All India Council for Technical Education
Approval Process Handbook
(2018 – 2019)

All India Council for Technical Education Approval Process Handbook (2018 – 2019)

This Handbook is a Legal Document as per All India Council for Technical Education Act, 1987 (52 of 1987) and Section (4.11) of Gazette Policy Regulation No. F.No: AB/ AICTE/ REG/ 2016 of AICTE dated November 30, 2016 Notified on November 30, 2016 in the Gazette of India, Extraordinary, Part-III, Section-4.

FOREWORD

The aim of higher education in India is to provide access, equity, quality and accountability at affordable cost to all aspiring citizens with utmost transparency so as to ensure sustainable economic development of the nation. It is achieved through creation, transmission and dissemination of knowledge. The All India Council for Technical Education (AICTE) has been in existence since November 1945 as a national level Apex Advisory Body and as a statutory body through an Act of Parliament in 1987 with its mission of developing and promoting quality technical education in the country in a coordinated and integrated manner. The Council's constant endeavor is to encourage a meaningful association between the technical education system and research and development activities in a concerted effort aimed at nation-building.

Technical education at all levels is witnessing a severe competition and only those institutions who strive for excellence will survive. The Council believes in providing all kinds of support and encourage institutions to think beyond the curriculum while imparting training for the advancement of knowledge. The Council has put in place several initiatives to bring about changes in the Approval Process by introducing greater transparency and accountability through the e-governance. The AICTE has been constantly endeavoring to simplify the procedures and bring in greater ease in the approval process through informal and formal interactions with all stakeholders. The role of AICTE, as a true facilitator of quality technical education is evident from the changes made in the Approval Process Handbook along with revised Gazette Policy Regulation No. F.No: AB/AICTE/REG/2016 of AICTE dated November 30, 2016 and further revised in November 2017. This is expected to create an academic ambience in the Technical Institutions for nurturing and supporting quality so that technical education in India will be one of the best in the world. Supporting institutions for Autonomy, Accreditation of Programmes, Ranking of Institutions, schemes such as Margdarshan, Adjunct Faculty, Trainee Teacher and Unnat Bharat Abhiyan, launching of Student Startup Policy 2016, Smart India Hackathon 2017, a MOOCs platform SWAYAM are a few of the important initiatives embarked upon by AICTE during the last year. Further, several new initiatives such as revision of all UG and PG model curricula, teacher training Programmes for both new teachers and in service teachers, innovative student induction programme, mandatory internship for students, support for innovation and entrepreneurship, industry interaction cells, starting the work on a national perspective plan for technical education have been initiated. AICTE has signed several MOUs with both government departments and private organizations, NGOs, startups for supporting students and colleges in getting internship opportunities. The introduction of National Digital Depository for storing all students' educational Certificates, all fee collections and scholarship disbursals through cashless digital means are major changes initiated by the Government of India and implemented by AICTE.

This manual is an attempt to provide comprehensive information on the fair and rational system of administration as well as other necessary information on the processes involved under the aegis of the AICTE. The emphasis on e-governance to ensure transparency and accountability, and implementing a tech-savvy approach to enable faster processing and clearly defining the infrastructural norms in Institutions are just a few pointers towards AICTE's efforts at fostering a technical education system which is on par with the best Institutions in the world.

Swami Vivekananda said "*Education is the manifestation of the perfection already in man". In* keeping with this objective, apart from regulatory role, AICTE shall continue to strive to be a true mentor, facilitator and enabler in bringing out the best in each Institution. We hope all the stakeholders of technical education shall also put in their best and make team India proud.

योगः कर्मसु कौशलम् (*Excellence in action is yoga*)

Anil Sahasrabudhe
Chairman, AICTE

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Abbreviations	
ACA	Access and Circulation Area
AICTE	All India Council for Technical Education
AIU	Association of Indian Universities
APH	Approval Process Handbook
ATM	Automated Teller Machine
BCA	Bachelor of Computer Application
B.E.	Bachelor of Engineering
B.HMCT.	Bachelor of Hotel Management and Catering Technology
B.Pharm.	Bachelor of Pharmacy
B.Sc.	Bachelor of Science
B.Tech.	Bachelor of Technology
BoG	Board of Governors
BOT	Built Operate and Transfer
CCTV	Close Circuit Television
CD	Compact Disk
COA	Council of Architecture
CPWD	Central Public Works Department
DELNET	Developing Library Network
DDA	Delhi Development Authority
DPR	Detailed Project Report
EC	Executive Committee of AICTE
EDUSAT	Education Satellite
EoA	Extension of Approval
ERP	Enterprise Resource Planning
EVC	Expert Visit Committee
FAX	Facsimile transmission
FDR	Fixed Deposit Receipt
FSI	Floor Space Index
FT	Full Time
GATE	Graduate Aptitude Test in Engineering
GoI	Government of India
GRC	Grievance Redressal Cell
HMCT	Hotel Management and Catering Technology
ICCR	Indian Council for Cultural Relation
IIM	Indian Institution of Management
IISc	Indian Institution of Science
IIT	Indian Institution of Technology
INDEST	Indian National Digital Library in Engineering Sciences and Technology
LCD	Liquid Crystal Display
LoA	Letter of Approval
LoR	Letter of Rejection
LWE	Left Wing Extremism
m^2	square meter
MBA	Master in Business Administration
Mbps	Megabits per Second
MCA	Master in Computer Application
M.E.	Master in Engineering
MHRD	Ministry of Human Resource and Development, Government of India
MMS	Master in Management Studies
MoA	Memorandum of Association

MODROBS	Modernization and Removal of Obsolescence Scheme by the Council
MOOCs	Massive Online Open Courses
M.Arch.	Master in Architecture
M.Pharm.	Master in Pharmacy
M.Sc.	Master in Science
M.Tech.	Master in Technology
NAD	National Academic Depository
NATA	National Aptitude Test in Architecture
NBA	National Board of Accreditation
NBC	National Building Code
NBCC	National Buildings Construction Corporation
NCR	National Capital Region, India
NEQIP	North East Quality Improvement Programme
NIT	National Institution of Technology
NITTTR	National Institute Of Technical Teachers Training And Research Institute
NIRF	National Institutional Ranking Framework
NOC	No Objection Certificate
NRI	Non Resident Indian
NSQF	National Skills Qualifications Framework
OCI	Overseas Citizen of India
PC	Personal Computer
PF	Provident Fund
PG	Post Graduate
PGCM	Post Graduate Certificate in Management
PGDBM	Post Graduate Diploma in Business Management
Ph.D.	Doctor of Philosophy
PIO	Persons of Indian Origin
PPP	Public Private Partnership
PMSSS	Prime Minister's Special Scholarship Scheme
PT	Part Time
PwD	Persons with Disability
RBI	Reserve Bank of India
R&D	Research and Development
RC	Regional Committee
RF	Radio Frequency
RO	Regional Office
RPGF	Refundable Performance Guaranty Fund
RPS	Research Promotion Schemes by the Council
SAC	Standing Appellate Committee
SAGY	Saansad Adarsh Gram Yojana
SCSC	Standing Complaint Scrutiny Committee
SHC	Standing Hearing Committee
TDS	Tax Deduction at Source
TEDR	Technical Education Development and Regulatory
TELNET	Terminal Emulation Programme for TCP/ IP Networks
UG	Under Graduate
UGC	University Grants Commission
UT	Union Territory
Wi-Fi	Wireless Fidelity
WS	Work Shop

	Definitions
1	"Academic Year" means Academic Year of the concerned Affiliating University/ Board and/ or Technical Institution.
2	"Act" means the All India Council for Technical Education Act, 1987 (52 of 1987).
3	"Adjunct Faculty" means resource persons as per guidelines given in Annexure 11 in the Approval Process Handbook
4	"Advocate" means an Advocate registered with the Bar Council of India
5	"AICTE Web-Portal" means web site hosted by the Council at URL *www.aicte-india.org*
6	"APH" means Approval Process Handbook published by the AICTE every year prescribing norms and standards for processing the applications submitted for grant of various approvals.
7	"Applicant" means an applicant who makes an application to the Council for seeking any kind of approval under these Regulations.
8	"Approved Institution" means the Technical Institution approved by the Council.
9	"Architect" means an Architect registered with the Council of Architecture established under the Architects Act, 1972.
10	"Autonomous Institution", means an Institution, to which autonomy is granted by UGC and is designated to be so by the Statutes of Affiliating University/ Board.
11	"Bandwidth Contention" means the contention ratio, ratio of the potential maximum demand to the actual bandwidth.
12	"Break in EoA" means break in the approval of the Institution during the previous year(s).
13	"Build Operate Transfer"(BOT)"means a project financing, wherein a private entity receives a concession from the public sector to finance, design, construct, and operate a facility stated in the concession contract.
14	"Chairman" means Chairman of the AICTE as described under sub-section 4(a) of Section 3 of the Act.
15	"Co-Ed Institution" means the Institution admitting male, female and transgender students.
16	"Commission" means University Grants Commission established under Section 4 of the University Grants Commission Act, 1956
17	"Company" means a Company established/ registered under Section 8 of the Companies Act, 2013
18	"Competent Authority for Admission" means an organization that has, the legally delegated authority, capacity, or power to do admission to Technical Institutions in the State/ UT concerned.
19	"Compliance Report" means the Report submitted by Technical Institution complying with requirements as set in Appendix 12, Prevention and prohibition of ragging, in the Format prescribed by AICTE from time to time
20	"Constituent Institution" means an Institution/ Department/ College/ School as a part of the University
21	"Council" means All India Council for Technical Education established under Section 3 of the Act
22	"Course" means one of the branch of learning in Programme such as Civil Engineering, Mechanical Engineering etc.
23	@@ "Institution Deemed to be University" means an Institution for higher education so declared, on the recommendation of the Commission, by the Central Government under Section 3 of the University Grants Commission Act, 1956.
24	"Division" means A batch of maximum of Sixty (60) seats in Under Graduate Programme and Diploma in Engineering/ Technology/ Hotel Management and Catering Technology/ Applied Arts and Crafts, Post Graduate Programme in PGDM/ MBA/ MCA excluding supernumerary seats, if any; A batch of maximum of Forty (40) seats in Under Graduate and Diploma in Architecture/ Planning Programme excluding supernumerary seats, if any; A batch of maximum of Fifty (50) seats in Under Graduate and Diploma in Pharmacy Programme excluding supernumerary seats – 5% TFW and 15% OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries; A batch of maximum of Thirty (30) seats in Post Graduate Programme in Engineering/ Technology/ Hotel Management and Catering Technology/ Applied Arts and Crafts/ Architecture/ Planning;

	@@A batch of maximum of Fifteen (15) seats in Post Graduate Programme in Pharmacy, Thirty (30) seats in Pharm.D., Ten (10) seats in Pharm.D. (Post Baccalaureate) A batch of maximum of Sixty (60) seats in Integrated Degree in Engineering and Technology, Integrated Degree in MCA and Integrated/ Dual Degree in MBA; and A maximum of Ten (10) seats per year in fellowship Programme in management.
25	@@"EoA" means Extension of Approval granted by AICTE for conduct of technical Programmes/ Courses by an Institution for that Academic Year.
26	"EVC" means Expert Visit Committee constituted by the Regional Officer as per the composition given in Approval Process Handbook to verify physically the infrastructural facilities of the an Institution.
27	"Executive Committee" means the Committee constituted by the Council under Section 12 of the AICTE Act.
28	"Faculty" means a faculty member of the Institutions appointed as per AICTE Regulations for full time teaching and other academic activities.
29	"First Shift" means educational activities conducted in First spell of time (from 8 am to 4 pm) wherever two-Shift working exists.
30	"Foreign National" means the citizen of countries other than India who are not of Indian origin as defined under OCI/ PIO.
31	"Government Aided Institution" means Technical Institution that meets 50% or more of its recurring expenditure out of the grant received from the Government or Government organizations.
32	"Government Institution" means Technical Institution established and/ or fully maintained by the Government.
33	"Head of the Institution" means the Vice-Chancellor in case of a University or a Deemed to be University, the Principal or the Director or such other designation as the executive head of the Institution of the Technical Institution referred.
34	"Lateral Entry" means admission of students into second year of Diploma/ Degree/ MCA Programmes as per Appendix 1 of Approval Process Handbook.
35	"Level" means Diploma, Post Diploma, Degree, Post Graduate Degree and Post Graduate Diploma Programmes.
36	"Minority Educational Institution" means a college or an educational Institution established and administered by a minority or minorities and recognized by Competent Authority as Minority College/ Institution.
37	"NBA" means National Board of Accreditation, an autonomous body set up by AICTE, registered under Societies Registration Act, 1860.
38	"Non-Resident Indian (NRI)" means an Indian citizen who is ordinarily residing outside India and holds an Indian Passport.
39	"Overseas Citizen of India (OCI)" means a Foreign national, who was eligible to become citizen of India on 26.01.1950 or was a citizen of India on or at any time after 26.01.1950 or belonged to a territory that became part of India after 15.08.1947. Minor children of such person are also eligible for OCI. However, if the applicant had ever been a citizen of Pakistan or Bangladesh, he/ she will not be eligible for OCI.
40	"Part Time Programme" means educational activities conducted in evening time i.e. 5.30 pm to 9.30 pm (six days a week) wherever Regular/ First Shift working exists and are meant only for working professionals or professionals with at least two years of work experience.
41	"Person of Indian Origin (PIO)" means a Foreign citizen (except a national of Pakistan, Afghanistan, Bangladesh, China, Iran, Bhutan, Sri Lanka and Nepal) who at any time held an Indian passport Or who or either of their parents/ grandparents/ great grandparents were born and permanent resident in India as defined in Government of India Act, 1935 and other territories that became part of India thereafter provided neither was at any time a citizen of any of the aforesaid countries; or who is a spouse of a citizen of India or a PIO.
42	"Prescribed" means as prescribed under Approval Process Handbook and Regulations.
43	@@"Private University" means a University established through a State/ Central Act by a sponsoring body viz., a Society registered under the Societies Registration Act 1860, or any other corresponding

	law for the time being in force in a State or a Public Trust or a Company registered under Section 25 of the Companies Act, 1956. Private Universities cannot affiliate an Institution.
44	"Programme" means the field of Technical Education, i.e. Engineering and Technology, MCA, Architecture, Planning, Management (MBA/ PGDM), Pharmacy, Hotel Management and Catering Technology, Applied Arts and Crafts and such other Programmes and areas as notified by the Act.
45	"Public Private Partnership (PPP)" means a partnership based on a contract or concession agreement, between a Government or Statutory entity on the one side and a private sector enterprise on the other side.
46	"Regional Committee" means a Committee established for each region under Section 14 of the Act.
47	"SAC" means Standing Appellate Committee constituted by the Chairman as per the composition given in Approval Process Handbook for considering the Appeals of Technical Institutions.
48	"SCSC" means Standing Complaint Scrutiny Committee constituted by the Chairman as per the composition given in Approval Process Handbook for Scrutiny of complaints received against the Technical Institutions.
49	"Second Shift" means educational activities conducted in Second spell of time (from 1 pm to 9 pm) wherever two-Shift working exists.
50	"Self-Financing Institution" means an Institution started by a Trust/ Society/ Company and does not receive grant/ fund from Central and/ or State Government/ UT and/ or Union Territory Administration for meeting its recurring expenditure.
51	"SHC" means Standing Hearing Committee constituted by the Chairman as per the composition given in Approval Process Handbook to review the Expert Visit Committee Reports and replies received for Show Cause Notices and forward its recommendations to Executive Committee for approval.
52	"Single Shift/ Regular Shift" means where, educational activities of the Technical Institution are conducted between 9 am and 5 pm.
53	"Society" means a Society registered under Societies Registration Act, 1860.
54	"State Level Fee Committee" means a Committee notified by the concerned State Government/ UT Administration for Regulation of fee to be charged by the Technical Institutions.
55	"Technical Campus" means a campus which offers more than one technical Programmes approved by the Council.
56	"Technical Institution" means an Institution set up by Government, Government Aided and Self-Financing/ Trust/ Society/ Company for conducting Courses/ Programmes in the field of technical education, training and research in Engineering and Technology, MCA, Architecture, Planning, Management, Pharmacy, Hotel Management and Catering Technology, Applied Arts and Crafts and such other Programmes and areas as are notified by the Act.
57	"Trust" means a Trust registered under the Indian Trust Act, 1882 as amended from time to time or any other relevant Acts through the Chairman/ President/ Secretary of the Trust
58	"University Department" means a department established and maintained by the University.
59	"University" means a University defined under Clause (f) of Section 2 of the University Grants Commission Act, 1956.
60	Any other word and expression used herein and not defined but defined in the All India Council for Technical Education Act, 1987 (52 of 1987), shall have the same meaning respectively assigned to them in the said Act.

1	Background and Statutory Provision under AICTE Act Regarding Planning, Promotion and Regulation of Technical Education

1.1	Background

The beginning of formal Technical Education in India can be dated back to the mid-19th century. The major Policy initiatives in the pre-independence period included appointment of the Indian Universities Commission in 1902, issue of the Indian Education Policy resolution in 1904 and the Governor General's Policy statement of 1913 stressing the importance of Technical Education, the establishment of IISc in Bangalore, Institution for Sugar, Textile and Leather Technology in Kanpur, N.C.E. in Bengal and Industrial Schools in several provinces. Significant developments include:

- Constitution of the Technical Education Committee of the Central Advisory Board of Education (CABE) of 1943;
- Preparation of the Sergeant Report of 1944; and
- Formation of the All India Council for Technical Education (AICTE) in 1945 by the Government of India.

The AICTE was set up in November 1945 based on the recommendations of CABE to stimulate, coordinate and control the provisions of educational facilities and industrial development of the post war period. At that time, mandate of AICTE basically covered only Programmes in Engineering and Technology.

The growth of industries in the country, just after independence, also demanded the need for qualified professionals in other fields, such as Business Management, Architecture, Hotel Management, Pharmacy etc. Although the diverse elements of Management such as Commerce, Economics, Finance, Psychology and Industrial Sociology were being taught for a long time, the need for Management Education in a formal way was felt in India only in the fifties. The Government of India decided in 1954 to set up a Board of Management Studies under AICTE to formulate standards and promote Management Education. Other major initiatives taken in Management Education include: setting up of the Administrative Staff College of India at Hyderabad in the late fifties, National Productivity Council and Indian Institution of Management in the early sixties. Architecture was covered under the Architects Act, 1972. Subsequently, for better coordination of the Professional Courses, Architecture Education was also placed under the purview of AICTE.

Hotel Management Education had a modest beginning with short Programmes in Nutrition and Food Science, which started in the late fifties. The National Council of Hotel Management and Catering Technology were set up in 1982, to which all the Institutions of Hotel Management run by the Government are affiliated.

Education in other professional fields such as, Pharmacy, Applied Arts and Crafts has also undergone similar developments during the post-independence period. Programmes for Technical Education, during the first three Five Year Plans, were devoted to expansion of Technical Education to meet the growing demand for technical personnel at Diploma, Degree and Post-Graduate Levels. From the fourth Five Year Plan onwards, the emphasis was shifted to the improvement of quality and standards of Technical Education. This was done through implementation of the Quality Improvement Programme consisting of three major components that provided for M.E./ M.Tech. and Ph.D. Programmes, Establishment of Curriculum Design and Development Cells, and Short Term Training Programmes.

Meanwhile, expansion of Institutions and Intake remained at a low level in the Government, Private-aided and University sectors. The Policy Shift during eighties towards involvement of Private and Voluntary Organizations in the setting up of Technical and Management Institutions on self-financing basis ushered in an era of unprecedented expansion of the Technical Education System, a trend which has continued during successive Five Year Plans.

It was in this context that AICTE was given statutory powers by the AICTE Act of Parliament in 1987, with a view to ensure the proper planning and coordinated development of Technical Education System throughout the Country. Technical Education in this context includes fields of Engineering and Technology, Architecture, Planning, Management, Pharmacy and Applied Arts and Crafts.

1.2   Growth of Technical Education

The growth of Technical Education in the Country before independence was very slow. The number of Engineering Colleges and Polytechnics (including Pharmacy and Architecture Institutions) in 1947 was 44 and 43 with an Intake capacity of 3200 and 3400 respectively.

Due to efforts and initiatives taken during successive Five Year Plans and particularly due to Policy changes in the eighties to allow participation of Private and Voluntary Organizations in the setting up of Technical Institutions on self-financing basis, the growth of Technical Education has been phenomenal.

Approved Institutions with Intake for 2015-16

Region	State	Approved Programmes			Approved Intake			Total Approved Institutions	Total Approved Intake
		Diploma	PG	UG	Diploma	PG	UG		
Central	Chhattisgarh	68	45	62	11502	4776	23706	**118**	**39984**
	Gujarat	145	245	203	72670	32745	76704	**429**	**182119**
	Madhya Pradesh	179	369	306	36676	47465	110446	**538**	**194587**
Central Total		**392**	**659**	**571**	**120848**	**84986**	**210856**	**1085**	**416690**
Eastern	Andaman and Nicobar Islands	1	0	1	270	0	90	**1**	**360**
	Arunachal Pradesh	2	0	0	440	0	0	**2**	**440**
	Assam	13	21	21	2215	1992	5475	**43**	**9682**
	Jharkhand	33	14	18	9160	3089	7545	**57**	**19794**
	Manipur	1	1	1	100	40	115	**2**	**255**
	Meghalaya	3	2	1	380	150	480	**6**	**1010**
	Mizoram	2	2	1	180	62	30	**3**	**272**
	Nagaland	2	1	1	120	60	240	**4**	**420**
	Odisha	150	142	115	47015	17011	48959	**304**	**112985**
	Sikkim	2	2	2	405	249	906	**4**	**1560**
	Tripura	5	3	3	850	180	630	**11**	**1660**
	West Bengal	132	112	106	34962	13422	41038	**256**	**89422**
Eastern Total		**346**	**300**	**270**	**96097**	**36255**	**105508**	**693**	**237860**
North-West	Chandigarh	5	9	6	1025	1025	1546	**13**	**3596**
	Delhi	21	53	25	5865	13403	10080	**82**	**29348**
	Haryana	230	238	190	72488	30196	70394	**452**	**173078**
	Himachal Pradesh	39	33	37	10858	3078	10660	**78**	**24596**
	Jammu and Kashmir	32	18	9	6395	1696	3405	**52**	**11496**
	Punjab	190	190	148	67767	21954	50980	**379**	**140701**
	Rajasthan	251	166	172	63815	17055	65993	**447**	**146863**
North-West Total		**768**	**707**	**587**	**228213**	**88407**	**213058**	**1503**	**529678**
Northern	Bihar	47	37	28	14090	3067	9080	**96**	**26237**
	Uttar Pradesh	461	668	423	135942	95239	163616	**1088**	**394797**
	Uttarakhand	93	75	53	19233	7983	14754	**161**	**41970**
Northern Total		**601**	**780**	**504**	**169265**	**106289**	**187450**	**1345**	**463004**
South-Central	Andhra Pradesh	332	645	456	88696	102587	194460	**855**	**385743**
	Telangana	247	676	447	61980	128457	180583	**791**	**371020**
South-Central Total		**579**	**1321**	**903**	**150676**	**231044**	**375043**	**1646**	**756763**
South-West	Karnataka	359	368	268	101849	49411	109434	**749**	**260694**
	Kerala	73	223	208	22020	23064	65963	**364**	**111047**
South-West Total		**432**	**591**	**476**	**123869**	**72475**	**175397**	**1113**	**371741**
Southern	Puducherry	9	17	20	2830	1942	9030	**31**	**13802**
	Tamil Nadu	508	726	574	215043	85471	288717	**1347**	**589231**
Southern Total		**517**	**743**	**594**	**217873**	**87413**	**297747**	**1378**	**603033**
Western	Dadra and Nagar Haveli	1	2	1	330	186	60	**3**	**576**
	Daman and Diu	2	0	0	540	0	0	**2**	**540**
	Goa	9	5	8	2955	588	1430	**17**	**4973**
	Maharashtra	707	742	558	192998	95686	178472	**1542**	**467156**
Western Total		**719**	**749**	**567**	**196823**	**96460**	**179962**	**1564**	**473245**
Grand Total		**4354**	**5850**	**4472**	**1303664**	**803329**	**1745021**	**10327**	**3852014**

Approved Institutions with Intake for 2016-17

Region	State/ UT	Approved Programmes			Approved Intake			Total Approved Institutions	Total Approved Intake
		Diploma	UG	PG	Diploma	UG	PG		
Central	Chhattisgarh	72	60	45	12386	23982	4898	**119**	**41266**
	Gujarat	144	204	232	70834	75316	30288	**420**	**176438**
	Madhya Pradesh	193	302	366	39094	105345	46722	**551**	**191161**
Central Total		**409**	**566**	**643**	**122314**	**204643**	**81908**	**1090**	**408865**
Eastern	Andaman and Nicobar Islands	1	3	1	270	190	60	**4**	**520**
	Arunachal Pradesh	7	0	1	980	0	18	**8**	**998**
	Assam	15	21	23	2335	5435	1863	**47**	**9633**
	Jharkhand	38	18	14	10180	7245	3104	**62**	**20529**
	Manipur	3	1	1	370	115	40	**4**	**525**
	Meghalaya	3	1	2	380	420	150	**6**	**950**
	Mizoram	3	1	3	240	30	122	**4**	**392**
	Nagaland	4	1	1	300	240	60	**6**	**600**
	Odisha	154	113	136	47265	47618	16102	**302**	**110985**
	Sikkim	3	2	2	465	840	249	**5**	**1554**
	Tripura	6	3	3	1030	630	180	**12**	**1840**
	West Bengal	156	105	107	39260	39282	11885	**277**	**90427**
Eastern Total		**393**	**269**	**294**	**103075**	**102045**	**33833**	**737**	**238953**
North-West	Chandigarh	5	5	8	990	1041	758	**12**	**2789**
	Delhi	20	23	51	5360	9270	13132	**77**	**27762**
	Haryana	207	186	221	62753	62046	27804	**427**	**152603**
	Himachal Pradesh	35	35	28	8998	8978	2104	**72**	**20080**
	Jammu and Kashmir	31	9	18	6035	3345	1696	**51**	**11076**
	Punjab	195	144	183	67055	47253	20468	**376**	**134776**
	Rajasthan	233	161	152	58431	60223	15606	**417**	**134260**
North-West Total		**726**	**563**	**661**	**209622**	**192156**	**81568**	**1432**	**483346**
Northern	Bihar	61	34	40	17390	10340	3367	**119**	**31097**
	Uttar Pradesh	512	417	648	144863	156033	91099	**1130**	**391995**
	Uttarakhand	113	51	76	20873	13691	7821	**183**	**42385**
Northern Total		**686**	**502**	**764**	**183126**	**180064**	**102287**	**1432**	**465477**
South-Central	Andhra Pradesh	327	446	632	87037	185176	95873	**841**	**368086**
	Telangana	237	421	624	59950	156103	111368	**753**	**327421**
South-Central Total		**564**	**867**	**1256**	**146987**	**341279**	**207241**	**1594**	**695507**
South-West	Karnataka	360	267	365	101373	107380	47843	**749**	**256596**
	Kerala	78	214	224	23241	66318	22502	**375**	**112061**
South-West Total		**438**	**481**	**589**	**124614**	**173698**	**70345**	**1124**	**368657**
Southern	Puducherry	9	20	17	2402	9000	1937	**31**	**13339**
	Tamil Nadu	513	570	713	213065	283025	81685	**1344**	**577775**
Southern Total		**522**	**590**	**730**	**215467**	**292025**	**83622**	**1375**	**591114**
Western	Dadra and Nagar Haveli	1	1	2	330	60	186	**3**	**576**
	Daman and Diu	2	0	0	540	0	0	**2**	**540**
	Goa	9	8	5	2955	1430	615	**17**	**5000**
	Maharashtra	719	561	722	184813	168837	88110	**1550**	**441760**
Western Total		**731**	**570**	**729**	**188638**	**170327**	**88911**	**1572**	**447876**
Grand Total		**4469**	**4408**	**5666**	**1293843**	**1656237**	**749715**	**10356**	**3699795**

Approved Institutions with Intake for 2017-18

Region	State	Approved Institutions			Approved Intake			Approved Institutions	Approved Intake
		Diploma	PG	UG	Diploma	PG	UG		
Central	Chhattisgarh	79	45	60	13520	4878	23488	**124**	**41886**
	Gujarat	145	233	210	69255	29445	75897	**427**	**174597**
	Madhya Pradesh	205	365	288	40437	46763	95979	**556**	**183179**
Central Total		**429**	**643**	**558**	**123212**	**81086**	**195364**	**1107**	**399662**
Eastern	Andaman and Nicobar Islands	1	0	1	420	0	90	**1**	**510**
	Arunachal Pradesh	8	2	1	1040	126	180	**10**	**1346**
	Assam	26	23	22	4050	1854	5595	**59**	**11499**
	Jharkhand	46	19	19	12252	2598	6891	**73**	**21741**
	Manipur	3	1	1	370	40	150	**4**	**560**
	Meghalaya	3	2	2	380	150	660	**7**	**1190**
	Mizoram	3	3	1	240	122	30	**4**	**392**
	Nagaland	6	1	1	495	60	240	**8**	**795**
	Odisha	159	133	111	47750	15342	45688	**303**	**108780**
	Sikkim	3	2	2	510	234	840	**5**	**1584**
	Tripura	7	3	3	1150	180	630	**13**	**1960**
	West Bengal	163	107	108	40058	10946	38448	**286**	**89452**
Eastern Total		**428**	**296**	**272**	**108715**	**31652**	**99442**	**773**	**239809**
North-West	Chandigarh	5	10	6	890	1095	1546	**14**	**3531**
	Delhi	19	52	25	5330	13059	10010	**78**	**28399**
	Haryana	203	202	187	58843	24106	53766	**417**	**136715**
	Himachal Pradesh	33	26	32	7908	1999	7640	**67**	**17547**
	Jammu and Kashmir	30	20	10	5755	1816	3375	**53**	**10946**
	Punjab	206	180	143	65395	19646	44315	**384**	**129356**
	Rajasthan	226	138	161	53250	13755	56009	**402**	**123014**
North-West Total		**722**	**628**	**564**	**197371**	**75476**	**176661**	**1415**	**449508**
Northern	Bihar	65	40	37	18100	3307	10910	**125**	**32317**
	Uttar Pradesh	567	626	413	146873	86465	138732	**1165**	**372070**
	Uttarakhand	130	72	50	21013	6863	12686	**197**	**40562**
Northern Total		**762**	**738**	**500**	**185986**	**96635**	**162328**	**1487**	**444949**
South-Central	Andhra Pradesh	321	615	439	85027	92642	180433	**825**	**358102**
	Telangana	215	576	387	54490	97481	142241	**701**	**294212**
South-Central Total		**536**	**1191**	**826**	**139517**	**190123**	**322674**	**1526**	**652314**
South-West	Karnataka	361	362	273	99657	46138	108505	**756**	**254300**
	Kerala	82	225	213	22691	21999	64769	**381**	**109459**
South-West Total		**443**	**587**	**486**	**122348**	**68137**	**173274**	**1135**	**363759**
Southern	Puducherry	9	14	19	2422	1733	8700	**29**	**12855**
	Tamil Nadu	511	700	575	208823	78745	273299	**1339**	**560867**
Southern Total		**520**	**714**	**594**	**211245**	**80478**	**281999**	**1368**	**573722**
Western	Dadra and Nagar Haveli	1	2	1	390	150	60	**3**	**600**
	Daman and Diu	2	0	0	600	0	0	**2**	**600**
	Goa	9	5	8	2975	615	1430	**17**	**5020**
	Maharashtra	734	694	588	170543	82647	168140	**1563**	**421330**
Western Total		**746**	**701**	**597**	**174508**	**83412**	**169630**	**1585**	**427550**
Grand Total		**4586**	**5498**	**4397**	**1262902**	**706999**	**1581372**	**10398**	**3551273**

Variation of Intake in AICTE approved Institutions (UG/ PG/ Diploma/ Post Diploma)

Year	Diploma/ Post Diploma	Engineering and Technology	Management	MCA	Pharmacy	Architecture	Hotel Management and Catering
2008-09	610903	841018	149555	73995	64211	4543	5794
2009-10	850481	1071896	179561	78293	68537	4133	6387
2010-11	1083365	1314594	277811	87216	98746	4991	7393
2011-12	1117545	1485894	352571	92216	102746	5491	7693
2012-13	1212612	1761976	385008	100700	121652	5996	8401
2013-14	1177918	1804353	364816	119713	137257	9550	6622
2014-15	1307344	1901501	365352	109925	143244	10890	6442
2015-16	1310414	1844642	350161	103048	139622	10986	6430
2016-17	1293843	1752296	329273	94159	130926	9936	6109
2017-18	1261059	1662488	393055	85104	130903	9187	6031

1.3   The AICTE Act, 1987

The AICTE Act, 1987 was passed by the Parliament, to provide for the establishment of the All India Council for Technical Education (AICTE) with a view to ensure proper planning and coordinated development of the Technical Education System throughout the Country, qualitative improvement of such education in relation to planned quantitative growth and the Regulation and proper maintenance of norms and standards in the Technical Education System and for matters connected therewith.

1.4   Important Provisions of the AICTE Act, 1987 on Approval Process

10(g) Evolve suitable performance appraisal system for Technical Institutions and Universities imparting Technical Education, incorporating norms and mechanisms for enforcing accountability.

10(i) Lay down norms and standards for Course curriculum, physical and instructional facilities, staff patterns, staff qualifications, quality instructions, assessment and examination.

10(k) Grant approval for starting new Technical Institutions and for introduction of new Courses or Programmes in consultation with the Agencies concerned.

10(n) Take all necessary steps to prevent commercialization of Technical Education.

10(p) Inspect or cause to inspect any Technical Institution.

11(1) For the purposes of ascertaining the financial needs of Technical Institution or a University or its standards of teaching, examination and research, the Council may cause an inspection of any department or departments of such Technical Institution or University to be made in such manner as may be prescribed and by such person or persons as it may direct.

11(2) The Council shall communicate to the Technical Institution or University the date on which any inspection under sub-section (1) is to be made and the Technical Institution or University shall be entitled to be associated with the inspection in such manner as may be prescribed.

11(3) The Council shall communicate to the Technical Institution or the University, its views in regard to the results of any such inspection and may after ascertaining the opinion of that Technical Institution or University the action to be taken as a result of such inspection.

11(4) All communications to a Technical Institution or University under this Section shall be made to the executive authority thereof and the executive authority of the Technical Institution or University shall Report to the Council the action, if any, which is proposed to be taken for the purposes of implementing any such recommendations as is referred to in sub-section (3).

1.5	AICTE Profile

1.5.1	Vision

To be a World Class Organization leading Technological and Socioeconomic development of the Country by enhancing the global competitiveness of Technical manpower, by ensuring high quality Technical education to all sections of the Society.

1.5.2	Mission

- A true facilitator, enabler and objective regulator.
- Transparent governance and accountability in approach towards Society.
- Planned and coordinated development of Technical Education in the country by ensuring World Class standards of Institutions through accreditation.
- Facilitating World Class Technical Education through:

i. Emphasis on developing high quality Institutions, academic excellence and innovative research and development Programmes;
ii. Networking of Institutions for optimum resource utilization;
iii. Dissemination of knowledge;
iv. Technology forecasting and global manpower planning;
v. Promotion of Industry-Institution interaction for developing new products, services, and patents;
vi. Inculcating Entrepreneurship;
vii. Encouraging indigenous technology;
viii. Focusing on non-formal education;
ix. Providing affordable education to all.
x. Making Indian Technical Education globally acceptable.
xi. A vision of a forward-looking organization that has an efficient, flexible and empowered manpower, sensitive to stakeholder's expectations.

1.5.3	Objectives

- Promotion of quality in Technical Education
- Planning and coordinated development of Technical Education system
- Providing Regulations for maintenance of norms and standards

1.5.4	Responsibilities

- Promotion of quality in Technical Education
- Policy directions
- Review of norms and standards
- Assessment of manpower requirement
- Liaison with Central Government, State Government/ UT, University/ Board and other Statutory Bodies
- Others as provided in the Act

1.5.5	Major Functions and Schemes

- Approval of Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma Level Programmes in Technical Institutions
- Approval of variation/ increase in Intake, additional Courses/ Programmes in Technical Institutions
- Participation in the process of granting Deemed University status by MHRD
- Approval for Foreign Collaboration/ Twinning Programmes

- Development of Model Curricula through All India Boards of Studies
- Share and Mentor Institutions (Margdarshan)
- AICTE-Adjunct Faculty
- Trainee Teacher Scheme
- Unnat Bharat Abhiyan
- Scholarship Scheme for Girl Child (SSGC) – PRAGATI
- Scholarship Scheme for Divyang – SAKSHAM
- Research Promotion Scheme (RPS)
- Entrepreneurship Development Cell (EDC)
- Modernisation and Removal of Obsolescence (MODROBS)
- Seminar Grant
- Travel Grant
- Faculty Development Programme (FDP)
- Research Park
- AICTE-INAE-DVP (Distinguished Visiting Professor)
- AICTE-INAE-TG (Travel Grant for students)
- AICTE-INAE-TRF (Teaching Research Fellowship)
- Project Centre for Technical Education
- Skill and Personality development Programme centre for SC/ ST Students
- e-Learning Centre for Technical Education
- Industry Institution Partnership Cell (IIPC)
- PG scholarships for GATE/GPAT Qualified PG students
- e-Shodh Sindhu
- Quality Improvement Programme
- Innovation Promotion Scheme (IPS)
- Hostel for SC/ ST Students
- Community Colleges under NSQF

	Chapter I

	Grant of Approval through a single application for the following: • **Setting up new Technical Institution offering Technical Programme at Diploma/ Post Diploma/ Degree/ Post Graduate Degree and Post Graduate Diploma Level** • **Change of Site/ Location** • **Closure of Institution** • **Conversion of Women's Institution into Co-Ed Institution and vice-versa** • **Conversion of Diploma Level into Degree Level and vice-versa**

1.1   Introduction

a.   A new Technical Institution shall be established by providing infrastructure and other requirements as per the Approval Process Handbook.

b.   New Technical Institution offering technical Course(s)/ Programme(s) shall not be established without prior approval of the Council.

c.   Technical Institution shall satisfy the land norms given in Appendix 4 of Approval Process Handbook.

d.   Admission Authority/ Body/ Institution shall not permit admission of students to a Technical Programme which is not approved by the Council.

e.   **Applicants are advised to apply only if the building for the first year is complete as per the Infrastructure requirements in all respects at the time of submitting the application on the AICTE Web-Portal** *www.aicte-india.org*

f.   The applications received shall be processed as per the procedures, norms and standards prescribed in the Approval Process Handbook. The Institution should also adhere to the existing Central, State and Local laws.

1.2   Time Schedule for processing of applications

a.   AICTE shall notify through a Public Notice in the leading newspapers and through the AICTE Web-Portal from time to time, inviting applications with cut off dates for various purposes and processing thereof. **The time schedule mentioned in the Public Notice shall be final and binding.** To process any request from the Institution regarding approval, online application is mandatory. @@Applications submitted offline are not valid.

b.   The last date of submission of application shall mean submission of application on Portal and generation of pay in slip not later than the last date as mentioned in the time schedule for the said purpose and as notified in the Public Notice published in the leading newspapers and through the AICTE Web-Portal.

c.   Enclosures to be submitted at various stages in the approval process shall be as per Appendix 16.

1.3   Seeking approval of the Council

1.3.1 Application for

a.   Setting up new Technical Institution offering one Technical Programme at Diploma/ Post Diploma/ Degree/ Post Graduate Degree and Post Graduate Diploma Level for conducting Programmes in

Engineering and Technology, MCA, Architecture, Planning, Management, Pharmacy, Hotel Management and Catering Technology and Applied Arts and Crafts

b. Change of Site/ Location of the Institution

c. Closure of the Institution

d. Conversion of Women's Institution into Co-Ed Institution and vice-versa

e. Conversion of Diploma Level into Degree Level and vice-versa

1.3.2 Requirements and Eligibility

a. A Society registered under the Societies Registration Act, 1860 through the Chairman/ President or Secretary of Society or

b. A Trust registered under the Indian Trust Act, 1882 as amended from time to time or any other relevant Acts through the Chairman/ President or Secretary of the Trust or

c. A Company established under Section 8 of Companies Act, 2013 or

d. Central or State Government/ UT Administration or by a Society or a Trust registered by them.

e. Apart from the above bodies as mentioned in a, b, c and d any other body formed under Public Private Partnership (PPP) or under Build Operate Transfer (BOT) mode through an Officer authorized by Central/ State Government/ UT.

1.3.3 Institutions applying under MHRD Schemes

a. In terms of policy initiatives of MHRD, Government of India for promotion of Technical Education in un-served/ underserved Districts across the country for opening of Polytechnics by the respective State Government/ UT under the Scheme of "Sub-Mission on Polytechnics", the list of Districts identified under this scheme is given in Annexure 1. The scheme shall be applicable to the Districts in Annexure where no Polytechnics are already available. If any of the mentioned Districts are carved out administratively, then those carved out Districts shall also be considered under the Sub-Mission Scheme.

b. Policy initiatives of MHRD to establish Engineering College/ Technical Institution by the respective State Government/ UT in "Educationally Backward Districts/ Left Wing Extremism (LWE) affected" as notified by the Central Government from time to time (or) in a district where there is no such Institution. The list of Districts identified as Higher Educationally Backward Districts is given in Annexure 1. If any of the mentioned Districts are carved out administratively, then those carved out Districts shall also be considered under the Educationally Backward/ LWE Scheme.

c. The concerned State Government/ UT seeking approval of AICTE for these Institutions under the above mentioned schemes is required to apply individually online on the AICTE Web-Portal. Applications shall be processed by way of obtaining an undertaking from the Chief Secretary of the respective State Government/ UT that the land has been transferred in the name of the proposed Institutions, sufficient funds have been allotted to start the construction of the permanent campus and that these proposed Institution(s) are being established in the respective State under the above mentioned Schemes initiated by the MHRD. The Institutions shall function in a temporary campus and will move to their permanent campus within 2 years from the date of Letter of Approval (LoA). However, AICTE shall send Expert Visit Committee to Institution to assess the status of readiness of the State Government/ UT for

operationalization of these Institutions in terms of arrangements such as hiring/ existing temporary accommodation, minimum infrastructure required including Laboratory, equipment, staff/ faculty for such proposals.

1.3.4 @@Existing Institutions approved by other recognized bodies, seeking approval for the first time from AICTE for conducting technical Programmes

   a.   The Institutions approved by the Council of Architecture in the previous Academic Years.

   b.   Non-Technical Institutions seeking approval for conducting MCA/ MBA.

   c.   University Departments/ Constituent Colleges seeking approval for conducting Diploma/UG/PG Programmes in technical education.

   d.   In all the above cases, Institutions seeking approval for the first time from AICTE shall submit an application as a new Technical Institution for all their existing technical Programmes and Courses.

   e.   Further, Institutions seeking approval, apart from their existing Courses, separate building and Principal are not required. However, in such cases all other norms (as per Approval Process Handbook 2018-19) such as separate Head of the Department, faculty, infrastructure, built-up area, etc. should be fulfilled.

1.3.5 The applicants (except for closure of Institution) fulfilling the following conditions on or before the last date prescribed for receipt of application by the Council shall be eligible to apply.

   a.   The Promoter Society/ Trust/ Company shall have the land as required and has its lawful possession with clear title in the name of the Promoter Society/ Trust/ Company on or before the date of submission of application.

      Further to that it shall be open for the Promoter Society/ Trust/ Company of the proposed Institution to mortgage the land with the prior intimation to AICTE after the issue of Letter of Approval (LoA), only for raising the resources for the purpose of development of the Technical Institution situated on that land.

   b.   Land/ built-up area requirement for Technical Institution shall be per Appendix 4.

- Plot(s) of land under consideration shall be contiguous and shall have no obstacles such as river, canals, rail tracks, highways, high tension lines or any such entity hampering continuity of land. In case, if obstacles come later, connectivity shall be ensured and proper Safety Certificate should be produced from Competent Authority.

- Land use Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.

- Land conversion Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.

- Land classification Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.

- State wise Competent Authorities for issuing the Certificates pertaining to Land/ Building are given in Annexure 2.

- Certificate of Occupancy/ Completion (as applicable) shall be obtained from the Competent Authority (as per standard format prescribed by the issuing Authority). State wise Competent Authorities for issuing the Occupancy/ Completion Certificate are given in Annexure 3.

c. Building for the first year should be completed in all respects as per the Infrastructure requirements. Building plan for the entire duration of the Programme(s) of the Institution shall be prepared by an Architect registered with Council of Architecture/ Licensed Surveyor and shall be approved by the Competent Authority as designated by concerned State Government/ UT.

d. Instructional area/ Administrative area/ Amenities area requirements as stated in the Appendix 4 shall be applicable for a Technical Institution.

e. Access and Circulation Area (ACA) shall be 25% of built-up area.

f. Central Library with Reading Room: Programme wise area requirement shall be as per Appendix 4.

g. Computer Centre: Programme wise area requirement shall be as per Appendix 4.

h. Requirement of Computers, Software, Internet and Printers shall be as per Appendix 5.

i. Requirement of Laboratory equipment and Experiments shall be as per Appendix 5 (as per the curriculum of respective Affiliating University/ Board).

j. Requirement of books and Library facilities for each Programme shall be as per Appendix 5.

k. Requirement of e-Journals shall be as per Appendix 10.

l. Essential and desired requirements shall be as per Appendix 6.

m. The head of the "Technical Institution" shall be named as "Principal/ Director" having qualifications satisfying existing norms as defined for Principal in a Programme of the Technical Institution.

1.3.6 The fund position of the applicant (Self-financing Institutions, Private Universities) in the form of FDRs and/ or Bank accounts in Nationalized Bank or Scheduled Commercial Banks recognized by Reserve Bank of India shall be as under on the date of Scrutiny.

	Programme proposed (Degree, Post Graduate Degree, Diploma and Post Diploma)	Total minimum funds required as proof of operational expenses at the time of Scrutiny in the name of Society/ Trust (₹ in Lakh)
i	Engineering and Technology	100
ii	Pharmacy	50
iii	Hotel Management and Catering Technology	50
iv	Architecture and Planning	50
	a. Architecture b. Planning	
v	Applied Arts and Crafts	50
vi	MCA	50
vii	Management	50

1.3.7 The applicants shall not use name of the Technical Institution in such a way that the abbreviated form of the name of the Technical Institution becomes **IIM/ IIT/ IISc/ NIT/ IISER/ IIIT/ IIEST/ AICTE/ UGC/ MHRD/ GoI**. The applicant shall also not use the word(s) Government, India, Indian, National, All India, All India Council, Commission anywhere in the name of the Technical Institution and other

names as prohibited under the Emblems and Names (Prevention of Improper Use) Act, 1950. Provided that the restrictions mentioned above shall not be applicable, if the Technical Institution is established by Government of India or its name is approved by the Government of India.

1.3.8 @@Existing names of the Institutions within the State shall not be used. Name of the "Technical Institution/ Trust/ Society/ Company" for which approval is accorded by the Council shall not be changed without the approval of the Council. The Council shall permit the change in name as per laid down procedures as given in Approval Process Handbook 2018-19.

1.3.9 A maximum of five Courses as per Appendix 2 shall be approved for a New Institution at the level of a Diploma (Polytechnic) or a Degree Institution (UG/ PG), a combination of Diploma, UG and PG shall not be approved, in case of Engineering and Technology.

1.3.10 Applications for the cases listed in Clauses 1.3.1 (a) and (e) are not eligible to apply for Second Shift/ Part Time/ NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries and Twinning/ Fellowship Programmes. However, the Institutions shall be eligible for the same after one batch of students pass out.

