

AICTE GRANT OF APPROVAL OF THE COUNCIL FOR ESTABLISHMENT OF NEW TECHNICAL INSTITUTIONS INCLUDING UNIVERSITY DEPARTMENTS

•33004/94 •dTx.-x. REGD. NO. D.L.-33004/94 351 Che Gazette of *dic 3R4Trr(QT EXTRAORDINARY PART III—Section 4 PUBLISHED BY AUTHORITY 23, 1994/qT(tqq 2, 1916 No. 351 NEW DELHI, WEDNESDAY, NOVEMBER 23, 1994/AGIUHAYANA 2, 1916 3. 31 1994 qf«z 19Å7 (1987 52) 1994 qfom@.•— (5) "gfafrqq" 1987 (1987 52) qrërq q•ftq« 1956 (1956 3) (R) "ärq GAZE m E OF • [PART III—SEC. 4] qfäfi« fireTT" qt qf«rfq•« qf«« 1987 (1987 52) (1) qfiqx ü7T, (q) (q) (i) qæqtq'i, (ii) (25 fnT 0) (G) fa-g qi-I qa fiå-ll a-a-q fe•g %fi-lll (ii) Fif« rrf« q•i7ii (iii) fi-,q I (iv) f7fr7 (y) qftqz (V i) fqäfr•z (vii) qfrqz. (1) q--ät 6 qfifrFf Irm (4) ra-fq (2) t-tü (3) g.fr.fa ft-fafiz qzfå 8 111—0! 41 (i) (ii) (iii) (iv) q (Yi) (5) 3 fRVirftii f«rx (8) qr ärq fqX6Tftvii aåx (10) ü, 0, q-rq-ia-r 30 grä«qa 31 (11) f*•ü iii (12) (13) gfæqq, 31 fiTft7 I «zvr I 13) qftqz fif« Kfcfivi (2) Kfrfå KFrå fififg, frrar *Kfir\$ (q q.) , (gr.R.), q .ä.gq Of I fiz frTKTf% (Qa.q.) Kfqfå Orr, triq O I (10.) zrq I i 4 THE GAZETTE OF INDIA EXTRAORDINARY [PART III—SEC. 2. 3. 4. 5. 6. (iii) qffi•rit (Q. q.) ü(iv) RT.f4.*r.fr q.tt., qT.g.t (ii) (iii) * .g. ft qftfifail (iv) fztqfzitt fQTT 31 15 3) qf« qrëtr gfqqq 5(2) fritfZETRT qftqx qairzqpi tafu7 @qäl qfQ%. (qr. KY) 31 2. 3. 4

5. TTVTT afz q-a-efÄq 30 Qf7 10 111—«« 41 gftq-q Of (t, 6.0 UT 7. 1 ft-rr q-ft.r\$ q-a O, fffÜ (q-r5'(\$qi) 120 60 : rrg 7 1 4 4 4 3 60 60 60 1993-94 1993-94 1993-94 12 -FT 10+ 7.2 (qtött. 240 480 7.1 qtrr 7.4 8 THE GAZETTE OF :EXTRAORDINARY 9.0 [PART III—SEC. 4) (rtfrå X FT rrf I 8.2 q•Tft Gr\$ 9.1 9.2 9. 3 Fqq 3—4 %ZTF I gfz I 1 2 3 4 s. 10.0 f«WT (q) ire fiTHT t 9.4 B.var-) 9 g) rrf«ro (T) (KTRi) 10.2 (VT*) 0 q•få« \$7, Rift); 6K, qrf<) ; (f«W\$ZT, it, qq, €7, rrf<); frzrqv?t (STåTTK, (qqY) (å-qrvz) . qt fää, 10. 3 FNT frqfqr FT (qq«qi) (qq«q'i) (q-r«ni) (qrF\$*i) frg, gforq 10 10.4 äfröT THE GAZETTE OF EXTRAORDINARY FEET, qrf< t Qäl [PART III—sic. (wrtIII--O% 4) 10.6 10. 7 11 ('Ti*q«« Rä, (fikqoi) i VZF, (qræq-Fä, qTf<) fig 12 10.8 fnnr 10 . 9 THE GAZETTE OF INDIA .EXTRAORDINARY fGTfa•fr7 [PART MI—SEC. fag I fig, 41 10.10 13 Qfig, I fire-VT I 10. 11 fig 14 THE, GAZETTE OF INDIA : EXTRAORDINARY [PART III—sec. 4] 10.12 (fi 5000/-qT Qfaq; 11 111 1 1. err* 12. stRz (äF3TZ7) 13. q-a qf-e•a 14. q•å- öfq-q-t t f\$ fiq firoii 15. fö (gya-s -iR Ki: •xtT: 17. -r, 19. (qqa\$!) (xäi) q-.,a-r, fliET, (fifi) 87 ill VETTI g-4 frqT OT f*qr xrfä-TVT q-r-q-ff 30 zrf(% . 10 0) 10 åq•rl rräf 15 (K*7ä) 5T (ä-qzz) (g) ätqr qrgrq ff til (z) lfe 6) 'mrqEf trr frä t-fiz I 16 THE GAZETTE OF INDIA : EXTRAORDINARY [PART III—sw. 4 qzt zig q-rf@ 71K) (qqt-ll) I 2. fiü frafftå qr*i ffiqt förr I (q) qfQ< fq7T (qrkTRi) I e-Tqr a•fi I 5. äFtr 8. vrd Fr 10. 2. f*-qT F 3fr(2—5. 6. 4 17 8. firerr 9. fYTHT 10. 1.0 (fi7öz (q) 1 : 2 æiæzrr frTHT frraTT %TäRr, 1.3 (fFTfr7å 5i) miz xrq 1.4 rrT m, X. Rf«) 1.5 1.6 rrf qr t. 2.0 2.1 1992-93 f-fi qqi qq.i\$. c.g.f. 4 4 5 4 3 30 60 60 10 50 28 10 10 1972 198 t 9.89 19.85 1984 THE GAZEITE OF INDIA : EXTRAORDINARY [PART III-ESEC. 4), 18 2.2 q*f«'.? --qft f\$tr -2.3 , «rtt ? 2.4 q•fk (qq ftfvff« t) 61.) 1987-88 1988- 89 1989-90 1990-91 1992 -93 (5) fifi) (e) 4] 41 2.7. (S fat I 2.9 {ffeä h.- 10 fMå (d *t!) (fafitz ä) 19 6-12 1 facii f6ä 3 3-6 20 6AZETfffof INDIA EXTRAÖkÖff(ARY' 3. o•frrqq 3. 2 ft•tß .firz-pr 3. 3 at-a gf«frugt 3.4 1, 1992 garzr\$ 1, 1992 I, 1993 (\$ÄIT) 1, 1993 (PAR r' •III—Sie. 'Ir-KTåfrg" 1 993 gf(qa 4) • / 33 rrär 21 3.5 3.6 üTQ (RFT, 3.7 3.9 S: -10 4. (zfiGi 5.0 5.1 fTTffT {T (t grqi arii [PART III—SEC. 22 f«-cvr THÉ GAZEITE OF INDIA : EXTRAORDINARY fom•r 6.0 7.0 8.0 Ozi 9.0 @isirzx) r, . 1000 I Rfå t *rf-ni fö f«rq I zro i. o QTiu.7, 1 1. 1 qaqtif 11.2 ;nq, qfGiT7,1T 1 1.3 qé«äi, 11.4 fiTi 11.5 I [qëlll-«q 12.0 • 12.1 qi (1990--91, 12.2 f«rq (üi Rift) 12. 3 frHff« —1991-92 - —1992-93 (q) 12.5 13.0 23 1991- 92) (*KT 12.4 t) FT fqrerr 14. t grtT t I qft(t, fWar 24 THE GAZETTE OF INDIA . fir•.Tf 5(2) *EXTRAORDINARY [PART III—SEC. fig (qTk'Tiii) ('*if) 1. ß) fzfa fiqi) 3 t () frdff7 ii ffiq Orr Qt 30 10 (5.1k (aft) ;rtr I 5. Afz ft•revr (i) (ii) (iii) 6) (g) (7) z) Fr.rq; 7.7 v•rr (qrmztii) fäqf•q f.7T({Tr.' yfir 3 mnr rr,r•: qir'.' ii 111.--0% 4] @) sfz (q) qt--a-ä (K) fn-TT qfaq €e-rq 1 Etg ;Trq) e-rqa•r q-ü (q) favr 4. qftq«, fkg (qq«zö) 5. fvr«r KTr «•ri • 7. ærq Tr err Gq•rT t fr q«xr qrx•qq 25 10. f\$ 11 2.5. q rVTT t 6. qf«z 10. grrr 21 f«-rq q•qfd, 26 THE GAZETTE OF INDIA : EXTRAORDINARY VTf7) 1. 1 1. 1.2 1. 1.5 1 3 4 5 1.6 2.1 (q) fFRT FTV) : qär, qüvr rafqq I 1992-93 f6Q : fzopft: 3 4 1 1 2 1 5 5 (PART III—SEC. 4) 1989 1990 1990 1980 1979 1989 1995 2. Q ur €eqr qfiq«. ',rr ? (t, fire-Mt qfiuz. qfG fn•rr t 27 2.3 41 Rrr: (q) (T) (6) (qq 10, +10+2 q•rft) 1987-88 xq.q.lt qat. 1 988-89 1991-92 fira 1992-93 2. 6 3å-t mT_ l' 18 2.8 2.9 2. 10 2. 11 (q) IT-IE GAZETTE OF INDIA : EXTRAORDINARY qfOTTü (Q ü) Etä 2. 12 * (2 qi \$7 trf 3—6 (PARI 41 6-12 14 J 41 29 -ætTRT, 1, 1992 1, 1992 fig) 1, 1, 1993

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11. YTTët / 63 4 åqr Tr qfdä) grq (fübZ ä) srö gfti\$rfüi 5 l.faf« qzfå \$ftfh-•q-o 3 4 1.5 1.5 1 2 5 51
1989 1990 1990 1980 1989 1985 2.2 f\$trr trqr/ fq•rar grr (qTÄFKi) frTHr 52 THE GAZETTE OF INDIA : EXTRAORDINARY 2.4 (qqT 10+2 qrf<) 3.t*i 2.5 1 99-9 [PART III—SEC. 4) fifEI 199—9. erfq•gl 10 11 12 53 13 fG*rr qrfr« «rfü q•rfiq\$ erf«r iÄ0 T?rål .e•fi gf0TT*i 54 THE GAZETTE or INDIA : EXTRAORDINARY 2. 12 2. 13 vrai [PART III—SEC. fäi 6—12 (5) (l) 3.2 (2) firapr 199 l. 199 (TT-aa) 167 55 -sec. ;qhT 199 36 THE GAZETTE\OF : EXTRAORDINARY 3 . 7 Tqqr f(5T 3fr-(frT9T I 3it 3 . 10 [PART III—SEC. • 57 3 qqT F. 6 qrqx fäg r, . vrrq 5000 I 5. 00 k. 5000 58 8.0 3it(. ü. (q) ire 9.0 THE GAZETTE OF INDIA : EXTRAORDINARY q-å-g (T) fig [PART III—SEC FTG- •g.fq 10. O 3 10. 1 q- xrqqif *3rq, 10. 2 10. 3 Tq, qqa-rq, 10.4 I 11.0 fq«rq: 13 13-1 (I—SEC 41 Grq l) 990-91, 1992-93 59 . at;• 60 60 60 1993-94 1993-94 1993-94 fqqq 1 60 13.3 THE GAZETTE OF INDIA : EXTRAORDINARY [PART III 60 60 60 15 15 15 3 3 3 1993-94 1 993-94 1993-94 14.0 t? (t, 15.0 t? ztf< (i, 16. or« 16.1 16. 2 qrf« 16. 3 frfg FT O, (q) tix-fvrenr q-rq•€f 6.4 17. 3 3 4 RT Ill 10+ 10+ 4] , 17.1 qr qt fexå ? O, r 7.2 (*xü) 17.3 17.1 17.2 17.4 qqrAT, 18. 18. 1 (qTöVfFi) 18. 2 qf« 61 1 gTäTTK (f) 62 'rHE GAZETTE OF INDIA :EXTRAORDINARY q7üü, "h, 'Rift) qrfå) bra III—sec. 4 srafrWT LB. 3 *.t. 18.2 fötq fæR Qät I ' 'qqFTfrrq" fq•g 18. 4 O, 'Affff«7 Räqit fig qrfz fifi-FR () 11 äfz 18.5 63 {fz qiifi, qrf< 5 18.6 faAr fq a-a-Tq-r-Šr VT7 fig (qqqqxft) Qä 18.7 3Vq), qrfå fig vr7 64 18 THE GAZETTE OF INDIA :EXTRAORDINARY [PART III—SEC. 4) C 'raT fir TTfi75F- 18.9 æTF. . afz 18. 10 I ffq äqT Ä-q farr gra u) 2 J 77 q-frax 65 4 CF., 'J 23. 00 Fr 724. 225. fir«r favff(ä I süvr fia3r t xfX4T f*T7r I qf-e 2 66 THE GAZETTE OF I-NDIA : EXTRAORD•qARY [PART HI—SEC. ALL INDIA COUNCIL FOR TEaÖd1C.AL EDUCATION NOTIFICATION New Delhi, the 31st October, 1994 No. F. 3044/CCF/REG/94.—In exercise of the powers conferred by sub-section (l) oi section 23 of the All India Council for Tecbncal Education Act, 1987 (52 of 1987), the All India Council for Technical Education hereby makes thc following regulations, namely :— I, Short title and commencement.—(l) These

regulations may be caned the All India Council for Technical Education (Grant of approval for starting new technical institutions, introduction of courses or programmes and approval of intake capacity of seats for the courses or programmes) Regulations, 1994. (2) They shall come into force on the date of their publication in the Official Gazette

2. Applicability.—These regulations shall be applicable to the proposals relating to,— (R) grant of approval of the Council for establishment of new technical institutions including Universities or University Departments and deemed Universities and for technical institutions functioning on the date of commencement of these regulations at Degree and Diploma levels ; (b) grant of approval of the Council for introduction of any course or programme in the technical institutions and technical departments of Universities or deemed Universities ; (c) grant of approval of the Council for existing intake capacity of seats and for increase in the annual intake capacity of seats in courses and programmes

3. Definitions.—In these regulations, unless the context otherwise requires,— (a) "Act" means the All India Council for Technical Education Act, 1987 (52 of 1987) ; (b) "Bureau BOS" means the Bureau of Board of Studies of the Council ; "Bureau MPCD" means the Bureau of Manpower Planning and Career Development Of the Council ; (d) "Bureau RA" means the Bureau of Recognition and Accreditation of the Council ; "Bureau RC" means the Bureau of the Regional Committees of the Council ; (f) "Council" means the All India Council for Technical Education established under section 3 of the Act , (g) "deemed University," means any institution of higher education other than a University, declared as such under section 3 of the University Grants Commission Act, 1956 (3 of 1956) ; "Form" means a form appended to these regulations • (i) "Regional Office" means the Regional Office functioning as the secretariat of the Regional Committee Of the Council ; (j) "University Technical Department" means the Department of the concerned University conducting 'Technical Education' courses or programmes • (k) All other words and expressions used herein and not defined but defined in the All India Council for Technical Education Act, 1987 (52 of 1987). shall have the meanings respectively assigned to them in the said Act

4. Requirement of grant or After the commencement of these regulations,—(b) no course or programme shall be introduced any technical institution, University including deemed University or University College or (c) no technical institutions, Universities or deemed Universities or University Departments or Coll shall continue to admit students for Degree Diploma courses or programmes • (d) no approved intake capacity of seats shall increased or varied except with the approval of the Council. (2) Applications for grant of approval under regulation (1) shall be made by any of the following, namely : • (i) Government institutions, Government aided institutions; deemed Universities and University departments or Colleges. (ii) registered Societies/ Trusts in respect of professional colleges

5. Forms for Forms .s!arting a techniial institution or for approval of institu functioning 00 the date of commencement of tFBe regulat• 01 for introducing courses or programmes, or for increase thc intake capacity of seats io the courses shall be the form specified in sub-regulation (2) and shill be a panied by the documents called for therein. (2) (a) An application for starting technical institu shall be in FOTrn I. (b) An application for approval of Degree level tution functioning on the date of commence of thec regu;ations shall be made ia



Form IL (c) An application for approval of diploma level tuition functioning on the date of commencement of these regulations shall be made in Form (d) An application for introduction of additional course or increase in the intake of seats in the diploma level institution shall be made in Form IV. (e) An application for introduction of additional course or increase in the intake of seats in the diploma level institution shall be made in Form V

