

USER MANUAL FOR SANSTHA TO APPLY FOR LOA

Sanstha can only apply for LOA, when LOI (Letter of Intent) has been generated for the Specific Sanstha.

Follow the given **Steps to Apply for LOA**:

Step 1: Open the web browser and enter mahasfs.org and enter your **Username** and **Password** to login.

Government of Maharashtra School Education and Sports Department
महाराष्ट्र शासनमहालय शिक्षण व क्रीडा विभाग

Application for new school or upgradation for existing school under self finance ACT, 2012 for the year 2022-2023.

Home/मुख्य पृष्ठ General Instructions/सामान्य निर्देश Guidelines/निर्देशिकाएँ नवीन संस्था नोंदणी Payment of Registration Fees/नियुक्त शुल्क का भुगतान Last Updates/अंतिम अपडेट Application Related Documents/आवेदन संबंधित कागजातों का अपलोड करना Contact Us/संपर्क करें

New Sanstha Registration/
नवीन संस्था नोंदणी

Click here for new Sanstha Registration/नवीन संस्था नोंदणीसाठी कृपया क्लिक करा

- SFS ACT 06 10 2020
- SFS ACT 2012
- SFS Online Paripatraak 07 09 2022
- OR SFS revised fee circular 10 02 2021
- Manual For Sanstha Registration

Tutorial Videos download

- Sanstha Basic Registration
- Sanstha Complete Registration
- New School Registration
- Upgradation of School

Sign in to Your Account/आपल्या खात्यात साईन इन करा

Please enter your user name and password to login/लॉगिन करायला आपले युजर नांव आणि पासवर्ड टाका

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Login/लॉगिन

Forgot password/पासवर्ड विसरला ?

Step 2: Click on **Enter Pending details for LOA**.

Government of Maharashtra School Education and Sports Department

TESTSURAJ

Dashboard

My applications

My Certificates

Grievance/support

Sanstha Registration

My Applications

Show 10 entries

S.no	Application Date	School Name	Applied for	District	Status	View Log
1	03/07/2023	DEMO	Letter of Intent	Akola	Application Rejected By Secretary	View
2	27/06/2023	DUMMY SCHOOL	Letter of Approval	Pune	Application LOI Issued	View

Showing 1 to 2 of 2 entries

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My Task

Please fill the pending details of the school (DUMMY SCHOOL)

Enter Pending Details (LOA)

Letter of intent has been issued for your application no: 2706232421 on 03 Jul 2023

Download LOI

Step 3: Enter **Class details** and Click on **Submit** Button.

Government of Maharashtra School Education and Sports Department

Welcome: TESTSURAJ

Quick Links

- Sanstha
- School
- Grievance
- Certificates
- Letter of Permission/Intent
- Letter of Approval

Step 1 Class Details Step 2 Land details Step 3 Classroom and Other Rooms details Step 4 Infrastructure details

Class Details

School Type: New School

Sanctioned Classes: PRIMARY TO HIGHER SECONDARY 1 TO 12

Sanctioned Classes to: 9

Affiliated To: CBSE

Hampatra 2: sfs checklist English (1).pdf

Total Sanctioned Classes: 18

Sanctioned Classes from: 4

School Medium: Art (English)

Hampatra 1: Choose File SHIVAJI RESUME .PDF4.pdf

Signature: Choose File sfs online babat 24 06 23 (1).pdf

Previous Submit Next

Step 4: Fill land details and click on Submit.

Land details

Is land owned by Sanstha Area in R

If is land under lease agreement for 30 years Area in R

Address of land according to available land records

Survey No. Village / City

Taluka District

Total Area of the building constructed for the school (in Sq Meter)

Building completion certificate No file chosen Upload .pdf file only

Building Plan No file chosen Upload .pdf file only

Commencement Certificate No file chosen Upload .pdf file only

Occupancy Certificate No file chosen Upload .pdf file only

Color photograph of school facility and infrastructure(GEOTAGGING) No file chosen Upload .pdf file only

Completion certificate No file chosen Upload .pdf file only

Building Plan

Commencement Certificate

Occupancy Certificate

Color photograph of school facility and infrastructure(GEOTAGGING)

Completion certificate

[Previous](#) [Submit](#) [Next](#)

Step 5: Fill Classrooms and other Rooms Details and If you have more rooms the click on Add More and Submit.