1.4   Submission of Application

1.4.1 User ID and Password

a. An unique USER ID will be allotted to each new application for setting up a new Institution on payment of ₹5000/ - (Five Thousand Only), through the payment gateway on the AICTE Web-Portal *www.aicte-india.org*

b. Institutions applying for Change of Site/ Location/ Closure of Institution/ Conversion of Women's Institution into Co-Ed Institution and vice-versa/ Conversion of Diploma Level into Degree Level and vice-versa shall apply from their current Login itself.

c. If any existing Institution has not obtained a USER ID/ Password previously, a new unique USER ID shall be allotted to applicants on payment of ₹5000/ - (Five Thousand Only), through the payment gateway on the AICTE Web-Portal *www.aicte-india.org*

d. If any existing Institution has forgotten the Password, the Institution shall apply to RO with an Affidavit[1] for "forgotten Password" along with the proof of payment made. RO shall verify and upload in the Web-Portal for allotment of Password to the applicants for further processing.

e. Using the USER ID, the application in the prescribed Format shall be filled and submitted on the AICTE Web-Portal *www.aicte-india.org*. Using this USER ID, the applicant will be able to track the status of the application at various stages of processing.

1.4.2 Details of Technical Education Development and Regulatory (TEDR) Charges

a. @@For Setting up new Technical Institution offering Technical Programme at Diploma/ Post Diploma/ Degree/ Post Graduate Degree and Post Graduate Diploma :

	Type of Institution applied for	TEDR Charges ₹ in Lakh
i	Minority Institution	6.0
ii	Institution set up in J&K, North Eastern States other than Government/ Government aided/ Central University/ State University	6.0
iii	Institution set up exclusively for women other than Government/	6.0

	Government aided/ Central University/ State University	
iv	All other Institutions	8.0
v	@@ALL Institutions including (i) to (iv) above whose application was rejected and issued Final LoR in the preceding one year i.e. 2017-18*	3.0
vi	@@Existing Institutions approved by Council of Architecture in the previous Academic Years and seeking approval for the first time from AICTE / Non-Technical Institutions conducting MCA/ MBA and seeking approval for the first time from AICTE	2.0
vii	Government/ Government aided/ Central University/ State University	Nil

* Not applicable for Institutions whose application was rejected and issued Final LoR in 2017-18 and whose TEDR Charges was refunded under Clauses 1.4.7.b and 1.11.j of this Chapter. Such Institution shall apply afresh as a new Institution.

Institutions applying under (v) are not eligible for refund of TEDR Charges under Clauses 1.4.7.b and 1.11.j of this Chapter.

b. For Change of Site/ Location, Closure of Institution, Conversion of Women's Institution to Co-Ed Institution and vice-versa, and Conversion of Diploma Level into Degree Level and vice-versa.

	Type of Institution	Change in Site/ Location (₹ in Lakh)	Closure of Institution (₹ in Lakh)	Conversion of Women's Institution to Co-Ed Institution and vice-versa (₹ in Lakh)	Conversion of Diploma Level into Degree Level and vice-versa (₹ in Lakh)
i	Minority Institution	2.0	0.25	2.0	5.0
ii	Institution set up in J&K, North Eastern States other than Government/ Government aided/ Central University/ State University	2.0	0.25	2.0	5.0
iii	Institution set up exclusively for women other than Government/ Government aided/ Central University/ State University	2.0	0.25	2.0	5.0
iv	All other Institutions except Government/ Government aided/ Central University/ State University	3.0	0.50	3.0	7.0
v	Government/ Government aided/ Central University/ State University	Nil	Nil	Nil	Nil

c. In extraordinary circumstances, if additional Scrutiny/ Expert Visit Committee has to be conducted, the applicant has to remit ₹2.0 Lakh through online.

d. The TEDR Charges shall be paid through the AICTE payment gateway on the Portal, through Corporate Internet banking within the deadline failing which, the application shall not be considered. Applications shall be accepted subject to realization of the Payment. Only those applications submitted within the last date including payment shall be considered for processing.

1.4.3   All applicants shall ensure that the data entered/ edited are correct. Facility to edit the data is available until the submission of the data by pressing the "submit" tab.

After pressing the "submit" tab, the data entered shall not be allowed for any further correction, till the processing of application is completed. Applicants shall exercise utmost caution before pressing the "submit" tab.

Submission of an application on Web-Portal on or before the last date as mentioned in the schedule is mandatory.

1.4.4   All applicants shall submit an Affidavit[4] sworn before First Class Judicial Magistrate or Notary or an Oath Commissioner on ₹100/ - Non-judicial stamp paper/ e-stamp paper. In case of any false information, AICTE shall invoke the provisions, both civil and/ or criminal as per the Regulations in place.

1.4.5   A printout of the complete online application as submitted on the AICTE Web-Portal, along with the proof of payment, and documents mentioned as per Appendix 16 duly attested by the Secretary of the Trust shall be submitted on the date of Scrutiny at the Regional Office, along with a stamped receipt from an authorized signatory of Affiliating University/ Board and Concerned State Government/ UT as proof of submission of these documents, failing which the Scrutiny shall not be conducted.

1.4.6   Applications complete in all respects and in order shall only be processed.

1.4.7   @@Views of State Government/ UT and Affiliating University/ Board

a.   The State Government/ UT and the Affiliating University/ Board shall forward to the concerned Regional Office of the Council, their views on the application received by them, within a period of **21 days** from the date of receipt of the application of an Institution, with valid reasons or otherwise along with the perspective plan of the Concerned State and in any case, not later than the last date of submission of application as per the prescribed schedule of AICTE. Perspective Plan provided by different States are presented in the AICTE Web-Portal.

b.   Based on the Perspective Plan of the Concerned State/ UT, if any State Government/ UT has not given the NOC for setting up of new Institution, the Scrutiny/ Re-Scrutiny Committee shall reject the application. If the application is not processed further, the TEDR Charges after a deduction of ₹50000/ - (Rupees Fifty thousand only) shall be refunded to the applicant.

c.   In the absence of receipt of views from the State Government/ UT and/ or the Affiliating University/ Board on the application of an Institution, the Council shall proceed for further processing.

1.5   Change of Site/ Location

1.5.1   Conditions for Approval of Change of Site

a.   The additional documents to be submitted for Change of Site/ Location shall be as per Appendix 16.

b.   The Change of Site/ Location shall be allowed within the jurisdiction of the Affiliating University/ Board. However, for PGDM Institutions, the Change in Site/ Location shall be allowed within the City/Town.

1.5.2   Procedure for Approval of Change of Site

a. The AICTE approved existing Institution seeking for Change of Site/ Location shall apply on Portal along with the Extension of Approval as per norms.

b. The application shall be processed as per procedure of approval for New Institution. It shall be necessary to provide built-up area as per norms required to conduct all existing Courses at new Site/ Location. Expert Visit Committee shall verify the completeness of infrastructure.

c. The equipment, library and other movable property in the existing Institution shall be shifted to new site/ location, only after approval by the Council for change of site/ location.

d. After shifting of the equipment, library and other movable property from the existing Institution to new site/ location another Expert Visit Committee shall be conducted before the start of academic session of the current Academic Year again to verify the facilities at new Site/ Location.

e. The change of site/ location shall be effected only on receipt of final approval in respect of new location and approval for activities at previous location shall cease.

f. On approval of new location, all activities of the Institution shall necessarily be carried out at newly approved location only.

g. Any violation in this respect shall lead to Withdrawal of Approval and Institution shall not be allowed to continue its activities in either location.

h. Request for approval for partial shifting of the Courses/ Programme in the Institution shall not be considered.

1.6   Closure of Institution

1.6.1   Conditions for Approval of Closure of Institution

a. The Institution shall apply for Complete Closure or Progressive Closure.

b. The additional documents to be submitted for Closure of Institution shall be as per Appendix 16.

c. In case of Complete Closure, the Institution shall be closed completely in one instance.

d. In case of Progressive Closure, closure at the first year level shall be allowed in the current Academic Year. However, the subsequent years of working shall lapse at the end of each Academic Year progressively.

e. Final closure order in case of Progressive Closure shall be issued after completion of the Programme(s) and submission of Affidavit[2] by the Institution.

f. Once Complete Closure is approved, the Promoter of the said closed Institution shall have to apply only afresh for starting new Technical Programme. However, this is not applicable for Institutions approved for Progressive Closure. Such Institutions shall be considered after final closure order is issued by the Council before submission of application for establishment of new Institution.

g. Complete Closure or Progressive Closure is subject to no pending court case filed against the Institution by AICTE, and no Charge sheet filed against the Institution.

1.6.2   Procedure for Approval of Closure of Institution

a. The AICTE approved Institution seeking closure of Institution shall apply on Portal for the closure of the Institution as per the norms.

b. Scrutiny Committee shall verify the correctness of the documents.

c. Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO.

d. Scrutiny Committee Report shall be placed before Regional Committee for further processing.

e. The closure of the Institution shall be effected only on receipt of approval by the Council.

1.6.3 @@The application for the closure is valid for the duration of the respective programme offered by the Institution within which the Institution should submit the required mandatory documents. Else, AICTE may close the Institution with the intimation to the Affiliating University/Board and the State Government/UT and shall issue a Public Notice regarding the same.

1.7   Conversion of Women's Institution into Co-Ed Institution and vice-versa

1.7.1 Conditions for Approval of Conversion of Women's Institution into Co-Ed Institution and vice-versa.

a. The admission of students in the Institution for three consecutive years should be less than 60%, in case of Conversion of Women's Institution into Co-Ed Institution.

b. The additional documents to be submitted for Conversion of Women's Institution into Co-Ed Institution and vice-versa shall be as per Appendix 16.

1.7.2 Procedure for Approval of Conversion of Women's Institution to Co-Ed Institution and vice-versa

a. The AICTE approved Institution seeking approval for Conversion of Women's Institution to Co-Ed Institution and vice-versa shall apply on Portal along with the Extension of Approval as per the norms.

b. The application shall be processed as per the procedure of approval for New Institution.

c. It shall be necessary to provide built-up area as per norms required to conduct all existing Courses.

d. The conversion from Women's to Co-Ed Institution and vice-versa shall be effected only after grant of approval by the Council.

1.8   Conversion of Diploma Level into Degree Level and vice-versa

1.8.1 Conditions for Approval of Conversion of Diploma Level into Degree Level and vice-versa.

a. The Standalone Institution in existence for a minimum period of 5 years.

b. The additional documents to be submitted for Conversion of Diploma Level into Degree Level and vice-versa shall be as per Appendix 16.

c. **Merging of Courses is not permitted.**

d. **Conversion of Level shall be permitted ONLY for Regular/ First Shift Courses.**

e. Conversion shall be permitted for all the Courses in the said Level and partial conversion of few Courses in the said Level is not permissible. In case, closest available nomenclature does not exist in Annexure 4A or 4B, then such Courses shall have to be applied for closure.

1.8.2 Procedure for Approval of Conversion of Diploma Level into Degree Level and vice-versa

a. The Institution shall have to apply for Progressive/ Complete Closure of Regular/ First Shift and Second Shift/ Part Time (if existing) including PG Courses, if any, for the existing Courses and Level(s).

b. The AICTE approved Institution seeking approval for Diploma Level into Degree Level and vice-versa shall apply for the Courses corresponding to the existing one as per Annexure 4A or 4B (as applicable) on Portal as per the norms. In case, closest available nomenclature does not exist in Annexure 4A or 4B, then such Courses shall not be permitted for Conversion.

c. The Institution may also seek change in the name of the Institution.

d. The application shall be processed as per the procedure of approval for New Institution.

e. It shall be necessary to provide Instructional area and Faculty as per norms required to conduct all Courses.

f. The conversion from Diploma Level into Degree Level and vice-versa shall be effected only after grant of approval by the Council.

Note: Land relaxation and refund of additional Security Deposit shall not be allowed for Institutions applying for conversion of Degree Level into Diploma Level. In case of applications seeking vice-versa, the norms as per Approval Process Handbook 2018-19 shall have to be fulfilled.

1.9 Procedure for approval of New Institutions

1.9.1 Evaluation of application by Scrutiny/ Re-Scrutiny Committees

a. The applications shall be evaluated by a Scrutiny Committee constituted by the Regional Officer by selecting members through automated selection process provided on the AICTE Web-Portal. However, under extraordinary circumstances the Committee shall also be constituted manually with the prior approval of the Chairman.

b. Concerned Regional Officer or an Officer of the Council shall assist the Committee and place relevant records and documents before the Committee and make necessary arrangements for conduct of the meetings, however, he/ she shall not be part of the Committee.

c. Applicants shall present their application and **ALL** original documents along with self-attested copies as per Appendix 16 of Approval Process Handbook, before the Scrutiny Committee. Applicants shall adhere to Scrutiny schedule and not to remain absent at the time of Scrutiny.

d. The Scrutiny Committee shall verify the authenticity of the documents submitted by the applicant as mentioned in the Appendix 16 and shall countersign all the documents that are accepted. All pages of the application along with documents submitted by the applicant shall be countersigned by all the members of the Scrutiny Committee.

e. Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the applicant Society/ Trust/ Company through Web-Portal.

f. Applicants who are communicated deficiencies or remain absent at the time of Scrutiny shall be eligible for Re-Scrutiny. The date and time for Re-Scrutiny shall be informed by the concerned Regional Office.

g. The Re-Scrutiny Committee shall verify only the deficiencies pointed out by the Scrutiny Committee as per the norms and standards and shall countersign all the documents that are accepted.

h. The Regional Officer shall ensure and certify that all the fields of the Scrutiny Report are filled completely.

i. Applications which are found to be in order in all respects by the Scrutiny Committee or Re-Scrutiny Committee shall be processed further for an Expert Visit Committee.

j. The attested copies of original documents shall be retained by the Regional Office.

k. All applicants whose applications are recommended for Expert Visit Committee by the Scrutiny Committee, or Re-Scrutiny Committee, shall be communicated the date of Expert Visit Committee through Web-Portal.

1.9.2 Evaluation of application by Expert Visit Committee

a. The Expert Visit Committee shall verify physically the infrastructural facilities of the applicant Institution. The Expert Visit Committee shall be constituted by the Regional Officer by selection of members through automated selection process provided on the AICTE Web-Portal. However, if any member of Expert Visit Committee is unable to attend the scheduled visit or refuses or incapacitated to take part in such scheduled visit, then Regional Officer with prior or post-facto approval of the Chairman, Regional Committee shall opt to choose another expert from approved panel of the experts manually. Under extraordinary circumstances, the Expert Visit Committee shall also be constituted manually by the Regional Officer with prior approval of the Chairman.

b. Role and responsibility of the Expert Visit Committee: An Expert Visit Committee shall visit the proposed premises of the Institution to verify the following:

• Readiness with respect to Appendix 4, i.e. instructional, administrative and amenities area requirements for the first year for Technical Institution as per the building plan duly accepted and counter signed by the Scrutiny Committee members

• Readiness with respect to Appendix 5, i.e. Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals and Library facilities for Technical Institution

• Readiness with respect to Appendix 6 i.e. Essential and desired requirements for Technical Institution

• Progress related to appointment of Principal/ Director and faculty with respect to the norms, standards and conditions prescribed by the Council

c. Concerned Regional Officer shall make necessary arrangements for conduct of the Expert Visit Committee, however, he/ she shall not be a part of the Committee.

d. Expert Visit Committee shall have access to the Report of the Scrutiny Committee and Re-Scrutiny Committee.

e. Expert Visit Committee shall verify actual availability of equipment as per the syllabus of the Affiliating University/ Board, computers, software, internet, printers, book titles, book volumes,

subscription of National and International e-Journals and Stock Registers. Mere presentation of Purchase Orders/ Payment records for subscription etc. without actual availability shall not be considered.

f. Expert Visit Committee shall also verify documents in original as in Appendix 16 with respect to actual infrastructure visited.

g. The applicant shall arrange for Video recording at his/ her own expense with date and time of the entire proceedings of the Expert Visit Committee, which shall form part of the Expert Visit Committee Report.

h. The applicant shall also arrange Internet ready Laptop/ desktop, scanner and printer to the Expert Visit Committee.

i. The Expert Visit Committee shall submit the following to the RO:

* Its visit Report in the prescribed format.
* Attested Copies of all documents (as applicable) as mentioned in Appendix 16.
* Video recording of Expert Visit Committee during visit.
* Attendance sheet duly signed/ digitally authenticated by the Expert Visit Committee members and representatives of applicant Trust/ Society/ Company present during the visit

j. The Regional Officer shall ensure and certify that all the fields of the Expert Visit Committee Report are filled completely.

k. The scanning and uploading of the Scrutiny/ Re-Scrutiny Committee Report and Expert Visit Committee Report shall be done by the concerned Regional Office of the Council.

1.10   Evaluation of application

a. The Reports of Scrutiny Committee, Re-Scrutiny Committee and Expert Visit Committee shall be made available to the Regional Committee. The Regional Committee shall consider these Reports along with views of concerned State Government/ UT based on the Perspective Plan and Affiliating University/ Board, if any, and recommend the application for further processing. The Regional Officer shall ensure and certify that all the fields of Regional Committee Report are filled completely.

b. Regional Officer concerned, while forwarding the recommendations of the Regional Committee for further processing of issuance of LoA or otherwise to AICTE Head Quarter shall verify that the procedures prescribed under these Regulations and Approval Process Handbook are followed by the Scrutiny/ Re-Scrutiny Committee, Expert Visit Committee and the Regional Committee.

c. The Bureau concerned at AICTE Head Quarter shall also verify that the procedures and parameters prescribed under these Regulations and Approval Process Handbook are followed. The concerned Officer in Approval Bureau shall ensure and certify that all the fields of all the Reports are filled completely and are in order. If not, the same shall be brought to the notice of the Council.

d. @@The applications rejected by the Regional Committee shall be placed before the Standing Hearing Committee.

e. The schedule for Standing Hearing Committee shall be notified on the Web-Portal. Applicants/ Institutions should adhere to the given schedule of Standing Hearing Committee and not to remain absent in view of the stern time limits given by the Supreme Court.

f. Two representatives of the Institution shall be invited to present their case along with the supporting documents before the Standing Hearing Committee. The recommendations of Standing Hearing Committee shall be placed before the Executive Committee for approval.

1.11 Grant of Approval

a. The Executive Committee after considering the recommendations of the Regional Committee and Standing Hearing Committees shall take decision for grant of approval or otherwise. The decisions taken by the Executive Committee are ratified by the Council.

b. Applicants, whose applications are recommended for grant of approval by the Executive Committee, shall be informed for submission of Security Deposit along with an Affidavit[3].

c. The decision of the Executive Committee shall be uploaded in the Web-Portal in the form of a Letter of Approval (LoA) or Letter of Rejection (LoR) with the specific reasons for rejection of the application.

d. Applicants as in Clause 1.11 (b) of Approval Process Handbook shall deposit the prescribed amount in AICTE's bank account as applicable to the category of the Institutions indicated below:

Security Deposit applicable for Institutions under different Programmes ₹ in Lakh						
Programme	Under Graduate		Post Graduate Degree and Post Graduate Diploma		Diploma and Post Diploma	
	Minority/ Women's/ J&K/ North Eastern States	Others	Minority/ Women's/ J&K/ North Eastern States	Others	Minority/ Women's/ J&K/ North Eastern States	Others
Engineering and Technology	28.00	35.00	28.00	35.00	12.00	15.00
Pharmacy	12.00	15.00	12.00	15.00	12.00	15.00
Architecture and Planning	12.00	15.00	12.00	15.00	12.00	15.00
a. Architecture b. Planning						
Applied Arts and Crafts	12.00	15.00	12.00	15.00	12.00	15.00
Management	-	-	12.00	15.00	12.00	15.00
HMCT	12.00	15.00	12.00	15.00	12.00	15.00
MCA	-	-	12.00	15.00	-	-

e. The amount deposited by the Institution shall remain with the Council for 10 years. The interest accrued on this deposited amount shall be credited to the Council and shall be utilized by AICTE for Quality improvement Programme for faculty and giving Scholarships to students.

f. Applicants, whose applications are recommended for Conversion of Women's to Co-Ed or Conversion of Diploma Level into Degree Level, shall create the Security Deposit for the remaining amount as per the requirements of Approval Process Handbook for the remaining period of 10/ 8 years, as applicable. No deposit is required where NOC was already issued to the Institution for the release of the earlier FDR.

g. The Principal amount shall be returned to the Society/ Trust/ Company on expiry of the term. However, the term of the deposited amount could be extended for a further period as shall be decided on case to case basis and/ or forfeited in case of any violation of norms, conditions, and requirements and/ or non-performance by the Institution and/ or complaints against the Institution.

h. **Validity of the Letter of Approval, if issued, shall be for two Academic Years from the date of issue of Letter of Approval, only for obtaining affiliation from the respective University/ Board and fulfilling State Government/ UT requirements for admission in the current session**. Even, if the Institution fails to admit the students in the current Academic Year due to non-affiliation by the University/ Board or non-fulfillment of State Government/ UT requirements, the Institution has to apply online on AICTE Web-Portal for Extension of Approval for the **next academic session**.

i. An Expert Visit Committee may be conducted any time before the first batch of students has passed out, to verify the fulfillment of the norms as per Approval Process Handbook.

j. @@If the application for new Institution/Conversion of Diploma Level into Degree Level and Vice-Versa is rejected at the level of Scrutiny/Re-Scrutiny, the TEDR Charges after a deduction of ₹50000/ - (Rupees Fifty Thousand only) shall be refunded to the applicant.

k. **The Council shall normally not grant Conditional Approval to any Institution.**

l. Applications made by the existing Institutions for Conversion of Women's to Co-education and vice-versa, Conversion of Diploma level into Degree level and vice-versa and change of Site/ Location and rejected by Council shall be processed for Extension of Approval as per Chapter II of Approval Process Handbook. The allotment of additional/ new Course shall be governed as per Chapter II.

m. For Closure of Course(s), the applicant shall submit the relevant NOCs on or before 31st December of the respective Academic Year. In all other cases, NOCs should be submitted along with the application.

n. Applications of existing Institutions who have applied for closure of Institution, and if such application is not approved by the Council due to certain deficiency; the Institution shall be given EoA with ZERO Intake for that year. However, Institution shall not be eligible for any refund of TEDR Charges. Such Institutions shall submit all relevant documents after all the students have passed out (or) redistributed to nearby AICTE approved Institutions through the affiliating University/Board and seek official closure of the Institution.

o. @@An Institution/ applicant, if aggrieved by the decision of Executive Committee, shall have the right to **appeal** to the Council as per the Procedure given in 1.13 of this Chapter and the final decision of the Council shall be uploaded on or before 30th April of the Calendar Year.

1.12 Appointment of Principal/ Director and teaching staff in newly approved Institution/ Programme

a. New Institutions granted Letter of Approval shall comply with appointment of teaching staff and Principal/ Director as the case may be, as per Policy regarding minimum qualifications pay scales etc., as prescribed in the Approval Process Handbook.

b. Institutions shall appoint teaching staff/ Principal/ Director and other technical supporting staff and administrative staff strictly in accordance with the methods and procedures of the concerned Affiliating University/ Board, State Government/ UT and Honourable Court directions, if any, and as applicable in the case of selection procedures and selection Committees.

c. The information about these appointments of staff in the prescribed Format shall also be uploaded on the Web-Portal of AICTE.

d. In no circumstances, unless the appointment of all teaching and other staff is in place, the Institutions shall commence the Programme.

1.13 Appeal Procedure

a. @@As per the provision laid down in Clause 1.11.o, an Institution/ applicant, if aggrieved by the decision of the Executive Committee shall submit their grievance with suitable justification to the Council **within 7 days from the date of uploading of LoR.** The Grievance Committee shall verify the justification given and the genuinity of the same. The Committee reserves its right to consider/reject the request.

b. Appeals considered by the Grievance Committee shall be permitted to present their case before the Standing Appellate Committee. The appeal schedule shall be notified on the Web-Portal.

c. Applicants should adhere to the given schedule of Standing Appellate Committee and not to remain absent in view of the stern time limits given by the Supreme Court.

d. An Officer of the Council concerned shall assist the respective Committee and place relevant records and documents before the Committee and make necessary arrangements for conduct of the meetings; however, he/ she shall not be part of the Committee.

e. Two representatives of the Institution shall be invited to present their case along with the supporting documents before the Standing Appellate Committee.

f. The concerned Officer in Approval Bureau shall ensure and certify that all the fields of all the Reports are filled completely. The Report of the Standing Appellate Committee shall be uploaded on the Web-Portal and the same shall be placed before the Council whose decision shall be final.

g. If the Standing Appellate Committee recommends for Scrutiny/ Expert Visit Committee, the same shall be conducted as per Clause 1.9.1 and 1.9.2 respectively of this Chapter.

h. The Report of the Scrutiny and/ or Expert Visit Committee (recommended as per Clause 1.13 (g) as applicable), shall be placed along with the observations of the Approval Bureau, before the Standing Appellate Committee on the date and time scheduled by AICTE. Representatives of the Institution shall be invited to present their case along with the supporting documents, before the Standing Appellate Committee, only in case of first Expert Visit Committee of the Institution and if Expert Visit Committee happened only after Standing Appellate Committee recommendations since in all other cases a chance would have already been given to the Institution to present their case before Standing Appellate Committee regarding deficiencies noted by Expert Visit Committee.

i. The concerned Officer in Approval Bureau shall ensure and certify that all the fields of all the Reports are filled completely. The recommendations of the Standing Appellate Committee shall be placed before the Council whose decision shall be final and the same shall be uploaded on the Web-Portal.

j. Applicants, whose applications are recommended for grant of approval by the Council, shall be informed for submission of Security Deposit along with an Affidavit[3].

k. A final Letter of Approval/ Letter of Rejection shall be issued to the Institution through Web-Portal, on or before 30th April of the Calendar Year, with the reasons for rejection of the application.

l. LoA shall not be granted after 30th April, 2018 in view of the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA no.9048/ 2012.

1.14   Process flowchart for establishment of a new Institution is given in Annexure 5.

Chapter II

Grant of Approval through single application for the following:

- **Extension of Approval to the existing Institutions/ Continuation of approval after a break in the preceding Academic Year/ Restoration**
- **Extended EoA**
- **Increase in Intake/ Additional Course(s)**
- **To Start Diploma in Degree Pharmacy Institutions and Vice-Versa**
- **Conversion of PGDM Institutions into MBA Institutions**
- **Conversion of Second Shift Courses into First Shift Courses**
- **Introduction of Part Time Programmes**
- **Introduction of Integrated Degree in Engineering and Technology**
- **Introduction of Integrated/ Dual Degree in Management**
- **Introduction of Integrated Degree in MCA**
- **Introduction of Integrated Degree in Hotel Management and Catering Technology (HMCT)**
- **Introduction of Fellowship Programme in Management**
- **Introduction of Supernumerary Seats for Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIO)/ Children of Indian Workers in Gulf Countries**
- **Introduction of Non Resident Indian(s) Seats**
- **Change in name of the Course/ Reduction in Intake/ Closure of Programme and/ or Course**
- **Change in name of the Institution or Affiliating University/Board**
- **Change in name of the Trust/ Society/ Company**

2.1   Introduction

a. Institution offering technical education shall not continue technical Courses or Programmes beyond the specified period of approval given by the Council.

b. Each Institution offering Technical Programme at Diploma/ Post Diploma/ Degree/ Post Graduate Degree and Post Graduate Diploma Level shall submit an application to the Council, every year for Extension of Approval of Courses offered by the Institution.

c. Merging of Institutions having individual Permanent IDs into a single Permanent ID is not permissible.

2.2   Time Schedule for Processing of Applications

a. AICTE shall notify through a Public Notice in the leading newspapers and through the AICTE Web-Portal from time to time inviting applications with cut off dates for various purposes and processing thereof. The time schedule mentioned in the Public Notice shall be final and binding. To process any request from the Institution regarding approval, online application is mandatory. Applications submitted offline are not valid.

b. The last date of submission of application shall mean submission of application on Portal and generation of pay in slip not later than the last date as mentioned in the time schedule for the said purpose and as notified in the Public Notice published in the leading newspapers and through the AICTE Web-Portal.

c. Enclosures to be submitted at various stages in the approval process are as per Appendix 17.

2.3 Submission of application

2.3.1 Allotment of USER ID

a. The Existing Institutions shall use the USER ID's allotted to them previously.

b. If the Institution has not obtained a USER ID/ Password previously, an unique USER ID shall be allotted to applicant Institutions on payment of ₹5000/ - (Five Thousand Only), through the payment gateway on the AICTE Web-Portal *www.aicte-india.org*

c. If any existing Institution has forgotten the Password, the Institution shall apply to RO with an Affidavit[1] for "forgotten Password" along with the proof of payment made. RO shall verify and upload in the Web-Portal for allotment of Password to the applicants for further processing.

d. For the purpose of applying for Grant of Extension of Approval to existing Technical Institution, the Institution shall submit an application for Extension of Approval online on the AICTE Web-Portal *www.aicte-india.org*

2.3.2 Seek approval of the Council for

a. Extension of Approval to the existing Institutions/ Continuation of approval after a break in the preceding Academic Year/ Restoration

b. Extended EoA

c. Increase in Intake/ Additional Course(s)

d. To Start Diploma in Degree Pharmacy Institutions and Vice-Versa

e. Conversion of PGDM Institutions into MBA Institutions

f. Conversion of Second Shift Courses into First Shift Courses

g. Introduction of Part Time Programmes

h. Introduction of Integrated Degree in Engineering and Technology

i. Introduction of Integrated/ Dual Degree in Management

j. Introduction of Integrated Degree in MCA

k. Introduction of Integrated Degree in Hotel Management and Catering Technology (HMCT)

l. Introduction of Fellowship Programme in Management

m. Introduction of Supernumerary Seats for Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIO)/ Children of Indian Workers in Gulf Countries

n. Introduction of Non Resident Indian(s) Seats

o. Change in name of the Course/ Reduction in Intake/ Closure of Programme and/ or Course

p. Change in name of the Institution or Affiliating University/Board

q. Change in name of the Trust/ Society/ Company

2.3.3   An unique identification number is allotted to each application for further reference. Using this number, the applicant shall be able to track the status of the application at various stages of processing through the AICTE Web-Portal.

2.3.4   An applicant using login ID and password, shall enter/ edit data as required.

2.3.5   TEDR Charges in ₹ Lakh for various applications of (Degree, Post Graduate Degree, Post Graduate Diploma, Diploma and Post Diploma Institutions)

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Type of Institution	Extension of approval			Increase in Intake/ additional Course/ Integrated/ Dual Degree Courses	Introduction or Continuation of NRI seats	Introduction or Continuation of OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats	Introduction of Fellowship Programme in Management	Reduction in Intake/ Closure of Course/ Programme/ Change in name of the Course	Change in name of Institution/ Affiliating University/ Board*	Diploma in Degree Pharmacy and vice-versa/ Conversion of PGDM Institution into MBA Institution/ Conversion of Second Shift Course into First Shift Course/ Change in name of the Trust/ Society/ Company
	Extension of approval per programme	Break in EoA/ Restoration	Amount of Late Fee							
Minority Institution	0.75	3.0	2.0	0.75	0.75	3.0	10.0	0.25	0.75	3.0
Institution set up in J&K, North Eastern States	0.75	3.0	2.0	0.75	0.75	3.0	10.0	0.25	0.75	3.0
Institution set up exclusively for women	0.75	3.0	2.0	0.75	0.75	3.0	10.0	0.25	0.75	3.0
All other Institutions	1.0	3.0	2.0	1.0	1.0	5.0	15.0	0.50	1.0	3.0
Government/ Government aided/ Central University/ State University	Nil	Nil	0.10	Nil	Nil	Nil	Nil	Nil	Nil	Nil

No fees shall be charged, if State Government/ UT changes the jurisdiction of the Affiliating University

Note:
- *For closure of PGDM Course, NOC from Affiliating University/ Board is not applicable. However, Expert Visit Committee shall be conducted and the applicant has to pay ₹2.0 Lakh for the same.*
- *TEDR Charges shall not be refunded in case of Closure of Institution/ Course, once the application is processed and issued rejection due to non-submission of NOCs from State Government/ UT/ Affiliated University/ Board/ Trust in the format prescribed by AICTE.*
- *No NOCs from University/ Board/ State Government/ UT shall be required for reduction in Intake to Non-Zero Intake and closure of Second Shift Courses.*
- *In extraordinary circumstances, if additional Scrutiny/ Expert Visit Committee have to be conducted, the applicant has to remit ₹2.0 Lakh through online.*

2.3.6   Payment

a. Above fee is applicable irrespective of number of divisions/ Courses applied for Increase/ Closure.

b. The TEDR Charges shall be paid through the AICTE payment gateway on the Portal, through Corporate Internet banking within the deadline failing which, the application shall not be considered.

c. Only those applications submitted within the cutoff date shall be considered for processing, subject to realization of the Payment.

2.3.7 All applicants shall ensure that the data entered/ edited are correct. Facility to edit the data is available until the submission of the data by pressing the "submit" tab.

2.3.8 The Portal permits the generation of Deficiency Report.

2.3.9 **After pressing the "submit" tab, the data shall not be allowed for any further correction, till the processing of application is completed.** Applicants shall exercise utmost caution before pressing the "submit" tab.

2.3.10 Submission of an application on Web-Portal on or before the last date as mentioned in the schedule is mandatory.

2.3.11 An Affidavit[4] sworn before First Class Judicial Magistrate or Notary or an Oath Commissioner on ₹100/ - Non-judicial stamp paper/ e-stamp paper is to be submitted. In case of false information, the AICTE shall invoke the provisions, both civil and/ or criminal as per the Regulations in place.

2.3.12 @@A printout of the proof of payment, Affidavit[4] and additional documents as per Appendix 17 (if applicable) shall be submitted along with a stamped receipt from an authorized signatory of Affiliating University/ Board and Concerned State Government/ UT as proof of submission of these documents (applicable for Institutions seeking approval other than EoA) within 7 days from the last date of submission of application to the Regional Office.

2.3.13 Applications complete in all respects and in order shall only be processed.

2.4 Procedure for processing of applications for EoA/ Break in EoA/ Restoration

a. Grant of Extension of Approval is based on Self-Disclosure of required facilities and infrastructure availability as submitted online on AICTE Web-Portal. If there is "Zero Deficiency" based on Self-Disclosure, then the system shall allot the Intake applied for, as per the Approval Process Handbook.

b. Institutions have to upload Occupancy/ Completion Certificate/ Building License/ Form D issued by the Competent Authority. In any case, the Structural Stability Certificate from the registered Structural Engineer shall have to be uploaded. After the expiry of a period of thirty years from the issue of Completion Certificate and every ten years thereafter Structural Stability Certificate from the registered Structural Engineer for the purpose of certifying that the building is fit for human habitation has to be submitted along with the application.

For Government buildings, the Government Building Act, 1899 is applicable.

c. The Council shall monitor for fulfillment of all norms by the Institution and in the event of non-fulfillment, the Council shall initiate penal action as per Regulations and the extended approval shall be withdrawn. In such eventuality, the Institution needs to apply afresh and remit the TEDR Charges in the subsequent years.

d. The applications received shall be processed as per the procedures, norms, standards and schedule prescribed in the Approval Process Handbook as notified by the Council. The Institution should also adhere to the existing Central, State and Local laws.

e. @@Institutions which had not applied for EoA in the preceding Academic Years inclusive of Institutions converted to University shall be considered as "Break in EoA" and shall be processed for EoA upon verification of adequate Infrastructural facilities as per Approval Process Handbook 2018-19 by an Expert Visit Committee.

f. Institutions applying for Break in EoA/ Restoration shall not be eligible for increase in Intake/ introduction of new Course(s)/ Part Time Programmes/ Introduction of NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats/ Introduction of Twinning/ Fellowship Programme and processed for EoA upon verification of adequate Infrastructural facilities as per Approval Process Handbook 2018-19 by an Expert Visit Committee.

g. **@@Institutions having Courses where admission is less than 30% of "Approved Intake" for the past 5 years consistently, the Council shall reduce 50% of the "Approved Intake" in such Courses in the current Academic Year with the approval of the Council.**

h. **@@Institutions having Courses where admission is 0 for the past 5 years, the Council shall close such Courses in the current Academic Year with the approval of the Council.**

i. EoA shall not be granted after 30th April, 2018 in view of the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA no.9048/ 2012.

2.5 Procedure for processing of applications for extended EoA

a. Each Institution offering Technical Programme shall submit an application to the Council, every year for Extension of Approval of Courses offered by the Institution. However,

In case of Institutions having at least 50% of **eligible Courses** accredited by NBA, and if the valid accreditation period is beyond 10th April 2019 and those Institutions who have applied and obtained NBA accreditation from 1st July of the corresponding Academic Year, the period of approval for such Institutions shall be for a period of a minimum of **THREE** years for the existing Courses or the Academic Year up to which the NBA accreditation is valid, whichever is more.
(OR)
In case of Institutions having UGC Autonomous status (Academic/ Administrative/ Financial Autonomous) as conferred by the affiliating University, and if the live Autonomy period is valid beyond 10th April 2019, the period of approval for such Institutions shall be for a period of **THREE** years for the existing Courses or the Academic Year up to which the Autonomy is valid, whichever is more.

b. The Institution shall have "Zero Deficiency" based on Self-Disclosure as per the Deficiency Report generated through Web-Portal.

c. No punitive action is pending against the Institution or FIR is filed by CBI or any other agency.

d. For the above said Institutions, TEDR Charges for Extension of Approval (EoA) ONLY is waived.

e. Such Institutions are however, required to submit the updated Institutional information including faculty and students on the AICTE Web-Portal as per the Schedule notified by AICTE for downloading Extension of Approval letter every year.

2.6   Processing of applications for increase in Intake/ Additional Course(s)

2.6.1   The approved Technical Institution shall expand its activities by Addition of new/ additional Courses/ divisions, in the First Shift provided they have valid National Board of Accreditation (NBA) in place for following reasons.

   a.   Increased demand of technically skilled personnel

   b.   Increased utilization of infrastructure available at the Technical Institutions

   c.   Facilitate cost effective education to masses through increased utilization of infrastructure available at the Technical Institutions

   d.   Enabling Faculty to pursue PG Education

   e.   Ensure quality of technical education being imparted

2.6.2   Eligibility Criteria

   a.   The Institution shall have valid NBA accreditation for the existing Course(s) as deemed necessary.

   b.   The Institution shall have "Zero Deficiency" based on Self-Disclosure as per the Deficiency Report generated through Web-Portal.

   c.   No punitive action is pending against the Institution or FIR is filed by CBI or any other agency.

   d.   Institutions shall be eligible for new Courses/ expansion of existing Courses, equal to the number of valid NBA accredited Courses, limited to a maximum **FOUR** new Courses/ expansion of existing Courses within the definition of Division/ Programme/ level, subject to the following conditions:

   • A maximum of two Divisions shall be allowed to be added in the existing valid NBA accredited Diploma/ UG/ PG Course(s), subject to the condition that total number of divisions after expansion per Course shall not exceed THREE Divisions
   • New Diploma/ UG Courses with only ONE Division shall be allowed at respective level including Technical Campus
   • New PG Courses with only ONE Division shall be allowed in specializations where corresponding or relevant UG Courses exist.

   Illustration for Expansion in Institutions having NBA Accredited Courses:
   An Institution XYZ offers 11 Courses (3 Diploma + 5 UG + 3 PG) out of which 2 Courses at Diploma, 3 Courses at UG and 1 Course at PG level have valid NBA accreditation as on 10th April, 2018. Such Institutions are eligible for addition (expansion) of divisions and starting new Courses as given below:

   Name of the Institution: XYZ

Courses offered	Courses with valid NBA accreditation	Eligible for Expansion/ New Course as below (A maximum of 04 Courses) in the First Shift
Diploma 1	Diploma 1	**Addition of Divisions**
Diploma 2	-	Addition of Divisions (not more than 2 in each Course) in existing
Diploma 3	Diploma 3	valid accredited Courses at Diploma + UG + PG Level (Diploma-1,
UG1	UG1	Diploma-3, UG-1, UG-3, UG-5 and PG-2) not exceeding total of 04

		Divisions.
UG2	-	**Or**
UG3	UG3	**Addition of Divisions in existing accredited Courses + starting new Courses**
UG4	-	
UG5	UG5	Addition of divisions (not more than 2 in each Course) in existing valid accredited Courses (Diploma-1, Diploma-3, UG-1, UG-3, UG-5 and PG-2) + New Course(s) with only one Division in each Course at Diploma/ UG/ PG Level (Diploma-4, Diploma-5…etc./ UG6, UG7…etc./ PG4, PG5 … etc.) but not exceeding total of 4 Divisions.
PG1	-	
PG 2	PG2	
PG 3	-	**Or**
		Starting New Courses
		Introduction of New Courses with only ONE Division in each Course at Diploma (Diploma-4, Diploma-5…etc.), UG (UG6, UG7 etc...) and PG (PG4, PG5 ………), not exceeding total of 04 Divisions.
		Note: Institution shall not be eligible for expansion in non-accredited Courses such as Diploma-2, UG2, UG4, PG1 and PG3.

e. The recently started Institutions which are not eligible for applying for NBA accreditation shall be allowed to increase in their Intake/ expansion, subject to the following ceiling:

According to NBA, a minimum of two batches shall pass out for a Course to be eligible for accreditation, for an Institution.

In view of the above, increase in Intake/ expansion in Institutions started recently offering UG/ Diploma Courses, which are in existence for less than SEVEN YEARS from the date of inception shall be considered without mandatory accreditation condition as per the following Table, subject to "Zero Deficiency" based on Self-Disclosure on the Portal.

Increase in Intake/ Expansion in Institutions without NBA accreditation

Programme	Level	Maximum No. of divisions allowed	Maximum Intake allowed
Engineering and Technology	Diploma	5	300
	UG	5	300
Pharmacy	Diploma	1	50
	UG	2	100
Architecture and Planning			
a. Architecture	Diploma	2	80
	UG	2	80
b. Planning	UG	2	80
Applied Art and Craft	Diploma	3	180
	UG	3	180
HMCT	Diploma	3	180
	UG	3	180

@@Increase in Intake/ expansion in Institutions started offering PG Courses, which are in existence for less than FIVE YEARS from the date of inception shall be considered without mandatory

accreditation condition as per the following Table, subject to "Zero Deficiency" based on Self-Disclosure on the Portal.

Increase in Intake/ Expansion in Institutions without NBA accreditation

Sl. No.	Programme	Maximum No. of divisions allowed	Maximum Intake allowed
i	MCA	3	180
ii	Management	3	180

f. @@Institutions having total intake less than the "Maximum Intake Allowed" with "Zero Deficiency" based on Self-Disclosure on the Portal, shall be permitted to increase upto the "Maximum Intake Allowed" without NBA accreditation. The same shall be considered upon verification of adequate Infrastructural facilities as per Approval Process Handbook 2018-19 with Scrutiny.

g. Institution/ Trust/ Society/ Company or a member belonging to these, if charge-sheeted, EoA to such Institution shall not be withheld on the basis of charge-sheet filed by the CBI. AICTE shall consider the grant of EoA on its merit after looking into material collected by CBI in the investigation and shall conduct Scrutiny of documents, Expert Visit Committee and Standing Appellate Committee as required.

h. No increase in Intake shall be given to Institutions where FIR/ CBI/ CVC/ any other investigation agency/ Anti Ragging/ Punitive actions are initiated by AICTE for any violation in the norms and standards where enquiries are pending. Such Applications of Institutions shall be processed through a Standing Hearing Committee and the Report shall be placed before the Executive Committee for further processing of issuance of approval or rejection.

i. In case of rejection, the applicants shall have the right to appeal and such applications shall be placed before the Standing Appellate Committee for further processing.

2.6.3 Merging of certain Regular Courses in **Engineering and Technology** in UG Degree and Diploma Courses is permitted as per the guidelines given in Annexure 4, so that the Intake after merging shall be equal to the sum total of the individual Courses and divisions, subject to the condition that total number of divisions after merging per Course shall not exceed THREE Divisions, provided the faculty student ratio be maintained. Merging is considered for all divisions of a Course while partial merging of few divisions is not permissible.

2.6.4 Institutions having an "Approved Intake" less than a Division size in any of the Regular/ First Shift Courses as prescribed by the Council may apply for Intake of full Division size themselves and shall maintain faculty student ratio accordingly, without NBA accreditation/ NOC from Affiliating University/ Board/ State Government/ UT; subject to "Zero Deficiency" based on Self-Disclosure in the Portal. However, this is not applicable in case of Institutions under penal action.

2.6.5 Procedure

Procedure for Introduction of Course/ Division shall be considered in accordance with the Intake and Number of Courses/ Divisions in the Technical Institution on fulfillment of the following requirements:

a. Institutions with any accredited Course shall be permitted to utilize the benefit of accreditation only once for increase in Intake/ additional Courses etc.

b. If an Institution is having more than FOUR accredited Courses, the accredited Courses above FOUR shall be utilized for increase in Intake/ additional Courses in the subsequent years subject to the validity of accreditation.

c. Institution getting approval for new Courses in a particular Academic Year shall also be considered for grant of NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries subject to fulfilment of norms of Approval Process Handbook.

d. Institutions with less than Seven years shall apply for closure of Course(s) and apply for increase in Intake/ new Course within the maximum permissible Intake as per Approval Process Handbook.

e. Institutions having total intake less than the "Maximum Intake Allowed" with "Zero Deficiency" based on Self-Disclosure on the Portal, shall be permitted to increase up to the "Maximum Intake Allowed" without NBA accreditation.

f. Scrutiny Committee shall verify the additional documents to be submitted for increase in Intake/ additional Courses for EoA.

g. Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

2.6.6 Institutions shall be permitted to merge similar Courses (as per Annexure 4) as per Clause 2.6.3. For example, if an Institution has Computer Science Engineering and Software Engineering, both the Courses shall be merged either to Computer Science Engineering or Software Engineering.

2.6.7 The consolidated list of all Institutions with the "Approved Intake" shall be placed by the Approval Bureau before the Executive Committee for approval or otherwise. The same shall be notified on the Web-Portal. Further the Institution shall print the Extension of approval letter along with "Approved Intake" through the Institution login.

2.6.8 An appeal shall be allowed for submitting NBA/ UGC Autonomy Certificate if it was not issued by the NBA/ UGC at the time of Scrutiny Committee.

2.7   To Start Diploma in Degree Pharmacy Institutions and Vice-Versa

a. @@Institutions offering Diploma in Pharmacy shall be permitted to start Degree in Pharmacy and vice-versa in the same Institution provided the requirement of the built-up area shall be as per Appendix 4 and maintaining Faculty: Student as per Approval Process Handbook 2018-19.

b. The Institution shall apply on the portal along with the additional documents as per Appendix 17.

c. The same shall be considered upon verification of adequate Infrastructural facilities as per Approval Process Handbook 2018-19 by an Expert Visit Committee.

d. Institutions running Degree Pharmacy Programme shall only be permitted to run Pharm.D. Programme.

• The Institutions already running Pharm.D. with the approval of PCI shall apply on the portal for approval of AICTE. The same shall be considered upon verification of adequate Infrastructural facilities as per Approval Process Handbook 2018-19 by Scrutiny.

• Applications for the introduction of Pharm.D. shall be processed as per Clause 2.6 of Approval Process Handbook 2018-19.

2.8   @@Conversion of PGDM Institutions into MBA Institutions

a. Conversion of PGDM Institutions into MBA Institutions is permissible so that the Intake after conversion shall not exceed "Maximum Allowed Intake", subject to the fulfilment of the requirements of built up area as given in Appendix 4 and maintaining Faculty: Student as per Approval Process Handbook 2018-19.

b. The Institution shall apply on the portal along with the additional documents as per Appendix 17.

c. The same shall be considered upon verification of adequate Infrastructural facilities as per Approval Process Handbook 2018-19 by an Expert Visit Committee.