6. Conditions for grant of approval.—Every application under sub-regulation (1) of regulation 4 shall be considered subject to the fulfilment of the following conditions: (i) the financial position of the applicant shall be for investment in land and in provision related infrastructural and instructional facilities in accordance with the norms and standards laid down by Council from time to time and for meeting annual recurring expenditure. (ii) the courses or programmes shall be conducted per the assessed technical manpower demands (iii) the admissions shall be made according to regulations and directions of the Council for admissions in the respective technical institution or university. (iv) the tuition and other fees shall be charged within the overall criteria as may be laid down by (v) COUOCII; the staff shall be recruited as per the norms and standards specified by the Council from time to time. (vi) the Governing Body in case of private technical institutions shall be as per the norms as laid down by the Council; (vii) any conditions as may be specified by Council from time to time. (viii) the application for approval from the Government/Government aided institutions shall be sent to the Bureau of Technical Education. (ix) the application for approval from the University/State Board of Technical Education, University or University shall be submitted through the State Commission. (x) the application from a registered society or trust institution functioning on the date of these regulations or for setting up of institution at diploma level or for programmes and the intake capacity of seats in Government, the University or the Technical Education, whichever applicable, shall be concerned by the Society or Trust, The Bureau of Technical Education shall make a scrutiny of every application received by it. Bureau of Technical Education finds any application incomplete in its return the same, within fifteen days of the applicant specifying the defects. Application which has been found by the Bureau of Technical Education in all respects shall be processed in the manner provided in these regulations. Bureau of Technical Education shall invite comments/recommendations on applications referred to in sub-regulation (3) following, namely: State Government concerned, affiliating University/State Board of Technical Education, MPGD, G BOS, or Regional Office. Regional Office shall arrange visit of an Expert constituted by the Council under sub-regulation 9, and forward the recommendations of the Expert Committee to the Council's office ordinarily period of two months or such other period as may be decided by the Council. State level Committee constituted under sub-regulation 4) of regulation 9 shall consider the recommendations of State Government and others mentioned in sub-regulation (4) and shall make its recommendations to the Task Force. Central Task Force constituted under sub-regulation 9 shall consider the recommendations of State level Committee and send its recommendations to the Member Secretary of the Council. In case of a disagreement in the recommendations made by State Government, University or the Regional Committee Central Task Force shall invite representatives of the Agencies for further consultations before final recommendation. The recommendation of the Central Task Force, shall decide the question of grant of approval under 5. in the application: that the Council may, for reasons to be communicated to the applicant, allow the approval with certain restrictions or modifications as it may deem necessary; the decision of the Council shall be communicated to the University Grants Commission by 30th April in case the application was made before the preceding 31st December. (11) If the Council has rejected an application the reasons for such rejection shall be communicated to the applicant. (12) The rejection of an application shall not disentitle an applicant to make fresh application for any subsequent academic year. (13) The Council shall, in every year, before 31st December publish the names of approved technical institutions, University Departments or Deemed Universities conducting courses in technical education, the courses and programmes approved by the Council and the number of seats permitted (annual intake capacity) for each course or programme and communicate relevant extracts of the same to the concerned authorities. (14) All institutions; courses and number of seats approved after publication of a list under sub-regulation (13) shall stand included in the relevant list communicated to the competent authorities in the month of December. (15) The time schedule and sequences of processing applications for approved proposals shall be as given in the Schedule appended to these regulations. Provided that the Council may, for good and

sufficient reasons to be recorded in writing, modify the time schedule in respect of any class or category of applications

9. Committees.—(1) For processing of applications under these regulations, the Council shall constitute the following Committees, namely . (a) Expert Committee ; (b) State level Committee ; (c) Central Task Force. (2) An Expert Committee which shall be constituted by the Council in consultation with the Chairman of the Regional Committee, shall consist of a representative of the concerned State Government, the Regional Officer or his nominee, a nominee of the University or Board concerned and Expert members. (3) Notwithstanding anything contained in sub-regulation (2), in urgent or special circumstances, Chairman of the Council shall appoint an Expert Committee with an Officer of the Council as Member-Secretary to consider any specific class or category of application. (4) A State level Committee shall consist of the Chairman of the concerned Regional Committee, Secretary of the State Government concerned dealing with technical education and Director of Technical Education of the State Government concerned, two Vice-Chancellors, one Director of an Indian Institute of Technology, one member from the Executive Committee, nominee of the University Grants Commission and expert members from academia and industry nominated by the Chairman of the Council, Adviser (BOS), Adviser (MPCD), Adviser (M) and Adviser (RO, Regional Officer, Chief NTMIS Project, representative of MHRD Technical Bureau and any other member nominated by the Chairman of the Council. The State level Committee shall be chaired by an eminent educationist/industrialist nominated by the Chairman of the Council, and Adviser of the Council shall be nominated as Member-Secretary of the State level Committee by the Council. (5) Central Task Force shall consist of two members of the Executive Committee of the Council, an Education Planner/Administrator, two expert Council members, one member from judiciary. The Central Task Force shall be chaired by the member of the Executive Committee nominated by the Chairman of the Council, and Adviser of the Council shall be nominated as Member-Secretary of the Central Task Force by the Council. (6) Notwithstanding anything contained in these regulations, the Council may invite any person to be associated with any of the above Committees. If any question arises as to the interpretation of these regulations, the same shall be decided by the Council. (2) The Council shall have the power to issue clarification to remove any doubt which may arise in regard to interpretation of these regulations

11. Power to relax.—The Council may, for removal of any hardship or such other reasons to be recorded in writing, relax any of the provisions of these regulations in respect of any class or category of institutions

12. Withdrawal of approval.—If any technical institution including University, University Department or Department of University or College contravenes any of the provisions of these regulations, the Council may, after making such as it may consider appropriate and after giving the institution concerned an opportunity of being heard, draw the approval granted under these regulations. SCHEDULE (See regulation 8(15))
TIME SCHEDULE AND SEQUENCE OF PROCESSING OF APPLICATIONS FOR APPROVAL
No. Stage of processing application (2) 1. 3. 4. 5

6. For receiving proposals by Bureau RC. For the Bureau RC to screen the applications and — (a) to return the incomplete applications to applicants, and (b) to forward the applications to (i) State Government concerned (ii) University or State Board concerned, for their comments (iii) Regional Officer to arrange visits by Export Committees, and (iv) Bureaus MPCD, BOS and RA for their comments. For receiving the comments from (i) the State Government (ii) the University or State Board and (iii) the Regional Committee based on the Expert report and (iv) from the Bureaus MPCD, BOS and RA. For consideration of the comments from the State Governments, Universities or State Boards, Regional Committees, and Bureaus of the Council by the State level Committee. For recommendations to be made by the Central Task Force For communicating the final decision to the State Government or the University Grants Commission, under intimation to the Regional officer, Director of Technical Education, applicant, University or State Board. Last date by which the processing should be completed (3) 31st December 15th March 31st March 15th April 30th April u e. ALL INDIA COUNCIL FOR TECHNICAL EDUCATION



FORM 1 (See regulation 5 (2) APPLICATION FOR ESTABLISHMENT OF DEGREE/DIPLOMA INSTITUTION IN ENGINEERING/TECHNOLOGY, ARCHITECTURE, PHARMACY, APPLIED ARTS ETC. FOR AICTE APPROVAL INSTRUCTIONS FOR SUBMISSIONS OF PROPOSALS FOR ESTABLISHMENT OF DEGREE/DIPLOMA INSTITUTIONS IN ENGINEERING/TECHNOLOGY, ARCHITECTURE, PHARMACY, APPLIED ARTS etc. 1. (a) Seven copies of the complete application in the prescribed FORM and accordance with the procedure must be submitted to the (b) (c) (d) (e) Y. N.

CHATURVEDI, Member Incomplete proposals and those not submitted prescribed format will not be processed. The proposals which are received late but order will be processed for the subsequent academic year. Proposals must be submitted in A-4 size only all larger sized documents should be reduced to A 4 size. In the event the informations and statements by the applicant are found to be incorrect, application is liable to be rejected

2. Requisite area of land must be in possession of the proposed institution either by a clear title or release deed, as per rules of the State authorities, in the name of the Society/Trust/Institution

3. If the requisite area of land is not in possession Society/ Trust/proposed Institute, the proposal is rejected

4. The applicant/Trust/Institution..... 69. The institution should have a minimum of 10 acres of land, the area of the land should be in possession of the institution either by a clear title or release deed, as per rules of the State authorities, in the name of the Society/Trust/Institution. The total assets of the institution should be not less than Rs. 10 lakhs, whichever is higher. At the time of application, the applicant/Society/Trust/Institution should have funds to the tune of 10% of the total estimated cost of the project in the name of the institution in savings or fixed deposit account(s) in a scheduled bank for a minimum period of nine months. The total assets of the institution are not acceptable as proof of financial viability of the proposal. Promissory notes are not accepted as evidence of availability of funds in hand for establishing the proposed institution. establishment of an institution particularly in remote areas has inherent difficulties of attracting teaching faculty and technical supporting staff. The applicant/Society/Trust/Institution should make available convincing evidence of staff availability and mobilisation. DOCUMENTS TO BE ATTACHED

• Applicants should endeavour to attach the following documents:-

(a) A copy of registration document of the Society/Trust, etc. along with the composition of society/ Trust etc. (only for private Societies/Trusts). Copies of the curriculum and syllabus of the proposed course(s) along with the teaching and examination schemes.

(c) The undertaking on non-judicial stamp paper as per form enclosed (only for private Societies/Trusts).

• A copy of the land registration papers/registered lease deed. A sketch showing area of each plot and centre to centre distance between plots, if the land area is in more than one plot.

(f) A copy of city road map showing location of the proposed site of the institution. A copy of land use certificate from the competent authority allowing use of the selected land for institutional purposes.

(b) Photocopies of the endowment fund fixed deposit receipts.

(i) Photocopies of latest bank statements, fixed deposit receipts etc. regarding availability of funds in hand.

(d) Authenticated documents to support mobilisation of additional funds.

(k) Authenticated documents to support claim of meeting annual recurring expenditure.

(l) Letters from the competent authorities in support of clear proof of the following:-

(i) A copy of map showing layout of the existing and proposed building(s) on the plot of land and floor plans of each building along with photographs.

(ii) Approved plans from the concerned authority as per local bye-laws for construction of buildings for institutional purposes.

(iii) Completion/possession certificate of the buildings.

(iv) Clearance of Urban/Land Development Authority.

(m) Approved floor plans of proposed building(s) (i.e. civil drawings) from the concerned authority as per local bye-laws for construction of building(s).

(n) An undertaking for compliance with the general non-judicial stamp paper ANNEXURE 1 (UNDERTAKING ON NONJUDICIAL STAMP PAPER SHOULD BE SUBMITTED REGISTERED WITH THE SUB-REGISTER OR ANY OTHER COMPETENT AUTHORITY)

J/ We, the name of the Trustee/Chairman/Principal Director of the (name of the College/ Institution/ Mandal/ etc.,) hereby undertake to comply with the following in connection with my/our application for starting/ establishment/intake capacity of (name of the College) from the session 1. That the Management including the Governing Body of the (Institute/College) shall be constituted and the Chairman of the Body/Council shall be appointed as per the guidelines of Council (Annexure-11)

2. That the shall provide fuads for inves:• ment jn developed land ana in providing the related infras- tructural.instructional and other facilities as per Council's norms and standards laid down by the Council from time to time and for meeting the recurring expenditure

3. That the courses or programmes shall be conducted as per the assessed technical manpower demands.

4. (a) That the admissions shall be made according to the regulation and direction of the Council for such admission in the respective technical institutions. (b) That the admissions to the courses shall be made only after the minimum requisite/prescribed facilities are created and the affiliating University/State Board has given permission to start the course. (c) That the Institution shall not cause or allow either closure of the Institution or discontinuation of the course(s) or start any new course(s) or alter the intake capacity of seats without the prior concurrence of the Council. 5. That the tuition and other fees shall be charged as prescribed within the overall criteria prescribed by the Council from time to time. No capitation fee shall be charged from the students/guardians of the student in any form

6. That the accounts of the Institution shall be audited annually by a chartered Accountant and shall be for inspection by the Council or any board of person authorised by it

7. That the teaching and other staff shall be selected according to procedures, qualifications and experience prescribed by Council from time to time

8. That the Management shall strictly follow any further conditions as may be specified by the Council from time to time

9. In the event of non-compliance by the (name of Society/ Trust/ Mandal/College/Institution etc.) with regard to guidelines, norms and conditions laid/prescribed by the Council from time to time, the Council or a body or person authorised by it shall be free to take measures for withdrawal of its approval or recognition. without consideration of any related issues and that all liabilities arising out of such a withdrawal would solely be that of the (Society/Institute/ College). 10. The (College/Institute) by virtue of the approval given by Council shall not automatically become claimant to any grant-in-aid from the Central or State Government for the Institute or for Place . Date • recurring expenditure etc

1. The matter within (Name of the authorised person giving undertaking along with his/her official position) (SEAL) brackets shall need to be filled up 70 THE GAZETTE OF INDIA : EXTRAORDINARY [PART III—SEC. 3 Model Constitution of the Governing Body of Private Technical Institutions The Governing Body shall have at least 11 members including the Chairman and the Member-Secretary. The Registered Society/Trust shall nominate 6 members including the Chairman and the Member-Secretary, and the remaining 5 members shall be nominated as indicated below :— to be nominated by the Registered 1. Chairman : Society/ Trust'. 2.5. Members to be nominated by the Registered Society/ 9. Nominee of the State (Government—Director Technical Education (ex-Officio). 10. An industrialist/technologist/educationist from Region nominated by the State Government

11. Principal/ Director of the concerned technical Institution (as nominee of the Secretary. The number of members can be increased equally by including nominees of the registered Society and by adding equal of educationists from the Region keeping view the interest of the Technical Institution. The total of members of a Governing Body shall however, not exceed 21. Appointment of Chairman of the Governing Body The Chairman of the Governing Body shall preferably be a technical either an entrepreneur Or an industrial or an educationist or reputed who is interested in the development of technical education, is a member of the parent Society/ Trust and has demonstrated an interest in provision of quality education in particular. tc 6. 7

8. Trust. Nominee of the All India Council for Technical Education—Regional Officer (Ex-Officio). An industrialist/technologist/educationist from the Region to be recommended by the concerned Regional Committee as nominee of the Council, out of the panel approved by the Chairman of the Council. Nominee of the Affiliating Body/University/State Board of - Technical Education. 1.0 GENERAL INFORMATION 1.1 Name and address of the applicant (Govt./Society/trust) along with telegraphic address. Fax and phone no(s) (with STD code in brackets) : 1.2 Proposed name of the Institution and its proposed location : 1.3 Type of the Institution (specify one of the following) : Private No-grant/Private grant-in-aid/Govt. (specify) 1.4 For applicants other than a Govt. or University, —Give the composition of the Trust/Society etc. —Attach proof of registration of the Society etc. —Give the qualification of the Trust to establish and manage the institution. 2.0 Technical Institutions run/managed by the Trust/Society (not for Govt./University), Name of Institutions City and State of location Whether AICTE Courses

