

No Fin C4/39723/2012/HSE(1)

Office of the Director of  
Higher Secondary Education  
Housing Board Buildings,  
Santhi Nagar, TVPM  
Date: 26 /9 /2014

**Circular**

Sub:- HSE-Finance - Special fees – remittance/utilization and opening of PD Account – reg.

Enquiries regarding the remittance/utilization of special fees collected from students are often received in this office, especially from the newly sanctioned schools. The different items of fee to be remitted under general revenue/ PD Account are detailed in Para (1) and the guidelines for utilization of specified items of special fee in Para (3) of G.O (Ms) No.124/98/ Gl. Edn dated.21/4/1998. ( The rates noted in this G.O have been enhanced as per G.O (Ms) No.173/2013/ Gl. Edn dated.20/5/2013).

Principals can utilize the special fees collected from students, during the financial year of its collection, as per guidelines in the G.O dated 21.04.1998. For utilization of the unspent balance after the lapse of the financial year, sanction from government is required.

The items falling under 'General Revenue' must be remitted under the Head of Account '0202-01-102-97-01 tuition fees & other fees'.

Further it is informed that , as per G.O (Ms) No. 208/08/Fin dated 13/05/2008, heads of all government and aided Higher Secondary Schools are permitted to open PD Account with the respective treasuries.

Copies of the government orders dated.21/4/1998, 13/5/2008 and 20/5/2013 mentioned above are attached for the information of all the Principals.

Sd/-

K.N.SATHEESH I A S  
Director.

**Attachment**

Copy of G.O (Ms) No.124/98/G. Edn dated.21/04/98,  
G.O (Ms) No.208/08/Fin dated.13/5/2008 &  
G.O (Ms) NO.173/2013/G. Edn dated.20/5/2013.

To

All Principals of govt. & aided higher secondary schools.

## GOVERNMENT OF KERALA

## Abstract

General Education - HSE- Higher Secondary Schools (Aided /Govt)  
utilization of special Fees collected - orders Issued.

## GENERAL EDUCATION (T) DEPARTMENT

G. O. Ms. No. 124/98/G.Edn. Dated, Thiruvananthapuram, 21-4-1998

- Read:-
1. G. O. Ms. No. 145/90. G. Edn. dated 3-7-1990
  2. G. O. Ms. No. 18/91/G. Edn. dated 1-2-1991
  3. G. O. Rt. No. 875/91/ G. Edn. dated 19-3-91
  4. G. O. Ms. No. 201/91/G. Edn. dated 24-12-91
  5. Circular No. 2/HSE2/94/G/ Edn. dated 7-2-1994
  6. Lr. No. A3-2127/91/HSE dated 17-7-1992 and 11-7-1994

## ORDER

As per G. O. read as 1st paper above Government prescribed the different items of fees to be collected from students to be admitted to Higher Secondary Classes; As per the G. O. read as second paper the special fees prescribed for Government Higher Secondary Schools was extended to the Aided Higher Secondary Schools also. Subsequently as per the G. O. read as third paper it was ordered that the fees so collected may be remitted under the General Revenue/PD Accounts as follows:-

# HIGHER SECONDARY COURSE

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Item	To be remitted to General Revenue/ P.D. Account
1. Tuition fee, late fee and fines- Rs. 124/- (in 6 instalments)	General Revenue
2. Lab. fee Rs. 5/- (in each of the science subjects)	General Revenue
3. Library fee Rs. 2/-	General Revenue
4. Admission fee Rs. 10/-	General Revenue
5. Application fee Rs. 2/-	General Revenue
6. Medical Inspection fee Rs. 2/-	General Revenue
7. Calendar fee Rs. 1/-	General Revenue
8. Audio Visual Unit fee Rs. 1/-	P. D. Account
9. Stationery fee Rs. 3/-	P. D. Account
10. Association fee Rs. 2/-	P. D. Account
11. Sports fee Rs. 10/-	P. D. Account

2. As per the G. O. read as fourth paper it was clarified that the Audio Visual Unit fee, stationery fee, Association fee and Sports fee may be accounted for with Public Account under the head of account "8443-123-Deposit of Educational Institutions". In the circular 5th read above it was ordered that the Heads of Government Higher Secondary Schools above are required to maintain Deposit Accounts under the above head for accounting all categories of special fees collected from the students from time to time and that the heads of Aided and Unaided Schools will have the option to remit all categories of special fees collected from the students in Treasury Savings Bank Accounts opened for the purpose the opening of which does not require sanction from the Accountant General.