2.9   @@Conversion of Second Shift Courses into First Shift Courses

a. Institutions offering Courses only in Second Shift or offering same Courses in both the First and Second Shifts shall be permitted to convert the Second Shift courses into First shift, subject to the fulfilment of the requirements of built up area as per Appendix 4 and maintaining Faculty: Student based on the combined "Approved Intake" as per Approval Process Handbook 2018-19.

b. The Institution shall apply on the portal along with the additional documents as per Appendix 17.

c. The same shall be considered upon verification of adequate Infrastructural facilities as per Approval Process Handbook by an Expert Visit Committee.

2.10   @@Introduction of Part Time Programmes

a. Part Time Programme shall be approved, subject to the same being run in the First Shift.

b. Institutions already having approval for Part Time Courses shall not be allowed to increase the intake in such Courses.

c. No Part Time course shall be approved for the Institutions running Second Shift.

d. No NRI/ Supernumerary seats shall be allotted to Part Time Programmes.

e. Duration of the Part Time Programme is as per the prevailing rules and curriculum of the Affiliating University/Board. However, the maximum duration shall not exceed 1.5 times the regular Programme.

f. Requirements and Eligibility

• Institutions having a minimum of 80% admission in the last three years consecutively.

• Institutions shall be eligible for Part Time Courses equal to 50% of that of the "Approved Intake" of the First Shift Course, limited to a maximum **FOUR** Courses with one Division per Course.

• A maximum of one Division/Course only shall be allowed.

• Existing faculty working in First Shift shall be utilized along with Guest faculty, if any.

g. Procedure for processing applications

- Scrutiny Committee shall verify the correctness of the documents.

- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

h. Student's eligibility for admission and procedure for admission

- University/Board affiliation for these Courses shall be necessary before effecting admission.

- Eligibility shall be as per Appendix 1of the Approval Process Handbook.

- State/ UT admission authority shall effect the admission for this Course.

2.11   Introduction of Integrated Degree in Engineering and Technology

a. In respect of Integrated Programmes, UGC norms shall be applicable, as per Section 4 of PART III of UGC Gazette Notification, 2014 and amended time to time.

b. Five Years Integrated Degree in Engineering and Technology leading to Master of Technology (M.Tech.), nomenclature shall be as per Major Disciplines of Engineering/ Technology given in Annexure 4.

c. Requirements and Eligibility

- AICTE approved Institutions where Courses in Engineering and Technology Programmes are already in existence shall be eligible to apply for approval of Five Years Integrated Degree in Engineering and Technology. It is mandatory for existing one Course in Engineering and Technology to be accredited by NBA to start any Integrated Degree in Engineering and Technology.

- Approval shall be considered only to those Institutions where there is "Zero Deficiency" based on Self-Disclosure.

- Approval for only one Division of 60 students shall be approved for Institutions applying for Five Years Integrated Degree in Engineering and Technology where University affiliated Courses in Engineering and Technology Programme are already in existence.

- No OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ NRI seats shall be allotted for these Courses.

- Collaboration and Twinning Programme shall not be permitted for these Courses.

- Tuition Fee Waiver shall be applicable as per provisions in Approval Process Handbook.

- Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

d. Procedure for processing applications

- Scrutiny Committee shall verify the correctness of the documents.

- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

e. Student's eligibility for admission and procedure for admission

- University affiliation for these Courses shall be necessary before effecting admission.

- Eligibility shall be as per Appendix 1of the Approval Process Handbook.

- State/ UT admission authority shall effect the admission for this Course.

2.12 **Introduction of Integrated/ Dual Degree in Management**

a. In respect of Integrated/ Dual Degree Programmes, UGC norms shall be applicable, as per Section 4 of PART III of UGC Gazette Notification, 2014 and amended time to time.

b. Five Years Integrated/ Dual Degree in Management leading to Master of Business Administration (MBA)

c. Requirements and Eligibility

- AICTE approved Institutions where Courses in Management Programme are already in existence shall be eligible to apply for approval of Five Years Integrated/ Dual Degree in Management. It is mandatory for existing Management Course to be accredited by NBA to start any Integrated/ Dual Degree in Management.

- Approval shall be considered only to those Institutions where there is "Zero Deficiency" based on Self-Disclosure.

- Approval for only one Division of 60 students shall be approved for Institutions applying for Five Years Integrated/ Dual Degree in Management where University affiliated Courses in Management Programme are already in existence.

- No OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ NRI seats shall be allotted for these Courses.

- Collaboration and Twinning Programme shall not be permitted for these Courses.

- Tuition Fee Waiver shall be applicable as per provisions in Approval Process Handbook

- Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

d. Procedure for processing applications

- Scrutiny Committee shall verify the correctness of the documents.

- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

e. Student's eligibility for admission and procedure for admission

- University affiliation for these Courses shall be necessary before effecting admission.

- The admission for this Course shall be effected on the basis of separate merit lists of students passed in various streams at 12 Std. as,

  Science stream   20 seats
  Commerce stream   20 seats
  Arts Stream   20 seats

  In case of non-availability of students from one stream, remaining seats in that stream shall be allotted to students from other two streams on equal basis. In case of non-availability of students from two streams, remaining seats in those streams shall be allotted to students from third stream.

- State/ UT admission authority shall effect the admission for this Course.

2.13   Introduction of Integrated Degree in Master in Computer Application (MCA)

a. In respect of Integrated Programmes, UGC norms shall be applicable, as per Section 4 of PART III of UGC Gazette Notification, 2014 and amended time to time.

b. Five Years Integrated Degree in Computer Applications leading to Master in Computer Application.

c. Requirements and Eligibility

- AICTE approved Institutions where University affiliated Courses in MCA are already in existence, shall be eligible to apply for approval of Five Years Integrated Degree in MCA. It is mandatory for existing MCA Course to be accredited by NBA to start any Integrated Degree in MCA.

- Approval shall be considered only to those Institutions where there is "Zero Deficiency" based on Self-Disclosure.

- Approval for only one Division of 60 students shall be approved for Institutions applying for Five Years Integrated Degree in MCA where University affiliated Courses in MCA Programme are already in existence.

- No OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ NRI seats shall be allotted for these Courses.

- Collaboration and Twinning Programme shall not be permitted for these Courses.

- Tuition Fee Waiver shall be applicable as per provisions in Approval Process Handbook.

- Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

d. Procedure for processing applications

- Scrutiny Committee shall verify the correctness of the documents.

- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

e. Student's eligibility for admission and procedure for admission

- University affiliation for these Courses shall be necessary before effecting admission.

- Eligibility as per Appendix 1of the Approval Process Handbook.

- State/ UT admission authority shall effect procedure related to admission.

2.14   Introduction of Integrated Degree in Hotel Management and Catering Technology (HMCT)

a.   Five and half Years Integrated Degree in Hotel Management and Catering Technology leading to Master degree in Hotel Management (MHMCT in the respective discipline).

b.   Master of Management in Hotel Management and Catering Technology, shall be awarded on completion of the following:

- Bachelor degree in HMCT
- Credits in Management subjects in Third Semester to Eighth Semester for HMCT
- Credits at Ninth Semester and Tenth Semester for HMCT
- Six months internship in Eleventh Semester for HMCT

c.   Requirements and Eligibility

- AICTE approved Institutions where at least one batch has graduated, shall be eligible to apply for approval of five and half Years Integrated Course in Hotel Management and Catering Technology. Approval shall be considered only for the existing Programme(s).

- Approval shall be considered only to those Institutions where there is "Zero Deficiency" based on Self-Disclosure.

- Approval for only 60 students within "Approved Intake" for Institutions applying for Five and half Years Integrated Degree in Hotel Management and Catering Technology. However, this Intake shall not be additional Intake. The approval shall be for selecting 60 students amongst the students already admitted in the Institution to form a batch for this Course.

- Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

d.   Procedure for processing applications

- Scrutiny Committee shall verify the correctness of the documents.

- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

e.   Student's eligibility for admission and procedure for admission

- University affiliation for these Courses shall be necessary before effecting admission.

- Entry level qualifications shall be same as prescribed for admission to Bachelor degrees in Hotel Management and Catering Technology as specified in Appendix 1 of Approval Process Handbook.

- Selection of the students for this Course shall be done at the start of Second year of Bachelor's degree. Students selected for this Course shall take additional Course in Management along with the Third semester of the Regular Course

- State/ UT admission authority shall monitor procedure related to this selection.

2.15   Introduction of Fellowship Programme in Management

a. The approval shall be granted for the complete duration of the Fellowship Programme in Management.

b. The minimum duration of the Course shall be 2 years, but shall not exceed beyond 5 years. However, in exceptional circumstances beyond 5 years, the student shall have to re-register and has to complete within the extended period of 2 years.

c. Requirements and Eligibility

- AICTE approved Institutions where Courses in Management Programme (MBA/ PGDM/ MMS) are already in existence, shall be eligible to apply for approval of Fellowship Programme in Management. It is mandatory for existing Management Course (as applicable) to be accredited by NBA to start Fellowship Programme in Management.

- The Institution should have a valid accreditation by NBA.

- The Institution shall have "Zero Deficiency" based on Self-Disclosure as per the Report generated.

- Since inception, the Institution should have been free from serious complaints regarding CBI investigation, ragging, non-payment of dues to Council, etc.

- The Institution should have required number of full time faculty members as per the AICTE norms for running MBA/ MMS/ PGDM Programme.

- @@The Institutions should have at least 50% and 25% of the full time faculty members with Ph.D./ Fellow from AIU recognized University/ reputed University from abroad or fellows from IIM, if the Institutions apply for 20 seats and 10 seats respectively. These faculty members should have at least two papers published in reputed referred indexed cited International/ National Journals.

- The Institution should have subscribed Journals in Business Management area of OB/ HR, Finance and Accounts, Marketing, Operations, IT Systems, Economics, etc.

- Applicants shall submit relevant documents as per Appendix 17 to Regional Office along with the application.

d. Procedure for processing the applications

- Scrutiny Committee shall verify the correctness of the documents.

- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

- The eligible Institution shall be allotted a maximum of 20 seats for Fellowship Programme in Management. However, the Institution may apply for 10 seats also.

- If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per the procedure in Chapter I of Approval Process Handbook.

e. Student's eligibility for admission, procedure for admission and conduct of Programme as per detail given in Appendix 20.

2.16   Introduction of Supernumerary Seats for Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIO)/ Children of Indian Workers in Gulf Countries

a. For seeking approval for introduction of Supernumerary quota for Foreign Nationals/ Persons of Indian Origin (OCI/ PIO)/ Children of Indian Workers in Gulf Countries, the concerned Institutions shall apply on the Portal.

b. Requirements and Eligibility

• Institutions having infrastructural facilities based on AICTE norms and fulfilling following criteria shall be eligible to apply for approval for admitting students in this scheme.

• The Institutions shall provide suitable hostel/ residential accommodation to the Foreign Students/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIOs) and Children of Indian workers in Gulf Countries.

• The Institution shall have "Zero Deficiency" based on Self-Disclosure as per the Report generated.

• The Institution was not enforced any punitive action previously by AICTE.

c. Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

d. Grant of Approval for Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIO)/ Children of Indian Workers in Gulf Countries

• Fifteen percent (15%) over and above the "Approved Intake" per Course in all the AICTE approved Institutions and University Departments, approved by the Council, offering technical Courses shall be allowed on supernumerary basis for admitting students from amongst Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIOs)/ Children of Indian Workers in the Gulf Countries. One third (1/ 3) of these 15% seats shall be reserved for the Children of Indian Workers in the Gulf Countries.

• Any vacant seat in a given Course, out of 1/ 3rd seats reserved for Children of Indian Workers in the Gulf Countries shall be reverted to the quota of 2/ 3rd meant for OCI/ PIO/ Foreign Nationals and vice-versa. **Beside this, any vacant seat in the "Approved Intake" after the last round of the admission of the concerned State Government/ UT, may be filled with NRI/Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIOs)/ Children of Indian Workers in the Gulf Countries subject to approval from AICTE for the above quota and fulfillment of requisite infrastructure as per the Approval Process Handbook.**

• **@@Further, any vacant seat in the "Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIO)/ Children of Indian Workers in Gulf Countries" after the last round of the admission of the concerned State Government/ UT, may be filled with NRI subject to approval from AICTE for the NRI quota and fulfillment of requisite infrastructure as per the Approval Process Handbook.**

• Provided that this is subject to the availability of adequate Infrastructural facilities in the applicant Institution, **the same shall be verified by Expert Visit Committee**, based on Norms of Approval Process Handbook. These supernumerary seats shall be exclusively meant for these categories of

students in the Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma Courses with a condition that under no circumstances a seat remaining unfilled shall be allowed to anyone other than a Foreign National/ OCI/ PIO. Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIOs)/ Children of Indian Workers in the Gulf Countries admitted in AICTE approved Institutions through Indian Council for Cultural Relation (ICCR or as Government of India nominee) shall be included within this ceiling.

e. The Institution shall submit an application for continuation of approval for supernumerary seats for admitting Foreign National/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries, as a part of application of Extension of Approval, every year, giving details of faculty and other facilities.

f. If any punitive action is enforced on an Institution, NRI/ OCI/ PIO/ Children of Indian Workers in the Gulf Countries seats shall be withdrawn.

g. Institutions admitting foreign nationals should ensure registration of foreign students with concerned Foreigners Regional Registration Officer (FRRO).

h. Fee and Admission

• The concerned State Government/ UT shall notify the tuition and other fee for candidates to be admitted under Foreign Nationals/ OCI/ PIO category. Fee prescribed for NRI quota seats shall not be applicable to these admissions. The children of Indian workers in the Gulf Countries shall be treated at par with resident citizens if admitted on seats reserved for them i.e. One Third (1/ 3) of 15% supernumerary quota.

• Admission to these seats shall be done on merit basis among applicants of these categories.

2.17   Introduction of Non Resident Indian(s) Seats

a. Requirements and Eligibility

• For seeking grant of approval for admitting Sons and Daughters of Non Resident Indian(s), Institutions shall apply on the Portal.

• Five percent (5%) of seats within "Approved Intake" shall be allowed for admission under NRI category.

• The Institution shall have "Zero Deficiency" based on Self-Disclosure as per the Report generated.

b. Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

c. Procedure

• Grant of Approval for admission under NRI is based on self-disclosure of required facilities and infrastructure availability as submitted online on AICTE Web-Portal.

• In the event of non-availability of students in NRI category, the seats shall be given to general candidates as per general merit. However, general fee shall be applicable to these candidates thus admitted against vacant NRI seats.

d. Fee and Admission

- Competent Authority for admission shall be the same as for regular admission and shall fetch list of Technical Institutions who have sought approval from the Council.

- The Competent Authority for admission shall display availability of NRI seats, branch wise, in various Institutions, for information of candidates during all stages of admission so that the students can freely exercise their informed choice. The Institutions shall publish in their brochure and web site the number of NRI seats available in Course/ division.

- Competent Authority for admission shall prepare merit list of applicants by inviting applications from eligible NRI students and effect admission strictly on merit basis.

- A letter in this respect shall be issued by the Competent Authority for admission to each beneficiary. Students admitted under this scheme shall not be allowed to change Institution/ Course under any circumstances.

- The Institutions shall also display information regarding admitted candidates in their web sites for information to the students and other stakeholders.

- The concerned State Government/ UT shall notify the tuition and other fee for candidates to be admitted under NRI category.

e. Institutions shall follow the academic calendar as per Appendix 19.

2.18 Change in name of Course/ Reduction in Intake/ Closure of Programme and/ or Course

a. Requirements and Eligibility

- Institutions seeking approval for Reduction in Intake/ closure of Programme and/ or Course shall apply on the Portal. Applicants shall submit relevant documents as per Appendix 17 to Regional Office along with the application.

- Institutions seeking approval for Change in name of Course (Refer Annexure 4) shall submit the relevant documents as per Appendix 17 to Regional Office along with the application.

- Institutions may apply for reduction in Intake in any of the Regular/ First Shift Course within a Division by themselves in the Portal and maintain faculty student ratio accordingly without NOC from Affiliating University/ Board/ State Government/ UT; the restoration to the original "Approved Intake" of full Division is permissible without NBA.

Illustration for Reduction/ Restoration in Intake

No. of Divisions	Approved Intake for UG	Permissible Reduction in Intake	Permissible Intake for Restoration
1	60	30	60
2	120	90	120
2	120	60	60
3	180	150	180
3	180	120	120

No. of Divisions	Approved Intake for PG	Permissible Reduction in Intake	Permissible Intake for Restoration
1	30	24	30

1	30	18	30

b. Procedure

- Scrutiny Committee shall verify the correctness of the documents.

- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

2.19   Change in name of the Institution or Affiliating University/Board

a. Conditions for Approval

- The Institution shall be AICTE approved existing Institution/ Technical campus.

- AICTE approved existing Institution seeking Change in name of the Institution or Affiliating University/ Board shall apply on Portal.

- Applicants shall submit relevant documents as per Appendix 17 to Regional office along with the application.

b. Procedure

- Scrutiny Committee shall verify the correctness of the documents.

- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

- If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per the procedure in Chapter I of Approval Process Handbook.

2.20   @@Change in name of the Trust/ Society/ Company

a. Conditions for Approval

- The Institution shall be AICTE approved existing Institution/ Technical campus.

- AICTE approved existing Institution seeking Change in name of the Trust/ Society/ Company shall apply on Portal.

- Applicants shall submit relevant documents as per Appendix 17 to Regional office along with the application.

- Merging two or more trusts will help the financially weaker trust to financially stronger trust and improve quality education and can avoid unemployment.

- Merger should be possible only for those trusts who have the same common objects of education etc. and either of them have not been disqualified by AICTE in the past.

- Provided that in case of dispute among the members is of such that it would affect the standard of the Institution, then AICTE may withhold the approval as long as it may deem fit.

- Provided further the AICTE would have right to lien over the FDR till such time dispute among trustees or members is not settled by an Arbitrator or the court of competent jurisdiction as contemplated in the Trust deed or agreement, by virtue of which amalgamation took place.

b. Procedure

- Composition of Scrutiny Committee for Change of Trust/ Society/ Company shall be as per Chapter I.

- Scrutiny Committee shall verify the correctness of the documents.

- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

- If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per the procedure in Chapter I of Approval Process Handbook.

c. **The Council reserves its right to reject the application for change in name of the Trust/ Society/ Company if it finds the reasons given are not justified or commercial or business angle is suspected, or to defeat the provisions of any law.**

2.21 Expert Visit Committee

a. Expert Visit Committee wherever applicable shall verify actual availability of equipment, computers, software, internet, printers, book titles, book volumes and subscription of National and International Journals etc. as per Approval Process Handbook 2018-19. Further, Expert Visit Committee members should interact with students and faculty members, in the absence of Institution authorities. Expert Visit Committee shall also verify the facts relating to complaints, if forwarded by RO and give specific remarks in the Report.

b. Additional experts may be co-opted in any of the Committee for processing the applications, complaints, etc. as per the requirement.

c. If an Expert Visit Committee was conducted or Show Cause notice was issued, the same shall be placed before the Standing Hearing Committee. Two representatives of the Institution shall be invited to present their case along with supporting documents before the Standing Hearing Committee. The recommendations of Standing Hearing Committee shall be placed before the Executive Committee for approval. The decision of the Executive Committee shall be communicated to the Institution by a detailed Speaking Order. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to **appeal once** as per the procedure of appeal in Chapter I.

d. Feedback from faculty members and students available in the AICTE Web-Portal about the Institution shall be given due importance. Institutions at random would be subject to surprise inspection for the fulfillment of the norms of Approval Process Handbook.

e. @@If any document submitted is found to be fraudulent, criminal case shall be filed against the Institution, its Principal and the Chairman and Secretary of the Trust/Society/Company.

2.22 The applications are processed as per the procedure given in Approval Process Handbook 2018-19 and the Executive Committee/ Council shall grant EoA as applicable for Technical Institutions to continue for conducting technical education and such other Programmes and areas. The decisions taken by the Executive Committee are ratified by the Council.

2.23 Student's eligibility for admission shall be as per Appendix 1 of Approval Process Handbook.

	Chapter III

Collaboration and Twinning Programme between Indian and Foreign University/ Institution in the field of Technical Education, Research and Training

3.1   Objectives

a. To facilitate collaboration and Twinning Programme between Indian and Foreign Universities/ Institutions in the field of Technical education, Research and Training
b. To safeguard the interest of student community in India and ensure uniform maintenance of Norms and Standards as prescribed by various Statutory Bodies.
c. To ensure accountability for all such educational activities by Foreign Universities/ Institutions in India.
d. To safeguard against entry of non-accredited Institutions in the Country of origin to impart technical education in India.
e. To safeguard the nation's interest and take punitive measures, wherever necessary, against the erring Institutions.

3.2   Eligibility

a. Foreign Universities/ Institutions interested in imparting Technical Education in collaboration or through a Twinning Programme in India leading to award of Diploma/ Post Diploma/ Degrees including Post Graduate/ Doctoral Programmes.
b. An Indian University Department or Institution which is already in existence and is duly approved by the Council, interested in imparting technical education leading to award of Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma/ Doctoral Programmes of a Foreign University/ Institution through collaborative/ Twinning arrangements, provided there is "Zero Deficiency" based on Self-Disclosure.
c. An Indian University Department or Institution should have a valid NBA accreditation for one year beyond 10th April, 2018 in the Programme/ Course for which Twinning is sought.

3.3   Conditions for Approval

a. No Foreign Universities/ Institutions shall establish/ operate its educational activity in India leading to award of Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma/ Doctoral level Programmes without specific approval of the Council.

b. Accreditation by the authorized agency in parent Country shall be the pre-requisite condition for any Foreign University or Institution to start its operation for imparting technical education in India.

c. The educational Programmes to be conducted in India by Foreign Universities or Institutions leading to award of Degree or Post Graduate Degree, Diploma, Post Graduate Diploma and Post Diploma Level, shall have the same nomenclature as it exists in their parent Country. There shall not be any distinction in the academic curriculum, mode of delivery, pattern of examination, etc. and such Degree or Post Graduate Degree, Diploma, Post Graduate Diploma and Post Diplomas must be fully recognized in their parent Country.

d. Any Course or Programme which jeopardizes the National interest shall not be allowed to be offered in India.

e. The Council shall prescribe any other condition for registration, expedient to do so in the overall interest of the technical education system in the Country.

3.4   Collaboration and Twinning Programmes

a. The students admitted under the Twinning Programme should spend at least one semester for two years Programme and two semesters for four years of the Course work of the Programme in the Foreign University/ Institution in its parent Country

b. Criteria

- The students failing to secure Visa should be enrolled in a similar Programme being conducted by the Indian Partner Institution, affiliated to a University recognized by the UGC or Board of Technical Education in the respective States, as applicable. The Intake of such students shall be over and above the "Approved Intake" of the Programme being conducted by the Indian Partner Institution.

- The Foreign University/ Institution and the Indian Partner Institution shall enter in to a bipartite agreement/ MoU for this purpose.

- The Indian Institution and the concerned Affiliating University/ Board of Technical Education in the respective States, shall also enter into a bipartite agreement/ MoU for this purpose.

- The Indian Partner Institution shall be affiliated to the University under whose jurisdiction it is located or Board of Technical Education in the respective States in which the Institution is located as applicable.

- For Courses where University approval is not mandatory, the Foreign University/ Institution and the Indian Partner Institution shall enter in to a bipartite agreement/ MoU for this purpose.

- For Courses where Board of Technical Education approval is not mandatory, the Foreign University/ Institution and the Indian Partner Institution shall enter in to a bipartite agreement/ MoU for this purpose.

- Institutions admitting foreign nationals should ensure registration of Foreign students with concerned Foreigners Regional Registration Officer (FRRO).

c. The Degree shall be awarded by the Foreign University or Institution and in its parent Country.

3.5   TEDR Charges

a. The TEDR Charges shall be paid through the AICTE payment gateway on the Portal *www.aicte-india.org*, through Corporate Internet banking failing which, the application shall not be considered. Applications shall be accepted subject to realization of the Payment.

b. TEDR Charges for different type of Institutions for introduction and continuation of Twinning Programmes is as follows:

Sl. No.	Type of Institution	Introduction ₹Lakh	Continuation ₹Lakh
i	Minority Institution	10.00	5.00
ii	Institution set up in North Eastern States other than Government/ Government aided/ Central/ State University	10.00	5.00
iii	Institution set up exclusively for women other than	10.00	5.00

	Government/ Government aided/ Central/ State University			
iv	All other Institutions except Government/ Government aided/ Central/ State University		15.00	7.50
v	Government/ Government aided/ Central/ State University		Nil	Nil

3.6   Procedure for introduction of a Collaboration and Twinning Programme in an AICTE approved Indian Institution

a. AICTE approved Existing Institution applying for Collaboration and Twinning Programme shall apply on the Web-Portal and shall be processed as per Clause 1.9 of Chapter I of the Approval Process Handbook in Regular/ First Shift only.

b. Lateral entry and Supernumerary seats shall not be allowed in Foreign Collaboration and Twinning Programme.

c. Institution shall provide all required documents in original as per Appendix 17 as the case may be, at the time of the Scrutiny/ Re-Scrutiny/ Expert Visit Committee for verification. The Institution shall submit attested copies of all the original documents to the Expert Visit Committee.

d. Following additional documents shall be necessary while seeking approval for foreign collaboration and Twinning Programmes.

• No Objection Certificate from concerned embassy in India with mention of genuineness of Technical Institution of the respective country.

• MoU as per Clause 3.4 (b) as above.

• Affidavit[5] to be submitted by the applicant on a non-Judicial Stamp paper/ e-stamp paper of ₹100/ - duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner

e. Applications shall be processed by the Scrutiny, Re-Scrutiny (if necessary) followed by Expert Visit Committee as per the procedure mentioned in Clauses 1.9.1 and 1.9.2 of Chapter I of the Approval Process Handbook 2018-19.

3.8   The Institution shall submit an **Annual Report** giving details of the number of students admitted, Programmes conducted, total fee collected, amount transferred to parent Country, investment made, number of students awarded Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma and any such information that the Council shall ask for.

3.9   The Council shall cause an **inspection**, whenever necessary, with or without prior notice, to assess the infrastructural and other facilities available and/ or to verify the compliance of conditions, norms, standards etc. prescribed by the Council from time to time.

	Chapter IV

	Norms and Requirements

4.1   The **Duration and Entry Level Qualifications** for the Technical Programme such as Under Graduate Degree Programme, Post Graduate Degree Programme, Diploma Programmes, Post Diploma Programmes and Post Graduate Diploma Programmes shall be as provided in the Appendix 1.

4.2   The **list of approved nomenclature of Courses** at Under Graduate Degree Programme, Post Graduate Degree Programme, Diploma Programmes, Post Diploma Programmes and Post Graduate Diploma Programmes in Engineering and Technology/ Management/ Pharmacy/ Architecture/ Planning/ Hotel Management and Catering Technology and Applied Arts and Crafts is provided in the Appendix 2.

Provided that if any Institution wishes to propose any new Course, prior concurrence, as the case may be, by the Council for the same shall be necessary. For such concurrence, the Institution with due endorsement by the Registrar/ Director of Affiliating University/ Board/ Technical Institution shall submit detailed syllabus content and its nomenclature to the Council.

4.3   The Technical Institutions shall follow **Norms for Intake and Number of Courses/ Divisions** in the Technical Institution/ Campus at Under Graduate Degree Programme, Post Graduate Degree Programme, Diploma Programmes, Post Diploma Programmes and Post Graduate Diploma Programmes level as provided in the Appendix 3.

4.4   The Technical Institutions shall follow **Norms for Land and Built-up requirements** as provided in the Appendix 4.

4.5   The Technical Institutions shall follow **Norms for Books, Journals, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment** as provided in the Appendix 5.

4.6   The Technical Institutions shall follow **Norms for essential and desired requirements** as provided in the Appendix 6.

4.7   The Technical Institutions shall follow **Norms for Faculty requirements and recommended Cadre ratio** at Under Graduate and Post Graduate level as provided in the Appendix 7.

@@The Technical Institutions shall introduce online Aadhar linked Biometric attendance for regular faculty members and students.

4.8   **Faculty Cadre and Qualifications** as given in Appendix 8 shall be maintained.

4.9   **Eligibility for admission to Second Year Diploma Courses**

a.   12th or 10th + (2 years ITI) shall be **eligible for admission to Second Year Diploma Courses** up to a maximum of 20% "Approved Intake" (30% for Institutions in Andaman, Nicobar, Lakshadweep, Daman and Diu) which shall be over and above, supernumerary to the "Approved Intake", plus the unfilled vacancies of First year as per the Approval Process Handbook.

b.   Diploma holders and B.Sc. Degree holders shall be **eligible for admission to Second Year Engineering Course** up to a maximum of 20% of "Approved Intake" (30% for Institutions in Andaman, Nicobar, Lakshadweep, Daman and Diu) which shall be over and above, supernumerary to the "Approved Intake", plus the unfilled vacancies of First year as per the Approval Process Handbook.

c. Students who have completed Diploma Course in Pharmacy shall be **eligible for admission to Second Year Pharmacy Course** up to a maximum of 10% of "Approved Intake" (20% for Institutions in Andaman, Nicobar, Lakshadweep, Daman and Diu) which shall be over and above, supernumerary to the "Approved Intake", plus the unfilled vacancies of First year as per the Approval Process Handbook.

d. Students who have completed Bachelor's Degree of minimum 3 Years duration in BCA, B.Sc. (IT/ Computer Science) with Mathematics as a Course at 10+2 level or at Graduate level shall be **eligible for admission to Second Year MCA Course** up to a maximum of 20% of "Approved Intake" (30% for Institutions in Andaman, Nicobar, Lakshadweep, Daman and Diu) which shall be over and above, supernumerary to the "Approved Intake", plus the unfilled vacancies of First year as per the Approval Process Handbook.

4.10   Students who have completed Diploma and Post Diploma Course in Architectural Assistantship/ Planning shall be **eligible for admission to the First year** Architecture Degree.

4.11   The concerned State Admission Authority shall decide modalities for these admissions.

4.12   The concerned State/ UT Admission Authority shall decide modalities for the admission.

4.13   @@First year Students shall undergo Induction training for the first three weeks.

4.14   @@Model Structure of the Curricula/Syllabus for different courses are proposed by the Council and available in the AICTE Web-Portal shall be used as a guideline and Institutions may adopt the same with suitable changes.

4.15   **Norms for PGDM Programmes** are as per Appendix 9.

4.16   **Suggested Subscription of e-Journals** as per Appendix 10.

4.17   Format for **Detailed Project Report** (DPR) for establishment of a new Technical Institution is at Appendix 11.

4.18   **Prevention and Prohibition of Ragging** - Appendix 12.

4.19   **Structure of Various Committees** - Appendix 13.

4.20   **Regional Offices of AICTE** - Appendix 14.

4.21   **Grievance Redressal** - Appendix 15.

4.22   **Documents to be submitted** for applications under Chapter I - Appendix 16.

4.23   **Documents to be submitted** for applications under Chapter II - Appendix 17.

4.24   **Recommended Composition of Board of Governors** - Appendix 18.

4.25   **Academic Calendar** - Appendix 19.

4.26   **Fellowship Programme in Management** - Conduct and Admission Procedure - Appendix 20.

4.27 The Institutions may conduct skill development Courses of any other Regulatory Body by using existing facilities, or by creating additional facilities as per the provisions laid down in the norms and standards of the respective Regulatory Bodies without affecting the quality of education prescribed by both Regulatory Bodies after taking NOC from the Council.

4.28   Tuition Fee Waiver scheme (TFW)

a. Criteria

- Scheme shall be applicable to all approved Technical Institutions offering Bachelor Programmes, Diploma and Post Diploma Programmes and lateral entry provisions of these Programmes.

- Seats up to a maximum 5% of "Approved Intake" per Course shall be available for these admission. These seats shall be supernumerary in nature and shall be available to such Courses in an Institution where a minimum of 30% of "Approved Intake" in the respective Courses are filled up.

- The Competent Authority for admission shall be the same as for regular admission.

- The scheme shall be mandatory for all Institutions approved by the Council.

b. Eligibility

- Sons and daughters of parents whose annual income is less than ₹6.00 Lakh from all sources.

- The Waiver is limited to the tuition fee as approved by the State Level Fee Committee for self-financing Institutions and by the Government for the Government and Government Aided Institutions. All other fee except tuition fee shall have to be paid by the beneficiary.

c. Admission Procedure

- Under this Scheme, up to 5% of "Approved Intake" per Course shall be available for this admission. These seats shall be supernumerary in nature. These supernumerary seats shall be available only to such Courses in an Institution, where a minimum of 30% of "Approved Intake" are filled up.

- The Competent Authority to effect this admission is the State Government/ UT or its designated authority.

- In the event of non-availability of students in this category the same shall not be given to any other category of applicants.

- State Admission authority shall invite applications under this category, make a separate merit list for this category and effect admission on the basis of the merit list so generated.

- The Institutions shall publish in their brochure and web site the details of this scheme.

- Competent Authority for admission shall submit a separate list of the students admitted under this category to the Institution to which they are admitted for compliance.

- A letter in this respect shall be issued by the Competent Authority for admission to each beneficiary student admitted under this scheme and he/ she shall not be allowed to change Institution/ Course under any circumstances.

- The Institutions shall also display information regarding admitted candidates in their web sites for information to the students and other stakeholders

4.29 **@@Supernumerary Seats for J&K under Prime Minister's Special Scholarship Scheme (PMSSS)**

a. Criteria

- Scheme shall be applicable to all approved Technical Institutions offering Bachelor Programmes and lateral entry provisions of these Programmes.

- 2 seats per Course shall be available for these admission with the maximum of 10 seats per Institution. These seats shall be supernumerary in nature and shall be available to such Courses in an Institution.

- The scheme shall be mandatory for all Institutions approved by the Council subject to changes suggested by Inter-Ministerial Committee of MHRD from time to time.

b. Eligibility

- Sons and daughters of parents residing at J&K shall only be eligible for seats under this scheme

c. Admission Procedure

- AICTE shall invite applications under this category, make a separate merit list for this category and effect admission on the basis of the merit list so generated through Counselling or otherwise as decided from time to time.

- In the event of non-availability of students in this category the same shall not be given to any other category of applicants.

- A letter in this respect shall be issued by the Competent Authority for admission to each beneficiary student admitted under this scheme and he/ she shall not be allowed to change Institution/ Course under any circumstances without permission from AICTE.

4.30 Supernumerary seats are granted by the Council, for the Institutions falling under Centrally Supported Scheme of "Upgrading existing polytechnics to integrate Persons with Disability (PwD)" in the mainstream of Technical and Vocational education.

4.31 In National Defense/ Security areas, the maximum Divisions or Intake over and above specified in Appendix 3 of Approval Process Handbook shall be considered as the case may be, subject to the fulfillment of other norms of Approval Process Handbook.

4.32 Recommendations of National Fee Committee for the maximum tuition and development fee for Regular/ First Shift Programmes as given in Annexure 6 has been accepted by the Council and shall have to be followed.

4.33 Those Institutions applied for NBA having EoA with full "Approved Intake" for consecutive six years and granted reduction in Intake in that current Academic Year shall request AICTE, if all the deficiencies are complied with. Such requests shall be processed as per the norms of Approval Process Handbook and on fulfillment, NBA will be intimated suitably.

4.34 @@Universities do not require prior approval of AICTE to commence a new department or Course and Programmes in Technical Education, however Universities have obligation or duty to confirm to the standards; and norms laid down by the AICTE.

4.35 @@AICTE does not recognize the Programmes/ Courses in technical education offered through distance mode except MBA and MCA Programmes on approval of UGC-AICTE-DEC.

4.36 **Release of FDR**

4.36.1 Procedure

    a. Trust shall upload/ submit the following documents in the AICTE Web-Portal for release of the FDR.

- Application/ request letter of the Institution for FDR release

- Affidavit[8] with details of the Institution and Trust Name, FDR details (as per the standard format)

- Copy of FDR to be released, in corpus fund made by RPGF, copy (ies) of the Demand Draft (if any) submitted to AICTE for creation of RPGF

    b. Regional office after verification shall forward the same to the Approval Bureau, Grievance Redressal Cell (GRC) and Vigilance Cell of AICTE to give their clearance for release of the FDR.

    c. Upon clearance from all the above, NOC shall be issued to the Institution by the RO.

4.36.2 Renewal of FDR after maturity is not permitted. However, in case of auto renewal, the remarks of the concerned Bank should be obtained for seeking release of the FDR.

4.36.3 If an Institution has any financial embezzlement with Government Bodies/ Banks, then FDRs shall not be released till the NOC from such body is received.

4.36.4 In case Institution/ Trust/ Society/ Company violates the FDR related norms, the Council shall initiate appropriate penal action.

4.36.5 For the Institutions approved by AICTE and later converted into Private/ Deemed University by appropriate State/ Central Act, the release of FDRs/ Security Deposit, shall be subjected to no pending complaints or disciplinary proceedings against such institutions in addition to the submission of above documents.

4.36.6 @@For the Institutions approved for Progressive Closure, FDR shall be released upon the request from the Trust, subject to the submission of a certificate from the Affiliating University/Board regarding no pending students studying in the Institution.

	Chapter V

	Penal Action in case of Violation of Regulations/ Approval Process Handbook 2018-19

5.1   Criteria

a. An Institution running any Programme/ Course in Technical Education in violation of Regulations/ Approval Process Handbook (APH) 2018-19, shall be liable to appropriate initiation of Penal action including fine, no admission, reduction in "Approved Intake", Withdrawal of Approval and/ or criminal action by the Council against defaulting Trust/ Society/ Company/ Associated Individuals and/ or the Institution, as the case may be.

b. If any Technical Institution contravenes any of the provisions of relevant Regulations, the Council after making appropriate inquiry through Standing Hearing Committee and after providing an opportunity of being heard through the Standing Appellate Committee shall withdraw the approval granted. In case of Withdrawal of Approval to the Institution, the Technical Institution/ Society/ Trust/ Company shall apply afresh for approval after completion of two Academic Years for setting up a new Institution as per the procedure defined in Approval Process Handbook.

c. Further that, the students admitted to the Institution whose approval has been withdrawn for the current Academic Year, shall be redistributed to other AICTE approved Institutions in the jurisdiction of the Affiliating University/ Board by the Competent Authority of the respective State Government/ UT. AICTE approval given to the Courses in the previous Academic Year(s), if any, to such Institution against which the admitted students shall be treated as AICTE approved Courses only.

d. If any of the information mentioned in the Affidavit is proved as false, penal action shall be initiated on the deponent.

5.2   Non-submission/ Submission of incomplete/ Submission of false information on application for Extension of Approval

Non-submission/ submission of incomplete/ submission of false information, while applying for Extension of Approval shall invite appropriate penal action against the Institution. The Institution shall be liable to the following punitive actions from any one or more of the following by the Council.

• Suspension of approval for supernumerary seats for one Academic Year

• Reduction in "Approved Intake"

• No admission in one/ more Courses for one Academic Year

• Withdrawal of approval for Programme/ Course

• Withdrawal of approval of the Institution

5.3   Non-fulfillment of requirement of qualified Principal/ Director

Institution not having qualified Principal/ Director for a period, **more than 12 months** shall be liable to any one or more of the following punitive actions by the Council till the regular Principal/ Director is appointed.

• Reduction in "Approved Intake"

- No admission for one Academic Year

5.4 Non-fulfillment in faculty student ratio, not adhering to Pay Scales and/ or qualifications prescribed for teaching staff

Institutions not adhering to Pay scales, or qualifications prescribed for teaching staff for **more than 12 months** and not maintaining prescribed faculty student ratio, shall be liable to any one or more of the following punitive actions by the Council.

- Suspension of approval for supernumerary seats, if any for one Academic Year

- Reduction in "Approved Intake"

- No admission in respective Courses for one Academic Year

- Withdrawal of approval in the respective Course

- Withdrawal of approval of the Institution

    @@The Council may also initiate penal action for not regularizing and ensuring the timely and complete payment of the staffs' salaries in all the technical institutions by Electronic Clearing Service (ECS) through nationalized banks and for collecting/withholding any of the original educational/professional certificates of any faculty member / imposing penalty for the same.

5.5 Non-fulfillment in Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals, Library facilities requirements

Institutions not maintaining prescribed requirements of Computer, Software, Internet, Printers, Laboratory Equipment and Books, Journals, Library facilities shall be liable to any one or more of the following punitive actions by the Council.

- Suspension of approval for supernumerary seats, if any for one Academic Year

- Reduction in "Approved Intake"

- No admission in one/ more Courses for one Academic Year

- Withdrawal of approval for Programme/ Course

- Withdrawal of approval of the Institution

5.6 Non-fulfillment in additional Essential requirements for Technical Institution

Institutions not maintaining prescribed requirements shall be liable to any one or more of the following punitive actions by the Council.

- Suspension of approval for supernumerary seats, if any for one Academic Year

- Reduction in "Approved Intake"

- No admission status in one/ more Courses for one Academic Year

5.7 **Non-fulfillment of Location/ Built-up Area/ Land at the time of year of establishment or current year**

Institutions working in temporary location or at location not approved by the Council and Institutions not fulfilling prescribed built-up area requirements shall be liable to any one or more of the following punitive actions by the Council.

- Suspension of approval for supernumerary seats, if any for one Academic Year

- Reduction in "Approved Intake"

- No admission in one/ more Courses for one Academic Year

- Withdrawal of approval for Programme/ Course

- Withdrawal of approval of the Institution

5.8 **Non-adhering to the timing/ faculty requirements for the Second Shift**

The Second Shift shall have to be run as per the declared timings from 1 pm to 9 pm with 50% additional faculty, which would be subject to surprise inspection leading to closure of Course in case timings are not being followed and with insufficient faculty.

5.9 **Excess admission**

Excess admission over the "Approved Intake" shall not be allowed under any circumstances. In case any excess admission is reported to/ noted by the Council, appropriate penal action shall be initiated against the Institution. The Institution shall be liable to any one or more of the following punitive actions by the Council.

- Penalty for excess admission amounting to five times the total fee collected per student shall be levied against each excess admission

- Suspension of approval for supernumerary seats for one Academic Year

- Reduction in "Approved Intake"

- No admission in one/ more Courses for one Academic Year

- Withdrawal of approval for Programme/ Course

- Withdrawal of approval of the Institution

5.10 **Charging excess fee than the fee prescribed by the concerned State/ Fee Regulatory Committee**

@@The institutions should announce all fees such as tuition fee, examination fee etc. on their portal transparently and follow that strictly. No Technical Institution shall be entitled to receive fee from the students for the subsequent years and any other fee (Payment/ Amount) whatever name it may be called in addition to the fee fixed by the State/ Fee Regulatory Committee. If any Institution does not follow the said guidelines, the Institution shall be liable to punitive actions from any one or more of the following by the Council:

- Penalty for charging excess fee than the fee prescribed by the concerned State/ Fee Regulatory Committee levied against each case shall be twice the total fee collected per student and excess fee collected shall be refunded to the student.

- Suspension of approval for supernumerary seats for one Academic Year

- Reduction in "Approved Intake"

- No admission status in one/ more Courses for one Academic Year

- Withdrawal of approval for Programme/ Course

- Withdrawal of approval of the Institution

5.11   @@Institutions not allowing Expert Visit Committee for physical verification of infrastructural facilities

Institution not allowing Expert Visit Committee for physical verification of infrastructural facilities shall be liable to the following punitive actions from any one or more of the following by the Council.

- No admission for one Academic Year

- Withdrawal of approval of the Institution

5.12   Violation of norms in case of Collaboration and Twinning Programmes

a. If a Foreign University/ Institution fails to comply with any of the conditions as contained in the Approval Process Handbook 2018-19, and/ or consistently refrains from taking corrective action contrary to the advice of the Council, the Council shall after giving reasonable opportunity of being heard through Standing Appellate Committee, shall withdraw the approval of the Twinning Programme granted to such University/ Institution to offer their Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma in India and forbid such Foreign University/ Institution to either open Centres or enter into any collaborative arrangement with any University/ Institution in India.

b. The Council shall also inform the concerned agencies including Ministry of External Affairs, Ministry of Home Affairs, RBI of such decisions and advise these agencies to take any or all of the following measures

- Refusal/ withdrawal for grant of visa to employees/ teachers of the said Foreign University/ Institution.

- Stop repatriation of funds from India to home Country.

- Informing the public about the withdrawal of approval of the Twinning Programme with Foreign University/ Institution and the consequence thereof.

c. In case, it comes to the notice of the Council, that a Foreign University is running Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma/ Doctoral level Programme in technical education in India directly or in collaboration with an Indian partner without obtaining approval, the Council shall initiate immediate action under the Indian Penal Code for Criminal breach of Trust, misconduct, fraud and cheating.

d. Once the approval of the Twinning Programme is withdrawn, the Council shall make attempt in co-ordination with concerned State Government/ UT to re-allocate the students enrolled in such Programmes to other approved Institutions of the Council. The Institution in such cases shall have to return the entire fee collected from such students to the Institutions in which such students are accommodated.

e. Such Foreign Institutions shall not be allowed to collaborate with any other Centre/ Institution or enter into a collaborative arrangement in India for at least next 3 years.

5.13   Refund cases

In the event of a student withdrawing before the starting of the Course, the entire fee collected from the student, after a deduction of the processing fee of not more than ₹1000/ - (Rupees One thousand only) shall be refunded by the Institution. It would not be permissible for Institutions to retain the School/ Institution Leaving Certificates in original. Should a student leave after joining the Course and if the vacated seat is consequently filled by another student by the last date of admission, the Institution must refund the fee collected after a deduction of the processing fee of not more than ₹1000/ - (Rupees One thousand only) and proportionate deductions of monthly fee and proportionate hostel rent, where applicable. In case the vacated seat is not filled, the Institution should refund the security deposit and return the original documents. Institution should not demand fee for the subsequent years from the students cancelling their admission at any point of time. Fee refund along with the return of Certificates should be completed within 7 days.

Institutions not following guidelines issued by the Council regarding refund of fee on cancellation of admission or delaying refunds shall be liable to any one or more of the following punitive actions by the Council.

- Fine for non-compliance of refund of fee levied against each case shall be @@five times the total fee collected per student

- Suspension of approval for supernumerary seats, if any for one Academic Year

- Reduction in "Approved Intake"

- No admission in one/ more Courses for one Academic Year

- Withdrawal of approval for Programme/ Course

5.14   @@FDR Cases
In case of Institutions where FDRs are encashed before the date of maturity or non-creation of required FDR at the time of LoA, a penalty of 10% of the value of the FDR be imposed as penalty.

5.15   Penalty amount shall be paid online to the Council as per the instructions.

5.16   Complaint Cases

a. In case of receipt of any complaint(s) about an Institution, the same shall be processed by Public Grievance Redressal Cell (PGRC) of AICTE.

b. The complaint shall be placed before a Standing Complaint Scrutiny Committee (SCSC) for further necessary action. If necessary, the complaint may be called to appear before SCSC at his/ her own cost. Based on the recommendation of SCSC, a Warning or Show Cause Notice may be issued to the Institution or Expert Visit Committee may be conducted through Approval Bureau.

c. If an Expert Visit Committee was conducted or Show Cause notice was issued based on complaints, the same shall be placed before the Standing Hearing Committee. Two representatives of the Institution shall be invited to present their case along with the supporting documents before the Standing Hearing Committee. If necessary, the complainant may be called to appear before Standing Hearing Committee at his/ her own cost. The recommendations of Standing Hearing Committee shall be placed before the Executive Committee for approval. The decision of the Executive Committee shall be communicated to the Institution by a detailed Speaking Order. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per the procedure in Chapter I.

d. As per CVC guidelines, Anonymous/ Pseudonymous complaints shall not be processed.

e. @@Each Institution shall upload in AICTE Web Portal about the number of complaints and grievances received and action taken.