conducted approved •not approved, please give reasons for non-approval and steps taken to seek/qualify for AICTE approval 3.0 Whether the applicant Trust/Society has any court case v/s the State Government or the AICTE? If so please give brief details. 4.0 ACADEMIC INFORMATION 4.1 Academic programmes Proposed to be conducted: Course titles Engg. Computer Science and Engg. Mechanical Engg. Duration Intake 60 60 60 Year of commencement Lev 1993-94 12+or 10 1993-94 12+or 10 1993-94 12+or 10 41 FT : 71 Please attach copies of the curriculum and syllabi to be followed by the Institution for each of the said courses alongwith the teaching and examination schemes. •Has the proposal been supported by the State Government? yes, please attach a copy of the State Govt's recommendatory/forwarding letter. If not, please give the reasons. (Please note that a letter from the DTE or any other Director is not sufficient) •Has the willingness/consent of the regulating body (concerned University/Board of Technical Education) relating to the proposed course(s) subject to AICTE approval, been obtained? yes, please attach a copy of the willingness/consent letter. If not, please give reasons for the same. 7.0 JUSTIFICATION 7.1: Are one or more of the proposed courses already being conducted in one or more institutions in the District in which the proposed college is to be located? so, please give names of the institutions and the course(s) being conducted alongwith the respective sanctioned intakes: Name of Institution Course title Mech Engg Civil Engg Total sanctioned intake in the District. 120 60 Note : The text and numbers in various columns are only examples. •7.2 Please give the total seats available within the State in each of the proposed course(s) during the last academic year. Title Electronics Comm. Engg. Mechanical Engg. Total sanctioned intake in the State 240 480 Note : The text and numbers in various columns are only examples. 7.3 Keeping 7.1 and 7.2 in view, give detailed justification for introduction of the proposed disciplines in and vis-a-vis projected manpower demand and industrial scenario and potential for self-employment. 7.4 Please indicate yearwise future plan for expanding the educational base of the proposed institution such as in intake, adding new courses, conduct of continuing education programmes, etc. Please note that the future plans would substantially be based on the information given here. Proposed courses 8.0 LAND Full-time/part-time/ Proposed intake continuing Proposed years of commencement 8.1 State the land area (in hectares) in possession for establishing the Institute (Please consult the relevant CTE norms and standards to assess the desired land area requirement). (Please attach a copy of the registration documents. Also indicate if the land area is in one plot or more. If more than one please give a sketch showing area of each and centre to centre distance between the plots. TO! valid form of ownership, please see instructions. THE GAZETTE OF INDIA •EXTRAORDINARY [PART III—sec. 8.3 Whether the land is allowed to be used for institutional purposes? Please attach a copy of land use certificate from the competent authority. 9.0 FINANCES: 9.1 Whether a corpus fund/endowment fund has been created and mortgaged with the State Government? If so, attach proof thereof. 9.2 Give details of investable funds available in hand for establishing the proposed institution, duly supported with copies of latest bank statements, FDRs, etc. Promissory notes are not acceptable. 9.3 Please indicate how the additional funds for investment in buildings, equipments, etc. would be mobilised over the next 3 to 4 years. Please attach authenticated documents to support your statement. 9.4 Please give yearwise annual anticipated recurring expenditure as below (T, II, III & IV) year pertaining to the year of establishment of the Institution): Item of Expenditure a. Salaries, allowance, benefits, etc., of teaching staff b. Salaries of Technical supporting staff (2. Salaries of non-tech. supporting staff Anticipated annual expenditure in Rs. 1 during 11 111 1 d. e. f. g. h. Training cost Maintenance of equipment and buildings Library Miscellaneous contingencies others For details, please consult the concerned norms and standards of the AICTE. 9.5 -Please explain how the funds to meet the recurring expenditure at 9.4 would be generated from year 10.0 INFRASTRUCTURE 10.1 In case the building(s) (or permanent or temporary accommodations of the Institution) are already available please give the plinth area (sqm) as below: Type of construction (a) RCC (b) Shed Instructional Administrative Amenities Hostel Resident Total area % Give a layout of buildings on the plot of land and floor plan of each building alongwith photographs. Note : Please attach clear proof of following: (a) Use of the building(s) for institutional purposes. (b) Approved plans from the concerned authority as per local bye-laws for construction of the building(s). (c) Completion/possession certificate of the building(s). (d) Clearance of Urban Development Authority. 10.2 In case the permanent building(s) are to be constructed for the Institution, give yearwise plan of construction for instructional areas, (classrooms, tutorial rooms, drawing halls, laboratories, workshops, library, instructional Resource centre, computer centre, examination hall etc.), administrative areas. (offices staff rooms* conference room, confidential room, estate office etc.),

amenities (common room, sports room, NCC, NSS, Canteen, lobby centre, dispensary, etc.) and residential areas (students hostel, staff quarters, guest house), as per the AICTE 73 •ve a layout of proposed building(s) on the plot of land for the Institution and floor plan of each building. S 'title Jt Plinth area to be constructed during the Period prior to commencement of classes. First • Second Year qf year of the Instt. the Instt. Third Year of the Instt. Fourth year of the Instt. dassrooms •Tatorial rooms Drawing halls EGatories hops pace titles are only example. For details, please consult the concerned norms & standards of the AICTE. 0.3 Please indicate year-wise estimates of expenditure on construction of buildings as at 10.2 title Claess room •al rooms rawing hall ratories *hops Expenditure for construction of additional space areas during the year Period prior to commeöce- ment of course(s) increase in intake First year of the course(s)/ increase in intake Second year of the course(s)/ increase in intake Third year of the course(s)/ increase in intake Fourth Year of the course(s)/ increase in intake h! tea 'ons- ary• ms, c.ttiles are only example. For details, please cosult the concerned norms & standards of the AICTE. 0.4 Laboratories : Please give yearwise act. •on plan of establishment (i.e. equipment and commencing of the f the laboratories) varis laboratories alongwith cost estimates fcr prccurement of equipments instruments or es and fittings, furnitures etc. me Of Laboratory Chemistry &lied Mechanics Expenditure for establishment of various laborator es during the year Per:od prior First yc•ar Second year Third year Fourth year to commence- of the Instt. ment of Classes of the Instt. of the Instt. s & standards and the detailed curr. •culum of the course(s). 74 THE GAZETTE OF INDIA :EXTRAORDINARY 1 [PART III—Sed 10.5 Workshops : Please g:ve yearwise action plon establishment of various workshops alongwith cost for procurement of equipmen(s, tools, machinery, furniture, fixtures and fittings etc. Name of the Workshop Carpentry Fitting Block Welding Expenditure for c.stablistmcrt of var cus worksheps during the — Period prior First year Second yar Third year Fourth yr to commence• of the of the ment of Classes of the For details, please consult the norms & standards and the detailed curriculum of the course(s) 10.6 Comput'ng facilities : Please give yearwise act •on plan of procureinent of hardware and scftware furniture, fit' ings and fixtures etc. for establishment of computer centre alongwith cost estirr.ates. Facil. •tics Computer Centre Computer 1.2b Graphic Oab for establishment of vaöous compt. •tiring ft.cilities during the Pericd prior to commence- ment of classes year of the Instt. Second year of the Instt. Fourth year of the year o For details, please consult the norms & standards and the detailed curriculum of the course(s). 10.7. Library : Please give yearwise action plan for procurement of initial stock of books, yearly additid books (Text books rference books, encyclopedia, others) journanls to be subscribed (National and Internat• furniture, fixtures & fittings etc. alongwith cost estimates. Item Text books Reference books Journals Expenditure for procurement of Library books/eriodicals d the Period prior to Commence- ment of of classes Second Year year of the Third of the Fourth Year 41 •jQ.8., Teaching faculty : Please give act •on plan for recruitment ttqProfessor/HOD, Senior Lecturer, L.ecturer). 75 of teaching faculty (Principal, Professor, icüly cadrc fincipal *fessor tt.Prof./ S?YLecturer, lßturer No. already Type of No. to be recruited during the faculty available (part-time/ period full-time/ prior visiting) to First year of the Second year of the Instt. Third year of the Instt. Fourth Year of the Instt. commence• Instt. ment of classes ite les • 11th r of tt. diti rnat• our ear f the nstt. Kindly also indicate number of each category of staff, if already, available. 10.9 "Vorkshop staff : Please give annual action _ plan for recruitment of workshop staff (Workshop Spdt. Foreman Instructor, Workshop Instructor/Asstt. Instructor, Lab. Technician/Asstt. Skilled Asstt. etc.) Kindly also *eâte number of each category of staff, if already vailable. Éiculty cadre b Workshop Supdt. Foeman tructor orkshop Instructor No. already Type of No. to be recru ited during ehe faculty available (part-time/ Period full-time/ pror visiting) to First year of the Second year of the Inst.. Third yea r of the Instt. Fourth year of the Instt. Instt. commence- ment of classes. For detail, please consult the concerned norrnns & standards of the AICTE. 10.10 Linrary, IRC, and Computer Staff : Please give annual action plan for recruitment of library, IRC, and Computer staff (Librarian, Asstt. Librarian, Libcrary Asstt. System Manager, System Analyst, Computer Program-. met, Computer Operator etc.) Kindly also indicate number of each category of staff, if already available. Faculty cadre Librarian Asstt. System aaget -System lyst .Cdmputer Programmer No. already available No. to be recruited during the Type of faculty Part-time Period full-time/ prior visiting) to First year of the Second year of the Instt. Third Year of the Instt. Fourth year of the Instt. Commence• Instt. ment of Classes 76 jab THE GAZETTE OF INDIA •FXTRAORDINARY (PART 111 10.11 Technical Supporting and Administrative Staff : Please give annual action plan of rectu itme like Admn. Officer, Finance Officer, Acctt. Steno., Maintenance

Engineer, Store Keeper, Draughtsman, W Library Attd. etc. Kindly also indicate number of each category of staff, if already available. Faculty cadre No. already available. 2 Admn. Officer Finance Officer Accountant. Type of faculty (part-time/ full-time/ visiting) 3 No. to be recruited during the Period prior to commencement of classes 4 First Year of the Instt. 5 Second Year of the Instt. 6 Third Year of the Instt. 7 of Ins For details, please consult the concerned norms & standards of the AICTE. 10.12 List the yearwise major equipments (costing Rs. 5000 or more per unit) to be provided in various laboratories/workshops alongwith brief specifications in the format given below Lab./Workshop 1 Name of Equipment. Brief Specifications Qty. to be provided 2 3 4 11 yr 5 11 yr. 6 11. Please state whether a regular Municipal supply of drinking water and water required for labs/workshop is available. If not, please explain the alternate arrangements for a regular supply

12. Please state whether adequate and regular electricity supply is/would be available and attach supp documents. What shall be the standby arrangements in case of shutdowns/break downs

13. Please state transport arrangements from city to the Institution in case the Institution is not located the Municipal limits

14. Faculty shortages are noted in most of the institutions and these shortages are noted to most institutions located in semi-urban and non-urban areas. It is also noted that for certain disciplines, availability of faculty is restricted due to various reasons. Keeping the above in view, please indicate the faculty resource base if available and also as to how the AF proposes to attract the faculty for the proposed courses. TN 411-4/77 of 1978. It is noted that all applicants do not possess sufficient experience in establishing a technical education institution in a time bound manner and on appropriate lines (both physically and academically). For this purpose, it becomes necessary to have a very senior experienced person as the main consultant helped by subject-matter specialists to guide and advise the management to establish the proposed institution. It, therefore, becomes necessary to identify the consultant and subject matter specialists and to have an agreement with them for at least the first four years during which the institution is in the process of establishment. Keeping the above in view, kindly give the names of consultants and subject matter specialists alongwith their qualifications and background. Also kind attach letters of agreement signed with the consultant and the subject matter specialists

16. For bringing effectiveness in technical education, and also for making arrangements for training of students and staff and also for having selected lectures and advice from senior industry personnel, it is essential to establish linkages with the relevant industries in the vicinity of the institution. X . Keeping the above in view, please give the names and locations of industries with whom linkages are to be established and also attach their letters of consent

17. Please give the name(s) of your bankers alongwith the various accounts numbers held with them for the proposed institution

18. Please give the name and addresses the auditors appointed or proposed to appointed for the proposed institution. 19. Please attach an undertaking on non-judicial stamp paper duly registered with the sub-registrar or any similar authority as per the



form4t attached (not applicable to Govt./University). Name and Signature of Head of the Institutions/Managing Trustee/the Society/Trust. The undersigned should be mentioned as per the application form.

INDIA COUNCIL FOR TECHNICAL EDUCATION FORM 11 [See regulation 5 (2 (b)) APPLICATION EXISTING DEGREE INSTITUTION(S) SEEKING APPROVAL WITHOUT ADDITIONAL COURSE(S) AND/OR ADDITIONAL MAXIMUM IN ENGINEERING TECHNOLOGY, ARCHITECTURE, PHARMACY, APPLIED ARTS ETC STRUCTURE FOR SUBMISSION OF PROPOSALS FOR EXISTING DEGREE INSTITUTION(S) SEEKING PROVAL WITHIN 10% IN ADDITIONAL COURSE(S) AND/ OR ADDITIONAL INTAKE(S) IN ENGINEERING TECHNOLOGY, ARCHITECTURE, PHARMACY, APPLIED ARTS ETC.

1. (a) Seven copies of the application must be submitted in the prescribed Form to the Bureau (RC), AICTE, New Delhi by 31st December. (b) Incomplete proposals and those not submitted in the prescribed format shall not be processed. (c) The proposals which are received late but are in order be processed for the subsequent academic year. (d) Proposals must be submitted 'A-4' size only and larger documents should be reduced to 'A-4' size. (e) Proposals are likely to be rejected in the event that information and statement given by the applicant are found to be incorrect.

2. (a) Requisite area of length for the existing and additional courses must be in possession for use of the Institution. (b) If the requisite area of land is not in of the applicant, the proposal shall not be accepted. (c) The applicant should create an endowment fund jointly in the name of the institution and the concerned State authority to the tune of 30 per cent of the peak annual recurring expenditure for existing and additional intakes or as prescribed by the State Government/UT of Rs. 10 Lakhs, whichever is less. (d) At the time of application, the applicant should have funds to the tune of 50 per cent of the total estimated cost of provision of additional infrastructural and instructional facilities in the name of the institution in a savings of fixed deposit account(s) in a scheduled bank for a minimum period of six months. (e) The total assets of the applicant are not acceptable as proof of financial viability of the proposal. (f) Promissory notes are not accepted as evidence of availability of funds in hand for starting the proposed course(s)/ increase in intake(s). Experience has shown that Institution located in remote areas has inherent difficulty of attracting teaching faculty and technical supporting staff. The applicant should make available convincing evidence of staff, availability and mobilization. List of Documents to be attached Applicant should ensure to attach the following documents.——(a) A copy of registration document of the Society/Trust etc. along with composition of Society/Trust etc. (b) A copy of the relevant Government orders per meeting starting of the Institution. (c) A copy of the letter of the affiliating body along with affiliation of the Institute/existing course(s).

78 THE GAZETTE OF INDIA : EXTRAORDINARY [PART (c)] Letters from the competent authorities in support of clear proof of the following . (i) A copy of the plan showing layout of existing and proposed building(s) on plot or land and floor plans of each building along with photographs. (ii) Approved plans from the concerned authority as per local bye-laws for the existing buildings for institutional purposes. (iii) Completion/possession certificate of the buildings. (iv) Clearance of Urban Land Development Authority. (v) A copy of the land registration papers/registered lease deed (as applicable). (vi) A copy of land use certificate from the competent authority allowing use of the land for institutional purposes. (vii) A certificate from the executive authority of the applicant that the land and facilities are not being shared with any other institution/activity. (viii) A sketch showing area of each plot and centre to centre distance between plots, if the land area is more than one plot. (ix) A copy of city road map showing location of the institution. (x) Photocopies of the corpus fund/ fixed deposit receipts. (xi) Photocopies of latest bank statements, fixed deposit receipts etc. regarding availability of funds in hand. (xii) Photocopies of duly audited statements of income/expenditure, balance sheet and audited reports of the Institute for the preceding 3 years. (xiii) Authenticated documents to support mobilization of additional funds. (xiv) Approved floor plans of proposed building(s) (i.e. civil drawings) from the concerned authority as per local bye-laws for construction of building(s). (xv) Authenticated documents to support claim of meeting non-recurring expenditure. (xvi) Authenticated documents to support claim of meeting annual recurring expenditure. (xvii) An undertaking for compliance with the general conditions of the AICTE on non-judicial stamp paper duly registered with the sub-registrar or any similar competent authority as per attached. (xviii) Minutes of the last three meetings of the Body/Council/Committee responsible for management of the Institute.

ANNEXURE-I (UNDERTAKING ON NONJUDICIAL STAMP PAPER SHOULD BE SUBMITTED REGISTERED WITH THE SUB-REGISTERAR OR ANY COMPETENT

AUTHORITY) 11 We, the (name of the Trustee/fairmantPrinci- pallDirector of the
CollegelIstitutionfMandal Trust following in connection w'(h myjour applicatio
starting;eslablshmentaintakc capacity of scats of I session of CoursesiCollege) from the 1. That the
Management including the Gov Body of the (Institute/College) shall be constitute the Chairman of the
Body/Council shall be app as per the guidelines of Council (Annexure-11)

2. That the management shall provide fund: investment in developed land and in providing related infrastructural, instructional and other facilities as per Council's norms and standards laid down by the Council from time to time and for meeting recurring expenditure

3. That the courses or programmes shall be ducted as per the assessed technical manF demands.4.

(a) That the admissions shall be made according to the regulation and directory of the Council such admission in the respective technical institut (b) That the admissions to the courses shall be made only after the minimum requisite facilities are created and the affiliating Univer State Board has given permission to start the course (c) That the Institution shall not cause or either closure of the Institution or discontinuation of the course(s) or start any new course(s) or intake capacity of seats without the prior concurrence of the Council

5. That the tuition and other fees shall be charged as prescribed within the overall criteria prescribed by the Council from time to time. No capitation shall be charged from the students/ guardians of students In any form

6. That the accounts of the Institution shall be audited annually by a Chartered Accountant and shall be open for inspection by the Council or any person authorised by it

7. That the teaching and other staff shall be selected according to procedures, qualifications and expenditure prescribed by Council from time to time

8. That the Management shall strictly follow further conditions as may be specified by the Council from time to time

9. In the event of non-compliance by the (name Society/ Trust/ Mandal/College/Institution etc.) regard to guidelines, norms and conditions prescribed by the Council from time to time, Council or a body or person authorised by it be free to take measures for withdrawal of its approval or recognition, without consideration of any other issues and that all liabilities arising out of such withdrawal would solely be that of the Institution. The (College/Institute) by virtue of the approval given by Council shall not automatically claimant to any grant-in-aid from the Central Government for the Institute or for recurring expenditure etc. (Name of the authorised person giving undertaking alongwith his/her official position) (SEAL) The matter within brackets shall need to be filled as relevant. It should be ascertained that the stamp-paper on the undertaking is properly authenticated. The constitution of the Governing Body of Private Technical Institutions or Governing Body shall have at least 11 members including the Chairman and the Member-Secretary. If a Society/Trust shall nominate 6 members including the Chairman and the Member-Secretary and the remaining 5 members shall be nominated as indicated below 7. 8. 9. 10. 11 79 A. Industrialist/technologist/educationist from the Region to be nominated by the concerned Regional Committee as nominee of the Council, out of the panel approved by the Chairman of the Council. Nominee of the Affiliating Body/University/ State Board of Technical Education. Nominee of the State Government-Director of Technical Education (ex-officio). Industrialist/technologist/educationist from the Region nominated by the State Government Principal/Director of the concerned technical institution (as nominee of the Society/ Trust). —Member-Secretary 41

5. Gaikman : to be nominated by the Regis-tered Societyrrrust. Members to be nominated by the Registered Society/Trust. Nominee of the All India Council for Technical Education-Regional Officer (Ex-Officio).- The number of members can be increased equally by adding nominees of the registered Society and by adding an equal number of educationists from the Region keeping in view the interest of the Technical Institution. The total number of members of the Governing Body shall however, not exceed 21. Appointment of Chairman of the Governing Body The Chairman of the Governing Body shall preferably be a technical person either an entrepreneur or an industrialist or an educationist of repute who is interested in the development of technical education, is a member of the parent Society/ Trust and has demonstrated an interest in promotion of quality education in particular.