3. Even though special fees are thus collected from the students in Government/ Aided Higher Secondary Schools and the amounts remitted in PD Account and Treasury Savings Bank Accounts respectively, no amount is utilised for the purpose for which it is collected. The Director of Higher Secondary Education has therefore requested Government to issue necessary orders permitting the Principals to utilise the special fee collected from students which are being remitted to P. D. Accounts/ TSB Accounts after prescribed necessary guidelines in the matter. In this connection he has recommended utilization of the specified items of special fees as follows:-

(1) Audio-Visual Unit fee:- For showing Audio-Visual programme to students and for the purpose of different kinds of equipments such as Mikesets, Projection TV sets VCP, Radio etc.

(2) Stationery fee:- For the purchase of Stationery items such as Duster, Chalks etc. and for the printing of question papers.

(3) Association fee:- For the promotion of Union activities among students.

(4) Sports fee:- For organising sports activities including purchase of sports goods and also for providing TA/DA to Athletes who participate in various levels of competition.

(5) Athletic Meet/ Arts/Youth Festival fee:- For organising athletic meet and for the promotion of Art and Cultural activities of students.

4. Government have examined the matter in detail and are pleased to accord sanction for the utilization of the special fees mentioned above which are being collected from students in Govt./Aided Hr. Secondary Schools and remitted in P. D. Accounts/TSB Accounts as the case may be for the specific purpose as recommended by the DHSE subject to the condition that the rules/guidelines being followed in Govt./ Aided colleges for regulating the collection custody and disposal of Spl. fees issued in G. O. Ms. 312/83/H. Edn. dt., 30-12-83 will be adopted in the Govt./Aided Hr. Secondary School for the purpose.

By order of the Governor  
K. R. MADHUSOODHANAN NAIR  
Deputy Secretary

This is the true copy of the document marked as Exhibit. P- referred to in the above W.P.(C).

Advocate



GOVERNMENT OF KERALA

Abstract

Treasury Deposit - Opening of Personal Deposit account in schools of all categories -Sanctioned - Orders Issued.

FINANCE (STREAMLINING) DEPARTMENT

G.O.(Ms) No.208/08/Fin.

Dated, Thiruvananthapuram 13.5.2008.

- Read:- 1. Circular No.29/07/Fin dated 17.4.2007.  
2. Letter No. Dep/1/1-4/07-08/533/1820 dated 25.1.2008 from Accountant General (A&E), Kerala, Thiruvananthapuram.  
3. Letter No.F1/6055/07 dated 12.4.2008 of Director of Vocational Higher Secondary Education, Thiruvananthapuram.  
4. Letter No. C1/18964/2004/HSE dated 18.4.2008 of Director of Higher Secondary Education, Thiruvananthapuram.

ORDER

As per Circular 1st read above Government have permitted heads of Government Schools and Aided Schools to open PD accounts for the purpose of depositing special fee on condition that all the existing accounts being operated for this purpose in various other institutions are closed. Accountant General (A&E), Kerala, Thiruvananthapuram vide letter 2nd read above has requested Government to issue a Government Order immediately with full clarification as number of applications are being received from Government / Aided Schools of all categories with request to issue authorization for opening PD account for depositing special fee.

Government have examined the matter in detail and are pleased to order that Heads of Schools of all categories including Government/Aided Higher Secondary Schools and Vocational Higher Secondary Schools will be permitted for opening PD account with respective Treasuries exclusively for depositing special fee and caution deposit collected from students on condition that all existing accounts being operated for this purpose will be closed.

BY ORDER OF THE GOVERNOR,

B. SASIDHARAN PILLAI  
ADDITIONAL SECRETARY TO GOVERNMENT

To

The Accountant General (A&E / Audit) Kerala, Thiruvananthapuram  
The Director, Higher Secondary Education, Thiruvananthapuram  
The Director, Vocational Higher Secondary Education, Thiruvananthapuram  
The Director of Public Instruction, Thiruvananthapuram  
The Director of Treasuries, Thiruvananthapuram  
All District Treasury Officers/ Sub Treasury Officers (Through Director of Treasuries)  
The Higher Education Department  
The General Education (L) Department  
The Finance (Edu-B) Department  
Stock file/Office copy.

Forwarded/By Order,

  
Accounts Officer.