5.17   Procedure for restoration against punitive action except in case of Withdrawal of Approval

a. Applicant shall make an application for restoration on the Web-Portal along with the application for Extension of Approval of the next Academic Year.

b. The restoration is subject to Expert Visit Committee verifying all the requirements as per the Approval Process Handbook.

c. Expert Visit Committee Report shall be placed before Standing Hearing Committee.

d. Recommendations of the Standing Hearing Committee shall be placed before Executive Committee for necessary Approval/ Ratification.

e. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per the procedure in Chapter I of Approval Process Handbook.

f. The Council shall give an opportunity for presenting its case before Standing Appellate Committee. The recommendations of the Standing Appellate Committee shall be considered by the Council.

g. In case of restoration, EoA with restored Intake shall be uploaded in the AICTE Web-Portal, or otherwise Speaking Order shall be issued to the Institution.

5.18   Under extraordinary circumstances, if restoration/ Punitive action (except fine) is approved by the Council beyond 30th April, 2018 in view of the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA no.9048/ 2012 and the same shall be implemented for the next Academic Year only.

	Chapter VI

	Unapproved Institutions

6.1   No Institution shall offer Technical Programme or Course without approval of the Council

Provided that any Institution offering Technical Programme without approval of the Council shall be termed as unapproved if:

- It is started without prior approval by the Council

- It is declared as "Unapproved" by the Council

6.2   The Council shall maintain a list of unapproved Institutions based on the information received and shall also inform the general public about the same from time to time

a.   Provided that any Technical Institution, which has already started without following AICTE approval procedure, wishes to submit an application/ proposal shall be considered as new Technical Institution. For such purpose, it shall apply as per the provisions of Chapter I.

b.   Its legal date of starting shall be from the date of issue of the Letter of Approval.

c.   Students, who are admitted prior to approval by the Council, shall not have any right for re-admission and shall have to fulfill all the requirements for admission as prescribed by the competent admission authority.

6.3   The Institutions conducting Courses/ Programmes in technical education, in temporary location or at location not approved by the Council, shall be liable for action for closure and other appropriate action as per Regulations against defaulting Trusts/ Societies/ Companies/ associated Individuals as the case may be.

6.4   The Council shall inform respective State Government/ UT to initiate appropriate penal, civil and/ or criminal action against such defaulting Institutions/ Trusts/ Societies/ Companies/ Associated Individuals as the case may be.

6.5   In case, if such Institutions make a representation then hearing shall be given to these Institutions and decision shall be taken as per the provisions in the Approval Process Handbook.

Appendix 1

1.0	Norms for Duration, Entry Level Qualifications and Statutory Reservations for the Technical Programmes

1.1	Under Graduate Degree Programmes (Full Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	4 years	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/ Technical Vocational subject. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.
ii	Pharmacy	4 years	Passed 10+2 examination with Physics, Chemistry, Mathematics and or Biology as optional subjects individually. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.
iii	Architecture	5 years	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/ Technical Vocational subject. Or 10+3 Diploma Examination with Mathematics as compulsory subject having obtained at least 50% marks (45% in case of candidate belonging to reserved category) marks in Aggregate. and Qualifying NATA (Or) Any other Aptitude Test conducted by Competent Authority of the State Government/ UT.
iv	Planning	4 years	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Engineering Drawing/ Computer Science/ Biology/ Technical Vocational subject. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) marks in the above subjects taken together.
v	Hotel Management and Catering Technology (HMCT)	4 years	Passed 10+2 examination. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) at the qualifying Examination.
vi	Applied Arts and Crafts	4 years	Passed 10+2 examination. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) at the qualifying Examination.
vii	Engineering and	4 years	a. Passed Diploma examination with at least 45% marks

	Technology (Lateral entry to Second year)	(3 years for Lateral entry)	(40% in case of candidates belonging to reserved category) in appropriate branch of Engineering/ Technology. b. Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40% in case of candidates belonging to reserved category) and passed XII standard with mathematics as a subject. c. Provided that the students belonging to B.Sc. Stream, shall clear the subjects Engineering Graphics/ Engineering Drawing and Engineering Mechanics of the first year Engineering Programme along with the Second year subjects. d. Provided that the students belonging to B.Sc. Stream shall be considered only after filling the supernumerary seats in this category with students belonging to the Diploma stream.
viii	All Programmes other than Engineering and Technology	Lateral entry to Second year	Passed Diploma examination in a Programme with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate Programme.
ix	@@All Programmes	Entry to First year	Passed Diploma examination with at least 45% marks (40% in case of candidates belonging to reserved category), subject to vacancies in the first year in case the vacancies at lateral entry are exhausted.

Note: The candidates as in 1.1, except 1.1- (vii) and (viii), shall, however, be required to qualify at the Entrance Test conducted by the Competent Authority.

1.2   Post Graduate Degree and Post Graduate Diploma Programmes (Full Time)

Sl. No.	Programme	Duration	Eligibility
i	Management (PGDM, MBA and similar)	2 years	Passed Bachelor's Degree of minimum 3 years duration. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
ii	Management (PGCM)	More than 1 year but less than 2 years	Passed Bachelor's Degree of minimum 3 years duration. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
iii	Management (Executive PGDM)	15 Months or 18 Months	Passed any Bachelors degree of minimum 3 years duration and a minimum of 5 years relevant managerial/ supervisory experience. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
iv	MCA	3 years	Passed Bachelor's Degree of minimum 3 years duration with Mathematics at 10+2 level or at

			Graduate Level. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
v	M.E./ M.Tech.	2 years	Passed Bachelor's degree or equivalent in the relevant field. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
vi	M.Pharm.	2 years	Passed Bachelor in Pharmacy. Obtained at least 55% marks (50% in case of candidate belonging to reserved category) at the qualifying Examination.
vii	@@Pharm.D.	6 years	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with either Mathematics or Biology. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together. Or Passed Diploma in Pharmacy with at least 45% marks (40% in case of candidates belonging to reserved category)
viii	Pharm.D. (Post Baccalaureate)	3 years	Passed Bachelor in Pharmacy. Obtained at least 55% marks (50% in case of candidate belonging to reserved category) at the qualifying Examination.
ix	M.Arch.	2 years	Passed Bachelor of Architecture. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
x	Master of Hotel Management and Catering Technology	2 years	Passed Bachelor of Hotel Management and Catering Technology or equivalent degree. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
xi	Master of Applied Arts and Crafts	2 years	Passed Bachelor of Fine Arts or equivalent degree. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
xii	MCA (Lateral entry to Second year)	3 years (2 years for Lateral entry)	Passed Bachelor's Degree of minimum 3 years duration in BCA, B.Sc. (IT/ Computer Science) with Mathematics as a Course at 10+2 level or at

			Graduation Level. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
xiiv	M.Plan.	2 years	Passed Bachelor of Planning/ Architecture/ Civil Engineering or equivalent degree. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
Note: There is no Post Graduate Diploma Programme for Pharmacy and Architecture.			
Candidates as mentioned in Section 1.2 above shall be required to qualify the Entrance Test conducted by the Competent Authority. For admission to MBA and similar Courses, candidates shall be required to qualify in CMAT conducted by AICTE or other recognized tests.			

1.3 Diploma Programmes (Full Time)

	Programme	Duration	Eligibility
i	Engineering and Technology	3 or 4 years	Passed 10th Std./ SSC examination. Obtained at least 35% marks at the qualifying examination.
ii	Pharmacy	2 years	Passed 12th Std. examination with Physics and Chemistry as compulsory subjects along with one of the Mathematics/ Biology (Botany and Zoology)
iii	Architectural Assistantship	3 years	Passed 10th Std./ SSC examination. Obtained at least 35% marks at the qualifying examination.
iv	Hotel Management and Catering Technology	3 years Or 4 years after 10th Std. where same exists	Passed 12th Std. Obtained at least 35% marks at the qualifying examination. Or Passed 10th Std./ SSC examination. Obtained at least 35% marks at the qualifying examination.
v	Applied Arts and Crafts	3 or 4 years	Passed 10th Std./ SSC examination. Obtained at least 35% marks at the qualifying examination.
vi	All Programmes except Pharmacy (Lateral entry to Second year Diploma)	3 years (2 years for Lateral entry)	Passed 12th Std. examination with Physics and Chemistry as compulsory subjects along with one of the Mathematics/ Biology (Botany and Zoology) Or 12th Science (with Mathematics as one of the Subject) or 12th Science with Vocational Or 12th Science with Technical Or 10th + (2 years ITI) with appropriate Trade in that order shall be eligible for admission to Second year Diploma Courses of appropriate Programme up to a maximum of 20% "Approved Intake" (30% for Institutions in Andaman, Nicobar, Lakshadweep, Daman and Diu) which shall be over and above, supernumerary to the "Approved Intake", plus the unfilled vacancies of First year as per the Approval Process Handbook.

| vii | Planning | 3 or 4 years | Passed 10th Std./ SSC examination. Obtained at least 35% marks at the qualifying examination. |

1.4   Post Diploma Programmes (Full Time)

	Programme	Duration	Eligibility
i	Engineering and Technology	18 Months or 2 years	Passed Diploma examination. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying examination.
ii	Hotel Management and Catering Technology	18 Months or 2 years	Passed Diploma examination. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying examination.
iii	Applied Arts and Crafts	18 Months or 2 years	Passed Diploma examination. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying examination.

1.5   Under Graduate Degree Programmes (Part Time)

	Programme	Duration	Eligibility
i	Engineering and Technology, Hotel Management and Catering Technology, Applied Arts and Crafts, Planning	As per the University norms	Diploma in relevant discipline/ field/ Programme. Minimum of Two years full time work experience in a registered firm/ Company/ Industry/ Educational and/ Government, Autonomous Organizations in the relevant field in which admission is sought.

1.6   Post Graduate Degree and Post Graduate Diploma Programmes (Part Time)

	Programme	Duration	Eligibility
i	Management (MBA and similar), MCA, M.E./ M.Tech., Hotel Management and Catering Technology, Applied Arts and Crafts, Planning, M.Arch.	As per the University norms	Passed Degree in relevant discipline/ field/ Programme. Minimum of Two years full time work experience in a registered firm/ Company/ Industry/ Educational and/ Government, Autonomous Organizations in the relevant field in which admission is sought.
ii	Management (PGDM/PGCM)	The maximum duration shall not exceed 1.5 times the Regular Programme	Passed Bachelor's Degree of minimum 3 years duration. Minimum of Two years full time work experience in a registered firm/ Company/ Industry/ Educational and/ Government, Autonomous Organizations in the relevant field in which admission is sought.

iii	Management (Executive PGDM)	The maximum duration shall not exceed 1.5 times the Regular Programme	Passed any Bachelors degree of minimum 3 years duration and a minimum of 5 years relevant managerial/ supervisory experience.

Note: There is no Post Graduate Diploma for Pharmacy and Architecture

1.7 Diploma Programmes (Part Time)

	Programme	Duration	Eligibility
i	Engineering and Technology, Hotel Management and Catering Technology, Applied Arts and Crafts, Planning	As per the Board of Technical Education/ University	Passed 10th Std./ SSC examination and 2 year ITI after 10th Std. Or Passed 10th Std./ SSC examination and Minimum of Two years full time work experience in a registered firm/ Company/ Industry/ Educational and/ Government, Autonomous Organizations in the relevant field in which admission is sought.

Note: There is no Diploma Programme in Part Time for Pharmacy and Architecture.

1.8 Post Diploma Programmes (Part Time)

	Programme	Duration	Eligibility
i	Engineering and Technology, Hotel Management and Catering Technology, Applied Arts and Crafts, Planning	As per the Board of Technical Education/ University	Passed Diploma in relevant discipline/ field/ Programme. Minimum of Two years full time work experience in a registered firm/ Company/ Industry/ Educational and/ Government, Autonomous Organizations in the relevant field in which admission is sought.

1.9 Integrated Courses (Full Time)

	Programme	Duration	Eligibility
i	Engineering and Technology	5 years	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/ Technical Vocational subject. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.
ii	Hotel Management and Catering Technology (MHMCT)	5 and ½ years	As per Appendix 1 for respective discipline except Architecture and Applied Arts and Crafts Programmes.
iii	MBA	5 years	Passed 10+2 examination. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.
iv	MCA	5 years	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/ Technical Vocational subject.

			Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.

@@Council shall consider equivalence of Academic and NSQF qualification with relevant Bridge Courses as notified by appropriate bodies time to time.

1.10	**Reservation Policy of the Central Government/ Respective State Government/ UT as the case shall be applicable to all the above Programmes (1.1 to 1.9).**

Appendix 2

2.0 Approved Nomenclature of Courses

2.1 Programme: Engineering and Technology   Level: Diploma

Sl. No.	Name of The Course
1	3-D Animation and Graphics
2	Accounts and Audit
3	Administration Services
4	Advanced Communication and Information System
5	Advanced Computer Application
6	Advanced Diploma in Marine Engineering and Systems
7	Advanced Electronics and Communication Engineering
8	Aero Space Engineering
9	Aeronautical Engineering
10	Agricultural Engineering
11	Agricultural Technology
12	Aircraft Maintenance Engineering (Avionics)
13	Aircraft Maintenance Engineering
14	Animation and Multimedia Technology
15	Apparel Design and Fabric
16	Apparel Design and Fabrication Technology
17	Apparel Design and Fashion Technology
18	Apparel Manufacture and Design
19	Apparel Technology
20	Applied Electronics
21	Applied Electronics and Instrumentation Engineering
22	Applied Videography
23	Architectural Assistantship
24	Armament Engineering (Gun Fitter)
25	Artificer Training (Electrical)
26	Artificer Training (Electronics)
27	Artificer Training (Mech.)
28	Audiography and Sound Engineering
29	Automation and Robotics
30	Automation Engineering
31	Automobile Engineering
32	Automobile Engineering (Automobile Fitter)
33	Automotive Engineering
34	Beauty and Hair Dressing
35	Beauty Culture and Cosmetology
36	Bio Electronics
37	Biomedical Engineering
38	Biomedical Instrumentation
39	Biotechnology
40	CAD CAM
41	Campus Wide Network Design and Maintenance
42	CDDM
43	Cement Technology
44	Ceramic Engineering and Technology
45	Ceramic Technology
46	Ceramics Engineering
47	Chemical Engineering
48	Chemical Engineering (Fertilizer)
49	Chemical Engineering (Oil Technology)
50	Chemical Engineering (Part Time)
51	Chemical Engineering (Petro Chemical)
52	Chemical Engineering (Plastic and Polymer)
53	Chemical Engineering (Sugar Technology)
54	Chemical Engineering (SW)
55	Chemical Technology
56	Chemical Technology (Paint Technology)
57	Chemical Technology (Rubber and Plastic Technology)
58	Chemical Technology Fertilizer
59	Chemical Technology(Rubber/ Plastic)
60	Cinematography
61	Civil and Environmental Engineering
62	Civil and Rural Engineering
63	Civil (Public Health and Environment) Engineering
64	Civil Draftsman
65	Civil Engineering
66	Civil Engineering and Planning
67	Civil Engineering (Building Services Engineering)
68	Civil Engineering (Construction Technology)
69	Civil Engineering (Environment and Pollution Control)
70	Civil Engineering (Environmental Engineering)
71	Civil Engineering (Public Health Engineering)
72	Civil Engineering (Rural Engineering)
73	Civil Engineering (Sandwich Pattern)
74	Civil Engineering (Water Resource and Management)
75	Civil Environmental Engineering
76	Civil Technology
77	Civil Engineering (Construction)
78	Civil (SFS Mode)
79	Commercial and Computer Practice
80	Commercial Practice
81	Commercial Practice (KAN and Engineering)
82	Computer hardware and Networking
83	Computer Aided Costume Design and Dress Making
84	Computer and Information Science
85	Computer Application and Business Management
86	Computer Applications
87	Computer Engineering
88	Computer Engineering and Application
89	Computer Hardware and Maintenance
90	Computer Hardware and Networking
91	Computer Networking
92	Computer Science and Engineering
93	Computer Science
94	Computer Science and Technology
95	Computer Science and Information Technology
96	Computer Science and Systems Engineering
97	Computer Software Technology
98	Computer Technology
99	Computer Technology and Applications
100	Construction Engineering
101	Construction Technology
102	Construction Technology and Management
103	Control and Instrumentation
104	Cosmetology and Health
105	Costumer Design and Dress Making
106	Cyber Forensics and Information Security
107	Dairy Engineering
108	Design and Drafting
109	Digital Communications
110	Digital Electronics
111	Digital Electronics and Microprocessor
112	Digital Electronics and Communication Engineering
113	Digital Systems
114	Direction Screen Play Writing and TV Production
115	Dress Designing and Garment Manufacturing
116	Drilling Engineering
117	Drilling Technology
118	ECG Technology
119	Electrical and Electronics (Power System)
120	Electrical and Electronics Engineering
121	Electrical and Electronics Engineering (Sandwich Course)
122	Electrical and Instrumentation Engineering
123	Electrical and Mechanical Engineering

124	Electrical and Power Engineering		186	Food Technology
125	Electrical Energy Systems		187	Footwear Technology
126	Electrical Engineering (Instrumentation and Control)		188	Foundry Technology
127	Electrical Engineering		189	Garment Technology
128	Electrical Engineering (Electronics and Power)		190	Garment and Fashion Technology
129	Electrical Engineering (Industrial Control)		191	Garment Design and Fashion Technology
130	Electrical Machines		192	Garment Fabrication
131	Electrical Power Systems		193	Garment Manufacturing Technology
132	Electronic Engineering		194	Geoinformatics and Surveying Technology
133	Electronic Instrumentation and Control Engineering		195	Geographic Information System (G.I.S.) and Global Positioning System
134	Electronic Science and Engineering		196	Glass and Ceramics Engineering
135	Electronics		197	Handloom and Textile Technology
136	Electronics and Avionics		198	Health Care Technology
137	Electronics and Communication Engineering		199	Heat Power Engineering
138	Electronics and Communication Engineering (Industry Integrated)		200	Home Science
			201	Hotel Management and Catering Technology
139	Electronics and Communication Technology		202	I.T. (Courseware Engineering)
140	Electronics and Instrumentation Engineering		203	Industrial and Production Engineering
141	Electronics and Production		204	Industrial Electronics
142	Electronics and Telecommunication Engineering		205	Industrial Electronics(Sandwich Pattern)
143	Electronics and Telecommunication Engineering (Technologyinician Electronic Radio)		206	Industrial Engineering and Management
			207	Information and Communication Technology
144	Electronics and Video Engineering		208	Information Engineering
145	Electronics (Fiber Optics)		209	Information Science
146	Electronics (Robotics)		210	Information Science and Engineering
147	Electronics and Communication Engineering (Microwaves)		211	Information Science and Technology
			212	Information Security Management
148	Electronics and Communication Engineering (Sandwich)		213	Information Technology
			214	Information Technology and Engineering
149	Electronics and Computer Engineering		215	Information Technology Enabled Services and Management
150	Electronics and Electrical Engineering			
151	Electronics and Telecommunication Engineering (Radio and System)		216	Instrument Technology
			217	Instrumentation
152	Electronics Communication and Instrumentation Engineering		218	Instrumentation and Control Engineering
			219	Instrumentation (EANDC)
153	Electronics Engineering		220	Instrumentation Engineering
154	Electronics Engineering (Industry Integrated)		221	Instrumentation Technology
155	Electronics Engineering (Micro Electronics)		222	Instruments and Medical Equipment
156	Electronics Engineering (Specialization in Consumer Electronics)		223	Interior Decoration
			224	Interior Design
157	Electronics Engineering (Modern Consumer Electronics)		225	Jewellery Design and Manufacture Technology
			226	Knitting and Garment Technology
158	Electronics Engineering With Microprocessor		227	Knitting Technology
159	Electronics Instrumentation and Control Engineering		228	Leather and Fashion Technology
			229	Leather Goods and Footwear Tech
160	Electronics Production and Maintenance		230	Leather Technology
161	Electronics Robotics (SW)		231	Leather Technology (Footwear)
162	Electronics Technology		232	Leather Technology Footwear Computer Aided Shoe Design
163	Embedded Systems			
164	Energy Systems Engineering		233	Leather Technology Tanning
165	Engineering Education		234	Library and Information Science
166	Environmental Engineering		235	Machine Engineering
167	Fabrication Technology		236	Machine Tools and Maintenance Engineering
168	Fabrication Technology and Erection Engineering (Sandwich Pattern)		237	Machine Tools Technology
			238	Maintenance Engineering
169	Fashion and Clothing Technology		239	Manufacturing Engineering
170	Fashion and Design		240	Manufacturing Technology
171	Fashion and Apparel Design		241	Marine Engineering
172	Fashion Designing		242	Marine Engineering and Systems(Artificer Training)
173	Fashion Designing and Garment Technology		243	Marine Engineering and Systems
174	Fashion Technology		244	Mass Communication
175	Film and Video Editing		245	Material Management
176	Film Editing and TV Production		246	Mechanical (Computer Aided Design Manufacture and Engineering)
177	Film Technology and TV Production (Cinematography)			
178	Film Technology and TV Production (Film Processing)		247	Mechanical CAD/ CAM
			248	Mechanical Engineering(Industry Integrated)
179	Film Technology and TV Production (Sound Rec. and Sound Engineering)		249	Mechanical Engineering (Sandwich Pattern)
			250	Mechanical Engineering
180	Film Technology(Animation and Visual Effects)		251	Mechanical Engineering (Auto)
181	Finance Account and Auditing			
182	Fire Technology and Safety			
183	Fisheries Technology			
184	Food Processing and Preservation			
185	Food Processing Technology			

252	Mechanical Engineering (Maintenance)
253	Mechanical Engineering (Refrigeration and Air Conditioning)
254	Mechanical Engineering (Tool and Die)
255	Mechanical Engineering Auto Mobile
256	Mechanical Engineering Power Plant Engineering
257	Mechanical Engineering Production
258	Mechanical Engineering Specialization in Cad
259	Mechanical Engineering Tool Engineering
260	Mechanical Engineering Tube Well Engineering
261	Mechanical Engineering(Cad/ Cam)
262	Mechanical Engineering (Foundry) (SW)
263	Mechanical Engineering(Machine Tool Maintenance and Repairs) (SW)
264	Mechanical Engineering(Repair and Maintenance)
265	Mechanical Welding and Sheet Metal Engineering
266	Mechatronics
267	Mechatronics-Sandwich
268	Medical Electronics Engineering
269	Medical Electronics
270	Medical Laboratory Technology
271	Metallurgical Engineering
272	Metallurgy
273	Metallurgy and Material Technology
274	Micro Electronics
275	Mine Engineering
276	Mine Surveying
277	Mining and Mine Surveying
278	MLT
279	Modern Office Management
280	Modern Office Management and Secretarial Practice
281	Modern Office Practice
282	Multimedia Technology
283	Navy Entry Artificer/ Mechanical and Electrical
284	Network Engineering
285	Office Management and Computer Application
286	Ophthalmic Technology
287	Opto-Electronics Engineering
288	Packaging Technology
289	Paint Technology
290	Petrochemical Engineering
291	Petrochemical Refinery
292	Petrochemical Technology
293	Petroleum Engineering
294	Petroleum Technology
295	Pharmaceutical Chemistry and Technology
296	Photography
297	Plastic and Mould Technology
298	Plastic and Polymer Engineering
299	Plastic Engineering
300	Plastic Mould Technology (DPMT)
301	Plastic Mould Technology (DPMT/PDPMT)
302	Plastic Technology
303	Plastic Technology (DPT/ PDPT)
304	Plastics Processing and Testing
305	Polymer Engineering and Technology
306	Polymer Technology
307	Post Graduate Diploma in Computer Application

308	Plastic Process and Testing
309	Power Electronics
310	Power Systems Engineering
311	Precision Manufacturing
312	Printing and Packing Technology
313	Printing Technology
314	Production and Industrial Engineering
315	Production Engineering
316	Production Engineering (Sandwich)
317	Production Technology
318	Pulp Technology
319	Quantity Surveying and Construction Management
320	Refrigeration and Air Conditioning
321	Robotics and Mechatronics
322	Rubber Technology
323	Saddlery Technology and Export Management
324	Shipbuilding Engineering
325	Sound Recording Engineering
326	Sugar Technology
327	Surface Coating Technology
328	Survey Engineering
329	Technical Chemistry
330	Technician X-Ray Technology
331	Telecommunication Engineering
332	Telecommunication Technology
333	Textile Chemistry
334	Textile Design
335	Textile Designing
336	Textile Designing Printing
337	Textile Engineering
338	Textile Manufactures
339	Textile Manufacturing and Technology
340	Textile Marketing and MGT
341	Textile Processing
342	Textile Processing Technology
343	Textile Technology
344	Textile Technology (Sandwich)
345	Textile Technology(Textile Design and Weaving)
346	Textile Technology (Manmade Fibre Technology)
347	Tool and Die Making
348	Tool and Die Engineering
349	Tool and Die Under Mechanical Engineering
350	Tool Die and Mould Making
351	Transportation Engineering
352	Travel and Tourism
353	TV and Sound Engineering
354	Water Resource Management
355	Water Technology and Health Science
356	Weapons Engineering
357	Web Designing
358	Web Technologies
359	Wood and Paper Technology
360	Wood Technology

2.2	**Programme: Engineering and Technology**	**Level: Post Diploma**

Sl. No.	Name of The Course
1	Advanced Die and Mould Making
2	Advanced Diploma in Computer Applications
3	Advanced Electrical Power System
4	Advanced Electronics and Communication Engineering
5	Advanced Mechatronics and Industrial Automation
6	Advanced Refrigeration and Air Conditioning (SW) (SF)
7	Automobile Engineering

8	Biotechnology Tissue Culture
9	CAD CAM
10	CAD/ CAM
11	Civil Engineering
12	Computer Hardware and Networking
13	Computer Aided Design and Manufacture
14	Computer Aided Design Manufacture and Engineering
15	Computer Applications

16	Computer Applications in Industrial Drives		35	Plastic Mould Technology (DPMT / PDMT)
17	Computer Hardware and Networking		36	Plastic Technology (DPT/ PDPT)
18	Computer Hardware Maintenance and Networking		37	Plastics Mould Design
19	Computer Networks		38	Plastics Processing and Testing
20	Electrical Engineering		39	Post Graduate Diploma in Computer Application
21	Electronics Communication and Instrumentation Engineering		40	Post Plastic Mould Design
22	Electronics and Telecommunications Engineering		41	Post Plastic Process and Testing
23	Embedded Systems		42	Power Plant Engineering and Energy Management
24	Fire Technology and Safety		43	Production Engineering System Technology
25	Geographic Information System (G.I.S.) and Global Positioning System		44	Refrigeration and Air Conditioning
26	Industrial Safety		45	Rubber Technology
27	Industrial Safety and Engineering		46	Software Systems
28	Information Technology		47	Software Testing
29	Knitting and Garment Technology		48	Textile Processing
30	Mechanical Engineering		49	Thermal Power Engineering
31	Medical Electronics		50	Tool and Die Engineering
32	Petrochemical Engineering		51	Tool Design
33	Plant Engineering		52	Town Planning and Architecture
34	Plastic Mould Design		53	VLSI Design
			54	Web Designing

2.3 Programme: Engineering and Technology   Level: Under Graduate

Sl. No.	Name of The Course		45	Civil Engineering Environment and Pollution Control
1	3-D Animation and Graphics		46	Civil Technology
2	Advanced Communication and Information System		47	Communication Engineering
3	Advanced Computer Application		48	Computer and Communication Engineering
4	Advanced Electronics and Communication Engineering		49	Computer Engineering
5	Aero Space Engineering		50	Computer Engineering and Application
6	Aeronautical Engineering		51	Computer Networking
7	Agricultural Engineering		52	Computer Science and Engineering
8	Agricultural Technology		53	Computer Science
9	Agriculture Engineering		54	Computer Science and Technology
10	Aircraft Maintenance Engineering		55	Computer Science and Information Technology
11	Airline Management		56	Computer Science and Systems Engineering
12	Apparel and Production Management		57	Computer Technology
13	Applied Electronics and Instrumentation Engineering		58	Computing in Computing
14	Applied Electronics and Communications		59	Computing in Multimedia
15	Architectural Assistantship		60	Computing in Software
16	Architecture and Interior Decoration		61	Construction Engineering
17	Automation and Robotics		62	Construction Engineering and Management
18	Automation Engineering		63	Construction Technology
19	Automobile Engineering		64	Construction Technology and Management
20	Automobile Maintenance Engineering		65	Dairy Engineering
21	Automotive Technology		66	Diary Technology
22	Biochemical Engineering		67	Digital Techniques for Design and Planning
23	Biomedical Engineering		68	Dyestuff Technology
24	Biomedical Instrumentation		69	Electrical and Computer Engineering
25	Biotechnology		70	Electrical and Electronics (Power System)
26	Biotechnology and Biochemical Engineering		71	Electrical and Electronics Engineering
27	Building and Construction Technology		72	Electrical and Electronics Engineering (Sandwich)
28	Cement and Ceramic Technology		73	Electrical and Instrumentation Engineering
29	Ceramic Engineering and Technology		74	Electrical and Mechanical Engineering
30	Ceramic Technology		75	Electrical and Power Engineering
31	Ceramics Engineering		76	Electrical Engineering
32	Chemical and Electro Chemical Engineering		77	Electrical Engineering (Electronics and Power)
33	Chemical Engineering		78	Electrical Engineering Industrial Control
34	Chemical Engineering (Plastic and Polymer)		79	Electrical Instrumentation and Control Engineering
35	Chemical Technology		80	Electrical, Electronics and Power
36	Civil and Environmental Engineering		81	Electronic Engineering
37	Civil and Rural Engineering		82	Electronic Instrumentation and Control Engineering
38	Civil and Water Management Engineering		83	Electronic Science and Engineering
39	Civil Engineering		84	Electronics
40	Civil Engineering and Planning		85	Electronics and Communication Engineering
41	Civil Engineering (Construction Technology)		86	Electronics and Communication Engineering (Industry Integrated)
42	Civil Engineering (Environmental Engineering)			
43	Civil and Infrastructure Engineering		87	Electronics and Computer Science Engineering
44	Civil Engineering (Public Health Engineering)		88	Electronics and Instrumentation Engineering

89	Electronics and Telecommunication Engineering
90	Electronics and Telecommunication Engineering (Technologynician Electronic Radio)
91	Electronics and Biomedical Engineering
92	Electronics and Communication Engineering (Microwaves)
93	Electronics and Communication Engineering (Sandwich)
94	Electronics and Computer Engineering
95	Electronics and Control Systems
96	Electronics and Electrical Engineering
97	Electronics and Power Engineering
98	Electronics and Telematics Engineering
99	Electronics Communication and Instrumentation Engineering
100	Electronics Design Technology
101	Electronics Engineering
102	Electronics Instrumentation and Control Engineering
103	Electronics System Engineering
104	Electronics Technology
105	Energy and Environmental Management
106	Energy Engineering
107	Engineering Education
108	Environment Engineering
109	Environmental Engineering
110	Environmental Science and Engineering
111	Environmental Science and Technology
112	Facilities and Services Planning
113	Fashion and Apparel Technology
114	Fashion and Apparel Engineering
115	Fashion Technology
116	Fibers and Textiles Processing Technology
117	Fire Technology and Safety
118	Food Engineering and Technology
119	Food Processing and Preservation
120	Food Processing Technology
121	Food Technology
122	Food Technology and Management
123	Footwear Technology
124	Geo Informatics
125	Industrial and Production Engineering
126	Industrial Biotechnology
127	Industrial Engineering
128	Industrial Engineering and Management
129	Information and Communication Technology
130	Information Engineering
131	Information Science and Engineering
132	Information Science and Technology
133	Information Technology
134	Information Technology and Engineering
135	Instrument Technology
136	Instrumentation
137	Instrumentation and Control Engineering
138	Instrumentation and Electronics
139	Instrumentation Engineering
140	Instrumentation Technology
141	Jute and Fibre Technology
142	Leather Technology
143	Machine Engineering
144	Man Made Fibre Technology
145	Man-Made Textile Technology
146	Manufacturing Engineering
147	Manufacturing Engineering and Automation
148	Manufacturing Engineering and Technology
149	Manufacturing Process and Automation Engineering
150	Manufacturing Science and Engineering
151	Manufacturing Technology
152	Marine Engineering
153	Marine Technology
154	Master in Engineering and Management

155	Material Science and Technology
156	Mathematics and Computing
157	Mechanical and Automation Engineering
158	Mechanical Engineering (Industry Integrated)
159	Mechanical Engineering (Sandwich Pattern)
160	Mechanical Engineering
161	Mechanical Engineering (Automobile)
162	Mechanical Engineering (Production)
163	Mechanical Engineering Automobile
164	Mechanical Engineering(Repair and Maintenance)
165	Mechatronics
166	Mechatronics Engineering
167	Mechatronics Engineering (Sandwich)
168	Medical Electronics Engineering
169	Medical Electronics
170	Medical Lab Technology
171	Metallurgical and Materials Engineering
172	Metallurgical Engineering
173	Metallurgy
174	Metallurgy and Material Technology
175	Military Engineering
176	Mine Engineering
177	Mining Engineering
178	Nano Science and Technology
179	Nano Technology
180	Nano Technology and Robotics
181	Naval Architecture and Ship Building Engineering
182	Nuclear Science and Technology
183	Oil and Paint Technology
184	Oil Technology
185	Oils, Oleochemicals and Surfactants Technology
186	Optics and Optoelectronics
187	Packaging Technology
188	Paint Technology
189	Petrochem and Petroleum Refinery Engineering
190	Petrochemical Engineering
191	Petrochemical Technology
192	Petroleum Engineering
193	Petroleum Technology
194	Pharmaceuticals and Fine Chemical Technology
195	Pharmaceuticals Chemistry and Technology
196	Planning
197	Plastic and Polymer Engineering
198	Plastics Engineering
199	Plastics Technology
200	Polymer Engineering
201	Polymer Engineering and Technology
202	Polymer Science and Chemical Technology
203	Polymer Science and Technology
204	Polymer Technology
205	Power Electronics
206	Power Electronics and Instrumentation Engineering
207	Power Electronics Engineering
208	Power Engineering
209	Precision Manufacturing
210	Printing and Packing Technology
211	Printing Technology
212	Production and Industrial Engineering
213	Production Engineering
214	Production Engineering (Sandwich)
215	Project Management
216	Pulp Technology
217	Radio Physics and Electronics
218	Robotics and Automation
219	Rubber Technology
220	Safety and Fire Engineering
221	Shipbuilding Engineering
222	Silk Technology
223	Software Engineering
224	Surface Coating Technology

225	Telecommunication Engineering		229	Textile Processing
226	Textile Chemistry		230	Textile Technology
227	Textile Engineering		231	Tool Engineering
228	Textile Plant Engineering			

2.4   Programme: Engineering and Technology   Level: Post Graduate

Sl. No.	Name of The Course		Sl. No.	Name of The Course
1	Advanced Communication and Information System		62	Chemical Technology(Rubber/ Plastic)
2	Advanced Computer Aided Design		63	Civil and Rural Engineering
3	Advanced Design and Manufacturing		64	Civil (Public Health and Environment) Engineering
4	Advanced Electrical Power System		65	Civil Engineering
5	Advanced Electronics		66	Civil Engineering (Construction Technology)
6	Advanced Electronics and Communication Engineering		67	Civil Engineering (Environmental and Pollution Control)
7	Advanced Manufacturing and Mechanical Systems Design		68	Civil Engineering (Environmental Engineering)
8	Advanced Manufacturing Systems		69	Civil Engineering (Transportation Engineering)
9	Advanced Manufacturing Technology		70	Civil Engineering (Water Management)
10	Advanced Materials Technology		71	Civil Environmental Engineering
11	Advanced Production Systems		72	Combat Vehicles (Mechanical Engineering)
12	Aero Dynamic Engineering		73	Communication and Signal Process
13	Aero Space Engineering		74	Communication and Information Systems
14	Aeronautical Engineering		75	Communication and Networking
15	Agricultural Engineering		76	Communication Engineering
16	Air Armament		77	Communication Engineering and Signal Processing
17	Apparel Technology		78	Communication Networks
18	Applied Electronics		79	Communication Systems
19	Applied Electronics and Communication System		80	Communication Technology and Management
20	Applied Electronics and Communications		81	Computational Analysis in Mechanical Science
21	Applied Electronics and Instrumentation Engineering		82	Computational Mechanics
22	Applied Instrumentation		83	Computational Mechanics (Mechanical Engineering)
23	Armament Engineering (Gun Fitter)		84	Computer Aided Analysis and Design
24	Artificial Intelligence		85	Computer Aided Design
25	Atmospheric Science		86	Computer Aided Design and Manufacture
26	Automated Manufacturing Systems		87	Computer Aided Design Manufacture and Automation
27	Automation		88	Computer Aided Design Manufacture and Engineering
28	Automation and Control Power Systems		89	Computer Aided Design of Structures
29	Automation and Robotics		90	Computer Aided Process Design
30	Automobile Engineering		91	Computer Aided Structural Analysis and Design
31	Automobile Technology		92	Computer Aided Structural Engineering
32	Automotive Electronics		93	Computer and Communication
33	Automotive Engineering		94	Computer and Communication Engineering
34	Automotive Systems		95	Computer and Information Science
35	Automotive Technology		96	Computer Applications
36	Avionics		97	Computer Applications in Industrial Drives
37	Bio Electronics		98	Computer Cognition and Technology
38	Bio Metrics and Cyber Security		99	Computer Engineering
39	Biochemical Engineering		100	Computer Engineering and Application
40	Biochemical Engineering and Biotechnology		101	Computer Engineering and Networking
41	Bioinformatics		102	Computer Hardware and Networking
42	Biomedical Electronics		103	Computer Integrated Manufacturing
43	Biomedical Engineering		104	Computer Network Engineering
44	Biomedical Instrumentation		105	Computer Networking
45	Biomedical Signal Processing and Instrumentation		106	Computer Networking and Engineering
46	Biometrics and Cyber Security		107	Computer Networks
47	Bioprocess Engineering		108	Computer Networks and Information Security
48	Bioprocess Technology		109	Computer Networks and Internet Security
49	Biotechnology		110	Computer Science and Engineering
50	Biotechnology and Biochemical Engineering		111	Computer Science
51	Building Construction Technology		112	Computer Science and Engineering (Networks)
52	CAD/ CAM		113	Computer Science and Technology
53	CAD/ CAM Engineering		114	Computer Science and Engineering (Cyber Security)
54	CAD/ CAM/ CAE		115	Computer Science and Information Security
55	Ceramic Engineering and Technology		116	Computer Science and Information System
56	Ceramics Engineering		117	Computer Science and Information Technology
57	Chemical Engineering		118	Computer Science and Systems Engineering
58	Chemical Processing in Textiles		119	Computer Systems and Technology
59	Chemical Reaction Engineering		120	Computer Technology
60	Chemical Science and Technology		121	Computer Technology and Applications
61	Chemical Technology		122	Computer Vision and Image Processing
			123	Computing in Computing

124	Construction Technology		193	Electronics and Instrumentation Engineering
125	Construction and Project Management		194	Electronics and Tele-Communication Engineering
126	Construction Engineering		195	Electronics and Telecommunication Engineering (Technologynician Electronic Radio)
127	Construction Engineering and Management		196	Electronics and Communications Engineering
128	Construction Management		197	Electronics and Control Systems
129	Construction Planning and Management		198	Electronics and Information Systems
130	Construction Project Management		199	Electronics and Instrumentation Engineering
131	Construction Technology		200	Electronics and Telecommunication Engineering (Radio and System)
132	Construction Technology and Management		201	Electronics Communication and Instrumentation Engineering
133	Control and Instrument		202	Electronics Design and Technology
134	Control and Instrumentation		203	Electronics Engineering
135	Control Engineering		204	Electronics Product Design and Technology
136	Control System Engineering		205	Electronics Systems and Communication
137	Control Systems		206	Electronics Technology
138	Cryogenic Engineering		207	Electronics Tele Communication
139	Cyber Forensics		208	Embedded and Real Time Systems
140	Cyber Forensics and Information Security		209	Embedded System and Computing
141	Cyber Security		210	Embedded System and VLSI
142	Data Sciences		211	Embedded System and VLSI Design
143	Design and Production		212	Embedded Systems
144	Design and Thermal Engineering		213	Embedded Systems Technologies
145	Design Engineering		214	Energetic Materials and Polymers
146	Design for Manufacturing		215	Energy and Environmental Management
147	Design of Mechanical Equipment		216	Energy Engineering
148	Design of Mechanical Systems		217	Energy Management
149	Digital Communication		218	Energy Science and Technology
150	Digital Communication Engineering		219	Energy Systems
151	Digital Communications and Networking		220	Energy Systems Analysis and Design
152	Digital Electronics		221	Energy Systems and Management
153	Digital Electronics and Communication		222	Energy Systems Engineering
154	Digital Electronics and Communication Engineering		223	Energy Technology
155	Digital Electronics and Communication Systems		224	Energy Technology and Management
156	Digital Electronics and Engineering		225	Engineering Design
157	Digital Image Processing		226	Engineering Education
158	Digital Instrumentation		227	Engineering Statistics
159	Digital Signal Processing		228	Environment and Water Resource Engineering
160	Digital Systems		229	Environmental Biotechnology
161	Digital Systems and Communications Engineering		230	Environmental Engineering
162	Digital Systems and Computer Electronics		231	Environmental Engineering and Management
163	Digital Techniques and Instrumentation		232	Environmental Management
164	Distributed and Mobile Computing		233	Environmental Science and Engineering
165	Distributed Systems		234	Environmental Science and Technology
166	Drugs and Pharmaceuticals		235	E-Security
167	Dyestuff Technology		236	Farm Machinery
168	Earthquake Engineering		237	Fashion and Apparel Engineering
169	E-Learning Technologies		238	Fashion Technology
170	Electric Power System		239	Financial Engineering
171	Electrical and Computer Engineering		240	Food Biotechnology
172	Electrical and Electronics (Power System)		241	Food Engineering and Technology
173	Electrical and Electronics Engineering		242	Food Plant Operations Management
174	Electrical and Mechanical Engineering		243	Food Process Engineering and Management
175	Electrical and Power Engineering		244	Food Processing
176	Electrical Devices and Power Systems		245	Food Processing Technology
177	Electrical Drives and Control		246	Food Safety and Quality Management
178	Electrical Energy Systems		247	Food Supply Chain Management
179	Electrical Engineering (Instrumentation and Control)		248	Food Technology
180	Electrical Engineering		249	Food Technology and Management
181	Electrical Engineering (Electronics and Power)		250	Foundation Engineering
182	Electrical Instrumentation and Control Engineering		251	Fracture Mechanics
183	Electrical Machines		252	Fuel and Combustion
184	Electrical Machines and Drives		253	Future Studies and Planning
185	Electrical Power and Energy Systems		254	Gas Turbine Technology
186	Electrical Power Engineering		255	Geoinformatics
187	Electrical Power System		256	Geoinformatics and Surveying Technology
188	Electronic Circuits and System Design		257	Geomachines and Structures
189	Electronic Instrumentation and Control Engineering		258	Geomechanics and Structures
190	Electronics		259	Geotechnical and Geo Environmental Energy
191	Electronics and Communication Engineering (Industry Integrated)			
192	Electronics and Communication(VLSI Design)			

260	Geotechnical Earthquake Engineering	329	Irrigation and Drainage Engineering
261	Geotechnical Engineering	330	Irrigation Engineering
262	Geotechnology	331	Laser and Electro Optics
263	Green Technology	332	Laser Technology
264	Guidance and Navigation Control	333	Lean Manufacturing Engineering
265	Guided Missiles	334	Leather Technology
266	Health Science and Water Engineering	335	Machine Design
267	Heat and Power	336	Machine Design and Robotics
268	Heat Power and Thermal Engineering	337	Maintenance Engineering
269	Heat Power Engineering	338	Man-Made Textile Technology
270	Heat Ventilation and Air Conditioning	339	Manufacturing and Automation
271	High Voltage and Power Systems Engineering	340	Manufacturing Engineering
272	High Voltage Engineering	341	Manufacturing Engineering and Automation
273	Highway Engineering	342	Manufacturing Engineering and Management
274	Highway Technology	343	Manufacturing Engineering and Technology
275	Hill Area Development Engineering	344	Manufacturing Process
276	Hydraulics and Flood Control	345	Manufacturing Process and Automation Engineering
277	Hydraulics Engineering	346	Manufacturing Science and Engineering
278	I.T. (Courseware Engineering)	347	Manufacturing Systems and Management
279	Illumination Engineering	348	Manufacturing Systems Engineering
280	Illumination Technology and Design	349	Manufacturing Technology
281	Image Processing	350	Manufacturing Technology and Automation
282	Industrial and Production Engineering	351	Marine Engineering
283	Industrial Automation and RF Engineering	352	Marine Technology
284	Industrial Automation and Robotics	353	Master of Engineering and Management
285	Industrial Biotechnology	354	Master of Science in Software Engineering
286	Industrial Catalysis	355	Master of Engineering and Management
287	Industrial Design	356	Master of Technology Management
288	Industrial Drives and Control	357	Material Engineering
289	Industrial Electronics	358	Material Science and Technology
290	Industrial Engineering	359	Material Engineering (Nanotechnology)
291	Industrial Engineering and Management	360	Mechanical (Computer Aided Design, Manufacture and Engineering)
292	Industrial Instrumentation and Control	361	Mechanical and Automation Engineering
293	Industrial Mathematics	362	Mechanical Engineering (Manufacturing Technology)
294	Industrial Metallurgy	363	Mechanical Engineering
295	Industrial Pollution Control	364	Mechanical Engineering (Industry Integrated)
296	Industrial Power Control and Drives	365	Mechanical Engineering (Thermal Engineering)
297	Industrial Production and Management Engineering	366	Mechanical Engineering Automobile
298	Industrial Refrigeration and Cryogenics	367	Mechanical Engineering Design
299	Industrial Safety	368	Mechanical Engineering Specialization in Cad
300	Industrial Safety and Engineering	369	Mechanical Engineering(Production)
301	Industrial Structures	370	Mechanical Engineering (Cad/ Cam)
302	Industrial Systems Engineering	371	Mechanical Engineering (Energy System and Management)
303	Information and Communication Technology	372	Mechanical Engineering-Product Design and Development
304	Information Engineering	373	Mechanical- Product Life Cycle Management
305	Information Science and Technology	374	Mechanical System Design
306	Information Security	375	Mechanical Welding and Sheet Metal Engineering
307	Information Security Management	376	Mechanical (Computer Integrated Manufacturing)
308	Information Systems	377	Mechanical-Manufacturing Engineering
309	Information Technology	378	Mechatronics
310	Information Technology and Engineering	379	Medical Electronics
311	Information Technology(Artificial Intelligence and Robotics)	380	Metallurgical and Materials Engineering
312	Information Technology(Information and Cyber Warfare)	381	Metallurgical Engineering
313	Infrastructure Engineering	382	Metallurgy
314	Infrastructure Engineering and Management	383	Metallurgy and Material Technology
315	Infrastructure Engineering and Technology	384	Micro and Nano Electronics
316	Infrastructure Management	385	Micro Electronics
317	Instrumentation	386	Micro Electronics and VLSI Design
318	Instrumentation and Control	387	Micro Electronics and Control Systems
319	Instrumentation and Control Engineering	388	Micro Electronics Engineering
320	Instrumentation and Electronics	389	Microwave and Optical Communication
321	Instrumentation and Control	390	Microwave and Communication Engineering
322	Instrumentation Engineering	391	Microwave and Millimeter Engineering
323	Integrated Circuits Technology	392	Microwave and Radar Engineering
324	Integrated Power Systems	393	Microwave and TV Engineering
325	Intelligent Systems	394	Microwave Engineering
326	Internal Combustion and Automobiles	395	Microwaves
327	Internal Combustion Engines and Turbo Machinery		
328	Internal Combustion Engineering		