INFORMATION ABOUT THE EXISTING DEGREE INSTITUTION (Engineering, Architecture, Pharmacy, Applied Arts etc.)

O.GENERAL Name and address : (a) Name of the Institution . (b) Postal address : (with code) Telegraphic address : (d) Fax and phone Nos. (with STD code in bracket) 2 • • Name and designation of the Head of the Institution with residential & office telephone numbers (with STD codes in brackets) (e) Name, type of the Institution : (specify one of the following) Private Non-Profit Private/Grant-in-aid Govt. (Central/State/UT) Other (specify) In case of Private Institutions, full postal address of the Managing agency should be given along with telegraphic address, fax and phone Nos. (with STD code in bracket) : (f) Date of establishment of the institution (please attach a copy of relevant Government orders) • Give name of affiliating University/body with full postal address. Also give the names and phone Nos. of the and 'Site' of the equivalent omcets.

ACADEMIC INFORMATION : Programme Level/ Degree awarded Under-graduate B. Tech B.E. D. Arch B. Pharm Post-Graduate M. Tech M.E Others 80 Part-time THE GAZETTE OF INDIA 2. I Academic Programmes being conducted during 1992-93 EXTRAORDINARY

Field/specialisation	Civil Engineering	Mechanical Engineering	Architecture	Pharmacy	Machine Design	Thermal Engineering	Full/part time	Full	Full	Full	Part-time	Duration (yrs)	4	4	5	4	3	San-ction- intake	60	30	60										
IO (PART Admissions)	50	28	55	58	IO	Note : The text and numbers in various columns are only examples.	22	Whether the Institution and the course(s) conducted are approved by the AICTE ? —If yes, attach a copy or all AICTE approval letters. —If any is/are not MCTE approved, please state reason(s) for the same.	2	3	Admissions . Name of course	Entry Qualification	Method of • Admission	Seat Distribution	% State Government	Management SC/ST	Ill—sec. starting 1972 1980 1989 1985 1984 Others • Please state whether by Entrance Test or based on marks obtained in the qualifying examination. If admission is based on marks obtained in the qualifying examination (such as 10+2 etc.), please give full details for all admission subject of Physics, 2.5 regarding the minimum percent of aggregate marks and the minimum average % marks prescribed in the Chemistry and Mathematics. Sanctioned and actual admissions	Course Sanctioned (S) and Actual (A)	Annual intakes 1987-88 1988-89 1989-90 1990-91 1991-92 S A s A s A 2 6	Details of First year student enrolment during the preceding 5 full academic years (total or 5 years) 1992-93 s Total	turn-out 2.7	Type student (a) if 1.8 2.9 2. < 10 Type ± 2.11 2.12	Type of Students	Total sanctioned intake of total admission	Total admission SC/ST Rural Tribal of total admissions	Girls drop-outs SC ST Rural Tribal	Girls (a) (b) (c) (d) Under-graduate Full-time Part-time Others (specify) Post-graduate Full-time Part-time Others (specify) Doctoral or equivalent Others • Ill-za 4]	Details of Second year student enrolment during the preceding 5 full academic years (total of 5 years) : 81 out . 9 4 "100 - 93 • type of students	Total sanctioned intake % of total admission admissions SCIST Rural Girls Lateral Total % or the total drop-outs SC/ST Rural & Girls Lateral out Tribal entrants Tribal entrants • (i) Under-graduate Full-time Part-time Others (specify) Post-graduate Full-time Part-time Others (specify) • c • • Doctoral or equivalent . dB Others if the institution has been functioning for less than 5 years, state the number of year for which the data is given) 78 If admissions are also made by lateral entry to certain please give details of the entry qualification in the lateral admission, the percentage of total seats reserved for lateral entrance and the minimum entry qualification for lateral entrants. i2;9 . Dates of the starting and stopping of all admissions as per the calendar of the affiliating body. Details of examination results during the preceding two academic years. (total of 2 years) 'Type of students Under-graduate Full-time Part-time 'Others (specify) Post-graduate Full-time . "Part-time Others (specify) - Doctoral or equivalent e) Others No. appeared Total Passed Passed with distinction Passed with 1st Class	Details of institutional Working hours etc. during the preceding two academic years (average) . . of working days per • > Æster/year No. of actual work- No. of expected Actual contact hours No. of days of working days per semester/ Instructional hours achieved per semester/ vacation per semester/yaer year year 52112	Details of placement of pass-outs

during the preceding two academic years (total of 2 years) Courses No. Passed Passed with 2nd Class No. of days for examination No. placed within 6 to 12 months No. placed within 3 months Sanctioned Strength No. placed within 3 to 6 months X 3.0 TEACHING FACULTY INFORMATION : 3.1 Faculty strength for various levels of programmes : Type of Faculty 11-time • •time Others Total Nos. in Position Others Total 82 THE GAZETTE OF INDIA : EXTRAORDINARY [PART III—Szc. 3.2 • Give numtgrs of the teaching faculty in position by during the preceding 2 years . Faculty Cadre Principal Professor Associate Professor Reader Asst. Professor Senior Lecturer Lecturer Others 3.3 Details of emoluments and age Particulars No. of faculty Average age (years) Highest emoluments Ayerage emoluments Lowest emoluments Lowest length of service in the institution Highest length of service in the institution Average length of service in the institution Nos. in position on January 1, 1992 January I, 1993 Numbers required on January, I, 1993 as State/University norms AICTE norrw Professor Associate Profesr Reader Assistant Professor Senior Lecturer Lecturer Others 3.4 Number of the Workshop, Library and other supporting staff by category Faculty Cadre Workshop Supdt. Foreman Instructor Workshop Instructor/ Asst. Instructor Skilled Asst. Lab Technician/ Assistant Librarian Library Asst. System Manager System Analyst Computer Programmer Computer Operator Nos. in position on January, 1, 1992 January 1, 1993 Nurntrrs on January 1, 1993 State/University norms 3.5 Work-load per week (in percentage of total duty hours in a week) for the following activities: Lecturer AICTE nora Others Activity Tech ing Research Administration Institute/ College Dev. Guidance & Councending Comltancy Training & Placement Professor Associate Professor Reader Assistant Professor Senior %3.6 Details of Fanalty (name, qualifications and experience etc). Name 993 'rrns Qualifica- tions Total Total Experieoce teaching experience Date of appoint. meot Lewi of appoiat• meat (Lecturer, Sr. Inturer) Asst. Pro- fessor etc. Present pay scale & date from which giveo Basic pay as oa date 83 - Total employ. meats Please state whether all the existing faculty has been recruited asper procedure, experience & qualifications prescribed by the AICTE for engineering colleges. 3.'8 Please state what percentage of teaching faculty members is being paid as per the AICrE pay sales for the last 2 academic years. 5.9 Pfease give details of service benefits such as LTC, medical reimbursement, housing, schooling for childreo, etc given to faculty members. 3.10 Retirement and premature-retirement benefits ivea to faculty members. • i.o COMPUTER HARDWARE & SOFTWARE FACILITIES. Please give details of the existing facilities (number of terminals, type of computers) and staff (level and nur&r of staff other than teac.hing staff). p:s.o LIBRARY FACILITIES Boes Category Total No. of titles acqu- ird during the past five years. Total No. of volumes acquired during the past years Total No. of volumes in the library on date es.2 (a) Text books (b) Reference books (c) Encyclopaedia (d) Others Period ica Is : Particulars (a) (b) Supporting Departments: —Indian —Foreign Engineering Departments: —Indian —Foreign Other Departments — Indian —Foreiñl 6.0 LABORATORIES Department 1 2 3 4 Name of various Laboratories No. of periodicals subscribed to preeatly Total investmeot on equipment and instruments in the last 3 years Pkase attach a list of equipment costing Rs. 1000/• ot more at current for each laboratory. 84 6.1 WORKSHOP Department 1 3 4 5 THE GAZETTE OF INDIA EXTRAORDINARY (PART III—SEC. 41 Names of various Shops Total investment on equipment and instruments in the last 3 years 7.0 Please attach a copy of (he curriculum followed by the Institution allong with the teaching scheme and the examination scheme 8.0 PLINTH AREA (SQM): Type of Construction (a) RCC (b) Shed Instructional Building 9.0 LAND AVAILABILITY (SQM): Academic and Administration 2 Administrative Building Play Grounds Amenities Hostels Hostels Staff Quarters Residences Others Total Area Total Please attach vry clear proof of land possession in the name of the institutionarust, land use clearance and the type of guar ant* that the indicated land is available for the use of the institution only and is not shared with any other institution/a:ivity. (Please also indicate if the land area is in one plét or more. 10.0 STUDENT DEVELOPMENT, ETHICS AND PROFESSIONAL OUTLOOK: Describe the opportunities available to students in the Department foc participation and membership in relevant technical!pro- fessional societies. How are these provided by the Department? 11 .O CONSULTANCY, SPONSORED RESEARCH, PROFESSIONAL DEVELOPMENT, ETC. DURING THE LAST 5-YEARS 11.1 Give details of consultancy assignments and total earnings along with names of elient organizations and duration and title of each assignment, total earnings etc. 11.2 Give details of sponsored research projects and total earnings alongv,'ith names of the orgaaizati)ns spnsoring the project, nam of the project and total value. 11.3 Number of faculty sponsored till date for improvement of academic qualifications, teaching skills, etc.

Please give names of the faculty, designation, name of the qualifications added type of skills improved etc.

11.4 Number of faculty sponsored till date to attend conferences and other professional meetings, within and outside the country. and the total amount spent for this purpose. Please give name of the faculty, designation, name of the conferences meetings attended with place, date etc.

11.5 Number of continuing engineering education programmes conducted by your institution, and the total number of participants

Please give name of the programme, date and duration, number of participants, etc.

12.0 FINANCIAL

12.1 Total Expenditure during for the last 2 academic years (1990-91, 1991-92) in category of Recurring Expenditure and Non-Recurring Expenditure.

12.2 Sources of Financial Support: Source Ministry of HRD (Direct receipt) State Government CGC Other Central State Govt. sources Private Trust Donations Student Fees Internal revenue generation Others (please specify) Total Recurring Exp. Non-Recurring Exp.

BC: me. rea — amount local/private curri State the total annual fee (including tuition, library, laboratory, etc. but excluding hostel fee and food charges) charged Student during — 1991 — 1992-93

12.4 Additional Fund Requirement, if any: Particulars RECURRING Amount lakhs of Rupees 4 g. (a) (b) (c) (d) Salaries of teaching employees Salaries of non-teaching employees staff Scholarship Expenditure for travel Other recurring expenditure Total of Recurring: NON-RECURRING (a) Additional building (b) Additional equipment (c) Others Total of Non-Recurring

12.5 Please explain how the additional funds (as estimated in 12.4) will be generated.

13.0 AICTE APPROVALS RECEIVED DURING THE LAST 2 YEARS: Name of the course(s)/institutions 2 3 4 5 Annual Intake Year of Starting AICTE approval No. &

14. IO Please state whether the proposer is running and/or managing any programme or other technical institution which is not approved by the AICTE? If so, please give the name of the programme/institution, its address and the courses being conducted.

15. •O Whether the proposer has any court case in respect of violation of provisions of the State Government or more the AICTE Please describe briefly future plans for improvements in infrastructure/expansion in academic & other activities, if any. (Seal) Name and Signature of the Head of the Institution

THE GAZETTE OF INDIA
EXTRAORDINARY [PART III—sec. 3 ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

FORM 111 [See regulation 5 (2) APPLICATION . FOR EXISTING DIPLOMA INSTITUTION(S) SEEKING AICTE APPROVAL WITHOUT ADDITIONAL COURSE(S) AND/OR ADDITIONAL INTAKES IN ENGINEERING/TECHNOLOGY, ARCHITECTURE, PHARMACY, APPLIED ARTS, ETC. INSTRUCTION FOR SUBMISSION OF PROPOSALS FOR EXISTING DIPLOMA INSTITUTION(S) SEEKING AICTE APPROVAL WITHOUT ADDITIONAL COURSE(S) AND/OR ADDITIONAL INTAKE(S) IN ENGINEERING/TECHNOLOGY, ARCHITECTURE, PHARMACY, APPLIED ARTS ETC. 1. (a) Seven copies of the application must be submitted in, the prescribed Form to the Bureau (RC), AICTE, Delhi by 31st December. (b) Incomplete proposals and those not submitted in the prescribed format shall not be processed. (c) The proposals which are received late but are in order shall be processed for the subsequent academic year. (d) Proposals must be submitted in 'A-4' size only and larger sized documents should be reduced to 'A-4' size. (e) Proposals are likely to be rejected in the event that the information and statement given by the applicant are found to be incorrect. 2. (a) Requisite area of length for the existing and additional courses must be in possession for use of the Institution either by a clear title or registered deed as per rules of the State authorities in the name of the applicant. (b) If the requisite area of land is not in possession of the applicant, the proposal shall not be accepted

3. The applicant should create an endowment fund jointly in the name of the institution and the concerned State authority to the tune of 30% of the peak annual recurring expenditure for existing and additional course(s)/increase in intakes or as prescribed by the State Government/UT of Rs.10 lakhs, whichever is less. 4. (a) At the time of application, the applicant should have funds to the tune of 50% of the total estimated cost of provision of additional infrastructural and instructional facilities in the name of Institution in a savings of fixed deposit account(s) in a scheduled bank for a minimum period of six months. (b) The total assets of the applicant are not acceptable as proof of financial viability of the proposal. (c) Promissory notes are not accepted as evidence of availability of funds in hand for starting the proposed course(s)/increase in intake(s)

5. Experience has shown that Institution located remote areas has inherent difficulty of attracting teaching faculty and technical supporting staff. The applicant should make available convincing evidence staff availability and mobilization. List of Documents to be attached Applicant should ensure to attach the following documents.—(a) A copy of registration document the Society [Trust etc. along with composition Society/ Trust etc. (b) A copy of the relevant Government orders meeting starting of the Institution. (c) A copy of the letter of the affiliating body along with affiliation of the Institute/existing (d) Copies of the curriculum and syllabus of the existing course(s) along with the teaching and nation schemes. (e) Letters from the competent authorities support of clear proof of the following : (i) A copy of the map showing layout of existing and proposed building(s) on plot or land and floor plans of each building along with photographs. (ii) Approved plans from the concerned authority as per local bye-laws for the existing buildings for institutional purposes. (iii) Completion/possession certificate of buildings. (iv) Clearance of Urban/Land Development Authority. (f) A copy of the land registration papers/registered lease deed (as applicable). (g) A copy of land use certificate from the competent authority allowing use of the land for institutional purposes. (h) A certificate from the executive authority the applicant that the land and facilities are not being shared with any other institution [activity. (i) A sketch showing area of each plot and centre to centre distance between plots, if the land area in more than one plot. (j) A copy of city road map showing location, the institution. (k) Photocopies of the corpus fund/endowment fund fixed deposit receipts. (l) Photocopies of latest bank statements, deposit receipts etc. regarding availability of funds hand. • ch O alo O m tuti Y, en n un 41 m) Photocopies of duly audited statements of income/expenditure, balance sheet and audited reports of the Institute for the preceding 3 years. i) Authenticated documents to support mobilisation of additional funds. .(o) Approved floor plans of proposed building(s) drawings) from the concerned authority as per local bye-laws for construction of building(s). (p) Authenticated documents to support claim of meeting non-recurring expenditure. documents to support claim of annual recurring expenditure. undertaking for compliance with the general conditions of the AICTE on non-judicial stamp paper registered with the sub-registrar or any similar competent authority as per the format attached. (i) Minutes of the last three meetings of the Body/ Council/Committee responsible for management of the Institute. ANNEXURE-I UNDERTAKING ON NON-JUDICIAL STAMP PAPER SHOULD BE SUBMITTED REGISTERED THE SUB-REGISTER OR ANY OTHER COMPETENT AUTHORITY) /We, the (name of the Trustee/Chairman/Principal of the (name of the College/ Institution/ dal/Trust/Society, etc.)