Classrooms and other Rooms Details

Class Details **Step 1** Land details **Step 2** Classroom and Other Rooms details **Step 3** Infrastructure details **Step 4**

Class rooms and other rooms details

Show 10 entries Search:

Sr No	Classroom area in Sq ft	No of Rooms	Size ft * ft	Action
No data available in table				

Showing 0 to 0 of 0 entries [Previous](#) [Next](#)

Other rooms

Principal Room	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Office Room	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Teacher Staff Room	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Laboratory -1	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Laboratory -2	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Office Room	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Teacher Staff Room	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Laboratory -1	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Laboratory -2	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Laboratory -3	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Library	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Reading Room	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Store Room	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT
Computer Room	☐ Yes ☐ No	Size ft*ft X	No of Rooms SELECT

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Step 6: Fill Infrastructure Details and Click Final Submit.

Quick Links

Sansitha

School

Grievance

Certificates

Letter of Permission/Intent

Letter of Approval

Welcome: TESTSURAJ

Last Login: 24/07/2023 19:38:14 PM

Step-1

Step-2

Step-3

Step-4

Class Details

Land details

Classroom and Other Rooms details

Infrastructure details

Infrastructure details

Electricity in Class Room	☐ Available ☐ Not Available	No of Rooms: SELECT
Light bulb & Fan in Class Room	☐ Available ☐ Not Available	No of Rooms: SELECT
Construction of the school building as per national building code	☐ Yes ☐ No	
Fire Brigade system installed in school building	☐ Yes ☐ No	Upload fire safety Plan Details (pdf only) Choose File No file chosen View
Sport ground	☐ Available ☐ Not Available	Total Area (in Sq meter) 0.00
Sport equipment according to sport	☐ Available ☐ Not Available	
School building has compound wall	☐ Yes ☐ No	
School Building Ramp	☐ Available ☐ Not Available	
Sloped pathway for divyang(Ramp)	☐ Available ☐ Not Available	
Kitchen (if Applicable)	☐ Available ☐ Not Available	Size: 0.00 X 0.00 No of Rooms: SELECT
Dinning Room(if Applicable)	☐ Available ☐ Not Available	
Drinking water facility	☐ Available ☐ Not Available	☐ Public Water Supply ☐ Bore Well ☐ Handpump ☐ Other
No of taps for drinking water	SELECT	

Sloped pathway for divyang(Ramp)	☐ Available ☐ Not Available	
Kitchen (if Applicable)	☐ Available ☐ Not Available	Size: 0.00 X 0.00 No of Rooms: SELECT
Dinning Room(if Applicable)	☐ Available ☐ Not Available	
Drinking water facility	☐ Available ☐ Not Available	☐ Public Water Supply ☐ Bore Well ☐ Handpump ☐ Other
No of taps for drinking water	SELECT	
Separate washrooms for boys	☐ Available ☐ Not Available	Size: 0.00 X 0.00 No of Washrooms: SELECT No of Toilet: SELECT
Separate Washrooms for girls	☐ Available ☐ Not Available	Size: 0.00 X 0.00 No of Washrooms: SELECT No of Toilet: SELECT
Teachers Washrooms	☐ Available ☐ Not Available	Size: 0.00 X 0.00 No of Washrooms: SELECT No of Toilet: SELECT
Washroom for divyang students	☐ Available ☐ Not Available	Size: 0.00 X 0.00 No of Washrooms: SELECT No of Toilet: SELECT

Infrastructure details

No file chosen

Electricity in room

No file chosen

Previous

Submit

Final Submit