396	Mineral Exploration		466	Power System With Emphasis H. V. Engineering
397	Mining Engineering		467	Power Systems
398	Mobile Communication and Network Technology		468	Power Systems and Automation
399	Mobile Technology		469	Power Systems and Power Electronics
400	Modeling and Simulation		470	Power Systems Control and Automation Engineering
401	Modern Communication Engineering		471	Power Systems Engineering
402	Molecular Medicine		472	Pre Stressed Concrete
403	Multimedia and Software Engineering		473	Printing Engineering and Graphics Communication
404	Multimedia Technology		474	Printing Graphics
405	Nano Biotechnology		475	Printing Technology
406	Nano Science and Technology		476	Process and Food Engineering
407	Nano Technology		477	Process Control
408	Network Engineering		478	Process Control Instrumentation
409	Network Infrastructure Management		479	Process Dynamics and Control
410	Network Security and Management		480	Process Instrumentation
411	Networking		481	Process Metallurgy
412	Networking and Internet Engineering		482	Product Design
413	Neural Networks		483	Product Design and Commerce
414	New Material Process and Technology		484	Product Design and Development
415	Nuclear Engineering		485	Product Design and Manufacturing
416	Nuclear Science and Technology		486	Production and Industrial Engineering
417	Oil Technology		487	Production Engineering
418	Oils, Oleochemicals and Surfactants Technology		488	Production Engineering and Engineering Design
419	Optical Engineering		489	Production Engineering System Technology
420	Optics and Optoelectronics		490	Production Management
421	Opto Electronics and Communication Systems		491	Production Technology
422	Optoelectronics and Communication		492	Production Technology and Management
423	Optoelectronics and Laser Technology		493	Project Management
424	Opto-Electronics Engineering		494	Propulsion Engineering
425	Optoelectronics –Optical Communication		495	Quality Engineering and Management
426	Packaging Technology		496	Radar and Communication
427	Paint Technology		497	Radio Frequency and Microwave Engineering
428	Parallel Distributed Systems		498	Radio Physics and Electronics
429	Perfumery and Flavour Technology		499	Real Time Systems
430	Pervasive Computing Technology		500	Refrigeration and Air Conditioning
431	Petrochem and Petroleum Refinery Engineering		501	Reliability Engineering
432	Petrochemical Engineering		502	Remote Sensing
433	Petrochemical Technology		503	Remote Sensing and Wireless Sensor Networks
434	Petroleum Engineering		504	Remote Sensing and GIS
435	Petroleum Refining and Petrochemicals		505	Renewable Energy
436	Petroleum Technology		506	Robotics and Automation
437	Pharmaceuticals and Fine Chemical Technology		507	Robotics and Mechatronics
438	Pharmaceuticals Chemistry and Technology		508	Rocket Propulsion
439	Physical Metallurgy		509	Rubber Technology
440	Plant Design		510	Scientific Computing
441	Plastic Engineering		511	Seismic Design and Earthquake Engineering
442	Plastic Technology		512	Sensor Technology
443	Plastics Processing and Testing		513	Signal Processing
444	Polymer Engineering		514	Signal Processing and Communications
445	Polymer Nanotechnology		515	Signal Processing and Embedded Systems
446	Polymer Science and Engineering		516	Software Engineering
447	Polymer Science and Technology		517	Software Systems
448	Polymer Technology		518	Soil and Water Conservation Engineering
449	Power and Energy Engineering		519	Soil Mechanics
450	Power and Industrial Drives		520	Soil Mechanics and Foundation Engineering
451	Power Control and Drives		521	Solar Power Systems
452	Power Electronics		522	Spatial Information Technology
453	Power Electronics and Control		523	Sports Technology
454	Power Electronics and Drives		524	Structural and Foundation Engineering
455	Power Electronics and Drives in Electrical Engineering		525	Structural Design
456	Power Electronics and Electrical Drives		526	Structural Dynamics and Earthquake Engineering
457	Power Electronics and Machine Drives		527	Structural Engineering
458	Power Electronics and Power Systems		528	Structural Engineering and Construction
459	Power Electronics and Systems		529	Structural Engineering and Construction Management
460	Power Electronics Engineering		530	Surface Coating Technology
461	Power Engineering		531	System and Network Security
462	Power Engineering and Energy Systems		532	System Management
463	Power Plant Engineering and Energy Management		533	System Software
464	Power System and Control		534	Systems and Signal Processing
465	Power System and Control Automation		535	Technical Textile

536	Telecommunication Engineering		562	VLSI
537	Telematics		563	VLSI and Embedded Systems
538	Textile Chemistry		564	VLSI and Embedded Systems Design
539	Textile Engineering		565	VLSI and Microelectronics
540	Textile Processing		566	VLSI Design
541	Textile Processing Technology		567	VLSI Design and Embedded Systems
542	Textile Technology		568	VLSI Design and Signal Processing
627	Textile Technology (Technical Textiles)		569	VLSI Design and Testing
543	Textile Technology (Design and MFG)		570	VLSI System Design
544	Thermal and Fluid Engineering		571	VLSI Systems
545	Thermal Engineering		572	Waste Water Management, Health and Safety Engineering
546	Thermal Power Engineering		573	Water and Environmental Technology
547	Thermal Science		574	Water Resource Engineering
548	Thermal Science Engineering		575	Water Resource Management
549	Thermal Sciences and Energy Systems		576	Water Resources and Hydraulic Engineering
550	Thermal Systems and Design		577	Water Resources and Environmental Engineering
551	Tool Design		578	Water Resources and Hydro Informatics
552	Tool Engineering		579	Weapons Engineering
553	Town and Country Planning		580	Web Technologies
554	Traffic and Transporting Engineering		581	Wired and Wireless Communication
555	Translational Engineering		582	Wireless and Mobile Communications
556	Transportation Engineering		583	Wireless Communication and Computing
557	Transportation Engineering and Management		584	Wireless Communication Technology
558	Transportation System Engineering		585	Wireless Communications
559	Tribology and Maintenance		586	Wireless Networks and Applications
560	Turbo Machinery		587	Wireless Technology
561	Virtual Prototyping and Digital Manufacturing			

2.5 Programme: Engineering and Technology   Level: Post Graduate Diploma

Sl. No.	Name of The Course			
1	Biotechnology		8	Manufacturing Engineering and Management
2	Cement Technology		9	Nano Technology
3	Computer Applications		10	Networking
4	Computer Engineering and Application		11	Packaging Technology
5	Computer Hardware and Networking		12	Plastics Processing and Testing
6	Food, Drug and Cosmetics		15	Project Management
7	Industrial Engineering		16	Sugar Technology
			17	Web Designing

2.6 Programme: Applied Arts and Crafts   Level: Diploma

Sl. No.	Name of The Course			
1	Apparel Design and Fabrication Technology		14	Costume Design and Garment Technology
2	Apparel Design and Fashion Technology		15	Costume Design and Dress Making
3	Applied Arts		16	Craft Technology
4	Art for Drawing Teacher		17	Fashion and Apparel Design
5	Beauty and Hair Dressing		18	Fashion Design and Garment Technology
6	Beauty Culture		19	Fashion Designing
7	Beauty Culture and Cosmetology		20	Fashion Technology
8	Commercial Art		21	Fine Arts
9	Commercial Practice (English)		22	Garment Technology
10	Commercial Practice (Kannada and Eng.)		23	Home Science
11	Commercial Practice (Kannada)		24	Interior Decoration
12	Cosmetology		25	Textile Design
13	Costume Design and Dress Making		26	Textile Designing
			27	Travel and Tourism

2.7 Programme: Applied Arts and Crafts   Level: Post Diploma

Sl. No.	Name of The Course			
1	Advertisement and Public Relation		3	Fashion Technology
2	Customer Service Management		4	Fine Arts
			5	Textile Designing

2.8 Programme: Applied Arts and Crafts   Level: Under Graduate

Sl. No.	Name of The Course			
1	Applied Arts		2	Applied Arts and Crafts (Fashion and Apparel Design)
			3	Commercial Art

4	Fashion and Apparel Design		9	Print Making
5	Fine Arts		10	Sculpture
6	Industrial Design in Ceramic		11	Textile Design
7	Industrial Design in Textile		12	Visual Communication Design
8	Painting			

2.9 Programme: Applied Arts and Crafts   Level: Post Graduate

Sl. No.	Name of The Course			
1	Advertisement and Public Relation		6	Fine Arts
2	Applied Arts		7	Painting
3	Ceramic Design		8	Sculpture
4	Customer Service Management		9	Textile Design
5	Fashion Technology		10	Visual Communication Design

2.10 Programme: Architecture   Level: Diploma

Sl. No.	Name of The Course			
1	Architectural Assistantship (Interior Design)		5	Architecture (Interior Design)
2	Architecture		6	Architecture and Interior Design
3	Architecture and Interior Decoration		7	Architecture Assistantship (Sandwich)
4	Architectural Engineering		8	Interior Decoration and Design

2.11 Programme: Architecture   Level: Under Graduate

Sl. No.	Name of The Course			
1	Architectural Engineering		4	Building Engineering and Construction Management
2	Architecture		5	Planning
3	Architecture (Interior Design)		6	Urban and Regional Planning

2.12 Programme: Architecture   Level: Post Graduate

Sl. No.	Name of The Course			
1	Architectural Engineering		13	Interior Design
2	Architecture		14	Landscape Design
3	Architecture (Housing)		15	Medical Architecture
4	Architecture (Landscape)		16	Planning
5	Architecture Pedagogy		17	Recreation Architecture
6	Building Services		18	Settlement Conservation
7	Construction and Project Management		19	Theory and Design
8	Ekistics		20	Planning
9	Environmental Planning		21	Urban and Regional Planning
10	Housing		22	Urban Design
11	Industrial Area Planning and Management		23	Urban Planning
12	Infrastructure Planning		24	Urban Regeneration
			25	Urban Transport Planning and Management

2.13 Programme: Hotel Management and Catering Technology Level: Diploma

Sl. No.	Name of The Course			
1	Food Technology		3	Hotel Management and Catering Technology
2	Hotel Management		4	Hospitality and Tourism Administration
			5	Travel and Tourism

2.14 Programme: Hotel Management and Catering Technology Level: Under Graduate

Sl. No.	Name of The Course			
1	Hospitality and Tourism Administration		3	Hotel Management and Catering Technology
2	Hotel Management		4	B.A. (Hons.) in Culinary Arts
			5	B.A. (Hons.) in Hotel Management

2.15 Programme: Hotel Management and Catering Technology Level: Post Graduate

Sl. No.	Name of The Course			
1	Food and Beverage Management		3	Hotel Management and Catering Technology
2	Hospitality and Tourism Administration		4	Hotel Management

2.16 Programme: Management   Level: Diploma

Sl. No.	Name of The Course		
1	Modern Office Management	3	Modern Office Practice
2	Modern Office Management and Secretarial Practices	4	Stenography and Secretariat Practice

2.17 Programme: Management   Level: Post Diploma

Sl. No.	Name of The Course		
		1	Marketing and Sales Management

2.18 Programme: Management   Level: Post Graduate

Sl. No.	Name of The Course		
1	Administrative Management	25	Human Resource Management
2	Advertising and Public Relation	26	Industrial Management
3	Advertising Communication	27	Industrial Relations and Personnel Management
4	Applied Management	28	Information Management
5	Business Management	29	Information Technology
6	Business Administration	30	International Business
7	Business Administration (Agribusiness Management/ Entrepreneurship)	31	Management (Logistics and Supply Chain Management)
8	Business Economics	32	Management Studies
9	Business Management	33	Marketing
10	Business Studies	34	Marketing and Finance
11	Communication and Media Technology	35	Marketing Management
12	Computer Management	36	Mass Communication
13	Environment	37	Hospital Administration
14	Entrepreneurship	38	Marketing Management
15	Executive	39	Media Management
16	Fellowship Programme in Management	40	Modern Office Management and Secretarial Practices
17	Finance	41	Personnel Administration
18	Financial Administration	42	Personnel Management
19	Financial and Personnel Management	43	Public Health
20	Finance Management	44	Retail Management
21	Finance Marketing	45	Rural Planning and Management
22	Finance Marketing and Human Resource Management	46	SEM
23	Human Resource Development	47	Textiles
24	Human Resource Development and Management	48	Tourism Management

2.19 Programme: Management   Level: Post Graduate Certificate

Sl. No.	Name of The Course		
1	Entrepreneurship	3	Home Textiles
2	Finance	4	Retail Management
		5	Transport and Logistics Management

2.20 Programme: Management   Level: Post Graduate Diploma

Sl. No.	Name of The Course		
1	Accountancy With Computerized Account and Taxation	17	Commercial and Computer Practice
2	Advertising Communication	18	Communications
3	Agriculture Business and Management	19	Communication and Media Technology
4	Agriculture Business	20	Computer Management
5	Apparels	21	Dietetics
6	Aviation Management	22	Development Studies
7	Banking and Financial Services	23	Dual Country Program
8	Banking and Insurance Service	24	E-Business
9	Banking Insurance and Financial Service	25	Energy Management
10	Banking Insurance Finance and Allied Services	26	Entrepreneurship
11	Biotechnology	27	Executive
12	Business Administration	28	Executive Marketing
13	Business Design and Innovation	29	Family Managed Business
14	Business Design	30	Fashion Retail Management
15	Business Entrepreneurship	31	Finance
16	Business Management	32	Finance Control
		33	Finance Management

34	Finance and Marketing	70	Marketing and Finance
35	Financial and Personnel Management	71	Marketing Management
36	Financial Services	72	Marketing and Information Technology
37	Foreign Trade	73	Marketing and International Business
38	Global Business	74	Marketing and Sales Management
39	Government Accounting and Internal Audit	75	National Management Programme
40	Healthcare and Hospital Management	76	Personnel Management
41	Healthcare	77	Personal Management and Human Resource Development
42	Hospital and Health Management	78	Personal Management and Human Resource Management
43	Hospital Management	79	Pharma and Healthcare Management
44	Human Resource Management	80	Pharmaceutical Management
45	Human Resources	81	Project Management
46	Human Resource and International Business	82	Public Financial Management
47	Industrial Management	83	Public Policy and Management
48	Information Technology	84	Research and Business Analytics
49	Industrial Safety and Environmental Management	85	Retail and Fast Moving Consumer Goods
50	Information Technology and Marketing	86	Retail Management
51	Information Technology and Management	87	Retail Marketing
52	Information Technology Management	88	Rural Management
53	Infrastructure Management	89	Rural Planning and Management
54	Insurance Business Management	90	Services and IT Enabled Services
55	Insurance and Risk Management	91	Service Management
56	International Business	92	Sustainable Development Practices
57	International Management	93	Telecom and Information Technology
58	Infrastructure Management	94	Telecom and Marketing
59	International Business and Information Technology	95	Telecom Management
60	International Business	96	Textiles
61	Jute Technology and Management	97	Tourism and Cargo
62	Logistics and Supply Chain Management	98	Tourism and Leisure
63	Mass Communication	99	Tourism and Travel
64	Management Studies	100	Tourism Management
65	Media Management	101	Transportation and Logistics
66	Modern Office Management	102	Travel and Tourism
67	Modern Office Management and Secretarial Practices		
68	Modern Office Practice		
69	Marketing		

2.21   Programme: Management   Level: Fellowship

Sl. No.	Name of The Course	3	Fellowship Programme in Management
1	Business Management	4	Human Resource Management
2	Executive Fellow Programme in Management		

2.22   Programme: MCA   Level: Post Graduate

Sl. No.	Name of The Course	1	Computer Applications

2.23   Programme: Pharmacy   Level: Diploma

Sl. No.	Name of The Course
1	Pharmacy

2.24   Programme: Pharmacy   Level: Under Graduate

Sl. No.	Name of The Course	3	Pharmaceutical Science
1	Pharma Technology	4	Pharmaceutical Technology
2	Pharmaceutical Chemistry	5	Pharmacy

2.25   Programme: Pharmacy   Level: Post Graduate

Sl. No.	Name of The Course	5	Pharmaceutical Analysis
1	Pharmaceutics	6	Pharmaceutical Quality Assurance
2	Industrial Pharmacy	7	Regulatory Affairs
3	Pharmaceutical Technology	8	Pharmaceutical Biotechnology
4	Pharmaceutical Chemistry	9	Pharmacy Practice

10	Pharmacology
11	Pharmacognosy

12	Phytopharmacy & Phytomedicine

2.26	@@Programme: Pharmacy	Level: Post Graduate

Sl. No.	Name of The Course
1	Pharm.D.

2	Pharm.D. (Post Baccalaureate)
3	M.Pharm.

3.0   **Norms for Intake and Number of Courses/ Divisions in the Technical Institutions**

3.1   **Diploma/ Post Diploma Level**

Sl. No.	Programme	Intake per Division	Maximum number of Diploma/ Post Diploma Courses and or divisions allowed in the new Institution (Single Shift working only)	
			Division(s)	Intake
i	Engineering and Technology	60	5	300
ii	Pharmacy	50	1	50
iii	Architecture	40	2	80
iv	Applied Arts and Crafts	60	3	180
v	HMCT	60	3	180

3.2   **Under Graduate Level**

Sl. No.	Programme	Intake per Division	Maximum number of UG Courses and/ or divisions allowed in the new Institution (Single Shift working)	
			Division(s)	Intake
i	Engineering and Technology	60	5	300
ii	Pharmacy	50	2	100
iii	Architecture and Planning			
	a. Architecture	40	2	80
	b. Planning	40	2	80
iv	Applied Arts and Crafts	60	3	180
v	HMCT	60	3	180

3.3   **Post Graduate Degree and Post Graduate Diploma Level**

Sl. No.	Programme	Intake per Division without Collaboration and Twinning Programme	PG divisions (Specialization) without Collaboration and Twinning Programme	Total without Collaboration and Twinning Programme	Intake per Division with Collaboration and Twinning Programme
i	MCA	60	3	180	60
ii	Management	60	3	180	60
iii	Engineering and Technology	30*	1	30	30
iv	Pharmacy	15**	1	15	15
	@@Pharm.D.	30	1	30	30
	Pharm.D. (Post Baccalaureate)	10	1	10	10

v	Architecture and Planning				
	a. Architecture b. Planning	20 20	3 3	60 60	20 20
vi	Applied Arts and Crafts	30	3	90	30
vii	HMCT	30	3	90	30

*   Minimum of 18 seats in steps of 6 up to maximum 30
**   Minimum of 6 seats in steps of 3 up to a maximum of 15

3.4 Private Limited or Public Limited Company/ Industry Establishing Diploma/ Under Graduate/ Post Graduate Institution

Sl. No.	Programme	Intake per Division	Maximum number of UG/ Diploma Courses and/ or divisions allowed in the new Institution (Single Shift working)			
			UG	Intake	Diploma/ PGDM	Intake
i	Engineering and Technology	60	5	300	5	300
ii	Management	60	-	-	3	180
iii	Architecture and Planning					
	a. Architecture b. Planning	40 40	2 2	80 80	2 -	80 -
iv	Pharmacy	50 (UG) 50 (Diploma)	1	50	1	50
v	Applied Arts and Crafts	60	3	180	3	180
vi	HMCT	60	3	180	3	180

a. New Technical Institution in Engineering and Technology, Pharmacy, Architecture, Planning, and HMCT established by a Private Limited or Public Limited Company/ Industry having turnover of at least ₹100 Crore per year for previous 3 years shall be eligible for application and granted approval for Intake as above following due procedure as per Approval Process Handbook.

b. The Institution set up by such a Private Limited or Public Limited Company/ Industry shall be governed by the rules as in Chapter I.

c. Private Limited or Public Limited Company/ Industry Establishing Diploma or Under Graduate or Post Graduate Institution shall choose any Course from the approved list of any size as Intake not exceeding maximum as above and in any combination in the same Programme.

d. The infrastructure/ norms/ faculty/ facilities requirement in this case shall proportionately increase as per Intake.

Appendix 4

4.0   **Norms for Land requirement and Built-up Area for Technical Institution**

4.1   **Land Requirements for Technical Institutions**

Programme	Land Area requirement in Acres								
	UG Programmes			**Diploma/ Post Diploma**			**Standalone Post Graduate Programmes (MBA/ MCA/ Post Graduate Diploma)**		
	Mega and Metro*	**Urban**	**Rural**	**Mega and Metro***	**Urban**	**Rural**	**Mega and Metro***	**Urban**	**Rural**
Engineering and Technology	$	2.5 #	7.5	$	1.5	4.0	-	-	-
Pharmacy	$	0.75	2.0	$	0.75	2.0	-	-	-
Architecture and Planning	$			$					
a. Architecture	$	1.0	2.5	$	1.0	2.5	-	-	-
b. Planning		1.0	2.5		1.0	2.5	-	-	-
Applied Arts and Crafts	$	0.5	1.5	$	0.5	1.5	-	-	-
HMCT	$	1.0	2.5	$	1.0	2.5	-	-	-
MCA	-	-	-	-	-	-	$	0.5	1.0
Management	-	-	-	-	-	-	$	0.5	1.0

*…   Mega and Metro Cities: Greater Mumbai (UA), Delhi (UA) and Kolkata (UA), Chennai (UA) Bangalore (UA), Hyderabad (UA), Ahmedabad (UA), Pune (UA), Surat (UA) as per the Census of India 2011.

@@$For the land area requirements the following conditions need to be adhered:

a. The built-up area requirements as per Approval Process Handbook (which is in-force) are adhered to.

b. The build-up area, achieved, has to be approved by the concerned Development Authority as per the latest building Bye-laws (Development Controls) in that City. A copy of certified Building Byelaws be made available by the applying Institution, if required, on demand. Copy of approved plan from local statutory body and completion plan along with Completion Certificate from the same body, be also provided. Provisional Occupancy Certificate will be considered only for 2 consecutive academic year; after two years the only afore-mentioned Completion Certificate and Completion plan will be considered for continuance of approval.

c. Fire and life Safety Certificate from Fire Department of the concerned State is to be taken before the approval is sought/filled at AICTE.

d. Additional courses/programmes, in future can be allowed subject to the availability of built-up areas as per optimum FSI (FAR). However, if the additional construction is to be undertaken in

the existing building then Structural Stability Certificate and Certificate of Safe Foundation to be provided by a Structural Engineer having master's degree with specialization in Structure.

e. Competent Authority has to certify that the place is located in Mega and Metro, Urban and Rural areas.

f. The land area required in the Mega and Metro cities shall be calculated on the basis of the requirements as per AICTE norms for carpet area and the Municipal Corporation byelaws. However, the total built-up area is to be calculated for the entire duration of the Course with mandatory prior sanctions and approvals from Competent Authority for the entire proposal.

Land area required in Urban shall be 2.5 acres which can be in a maximum of TWO plots. The academic, instructional, administrative and amenities area shall be in one plot not less than 1.5 acres. The distance between the plots shall not exceed 2.0 km. The remaining land shall only be utilized for sporting infrastructure/ Hostel/ Staff accommodation and related educational activities of the Institution.

Considering hilly nature of land in North Eastern States and the hilly regions of States like Himachal Pradesh, Uttarakhand and Jammu and Kashmir, land shall be made available in 3 pieces which are not away from each other by more than 2 Km

Note:

a. Starting other educational Courses/ Institutions (Technical/ Non-Technical) in the surplus land arising out of prevailing/ reduced norms of land requirement is permissible. Further such surplus land can be used as per the land use Certificate given to the Trust/ Society/ Company by the concerned authority subject to such Courses/ institutions having their own facilities to conduct such Programmes without sharing the essential facilities, such as class room, laboratory etc. with the already approved Technical Institution. However, Common amenities such as Canteen, Auditorium, Playground, Parking, etc. may be shared provided it caters to all the students of all the Programmes.

b. Diploma and Degree Pharmacy Programmes shall be permitted to run in the same Institution with the same land area.

c. For an Institution established prior to 1994, the land requirement should be fulfilled as per the norms existed thereon for the Programmes/ Courses/ divisions applied. In case of any deviation from those norms, the institution has to adhere to the existing norms at the time of seeking Extension of Approval.

d. For an Institution established after 1994, the land requirement should be fulfilled as per the AICTE norms existing at the time of establishment of the Institution for the Programmes/ Courses/ divisions applied thereon. In case of any deviation from those norms, the institution has to adhere to the existing norms at the time of seeking Extension of Approval.

e. If the Institution (c or d) had been given approval for more Programmes/ Courses/ divisions later, the land requirements as per the corresponding AICTE norms should be fulfilled. Annexure 7 gives Land Requirements as per AICTE norms during the previous years.

4.2   Minimum Built-up Area Requirements

Although the Institution shall be applying for the first year, the proposal for the Building(s) and the plans are required to be submitted as under:

a. Institution is required to submit the approved and sanctioned Building Plans from the Competent Authority considering the Total built-up area as required to run the Programme and the Divisions/ Departments for the entire duration of the Course.

b. Institution is required to submit an Occupancy/ Completion Certificate (as applicable) from the Competent Authority clearly stating that the Building(s) is/ are fully developed and ready in all respects for the intended use considering the Total Area as required to run the Programme and the Divisions/ Departments for the First year of the Course. Partial Occupancy Certificate for conducting First year classes is mandatory.

c. The Institution area is divided in, Instructional area (INA, carpet area in m^2), Administrative area (ADA, carpet area in m^2), Amenities area (AMA, carpet area in m^2).

d. Access and Circulation Area (ACA) around 25% of built-up Area.

e. Total Built-up area in m^2 is equal to (INA+ADA+AMA) + (ACA).

f. For PG Programmes, administrative area of UG Programmes may be shared.

g. Research Laboratory shall be provided with an area of 120 m^2 for each Institution offering PG Programmes.

4.2.1	@@Instructional Area (Carpet Area) in m²

A.   Engineering and Technology (Degree/ Diploma/ Post Diploma Institution)

	Number of Rooms required	Carpet Area in m²/Room
Class Rooms***	Equal to (Total No of Divisions@) x 0.75	66/33*
Tutorial Rooms+	25% of Total Class Room	33
Laboratory	As per Curriculum of the concerned University/Board**	66
Research Laboratory	1/specialization for PG	66
Work Shop	1**	200
Computer Center	1	150
Drawing Hall	1**	132
Seminar Hall	1 per 2 UG Courses	132
	1 per PG Department	66
	1 per Diploma Institution	132
Library	1++	400

@ Total No of Division = (No of Division/Year) X Duration of the Course

*For PG Programme

** Additional Laboratories / Work Shop to be created equivalent to the same area when the number of Divisions are more than 2/Course and additional Drawing Hall, if the total no of Divisions exceeds 5

*** Of the Total No Class Room at least 1 should be a smart Class Room

+ No Tutorial Rooms required for PG Courses

++ Additional Library area of 50 m²/60 Students beyond 300 Approved Intake

UG Laboratories if shared with PG Courses shall be up graded to meet requirements of PG Curriculum

B. Pharmacy (Degree/ Diploma/ Post Diploma Institution)

	Number of Rooms required	Carpet Area in m²/Room
Class Rooms***	Equal to (Total No of Divisions@) x 0.75	66/33*
Tutorial Rooms+	25% of total Class Room	33
Laboratory	As per Curriculum of the concerned University/Board**	100
Research Laboratory	1/specialization for PG	66
Animal house*	1	75
Computer Center	1	150
Seminar Hall	1 for UG Courses	132
	1 for PG Department	66
	1 per Diploma Institution	132
Library++	1	150

@ Total No of Division = (No of Division/Year) X Duration of the Course

*For PG Programme

** Additional Laboratories to be created equivalent to the same area when the number of Divisions are more than 2/Course

*** Of the total no Class Room at least 1 should be a smart Class Room

+ No Tutorial Rooms required for PG

++ Additional library area of 50 m²/60 Students intake beyond 120 Approved Intake

UG Laboratories if shared with PG Courses shall be up graded to meet requirements of PG Curriculum

Diploma Laboratories if shared for UG Courses shall be upgraded to meet requirements of UG Curriculum

C. Architecture/ Planning (Degree/ Diploma/ Post Diploma Institution)

	Number of Rooms required	Carpet Area in m²/Room
Class Rooms***	Equal to (Total No of Divisions@) x 0.75	66/33*
Laboratory including computer Laboratory	As per Curriculum of the concerned University/Board**	66
PG Studio	1/specialization for PG	66
Model making and carpentry Work Shop	1	132
Computer Center	1	75
UG Studio / Material Museum**	1	132
Seminar Hall	1 for UG Course	132
	1 for PG Department	66
	1 per Diploma Institution	132
Library++	1	150

@ Total No of Division = (No of Division/Year) X Duration of the Course

*For PG Programme

** Additional Laboratories / studio/material museum to be created equivalent to the same area when the number of Divisions are more than 2/Course

*** Of the total no Class Room at least 1 should be a smart Class Room

++ Additional library area of 50 m²/60 student's intake beyond 120 Approved Intake

UG Laboratories if shared with PG Courses shall be up graded to meet requirements of PG Curriculum

D.   Applied Arts and Crafts (Degree/ Diploma/ Post Diploma Institution)

	Number of Rooms required	**Carpet Area in m²/Room**
Class Rooms***	Equal to (Total No of Divisions@) x 0.75	66/33*
Tutorial Rooms+	25% of total Class Room	33
Laboratory including photography and computer Laboratory	As per Curriculum of the concerned University/Board**	66
Research Laboratory	1/specialization for PG	66
Work Shop	1	200
Computer Center	1	75
Studio /display Room	1	132
Seminar Hall	1 per 2 UG Courses	132
	1 per PG Department	66
	1 per Diploma Institution	132
Library++	1	150

@ Total No of Division = (No of Division/Year) X Duration of the Course

*For PG Programme

** Additional Laboratories to be created equivalent to the same area when the number of Divisions are more than 2/Course

*** Of the total no Class Room at least 1 should be a smart Class Room

+ No Tutorial Rooms Required for PG Programme

++ Additional library area of 50 m²/60 student's intake beyond 120 Approved Intake

UG Laboratories if shared with PG Courses shall be up graded to meet requirements of PG Curriculum

E. Hotel Management and Catering Technology (Degree/ Diploma/ Post Diploma Institution)

	Number of Rooms required	Carpet Area in m²/Room
Class Rooms***	Equal to (Total No of Divisions@) x 0.75	66/33*
Tutorial Rooms+	25% of total Class Room	33
Laboratory / guest Room	As per Curriculum of the concerned University/Board**	66
Kitchen	1**	132
Computer Center	1	75
Restaurant	1**	66
Seminar Hall	1 per 2 UG Courses	132
	1 per PG department	66
	1 per Diploma Institution	132
LIBRARY	1++	150

@ Total No of Division = (No of Division/Year) X Duration of the Course

*For PG Programme

** Additional Laboratories /Kitchen/Restaurant to be created equivalent to the same area when the number of Divisions are more than 2/Course

*** Of the total no Class Room at least 1 should be a smart Class Room

+ No Tutorial Rooms required for PG Programme

++ Additional library area of 50 m²/60 student's intake beyond 120 Approved Intake

UG Laboratories if shared with PG Courses shall be up graded to meet requirements of PG Curriculum

F.   Management/ MCA

	Number of Rooms required	**Carpet Area in m²/Room**
Class Rooms***	Equal to (Total No of Divisions@) x 0.75	66/33*
Tutorial Rooms+	25% of total Class Room	33
Computer Center	1	150
Computer Laboratories*	1	66
Seminar Hall	1	132
Library++	1	100

@ Total Number of Division = (No of Division/Year) X Duration of the Course

*For MCA only

*** Of the Total number of Class Room at least 1 should be a smart Class Room

4.2.2   Administrative Area (Carpet Area) in m²

	Principal/Director Office	Board Room	Office all inclusive	Department Offices	Cabins for Head of Departments	Faculty Rooms	Central Stores	Maintenance	Security	Housekeeping	Pantry for staff	Examinations Control Office	Placement office
Carpet Area in m² per Room	30	20	150* 300$	20	10	5	30	10	10	10	10	30	30
Number of Rooms required for New Technical Institution	1	1	1	-	-	First Year Student intake/15	1	1	1	1	1	1	-
Total Number of Rooms	1	1	1	1/Dept	1/Dept	One per teaching faculty (as per norms) in the Institution	1	1	1	1	1	1	1

1      $Technical Campus having more than one Programme

2   * Technical Institution having one Programme

4.2.3   Amenities Area (Carpet Area) in m²

	Toilets (Ladies & Gents)	Boys Common Room	Girls Common Room	Cafeteria	Stationery Store & Reprography	First Aid cum Sick Room	Principal's quarter	Guest House	Sports Club / Gymnasium	Auditorium / Amphi Theater	Boys Hostel	Girls Hostel
Carpet Area in m² per Room for Technical Campus having more than one Program	350*	100	100	150	10	10	150	30	200	400	Adequate	Adequate
Carpet Area in m² per Room for Technical Campus having one Program	150$	75	75	150	10	10	150	30	100	250		
Number of Rooms required for New Technical Institution	Adequate	1	1	1	1	1	-	-	-	-	-	-
Total Number of Rooms	Adequate	1	1	1	1	1	Desired	Desired	Desired	Desired	Desired	Desired

1   *Estimated total area for Technical Campus having more than one Programme
2    $Estimated total area for Technical Campus having one Programme

4.2.4   Circulation Area in m²

Access and Circulation area (ACA) of 25% of sum of Instructional, Administrative and Amenities area is desired covering common walk ways, staircases, entrance lobby.

Appendix 5

5.0 Norms for Books, Journals, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment for Technical Institution

5.1 Computers, Software, Internet and Printers

		Number of PCs/ Laptops to students ratio (Min 20 PCs)	Legal System Software @	Legal Application Software	LAN and Internet	Mail Server and Client	Printers including Color Printer (% of total number of PCs/ Laptops)
Engineering/ Technology	Dip	1:6	03	20	All	Desired	5%
	UG	1:6					
	PG	1:4					
Pharmacy	Dip	1:8	01	10	All	Desired	5%
	UG	1:8					
	PG	1:6					
Architecture and Planning							
a. Architecture	Dip	1:6	01	10	All	Desired	5%*
	UG	1:6					
	PG	1:4					
b. Planning	Dip	1:6	01	10	All	Desired	5%*
	UG	1:6					
	PG	1:4					
Applied Arts and Crafts	Dip	1:6	01	10	All	Desired	5%
	UG	1:6					
	PG	1:4					
HMCT	Dip	1:6	01	10	All	Desired	5%
	UG	1:6					
Management	PG	1:6	01	10	All	Desired	5%
MCA	PG	1:4	03	20	All	Desired	5%

*At least one printer to be A1 size Color Printer/ Plotter

Internet speed required for the Institution@@

Approved Intake	Internet speed
up to 300	32 Mbps
301 – 600	48 Mbps
601 – 900	64 Mbps
901 – 1500	100 Mbps
> 1500	200 Mbps

Arrangement to view NPTEL/ SWAYAM etc. shall be made available.

At least 4Mbps Wi-Fi connectivity at 4 or 5 hotspots shall be made available.

a. Utilization of Open Source Software shall be encouraged

b. Secured Wi-Fi facility is highly recommended

c. Purchase of most recent hardware is desired.

d. Library, Administrative offices and Faculty members shall be provided with exclusive computing facilities along with LAN and Internet. This shall be considered as over and above the requirement meant for PCs to student's ratio.

e. @Adequate number of software licenses is required

f. Central Xeroxing facility for students is preferred

g. PC shall also include laptop in the inventory of the Institution

h. Every department shall have separate computer Laboratory with at least 20 computers and a centralized computer Laboratory with at least 100 computers.

5.2	Laboratory Equipment and Experiments

The Laboratories shall have equipment as appropriate for experiments as stated/ suitable for the requirements of the Affiliating University/ Board's curriculum. It is desired that number of experimental set-up be so arranged that maximum four students shall work on one set.

5.3	Books, Journals and Library facilities

Programme	Total number of Divisions	Titles	Volumes	National Journals	International Journals	E Journals	Reading Room seating	Multimedia PCs for Digital Library/ internet Surfing located in reading room
		Number					% of total students	% of total students
Engineering and Technology(UG)	B	100#	500xB#	6xB#	Desirable	As per Appendix 10	15 % (Max 150)	1 % (Max 10)
		50 per* Course	250 per*Course					
Pharmacy(UG)	B	100#	500xB#	6xB#				
		50*	500xB*					
Architecture (UG)/ Planning (UG)	B	100#	400xB#	6xB#				
		50*	400xB*					
Applied Arts and Crafts(UG)	B	100#	500xB#	6xB#				
		50*	500xB*					
HMCT	B	100#	500xB#	6xB#				
		50*	500xB*					
MBA/ PGDM/ MCA (PG)	B	100#	500xB#	12xB#			25 % (Max 100)	
		50*	500xB*					
Engineering and Technology/ Pharmacy/	B	50#	200#	5xB#				
		As$	100$					

Architecture/ Planning/ Applied Arts and Crafts (PG)		Required					
Diploma in Engineering/ Tech/ Pharmacy/ Architecture/ Planning Applied Arts and Crafts, HMCT	B	Half the number as required for UG Course in the same Programme	Half the number as required for UG Course in the same Programme	Half the number as required for UG Course in the same Programme	-	-	15 % (Max 150)	1 % (Max 10)

B=Number of divisions at First year (First and Second Shifts) + Number of Second year direct divisions (First and Second Shifts)

1#	Book titles and volumes required at the time of starting new Institution.
2*	Annual Increment
3	Total numbers of titles and volumes shall be increased in continuation till 15 years, which shall be the minimum stock of books. Institutions shall have to add annual increment of books based on the changes in syllabus from time to time by the University/Board.
4$	Component for additional Division/ Course.
5	It is desirable to procure the hard copy of International Journals. However subscription to National Journals as per Appendix 10 is essential. E-journals are recommended.
6	Journals and Books shall also include subjects of Science and Humanities.
7	Digital Library facility with multimedia facility is essential.
8	Reprographic facility in the library is essential.
9	Document scanning facility in the library is essential.
10	Library books/ non books classification as per standard classification methods is essential.
11	Availability of NPTEL facility at the library is essential.
12	Computerized indexing with bar coded/ RF tagged book handling is desired.
13	@@50% of total number of titles and volumes each can be in the form of e-books with intranet access.
14	Institution should be a member of National Digital Library.

Appendix 6

6.0	Norms for Essential and Desirable requirements for Technical Institution

1	Standalone Language Laboratory The Language Laboratory is used for language tutorials. These are attended by students who voluntarily opt for Remedial English classes. Lessons and exercises are recorded on a weekly basis so that the students are exposed to a variety of listening and speaking drills. These especially benefits students who are deficient in English and also aims at confidence-building for interviews and competitive examinations. The Language Laboratory sessions also include word games, quizzes, extemporary speaking, debates, skills etc. This Laboratory shall have 25 Computers for every 1000 students.	Essential
2	Potable Water supply and outlets for drinking water at strategic locations	Essential
3	Electric Supply	Essential
4	Sewage Disposal System	Essential
5	Telephone	Essential
6	Vehicle Parking	Essential
7	Institution web site with Mandatory Disclosure	Essential
8	Copies of AICTE approvals (LoA and EoA of subsequent years) obtained since inception of the Institution till date shall be placed in the web site of the Institution	Essential
9	Digital payment for all financial transactions as per MHRD directives	Essential
10	Compliance of the National Academic Depository (NAD) as per MHRD directives, applicable to PGDM Institutions	Essential
11	Provision to watch MOOCS courses through Swayam	Essential
12	Implementation of Unnat Bharat Abhiyan/ @@Saansad Adarsh Gram Yojana (SAGY)	Essential
13	Display board within the premises as well as in the web site of the of Institution indicating the feedback facility of students and faculty available in the AICTE Web-Portal	Essential
14	Barrier Free Built Environment for disabled and elderly persons including availability of specially designed toilets for ladies and gents. Refer Design Manual for a Barrier Free Environment available in AICTE Web-Portal www.aicte-india.org Institution should provide appropriate facilities to take care of the physically challenged students and elderly persons. Every building should have at least one entrance accessible to the handicapped and shall be indicated by proper signage. This entrance shall be approached through a ramp together with the stepped entry. Refer guidelines and space standards for Barrier Free Built Environment for disabled and elderly persons by CPWD, Ministry of Urban Development, Government of India. Condition A: for Building up to 3 or 4 floors (for buildings of height <15 m) • Lift can be provided but not essential. • Ramp shall be finished with non-slip material to enter the building. Minimum width or ramp shall be 1800 mm. with maximum gradient 1:12, one way length of ramp shall not exceed 9.0 m having double handrail at a height of 800 and 900 mm on both sides extending 300 mm. beyond top and	Essential

	bottom of the ramp. Minimum gap from the adjacent wall to the hand rail shall be 50 mm. • All teaching-learning facilities for physically challenged people shall be provided in the ground floor itself. • Unisex toilets with all facilities specified by the National Building Code to be provided only in the ground floor of regular buildings. Condition B: If the building is a multi-storeyed building i.e. more than 4 floors • Lift must be provided with all provisions as per the National Building Code. • Unisex toilets with all facilities specified by the National Building Code are to be provided in every floor. • Special reserved car parking facilities are to be provided.	
15	@@ Safety and Security measures in the Campus The essential responsibility of campus safety is to safeguard students, staff, and the general campus community from the threat of violence, and to provide appropriate interventions to support individuals in crisis. To ensure the safety in the campus, the following measures shall be available in the Institution: • CCTV shall be installed in the Campus at appropriate locations within the premises of an Institution • Access to the outsiders shall be limited • Staff shall be trained to protect the students from any abuse • The Institution shall have at least an annual safety program encouraging the campus community to look out for themselves and one another • Students, faculty and staff with disabilities have special needs and problems in the event of an emergency. • Counselling arrangements for the affective individuals	Essential
16	Safety provisions including fire and other calamities (Refer Annexures 8 and 9)	Essential
17	Implementing Food Safety and Standards Act, 2006 in the Institution	Essential
18	General Insurance provided for assets against fire, burglary and other calamities	Essential
19	Road suitable for use by Motor vehicle- Motorized Road	Essential
20	General Notice Board and Departmental Notice Boards	Essential
21	First aid, Medical and Counselling Facilities	Essential
22	Appointment of Student Counsellor	Essential
23	Group Insurance to be provided for the employees	Essential
24	Insurance for students	Essential
25	Institution-Industry Cell	Essential
26	Applied for membership of National Digital Library	Essential
27	@@Establishment of Online Grievance Redressal Mechanism as per Annexure 10	Essential
28	Establishment of Anti Ragging Committee (As per All India Council for Technical Education notified Regulation for prevention and prohibition of ragging in AICTE approved Technical Institutions vide No. 37-3/ Legal/ AICTE/ 2009 dated 01.07.2009)	Essential*
29	Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University. (As per All India Council for Technical Education (Establishment of Mechanism for Grievance Redressal) Regulations, 2012, F. No. 37-3/ Lega112012, dated 25.05.2012)	Essential*
30	Establishment of Internal Complaint Committee (ICC) (As per Section 4 All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition	Essential*

	of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016 vide No. F. AICTE/ WH/ 2016/ 01 dated 10th June, 2016.	
31	Establishment of Committee for SC/ ST (As per the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989, No. 33 of 1989, dated 11.09.1989)	Essential*

*   Appointment of Committees should be made before commencement of the session, however, an Affidavit to that effect need to be submitted by the new Institution at the time of inspection by Expert Visit Committee (Affidavit[4])

1	Implementation of the schemes announced by MHRD	Desirable
2	Offering of Skill development Courses approved by the Council	Desirable
3	Participation in the National Institutional Ranking Framework (NIRF)	Desirable
4	Fabrication facility Laboratory (FABLAB)/ Tinkering Laboratory/ Innovation Laboratory	Desirable
5	Backup Electric Supply	Desirable
6	Rain Water Harvesting and installation of grid connected solar rooftops/ Power Systems	Desirable
7	Waste management and environment improvement measures to ensure a sustainable Green Campus	Desirable
8	Public announcement system at strategic locations for general announcements/ paging and announcements in emergency.	Desirable
9	Enterprise Resource Planning (ERP) Software for Student-Institution-Parent interaction	Desirable
10	Transport	Desirable
11	Post, Banking Facility/ ATM	Desirable
12	LCD (or similar) projectors in classrooms	Desirable
13	Staff Quarters	Desirable
14	Display of Courses and "Approved Intake" in the Institution at the entrance of the Institution. Courses taken through duly recognized MOOCs shall be used as Supplementary Courses.	Desirable
15	Placement Cell	Desirable
16	Implementation of Startup Policy	Desirable
17	Intellectual Property Right Cell	Desirable
18	@@Availability of quality sanitary napkins through sanitary napkin vending machines and ensuring safe and environment friendly disposal of used sanitary napkin through sanitary napkin incinerator	Desirable

Appendix 7

7.0 **Norms for Faculty requirements and Recommended Cadre Ratio for Technical Institution**

7.1 **Diploma/ Post Diploma Programme**

	Faculty: Student based on Approved Intake*	Principal/ Director	Head of the Department	Lecturer	Total
		A	B	C	D = A+B+C
Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts, HMCT	@@1:25	1	1 per Department	(S/ 25) – (A+B)	S/25

*	Of which, a minimum of 80 % should be Regular/ full time faculty and the remaining shall be Adjunct Faculty/ Resource persons from industry as per Annexure 11.
7.1 a	S = Sum of number of students as per "Approved Intake" at all years

7.2 **Under Graduate Programme**

	Faculty: Student based on Approved Intake*	Principal/ Director	Professor	Associate Professor	Assistant Professor	Total
		A	B	C	D	A+B+C+D
Engineering and Technology	@@1:20	1	$\frac{S}{20xR}-1$	$\frac{S}{20xR}\times 2$	$\frac{S}{20xR}\times 6$	$\frac{S}{20}$
Pharmacy	1:15	1	$\frac{S}{15xR}-1$	$\frac{S}{15xR}\times 2$	$\frac{S}{15xR}\times 6$	$\frac{S}{15}$
Architecture and Planning	1:16	1	$\frac{S}{16xR}-1$	$\frac{S}{16xR}\times 2$	$\frac{S}{16xR}\times 6$	$\frac{S}{16}$
a. Architecture						
b. Planning						
Applied Arts and Crafts	1:10	1	$\frac{S}{10xR}-1$	$\frac{S}{10xR}\times 2$	$\frac{S}{10xR}\times 6$	$\frac{S}{10}$
HMCT	@@1:20	1	$\frac{S}{20xR}-1$	$\frac{S}{20xR}\times 2$	$\frac{S}{20xR}\times 6$	$\frac{S}{20}$

*	Of which, a minimum of 80 % should be Regular/ full time faculty and the remaining shall be Adjunct Faculty/ Resource persons from industry as per Annexure 11.
	S = Sum of number of students as per "Approved Intake" for all years, R = (1+2+6)

<table>
<tr><td rowspan="2"></td><td rowspan="2">Faculty: Student based on Approved Intake$</td><td>Principal/ Director</td><td>Professor</td><td>Associate Professor</td><td>Assistant Professor</td><td>Total</td></tr>
<tr><td>A</td><td>B</td><td>C</td><td>D</td><td>A+B+C+D</td></tr>
</table>

7.3   Post Graduate Programme

	Faculty: Student based on Approved Intake$	Principal/ Director	Professor	Associate Professor	Assistant Professor	Total
		A	B	C	D	A+B+C+D
*Engineering and Technology	1:12	-	$\dfrac{S}{12xR}$	$\dfrac{S}{12xR}$	$\dfrac{S}{12xR}$	$\dfrac{S}{12}$
*Pharmacy	1:10	-	$\dfrac{S}{10xR}$	$\dfrac{S}{10xR}$	$\dfrac{S}{10xR}$	$\dfrac{S}{10}$
*Architecture and Planning						
a. Architecture	1:10	-	$\dfrac{S}{10xR}$	$\dfrac{S}{10xR}$	$\dfrac{S}{10xR}$	$\dfrac{S}{10}$
b. Planning	1:10	-	$\dfrac{S}{10xR}$	$\dfrac{S}{10xR}$	$\dfrac{S}{10xR}$	$\dfrac{S}{10}$
*Applied Arts and Crafts	1:10	-	$\dfrac{S}{10xR}$	$\dfrac{S}{10xR}$	$\dfrac{S}{10xR}$	$\dfrac{S}{10}$
*HMCT	1:12	-	$\dfrac{S}{12xR}$	$\dfrac{S}{12xR}$	$\dfrac{S}{12xR}$	$\dfrac{S}{12}$
#MBA/ PGDM	@@1:20	1	$\dfrac{S}{20xR}-1$	$\dfrac{S}{20xR}\times2$	$\dfrac{S}{20xR}\times6$	$\dfrac{S}{20}$
#MCA	@@1:20	1	$\dfrac{S}{20xR}-1$	$\dfrac{S}{20xR}\times2$	$\dfrac{S}{20xR}\times6$	$\dfrac{S}{20}$

S = Sum of number of students as per "Approved Intake" for all years
*R = (1+1+1), #R = (1+2+6)

$ Of which, a minimum of 80 % should be Regular/ full time faculty and the remaining shall be adjunct faculty/ resource persons from industry as per Annexure 11.