hereby undertake to comply with the following in connection with my/our application for starting/establishment/intake capacity of (name of Courses/College) from the institution. That the Management including the Governing Body of the (Institute/College) shall be constituted the Chairman of the Body/Council shall be intended as per the guidelines of Council (Annexure-) That the management shall provide funds for development in developed land and in providing the needed infrastructural, instructional and other facilities as per Council's norms and standards laid down the Council from time to time and for meeting recurring expenditure. That the courses or programmes shall be conducted as per the assessed technical manpower needs. (a) That the admissions shall be made according regulation and directory of the Council for such institution in the respective technical institutions.) That the admissions to the courses shall be only after the minimum requisite/prescribed facilities are created and the affiliating University/ Board has given permission to start the course. c That the Institution shall not cause or allow closure of the Institution or discontinuation of course(s) or start any new course(s) or alter the fee structure. That the tuition and other fees shall be charged as prescribed within the overall criteria prescribed by the Council from time to time. No capitation fee shall be charged from the students/guardians of the students in any form

6. That the accounts of the Institution shall be audited annually by a Chartered Accountant and shall be open from inspection by the Council or any board or person authorised by it

7. That the teaching and other staff shall be selected according to procedures, qualifications and experience prescribed by Council from time to time

8. That the Management shall strictly follow any further conditions as may be specified by the Council from time to time

9. In the event of non-compliance by the (name of Society/Trust/Mandal/College/Institution, etc.) with laid/ regard to guidelines, norms and conditions prescribed by the Council from time to time, the Council or a body or person authorised by it shall be free to take measures for withdrawal of its approval or recognition, without consideration of any related issues and that all liabilities arising out of such withdrawal would solely be that of the (Society/ Institute/ College)

10. The (College/ Institute) by virtue of the approval given by Council shall not automatically become claimant to any grant-in-aid from the Central or State Government for the Institute or for recurring expenditure, etc. Place : Date . (Name of the authorised person giving undertaking along with his/her official position) (SEAL) 1. The matter within, brackets shall need to be filled up as relevant

2. It should be ascertained that the stamp-paper and the undertaking are properly authenticated. Model Constitution of the Governing Body of Private Technical Institutions The Governing Body shall have at least 11 members including the Chairman and the Member-Secretary. The Registered Society/Trust shall nominate 6 members including the Chairman and the Member-Secretary, and the remaining 5 members shall be nominated as indicated below

1. Chairman : to be nominated by the Registered Society/Trust. 2-5. Members to be nominated by the Registered Society [Trust

6. Nominee of the All India Council for Technical Education (Ex-Officio) PAR III—SEC.4 88 7. 8. 9. IO

11. THE GAZETTE OF INDIA : EXTRAORDINARY An industrialist/technologist/educationist from the Region to be nominated by the concerned Regional Committee as nominee of the Council, out of the panel approved by the Chairman of the Council. Nominee of the Affiliating Body/ University/ State Board of Technical Education. Nominee Of the State Government-Director of Technical Education (Ex-Officio). An industrialist/technologist/educationist from the Region nominated by the State Government. Principal/Director of the concerned technical Institution (as nominee of the Society/ Trust)—Member-Secretary. The number of members can be increased equally by adding nominees of the registered and by adding an equal number of educationists from the Region keeping in view the interest of the Technical Institution. The total number of members of Governing Body shall however, not exceed 21. Appointment of Chairman of the Governing Body. The Chairman of the Governing Body shall preferably be a technical person either an entrepreneur or industrialist or an educationist of repute who interested in the development of technical education is a member of the parent Society/ Trust and has demonstrated an interest in promotion of quality education in particular. INFORMATION ABOUT THE EXISTING DIPLOMA INSTITUTION (Engineering/ Technology , Pharmacy etc.) 1.0 GENERAL 1 Name and

21 / 35

Periodicals: Particulars (a) Technical (b) Non-Technical (c) Others 6.0 LABORATORIES Department 1 3 4 5 6.1 WORKSHOP Depart [nen t 3 4 5 Total No. during the of titles acquired past five years. Total No. of volumes acquired during the past years Total No. of volumes in library on date No. of periodicals subscribed to presectiy T c tal ir,vcslrr.ent on trumer,ts in the last equirn•.ent S-years. and Names cfvaricus Laboratories Names of various Shc,rs Total en equipment and 1.1 the last 5-years. 41 SBC. 7.0 PLINTH AREA (SQM) Type of Construction (a) RCC (b) Shed Instructional Building Administrative Building Play Grounds trrk« : Amenities Hostels Hcsle!s Staff Quarters Area P esider.ccs -eotai t:nts 8.0 LAND AVAILAMLTY (SQM): Academic and Administra tion 2 3 4 5 Others Total Pl±aseattach vryuear proofof land possession in the name of the institutionarust,land use clearancc and the type of guarar,tce thit the iQiicated land is available for the use of the Institution only and is not shard with any other institution/ccfivity. Please also indicate if the land area is in one plot or more. 9.0 CONSULTANCY, SPONSORED RESEARCH PROFESSIONAL DEVhLOPMENT, ETC. DURING THE LAST S-YEARS. 9. i total earningsalongvsit.h names of client orgzniza(icons arci duratiet L zd titl(c f (: c) assignment, total earnings; etc. 9.2 Number of faculty sponsored till date for Improvement of academic qualifications, teaching skiils, (.tc. Please givo names of the faculty, designation, name of the qualifications addedltype of skill,s ed. , etc. 9.3 N•rnber of fwulty spmsored till date to attend conferences and other professional meetings, within and outside the country, and the total amount spent for this purpose. Pteas•3 give name of the faculty, designation, name of the conference/meetincs attended with place, da etc. -•9.4 Numb:r of continuing engineering education prog-ammes including Community conducted by your institution, and the total number of participants. Please give name of the programme, date and duration, number of participants, etc. FINANCIAL 0.1 Total Expeadituro duringforthe!ast2 1991-92 in catcccryof Ncn•RccurliLg Expenditure. 10.2 Sources of Financial Support: Source Ministry of HRD (Direct receipt) State Government Other Central/State Govt. scvrres Private Trust Donations Student Fees Internal revenue generz:ion Others (please specify) Total Recutring Exp. Non-Recurring Exp. State the total annual fee(including tuidon,library. laboratory, etc. but excluding hostel feeand food charges)charbeö per student a; . during 1991-92 04 THE GAZETTE OF INDIA : EXTRAORDD{ARY 40.4 Additional Fund Roquirement, if any: Particulars RECURRING (a) Salaries of teaching employees [PART III—sec. 4) Amount lakhs of Rupees (b) Salaries Of non-teaching employees stan (c) Scholarships (d) Expenditure for [ravel (e) Other recurring expenditure Total of NON-RECURRING (a) Additional building (b) Additional equipment (c) Others Total of Non-Recurring 10.5 Please explain how additional funds (as estimtted in 10.3) will bc generated. 11.0 AICTE APPROVALS RECEIVED DURING 1990-91, 91-92 & 92-93: Year of Starting Name of Annual Intake 1 2 3 4 5 ann sh and r c AICTF Nc. & date 12.0 Please state whether the proposer is running and/or managing any programme of other technica i ius(itut10C Which is r-c,t ap cd by the AICTE? If so, please give the name of the programme/Institution, its address and the ccurses being ccnduct(d. 13.0 Whether theproposer hasanycourtcase in of violation of provisions ofSta tcGovernmentor one or more prc.'. isicr.s of the AICTE Act? 14.0 Please describ: btü:iy future plans for improvements in infrastructure/expansion in academic & other activities. if any. SEAL ALL INDIA COUNCIL FOR TECHNICAL EDUCATION FORM rv [See regulation 5(2) (d)] APPLICATION FOR ADDITIONAL DEGREE HANCE.MENT IN INTAKE(S) IN EXIS'TING COURSE(S) IN ARCHITEC- ENGLNEERING/TECHNOLOGY. TURE, PHARMACY, APPLIED ARTS, ETC. FOR AICTE APPROVAL INSTRUCTION FOR SUBMISSION OF PROPO- SALS FOR ADDITIONAL CEMENT IN INTAKE(S) IN EXISTING COURSE(S) IN ENGINEERING/TECHNOLOGY, ARCHITEC- APPLIED ARTS ETC. Name and Signature of the Head of the institution (b) Incomplete proposals and those not submitt in the prescribed format shall not be processed. (c) The proposals which are received late but in order shall be processed for the subsequent acade• mic year. (d) Proposals must be submitted 'A-4' size only and larger sized documents should be reduced to 'A-4' size. (e) Proposals are likely to be rejected in the eveø that the informations aud statement given by .the applie cant are found to be incorrect. 2. (a) Requisite area of length for the existing an additional courses must be in possession for use the Institution either by a clear title or registered ded as per rules of the State authorities in the name of th applicant. (b) If the requisite area of land is not in possessi of the applicant. the proposal shall not be accepted. Zog re nee Sion III—a-uz 4] annual recurring expenditure for existing and addi- tional course(s)/increase in intakes or as prescribed by the State Government/UT or Rs. 10 Lakhs, which- cver .is less. 4. (a) At the time of application, the applicant should have funds to the tune of 50% of the total estimated cost of provision of

additional infrastructural and instructional facilities in the name Institution in a savings of fixed deposit account(s) in a scheduled bank for a minimum period of six months. (b) The total assets of the applicant are not acceptable as proof of financial viability of the proposal. (c) Promissory notes are not accepted as evidence of availability of funds in hand for starting the proposed course(s)/ increase in intake(s)

5. Experience has shown that Institution located in remote areas has inherent difficulty of attracting teaching faculty and technical supporting staff. The applicant should make available convincing evidence of staff availability and mobilization. List of Documents to be attached should ensure to attach the following —

(a) A copy of registration document of documents, along with composition of the Society/ Trust etc. Society/ Trust etc. (b) A copy of the relevant Government orders per meeting starting of the Institution. (c) A copy of the letter of the affiliating body along with affiliation of the Institute/existing course(s). (d) A copy each of all the AICTE approvals (e) Copies of the curriculum and syllabus for the existing course(s) along with the teaching and examination schemes. (f) Letters from the competent authorities support of clear proof of the following : (i) A copy of map showing layout of existing and proposed building(s) on plot of land and floor plans of each building along with photographs. (ii) Approved plans from the concerned authority as per local bye-laws for the existing buildings for institutional purposes. (iii) Completion/possession certificate of the buildings. (iv) Clearance of Urban Land Development Authority. (v) A copy of the land registration papers /registered lease deed (as applicable). (vi) A copy of land use certificate from the competent authority allowing use of the land for institutional purposes. (vii) A certificate from the executive authority of the Panchayat that the land and facilities are not 95 (j) A sketch showing area of each plot and centre to centre distance between plots, if the land area is in more than one plot (k) A copy of city road map showing location of the institution. (l) Copies of the curriculum and syllabus of the proposed course(s) along with the teaching and examination schemes. (m) A copy of the recommendatory/endorsement letter of State Govt for the additional increase intake(s). (n) A copy of the letter of willingness of the affiliating body of proposed course(s)/ increase in intake(s). (o) Photocopies of the corpus fund/ endowment fund fixed deposit receipts. (p) Photocopies of latest bank statements, fixed deposit receipts etc. regarding availability of funds in hand. (q) Photocopies of duly audited statements of income/expenditure, balance sheet and audited reports of the Institute for the preceding 3 years. (r) Authenticated documents to support mobilisation of additional funds. (s) Authenticated documents justifying projected manpower demand and potential for self-employment of the proposed disciplines. (t) Approved plans of proposed building(s) (i.e. civil drawings) from the concerned authority as per local bye-laws for construction of building(s). (u) Authenticated documents to support claim of meeting non-recurring expenditure. (v) Authenticated documents to support claim of meeting annual recurring expenditure. (w) An undertaking for compliance with the general conditions of the AICTE on non-judicial stamp paper duly registered with the sub-registrar or any similar competent authority as per the format attached. (x) Minutes of the last three meetings of the Body/ Council/Committee responsible for management of the Institute. ANNEXURE—I (UNDERTAKING ON NON-JUDICIAL STAMP PAPER SHOULD BE SUBMITTED REGISTERED WITH THE SUB-REGISTRAR OR ANY OTHER COMPETENT AUTHORITY) We, the (name of the Trustee/Chairman/Principal of the (name of the College/Institution/ Mandal / Trust/ Society, etc.) hereby undertake to comply with the following in connection with my/ our application for establishment/ intake capacity of seats of (name of Courses/College) from the 96 THE GAZETTE OF EXTRAORDINARY [PART III—SEC. 4) 1. That the Management including the Governing Body of the (Institute/College) shall be constituted and the Chairman of the Body [Council shall be appointed as per the guidelines of Council (Annexure- 11). 2. the management shall provide funds for Investment in developed land and in providing the related infrastructural, instructional and other facilities as per Council's norms and standards laid down by the Council from time to time and for meeting the recurring expenditure

3. That the courses or programmes shall be conducted as per the assessed technical manpower demands.

4. (a) That the admissions shall be made according to the regulation and directory of the Council for such admission in the respective technical institutions. (b) That the admissions to the courses shall be made only after the minimum requisite/prescribed facilities are created and the affiliating University/ State Board has given permission to start the course. (c) That the Institution shall not cause or allow either closure of the Institution or discontinuation of the course(s) or start any new course(s) or alter the intake capacity of seats without the prior concurrence of the Council

5. That the tuition and other fees shall be charged as prescribed within the overall criteria prescribed by the Council from time to time. No capitation fee shall be charged from the students/guardians of the students in any form

6. That the accounts of the Institution shall be audited annually by a Chartered Accountant and shall be open for inspection by the Council or any board or person authorised by it

7. That the teaching and other staff shall be selected according to procedures, qualifications and experience prescribed by Council from time to time

8. That the institution shall strictly follow any further conditions, at, may be specified by the Council from time to time

9. In the event of non-compliance by the (name of Society/ Trust etc.) with the rules and conditions laid down/ prescribed by the Council from time to time, the Council or a body or person authorised by it shall be free to take measures for withdrawal of its approval or recognition, without consideration of any related issues and that all liabilities arising out of such a withdrawal would solely be that of the (Society/Institute/College). 10. (College/ Institute) by virtue of the approval given by Council shall not automatically become a State : Date : (Name of the authorised person giving undertaking along with his/her official position) (SEAL) 1. The matter Within brackets shall need to be filled up as relevant

