.e.f. March 25<sup>th</sup> under the provisions of the Disaster Management Act, 2005. All schools have been closed across the country during this period although online/ distance learning has been permitted.
- 2.0 The Department of School Education had, in its order of March 23<sup>rd</sup> 2020, directed all private unaided schools to re-schedule the payment of admission fees for the new academic session which are normally deposited by 31<sup>st</sup> March 2020. Further, it had also stated that a period of one month would be provided to parents for depositing such fees after normalization of circumstances and that schools are not to charge any penalty for late payment of fees.
- 3.0 In these circumstances, following directions are issued -
- (i) The schools shall not charge any fee for the period of lockdown/curfew, excluding the period of summer break. However, those schools who have provided or are providing online education during the period of lockdown, may charge tuition fee only, i.e. fee other than building charges, transportation charges, charges for meals, etc.
- (ii) Given the exceptional circumstances occasioned by the lockdown, private schools are advised not to impose any

increase in school fees in 2020-21 over those charged in 2019-20.

- (iii) Schools should allow the option to parents to pay fees on monthly or quarterly basis
- (iv) School managements are further advised to sympathetically consider the cases of students whose parents livelihoods may have been adversely impacted due to the lockdown, for fee waiver/ concession and that no child may be denied access to education (online or regular) on non-payment of fee.
- (v) School managements should not resort to removal of any teacher or reduction in the monthly salary or total emoluments of teaching/ non-teaching staff.
- (vi) Schools shall endeavour to impart online/ distance learning so that education is not adversely impacted due to the present or future lockdowns imposed due to COVID - 19, and
- (vii) Apart from above, the Department may take any other attendant measures as it may deem reasonable and justified in the overall interest of school education.

This issues with the approval of Honorable Chief Minister, Punjab.



Director Public Instructions (S.E.)

Endst. No. -even-

Dated, SAS Nagar, 14.05.2020

Copy forwarded to following for information –

1. P.S. to Education Minister, Punjab.
2. P.S. to Secretary School Education, Punjab.
3. P.S. to Director General of School Education, Punjab.
4. Director Public Instructions (Elementary Education), Punjab.
5. All District Education Officer (S.E. & E.E.) in the State of Punjab for necessary action.
6. Copy to DM, MIS for uploading on website and for intimating all the Private Unaided Schools in the State through Email and SMS.



Director Public Instructions (S.E.)

श्री: सिद्धा सिद्धिमा मठमठ (मं. सि), चरिडा।

पत्र सं: SSA/7/3  
दिनांक: 18/05/2020

श्री -

महोदय महोदय महोदय,  
प्रादेशिक माहेश्वरिड मठमठ  
चरिडा।

श्रीरुत पत्र सिद्धि रण रणरिडा ये रिड-रिड  
पाकडा रणरी चरिडी चरिडी गडे।

---

श्री: सिद्धा सिद्धिमा मठमठ (मं. सि)  
चरिडा