@@Number for Science and Humanities faculty depends on the University Curriculum.

@@The Second Shift shall have 50% faculty from those working in Regular/First shift and 50% additional faculty are to be appointed for each Second Shift course.

For every PG Course, there should be at least one Professor with Ph.D. qualification.

Recommended Cadre Ratio shall be 1:2:6 or better.

Appendix 8

| 8.0 | **Faculty Cadre and Qualifications** |

Faculty Cadre and Qualifications shall be as per :

All India Council for Technical Education, Pay Scales, Service Conditions and Qualifications for the Teachers and other Academic Staff in Technical Institutions (Degree) Regulations, 2010 and subsequent amendments/ new Regulations issued by AICTE from time to time.

All India Council for Technical Education Pay Scales, Service Conditions and Qualifications for the Teachers and other Academic Staff in Technical Institutions (Diploma) Regulations, 2010 and subsequent amendments/ new Regulations issued by AICTE from time to time.

Appendix 9

9.0   Norms for PGDM Programme

a. All Post Graduate Diploma in Management (PGDM) Programmes shall be of duration not less than 20 months up to 24 months.

b. All Post Graduate Certificate in Management (PGCM) Programmes shall be of duration more than 1 year, and less than 2 years.

c. Executive PGDM Programme shall be of duration of 15/ 18 Months.

d. Admission to all PGDM Courses and PGCM Courses shall be done through common entrance tests CAT/ MAT/ XAT/ ATMA/ GMAT/ CMAT and common entrance examinations (if any) conducted by the respective State Government/ UT for all Institutions other than Minority Institutions.

e. Weightages for Common entrance tests, Group discussion, Interview, Work experience and academic performance as suggested below shall be used for preparing merit list.

Sl. No.	Components	Weightage
1	Score in common entrance tests	50%
2	Group discussion	10-15%
3	Interview	15%
4	Work experience	5%
5	Academic performance in X Std., XII Std., Degree/ Post Graduate Degree, Sports/ Extra-Curricular activities, Academic diversity and gender diversity	15-20%

f. The Institution shall inform the State Government/ UT and AICTE and clearly display on the Institution web site the eligibility criteria, selection procedure and the merit list of the students who have applied for the Programme. The selection of students shall be strictly on the basis of merit.

g. The Admission to PGDM, PGDM (Executive) and PGCM shall not start before 1st April of the Academic Year. Institution may maintain a waiting list and admit candidates against the cancelled seats up to 15th August of the Academic Year.

h. In case of applications submitted by admitted students for withdrawal and refund of fee, PGDM Institutions shall allow it till 30th June every year, as per Refund policy in Clause 5.12 of Chapter V of Approval Process Handbook.

i. @@The Institutions should announce all fees such as tuition fee, exam fee etc. on their portal transparently and follow that strictly.

j. PGDM Institutions should comply with the National Academic Depositary (NAD) as per MHRD directives.

k. Model Curriculum/ Syllabus for PGDM, PGDM (Executive) and PGCM shall be issued by the Council as a guideline and Institutions may adopt the same with suitable changes.

l. Admission to PGDM Programmes shall be conducted by the respective Institution by transparently announcing the schedule as well as the tests through which admissions will be made.

m. Rules for matters relating to examinations/ arbitration on matters of examinations shall be decided by the All India Board of Management, AICTE.

n. The academic session shall normally be from 1st July to 30th June of the succeeding year.

Notwithstanding the above, the Institutions shall observe the instructions as per the interim order dated 17th March, 2011 read with order dated 26th July, 2011 and 10th July, 2012 passed by the Hon'ble Supreme Court of India in Writ Petition I No.89 of 2011and the interim order dated 1st March, 2012 passed by the Hon'ble Supreme Court of India in Writ Petition I No.92 of 2011, wherever applicable.

Appendix 10

10.0   Suggested Subscription of e-Journals

A.   Subscription of e-journal packages for all engineering Institutions conducting UG/ PG Courses

Sl. No.	Publisher	Subject Areas
1	IEEE	Computer Engineering + Computer Science + Electrical and Electronics Engineering + Telecommunications and related disciplines
2	Springer Wiley-Blackwell	Electrical and Electronics and Computer Science Engineering Or Computer Science + Data System+ Telecommunication and related Discipline
3	ASME Springer Wiley-Blackwell	Mechanical Engineering Or Mechanical Engineering Or Mechanical, Electrical and Electronics Engineering
4	ASCE Wiley-Blackwell	Civil Engineering Or Civil Engineering
5	McGraw Hill	General Engineering and Reference
6	ELSEVIER	Engineering and Computer Science (Electrical, Electronics, Mechanical, Civil and Structural, Aerospace, Biomedical, Industrial and Manufacturing, Ocean Engineering, Computational Mechanics and Safety Risk, Reliability and Quality, Computer Network and Communications, Artificial Intelligence, Computer Science, Computational Theory and Mathematics, Computer Graphics and Computer Aided Design, Information Systems, Control and System Engineering and Software
7	IETE (Institution of Electronics and Telecommunication Engineers)	General Engineering and Reference
8	ASTM DIGITAL LIBRARY (DL) ONLINE VERSION	Online dictionary of Engineering Science and Technology Electrical and Electronics Engineering Mechanical Engineering, Civil, Metallurgical, Petroleum, Instrumentation
9	J-GATE	J-GATE Engineering and Technology (JET) and any other similar service providers
10	DELNET	General Engineering and Reference
11	ISO	ISO JTC 1 Information Technology, Electronics and Telecommunications

12	IEI (Institution of Engineers India)	General Engineering and Reference
13	IET (Institution of Engineering and Technology)	General Engineering and Reference
14	National Digital Library	General Engineering and Reference

Note: As per the Courses offered by the Institutions relevant e-journals may be subscribed.

B. Subscription of e-journals for all Institutions conducting Programme in Management

Sl. No.	Publisher	Subject Areas
1	J-Gate	Management sciences
2	DELNET	Management
3	IET	General Engineering and Reference
4	Gale Cengage Learning	Business and Company resource Centre + Gale business insight global
	RMIT Emerald	Informit business collection Or Emerald Management first database
5	EBSCO	Management
6	ProQuest	Management
7	National Digital Library	Management

Note: As per the Courses offered by the Institutions relevant e-journals may be subscribed.

C. Subscription of e-journals for all Pharmacy Institutions conducting Under Graduate/ Post Graduate Programme

Sl. No.	Publisher	Subject Areas
1	BENTHAM	Pharmacy
2	DELNET	Pharmacy
3	ELSEVIER	Pharmacy
4	National Digital Library	Pharmacy

D. Subscription of e-journals for all Architecture Institutions conducting Under Graduate/ Post Graduate Programme

Sl. No.	Publisher	Subject Areas
1	EBSCO	Architecture
2	DELNET	Architecture
3	Gale Cengage Learning	Architecture
4	National Digital Library	Architecture

E. **Subscription of e-journals for all hotel management Institutions conducting Under Graduate/ Post Graduate Programme**

Sl. No.	Publisher	Subject Areas
1	EBSCO	Hotel Management
2	Gale Cengage Learning	Hotel Management
3	National Digital Library	Hotel Management

Note: As per the Courses offered by the Institutions relevant e-journals may be subscribed.

@@The e-Shodh Sindhu is providing support in negotiating the prices of e-resources to the AICTE approved technical Institutions. The same shall be explored by the Institutions.

	Appendix 11

11.0	**Format for Detailed Project Report (DPR) for establishment of a New Technical Institution**

11.1   Preamble

This Chapter is expected to cover the genesis of the proposal with respect to the background of the technical education and industry scenario of the State where the proposed Institution is being located and the credentials of the Consultants, if any, engaged by the Promoters for preparation of the DPR

a.   Introduction

b.   Background of the Consultants

c.   Technical Education and Industry Scenario

11.2   The Promoting Body

This Chapter is expected to cover the status of the Promoting Body, its legal standing with respect to registration formalities, nature of the Body viz. Charitable Trust, Family Trust, Co-operative Society, Public Society etc., its activities since its inception with specific emphasis on its Social, Charitable, Educational activities along with a list of major activities undertaken to date, its mission and vision.

a.   Introduction to its Genesis including its Registration Status

b.   Details of its Promoters including their Background

c.   Activities of the Promoting Body including a listing of major educational promotion activities undertaken by it in the past

d.   Mission of the Promoting Body

e.   Vision of the Promoting Body

11.3   Objectives and Scope of the Proposed Institution

This Chapter is expected to cover the goal of the proposed Institution, Scope and Justification of its establishment in the light of the prevailing technical education and industry scenario in the State, availability of students for admission, particularly the number of students passing the qualifying examination viz., +2 Science in First Class and the number of seats already available in the particular Course (B.E./ B. Pharm./ B. Arch./ BHMCT/ MBA/ MCA etc.) in the State, and the genesis of the proposal with respect to the technical manpower requirement of the State, if available

a.   Objectives of the Institution

b.   General and Technical Education Scenario of the State

c.   Status at Entry Level

d.   Status of Technical Level manpower

e.   Industrial Scenario of the State

f.   Scope of the College vis-à-vis the Industrial Scenario and Educational Facilities already available in the State

11.4   Academic Programmes

This Chapter is expected to cover the basic Academic Philosophy of the Institution and to list the identified Programmes, targets, and various facilities

a.   Basic Academic Philosophy of the Institution

b.   Types of Programmes

c.   Identified Programmes

d.   Phase-wise Introduction of Programmes and Intake

e.   Target Date for Start of Academic Programmes

f.   Central Computing facility

g.   Central library

h.   Central Workshop

i.   Central Instrumentation Facility

j.   Affiliating Body

k.   Scholarships

l.   Preventive measures of Ragging

m.   Welfare measures for faculty, staffs and students

11.5   In case of **PGDM Programmes**, comprehensive details in respect of admission procedure, Programme structure, curriculum outline and contents, evaluation system etc. should necessarily be submitted. PGDM Programmes shall be regulated as per Appendix 9

11.6   Salient Features of Academic Programmes

This Chapter is expected to give phase-wise details of the Academic Programmes/ Divisions that the Proposed Institution desires to set up in consonance with its Academic Philosophy

including the Objectives, Areas of Focus, Detailed Analysis of Requirements of Faculty, Building Space, Equipment, etc. for each Academic Division

a. Classification of Academic Divisions i.e. Departments, Centres, Schools, Central Academic Facilities

b. Details of each Academic Department/ Centre, such as:
    * Academic Objectives
    * Areas of Focus
    * Academic Programme
    * Faculty Requirement and Phase-wise Recruitment
    * Requirement of Laboratories, Space and Equipment (cost)
    * Requirement of other Space like Class Rooms, Faculty Rooms, Departmental Office

11.7   Quality and Human Resource Development

This Chapter is expected to cover the Human Resource Developmental aspects of the proposed Institution including the Policies of the Management to promote excellence among Faculty and Staff, Strategies to attract and retain bright faculty and methodologies towards quality management and fostering of academic excellence

a. Academic Values

b. Recruitment, Strategies for Attracting and Retention of Faculty Personnel for Excellence, Promotional Avenues, Career Ladder

c. Policies for Teaching and Non-teaching Staff Development

d. Permanent and Contract Services for Teaching, Non-teaching and other support Personnel

e. Total Quality Management

f. Overall Teaching and Non-teaching Staff Requirements

11.8   Linkages in Technical Education

This Chapter is expected to elaborate the external linkages envisaged along with the strategies for promotion of R&D, Partnership with Industry, etc. for the wholesome growth of students as well as for contribution of the Institutions to Society at large

a. Introduction

b. Linkages with Industry

c. Linkages with the Community

d. Linkages with other Technical Institutions in the region

e. Linkages with Institutions of excellence such as the IITs and IISc, Bangalore Linkages Abroad

f. Linkages with R&D Laboratories

11.9 Governance, Academic and Administrative Management

This Chapter is expected to cover the basic Philosophy of Governance and Administrative Management including the structure of its Board of Governors (BOG), the organizational chart for operational management along with responsibilities vested at various levels of Administrative hierarchy. It is expected that a well thought out method of Institutional Governance and Administration shall be the key to its growth and success

a. Philosophy of Governance

b. Board of Governors

c. Organizational Structure and Chart for day-to-day Operations and Management

d. Role and Responsibilities of Key Senior Positions

e. Methods/ Style of Administration/ Management

11.10 Conceptual Master Plan for Main Campus Development

This Chapter is expected to cover the details of the Master Plan for Campus Development starting from the selection of site to the proposed land use pattern and the Phase-wise construction of various facilities/ utilities to the level of landscaping. Institutional aspects of development is expected to be taken up in consonance with the Master plan keeping in view various aspects of convenience, safety and utility of the facilities

a. The Site

b. Proposed Land Use Pattern

c. Design Concept

d. Infrastructural Facilities in the Campus

e. External Services

f. Construction Systems and Materials

g. Landscape Proposal

11.11 Requirement of Staff, Space, Equipment and their Cost

This Chapter is expected to make a consolidated estimate of Phase-wise requirements of the staff, building, equipment and their cost, along with strategies for the mobilization of funds required

a.   Introduction

b.   Faculty Requirements

c.   Non-teaching Staff Requirements

d.   Building Requirements: Area and Costs

e.   Estimated Cost of Equipment

f.   Phase-wise Financial Requirements

g.   Strategies for Financial Mobilization

11.12   Action Plan for Implementation

This Chapter is expected to cover the Activity Chart from the conceptual stage to final implementation, indicating a time-activity Chart for various activities, its constraints and implementation Strategy including financial out-lay

a.   Activity Chart

b.   Constraints

c.   Financial Outlay

d.   Strategy for Implementation

11.13   Executive Summary of the Detailed Project Report

This Chapter is expected to present a Summary of the DPR as per the following Format for ready reference

a.   Details about the Promoting Body

b.   Name and Address of the Promoting Body

c.   Date of Registration/ Establishment of the Promoting Body

d.   Nature of the Promoting Body

e.   Activities of the Promoting Body since inception

f.   Constitution of the Promoting Body

11.14   Faculty Data

Name	Academic Qualifications	Nature of Association with the Promoting	Experience in Academic Institutions (in years)

		Body			
	Technical	Non-Technical	Promotional	Management	Organizational

11.15 Proposed Institution

a. Details about the Proposed Institution

b. Development Plan for the Proposed Institution

c. Vision of the Promoting Body

d. Mission of the Promoting Body

11.16 Graphical Representation

a. Give a bar chart indicating mobilization of funds for the proposed project at the time of establishment and for next 10 years at intervals of five years.

b. Give a bar chart indicating the recruitment of faculty (separately for Lecturer, Assistant Professor, Associate Professor, Professor) for the proposed project at the time of establishment and for next 10 years at intervals of five years.

c. Give a bar chart indicating creation of built-up area (separately for Instructional, Administrative and Amenities) for the proposed project at the time of establishment and for next 10 years at intervals of five years.

d. Give a bar chart indicating investment on equipment and machinery for the proposed project at the time of establishment and for next 10 years at intervals of five years.

11.17 Total Project cost (at the time of establishment and next five years)

year	Courses/ Intake Proposed (I)	Built-up area/ Investment to be made (m²/ ₹) (II)	Investment on Furniture and Accessories (₹ in Lakh) (III)	Investment on Equipment/ Machinery (₹ in Lakh) (IV)	Projected expenditure on Salary of Staff per annum (₹ in Lakh) (V)	Investment on Library (₹ in Lakh) (VI)	Total Project Cost (I to VI) and Preoperative Exp.) (₹ in Lakh)

11.18 Details for mobilization/ source of funds (capital and recurring) (At the time of establishment and next five years) (₹ in Lakh)

From Applicant	Donations	Grants from Government	Fee	Loan	Others

11.19 Recruitment of faculty (At the time of establishment and next five years)

Recruitment					
Year	**Professor**	**Associate Professor**	**Asst. Professor**	**Lecturer**	**Total**

11.20   Recruitment of non-teaching staff (at the time of establishment and next five years)

Year	Recruitment		Total
	Technical	**Administrative**	

11.21   Proposed structure of the governing body

Sl. No.	Trust/ Society/ Company Representative	Academic Background		Industry Rep.	Others
		Technical	**Non-Technical**		

11.22   Industry Linkages (at the time of establishment, and next five years)

DECLARATION

I/ We, on behalf of ".........................."hereby confirm that this Detailed Project Report has been prepared for its proposed Technical Institution under the name and style of "………………………………….".It is hereby confirmed that all the information furnished above is true to the best of my/ our knowledge and belief and if any information is found to be false, the proposal shall be rejected.

(Authorized Signatory of the applicant)

Place:

Date: Name
                                                                          Designation
                                                                          Seal

12.0   Prevention and Prohibition of Ragging

In view of the directions of the Honorable Supreme Court in SLP No. 24295 of 2006 dated 16-05-2007 and in Civil Appeal number 887 of 2009, dated 08-05-2009 to prohibit, prevent and eliminate the scourge of ragging, in exercise of the powers conferred under Section 23 read with Section 10 (b), (g), (p) and (g) of AICTE Act, 1987, the All India Council for Technical Education has notified Regulations for prevention and prohibition of ragging in AICTE approved Technical Institutions vide No. 37-3/ Legal/ AICTE/ 2009 dated 01.07.2009 available on AICTE Web-Portal *http:/ www.aicte-india.org/ anti.htm>download.* All AICTE approved Technical Institutions have to comply the provision made in the above Regulations. Any violation of above AICTE Regulations for prevention and prohibition of ragging, shall call for punitive action against erring Institutions as per provisions made in the above said Regulations.

The Institutions shall have to step up anti-ragging mechanism by way of adequate publicity through various mediums:
- Constitution of Anti-ragging Committee and Anti Ragging Squad;
- Setting up of Anti Ragging Cell;
- Installing CCTV cameras at vital points;
- Anti-ragging Workshops;
- Updating all web sites with Nodal Officers complete details, alarm bells etc.;
- Regular interaction and counselling with the students;
- Identification of trouble-triggers;
- Mention of anti-ragging warning in the Institution's prospectus and information booklets/ brochures shall be ensured; and
- Surprise inspection of hostels, students accommodation, canteens, rest cum recreational rooms, toilets, bus-stands and any other measures which would augur well in preventing/ quelling ragging and any uncalled for behaviour/ incident shall be undertaken.

Students in distress due to ragging related incidents can call the National Anti-Ragging Helpline No. 1800-180-5522 (24x7 Toll Free) or e-mail: helpline@antiragging.in.

The Institution approved by AICTE may be requested to hold workshops and seminars on eradication of ragging in higher educational institutions. They may be requested to display Anti Ragging posters at all prominent places such as Admission Centre, Departments, Library, Canteen, Hostel, Common facilities etc. The size of posters should be 8x6 feet.

The Institution may be requested to submit online compliance of anti-ragging Regulations on curbing the menace of ragging in the Technical Institutions, 2009 at www.antiragging.in.

Institutions may be requested to make it compulsory for each student and every parent to submit an online undertaking every academic year at www.antiragging.in and www.amanmovement.org.

Further, the attention of all the Institutions may also be invited to the Third amendment in UGC Regulations dated 29th June, 2016 expanding the definition of ragging by including the following:

"(j) Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender

(including transgender), sexual orientation, appearance, nationality, regional origins, linguistic, identity, place of birth, place of residence or economic background".

	Appendix 13

13.0	**Structure of Various Committees**

13.1	**The General Council: Notified under AICTE Act, 1987**

Composition	Quorum
S.O.1165(E).- in exercise of powers conferred by sub-section (1) and (4) of Section 3 of the All India Council for Technical Education Act, 1987 (52 of 1987), the General Council comprises of 51 members of which following 33 members have been nominated by MHRD.	1/ 3 members
Chairman, AICTE is the Chairman of the Council	
Vice Chairman, AICTE is the Vice-Chairman of the Council	
Secretary, Department of Higher Education, MHRD, New Delhi	
Additional Secretary, Technical Education, Department of Higher Education, MHRD, New Delhi	
Prof. S.C. Saxena, The Chairman, Northern Regional Committee, AICTE	
Dr. R. Rudramoorthy, The Chairman, Southern Regional Committee, AICTE	
Dr. N.M. Kondap, The Chairman, Western Regional Committee, AICTE	
Prof. Sabyasachi Sen Gupta, The Chairman, Eastern Regional Committee, AICTE	
Prof. B. B. Ahuja, Chairman, All India Board of Vocational Education, AICTE	
Prof. Sathans, Chairman, All India Board of Technician Education, AICTE	
Prof. M. R. Ravi, Chairman, All India Board of Under Graduate Studies in Engineering and Technology, AICTE	
Prof. V. S. Sapkal, Chairman, All India Board of Post Graduate Education and Research in Engineering and Technology, AICTE	
Prof. Janat Shah, Chairman, All India Board of Management Studies, AICTE	
Joint Secretary & Financial Advisor (MHRD), New Delhi	
Secretary, Department of Science &Technology, New Delhi	
Secretary (Education/Technical Education), Mizoram	
Secretary (Education/Technical Education), Nagaland	
Secretary (Education/Technical Education), Odisha	

Secretary (Education/Technical Education), Puducherry	
Secretary (Education/Technical Education), Punjab	
Secretary (Education/Technical Education), Rajasthan	
Secretary (Education/Technical Education), Sikkim	
Secretary (Education/Technical Education), Tamilnadu	
President, Association of Indian Universities, New Delhi	
Executive Secretary, Indian Society for Technical Education, New Delhi	
President, Pharmacy Council of India, New Delhi	
Vice President, Council of Architecture, New Delhi	
Director General, National Productivity Council, New Delhi	
The Chairman, University Grants Commission, New Delhi	
The Director, Institution of Applied Manpower Research, New Delhi	
The Director General, Indian Council of Agricultural Research, New Delhi	
The Director General, Council of Scientific and Industrial Research, New Delhi	
Member Secretary, AICTE - Member Secretary	

13.2   The Executive Committee: Notified under AICTE Act, 1987

Composition	Quorum
The Chairman, AICTE	1/ 3 members
The Vice-Chairman, AICTE	
Secretary to the GoI in Ministry of the Central Government dealing with Education (Ex-Officio)	
Two Chairmen of the Regional Committees	
Three Chairmen of the Board of Studies	
A member of the Council representing the Ministry of Finance of the Central Government. (Ex-Officio)	
(Four out of eight members of the Council representing the States and Union Territories	

on rotation)

Four Members with expertise and distinction in areas relevant to Technical Education to be nominated by the Chairman of the Council

The Chairman, UGC (Ex-Officio)

The Director, IAMR (Ex-Officio)

The Director, ICAR (Ex-Officio)

Member Secretary, AICTE - Member Secretary

13.3   Standing Hearing Committee/ Standing Appellate Committee/ Grievance Committee

Composition	Quorum
A retired High Court Judge or an Educationist/ academician of eminence not below the level of Vice-Chancellor of a University (Retired or in position) or Director (Retired or in position) of IIT/ NIT/ IIM or Government Institution of National importance as Chairman	Chairman
One expert member not below the level of Associate Professor in the field of Technical Education from IITs or IIMs or Government or Government Aided Institution or Government Universities or Institutions of National Importance.	One Member
An Officer not below the rank of Deputy Director of the revenue department or an Architect registered with Council of Architecture or Professor of Civil Engineering or Professor of Planning or expert who is well versed with land and revenue matters to be nominated by the Chairman, AICTE	One Member
An Officer in the Approval Bureau, AICTE, not below the rank of Assistant Director shall assist/ appraise the Committee for smooth conduct of the meetings, however he/ she shall not be a part of the Committee.	

13.4   Regional Committee

Composition	Quorum
Chairman to be nominated by the Chairman, AICTE	1/ 3 members
Four Members to be nominated from amongst the Directors/ Principals of recognized Technical Institutions, i.e. IIT, NIT, NITTTR, Engineering Colleges, Diploma Institutions in the region	
Four eminent persons in the field of industry, labour, commerce and Professional representatives from Pharmacy Council of India, Council of Architecture, Confederation of Indian Industries and Professional Societies to be nominated by the Chairman, AICTE	
One member representing the Board of Apprenticeship Training to the nominated by the Board	

Three members from amongst Chairman, State Board of Technical Education, Chairman, State Industrial Liaison Board, Secretary in charge of the Department of Technical Education of each State and UT comprised in the region or Director, Technical Education (*Ex-Officio*) by rotation in alphabetical order of the State, UT in the region.

One Vice Chancellor or his/ her nominee not below the level of Dean/ Principal) of the University/ Deemed University dealing with Technical Education by rotation in alphabetical order of the State, UT in the region.

One Officer of Bureau of Technical Education, not below the rank of Deputy Secretary, Department of Education, GoI (*Ex-Officio*)

One Advisor of the Bureau, Regional Committees, AICTE (*Ex-Officio*)

Regional Officer of the Regional Office (*Ex-Officio*) – Member Secretary

13.5 Scrutiny Committee under Chapter I

Composition	Quorum
Professor/ Associate Professor of IIT/ IIM/ Government/ Government Aided Institutions.	One Professor/ Associate Professor
An advocate registered with Bar Council	An advocate registered with Bar Council
An architect registered with Council of Architecture	An Officer not below the rank of Deputy Director of the revenue department of the concerned State Government/ UT to be nominated by the concerned State Government/ UT or an Architect registered with Council of Architecture.

13.6 Scrutiny Committee under Chapter II

Composition	Quorum
Two Professors/ Associate Professors of IIT/ IIM/ Government/ Government Aided Institutions.	Two Professors/ Associate Professors

13.7 Expert Visit Committee*

Composition	Quorum
An academician not below the level of Professor in a field of technical education to be selected from the panel of Experts approved by the Executive Committee, AICTE. One Expert member, not below the level of Associate Professor or an Industrial expert to be selected from the panel of Experts approved by the Executive Committee,	@@Two Academicians or One Academician and one Industrial Expert and one Officer not below the rank of Deputy Director of the revenue department of the concerned State Government/ UT to be nominated by the concerned State Government/ UT or an Architect registered with Council of Architecture or

AICTE. An Officer not below the rank of Deputy Director of the revenue department of the concerned State Government/ UT to be nominated by the concerned State Government/ UT or an Architect registered with Council of Architecture or CPWD, National Buildings Construction Corporation (NBCC), DRDO, CSIR or Professor/ Associate Professor of Civil Engineering (Structural) or Professor/ Associate Professor of Planning to be constituted by Regional Officer by the selection of member using automated selection process provided on Web-Portal or an expert who is well versed with land and revenue matters to be nominated by the Chairman, Regional Committee. An expert member not below the level of Associate Professor to be nominated by the concerned State Government/ UT An expert member not below the level of Associate Professor to be nominated by the concerned Affiliating University/ Board	CPWD, National Buildings Construction Corporation (NBCC), DRDO, CSIR or Professor/ Associate Professor of Civil Engineering (Structural) or Professor/ Associate Professor of Planning to be constituted by Regional Officer by the selection of member using automated selection process provided on Web-Portal or an expert who is well versed with land and revenue matters to be nominated by the Chairman, Regional Committee.

@ @* The Composition for the Closure of PGDM Institution shall consist of two academicians.

13.8   Standing Complaint Scrutiny Committee (SCSC)

Composition	Quorum
A Retired High Court Judge	Chairman
Two expert members not below the level of Associate Professor in the fields of Technical Education.	Any Two Members
An Architect Registered with Council of Architecture or Professor of Civil Engineering.	
DTE/ Registrar (Serving or Retired of Technical Institution/ University)	

Appendix 14

14.0   Regional Offices of AICTE

Region	Regional Offices	STD	Telephone and FAX	Jurisdiction
Central	Airport Bypass Road, Gandhi Nagar, Bhopal- 462036 E-mail : cro@aicte-india.org	0755	2744314 2744315 2744316 (Fax)	Madhya Pradesh, Gujarat and Chhattisgarh
Eastern	Govt. College of Engineering and Leather Technology Campus LB Block, Sector III, Salt Lake City, Kolkata 700 106 E-mail: ero@aicte-india.org	033	23357459 23357312 23353089 23358808 23356690 23359546 (F)	Andaman and Nicobar, Sikkim, Orissa, Jharkhand, Assam, Manipur, Nagaland, Mizoram, Tripura, Meghalaya, Arunachal Pradesh, West Bengal
Northern	Govt. Polytechnic Campus, Adjoining Directorate of Technical Education Office, Vikas Nagar, Zoo Road, Kanpur-208002 E-mail: nro@aicte-india.org	0512	2585014 2585018 2581263 2585012(F)	Bihar, Uttar Pradesh, Uttarakhand
North-West	NWRO, Plot No.1, 5th Floor, DTE Punjab Building, Sector 36 A, Chandigarh-160 036 E-mail: nwro@aicte-india.org	0172	2613326 2661201 2660179(F)	Chandigarh, Haryana, Jammu and Kashmir, Delhi, Punjab, Rajasthan, Himachal Pradesh
Southern	Shastri Bhawan 26, Haddows Road, Nungambakkam, Chennai – 600 006 E-mail: sro@aicte-india.org	044	28275650 28279998 28232754 28255863(F)	Tamil Nadu, Puducherry
South Central	First Floor, JNFAU Campus Mahaveer Marg, Masab Tank Hyderabad 500 028 E-mail: scro@aicte-india.org	044	23340113 23341036 23345071 23340113 (F)	Andhra Pradesh, Telengana
South-West	P.K. Block, Palace Road, Bangalore – 560 009 E-mail: swro@aicte-india.org	080	22205919 22205979 22208407 22253232(F)	Karnataka, Lakshadweep, Kerala
Western	Industrial Assurance Building Second Floor, Nariman Road Mumbai – 400 020 E-mail: wro@aicte-india.org	022	22821093 22855412 22851551(F)	Goa, Maharashtra, Daman and Diu, Dadra and Nagar Haveli
Guwahati Camp Office	Eastern Region Camp Office, Assam Engineering College Campus, Jalukbari Guwahati - 781013, Assam E-mail: coguwahati@aicte-india.org	0361	2570104	Assam, Manipur, Nagaland, Mizoram, Tripura, Meghalaya, Arunachal Pradesh

Thiruvanan thapuram Camp Office	AICTE South Western Region Camp Office, CET Campus, Thiruvananthapuram, Kerala 695 016 E-mail: cothiruvananthapuram@aicte-india.org	0471	2592323 2594343 2596363 2597099	Kerala and Lakshadweep
Vadodara Camp Office	Camp Office Vadodara Central Regional Camp Office A-1,2 Quarters, Chameli Baug Campus of M.S. University of Baroda, Vadodara- 390002 E-mail: covadodara@aicte-india.org	0265	2750648 2750614	Gujarat

For any grievances or queries related to Approval Process, mail to: helpdeskab@aicte-india.org

Appendix 15

15.0   Grievance Redressal

In order to ensure transparency by Technical Institutions imparting technical education, in admission and with Paramount Objectives of preventing unfair practices and to provide a mechanism to students for redressal of their grievances, AICTE has notified Regulations for establishment of mechanism for Grievance Redressal Committee and OMBUDSMAN for all the AICTE approved Technical Institutions vide No. 37-3/ Legal/ 2012 dated 25.05.2012. In case of non-compliance of above Regulations shall call for punitive action against any willfully contravenes or repeatedly fails to comply with the provision of above Regulations.

	Appendix 16

16.0	**Documents to be submitted for**
	• **Setting up new Technical Institution offering Technical Programme at Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma Level** • **Change of Site/ Location** • **Closure of Institution** • **Conversion of Women's Institution into Co-Ed Institution and Vice-Versa** • **Conversion of Diploma Level into Degree Level and Vice-Versa**

16.1   New Institution

Applicant shall present following supporting documents **in original** along with one copy, duly self-attested and other necessary information to the Scrutiny Committee. As per Affidavit[4] supporting documents other than Affidavits shall be made and duly authenticated by the authorized signatory of applicant or by the head of the Institution.

Documents to be submitted at the time of Scrutiny Committee

- Building plan of the Institution should have been prepared by an Architect registered with Council of Architecture/ Licensed Surveyor and approved by the Competent Authority as designated by concerned State Government/ UT. The Institution should bring two copies of building plan.

- An Affidavit[4] as prescribed on the Web-Portal, on a Non-Judicial Stamp Paper/ e-stamp paper of ₹100/ -, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.

- Resolution by the applicant organization in a Format[13] as prescribed on the Web-Portal.

- In Metro and Mega Cities, Certificate of Occupancy/ Completion (as applicable) from the Competent Authority (as per standard format prescribed by the issuing Authority). For the rest, an Affidavit on a Non-Judicial Stamp Paper/ e-stamp paper of ₹100/ -, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner, that the same shall be produced on completion of the building.

- Certificate[1] issued by an Advocate in a Format prescribed on the Web-Portal.

- Certificate[2] issued by an Architect regarding approved building plans.

- Certificate[3] issued by bank manager regarding financial status of applicant.

- A print of the complete application as uploaded to the AICTE Web-Portal, printed thereon.

- A receipt with official seal from the authorized signatory of the State Government/ UT as proof of submission of these documents.

- A receipt with official seal from the authorized signatory of the affiliating University as proof of submission of these documents **exempted for Institution applying for PGDM**.

- Detailed Project Report (DPR) attached as a.pdf file.

- Registration document of the Trust/ Society/ Company/ PPP/ BOT indicating its members, objectives and Memorandum of Association and Rules, duly attested/ certified by the concerned Authority.

- Details of recommended Board of Governors of the Institution constituted as per Appendix 18.

- In the case of a Company established under Section 8 of Companies Act, 2013, the MoA and Rules must contain a provision that the objective of the Company is not profit making and any surplus earning shall be used exclusively for the purpose of development of Technical Institution.

- In case of an application made with a proposal of PPP/ BOT, applicant shall submit a certified copy/ duly attested by a Gazette Officer of the agreement/ contract regarding PPP/ BOT. The applicant shall also submit a Certificate or endorsement from the concerned District Magistrate or the SDM, regarding such a proposal pertaining to PPP/ BOT in the said area with the applicant Trust/ Society/ Company.

- Resolution by the applicant organization, pertaining to start a Technical Institution or add new Programme (in Pharmacy) and allocation of land/ building/ funds to proposed activities in the Format[13] prescribed on the Web-Portal.

- Documents showing ownership of land in the name of the applicant in the form of Registered Sale Deed/ Irrevocable Gift Deed (Registered)/ Irrevocable Registered Government Lease (for a period of minimum 30 years with at least 25 years of live lease at the time of submission of application) by the concerned authority of Government or any other documents issued by the concerned Competent Authority establishing the ownership and possession of the land in the name of the applicant. In case, the land documents are in vernacular language, notarized English translation of the documents shall be produced.

- Land Use Certificate permitting the land to be used for educational purpose, from the Competent Authority along with Topo sketch/ Village Map indicating land Survey Numbers and a copy of road map showing location of the proposed site of the Institution.

- Land Conversion Certificate permitting the land to be used for educational purpose to establish a college, from the Competent Authority along with Topo sketch/ Village Map indicating land Survey Numbers and a copy of road map showing location of the proposed site of the Institution.

- Khasra plan (Master plan) issued by the Competent Authority, earmarking the entire proposed land to show that the land is contiguous.

- Wherever applicable, FSI/ FAR Certificate shall have been obtained from the Competent Authority as designated by concerned Municipal Corporation or the local authority that approves Building Plans, or the State Government/ UT.

- Proof of working capital (funds) as stated in Clause 1.3.6, in the form of either Fixed Deposits in the Bank or latest Bank Statement of Accounts maintained by the applicant organization in a Nationalized Bank or Scheduled Commercial Bank recognized by Reserve Bank of India, along with a Certificate issued by the Branch Manager of the Bank.

- Audited statement of accounts of the applicant organization for last three years, as may be applicable.

- Site Plan, Building Plan of proposed Technical Campus prepared by a an Architect registered with Council for Architecture (COA)/ Licensed Surveyor and duly approved by the Competent Plan Sanctioning Authority of the concerned State/ UT administration.

- Floor plans, sections and elevations of all proposed/ existing buildings exclusively intended for use for the proposed campus at the permanent site with a table clearly mentioning all rooms, with carpet area of each in m^2, as specified in Instructional, Administrative and Amenities requirements certified by the Architect registered with the Council of Architecture. Safety and hygiene precautions ensured during partial occupation, if any, certified by the Architect registered with the Council of Architecture.

- Phase-wise plan of construction to achieve total carpet and built-up area as required for conduct of all applied/ existing Courses from the first to final year. This shall be certified by Architect registered with the Council of Architecture.

- Syllabus copy of Affiliating University/ Board related to the Courses applied for.

- Certificate regarding Minority Status, if applicable at the time of application. Any claim thereafter shall not be entertained.

- Certificate of the Competent Authority indicating whether the land for the proposed new Institution/ Technical Campus falls in the rural area or otherwise.

- Undertaking from the applicant to the effect that no high tension line is passing through the campus including hostel. in case high tension line passes through the campus/ hostel a Certificate from the Competent Authority (Electricity Board) that it shall not affect the safety of building/ students/ faculty/ staff etc. is required.

16.2   Documents to be submitted at the time of Expert Visit Committee

Applicant shall present following supporting documents **in original** along with one copy, duly attested by a Gazette Officer or a first class Judicial Magistrate or Notary or an Oath Commissioner and other necessary information to the Expert Visit Committee.

- Copy of the advertisement in at least one National Daily, for recruitment of Principal/ Director and faculty members.

- Stock Register of dead stock items including Laboratory equipment, computers, system and application software, printers, office equipment and other dead stock items.

- Proof of provision of Internet bandwidth in Mbps and contention ratio.

- List giving titles of books and volumes of each purchased for Library.

- Copy of Invoice/ Cash Memo for equipment and Library Books.

- Details of subscription of e-Journals as per Appendix 10.

- List and details of hard Copy of National Journals subscribed.

- List and details of hard Copy of International Journals subscribed.

- Sanction of electrical load by electric supply provider Company.

- A Certificate by an architect giving details of sewage disposal system, barrier free environment and toilets created for physically challenged and all weather approach road.

- Details and proof of telephone connections available at the proposed Technical Campus.

- Details and proof about medical facility and counselling arrangements.

- Details of reprographic facility available for students.

- Details of all other educational Institutions run by the same Society or management or by any other management to which the Chairman of the applicant Society is a member.

- Video recording with date and time of the entire proceedings of the Expert Visit Committee Visit, which shall form part of the Expert Visit Committee Report. This shall include the video of the visit with date and time of shooting, a walk through video with date and time of shooting of all infrastructural facilities created indicating the complete physical infrastructure/ facilities, highlighting Front and Back side of the entire Institution building(s) Internal portion of the classrooms, tutorial rooms, Laboratories, workshop, drawing hall, computer Centre, library, reading room, seminar hall and all other rooms, as mentioned in Programme-wise Instructional area requirements, Internal portion of the principal's room, Board room, main office, departmental offices, faculty cabins/ seating arrangement and all other rooms as mentioned in Administrative area requirements, Internal portion of toilet facilities, boys and girls common rooms, cafeteria and all other rooms as mentioned in Amenities area requirements, circulation area details highlighting entrance lobby, passages, escalators, staircases and other common areas.

16.3   Documents to be uploaded after the issuance of LoA

- New Institutions granted Letter of Approval and the existing Institutions granted approval for introduction of new Course(s) division(s) Programme(s) and change in Intake capacity, shall comply with appointment of teaching staff and Principal/ Director as the case may be, as per

Policy regarding minimum qualifications pay scales, norms etc. as prescribed in the Approval Process Handbook.

- Institutions other than minority Institutions shall appoint Principal/ Director/ Teaching Staff strictly in accordance with the norms prescribed by the Council and other technical supporting staff and administrative staff strictly in accordance with the methods and procedures of the concerned State Government/ UT particularly in case of selection procedures and selection Committees.

- The information about these appointments of staff in the prescribed Format shall be uploaded in the portal.

- In no circumstances unless the appointment of all teaching and other staff is in place, the Institutions shall start the approved Technical Courses.

- Faculty and non-teaching staff data shall be entered as per the prescribed Format.

16.4   Additional documents required for seeking approval for Change of Site/ Location

- No Objection Certificate from Concerned State Government/ UT in the Format[1].

- No Objection Certificate from Affiliating University/ Board in the Format[2].

- Resolution in the Format[3] by Governing Board Members approving change in Site/ Location, duly signed by the Chairman/ President of the Society/ Trust.

16.5   Additional documents to be submitted for Progressive Closure/ Complete Closure of Institution

- No Objection Certificate from Concerned State Government/ UT in the given Format[4].

- No Objection Certificate from Affiliating University/ Board in the Format[5] with clear mention about provisions/ alternative arrangements made to take care of education of existing students studying in the Institution in the Format as prescribed on the Web-Portal.

- Resolution by the applicant Institution, pertaining to application for closure of Institution in the Format[6] as prescribed.

- Latest salary sheet giving details, such as, scale of pay, gross pay, PF deduction, TDS for all teaching and non-teaching staff and Teaching Staff: Student ratio.

- Details of the RPGF/ Joint FDR/ FD made with AICTE/ State Government/ UT/ University/ Board for establishment of the Institution.

- Status of Students already studying in the Institution.

- Status of Faculty and Staff in the Institution and liabilities thereon.

- Affidavit[2] to be submitted by the applicant on a non-Judicial Stamp Paper/ e-stamp paper of ₹100/ - duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner stating that the applicant has no liability with respect to faculty members, staff, students etc.

- Pending Court cases and serious charges, violation of norms, pending Ragging cases against the Institution.

16.6   Additional documents to be submitted for the Conversion of Women's Institution into Co-Ed Institution

- A Certificate stating that admission for three consecutive years are less than 60% issued by Competent Admission Authority.

- A Certificate stating the actual enrolment of students for the last three consecutive years issued by the Registrar of the Affiliating University/ Director of the Board.

- No Objection Certificate (NOC) from State Government/ UT in the Format[7].

- No Objection Certificate (NOC) from Affiliating University/ Board in the Format[8].

- Resolution of the Trust/ Society/ Company/ Board of Governors in the Format[9] for the conversion from Women's Institution to Co-Ed Institution.

- Land related documents to be submitted as per the norms.

16.7   Additional documents to be submitted for the Conversion of Co-Ed Institution to Women's Institution

- No Objection Certificate (NOC) from State Government/ UT in the Format[7].

- No Objection Certificate (NOC) from Affiliating University/ Board in the Format[8].

- Resolution of the Trust/ Society/ Company/ Board of Governors in the Format[9] for the conversion from Co-Ed Institution to Women's Institution.

  Note: No land relaxation and refund of additional FDR/ Security Deposit allowed in case of conversion from Co-Ed Institution to Women's Institution.

16.8   Additional documents to be submitted for the Conversion of Diploma Level into Degree Level and vice-versa

- No Objection Certificate (NOC) from the State Government/ UT in the Format[10].

- No Objection Certificate (NOC) from the Affiliating University and Board in the Format[11].

- Resolution of the Trust/ Society/ Company/ Board of Governors for the Conversion from Diploma Level into Degree Level and vice-versa in the Format[12].

- Land related documents to be submitted as per the norms.

16.9 **Additional documents required while seeking approval for establishment of the Institution set up by such a Private Limited or Public Limited Company/ Industry**

- Certificate of Registration of companies

- Memorandum of Association and Article of Association

- Certificate of incorporation

- Situation of the registered office of the Company

- Particulars of the Directors, Managers or Secretaries

- PAN number

- TAN number

- Companies general rules and forms

- NOC from Directors or Promoters

- Audited statement for last 3 years clearly indicating turnover through operations

	Appendix 17

17.0	**Documents to be submitted/uploaded for**

- **Extension of approval to the existing Institutions/ Continuation of approval after a break in the preceding academic year/ Restoration**
- **Increase in Intake/ Addition of Course(s) in existing Courses in the Regular/ First Shift**
- **Addition of Integrated/ Dual degree Course in the First Shift in existing Institutions**
- **Fellowship Programme in Management in existing Institutions**
- **Collaboration and Twinning Programmes**
- **Introduction/ Continuation of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries**
- **Introduction/ Continuation of seats for sons/ daughters of NRIs**
- **Change in name/ Reduction in Intake/ Closure of Programme and/ or Course**
- **Change in name of the Institution**
- **Change in name of the Trust/ Society/ Company**
- **Change of Affiliating University/ Board**

17.1 Documents to be submitted for issuance of EoA of Existing Institutions/ Continuation of approval after a break in the preceding academic year/ Restoration

The applicant Institution applying for Extension of approval (EoA) shall upload the scanned copies of the List of documents as given below on AICTE Web-Portal.

Supporting documents including the Affidavits shall be duly authenticated by the Chairman/ President/ Secretary of the Trust/ Society/ Company in case of Self-Financing Institutions or by the Authorized person in case of the Government/ Government aided Institution

- A print of the complete application and the Deficiency Report, as available on the AICTE Web-Portal, printed there on, along with all enclosures as below, duly self-attested shall be submitted to Affiliating University/ Board and Concerned State Government/ UT.

- Stamped receipt from an authorized signatory of the State Government/ UT as proof of submission of these documents.

- Stamped receipt from an authorized signatory of the Affiliating University/ Board as proof of submission of these documents.

- As per Clause 2.4.b of Chapter II of Approval Process Handbook, Occupancy/ Completion Certificate/ Building License/ Form D/ Structural Stability Certificate issued by the Competent Authority.

- Satellite map, using suitable web site, showing geographical location of land with latitude and longitude mentioned on it.

- Copy of pay receipt print made on the Portal through corporate internet banking if any, in respect of Extension of Approval, Variation in Intake etc. for the Academic Year 2018-19.

- Show Cause Notice issued by AICTE, if any, during the last two years.

- Details of court cases filed against AICTE and order of the Court, if any.

- An Affidavit[4], on a Non-Judicial Stamp Paper/ e-stamp paper of ₹100/ -, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.

- Copy of valid NBA accreditation letters.

- For Adjunct Faculty – One page CV highlighting his/ her industrial experience, Willingness letter to handle the Course(s) including his/ her commitments in other Institutions, copy of appointment order and acceptance of appointment from him/ her

- Certificate by the Head of The Institution to the effect that all Faculty and all non-teaching staff data and all student data of all years and all Courses, has been entered as per the prescribed Format on the Web-Portal.

17.2   Additional documents to be submitted for approval of Increase in Intake/ Addition of Course(s) in Existing Programmes/ Addition of Integrated/ Dual Degree Courses/ Fellowship Programme in Management

Additional documents shall be necessary while seeking approval for increase in Intake in existing Programme

- Resolution by the applicant Institution, pertaining to starting additional Courses/ divisions in existing Programme and allocation of land/ building/ funds to proposed activities in the Format[14] prescribed on the Web-Portal.