2. It should be ascertained that the stamp-paper and the undertaking are properly authenticated. 2.1 Constitution of the Governing Body of Private Technical Institutions The Governing Body shall have at least 11 members including the Chairman and the Member-Secretary. The Registered Society/ Trust shall nominate 6 members including the Chairman and the Member-Secretary, and the remaining 5 members shall be nominated as indicated below . 1. 2—5. 6. 7. 8. 9. 10. Chairman : to be nominated by the Registered Society/ Trust. Member to be nominated by the Registered Society/Trust. Nominee of the All India Council for Technical Education-Regional Officer (Ex-Officio) An industrialist/technologist/educationist from the Region to be nominated by the concerned Regional Committee as nominee of the Council, out of the panel approved by the Chairman of the Council. Nominee of the Affiliating Body/University/ State Board of Technical Education. Nominee of the State Government-Director of Technical Education (ex-Officio). An industrialist/ technologist/ educationist from the Region nominated by the State Government. Principal/ Director of the concerned technical the Society/ Institution (as nominee of Trust)—Member-Secretary. The number of members can be increased equally by adding nominees of the registered Society and by an equal number of educationists from the Region keeping in view the interest of the Technical Institution. The total number of members of a Governing Body shall however, not exceed 21. 2.2 Appointment of Chairman of the Governing Body The Chairman of the Governing Body should preferably be a technical person either an entrepreneur or an industrialist or an educationist of repute who is interested in the development of technical education, a member of the parent Society/Trust and has held Vice-Chancellor and Registrar or the equivalent officers. 2.3 ACADEMIC INFORMATION: 2.3.1 Academic Programmes being conducted : 2.3.1.1 I .O GENERAL INFORMATION 1.1 Name and address of the Institution along with telegraphic address, FAX and Code) 1.2 Name and designation of the Head of the Institution with residential & office telephone numbers (with STD codes in brackets); 1.3 Type of the Institution: (specify one of the following) Private No-grant/Private Grant-in-aid/Govt. (Central/State/UT)/Other (specify) | 1.4 In case of a Private Institution, full postal address of the Trust/Society, etc. and name of the Chairman along with telegraphic address, fax and phone Nos. (with STD code in bracket); 1.5 Date of establishment of the Institution (please attach a copy of the relevant Government orders); 1.6 Name of affiliating University/Body with full postal address. Also give the names and phone Nos. of the Programme Level/ Degree awarded Under-graduate B. Tech B.E. B. Arch B. Pharm Post-Graduate M. Tech Others Field/specialisation Civil Engineering Mechanical Engineering Architecture Pharmacy Machine Design Thermal Engineering Full/part- Part-time Part-time Duration 4 4 5 4 3 Sanctioned intake 60 30 60 60 10 10 Year of starting 1980 1989 1984 Note: The text and numbers in various columns are only examples. 2.2 Whether the Institution and the course(s) conducted are approved by the AICTE? If yes, attach a copy of all AICTE approval letters. If any course(s) being conducted is/are not AICTE approved, please state reason(s) for the same. 2.3 Admissions to the existing courses: Entry Qualification Method of Admission Name or course 2 3 4 5 . *Please state whether by Entrance Test or based on marks obtained in the qualifying examination. •4 If admissions is based on

marks obtained in the qualifying examination (such as 10+2 etc.), please give full details for all admissions regarding the minimum percent of aggregate marks and the minimum average 0/0 marks prescribed in the subjects of Physics, Chemistry and Mathematics. 5 GI/94—13 98 THE GAZETTE OF INDIA : EXTRAORDINARY 2.5 Sanctioned intakes and actual admissions: [PART III—SEC. 4] • Name of course Sanctioned(S) and Actual (A) annual intakes during the preceding 3 academic years: 199 -9 199 -9 199 -9 Note: If there is a variation between the sanctioned and AICTE approved intakes, please give reasons along with supportive documents. 2.6 Seat distribution/reservation as % of sanctioned intake: Distribution State Govt. Management SC/ST Reservation Rural & Out-of-State Others Tribal 2.7 Details of First year student enrolment during the preceding 2 full academic years (total of 2 years). Type of Students Total sanctioned intake Total total admissions of admissions SC/ ST Total drop- total drop-out from SC/ Rural out- Girls ST & of Tribal State No. of Rural Out- Girls out- & of Tribal State (b) (c) Under-graduate Full-time Part-time Others (specify) Post-graduate Full-time Part-time Others (specify) Doctoral or equivalent III—even 4] 41 öng- 1 10 1 2.8 Details of Second year student enrolment during the preceding 2 full academic years (total of 2 years): Type of Students Total Total sanctioned admissions SC/ intake Total admissions of Total Total drop-out from drop 95 passed Rural Tribal Out Girls Late- outs SC/ Rural Out Girls Late- of State rural Entrants ST & Tribal of State rural Entrants (a) Under- graduate Full-time Part-time Others (specify) (b) Post- graduate Full-time Part-time Other (specify) (c) Doctoral or equivalent (d) Others If admissions are also made by lateral entry to certain courses, please give details of the entry qualification in the lateral admission, the percentage of total seats reserved for lateral entrants and the minimum entry qualification for lateral entrants. Dates of the starting and stopping of all admissions as per the calendar of the affiliating body. Details of final examination results during the preceding two academic years (total of 2 years) 2.9 h. - 11 .52. 2 Type of students No. appeared Total Passed Passed with distinction Passed with 1st Class Passed with 2nd Class (a) (b) (c) (d) Under-graduate Full-time Part-time Others (specify) Post-graduate Full-time Part-time Others (specify) Doctoral or equivalent Others Details of • Institutional Working hours etc. during the preceding two academic years (average): No. of expected working days per semester/year No. of actual working days per semester/ year No. of expected Actual contact No. of days instructional hours per semester/year hours achieved of vacation per semester/ year No. of days spent for examination IOO 213 THE GAZETTE OF INDIA : EXTRAORDINARY [PART III—SEC. 41 2.13 Details of placement of pass-outs during the preceding two academic years (total of 2 years). Courses 3 4 5 No. Passed No. placed within 3 months No. placed within 3 to 6 months No. placed within 6 to 12 months. 3.0 TEACHING FACULTY INFORMATION: 3.1 Faculty strength for various levels of programmes. • Type of Faculty Full-time Part-time Visiting Sanctioned Strength Others Total Nos. in Position Others Total 3.2 Give numbers of the teaching faculty in position by category during the preceding 2 years: Faculty Cadre Principal Professor Associate Professor Reader Asst. Professor Senior Lecturer Lecturer Others Nos. in position on Numbers required as on date as January 1, 199 January 1, 199 State/University norms AICTE nor 3.3 Details of emoluments and age: Particulars No. of faculty Average age (years) Highest emoluments Average emoluments Lowest emoluments Lowest length of service in the institution Highest length of service in the institution Average length of service in the institution Professor Associate Professor Reader Assistant Professor Senior Lecturer Lecturer Other 02 3.7 THE GAZETTE OF INDIA : EXTRAORDINARY [PART III—SEC. Please state whether all the existing faculty has been recruited as per procedure, experience and qualification prescribed by the AICTE for engineering colleges. 3.8 Please state what percentage of teaching faculty members is being paid as per the AICTE pay scales for the last 2 academic years. 3.9 Please give details of service benefits such as LTC, medical reimbursement, housing, schooling for child etc. given to faculty members. 3.10 Retirement and premature-retirement benefits given to faculty members. 4.0 COMPUTER HARDWARE & SOFTWARE FACILITIES. Please give details of the existing facilities (number of terminals, type of computers) and staff (level and number of staff other than teaching staff). 5.0 LIBRARY FACILITIES. 5.1 Books Category Total No. of titles acquired during the last 3 years. Total No. of volumes acquired during the past year Total No. of volumes in the library on date 5. 2 (a) Text books (b) Reference books (c) Encyclopedia (d) Others Periodicals: Particulars No. of periodicals subscribed to presently (a) (c) Supporting Departments: Indian Foreign Engineering Departments: Indian Foreign Other Departments Indian Foreign 6. O LABORATORIES Department Mechanical Engg. Civil Engg. Names of various Laboratories for each Department Mechanics & Kinematics Fluid Mechanics/Machinery Surveying Environmental Engg. Note:

The text and numbers in various columns are only examples. Total investment on equipment and instruments in the last 3 years Rs. 02.00 lakhs Rs. 25.00 lakhs Rs. 20.00 lakhs Rs. 05.00 lakhs h laboratory ill-QTZ 4] s

6.1 WORKSHOP Department Mechanical Engg. Names of various Shops Machine shops Fitting shops 103 Total investment on equipment and instruments in the last 3 years. Rs. 50.00 lakhs Rs. 03.00 lakhs

Note : The text and numbers in various columns are only examples. Please attach a list of equipment costing Rs. or more at current prices for each shop. *7.0 Please attach a copy of the curriculum followed by the Institution alongwith the teaching scheme and the examination scheme. •u8.O PLINTH AREA (SQM): Administrative Amenities Hostels Building Residences Type of Construction (a) RCC e (b) Shed Instructional Building Area Give a layout of buildings on the plot of land available with the Institution. Note : Please attach clear proof of the following: (a) Use of building for institutional purposes. (b) Approved plans from the concerned authority as per local bye-laws for construction of buildings. (c) Completion/possession certificate of the buildings. (d) Clearance of Urban Development Authority. 39.0 LAND AVAILABILITY (SQM): Play Grounds Hostels Academic and Administration Staff Quarters Others Please attached very clear proof of land possession in the name of the use clearance and the type of guarantee that the indicated land is available for the use of the Institution only and is not shared with any other institution/activity. Please also indicate if the land area is one plot or more. ••;10.0 STUDENT DEVELOPMENT, ETHICS AND PROFESSIONAL OUTLAY : Describe the opportunities available to students in the Department for participation and membership in re- relevant technical/professional societies. How are these provided by the Department [College? CONSULTANCY, SPONSORED RESEARCH. PROFESSIONAL DEVELOPMENT, ETC. DURING THE LAST 3-YEARS. Give details of consultancy assignments and total earnings alongwith names of client organizations and duration and title of each assignment, total earnings etc. 11.2 Give details of sponsored research projects and total earnings alongwith names of the organizations sponsoring the project, name of the project and total value. -1,1.3 Number of faculty sponsored till date for improvement of academic qualifications, teaching skills, etc. Please give names of the faculty, designation, name of the qualifications added/type of skills improved etc. 104 THE GAZETTE OF : EXTRAORDINARY [PART III—SEC. 41 11 .4 Number of faculty sponsored till date to attend conferences and other professional meetings, Within and out. side the country, and the total amount spent for this purpose. Please give name of the faculty, designation, name of the conference/meetings attended with place, date etc. I I .5 Number of continuing engineering education programmes conducted by your institution the total number of participants. Please give name of the programme, date and duration, number of participants, etc. 12 0 FINANCIAL 12.1 Total Expenditure during the last 2 academic years in category of Recurring Expenditure and Expenditure. 12.2 Sources of Financial Support Source Ministry of HRD (Direct receipt) State Government UGC Other Central/State Govt. Sources Private Trust Donations Students Fees Internal revenue generation Others (please specify) Recurring Exp. Exp. 12 3 State the total annual fee (including library laboratory etc. but excluding hostel food charges) charged per student during the preceding 2 years; 13.0 AICTE APPROVALS RECEIVED DURING THE LAST 2-YEARS: Name of the course(s) of Institutions A IGE Year of Starting Annual Intake date 14 0 INFORMATION ON PROPOSED COURSE'S INTAKES 14.1 Academic programmes to be introduced Course title Electronics Computer Science & Engg. Mechanical Engg. 4 4 6:) 60 Proposed year of commencement 1993-94 1993-94 1993-94 Note : The text and numbers in various columns are only examples. Please attach copies of the curriculum and syllabi to be followed by the Institution courses alongwith the teaching and examination schemes. 14.3 Academic programmes which increase in intakes is proposed . Course titles Common Engg. Mechanical Civil Engg. Note Sanctioned 60 30 15 15 Duration 4 4 • Year from which increase proposed 1993-94 1993-94 1993-94 12+ 12+ 12+ 12 12 12+ : The text and numbers in various columns are only examples. 105 Part T 111—7T3 4) 15.0 Has the proposal been supported by the concerned State Government If yes. Please attach P. COPY Of the State-Govt.'s letter to the effect. 16.0 Has the willingness of the affiliating body (concerned University to affiliate the proposed course(s) subject to A ICTE approval been obtained? If yes, please attach a copy of the willingness letter. 17.0 FINANCES: 17.1 Whether a corpus fund/endowment funds has been created and mortgaged to the State Government? If so, attach proof thereof. 17.2 Give details of funds available in hand for meeting the recurring and non-recurring expenditures for introduction of course(s) /increase in intake; duly supported with copies of latest bank statements, FDRs, etc. Promissory notes are not acceptable. 17.3 Additional Fund Requirement for the proposed additional courses/intakes, if any: Particulars

RECURRING (a) Salaries of teaching employees (b) Salaries of non-teaching employees staff (c) Scholarships (d) Expenditure for travel (e) Other recurring expenditure Total of Recurring NON-RECURRING (a) Additional building (b) Additional equipment (c) Others Total of Non-Recurring Amount, Rupees 17.4 Please indicate how the additional funds as in 17.3 would be mobilised over the next 3 to 4 years. Please attach authenticated documents to support your statement. 4+18.0 JUSTIFICATION • 18.1 Are one or more of the proposed courses*/courses in which increase in intakes proposed, already being conducted in one or more institutions in the District in which the college is located? If so, please give name of the institutions, the course(s) being conducted alongwith the respective sanctioned annual intakes. Institution Course Sanctioned intake Note : *Please strike out whichever is not applicable. ; -18.2 give for the previous academic year total seats available within the State in each of the proposed course in which increase in intakes are proposed : Total Intake in the State • Title of the proposed additional course(s) 'course in which additional intake desired *Note : Please strike out which ever is not applicable. 104 THE GAZETTE OF INDIA : EXTRAORDINARY [PART III—SEC. 41 11 .4 Number of faculty sponsored till date to attend conferences and Other professional meetings, and outside the country, and the total amount spent for this purpose. Please give name of the faculty, designation, name of the conference/meetings attended with place, date etc. 11.5 Number of continuing engineering education programmes conducted by your institution, and the total number of participants. Please give name of the programme, date and duration, number of participants, etc. 12.0 FINANCIAL 12.1 Total Expenditure during the last 2 academic years in category of Recurring Expenditure and Non-Recurring Expenditure. 12.2 Sources of Financial Support Source Ministry of YIRD (Direct receipt) State Government UGC Other Central/State Govt. sources Private Trust Donations Students Fees Internal revenue generation Others (please specify) Total Recurring Exp. 12.3 State the total annual fee (including tuition, library, laboratory etc. but excluding hostel [Quota fee charges) charged per student during the preceding 2 years; 13.0 AICTE APPROVALS RECEIVED DURING THE LAST 2-YEARS: Name of the Annual Intake Year of Starting AICTE 14.0 INFORMATION ON THE PROPOSED COURSE'S [ADDITIONAL INTAKES 14.1 Academic programmes proposed to be introduced Course title Electronics Engineering Computer Science & Engg. Mechanical Engg. (Years) 4 4 4 Intake 60 Proposed year of commencement 1993-94 1993-94 Note : The text and numbers in various columns are only examples. 14.2 Please attach copies of the curriculum and syllabi to be followed by the Institution for each of the courses alongwith the teaching and examination schemes. 14.3 Academic programmes in which increase in intakes is proposed : Course titles Common Engg. Mechanical Engg. Civil Engg. Sanctioned intake 60 30 Proposed increase intake 15 Duration (yrs) 4 4 4 Year from which increase proposed 1993-94 1993-94 1993-94 Entry level 12 (he proposed Entry level 12 12+ 12+ Note text and numbers in various columns are Only examples. 11-mz 4] 105 Has the proposal been supported by the concerned State Government? If a copy of the 15.0 State-Govt.'s letter thereof. Has the willingness of the affiliating body (concerned University to affiliate the proposed course(s) subject to 16.0 AICTE approval been obtained? If yes, please attach a copy of the willingness letter. 17.0 FINANCES: Whether a corpus fund/endowment funds has been created and mortgaged with the State Government? 17.1 attach proof thereof. Give details of funds available in hand for meeting the recurring and non-recurring expenditures for introduction of course(s) /increase in intakes, duly supported with copies of latest bank statements, FDRs, etc. Promissory notes are not acceptable. 17.3 Additional Fund Requirement for the proposed additional courses/intakes, if any: -4 Particulars RECURRING (a) Salaries of teaching employees (b) Salaries of non-teaching employees staff (c) Scholarships (d) Expenditure for travel (e) Other recurring expenditure Total of Recurring NON-RECURRING (a) Additional building (b) Additional equipment (c) Others Total of Non-Recurring Amount, Rupees 18.0 • 18.1 Please indicate how the additional funds as in 17.3 would be mobilised over the next 3 to 4 years. Please attach authenticated documents to support your statement. JUSTIFICATION Are one or more of the proposed courses*/courses in which increase in intakes proposed, already being conducted in one or more institutions in the District in which the college is located? If so, please Give name of the institutions, the course(s) being conducted alongwith the respective sanctioned annual intakes. Course Sanctioned intake *Institution Note : *Please strike out whichever is not applicable. "118.2 Please give for the previous academic year total seats available within the State in each of the proposed course(s)*/course(s) in which increase in intakes are proposed : • Title of the proposed additional in which additional intake desired *Note : Please strike out which ever is not applicable. 665 Total Intake in the

State 106 THE GAZETTE OF INDIA: EXTRAORDINARY [PART III —SEC. 4] 18.3 Keeping 18.1 and 18.2 in view, give justification for introduction of the proposed disciplines and intakes increase in intakes in existing disciplines vis-a-vis projected manpower demand and industrial scenario and potential for self-employment. 18.4 Please indicate yearwise plan for expanding the educational base of the institution such as Increase in intake, adding new courses, conducting of continuing education programmes, etc. beyond the present proposal

Course title Full-time, /part-time/ continuing Proposed intake Year of commencement