GOVERNMENT OF KERALA

Abstract

General Education - Higher Secondary Education - Fees pertaining to the Academic Branch and Examination Branch of Higher Secondary Education Department - Modified Orders Issued

**GENERAL EDUCATION (U) DEPARTMENT**

**G.O (Ms) No.173/ 2013/Gl. Edn.**

**Dated, Thiruvananthapuram, 20/05/2013**

- Read: (1) GO (MS) No. 109/2003/Gl.Edn dated 12/05/2003.  
(2) GO (Rt) No. 1337/11/Gl.Edn dated 1/04/2011.  
(3) G.O (Rt) No. 5941/12/G.Edn dated 12/12/2012.  
(4) Letter No. Fin C1/30636/2009-10/HSE dated 15/02/2013 from the  
Director, Higher Secondary Education

**ORDER**

Government enhanced various fees pertaining to the academic and examination branches of Higher Secondary Education Department from the academic year 2013-2014 onwards, vide G.O read as 3<sup>rd</sup> paper above. Certain students' organisations and some sections of the general public have expressed their grievances against the above enhancement. Hence Government have reexamined the matter in detail and are pleased to modify the rates ordered in the G.O read as 3<sup>rd</sup> paper above as described below,

I. Fees pertaining to the Academic Branch of the Department of  
Higher Secondary Education.

Sl. No.	Items	Original rate	Revised rate as per GO (Rt) 5941/12/ G.Edn dated 12/12/2012	Modified rate
1.	Admission Fee	25	50	50
2	Application Fee	10	25	25
3	Library Fee	10	25	25
4	Calendar Fee	5	25	25
5	Medical Inspection Fee	5	25	25
6	Laboratory Fee	25	50	50
7	Computer Science/Application	New item	50	50
8	Audio Vision	10	50	30



9	Stationery Fee	10	25	25
10	Magazine	10	25	25
11	Youth Festival	20	50	50
12	Association Fee	10	25	25
13	Caution Deposit- (Science)	100	250	150
14	Caution Deposit- (Commerce/Humani ties)	75	200	100
15	Sports & Games	25	50	50

II Fees pertaining to Higher Secondary Examination / Certificates.

Sl. No	Items	Original rate	Revised rate as per GO (Rt) 5941/12/ G.Edn dated 12/12/2012	Modified rate
1	Examination fee First/Second year	125	250	200
2	Fee for Certificate	20	40	40
3	Examination fee for one Subject(including practical)	30	50	50
4	Fee for late submission of application for Examination (up to a prescribed period)	10	20	20
5	Super Fine for late submission for Examination (after prescribed period)	500	1000	600
6	Examination fee for SAY (SAVE A YEAR)			
a)	Subject Without Practical	100	200	150
b)	Subject With Practical	125	250	175
7	Fee for Second Year Improvement Examination (One subject Including Practical)	400	600	500
8	Fee for First Year/Improvement /Supplementary Examination (One subject Including Practical)	125	250	175
9	Issue of Duplicate Mark list/Certificate	200	500	300
10	Issue of Additional Duplicate Mark list /Certificate	300	750	400
11	Issue of Migration Certificate	50	100	
12	Issue of Duplicate Migration Certificate	150	300	
13	Any other Certificate (for specific purpose)	100		

14	Revaluation Fee/paper	400	600	500
15	Scrutiny Fee/paper	75	150	100
16	Fee for Confidential Reporting of Marks	100	200	200
17	Fine for late submission of application for Grace Mark	200	500	300
18	Fee for condonation of shortage of attendance of candidates attending Higher Secondary Examination	25	100	50

This order will have effect from 26/04/2013.

(By order of the Governor),  
**P.M THOMAS,**  
 Additional Secretary to Government.

To

The Director, Higher Secondary Education, Thiruvananthapuram  
 The Regional Deputy Director, Higher Secondary Education,  
 Thiruvananthapuram/Ernakulam/ Kozhikode  
 The Principal Accountant General (Audit), Kerala, Thiruvananthapuram  
 The Principal Accountant General (A&E), Kerala, Thiruvananthapuram  
 The Director, Information & Public Relations Department (for media publicity).  
 All Higher Secondary School Principals (Through the Director Higher  
 Secondary Education)  
 General Education (T/SC) Departments.  
 The Finance Department (Vide Uo no.25034/RMC.1/2013/Fin. Dated. 27/04/2013)  
 The Information Officer, Web and New Media, Thiruvananthapuram (For uploading in  
 Government Website )  
 The Stock File / Office Copy

Forwarded / By Order,

*Ramalingam*  
 Section Officer