- An Affidavit[6] on a Non-Judicial Stamp Paper/ e-stamp paper of ₹100/ -, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.

- Valid NBA Accreditation Certificate for Institutions in existence for more than SEVEN YEARS from the date of inception.

- No Objection Certificate from Affiliating University for Integrated/ Dual Degree Courses in the Format[15].

17.3   @@Additional documents to be submitted for approval of Institutions to start Diploma in Degree Pharmacy Institution and vice-versa

- No Objection Certificate from Concerned State Government/ UT in the Format[10].

- No Objection Certificate from Affiliating University and Board in the Format[11].

- Resolution by Governing Board Members approving the Institution to start Diploma in Degree Pharmacy Institution and vice-versa, duly signed by the Chairman/ President/ Secretary of the Trust/ Society/ Company in the Format[12].

17.4 @@Additional documents to be submitted for Conversion of PGDM Institution into MBA Institution

- No Objection Certificate from Concerned State Government/ UT in the Format[10].

- No Objection Certificate from Affiliating University in the Format[11].

- Resolution by Governing Board Members conversion of PGDM Institution into MBA Institution, duly signed by the Chairman/ President/ Secretary of the Trust/ Society/ Company in the Format[12].

17.5 @@Additional documents to be submitted for Conversion of Second Shift Courses into First Shift Courses

- No Objection Certificate from Concerned State Government/ UT in the Format[10].

- No Objection Certificate from Affiliating University/ Board in the Format[11].

- Resolution by Governing Board Members conversion of Second Shift Courses into First Shift Courses, duly signed by the Chairman/ President/ Secretary of the Trust/ Society/ Company in the Format[12].

17.6 Additional documents to be submitted for approval of Introduction of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries in Existing Institutions

- Resolution by the applicant Institution, pertaining to application for introduction of supernumerary seats for OCI/ PIO in the Format[16] as prescribed on the Web-Portal.

- Details regarding hostel rector and hostel administration.

17.7 Additional documents to be submitted for approval for seats for sons/ daughters of NRIs

- Resolution by the applicant Institution, pertaining to application for introduction of seats for sons/ daughters of NRIs in the Format[17] as prescribed on the Web-Portal.

17.8 Additional documents to be submitted for Change in name of Course/ Reduction in Intake/ Closure of Programmes and/ or Courses in Existing Institutions

- No Objection Certificate from Concerned State Government/ UT in the given Format[18].

- No Objection Certificate from Affiliating University/ Board with clear mention about provisions/ alternative arrangements made to take care of education of existing students studying in the Institution in the Format[19] as prescribed on the Web-Portal.

- Resolution by the applicant Institution, pertaining to application for reduction in Intake or closure of Course/ Programme in the Format[20] as prescribed on the Web-Portal.

- NOC shall not be required for closing of the Second Shift or reduction in Intake of a Course/ Programme by reduction in number of divisions.

17.9   Additional documents to be submitted for approval for change in the Name of the Institution

- No Objection Certificate from Concerned State Government/ UT in the Format[21].

- No Objection Certificate from Affiliating University/ Board in the Format[22].

- Resolution by Governing Board Members approving change in name, duly signed by the Chairman/ President/ Secretary of the Trust/ Society/ Company in the Format[23].

17.10   Additional documents submitted for approval for Change in name of the Trust/ Society/ Company (*subject to the law for the time being in force*)

- Approval from Charity Commissioner/ Registrar of Societies/ Registrar of Companies.

- No Objection Certificate from Concerned State Government/ UT in the Format[24].

- No Objection Certificate from Affiliating University/ Board in the Format[25].

- Resolution by Governing Board Members mentioning the reasons for the change in name and approving change in name, duly signed by the Chairman/ President/ Secretary of the Trust/ Society/ Company in the Format[26].

- A notarized Affidavit[7] of the Chairman/ Secretary/ Authorized signatory of the Trust/ Society/ Company stating that there is no commercial or business angle for such change.

- Registration document of the Trust/ Society/ Company indicating its members, objectives and Memorandum of Association and Rules, duly attested/ certified by the concerned Authority.

- Details of recommended Board of Governors of the Institution constituted as per Appendix 18.

- In case of a Company established under Section 8 of Companies Act, 2013, the MoA and Rules must contain a provision that the objective of the Company is not profit making and any surplus Earning shall be used exclusively for the purpose of development of Technical Institution.

- Land Documents showing ownership in the name of the new Trust/ Society/ Company.

- @@In case of merger of Trusts, the transferor Trust should transfer its land, assets and infrastructure by a registered transfer/conveyance deed in the name of the transferee Trust.

- Proof of working capital (funds) as stated in Clause 1.3.6, in the form of either Fixed Deposits in the Bank or latest Bank Statement of Accounts maintained in the name of the new Trust/ Society/ Company in a Nationalized Bank or Scheduled Commercial Bank recognized by Reserve Bank of India, along with a Certificate issued by the Branch Manager of the Bank.

- Approval from the Charity Commissioner/ Registrar of Societies/ Registrar of Companies regarding any change in the name(s) of the Trustee(s)/ Member(s).

17.11 Additional documents to be submitted for approval for change of Affiliating University/ Board

- No Objection Certificate from the Concerned State Government/ UT in the Format[27].

- No Objection Certificate (NOC) from the University/ Board where the Institution is affiliated in the Format[28].

- No Objection Certificate (NOC) from the University/ Board where the Institution seeks affiliation in the Format[29].

- Resolution in the Format[30] of the Trust/ Society/ Company seeking approval for change of Affiliating University/ Board.

17.12 Additional Documents to be submitted for approval of Collaboration and Twinning Programmes

- The Foreign University/ Institution shall furnish an authorized signatory letter declaring therein that the Degree/ Diploma and Post Diploma awarded to the students in India shall be recognized in the parent Country and shall be treated equivalent to the corresponding Degrees/ Diploma and Post Diploma awarded by the University/ Institution at home.

- Letter of the Trustee on the fee to be charged and the Intake in each Course to be offered by a Foreign University/ Institution or the Technical Institution approved by the Council having collaboration with Foreign University/ Institution, leading to a Degree or Diploma and Post Diploma shall be as prescribed by the Council, giving due hearing to the concerned Foreign University/ Institution or the Technical Institution approved by the Council having collaboration with Foreign University/ Institution

- A letter of the Trustee and the Foreign University/ Institution declaring the detailed guidelines for admission, entry level qualifications, fee of all kinds, the examination and evaluation and that there shall not be major deviations with the prescribed procedures in their parent Country, vis-à-vis India.

- A Letter of the Trustee wherein details of the semesters that are conducted in India and those that are conducted in the foreign country are given. (The students admitted to the Programme should spend at least one semester of the Course work of the Programme in the Foreign University/ Institution in its parent Country)

- MoU between the Foreign University/ Institution and the Indian partner Institution and the concerned Affiliating University/ Board of Technical Education in the respective States clearly mentioning among other provisions that the students failing to get VISA shall be accommodated in a similar Programme and that the University would register them for the purpose.

- Letter of affiliation of the Indian partner Institution with the University under whose jurisdiction it is located or Board of Technical Education in the respective States in which the Institution is located as applicable.

- For Courses where University approval is not mandatory, MoU between the Foreign University/ Institution and the Indian partner Institution clearly mentioning among other provisions that the students failing to get VISA shall be accommodated in a similar Programme and that the University would register them for the purpose.

- For Courses where Board of Technical Education in the respective State, approval is not mandatory, MoU between the Foreign University/ Institution and the Indian partner Institution clearly mentioning among other provisions that the students failing to get VISA shall be accommodated in a similar Programme and that the Board would register them for the purpose.

- A letter from the participating Foreign University that the Degree would be awarded by the Foreign University/ Institution only in its parent Country

- No Objection Certificate (NOC) from concerned embassy in India with mention of genuineness of Foreign educational partnering Institution in the country of origin.

- The Certificate of accreditation obtained by the Foreign University/ Institution in their parent country issued by a certified accreditation authority in that country.

- Valid NBA Certificate in respect of the Courses to be offered under Twinning Programme.

Appendix 18

18.0   Recommended Composition of Board of Governors for AICTE approved Institutions

- The Governing Body shall have at least eleven members including the Chairman and the Member Secretary. The Registered Trust/ Society/ Company shall nominate six members including the Chairman and the Member-Secretary, and the remaining five members shall be nominated as indicated below.

- Chairman to be nominated by the Registered Trust/ Society/ Company. The Chairman of the Governing Body shall preferably be a technical person either entrepreneur of an industrialist or an educationist of repute who is interested in development of technical education and has demonstrated an interest in promotion of quality education.

- Two to five Members to be nominated by the Registered Trust/ Society/ Company.

- 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 off Technical Education (Not applicable for PGDM Institutions).

- Nominee of the State Government/ UT – Director of Technical Education (Ex-officio).

- An Industrialist/ technologist/ educationist from the Region nominated by the State Government/ UT.

- Principal/ Director of the concerned Technical Institution (as nominee of the Trust/ Society/ Company) - Member Secretary.

- Two Faculty members to be nominated from amongst the Regular staff, one at the level of Professor and one at the level of Assistant Professor.

- 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 a Governing Body shall, however, not exceed 21.

Appendix 19

19.0   Academic Calendar

19.1   Counselling/ admission

- Last date to grant approval to Technical Institution shall be 30th April of the year in which the Academic Year is to commence. Notwithstanding anything contained in any Rules, Regulations, Norms and Standards, Policies, Instructions, Orders, Notifications, Guidelines and the Approval Process Handbook issued or notified by the AICTE, the AICTE shall not grant approval to Technical Institution after 30th April of the Calendar Year in which the academic session is to commence as any approval beyond 30th April shall adversely affect the total teaching duration to which a student is entitled to and shall also adversely affect the academic activities which shall be prejudicial to the academic interest of student.

- The respective DTE/ State Government/ UT/ Affiliating University/ Board shall download the list of approved Institutions along with "Approved Intake" from Web-Portal through their login. No separate communication shall be sent in this regard. The affiliating body such as University/ Board shall not grant affiliation to a Technical Institution approved by AICTE after 15th May of the Calendar Year in which the academic session is to commence.

- The Competent Authority for admission shall ensure that the First round of counselling/ admission for allotment of seats is duly completed on or before 30th June of the Calendar Year in which the academic session is to commence.

- Provided that the Second round of counselling/ admission for allotment of seats shall be completed on or before 10th July of the Calendar Year in which the academic session is to commence.

- Further that the last round of counselling/ admission for allotment of seats shall be completed on or before 20th July of the year in which the academic session is to commence.

- Notwithstanding anything contained in these Regulations, all Technical Institutions conducting PG Diploma Courses shall not initiate admission process before 1st April of the Academic Year.

19.2   The academic session and the teaching process shall commence on 1st August of the year (except for PGDM).

For First year of the Programme:

Semester/ Event	Odd Semester	Even Semester
Commencement of classes	1st August	1st January
End of classes	30th November	30th April

Second year and on words of the Programme:

Semester/ Event	Odd Semester	Even Semester
Commencement of classes	15th July	15th December
End of classes	15th November	15th April

The total number of teaching days, practical and contact hours shall not include the number of days utilized for the admission/ counselling process, process of examination and examination itself and declaration of results.

Appendix 20

20.0   Fellowship Programme in Management: Conduct and Admission Procedure

20.1   AICTE's Fellowship Programme Prospectus

Admission eligibility of students

a. Master's Degree or equivalent in Engineering/ Technology/ Management/ Economics/ Social Science/ Biological Science/ Pure Science/ Commerce/ Humanities with FIRST CLASS shall be considered for admission to Fellowship Programme.

b. Those appearing for their final examination in the respective discipline can also apply. Such students if selected shall be provisionally admitted provided they complete all requirements obtaining their master's degree before 30th September of the year of admission. The admission of these candidates shall remain provisional until they produce the mark sheet proving that they satisfy the eligibility criteria. The dead line for submitting the final year mark sheet is 31st December.

20.2   Admission procedure

a. Admission to the Fellowship Programme shall normally be made once a year, coinciding with that of AICTE approved Post Graduate Diploma in Management or equivalent Degree/ Diploma. Accordingly, the advertisement shall be made along with such PG Degree/ Diploma.

b. Application Procedure
The application shall be made in the prescribed form available with the Institution. Attested copies of all the necessary Certificates and testimonials are to be attached with the applications. The candidate must submit a synopsis of about 5000 words on the area of research interest (tentative research proposal) along with his/ her application.

c. Selection Criteria
Selection for the Fellow Programme in the Institutions approved by AICTE for the Fellow Programme shall be on the basis of the following criteria:

*   Academic qualifications and work experience

*   Tentative research proposal and its presentation before the Selection Committee

*   Personal interview

d. The decision of the Institution Selection Committee regarding admission shall be final. Communication shall be sent only to the selected candidates. The Institution shall not entertain any queries or correspondence in respect of those not selected.

e. Approved Institution to conduct Fellowship Programme in Management can admit only maximum of 5 candidates in each Academic Year after ensuring availability of Guide as per the AICTE Norms/ Standards.

20.3 Research guidance

a. Selection of Guide(s)
Each candidate shall have one/ two Guide(s) under whose supervision the research work in relation to the Programme shall be carried out. The Guide(s) shall be nominated by the Director of the Institution. All Guides shall be internal. n exceptional cases where external guidance shall be required, recognized Guides from reputed Institutions shall be allowed as co-guides with the permission of AICTE. Research Guides shall be allotted to the selected candidates at the time of admission. The research Programme and areas of research shall be finalized by respective Guides after discussion with the candidates and should be forwarded to the Director for concurrence.

b. Faculty with Ph.D. and with at least 2 publications in reputed cited international journals is eligible to Guide the Fellow Programme candidates. Each such Faculty shall be assigned a maximum of 2 candidates in each admission year.

c. Absence of Guide during the Programme
In Case of temporary absence of a Guide for a period of more than one year a new Guide shall be nominated for the Fellow Candidates. In case of a Guide who has guided for more than a year, he/ she shall be allowed to resume the guidance after his/ her return from temporary absence.

If the period of absence is less than 2 years, the pervious Guide shall act as Co-Guide on his/ her return. If the period of absence is more than 2 years he/ she shall ceased to be a Guide for the Fellow candidate.

d. Change of Guide
Change of a Guide shall be permitted in exceptional circumstances on the recommendation of the Director.

e. Number of Research Fellows per Guide
At any given time, the number of Research Fellows working with a Guide shall not exceed five.

f. Research Advisory Committee
The Director shall nominate a Research Advisory Committee for each Fellow based on the recommendation of the Guide(s).

20.4 Course study/ credit requirements

In partial fulfillment of the requirement of the Fellow Programme, a minimum number of Course credits are required to be earned as prescribed below

a. Credit Requirement

	Code No.	Course Title	Credits
Module 1	FP01	Research Methodology	3
	FP02	Managerial Statistics	3

	FP03	General Management	3
	FP04	System Approach to Management	3
Module 2	FP05	3 Stream specific Course of 3 credits each	9
	FP06	Credit seminar (General)	3
Module 3	FP07	Credit seminar (Specific)	3
	FP08	Review paper based on the literature on the thesis related topic	3
Total Credits			30

b. Details of Courses and Seminar

The stream specific Courses and seminars shall be decided as approved by the Director on the recommendation by the candidate's Guide(s) and the Research Advisory Committee.

c. Duration for earning Credit

All the credits specified in para 4.1 should be earned within a maximum of two years from the date of admission to the Programme. Extension after the two years shall be approved by the Director for a period of one year with a review of progress every six months. Final approval shall be given by the Director of the Institution.

d. Credit Course Requirement

A research scholar should undergo 4 Courses of total 12 credits in the first module and during second module he/ she should undergo three stream-specific Courses of 9 credits and give three credit seminar on general management topic in the third module, the candidate should give three credits seminar and write a review paper on the literature related to his/ her research topic for publication purpose of 3 credits. Thus a candidate should earn 12 credits in the first and second module and 6 credits in the third module together adding up to 30 credits in all.

e. Grading System of Credit Courses/ Seminar

The minimum of CGPA of 6.5 on 10 point scale or 60% is required for passing Course/ seminar. A candidate getting less than 60% shall be given one more opportunity to repeat the Course/ seminar. If he/ she still does not pass in the Course/ seminar, he/ she shall be terminated from the Fellow Programme.

20.5   Registration Seminar and Progress Seminar

Each research scholar needs to register his/ her research proposal. The registration procedure is given below.

a. Pre-registration seminar

Each research scholar should give a pre-registration seminar before a Committee constituted by Director. The Committee shall include the Guide(s), experts drawn from Institution's faculty members and Director. The seminar shall be given after completion of the three modules. The Research Scholar should submit 5 copies of the pre-registration Report (in about 15-20 pages) 15 days before the date of the seminar. The Report should include proposed title of the thesis, area and framework of the proposed research objectives, scope of the study, hypothesis if any, and methodology to be followed. This stage is considered to be very important for screening the candidate for further progress in the Programme. In case the research scholar fails to defend his/ her thesis proposal successfully, he/ she shall be allowed

to resubmit the modified research proposal as suggested by the above mentioned Committee. He/ she needs to give a fresh seminar based on the modified research proposal and in case he or she fails to defend it in the second time, the research scholar shall be terminated from the Programme.

b. Application for registration
A candidate must apply for formal registration within one month after successful completion of the pre-registration seminar. The application for registration to be made in a prescribed form and should be accompanied by the following:

- Title and summary of the thesis proposal approved by the Guide(s)

- Registration fee of ₹2,500/-

c. Effective Date of Registration
The registration shall be effective from the date of application for the registration.

20.6 Duration of the Programme

a. Time Limit
A Candidate shall submit his/ her thesis only after a minimum period of two years after registration. However, the maximum period allowed for the submission of the thesis is five years from the date of admission to the Programme.

If a candidate fails to submit the thesis within the prescribed upper time limit due to reasons beyond his/ her control, he/ she shall apply to Director for an extension. If the Institution is satisfied with the candidate's justification, the Director shall permit him/ her to re-register to the Programme subject to the payment of re-registration fee. This re-registration shall, however, be effective only for a period of two years beyond which no extension shall be permitted.

b. Break or Unauthorized absence from the Programme
Any break or unauthorized absence from the Programme before registration shall lead to the cancellation of admission. Any authorized break or leave of absence shall not be counted for the minimum period of 2 years stipulated for submission of thesis but shall be counted in the maximum period of 5 years permissible for submission of the thesis.

20.7 Submission and evaluation of the synopsis and thesis

a. Pre-synopsis seminar
Every research scholar before submission of his/ her thesis must give pre-synopsis seminar at the Institution. The procedure for the pre-synopsis seminar is as follows:

- Submission of 5 copies of the pre-synopsis Report (not more than 40 pages). The Report should include the focus and the summary of the thesis. Highlighting his/ her own contribution, details of the methodology, results, analysis, conclusions, limitations and scope for future research. It is to be submitted through the Guide(s).

- For seeking the approval, the candidate shall present pre-synopsis seminar before the Committee consisting of Director, Guide(s) and two faculty experts in the relevant area of research. If required, an outside expert having expertise in the area of research shall be included in the Committee

- The Committee shall judge the work with regard to its acceptability and suggest modification or elaboration of the work, if necessary, after incorporating the suggested changes/ modifications to the satisfaction of the Committee, an abridged version of the same in about 15-70 pages shall be submitted as synopsis for the purpose of sending it to prospective examiners.

b. Submission of the synopsis

Five copies of the Synopsis with necessary modification incorporated shall be submitted within a period of one month from the date of the pre-synopsis seminar to the Institution with a Certificate by candidate and the Guide(s) stating:

- That there is a prima facie case for consideration of the thesis;

- That the work does not include any work which has at any time previously been submitted for an award of fellow in management or other equivalent degree.

c. Selection of Examiners
On receipt of synopsis, the Director shall draw up a list of 6 possible examiners of the thesis in consultation with the Research Advisory Committee and Guide(s). The examiners shall be from outside Institution, one from India and one from abroad having good academic and research standing in the field. Two examiners shall be selected by the Director from the list.

d. Submission of Thesis
The thesis should be submitted in six typewritten/ printed copies and a soft copy with necessary Certificates and clearance within a period of 6 months from the date of submission of the synopsis. An examination fee of ₹25,000/ - which includes honorarium of US $250/ - for foreign examiner and ₹5000/ - Indian Examiner must be paid along with the Thesis submission.

e. Recommendations of the Examiners
- A critical review and evaluation of the quality and extent of work of the candidate as embodied in the thesis.

- A definite recommendation as to whether the thesis is of a sufficient standard and suitable for the award of Fellow in Management: and

- If the examiner is not in a position to make definite recommendation for the award of the "Fellow in Management". He/ She should indicate.
  - The required modification/ revision involving rewriting of Chapters but not involving further research work.
  Or
  - Complete rewriting of the thesis with additional research work reinterpretation of Data.

f. Acceptance/ Rejection of Thesis
    The thesis shall be accepted if all the examiners make positive recommendations. If recommendations for rejection or inconclusive recommendations are made by any one of the examiner, Director shall refer the thesis to another examiner or examiners(s) from the panel. If such a panel of examiner(s) rejects the thesis, it shall stand rejected.

g. Re-submission of the Thesis
    A thesis which needs modification/ revision shall be resubmitted after revision within a period of one year. Rejection of the thesis after re-submission shall normally disqualify the candidate of further consideration for the award of the Fellow in Management.

h. Viva-Voce
    On acceptance of the thesis, the Director shall appoint a panel of examiners to conduct a viva-voce examination and open defense at which the candidate shall be required to defend his/ her thesis. The panel of examiners shall consist of:

•   The Chairman, Dean (Academic or Research) or his/ her nominee not below the rank of Professor of the Institution nominated by the Director

•   The Guide(s)

•   Indian External Examiner who examined the thesis and accepted it.

    The panel of Examiners shall submit their Report to the Director of the Institution.

    If a thesis has been accepted but the candidate fails to defend it successfully at the Vice-voce examination, he/ she should reappear for the viva-voce examination within six months.

20.8   Award of "Fellow in Management"

On successful completion of the viva-voce and on the recommendations of the Institution's Governing Board, the Institution shall award "Fellow in Management" to the Research scholar. The title of the thesis shall be mentioned in the Certificate of award.

20.9   General Regulations

•   Candidate must furnish a periodical Report of progress of the Course work and research work for consideration of Institution, Research Advisory Committee and the Guide(s). Unsatisfactory progress in research shall render the candidate terminated from the Programme.

•   The candidate shall pay all the prescribed fee as and when they fall due.

•   The Courses prescribed but not successfully completed by the candidate shall be reconsidered by the Director. Research Advisory Committee shall suggest alternative Course(s) depending upon the relevance of the Course(s) to the research work of candidate.

- The research scholar shall face automatic disqualification and termination from the Programme, if he/ she is found to be admitted to any other equivalent Degree level Programme.

- The AICTE reserves the right to amend, modify or change Regulations as may be necessary, from time to time. All such changes shall be binding on the research scholar in the Institution.

AFFIDAVIT[1]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER/ E-STAMP PAPER OF ₹ 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER FOR FORGOTTEN PASSWORD

I/ We,<name>, Chairman,<name of the Trust/ Society/ Company>,/ Secretary,<name of the Trust/ Society/ Company>, son of ………….., aged………, resident of …………………., do hereby solemnly affirm, state and undertake to the following in connection with my/ our request to AICTE for New password to our Institution <name and address of Institution>,

1. I/ We will abide by all terms and conditions as laid down in the Approval Process Handbook.
2. That I/ We have forgotten/ misplaced the pass word for our <user ID>.
3. That I/ We< name>, Chairman, <name of the Trust/ Society/ Company>,/ Secretary, <name of the Trust/ Society/ Company >authorised to submit the present request and there is no any misrepresentation.
4. That I/ We< name>, Chairman, <name of the Trust/ Society/ Company>,/ Secretary, <name of the Trust/ Society/ Company > have made an online payment of ₹5000/ - vide Transaction ID….. date….
5. That the new login credentials are to be sent to <Name of the Person>, <Address>,<Landline No>, <Mobile No>, <email id>
6. That the facts stated in this affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Name of the authorized person executing the undertaking along with his/ her official position) with (SEAL)

VERIFICATION

I/ We, the above named deponent do hereby verify that the facts stated in the above affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants) (seal)

AFFIDAVIT[2]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER/ E-STAMP PAPER OF ₹ 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER FOR PROGRESSIVE/ COMPLETE CLOSURE OF INSTITUTION

I/ We,<name>, Chairman/ President,<name of the Trust/ Society/ Company>,/ Secretary,<name of the Trust/ Society/ Company>,son of ………….., aged………, resident of …………………., do hereby solemnly affirm, state and undertake to comply with the following in connection with my/ our application <application number> to AICTE for the Progressive/ Complete Closure of our Institution <name and address of Institution>,

1. That our Trust <name of the Trust/ Society/ Company> vide resolution……………. Resolved for closing the Institution and has applied for Closure of <name and address of Institution> in the Web-Portal and had paid the requisite Fee as per AICTE norms
2. That liabilities, if any, arising out of Closure of <name and address of Institution> shall be solely that of <name of the Trust/ Society/ Company>
3. That <name of the Trust/ Society/ Company> undertakes that no further admission of students will be made in the current and forthcoming years
4. That <name of the Trust/ Society/ Company> undertakes to provide all the facilities to the existing students till they pass out
5. That have submitted/ uploaded all the additional documents/ information regarding resolution/ NOC's/ Certificates in the Portal in respect of our application (as applicable) and the same is true and complete.
6. That the facts stated in this Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.
7. That the FDR was not mortgaged.

Details of RPGF/ Joint FDR/ FD

Details of the RPGF/ Joint FDR/ FD	Name and Address of the Bank	Date of Issue	Amount (₹)	FDR No.	Date of Maturity
Details of RPGF/ Joint FDR/ FD made with AICTE/ State Government/ UT/ University/ Board for establishment of the Institution.					

(Name, Designation and Address of the Executants)

(seal)

DEPONENT(s)

VERIFICATION

I/ We, the above named deponent(s) do hereby verify that the facts stated in the above Affidavit are true to my knowledge. No part of the same is false and no material has been concealed there from.

Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)
(seal)

DEPONENT(s)
Solemnly affirmed and signed before me by the deponent on this- day of – month, 2018 at my office.
(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT[3]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER/ E-STAMP PAPER OF ₹ 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER ALONG WITH SECURITY DEPOSIT

I/ We,<name>, Chairman/ President,<name of the Trust/ Society/ Company>,/ Secretary,<name of the Trust/ Society/ Company>,son of ………….., aged………, resident of …………………., do hereby solemnly affirm, state and undertake to comply with the following in connection with my/ our application <application number> to AICTE for establishment of Institution<name and address of proposed Institution>,

1. That in accordance with the norms, procedures and conditions prescribed by the AICTE, an amount of ₹ ………………was deposited by the <name of the Trust/ Society/ Company> in AICTE's account, for a period of 10 years.
2. That the interest accrued on the deposit shall be retained by AICTE and used for improving the quality of technical education.
3. That the AICTE in its discretion shall extend the term of the deposit for a further period and/ or forfeit the amount for violation of norms, conditions and requirements prescribed by the AICTE and/ or non-performance by the Institution and/ or closure of the Institution due to withdrawal of AICTE approval or for any other reason. In an event of forfeiture, the proceeds of the fixed deposit shall be utilized for meeting the expenditure towards refunds to the students and others.
4. That all remaining requirements as mentioned under the Regulations and the Approval Process Handbook 2018-19, applicable <name and address of proposed Institution>will be complied within one month from the date of issuance of the approval letter.
5. That the land measuring …………. acres, on which <name of the proposed Institution>is located was not mortgaged for any purpose to any Institution on the date of filing the application and that status is continuing till date and will continue till the date of issuance of the letter of approval.
6. In the event of non-compliance by the <name of the Trust/ Society/ Company>and/ or<name of the proposed Institution>with regard to guidelines, norms and conditions prescribed, as also in the event of violation of any of the undertaking mentioned herein, the AICTE shall be free to take appropriate action including withdrawal of its approval without consideration of any related issues and that all liabilities arising out of such withdrawal will solely be that of the (Society/ Institution/ College).
7. That the facts stated in this Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Name of the authorized person executing the undertaking along with his/ her official position) with (SEAL)

VERIFICATION

I/ We, the above named deponent(s) do hereby verify that the facts stated in the above Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)

(seal)

DEPONENT(s)

Solemnly affirmed and signed before me by the deponent on this- day of – month, 2018 at my office.

(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT[4]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER/ E-STAMP PAPER OF ₹ 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER

I/ We, <name>, Chairman/ President,<name of the Trust/ Society/ Company>,son of …………………..., aged……….……… years and, resident of ………………….,
<name>, Secretary, <name of the Trust/ Society/ Company>,son of …………………..., aged……….……… years and, resident of ………………….,
<name>, Principal/ Director, <name of the Trust/ Society/ Company>,son of..………..., aged..………....… years and, resident of …….……………,

in connection with our application dated ………… made to AICTE for, *(retain items in the list below as applicable)*

1. Setting up new Technical Institution offering Technical Programme at Diploma/ Post Diploma/ Degree/ Post Graduate diploma Level
2. Change of Site/ Location
3. Conversion of Women's Institution into Co-Ed Institution and vice-versa
4. Conversion of Diploma Level into Degree Level Institutions and vice-versa
5. Extension of approval to existing Technical Institution or Technical Campus
6. Introduction/ Continuation of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian workers in Gulf Countries
7. Introduction/ Continuation of seats for sons/ daughters of NRIs
8. Addition of Integrated/ Dual Degree Course in the First Shift in existing Institutions having valid NBA accredited Courses.
9. Fellowship Programme in Management in existing Institutions having valid NBA accredited Courses for Management Programme.
10. Change in name of Course(s)/ Closure of Course(s)/ Programme(s)/ Reduction in Intake
11. Change of Affiliating University/ Board

Do here by solemnly affirm state and declare as under:

1. That the information given by <name(s)>in the application made to AICTE is true and complete. Nothing is false and no material has been concealed.
2. That the Institution has uploaded the Occupancy/ Completion Certificate/ Building License/ Form D issued by the Competent Authority and the Structural Stability Certificate.
3. That Principal of the Institution is regular and qualified as per AICTE norms.
4. That the faculty student ratio is maintained as per AICTE norms and the faculty data uploaded is true and complete.
5. That the declaration, information and documents submitted/ uploaded as per Appendix 16/ 17 of Approval Process Handbook 2018-19 with regard to land, built up area (instructional area, administrative area and amenities area) and other infrastructure therein where the letter of approval/ Extension of Approval is sought for < name of the Institution>is true, complete and nothing is false.
6. That the land is contiguous, there is no dispute pertaining to the said land and is free from all encumbrances.

7. That if any of the information is found to be false, incomplete, misleading and/ or that the<name(s)>fail(s) to disclose all the information and/ or suppress any information and/ or misrepresent the information, I/ we shall be liable to be prosecuted by the Council.

8. That if any of the information is found to be false, incomplete, misleading and/ or that the<name(s)>fail(s) to disclose all the information and/ or suppress any information and/ or misrepresent the information, the Council shall also be free to take any action including Withdrawal of Approval and/ or any other action as deemed fit against the <name(s)>and others as the case may be and/ or the individuals associated with the Society/ Trust/ A Company established under Section 8 of Companies Act, 2013, and/ or the Institution.

9. That the land/built-up area details given below in the Table is true and complete.

<Reproduce only appropriate section(s) related to application in the table below>

Sl. No.	Document No.	Date of Registration	Plot No.	Address (Village) District	Area in acres
				Total area in acres	

Room No.	Room type (mention Class room/ Laboratory/ Toilet, etc.)	Carpet area (in m^2)	Completion of Flooring	Completion of Walls and painting	Completion of Electrification and lighting

10. That I have submitted/ uploaded all the additional documents/ information regarding resolution/ NOC's/ Certificates/ details of building completion (partial/full) in the Portal in respect of our application (as applicable) and the same is true and complete.

11. That I have uploaded the details of faculties, administrative and support staff and also have uploaded the latest salary sheet with details such as pay scale, gross pay, PF deduction and TDS, the same is true and complete.

12. That have uploaded all the student data of the previous year and the same is true and complete.

13. That the declaration, information and documents pertain to the available 50% additional faculty and adhering timing for Second Shift (if applicable) is true and complete. Nothing is false and no material has been concealed.

14. That liabilities if any arising out of Conversion of Women's Institution into Co-Ed Institution and vice-versa/ Conversion of Diploma Level into Degree Level Institution shall solely be that of <name of trust/ society/ company/ technical Institution>

15. That liabilities if any arising out of change of Site/ Location shall solely be that of < name of Trust/ Society/ Company/ Technical Institution>

16. That liabilities if any arising out of Change in name of Course(s)/ Closure of Course(s)/ Programme(s)/ Reduction in Intake/ Change of Affiliating University/ Board shall solely be that of < name of Trust/ Society/ Company/ Technical Institution>

17. That admission to NRI/ PIO/ Foreign Nationals/ Children of Indian workers in Gulf Countries/ collaboration and Fellowship Programme shall be strictly within the limit and shall be done on Merit basis and liability if any arising out of the same shall solely be that of <name of Trust/ Society/ Company/ Technical Institution>

18. That, I/ We, herby undertake to constitute the following Committees as per Approval Process Handbook 2018-19 Appendix 6 before commencement of the Academic Session 2018-19 in respect of <application number><name and address of Institution> :

- Establishment of Anti Ragging Committee **(As per All India Council for Technical Education notified Regulation for prevention and prohibition of ragging in AICTE approved Technical Institutions vide No. 37-3/ Legal/ AICTE/ 2009 dated 01.07.2009)**
- Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University. **(As per All India Council for Technical Education (Establishment of Mechanism for Grievance Redressal) Regulations, 2012, F. No. 37-3/ Lega112012, dated 25.05.2012)**
- Establishment of **Internal Complaint Committee (ICC) (As per Section 4 All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016**
- Establishment of Committee for SC/ ST **(As per the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989, No. 33 OF 1989, dated 11.09.1989)**

19. That, the Institution undertakes to submit that all the employments in the Institution shall be as per the norms of the existing Labour Law and the payments shall be as per the provisions of the Minimum Wages Act of State/ Central Government.

(Name, Designation and Address of the Executants)
(seal)
DEPONENT(s)

VERIFICATION

      I/ We, the above named deponent(s) do hereby verify that the facts stated in the above Affidavit are true to my knowledge. No part of the same is false and no material has been concealed there from.
Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)
(seal)

DEPONENT(s)
Solemnly affirmed and signed before me by the deponent on this- day of – month, 2018 at my office.
      (Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT[5]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER/ E-STAMP PAPER OF ₹ 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER FOR COLLABORATION AND TWINNING PROGRAMME BETWEEN FOREIGN UNIVERSITY/INSTITUTION AND AICTE APPROVED INSTITUTION IN INDIA

I/ We,<name>, son of ……….., aged………, resident of ………………., do hereby solemnly affirm, state and undertake to comply with the following in connection with my/ our application <application number> Collaboration and Twinning Programme between Foreign University/Institution <name and address of Institution> and AICTE Approved Institution in India <name and address of Institution>

1. That the degree/ diploma and post diploma awarded to the students in India shall be recognized in the parent country and shall be treated equivalent to the corresponding degrees/ diploma and post diploma awarded by the University/ Institution in <Country of origin of University/ Foreign Institution>.
2. That the Institution for which application for approval is being made shall offer Programme and Courses approved by the Council.
3. That the Institution for which application for approval is being made shall admit students as per Intake approved by the Council.
4. That the Institution for which application for approval is being made shall charge fee as approved by the Council.
5. That the Foreign University/ Institution shall declare the detailed guidelines for admission, entry level qualifications, fee of all kinds, the examination and evaluation and that there shall not be major deviations with the prescribed procedures in their parent Country, vis-à-vis India.
6. That the students admitted under the Twinning Programme will spend at least one semester for two years Programme and two semesters for four years of the Course work of the Programme in the Foreign University/ Institution in its parent Country.
7. That admission to Collaboration and Twinning Programme shall be strictly within the limit and shall be done on Merit basis and liability if any arising out of the same shall solely be that of <name of Trust/ Society/ Company/ Technical Institution>
8. That MoU is executed as required which shall provide for those students who fail to get VISA to be accommodated in the local affiliating University/ Institution to continue his/ her education.
9. That the facts stated in this Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Name of the authorized person
Executing the undertaking along with his/ her official position) with (SEAL)

DEPONENT(s)

VERIFICATION
I/ We, the above named deponent(s) do hereby verify that the facts stated in the above Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.
Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)

(seal)

DEPONENT(s)

Solemnly affirmed and signed before me by the deponent on this- day of – month, 2018 at my office.

(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT[6]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER/ E-STAMP PAPER OF ₹ 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER FOR ADDITIONAL COURSE/ INCREASE IN INTAKE

I/ We,<name>, Chairman/ President,<name of the Trust/ Society/ Company>,/ Secretary,<name of the Trust/ Society/ Company>, son of ………….., aged………, resident of ……………….., do hereby solemnly affirm, state and undertake to comply with the following in connection with my/ our application <application number> to AICTE for the additional Course/ increase in intake of our Institution <name and address of Institution>,

1. That our Trust <name of the Trust/ Society/ Company> vide resolution…………… Resolved to apply for additional Course/ increase in intake in our Institution <name and address of Institution> in the Web-Portal and had paid the requisite Fee as per AICTE norms
2. That we have created all the additional facilities such as infrastructure, hostel (wherever applicable) faculty etc. for meeting the additional Course/ increase in Intake
3. That liabilities, if any, arising out of additional Course/ increase in Intake of <name and address of Institution> shall be solely that of <name of the Trust/ Society/ Company>
4. That the facts stated in this Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

(Name, Designation and Address of the Executants)
(seal)

VERIFICATION

I/ We, the above named deponent(s) do hereby verify that the facts stated in the above Affidavit are true to my knowledge. No part of the same is false and no material has been concealed there from.

Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)
(seal)

DEPONENT(s)
Solemnly affirmed and signed before me by the deponent on this - day of – month, 2018 at my office.
(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT[7]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER/ E-STAMP PAPER OF ₹ 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER FOR CHANGE IN NAME OF THE TRUST/ SOCIETY/ COMPANY

I/ We,<name>, Chairman,<name of the Trust/ Society/ Company>,/ Secretary,<name of the Trust/ Society/ Company>, son of ………….., aged………, resident of …………………., do hereby solemnly affirm, state and undertake to comply with the following in connection with my/ our application <application number> to AICTE for change in the name of Trust/ Society/ Company of our Institution <name and address of Institution>,

1. I/ We will abide by all terms and conditions as laid down in the Approval Process Handbook.
2. That there is no commercial or business angle for change of <name of old Trust/ Society/ Company> to < name of new trust/ society/ company> and also no legal cases pending against the old and new Trust/ Society/ Company.
3. That in the event of non-compliance by the <name of the Trust/ Society/ Company> and/ or <name of the proposed Institution> with regard to guidelines, norms and conditions prescribed, as also in the event of violation of any of the undertaking mentioned herein, the AICTE shall be free to take appropriate action including withdrawal of its approval without consideration of any related issues and that all liabilities arising out of such withdrawal shall solely be that of the Trust/ Society/ Company / Institution.
4. That there are no legal issues pending with both old and new Trust/ Society/ Company.
5. That there are no financial liabilities in the old Trust/ Society/ Company name.
6. That the land and building are in the name of new Trust/ Society/ Company.
7. That liabilities, if any, arising out of change of name of Trust/ Society/ Company shall be solely that of new <name of the Trust/ Society/ Company>
8. That the facts stated in this affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Name of the authorized person executing the undertaking along with his/ her official position)
with (SEAL)

VERIFICATION

I/ We, the above named deponent do hereby verify that the facts stated in the above affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)
(seal)

DEPONENT(s)
Solemnly affirmed and signed before me by the deponent on this- day of – month, 2018 at my office.

(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)
AFFIDAVIT[8]

FORMAT OF AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER/ E-STAMP PAPER OF ₹ 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER FOR RELEASE OF FDR

I/ We, <Name, Chairman of the Trust/ Society or Secretary <Name of Trust/ Society/ Company Son of ………….Aged……Resident of …… Do hereby state on affirmation that institution viz…….. had created Cumulative Fixed Deposit Receipt No. ………Dated for Rs…….. for the maturity period of 8 or 10 year from ……… to…… in joint name of Secretary, <name of Trust and the Regional Officer,…….., AICTE,….. maturity of said FDR deposited towards ……… Programme was due on <date >

I, hereby state on affirmation that

1. No cognizable action is pending against the Institution.
2. All the conditions of LoI and LoA have been fulfilled by the Institution.
3. The Institution is functioning at its approved permanent site.
4. The Institution is not operating in a temporary site.
5. The Institution has not been put under no admission category.
6. No enquiry is pending against the Institution.
7. No adverse action is being contemplated against the Institution.
8. No fee refund case is pending in the Institution.
9. No ragging case has occurred in the Institution.
10. No complaint is pending under investigation relating to misappropriation/ defalcation/ embezzlement of money by the Institution/ Trust/ Society/ Company.
11. The said FDR was not mortgaged and not renewed.

Further, in case if any violation is found, the amount of FDR will be resubmitted to the AICTE by the Trust.

Name of the authorized person executing the undertaking along with his/ her Official Position with (SEAL)

VERIFICATION

I, the above name deponent do hereby verify that the facts started in the above affidavit are true to my knowledge. No, part of the same is false and no material has been concealed there from.

Verified at <Name of the Place> on this the <date

(Name Designation and Address of the Executants)
(Seal)

DEPONENT(s)
Solemnly affirmed and signed before me by the deponent on this- day of – month, 2018 at my office.
(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

<p style="text-align:center">**CERTIFICATE[1]**</p>

<p style="text-align:center">**CERTIFICATE OF AN ADVOCATE**
(TO BE PRODUCED IN THE LETTERHEAD OF ADVOCATE)</p>

The copies of <Trust/ Society/ Company> registration documents, land documents, land use Certificate, land conversion Certificate in respect of application submitted by <name and address of the applicant> who is an applicant for establishment of new Technical Institution offering technical education Programmes were provided to me by <name and address of the applicant>for verification regarding their authenticity and appropriateness.

A.   Trust/ Society/ Company Registration Documents:

Registration Certificate No.	
Date of Registration	
Registered at	
Registered under act	

1. I have verified the above-mentioned Trust/ Society/ Company registration documents from the office of <Competent Authority>.
2. The above-mentioned Trust/ Society/ Company registration documents are/ are not registered at the office of <Competent Authority>.
3. The above-mentioned Trust/ Society/ Company Registration Documents are/ are not authentic.

B.   Land Documents:

Sl. No.	Document No.	Survey No.	Registration No. and Date	Land Area in acres
			Total Area (in acres)	

I hereby certify that:

1. I have verified the above-mentioned land documents from the Sub Registrar Office <place>
2. The above-mentioned land documents are/ are not registered at Sub Registrar Office <place>
3. The above-mentioned land documents are/ are not authentic.
4. The above-mentioned land documents are/ are not in the name of applicant.
5. The title of the land pertaining to the above-mentioned land documents is/ is not clear.
6. The applicant is/ is not in lawful possession of the land pertaining to the above-mentioned land documents.

C.   Land Use Certificate:

Letter No.	
Letter dated	
Issued by	
Extent of Land	

I hereby certify that:

1. The Competent Authority to issue the Land Use Certificate respect of Land under reference and for the proposed Institution mentioned above is ………………..
2. It has/ has not been approved by the Competent Authority.
3. I verified the above-mentioned land use Certificate from the Office of<Competent Authority>.
4. The above-mentioned land use Certificate is/ is not authentic.
5. It has been/ not been issued for the full extent of Land.

D.   Land Conversion Certificate:

Letter No.	
Letter dated	
Issued by	
Extent of Land	

I hereby certify that:

1. The Competent Authority to issue the Land Conversion Certificate respect of Land, under reference and for the proposed Institution mentioned above is ……………..
2. It has/ has not been approved by the Competent Authority.
3. I verified the above-mentioned land conversion Certificate from the Office of <Competent Authority>.
4. The above-mentioned land conversion Certificate is/ is not authentic.
5. It has been/ not been issued for the full extent of Land.

E.   Land Classification Certificate:

Letter No.	
Letter dated	
Issued by	
Land Classification	

I hereby certify that:

1. The Competent Authority to issue the Land Classification Certificate respect of Land, under reference and for the proposed Institution mentioned above is ……………..
2. It has/ has not been approved by the Competent Authority.
3. I verified the above-mentioned Land Classification Certificate from the Office of <Competent Authority>.
4. The above-mentioned Land Classification Certificate is/ is not authentic.
5. It has been/ not been issued for the full extent of Land.

Signature of the Advocate		Seal/ Stamp of the advocate	
Name of the Advocate	………………………	Practicing at	………………………………..
Registration No.	………………………		
Date	…………………….……	Place:	………………………………..

CERTIFICATE[2]

CERTIFICATE OF AN ARCHITECT REGISTERED WITH COUNCIL OF ARCHITECTURE
(TO BE PRODUCED IN THE LETTERHEAD OF ARCHITECT)

The copies of approved site plan and building plans in respect of application submitted by <name and address of the applicant> who is an applicant for establishment of new Technical Institution<name of the Institutions> at <address> were provided to me by <name and address of the applicant>for verification regarding their authenticity and appropriateness.

Details of Site Plan and Building Plans

Plans approved by	
Approval Number	
Date of Approval	

I hereby certify that:
1. The Competent Authority for approving the site plan and building plans of an educational Institution at the proposed site mentioned above is ………………..
2. I have verified the above-mentioned site plan and building plans from the office of <Competent Authority>.
3. The above-mentioned site plan and building plans have/ have not been approved by the Competent Authority.
4. The above-mentioned site plan and building plans are/ are not authentic.
5. Construction of building admeasuring with the following details has been completed in all respects as per the approved building plan.

Sl. No.	Room No	Room type (mention Class room/ Laboratory/ Toilet, etc.)	Carpet area (in m^2)	Completion of Flooring	Completion of Walls and painting	Completion of Electrification and lighting

Details of the Occupancy/ Completion Certificate/ Building License/ Form D

Certificate approved by	
Approval Number	
Date of Approval	

Structural Stability Certificate

Certificate approved by	
Approval Number	
Date of Approval	

I hereby certify that:

1. The Competent Authority for approving the Occupancy/ Completion Certificate/ Building License/ Form D/ Structural Stability Certificate mentioned above is ………………..
2. I have verified the above-mentioned Certificates from the office of <Competent Authority>.
3. The above-mentioned Certificates have/ have not been approved by the Competent Authority.
4. The above-mentioned Certificates are/ are not authentic.

Signature of the Architect		**Seal**
Name of the Architect Registration No	……………………………… ……………………… ……………………………… …………………………	
Date :	……………………………… …………………………	Place : ……………………………… …………………………

<div align="center">

CERTIFICATE[3]

CERTIFICATE OF THE BANK MANAGER WHERE THE APPLICANT HAS A BANK ACCOUNT
(TO BE PRODUCED IN THE LETTERHEAD OF BANK DULY SIGNED BY THE BANK MANAGER)

</div>

The copies of documents pertaining to the funds position i.e. the bank statement and/ or Fixed Deposit Receipts in respect of application submitted by <Name and address of the applicant> who is an applicant for establishment of new Technical Institution<Name of the Institution> at <address>) were provided to me by <name and address of the applicant>for verification regarding their authenticity and appropriateness.

A.   **Bank Statement**

Name of the Account Holder	
Account Number	
Name and Address of the Bank	

It is certified that,

i.   I verified the above-mentioned bank account from <name and address of bank>.
ii.   The above-mentioned bank account is in the name of …………………………...
iii.   The above-mentioned bank account is/ is not authentic.
iv.   The balance in the above-mentioned bank account as on today, i.e. <dd/ mm/ yyyy>is ₹ ……………..