19.0 ADDITIONAL INFRASTRUCTURE 19.1 In case building space for the proposed intakes are already available, plinth area (sqm.) as below: Type of construction Instructional Building (a) RDC (b) Shed Administrative Building Amenities 19.2 In case additional buildings space are to be constructed for the proposed course(s) /additional intakes give • yearwise plan of construction of additional instructional areas. (classrooms, tutorial rooms, labs, halls, laboratories, etc.) administrative areas, (offices, staff rooms, etc.), amenities (common recreation room, NCC, NSS, Canteen, hobby centre, etc.), and residential areas (students hostel, etc.) per the AICTE norms & standards. Give a layout of additional buildings with respect to existing buildings on the plot of land available with the Institution. Space title Period prior to Commencement of course(s), increase in intake Plinth area to be constructed during the First year of the course(s) increase in intake Second year of the course(s), increase in intake Third year of the course(s) Increase in intake Fourth year of the course(s) Class rooms Tutorial rooms Drawing halls Laboratories Workshops Space titles are only example. For details, please consult the concerned norms & standard 107 19.3 Please • indicate year-wise estimates of expenditure on construction of additional buildings as at 19.2 Space title Class rooms Tutorial rooms Drawing halls Laboratories Workshops Expenditure for construction of additional space areas during the Period prior to First year of Commencement the course(s)/ Second year of Third year of Fourth year of the course(s)/ the course (s)/ the course(s)/ of course(s)/ increase in intake increase in intake increase in intake increase in intake increase in intake Space title are only example. For details, please consult the concerned norms & standards of the AICTE. 19.4 Laboratories: Please give year-wise action plan of establishment (i.e. equipping and commencing the use of the laboratories) of various laboratories alongwith cost estimates for procurement of equipments, instruments, fixtures and fittings, furniture etc. for introduction of additional course(s)/proposed increase in intakes in existing course(s): Name of Laboratory Expenditure for establishment of various laboratories during the Second year of third year of Period prior to Commencement of course(s)/ increase in intake First year of ' the course(s)/ increase in intake the course(s)/ increase in intake the course(s)/ increase in intake Fourth year of course(s)/ the increase In intake For details, please consult the norms & standards and the detailed curriculum of the course(s). 19.5 Workshops : Please give year-wise action plan of establishment of additional workshops. If any, alongwith cost estimates for procurement of equipments, tools, machinery, furniture, fixtures and fittings etc., for introduction of additional course(s)/proposed increase in intakes in existing course(s): Name of Workshop Expenditure for establishments of various Workshops during the Period prior to First year of Commencement the course(s)/ Second year of Third year of Fourth year of the course(s)/ the course(s)/ the course(s)/ increase in of course(s)/ increase in intake increase in intake increase in intake increase in intake increase in intake 19.6 Computing facilities : Please give year-wise action plan of procurement of hardware and software Itc•s furniture, fittings and fixtures etc. for strengthening of Computer Centre to introduce additional course(s) proposed increase in intakes in existing course(s) alongwith cost estimates. 108 to Commence- the course(s) THE GAZETTE OF INDIA : EXTRAORDINARY [PART III—SEC. d) Facilities Expenditure for establishment of various Computer facilities; Second year of Third year of Period prior to First year of Fourth year of the course(s) the course(s) Commencement of course(s): increase in intake increase in intake the course(s) increase in intake For details, please consult the norms and standards and the detailed curriculum of the course(s). 19.7 Library : Please give year-wise action plan for procurement of additional stock of books (Text books, reference books, encyclopedia, others); journals to be purchased and furniture fittings etc. alongwith cost estimates. Expenditure for procurement of Library facilities during the Period prior to First year of Commencement the Course(s)/ of course(s), Increase in intake increase in intake Text books Reference books Journals Second year of Third year of Fourth year of course(s) the course(s) Increase in intake the course(s) Increase in intake For details, please consult the norms and standards and the detailed curriculum of the course(s). 19.8 Teaching faculty: Please give action plan for recruitment of additional teaching faculty (Professor, Asstt. Professor, Senior Lecturer, Lecturer). Kindly also indicate number of

each category staff, available. Type of faculty (part-time/ permanent), course(s) : increase No. to be recruited during (be Faculty cadre already available increase the course(s) increase in the course(s)/ In 0.- 2.0 For details) please consult the concerned norms and standards of the AICTE. 109 19.9 Technical Supporting and other Staff: Please give an annual action plan of recruitment of additional technical supporting and other staff like Workshop Instructor, Forman Instructor, Lab Asstt., Librarian, Workshop Attendant, Library Attd. etc. Kindly also indicate number of each category of staff, if already, available. Faculty cadre No. already Type of faculty No. to be recruited during the available (part-time/ full-time/ visiting) Period prior to Commencement of course(s)/ increase in intake First year of the course(s)/ increase in intake Second year of Third year of the course(s) increase in intake the course(s), increase in intake Fourth year of the course(s) Increase in intake For details, please consult the concerned norms and standards of the AICTE. BIO Details of additional teaching faculty, if any already available. e Qualifica- Total Experience Total teach- Date of Level of Basic pay Total tions ing appoint- appo'dtment+ Present pay scale & date from which given as on date emolu- ni2L't> exper;ence ment *Lecturer, Sr. Lecturer, Asstt. Professor, Professor, Principal List the year-wise major equipments to be provided in various laboratories/workshops alongwith brief specifications in the format given below for introduction of course(s)/increase in intake in existing course(s). ratorymrorkshop Name of Equipment Brief Specification 1 yr Quantity to be provided 11 yr yr •Please state whether a regular Municipal supply of drinking water and water required for labs/workshop etc. is available. If not, please explain the alternative arrangements. . Please state whether adequate and regular electricity supply is/would be available and attach supporting documents. What shall be the stand by arrangements in case of shut downs, break cloqms. . Techniul Institutions run/manage d by the Trust 'Society. ofInstitution City and State of Location Courses conducted Whether A.ICTE approved or not 110 THE GAZETTE OF INDIA : EXTRAORDINARY [PART d 23.0 Whether the proposer has any court case v/s the State Government of-the AICTE ? If yes, please give brief details. 24.0 Please attach an undertaking on non-judicial stamp paper duly registered With the sub-registrar or an) sifr,iur competent authority as per the format attached. 25.0 Certified that (a) All the physical deficiencies stated in the last approval letter have been (b) The Governing Body has been constituted as per the AICTE laid down (c) The AICTE scales of pay have been granted to the teaching faculty, and other (d) The admissions are made on merit and as per AICTE admission guidelines and no cap;at.on fee or donation k',ld is charged for admission. (e) The teaching faculty and staff have been recruited as per qualifications, experience laid n by the AICTE. (f) The tuition and other fee are charged within the overall criteria prescribed by the .AIC CE (g) The reservations are provided for staff and students as per policy of the State Govt. (h) The accounts of the Institute are audited by the Chartered Accountant. (i) No new course has been stated (since the last approval by AICTE) u•ithout tae of the .•üCTE. C) The intakes in any of the A.ICTE approved courses has not been Increased t: s Naxne and signature of the Chairperson/Secretary oi the 1 rust/Society, etc. ALL INDIA COUNCIL FOR U±CHNICAL, EDUCATION i ORM V [See legislation 5(2) APPLICATION IOR ADDITIONAL DIPLOMA COURSE(S) ENHANCEMENT IN INTAKE(S) IN EXISTING COURSE(S) ENGINEERING/TECHNOLOGY, ARCHITECTURE, PHARMACY, APPLIED ARTS, ETC FOR AICTE APPROVAL INSTRUCTION FOR SUBMISSION OF PROPO- SALS FOR ADDITIONAL MENT IN naAKE(S) IN EXISTING COURSE(S) IN ENGINEERING/TECHNOLOGY, ARCHITEC- TURE, PHARMACY, APPLIED ARTS ETC. 1. (a) Seven copies of the application must be submitted in the prescribed Form to the Bureau (RC), AICTE, New Delhi by 31st December. (b) Incomplete proposals and those not submitted in the prescribed format shall not be processed. (c) The proposals which are received late but are in order shall be processed for the subsequent academic year. (d) Proposals must be submitted 'A-4' size only and larger sized documents should be reduced to 'A-4' size. (e) Proposals are likely to - ejßted in the event that the informations and statement given by the applicant are found to be incorrect. in and anu S:wn o„atur of the Head of th Institution the Institution e:tae by a clear tide cr regl>tered de as per rules of the State authorities in the limne of appu'cant. (b) If the requzftc area o: land is not in possession of the applicant, the proposal shall not be accepted, ticn. (i ppl ar (j "The applicant should create an endowment f jointly in the name of the institution and the conce State authority to the tune of 30(• of the peak ann recurring expeniture for existina and additio course(s)/ increase ill intakes or as prescribed by ' Stat or Rs. 10 Lakhs, whicheveré less. 4. (a) At the til-ne of application, the appli should have funds to the tune of 500 of the t estimated cost of provision of additional infrastruc and instructional facilities in the

name Institution savings of fixed deposit account(s) in a scheduled bank (b) The total assets of the applicant are not a valid proof of financial viability of the proposal (c) Promissory notes are not accepted as evidence of availability of funds in hand for starting the proposed intake(s)

5. Experience has shown that Institution located in remote areas has inherent difficulty of attracting faculty and technical supporting staff.

The applicant should make available convincing evidence of availability and mobilization. List of Documents to be attached Applicant should ensure to attach the following:—(a) A copy of registration documents along with composition of the Society/ Trust etc. (b) A copy of the relevant Government order. (c) A copy of the letter of the affiliating body along with affiliation of the Institute/existing course(s). (d) A copy each of all the AICTE approval letters. (e) Copies of the curriculum and syllabus of the existing course(s) along with the teaching and examination schemes. (f) Letters from the competent authorities in support of clear proof of the following: (i) (ii) (iii) A copy of map showing layout of existing and proposed building(s) on plot of land and floor plans of each building along with photographs. Approved plans from the concerned authority as per local bye-laws for the existing buildings for institutional purposes. Completion/possession certificate of the buildings. (iv) Clearance of Urban/ Land Development Authority. (g) A copy of the land registration papers/register- d lease deed (as applicable) (h) A copy of land use certificate from the competent authority allowing use of the land for institutional purposes. (i) A certificate from the executive authority of the applicant that the land and facilities are not being shared with any other institution / activity. (j) A sketch showing area of each plot and centre to centre distance between plots, if the land area is in more than one plot. (k) A copy of city road map showing location of the institution. (l) Copies of the curriculum and syllabus of the proposed course(s) along with the teaching and examination schemes. (m) A copy of the recommendatory/ forwarding letters of State Govt. for the additional course(s) increase in intake(s). (n) A copy of the letter of willingness of the affiliating body in respect of proposed course(s)/ increase intake(s). (o) Photocopies of the corpus fund/endowment and fixed deposit receipts. (p) Photocopies of latest bank statements, fixed deposit receipts etc. regarding availability of funds in hand. (q) Photocopies of duly audited statements of income expenditure, balance sheet and audited reports of the Institute for the preceding 3 years. Authenticated documents to support mobilisation of additional funds. (r) Authenticated documents justifying projected manpower demand and potential for self-employment of the proposed disciplines. (t) Approved floor plans of proposed building(s) i.e. civil drawing(s) from the concerned authority as per local bye-laws for construction of building(s). (u) Authenticated documents to support claim of meeting non-recurring expenditure (v) Authenticated documents to support claim of meeting annual recurring expenditure. (w) An undertaking for compliance with the general conditions of the AICTE on non-judicial stamp paper duly registered with the sub-registrar or any similar competent authority as per the format attached. (x) Minutes of the last three meetings of the Body/ Council/Committee responsible for management of the Institute. ANNEXURE—I (UNDERTAKING ON NONJUDICIAL STAMP PAPER SHOULD BE SUBMITTED REGISTERED WITH THE SUB-REGISTRAR OR ANY OTHER COMPETENT AUTHORITY) I/ We, the (name of the Trustee/Chairman/Principal/ Director of the (name of the College/Institution/ Mandal or Trust/Society, hereby undertake etc.. comply with the following In connection with my application for starting/establishment/intake capacity of seats of (name of Courses College) from 1. That the Management including the Governing Body of the (Institute [College]) shall be constituted and the Chairman of the Body/Council shall be of Council (Annexure- 11)

2. That management shall provide funds for investment in developed land and in providing the related infrastructural, instructional and other facilities as per Council's norms and standards laid down by the Council from time to time and for meeting the recurring expenditure

3. That the courses or programmes shall be conducted the assessed technical manpower demands. (h) That the admission shall be made according to the regulation and directory of the Council for such admission in the respective technical institutions. That the admission to the courses shall be made only after the minimum requisite/ prescribed facilities are created and the affiliating University/ State Board has given permission to start the course. 112 (x)— THE GAZETTE OF : EXTRAORDINARY PART III—SEC. (c) (m) at the institution shall not cause or allow either closure of the Institution or discontinuation of the course(s) or start any new course(s) or alter the intake capacity of seats without the prior concurrence of the Council

5. That the tuition and other fees shall be charged as prescribed within the overall criteria prescribed by the Council from time to time. No capitation fee shall be charged from the students/guardians of the students in any form

6. That the accounts of the Institution shall be audited annually by a Chartered Accountant and shall be open for inspection by the Council or any board or person authorised by it

7. That the teaching and other staff shall be selected according to procedures, qualifications and experience prescribed by Council from time to time

8. That the Management shall strictly follow any further conditions as may be specified by the Council from time to time 9. In the event of non-compliance by the (name of Society/ etc.) with regard to guidelines, norms and conditions laid (prescribed by the Council from time to time, the Council or a body or person authorised by it shall be free to take measures for withdrawal of approval or recognition, without consideration of any related issues a withdrawal that all liabilities arising out of it would solely be that of the (Society/ Institute/ Co-University)

10. The (College/Institute) by virtue of the approval given by Council shall not become claimant to any grant-in-aid from the Central or State Government for the Institute or for recurring expenditure etc. Place : Date : (Name of the authorised person giving undertaking along with his/her Model Constitution of the Governing Body of Private Technical Institutions The Governing Body shall have 11 members including the Chairman and the Managing Secretary. The Registered Society/ Trust shall nominate, 6 members including the Chairman and the Managing Secretary, and the remaining 5 members nominated as indicated below

1. Chairman to be nominated the Registered Society/ Trust.
- 2—5. Members to be nominated by the Society

11. Society/Trust, Nominee of the All India Council for Technical Education-Ex-officio. An from the Region to be by concerned Regional Committee: as of the Council, out of the panel approved by the Chairman of the Council. Nominee of the Affiliating Body, 'University/ State Board of Technical Education. Nominee of the State Government-Deputy Director of Technical Education (ex-Officio). An from the Region nominated by the Government. Principal/Director of the concerned technical Institution (as nominee of the Society/ Trust) —Number of members can be increased equal to the number of members of the registered Society and add an equal number of educationists from Region keeping in view the interest of the Technical Institution. The total number of members of the Governing Body shall however, not exceed 21. Appointment of Chairman of the Governing Body shall be a technical person either an entrepreneur, or an educationist of repute who development of technical education in the parent Society/ Trust and of quality technical education in the official position (SEAL)

1. The matter Within Form A filled up as relevant. It should be ascertained that the stamp-value and the undertaking are properly authenticated.

GENERAL INFORMATION

- 1.1 Name and address of the Institution along with telegraphic address, FAX and phone numbers with STD Code
- 1.2 Name and designation of the Head of the Institution with residential & office telephone numbers (with STD codes in brackets)
- 1.3 Types of the Institution : (specify one of the following). Private No-grant/Private Grant-in-aid/Govt. (Central/State/UT)/Other (specify). Address of the Institution. full postal address of the Trust Society, etc. and name of the Chairman with telegraphic code in brackets)
- 1.4 Date of establishment of the Institution (Please attach a copy of the relevant Government Orders)
- 1.5 Name of the Vice-Chancellor or Registrar or the equivalent officers.
- 2.0 ACADEMIC INFORMATION: 2.1 Academic Programme being conducted: Programme Level/ Diploma awarded Diploma Post-Diploma Advanced-Diploma Others Field/specialisation Civil Engineering Electronic_Engineering Computer Application Full/Part-time Full -Part-time Full Refrigeration & Air-Conditioning Part-time Personal Education. Practice Tool Engineering Industrial Electronics Full Full Duration (yrs) 3 4 2 Note : The text and numbers in various columns are only examples.
- 2.2 Whether the Institution is approved by the AICTE? If yes, attach a copy of AICTE approval letter. If any course(s) is/are not AICTE approved, please state reason(s) for the same.
- 2.3 the existing courses Name of course Entry Qualification Year of 'starting 1989. 1990 1980 1979 1989 1985 Method of admission' Please state whether by Entrance Test or based on marks obtained in the qualifying examination
- 2.4 If admissions is based on marks obtained in the qualifying examination (such as 10+, 10+2 etc.), please give full details for all admissions regarding the

minimum percent of aggregate marks and the minimum average marks in the subjects of SciQce and Maths/Physics, Chemistry and Mathematics/or any other combination. 2.5 Sanctioned intakes and actual admissions: Name of course and Annual (A) annual intakes during the 3 academic years: 199 — 9 s s
Note: If there is a variation between the sanctioned and AICTE approved intakes, please give reasons along with supportive documents

6. Seat distribution/reservation as % of sanctioned intake: Distribution Stage Govt. Man SCIST ru
•10001B'JiOk Rural. Tribal Reservation Out-of-State Others 2C3 114 THE GAZETTE OF INDIA :
'EXTRAORDINARY 2.7 Details of First year student enrolment during the preceding 2 full academic
years (total of 2 years) Type of Students Total Total sanctioned admis- total admissions of Total drop outs
total drop-out from [PART III—SEC. passed Girls intake (a) Diploma Full-time Part-time (b)
Post-Diploma Full-time Part-time (c) Advanced-Diploma Full-time Part-time 2 8 Details of Second year
sions student Total admis- sions SC/ST Rural Tribal out Girls of State SC/ST Rural Tribal out of State
enrolment during the preceding 2 total admissions of full academic years (total of 2 years). Type of
Students Total sanctioned intake Total drop- total drop-out from p25cd SCIST Rural Tribal out Girls Late-
SC/ Rural out Girls Lateral outs of State rai Entrants ST Tribal Entrants State (a) Diploma Full-time Part-
time (b) Post-Diploma Full-time Part-time (e) Advanced-Diploma Full-time Part-time 2.9 If admissions are
also made by lateral entry to certain courses, please give details of entry qualifications for the lateral
admissions, and the percentage of total seats reserved for lateral entrants. 2.10 Date of the starting and
stopping of all admissions as the calendar of the affiliating body. 2.11 Details Of examination results
during the preceding two academic years (total of 2 years) Type Of students (a) Diploma Full-time Part-
time No. appeared Total Passed Passed with distinction Passed with 1st Class (b) Post-Diploma Full-time
Part-time (c) Advanced Diploma Full-time Part-time 2.12 Details of Working hours etc. during the
preceding academic years (average): No. of expected No. of actual working days per semester/year
No. of expected Instructional hours per semester/year Actual contact hours achieved per semester/year
No. of days of vacation days per semester/ Year Passed to the 2nd Class No. of days spent for examination
223 - 2.13 Details of placement of pass-outs during the preceding academic years (total of 2 years) :
Courses No. Passed No. placed within 3 months No. placed within 3 to 6 months No. placed 115 within
3.0 TEACHING FACULTY INFORMATION : 3.1 Faculty strength for various levels of programmes .
Type Of Faculty Sanctioned Strength 6 to 12 months Nos. in Position Diploma Post-Diploma Adv.
Diploma Total Full Time Part-time Visiting Diploma Post-Diploma Adv. Diploma Total 3.2 Give numbers
Of the teaching faculty in position by category during the preceding 2 years: Faculty Cadre Principal
HOD/Lecturer (Selection Grade) Senior Lecturer Lecturer Associate/Asstt. Lecturer, if any Nos. in
position on January 1, 199 January 1, 199.. Numbers required as on date as per State/university norms — A
ICTE norms 3.3 Details of age, emoluments and service: Particulars Faculty Average age (years)
Highest emoluments Average emoluments Lowest emoluments Lowest Length of service in the Institution
Highest Length of service in the Institution Average Length of service in the Institution Principal HOD/Lecturer
(S.G.) - Sr. Lecturer Lecturer Associate [Asst. Lecturer, if any 3.4 Number Of the Workshop, Library and
other supporting staff by category during the preceding 2 years: Faculty Cadre Workshop Foreman
Instructor Workshop Instructor Librarian Librarian Asstt. Computer Programmer Operator
Nos. in position on January 1, 199 January 1, 199.. Numbers required as on date as per State/university
norms AICTE norms 116 THE GAZETTE OF INDIA : EXTRAORDINARY 3.5 Work-load per week
(in percentage of total duty hours in a week) for the following activities: Lecturer sr. Lecturer Activity
Teaching Administration Institute! Dev. Guidance & Counselling Consultancy Training & Placement Any
other 3.6 Details of Faculty (name, qualifications and experience etc): Name Date of Total Total Quali-
fications Experience teaching appoint- experience ment Level of appoint- ment* Present scale & date from
which [PART III—SEC. Associates! Asstt. Lecturer, if Basic pay Total as on date emoluments * Lecturer,
r. Lecturer, HOD/Lecturer (S.G.), Principal, others if any. 3.7 Please state whether all the faculty has been
recruited as per Procedure, experience & qualifications prescribed by the AICTE for Polytechnics
(Diploma Programmes). 3.8 Please state what percentage of teaching faculty members is being paid as per
the AICTE pay scales for the last 2 academic years. 3.9 Please give details of service benefits such as
LTC, medical reimbursement, housing, schooling for children, etc. given to faculty members

3. IO Retirement and premature-retirement benefits given to faculty members. 4.0 COMPUTER
HARDWARE & SOFTWARE FACILITIES Please give details of the existing facilities (number of

terminals, type of computers) and staff (level and of staff other than teaching staff).

5.0 LIBRARY FACILITIES.

5.1 Books Total No. of titles Category acquired during the past 3 years. (a) Text Books (b) Reference books (c) Encyclopaedia (d) Others Total No. of volumes acquired during the past Total No. of volumes in the library on date 117 r'TPT 4]

5.2 Periodicals : Particulars (a) Technical (b) Non-Technical (c) Others

6.0 LABORATORIES Department Electronics Engg. Electrical Engg. No. of periodicals subscribed to presently Names of various Laboratories for each Department Electronics Power Engg. Total investment on equipment and instruments in the last 3 years. Rs. 06.00 lakhs Rs. 04.00 lakhs Note: The text and numbers in various columns are only examples. Please attach a list of equipment costing Rs. 5,000/- or more at current prices for each laboratory.

6.1 WORKSHOP Department Mechanical Engg. Electrical Engg. Names of various Shops Carpentry & Pattern Making Electrical & Electronics Total investment on equipment and instruments in the last 3 years. Rs. 05.00 lakhs Rs. 03.00 lakhs Note: The text and numbers in various columns are only examples. Please attach a list of equipment costing Rs. 5,000/- or more at current prices for each shop.

7.0 Please attach a copy of the curriculum followed by the Institution alongwith the teaching scheme the examination scheme.

8.0 PLINTH AREA (SQM) : Type of Construction (a) RCC (b) Shed Instructional Administrative Building Amenities Hostels Residences Total Give a layout of buildings on the plot of land available with the Institution. Note: Please attach clear proof of the following : (a) Use of building for institutional purposes. (b) Approved plans from the concerned authority as per local bye-laws for construction of building. (c) Completion/possession certificate of the buildings. (d) Clearance of Urban Development Authority. *665 GI/94—16 118 THE GAZETTER of INDIA : EXTRAORDINARY

9.0 LAND AVAILABILITY (SQM) : Play Academic and Administration Please attach very clear proof of land possession in I PART others Hostels name of the Staff Quarters the type of guarantee that the indicated land is available for the use of the Institution only and is not shared with any other institution/activity. Please also indicate if the land area is in one plot or more.

10.0 CONSULTANCY, SPONSORED RESEARCH, PROFESSIONAL DEVELOPMENT, ETC. DURING THE LAST 3-YEARS.

10.1 Give details of consultancy assignments and total earnings alongwith names of client organizations and duration and title of each assignment, total earnings etc.

10.2 Number of faculty sponsored till date for improvement of academic qualifications, teaching skills, etc. Please give names of the faculty, designation, name of the qualifications added/type of skills improved etc

10.3 Number of faculty sponsored till date to attend conference; and professional meetings, inside the country, and the total amount spent for this purpose. Name of conference/meeting, place, etc. Please give name of the faculty, designation, name of the conference/meeting, place, etc.

10.4 Number of continuing engineering education programmes including your institution, and the total number of participants. Please give name of the programme, date and duration, number of participants, etc.

11.0 FINANCIAL

11.1 Total Expenditure during the last 2 academic years in category of Recurring Expenditure and Capital Expenditure.

11.2 Sources of Financial Support: Recurring Exp. Source Ministry of HRD (Direct receipt) State Government Other Central/State Govt. sources Private Trust Donations Student Fees Internal revenue generation Others (please specify) Total Non-Recurring Exp.

11.3 State the total annual fee (including tuition, library, Laboratory, etc. but excluding hostel fee and fees which are charged per student during the preceding 2-years.

12.0 AICTE Approvals Received during 91-92 & 92-93: Year of Starting Name of the course(s)/Institutions Annual Intake AICTE approval No. & till 91 till 4]

13.0 Information on the proposed Course(s)/Additional intakes :

Sl. No.	Course titles	Electronics Engg.	Computer Science & Engg.	Mechanical Engg.	Civil Engg.	Sanctioned	Proposed	Duration (yrs)	Year from which	Entry level	Intake	€0	€0 increase	Intake	15	15 increase	proposed	1993—94	1993-94	1993-94	10+	Note:
1																						
2																						
3																						
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16.3 Has the proposal been supported by the concerned State Government? If yes, please attach a copy of the State Govt's letter thereof. Has the willingness of the affiliating body (concerned University to affiliate the proposed course(s) subject to AICTE approval been obtained? If yes, please attach a copy of the willingness letter.

16.0 FINANCES . Whether a corpus fund/endowment fund has been created and

mortgaged with the State Government? If so, attach proof thereof. Give details of fund available in hand for meeting the recurring and non-recurring expenditures for introduction of course(s)/increase in intakes, duly supported with copies of latest bank statements, FDRs, etc. Pro- 'ges) 1. date missory notes are not acceptable. Additional Fund Requirement for the proposed Particulars Recurring (a) Salaries of teaching employees (b) Salaries of non-teaching employees staff (2) Scholarships (d) Expenditure for travel (2) Other Total of Recurring : Non-Recurring (a) Additional building (b) Additional (c) -Others Total of additional courses/intakes, if any : Amount, Rupees 120 THE GAZETTE OF INDIA : EXTRAORDINARY (PART III—sec. 41) 16.4 Please indicate how the additional funds as in 16.3 would be mobilised over the next attach authenticated documents to support your statement. 17.0 Justification 17.1 Are one or more of the proposed courses/courses in which increase in intakes projected in one or more institutions in the District in the college is located? If yes, please give institutions, the course (s) being conducted along with the respective sanctioned annual intakes. For Institution Course intake Note: *Please strike out whichever is not applicable 17.2 Please give for the previous academic year total seats available within the District in the proposed increase in intakes are proposed Course title Note: strike out which is not applicable. Total 17. in 1, give justification of the proposed increase in intakes keeping 17.1 at hand 17 increase in intakes in existing disciplines projected manpower (present and potential for self-employment. 4 Please Indicate yearwise plan for expanding the educational base the institution such as -increase & adding new course, conduct of continuing education programmes, etc. beyond the present proposed full and part-time, continuing Proposed intake intakes are already sanctioned Year 18.0 Additional Infrastructure in case of space 18.1 In plinth area (sqm.) as Diagram Illustration Type or construction Building Build in 2 (a) RCC (b) Shed 18.2 In case additional buildings space are to be constructed for the proposed course(s) additional intakes give yearwise plan of construction of additional instructional areas. (classrooms, tutorial rooms, drawing halls till-TZ 4) 121 Canteen, etc.), and residential areas (students hostel, staff quarters, etc.), as per the AICTE norms & standards. Give a layout of additional buildings with respect to existing buildings on the plot of land available with the Institution. Space Class rooms Tutorial rooms Drawing halls Laboratories Workshops Plinth area to be constructed during the Period prior to First year, - of the Second year of Third year the commencement the course(s)/ the course(s)/ in intake course(s)/ increase in intake increase in intake Fourth year of the course(s)/ increase in intake consult the concerned norms & standards of the AICTE Space titles are only example. For details, 18.3 Please indicate yearwise estimates of expenditure on construction of additional buildings as at 18.2. Space title Class rooms Tutorial rooms Drawing halls Laboratories Workshops Expenditure for construction of additional space areas during the Period prior to Commencement of course(s) increase in intake Second year of the Third year of First year of the the course(s) increase in intake the course(s), increase in intake Fourth year of the course(s) increase in intake Space titles are only example. For details, please consult the concerned norms & standards of the AICTE. 18.4 Laboratories: Please give yearwise action plan of establishment (i.e. acquisition and commencing the use of the laboratories) of various laboratories along with cost estimates for procurement of equipments, instruments, fixtures and fittings, furniture etc. for introduction of additional increase in intakes in existing course(s): Name of Laboratory Expenditure for establishment of various laboratories during the Period prior to First year of the Second year or Commencement course(s)/ the course(s)/ increase in intake Third year or the course(s)/ increase in of course(s)/ increase in intake increase in intake Fourth year of the course(s)/ increase in intake For details, please consult the norms & standards and the detailed curriculum of the course(s). 122 THE GAZETTE OF INDIA : EXTRAORDINARY [PART 4] 18.5 Workshops: Please give yearwise action plan of establishment of additional workshop if any, along with cost estimates for procurement of equipments, tools, machinery, furniture, fixtures and fittings introduction of additional course(s) proposed increase in intakes in existing course(s) of the Workshop for establishment of various workshops during the Period prior to First year of the Second year of Commencement the course(s)/ the course(s)/ Increase in Third year of the course(s)/ intake Fourth year of the course(s)/ of course(s)/ increase in Increase in intake For details, please consult the norms & standards and the detailed curriculum of the course(s) 18.6 Computing facilities : Please give yearwise action plan of procurement of hardware - software, furniture, fittings and fixtures etc. for strengthening of Computer Centre to introduce additional increase in intakes in existing course(s) along with cost estimates. Facilities Expenditure for establishment of various Computer facilities in Period

prior to First year of the Fourth year of Third year of Commencement Course(s)/ of course(s)/ in increase in intake the course:- increase in intake Fourth year of the course(s)/ the Increase in For details, please consult the norms & standards and the detailed curriculum of the course(s). 18.7 Library: Please give five yearwise action plan for procurement of additional stock of books, (reference books, encyclopaedia, others), journals to be subscribed (National and foreign, Textures & fittings etc. along with cost estimate. Expenditure for procurement of Library during the Period prior to First of Commencement the course(s)/ to course(s), in Increase in intake books Reference books Journals of the First year of the increase in intake Second year of the course(s); case in For details, please consult the norms & standards and the detailed outline of the course(s). 18.8 Faculty: Please give action plan for recruitment of additional teaching faculty (Head of Department) (S.G.), Senior Lecturer, Lecturer). Kindly also indicate number of each category of staff if available. Faculty cadre No. already Type of available faculty (part-time/ full-time/ visiting) No. to be recruited during the Period prior to Commencement of course(s)/ increase in intake First year of the course(s)/ increase in intake Second year of the course(s)/ increase in intake Third year of the course(s)/ increase in intake Fourth Year of the course(s)/ Increase in intake 18.9 Technical Support; and other Staff : Please give annual action plan of recruitment of additional technical supporting and other staff like workshop Instructor, Fernan Instructor, Lab Asstt., Librarian. Workshop Attendant, Librarian Attd. etc. Kindly also indicate number of each category of staff, if already, in a table. Faculty cadre -No. already Type of available faculty (Part-time/ No. to be recruited during the full-time/ Period prior to Commencement of course(s)/ increase in intake First year of the increase in intake Second year Third year Fourth year of the course(s)/ course(s)/ increase in intake increase in intake increase in intake For details, please consult the concerned norms & standards of the AICTE. 18.10 Details of additional teaching faculty, if any already available Name Qualification Total Date of Level of experience teaching appoint- experience ment appoint- Present pay Basic pay Total scale & date is on date emolument from which given rents *Lecturer, *Sr. Lecturer/HOD/Lecturer (S.G), Principal, others if any. 19 THE GAZETTE OF INDIA : EXTRAORDINARY [PART III—SEC. 4] 18.11 List the yearwise major equipments to be provided in various laboratories, workshops along with brief specifications in the format given below for introduction of course(s)/ increase in intake in existing course(s). Laboratory/ Workshops Name of Equipments Brief Specification Quantity to be provided 1st Year 2nd Year 3rd Year 4th Year 19.0 Please state whether a regular supply of drinking water and water required for labs/workshop etc. is available. If not, please explain the alternate arrangements. 20.0 Please state whether adequate and regular electricity supply is/would be available and attach documents. What shall be the standby arrangements in case of shutdowns/break downs? 21.0 Please state transport arrangements from city to the Institution in case the Institution is not-located within the Municipal limits. 22.0 Technical Institutions run/managed by the Trust/Society Name of Institution City and State of Location Course conducted Whether AICTE or not 23.0 Whether the proposer has any contract with the State Government or the AICTE? If yes, please give brief details. 24.0 Please attach an undertaking on non-judicial stamp paper duly registered with the sub-registrar or competent authority as per the format attached. 25.0 Certified that : (a) All the physical deficiencies stated in the last application letter have been removed. (b) The Governing Body has been constituted as per the AICTE laid down guidelines. (c) The AICTE scales of pay have been granted to the teaching faculty and other staff. (d) The admissions are made on merit and as per AICTE admission guidelines and no capitation fee of any kind charged for admission. (e) The teaching faculty and staff have been recruited as per qualifications, experience laid by the AICTE. (f) The tuition and other fees are charged within the overall criteria prescribed by the AICTE. (g) The reservations are provided for staff and students as per policy of the State Govt. (h) The accounts of the Institute are audited by the Chartered Accountant. (i) No new course has been started (since the last approval by AICTE) without the approval of the AICTE. (j) The intakes in any of the AICTE approved courses has not been increased beyond the approved intake. Name and signature nature of the Chairperson/Secretary of the Trust/Society, etc. Dated : October, Year Name and Signature of the Head of the Institution (Y.N. CHATURVEDI) Member Secretary Education All India Council for Technical Education New Delhi. of India Press, Ring Road, Maya Puri, New Delhi-110064