B.   **Fixed Deposits**

Sl. No.	FDR Number	Date of Deposit	Date of Maturity	Amount	Name and Address of Bank
			Total Amount		

It is certified that,
1.   I have verified the above-mentioned FDRs from our Branch/ Bank.
2.   The above-mentioned FDRs are/ are not in the name of the applicant under reference mentioned above.
3.   The above-mentioned FDRs are/ are not authentic.
4.   There are no loans or mortgage of FDRs

Signature of the BANK MANAGER	**Seal**
Name of the BANK MANAGER	……………… …………
Date	……………… Place: ……………………………………………… ………… ………………………………………

FORMAT[1]

**NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT
FOR CHANGE OF SITE/ LOCATION OF THE INSTITUTION**

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………. vide item no. …………. have resolved to Change of Site/ Location of the Institution from <name of the Institution>at<address>, (Old)to<name of the Institution>at<address>, (New)

Vide application ref. No…………… Date: ………….made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <State Government/ UT>……………….. has no objection for Change of Site/ Location of the Institution from <name of the Institution>at<address>, (Old) to<name of the Institution>at<address>, (New)

Liabilities if any on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Authorized Signatory
<State Government/ UT>

FORMAT²

**NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD
FOR CHANGE OF SITE/ LOCATION OF THE INSTITUTION**

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………... vide item no. …………. have resolved to Change in name of Site/ Location of the Institution from <name of the Institution>at<address>, (Old) to<name of the Institution>at<address>, (New)

Vide application ref. No…………… Date: ………….made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <Affiliating University/ Board >………………….. has no objection for Change of Site/ Location of the Institution from <name of the Institution>at<address>, (Old) to<name of the Institution>at<address>, (New)

Liabilities if any on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

     Registrar/ Director
     <Affiliating University/ Board >

FORMAT³

RESOLUTION FOR CHANGE OF SITE/ LOCATION OF THE INSTITUTION

That the Trust/ Society vide its Executive meeting held on …………..at …………. vide item no.

…………. have resolved, for Change of Site/ Location of the Institution from <name of the Institution>at<address>, (Old)to<name of the Institution>at<address>, (New)<Name of the Trust/ Society>shall allocate required funds for procurement of …… acres of land, constructed required built-up area and ready to Shift the Institution on account of approval of Change of Site/ Location of the Institution from<name of the Institution>at<address>, (Old)to <name of the Institution>at<address>, (New) <name of the Trust/ Society>shall also allocate required funds for meeting liabilities on account of such

(Signature and name of Chairman/ Secretary of parent organization),

(Designation), (Name of the organization)

FORMAT[4]

**NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT
FOR CLOSURE OF THE INSTITUTION**

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………... vide item no. …………. have resolved for closure of Institution

<name of the Institution>at<address>,

Vide application ref. No………….. Date: ………….made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <State Government/ UT>………………….. has no objection for Closure of the Institution

1. <name of the Institution>at<address>,
2. <Course1 (Intake…),..Course2 (Intake…) at<name of the Institution> at <address>

Liabilities if any on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Authorized Signatory
<State Government/ UT>

FORMAT⁵

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD FOR CLOSURE OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………... vide item no. …………. have resolved for Closure of the Institution
<name of the Institution>at<address>,
Vide application ref. No…………… Date: …………made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <Affiliating University/ Board >………………….. has no objection for Closure of the Institution.

1. <name of the Institution> at <address>,
2. <Course1 (Intake…),..Course2 (Intake…),..> at <name of the Institution> at <address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Mention Programmes and Courses where Closure of Institution/ Programme is applied for :

Programme	Shift	Level	Course	year of Establishment	d-4 a		d-3 b		d-2 c		d-1 d		Current Academic Year e		Total No. of students studying in the Institution as on date
					"Approved Intake"	Actual Admission	"Approved Intake"	Actual Admission	"Approved Intake"	Actual Admission	"Approved Intake"	Actual Admission	"Approved Intake"	Actual Admission	

Registrar/ Director
<Affiliating University/ Board >

FORMAT[6]

RESOLUTION FOR CLOSURE OF THE INSTITUTION

That the Trust/ Society vide its Executive meeting held on ………….at …………. vide item no. …………. have resolved that, <name of the Institution>shall apply for closure of the<name of the Institution <Name of the Trust/ Society>shall allocate required funds for meeting liabilities on account of such closure of the<name of the Institution>at<address>.

(Signature and name of Chairman/ Secretary of parent organization),

(Designation), (Name of the organization)

FORMAT[7]

**NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT
FOR CONVERSION OF WOMEN'S INSTITUTION TO CO-ED INSTITUTION AND VICE-
VERSA**

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………. vide item no. …………. have passed a resolution for Conversion of Women's Institution to Co-Ed Institution/ Co-Ed Institution to Women's Institution*

<name of the Institution>at<address>,

Vide application ref. No…………… Date: …………made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <State Government/ UT >………………….. has no objection for Conversion of Women's Institution to Co-Ed Institution/ Co-Ed Institution to Women's Institution*<name of the Institution> at <address>,

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

  Authorized Signatory
  <State Government/ UT>

 *Strike off whichever is not applicable

FORMAT⁸

**NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD
FOR CONVERSION OF WOMEN'S INSTITUTION TO CO-ED INSTITUTION AND VICE-
VERSA**

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………. vide item no. …………. have resolved for Conversion of Women's Institution to Co-Ed Institution/ Co-Ed Institution to Women's Institution*****.
<name of the Institution>at<address>,
Vide application ref. No…………… Date: ………….made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <Affiliating University/ Board >……………….. has no objection for Conversion of Women's Institution to Co-Ed Institution/ Co-Ed Institution to Women's Institution*****.

The status of admission for last three Academic Years from the Academic Year of application (D)

Sl. No.	Academic Year	Admission status		
		"Approved Intake"	Actual admission	Percentage
1.	D – 1			
2.	D – 2			
3.	D – 3			

Liabilities if any on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Registrar/ Director
<Affiliating University/ Board >

*Strike off whichever is not applicable

FORMAT⁹

RESOLUTION FOR CONVERSION OF WOMEN'S INSTITUTION TO CO-ED INSTITUTION AND VICE-VERSA

That the Trust/ Society vide its Executive meeting held on ………….at …………. vide item no. …………. have resolved for the Conversion of existing Women's Institution to Co-Ed Institution/ Co-Ed Institution to Women's Institution*<name of the Institution>at<address>, to Co-Ed Institution in the name of<proposed <name of the Institution.

<Name of the Trust/ Society>shall allocate required funds for creation of additional carpet and built-up area and requisite facilities as applicable in respect of conversion.

(Signature and name of Chairman/ Secretary of parent organization),

(Designation), (Name of the organization)

*Strike off whichever is not applicable

FORMAT[10]

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT FOR CONVERSION OF DIPLOMA LEVEL INTO DEGREE LEVEL AND VICE-VERSA/ TO START DIPLOMA IN DEGREE PHARMACY INSTITUTIONS AND VICE-VERSA/ CONVERSION OF PGDM INSTITUTION INTO MBA INSTITUTION/ CONVERSION OF SECOND SHIFT COURSES INTO FIRST SHIFT COURSES

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………. vide item no. …………. have passed a resolution for Conversion of Diploma Level into Degree Level/ Degree Institution to Diploma Institution/ To start Diploma in Degree Pharmacy Institutions and vice-versa/ Conversion of PGDM Institution into MBA Institution/ Conversion of Second Shift Courses into First Shift Courses*

<name of the Institution>at<address>,

Vide application ref. No………….. Date: ………….made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <State Government/ UT >………………….. has no objection for Conversion of Diploma Level into Degree Level/ Degree Institution to Diploma Institution/ To start Diploma in Degree Pharmacy Institutions and vice-versa/ Conversion of PGDM Institution into MBA Institution/ Conversion of Second Shift Courses into First Shift Courses *<name of the Institution> at <address>,

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Authorized Signatory
<State Government/ UT>

*Strike off whichever is not applicable

FORMAT[11]

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD FOR CONVERSION OF DIPLOMA LEVEL INTO DEGREE LEVEL AND VICE-VERSA/ TO START DIPLOMA IN DEGREE PHARMACY INSTITUTIONS AND VICE-VERSA/ CONVERSION OF PGDM INSTITUTION INTO MBA INSTITUTION/ CONVERSION OF SECOND SHIFT COURSES INTO FIRST SHIFT COURSES

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………. vide item no. …………. have resolved for Conversion of Diploma Level into Degree Level/ Degree Institution to Diploma Institution/ To start Diploma in Degree Pharmacy Institutions and vice-versa/ Conversion of PGDM Institution into MBA Institution/ Conversion of Second Shift Courses into First Shift Courses*.

<name of the Institution>at<address>,
Vide application ref. No………… Date: ………….made by the Society/ Trust Name……………Address as at………………….., This is to confirm that the <Affiliating University/ Board >………………….. has no objection for Conversion of Diploma Level into Degree Level/ Degree Institution to Diploma Institution/ To start Diploma in Degree Pharmacy Institutions and vice-versa/ Conversion of PGDM Institution into MBA Institution/ Conversion of Second Shift Courses into First Shift Courses *.

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Registrar/ Director
<Affiliating University/ Board >

*Strike off whichever is not applicable

FORMAT¹²

RESOLUTION FOR CONVERSION OF DIPLOMA LEVEL INTO DEGREE LEVEL AND VICE-VERSA/ TO START DIPLOMA IN DEGREE PHARMACY INSTITUTIONS AND VICE-VERSA/ CONVERSION OF PGDM INSTITUTION INTO MBA INSTITUTION/ CONVERSION OF SECOND SHIFT COURSES INTO FIRST SHIFT COURSES

That the Trust/ Society vide its Executive meeting held on ………….at …………… vide item no. …………. have resolved for the Conversion of Diploma Level into Degree Level/ Degree Institution to Diploma Institution/ To start Diploma in Degree Pharmacy Institutions and vice-versa/ Conversion of PGDM Institution into MBA Institution/ Conversion of Second Shift Courses into First Shift Courses*< in the name of<proposed name of the Institution>at<address><name of the Institution.

<Name of the Trust/ Society>shall allocate required funds for creation of requisite facilities as applicable.

(Signature and name of Chairman/ Secretary of parent organization),

(Designation), (Name of the organization)

   *Strike off whichever is not applicable

FORMAT¹³

RESOLUTION FOR ESTABLISHMENT OF NEW TECHNICAL INSTITUTION

That the Trust/ Society vide its Executive meeting held on ………….at …………. vide item no. …………. have resolved that, <name of the Trust/ Society>shall apply to AICTE for approval to start<name of the Institution>to offer technical education in<Programme>and shall allocate,
land at <complete address with survey numbers, plot numbers> measuring ………… acres, earmarked for the proposed <name of the Technical Institution> at <full address>
required funds for creation of carpet and built-up area in <name of the Institution>at<address>,as required for proposed Technical Institution namely, <name of the Institution>,and shall allocate required funds for procurement of equipment, furniture and other required entities for smooth functioning of the same.

(Signature and name of Chairman/ Secretary of parent organization),
 (Designation), (Name of the organization)

FORMAT¹⁴

RESOLUTION FOR INCREASE IN INTAKE/ ADDITION OF COURSE(S) / ADDITION OF INTEGRATED/ DUAL DEGREE COURSES/ FELLOWSHIP PROGRAMME IN MANAGEMENT

That the Trust/ Society vide its Executive meeting held on ………….at …………. vide item no. …………. have resolved that,<name of the Trust/ Society>shall allocate required funds for creation of additional carpet and built-up area in <name of the Institution>at<address>,as required for <additional Programme>/ <additional Course>/ <additional Intake in … Course(s)>/ <Integrated Courses>in <name of the Institution>,and shall allocate required funds for procurement of equipment, furniture and other required entities for smooth functioning of the same.

(Signature and name of Chairman/ Secretary of parent organization),
 (Designation), (Name of the organization)

FORMAT¹⁵

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY FOR INTEGRATED/ DUAL DEGREE COURSES

The <name of the trust / society> vide its executive meeting held on ………….at …………... vide item no. …………. have resolved to apply for Integrated course <name of the course> in their <name of the Institution> at <address>

Vide application ref. No…………… Date: ………….made by the Society / Trust Name………………Address as at…………………….., This is to confirm that the <Affiliating University/ Board >………………….. has no objection for starting the integrated course <name of the course> at <name of the Institution> at <address>. Also it is confirmed that the said Integrated Course is available in the approved nomenclature of the university

Liabilities if any on this count shall be the sole responsibility of the applicant of the Society / Trust and shall be settled as per the rules and regulations as applicable

Registrar / Director
<Affiliating University/ Board >

FORMAT[16]

RESOLUTION FOR INTRODUCTION OF SUPERNUMERARY SEATS FOR OCI/ PIO/ FOREIGN NATIONALS/ CHILDREN OF INDIAN WORKERS IN GULF COUNTRIES

That the Trust/ Society vide its Executive meeting held on ………….at …………… vide item no. …………. have resolved that, <name of the Trust/ Society> shall apply to AICTE for introduction of OCI/ PIO/ Foreign Nationals/ Children of Indian workers in Gulf Countries in the following < Programme/ Courses> and resolved to allocate required funds for creation of suitable hostel/ residential accommodation for the Foreign national students/ persons of Indian origin and children of Indian workers in gulf countries at <address> and shall also allocate required funds for procurement of furniture and other required entities for smooth functioning of the same.

(Signature and name of Chairman/ Secretary of parent organization),
 (Designation), (Name of the organization)

FORMAT[17]

RESOLUTION FOR INTRODUCTION OF SEATS FOR SONS/ DAUGHTERS OF NRI

That the Trust/ Society vide its Executive meeting held on ………….at …………. vide item no. …………. have resolved that, <name of the Trust/ Society> shall apply to AICTE for introduction of NRI in the following < Programme/ Courses> and resolved to allocate required funds for procurement of required entities for smooth functioning of the same.

(Signature and name of Chairman/ Secretary of parent organization),
(Designation), (Name of the organization)

FORMAT[18]

**NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT
FOR CHANGE IN NAME OF THE COURSE(S)/ CLOSURE OF COURSE(S)/
PROGRAMME(S)**

The <name of the Trust/ Society>vide its Executive meeting held on …………..at …………. vide item no. …………. have resolved for Change in name of the Course(s)/ Closure of Course(s)/ Programme(s)

<name of the Institution>at<address>,
<Course1 (Intake…),..Course2 (Intake…),..>at<name of the Institution>at<address>
Vide application ref. No…………… Date: ………….made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <State Government/ UT>………………….. has no objection for Change in name of the Course(s)/ Closure of Course(s)/ Programme(s)
 1. <name of the Institution>at<address>,
 2. <Course1 (Intake…),..Course2 (Intake…),..>at<name of the Institution>at<address>

1. Re-arrangement of current students/ students who were admitted in these Courses in the previous years and who are trailing due to failures, etc. in the following Table.

Course requested for closure	Number of current students	Number of students admitted in these Courses in the previous years and who are trailing due to failures	Details about re-arrangements of students

2. Current staff strength, re-arrangements and dues, if any shall be settled as per existing norms and Regulations on that behalf.

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Authorized Signatory
<State Government/ UT>

FORMAT[19]

**NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD
FOR CHANGE IN NAME OF THE COURSE(S)/ CLOSURE OF COURSE(S)/
PROGRAMME(S)**

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………. vide item no. …………. have resolved to Change in name of the Course(s)/ Closure of Course(s)/ Programme(s)

<name of the Institution>at<address>,
<Course1 (Intake…),..Course2 (Intake…),..>at<name of the Institution>at<address>
Vide application ref. No…………… Date: …………made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <Affiliating University/ Board >………………….. has no objection for Change in name of the Course(s)/ Closure of Course (s)/ Programme

1. <name of the Institution> at <address>,
2. <Course1 (Intake…),..Course2 (Intake…),..> at <name of the Institution> at <address>

1. Re-arrangement of current students/ students who were admitted in these Courses in the previous years and who are trailing due to failures, etc. in the following table.

Course requested for closure	Number of current students	Number of students admitted in these Courses in the previous years and who are trailing due to failures	Details about re-arrangements of students

2. Current staff strength, re-arrangements and dues, if any shall be settled as per existing norms and Regulations on that behalf.

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable
    Registrar/ Director
    <Affiliating University/ Board >

FORMAT[20]

RESOLUTION FOR CHANGE IN NAME OF THE COURSE(S)/ CLOSURE OF COURSE(S)/ PROGRAMME(S)/ REDUCTION IN INTAKE

<retain paragraphs as applicable>
That the Trust/ Society vide its Executive meeting held on ………….at …………. vide item no. …………. have resolved that,
<name of the Trust/ Society>shall allocate required funds for meeting liabilities on account of such closures in the<name of the Institution>at<address>, as required for <Change in name of the Course(s)**>/** <Closure of Programme> and/ or <Closure of Course>/ <Reduction in Intake> in <name of the Institution>.
<name of the Institution>shall apply for,

1. Change in name of the Course(s) in <Course1>>, <Course2>..
2. Reduction in Intake in <Course1>, from <current Intake> to <reduced Intake>, <Course2>, from <current Intake> to <reduced Intake>
3. Closure of Programme<Programme1>,<Programme2>..
4. Closure of Course(s)<Course1>, <Course2>..

(Signature and name of Chairman/ Secretary of parent organization),
(Designation), (Name of the organization)

FORMAT²¹

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT
FOR CHANGE IN NAME OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………. vide item no. …………. have resolved to Change in name of the Institution from <name of the Institution>at<address>to<name of the Institution>at<address>

Vide application ref. No…………… Date: ………….made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <State Government/ UT>………………….. has no objection for Change in name of the Institution from <name of the Institution>at<address>to<name of the Institution>at<address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Authorized Signatory
<State Government/ UT>

Note : The applicants shall not name the Technical Institution in such a way that the abbreviated form of the name of the Technical Institution becomes IIM or IIT or IISc or NIT or AICTE or UGC or MHRD or GoI. The applicant shall also not use the word(s) Government, India, Indian, National, All India, All India Council, Commission anywhere in the name of the Technical Institution and other names as prohibited under the Emblems and Names (Prevention of Improper Use) Act, 1950. Provided that the restrictions mentioned above shall not be applicable, if the Technical Institution is established by Government of India or its name is approved by the Government of India.

FORMAT²²

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD
FOR CHANGE IN NAME OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………... vide item no. …………. have resolved to Change in name of the Institution from<name of the Institution>at<address>to<name of the Institution>at<address>

Vide application ref. No…………… Date: ………….made by the Society/ Trust Name………………Address as at…………………..., This is to confirm that the <Affiliating University/ Board >………………….. has no objection for Change in name of the Institution from<name of the Institution>at<address>to<name of the Institution>at<address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

      Registrar/ Director
<Affiliating University/ Board >

Note: The applicants shall not name the Technical Institution in such a way that the abbreviated form of the name of the Technical Institution becomes IIM or IIT or IISc or NIT or AICTE or UGC or MHRD or GoI. The applicant shall also not use the word(s) Government, India, Indian, National, All India, All India Council, Commission anywhere in the name of the Technical Institution and other names as prohibited under the Emblems and Names (Prevention of Improper Use) Act, 1950. Provided that the restrictions mentioned above shall not be applicable, if the Technical Institution is established by Government of India or its name is approved by the Government of India.

FORMAT²³

RESOLUTION FOR CHANGE IN NAME OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………... vide item no. …………. have resolved to Change Name of the Institution from<Name of the Institution>(Old)at<address>to<Name of the Institution>(New)

(Signature and name of Chairman/ Secretary of parent organization)

(Designation), (Name of the organization)

FORMAT[24]

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT FOR CHANGE IN NAME OF THE TRUST/ SOCIETY/ COMPANY OF THE INSTITUTION

The <name of the Trust/ Society> vide its Executive meeting held on ………….at …………... vide item no. …………. have resolved to Change the name of the Trust/ Society/ Company from <name of the present Trust/ Society/ Company > at <address> to <name of the New Trust/ Society/ Company > at <address>

Vide application ref. No…………… Date: ………….made by the Trust/ Society/ Company Name………………Address as at…………………….., This is to confirm that the < State Government/ UT>………………….. has no objection for Change of Trust/ Society/ Company from <name of the present Trust/ Society/ Company > at <address> to <name of the new Trust/ Society/ Company > at <address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Trust/ Society/ Company and shall be settled as per the rules and Regulations as applicable.

Authorized Signatory
<State Government/ UT>

FORMAT[25]

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD FOR CHANGE IN NAME OF THE TRUST/ SOCIETY/ COMPANY OF THE INSTITUTION

The <name of the Trust/ Society> vide its Executive meeting held on ………….at …………... vide item no. …………. have resolved to Change the name of the Trust from <name of the present Trust> at <address> to <name of the New Trust> at <address>

Vide application ref. No…………… Date: ………….made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <Affiliating University/ Board >……………….. has no objection for Change of Trust from <name of the present Trust> at <address> to <name of the new Trust> at <address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

     Registrar/ Director
<Affiliating University/ Board >

<div align="center">

FORMAT[26]

RESOLUTION FOR CHANGE IN NAME OF THE TRUST/ SOCIETY/ COMPANY OF THE INSTITUTION

</div>

The <name of the Trust/ Society>vide its Executive meeting held on ………….at …………... vide item no. …………. have resolved to Change Name of the Trust/ Society/ Company from<Name of the Trust/ Society/ Company>(Old)at<address>to<Name of the Trust/ Society/ Company>(New)

(Signature and name of Chairman/ Secretary of parent organization)

(Designation), (Name of the organization)

FORMAT[27]

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT FOR CHANGE OF AFFILIATING UNIVERSITY/ BOARD OF THE INSTITUTION

The <name of the Trust/ Society> vide its Executive meeting held on ………….at …………... vide item no. …………. have resolved to Change the Affiliating University/ Board from <name of the present University> at <address> to <name of the New University> at <address>

Vide application ref. No…………… Date: ………….made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <<State Government/ UT>…………………... has no objection for Change of Affiliating University/ Board from <name of the present University> at <address> to <name of the new University> at <address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable.

Authorized Signatory
<State Government/ UT>

FORMAT[28]

NO OBJECTION CERTIFICATE FROM THE AFFILIATING UNIVERSITY/ BOARD WHERE THE INSTITUTION IS AFFILIATED FOR CHANGE IN NAME OF THE AFFILIATING UNIVERSITY/ BOARD OF THE INSTITUTION

The <name of the Trust/ Society> vide its Executive meeting held on ………….at …………... vide item no. …………. have resolved to Change the Affiliating University/ Board from <name of the present University/ Board> at <address> to <name of the New University/ Board> at <address>

Vide application ref. No…………… Date: ………….made by the Society/ Trust Name………………Address as at…………………….., This is to confirm that the <Affiliating University/ Board >………………….. has no objection for Change of Affiliating University/ Board from <name of the present University/ Board> at <address> to <name of the new University> at <address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

        Registrar/ Director
<Affiliating University/ Board >

FORMAT[29]

NO OBJECTION CERTIFICATE FROM THE AFFILIATING UNIVERSITY/ BOARD WHERE THE INSTITUTION SEEKS AFFILIATION FOR CHANGE IN NAME OF THE AFFILIATING UNIVERSITY/ BOARD OF THE INSTITUTION

The <name of the Trust/ Society> vide its Executive meeting held on ………….at …………... vide item no. …………. have resolved to Change the Affiliating University/ Board from <name of the present University/ Board> at <address> to <name of the New University/ Board> at <address>

Vide application ref. No…………… Date: ………….made by the Society/ Trust Name………………Address as at………………….., This is to confirm that the <Affiliating University/ Board >………………….. has no objection for affiliating < name of the Institution> from <name of the present University/ Board> at <address> .

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

     Registrar/ Director
<Affiliating University/ Board >

FORMAT[30]

RESOLUTION FOR CHANGE IN NAME OF THE AFFILIATING UNIVERSITY/ BOARD OF THE INSTITUTION

That the Trust/ Society vide its Executive meeting held on ………….at …………… vide item no. …………. have resolved that, <name of the Trust/ Society> shall apply to AICTE for change of Affiliating University/ Board from<present University/ Board > to <the new university/ Board> and allocate required funds for meeting the liabilities on account of such changes, also it is resolved that, < name of the Trust/ Society/ Company > shall apply for NOC to the State Government/ UT and to both the universities.

(Signature and name of Chairman/ Secretary of parent organization),
 (Designation), (Name of the organization)

Annexure 1

DISTRICTS UNDER SUB-MISSION SCHEME

S. No.	DISTRICTS	S. No.	DISTRICTS
J&K		45	Mainpuri
1	Kupwara	46	Budaun
2	Baramula	47	Pilibhit
3	Badgam	48	Shabjahanpur
4	Pulwama	49	Kheri
5	Anantnag	50	Hardoi
6	Doda	51	Unnao
7	Udhampur	52	Fatehpur
8	Punch	53	Pratapgarh
9	Rajauri	54	Barabanki
10	Kathua	55	Ambedkar Nagar
11	Bandipora	56	Bahraich
12	Ganderbal	57	Basti
13	Kulgam	58	Deoria
14	Shopian	59	Ghazipur
15	Ramban	60	Varanasi
16	Kishtawar	61	Mirzapur
17	Reasi	62	Gonda
18	Samba	63	Azamgarh
HIMACHAL PRADESH		64	Balia
19	Lahul and Spiti	**BIHAR**	
20	Kullu	65	Pashchim Champaran
21	Bilaspur	66	Purab Champaran
22	Kinnaur	67	Sheohar
23	Sirmour	68	Sitamarhi
UTTAR PRADESH		69	Madhubani
24	Kannauj	70	Supaul
25	Auraiya	71	Araria
26	Kaushambi	72	Katihar
27	Shrawasti	73	Madhepura
28	Balrampur	74	Siwan
29	Siddharthnagar	75	Vaishali
30	Sant Kabir Nagar	76	Samastipur
31	Mahrajganj	77	Khagaria
32	Kushinagar	78	Banka
33	Sant Ravidas Nagar (Bhadohi)	79	Munger
34	Kanpur Dehat	80	Lakhisaraj
35	Etah	81	Sheikhpura
36	Sonbhadra	82	Nalanda
37	Jyotiba Phule Nagar	83	Bhojpur
38	Hamirpur	84	Buxar
39	Chitrakoot	85	Kaimur (Bhabua)
40	Bijnor	86	Rohtas
41	Moradabad	87	Jehanabad
42	Rampur	88	Aurangabad
43	Agra	89	Nawada
44	Firozabad	90	Jamui

S. No.	DISTRICTS	S. No.	DISTRICTS
91	Arwal	136	West Khasi Hills
92	Kishanganj	137	Ri Bhoi
93	Darbhanga		**ASSAM**
94	Gopalgaj	138	Dhubri
95	Saran	139	Goalpara
96	Begusarai	140	Barpeta
97	Bhagalpur	141	Nalbari
98	Gaya	142	Darrang
	SIKKIM	143	Marigaon
99	North District	144	Sonitpur
100	West District	145	Lakhimpur
	ARUNCHAL PRDESH	146	Dhemaji
101	West Kameng	147	Tinsukia
102	East Kameng	148	Sibsagar
103	Lower Subansiri	149	North Cachar Hills
104	East Siang	150	Karimganj
105	Lohit	151	Hailakandi
106	Changlang	152	Udalgiri
107	Tirap	153	Chirrang
108	Kurung Kumey	154	Baska
109	Anjaw	155	Kamrup Rural
110	Lower Dibang Valley	156	Nagaon
	NAGALAND	157	Golaghat
111	Mon	158	Karbi Anglong
112	Tuensang		**WEST BENGAL**
113	Wokha	159	Dakshin Dinajpur
114	Dimapur	160	Jalpaiguri
115	Phek	161	Uttar Dinajpur
116	Peren	162	Maldah
	MIZORAM	163	Birbhum
117	Mamit	164	Nadia
118	Kolasib	165	North Twenty Four Parganas
119	Champhai	166	Bankura
120	Serchhip	167	Puruliya
121	Lawngtlai	168	Medinipur
122	Saiha	169	South Twenty Four Parganas
	MANIPUR		**JHARKHAND**
123	Senapati (Excl. 3 sub-divisions)	170	Garhwa
124	Tamenglon	171	Hazaribagh
125	Churachandpur	172	Giridih
126	Bishnupur	173	Deoghar
127	Thoubal	174	Godda
128	Imphal East	175	Sahibgani
129	Ukhrul	176	Pakaur
130	Chandel	177	Lohardang
	TRIPURA	178	Gumla
131	South Tripura	179	Pashchimi Singhbhum
132	Dhalai	180	Chatra
133	North Tripura	181	Palamau
	MEGHALAYA	182	Jamtara
134	East Garo Hills	183	Khunti
135	South Garo Hills	184	Ramgarh

S. No.	DISTRICTS	S. No.	DISTRICTS
185	Simdega	234	Bhind
186	Dumka	235	Tikamgarh
ORISSA		236	Panna
187	Sambalur	237	Barwani
188	Debagarh	238	Rajgarh
189	Kendrapara	239	Sehore
190	Jagatsinghapur	240	Hoshangabad
191	Jajapur	**GUJARAT**	
192	Nayagarh	241	Narmada
193	Puri	242	Tapi
194	Gajapati	243	Junagadh
195	Baudh	244	Kheda
196	Sonapur	245	Navsari
197	Nuapada	**DAMAN and DIU**	
198	Kalahandi	246	Diu
199	Nabarangapur	**HARYANA**	
200	Malkangiri	247	Yamuna Nagar
201	Angul	248	Kurukshetra
202	Mayurbhanj	249	Fatehabad
203	Bolangir	250	Panchkula
204	Baragarh	251	Kaithal
205	Koraput	252	Panipat
206	Bhadrak	253	Rewari
207	Balasore	**PUNJAB**	
208	Khandmal	254	Kapurthala
CHHATISGARH		255	Nawanshehr
209	Koriya	256	Barnala
210	Jashpur	257	Fatehgarh Sahib
211	Kanker	258	Mansa
212	Dantewada	259	Faridkot
213	Narayanur	260	Muktasar
214	Bijapur	**RAJASTHAN**	
215	Surguja	261	Pratapgarh
216	Janjgir – Champa	262	Nagaur
217	Bilaspur	263	Jalor
218	Raipur	264	Baran
219	Bastar	265	Bhilwara
MADHYA PRADESH		266	Bundi
220	Sheopur	267	Dausa
221	Datia	268	Dholpur
222	Shivpuri	269	Dungarpur
223	Rewa	270	Hanumangarh
224	Umaria	271	Jaiselmer
225	Mandsaur	272	Jhunjhunu
226	Shajapur	273	Karauli
227	Dewas	274	Tonk
228	Raisen	275	Banswara
229	Katni	**TAMIL NADU**	
230	Dindori	276	Theni
231	Anoopur	277	Thiruvarur
232	Alirajpur	278	Villupuram
233	Sidhi	279	Thiruvanannamalai

S. No.	DISTRICTS		S. No.	DISTRICTS
280	Dharmapuri		284	Lakshadeep
281	Karur			**UTTRAKHAND**
282	Perambalur		285	Pithoragarh
	ANDHRA PRADESH			**MAHARASHTRA**
283	Ranga Reddy		286	Akola
	LAKSHADWEEP		287	Hingoli

EDUCATIONALLY BACKWARD DISTRICTS

S. No.	Districts	S. No.	Districts
Andaman and Nicobar Islands		41	Lakhisarai
1	Nicobars	42	Kishanganj
2	Andamans	43	Sitamarhi
Andhra Pradesh		44	Pashchim Champaran
3	Adilabad	45	Araria
4	Nizamabad	46	Katihar
5	Anantapur	47	Purba Champaran
6	Kurnool	48	Gopalganj
7	Mahbubnagar	49	Khagaria
8	Srikakulam	50	Aurangabad
9	Medak	51	Nawada
10	West Godavari	52	Begusarai
11	Prakasam	53	Siwan
12	East Godavari	54	Purnia
13	Vizianagaram	55	Kaimur(Bhabua)
Arunachal Pradesh		56	Madhepura
14	Tawang	57	Samastipur
15	UpperSiang	58	Darbhanga
16	EastKameng	59	Saharsa
17	UpperSubansiri	60	Madhubani
18	Dibang Valley	61	Vaishali
19	Lohit	**Chattisgarh**	
20	Changlang	62	Koriya
21	West Siang	63	Kawardha (Kabirnagar)
22	Tirap	64	Bastar
23	WestKameng	65	Mahasamund
24	Lower Subansiri	66	Dantewada
Assam		67	Kanker
25	Sonitpur	68	Janjgir - Champa
26	Darrang	69	Jashpur
27	Bongaigaon	70	Dhamtari
28	Marigaon	71	Raigarh
29	Dhubri	72	Bilaspur
30	Karimganj	73	Durg
31	Cachar	74	Raipur
32	Tinsukia	75	Surguja
33	Nagaon	76	Rajnandgaon
34	Goalpara	**Dadar and Nagar Haveli**	
35	KarbiAnglong	77	Dadar and Nagar Havelli
36	Hailakandi	**Daman and Diu**	
Bihar		78	Daman
37	Sheohar	79	Diu
38	Supaul	**Gujarat**	
39	Jamui	80	Dohad
40	Banka	81	Kachchh

S. No.	Districts	S. No.	Districts
82	Narmada	125	Palamu
83	Banas Kantha	126	Pashchimi Singhbhum
84	Patan	127	Gumla
85	Porbandar	128	Giridih
86	PanchMahals	129	Godda
87	Amreli	130	Deoghar
88	Surendranagar	131	Dumka
89	Surat	132	Kodarma
90	Jamnagar	133	Sahibganj
91	Bhavnagar	**Karnataka**	
92	Kheda	134	Chamarajanagar
93	Sabar Kantha	135	Koppal
94	Bharuch	136	Haveri
95	Junagadh	137	Mandya
96	Rajkot	138	Bellary
97	Mahesana	139	Kolar
98	TheDangs	140	BangaloreRural
99	Valsad	141	Chikmagalur
Haryana		142	Hassan
100	Jind	143	Udupi
101	Fatehabad	144	Bagalkot
102	Sirsa	145	Raichur
103	Karnal	146	Belgaum
104	Panipat	147	UttaraKannada
105	Kaithal	148	Kodagu
106	Gurgaon	149	Bijapur
Himachal Pradesh		150	Tumkur
107	Chamba	151	Chitradurga
108	Kinnaur	152	Gadag
109	Sirmaur	153	Dakshina Kannada
110	Lahul andSpiti	**Kerala**	
Jammu and Kashmir		154	Palakkad
111	Anantnag	155	Malappuram
112	Kupwara	156	Wayanad
113	Doda	157	Kasaragod
114	Badgam	**Lakshadweep**	
115	Leh(Ladakh)	158	Lakshadweep
116	Kargil	**Madhya Pradesh**	
117	Punch	159	Sheopur
118	Udhampur	160	Dindori
119	Rajauri	161	Barwani
120	Baramula	162	Jhabua
121	Kathua	163	Dhar
Jharkhand		164	Shajapur
122	Garhwa	165	Rajgarh
123	Chatra	166	Shivpuri
124	Pakaur	167	Seoni

S. No.	Districts	S. No.	Districts
168	Guna	212	Kolasib
169	Neemuch	213	Mamit
170	Dewas	214	Serchhip
171	Mandla	215	Lunglei
172	Balaghat	216	Saiha
173	Damoh	**Nagaland**	
174	Sidhi	217	Mon
175	Narsimhapur	**Orissa**	
176	East Nimar	218	Malkangiri
177	Katni	219	Baudh
178	Mandsaur	220	Kandhamal
179	Morena	221	Nuapada
180	Ratlam	222	Nabarangapur
181	Chhatarpur	223	Gajapati
182	Chhindwara	224	Koraput
183	Sagar	225	Bargarh
184	Datia	226	Debagarh
185	Panna	227	Kalahandi
186	Raisen	228	Balangir
187	Sehore	229	Anugul
188	Satna	230	Rayagada
189	Bhind	231	Kendujhar
190	Shahdol	232	Ganjam
191	Harda	233	Nayagarh
192	Betul	234	Dhenkanal
193	Tikamgarh	235	Sonapur
194	WestNimar	**Pondicherry**	
195	Vidisha	236	Yanam
196	Ujjain	**Punjab**	
197	Umaria	237	Mansa
Maharashtra		238	Nawanshahr
198	Hingoli	239	Firozpur
199	Raigarh	240	Amritsar
200	Ratnagiri	241	Sangrur
201	Jalna	242	Gurdaspur
202	Sindhudurg	243	Muktsar
203	Buldana	244	Moga
204	Gadchiroli	245	Faridkot
Meghalaya		246	Bathinda
205	South Garo Hills	247	FatehgarhSahib
206	Ri Bhoi	248	Patiala
207	WestKhasiHills	249	Kapurthala
208	East Garo Hills	**Rajasthan**	
209	Jaintia Hills	250	Karauli
Mizoram		251	Barmer
210	Champhai	252	Hanumangarh
211	Lawngtlai	253	Baran

S. No.	Districts	S. No.	Districts
254	Jalor	299	Erode
255	Nagaur	300	Theni
256	Bundi	301	Kanniyakumari
257	Rajsamand	302	Thiruvallur
258	Jhalawar	303	Perambalur
259	Jaisalmer	304	Sivaganga
260	Pali	305	Thanjavur
261	Dhaulpur	306	Madurai
262	Chittaurgarh	307	Kancheepuram
263	Dungarpur	308	Coimbatore
264	Bhilwara	309	Thoothukkudi
265	Dausa	310	Tiruvannamalai
266	Jodhpur		**Tripura**
267	Banswara	311	Dhalai
268	Alwar	312	North Tripura
269	Bharatpur	313	West Tripura
270	Churu	314	SouthTripura
271	Bikaner		**Uttar Pradesh**
272	Sawai Madhopur	315	Balrampur
273	Ganganagar	316	Rampur
274	Ajmer	317	Shrawasti
275	Jhunjhunun	318	Chitrakoot
276	Tonk	319	Mahoba
277	Sirohi	320	Sonbhadra
278	Sikar	321	Kushinagar
279	Udaipur	322	Hathras
	Sikkim	323	Bahraich
280	North Sikkim	324	Kaushambi
281	WestSikkim	325	Kheri
282	South Sikkim	326	Maharajganj
283	East Sikkim	327	Etah
	Tamil Nadu	328	Lalitpur
284	Virudhunagar	329	Barabanki
285	Ariyalur	330	Unnao
286	Tirunelveli	331	Bijnor
287	Viluppuram	332	Shahjahanpur
288	Cuddalore	333	Budaun
289	Nagapattinam	334	SantKabir Nagar
290	Dharmapuri	335	Bulandshahr
291	Thiruvarur	336	Kannauj
292	Pudukkottai	337	Pilibhit
293	Karur	338	Sitapur
294	Vellore	339	Siddharthnagar
295	Ramanathapuram	340	Rae Bareli
296	TheNilgiris	341	Fatehpur
297	Dindigul	342	Hardoi
298	Salem	343	Gonda

S. No.	Districts	S. No.	Districts
344	Bareilly	359	Maldah
345	Moradabad	360	South Twenty FourParganas
346	Saharanpur	361	Murshidabad
347	Farrukhabad	362	Medinipur
348	Muzaffarnagar	363	Nadia
349	Sultanpur	364	Dakshin Dinajpur
350	Jyotiba Phule Nagar	365	Jalpaiguri
351	Hamirpur	366	NorthTwenty Four Parganas
352	Banda	367	KochBihar
353	Basti	368	Haora
354	Kanpur Dehat	369	Bankura
355	Mathura	370	Hugli
Uttaranchal		371	Puruliya
356	Bageshwar	372	Barddhaman
357	Champawat	373	Birbhum
West Bengal		374	Darjiling
358	UttarDinajpur		

Annexure 2

STATE WISE COMPETENT AUTHORITIES FOR ISSUING THE CERTIFICATES WITH RESPECT TO LAND/ BUILDING

State	Landuse Certificate	Land Conversion Certificate	Khasra Plan/ Master Plan	Classification of Land (Urban/ Rural)	Site Plan	Building Plan	Land unit	Conversion to m²
				Eastern Region				
Andaman and Nicobar	Chief Engineer, APWD for notified Area	SDM, Dy. Commissioners Office			Chief Engineer, APWD for notified Area	Rural - Panchayat Urban - Andaman Public Works Dept. for Govt. Inst/ Port Blair Municipal Council for Private Inst.	Hectare	1 Hectare = 10000 m²
Arunachal Pradesh	Dy. Commissioner, Govt. of Arunachal Pradesh	Dept. of Land Management, Govt. of Arunachal Pradesh	Dy. Commissioner, Govt. of Arunachal Pradesh		Prepared by various Engineering Depts and approved by the Directorate of Higher and Technical Education		Acre	1 Acre = 4046.86 m²
Assam	Revenue Circle Office, Govt. of Assam		PWD (Building)	Revenue Circle Office, Govt. of Assam	PWD (Building)		Bigha	1338 m²
Jharkhand	**Rural** - Panchayat/ circle Officer; **Urban** -Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	**Rural** - Panchayat/ circle Officer; **Urban** - Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	**Rural** - Panchayat/ circle Officer; **Urban** - Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued	**Rural** - Panchayat/ circle Officer; **Urban** - Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	**Rural** - Panchayat/ circle Officer; **Urban** - Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	**Rural** - Panchayat/ circle Officer; **Urban** - Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	Decimal and Acre 100 Decimal = 1 Acre	1 Acre = 4046.86 m²

Manipur	Dept. of Settlement and Land Records, Govt. of Manipur		Planning and Development Authority, Govt. of Manipur	District Commissioner	Engineering Department, Govt. of Manipur	**Rural -** Block Development Officer **Urban -** Municipality	100 Decimal = 1 Acre	1 Pari = 10117.14 m²
Meghalaya	Local Revenue/ Education Authority	No information provided by DTE, Govt. of Meghalaya	PWD/ Urban Development Authority	Urban Development Authority	PWD Building Division		Acre, Hectare	1 Hectare = 10000 m² 1 Acre = 4046.86 m²
Mizoram	**Rural -** DC of respective District; **Urban -** Aizawl Municipal Council (AMC)							
Nagaland	Local Revenue Authority	No information provided by DTE, Govt. of Nagaland	Local Revenue Authority		Executive Engineer, PWD Housing (EDN)	Architect, PWD/ Housing (EDN)	Acre, Hectare	1 Hectare = 10000 m²; 1 Acre = 4046.86 m²
Orissa	Revenue and Disaster Management Department, Govt. of Odisha				**Rural -** Block Development Officer **Urban -** Housing and Urban Development Department/ Town Planning/ Development Authority		Acre	1 Acre = 4046.86 m²
Sikkim	Joint Director, HRDD of respective district	NA	District Collectorate of respective district		Divisional Engineer of the HRDD of respective district	Divisional Engineer building and Housing/ Urban Development Dept.	Hectare	1 Hectare = 10000 m²
Tripura	Local Revenue Authority	NA	Local Revenue Authority	Local Revenue Authority	Executive Engineer, PWD	Architect, PWD/ THCB	Acre, Hectare	1 Hectare = 10000 m²; 1 Acre = 4046.86 m²
West Bengal	**Rural** - BL and LRO **Urban -** ADM(LandLR)	**Rural -** BL and LRO **Urban -** ADM(LandLR)	**Rural -** Gram Panchayet/ Panchayet Samiti with approval of Zilla Parishad/ DM and Executive Officer, Zilla Parishad **Urban -** Corporation/ Municipality/ Development Authority	**Rural** - BL and LRO **Urban -** ADM(LandLR)	**Rural -** Gram Panchayet/ Panchayet Samiti with approval of Zilla Parishad/ DM and Executive Officer, Zilla Parishad **Urban -** Corporation/ Municipality/ Development Authority		Acre	1 Acre = 4046.86 m²
Western Region								
Daman and Diu	**Rural**-Mamlatdar **Urban** - Enquiry Officer City	Collectorate	Associate Town Planner, Daman	**Rural** - Mamlatdar **Urban** - Enquiry Officer City	Enquiry Officer City Survey, Daman	**Rural** -Panchayat **Urban** - Daman Municipal Council	100 m²=1 GUNTHA	

	Survey, Daman			Survey, Daman				
Goa	Collector/ Dy. Collector	Collector	District Town and Country Planning	District Town and Country Planning	Dy Collector	District Town and Country Planning	Acre	1 Acre = 4046 m^2
Maharashtra	Tahsildar	Tahsildar	Tahsildar	District Town and Country Planning	Tahsildar	District Town and Country Planning	Hectare	1 Hectare = 10000 m^2
Northern Region								
Bihar	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Master Plan/ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority	Development Authority/ Revenue Authority	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Uttaranchal	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Master Plan/ Development Authority/ State Revenue Authority	Development Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Uttar Pradesh	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Master Plan/ Development Authority/ State Revenue Authority	Development Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Southern Region								
Pondicherry	Revenue Divisional Officer/ Tahilsdar	Revenue Divisional Officer/ Tahilsdar	Village administrative Officer	Tahsildar	Dept. of Town and Country Planning	Dept. of Town and Country Planning	Hectare	
Tamil Nadu	Revenue Divisional Officer/ Tahilsdar	Revenue Divisional Officer/ Tahilsdar	Village administrative Officer	Tahsildar	Dept. of Town and Country Planning	Dept. of Town and Country Planning	Hectare	
Northwestern Region								
Chandigarh	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2

Haryana	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Himachal Pradesh	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
J&K	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
New Delhi	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila,Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Punjab	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Rajasthan	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Southwestern Region								

Karnata ka	Tahsildar	Dist Commissioner	Tahsildar	District Town Planning Officer	Tahsildar	District Town Planning Officer	Cent/ Acre/ Hectare	1 Cent = 40.45 m^2; 1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Kerala	Tahsildar	District Collector	Head, Local Body	Town Planning Officer/ Local Body	Head, Local Body	Head, Local Body/ Town Planning	Cent/ Acre/ Hectare	1 Cent = 40.45 m^2; 1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
				Central Region				
Chhattis garh	**Urban and Rural** - Town and Country Planning	**Urban and Rural** - Sub Divisional Magistrate/ Diversion Office	**Urban** - Tahsilder; **Rural** - Patwari	**Urban and Rural** - Town and Country Planning	**Urban**- Municipal Corporation; **Rural** - Town and Country Planning	**Urban** - Municipal Corporation; **Rural**- Gram Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Gujrat	**Urban** - Urban Development Authority/ Municipal Corporation; **Rural**- Town Planner and Valuation Department	**Urban and Rural** - Collector	**Urban -** Mamaltar/ Talati; **Rural** - Mamaltar/ Talati cum Mantri/ District Development Officer	**Urban** - Urban Development Authority; **Rural -** Mamaltar/ Talati	**Urban -** Town Planner; **Rural**- Taluka Development Officer	**Urban** - Urban Development Authority/ Town Planner; **Rural** - Town Planner/ Taluka Development Officer	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Madhya Pradesh	**Urban and Rural** - Town and Country Planning	**Urban and Rural** - Sub Divisional Magistrate/ Tehsildar	**Urban** - Tahsildar; **Rural -** Patwari/ Tahsildar	**Urban** - Collector/ Nagar Nigam/ Nagarpalika; **Rural** – Gram panchayat	**Urban and Rural** - Town and Country Planning	**Urban**-Municipal Corporation; **Rural** - Gram Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
				South Central Region				

Andhra Pradesh	DTCP RDO (MRO) <u>Remarks</u> :Wherever sanctioned General Town Planning scheme (Master Plan) and Area covered by GRP Schemes proposals. in other areas.	RDO <u>Remarks</u> : Conversion of Agricultural land to other land.(Not applicable to Government Land)	DTCP Municipal Council <u>Remarks</u> : wherever sanctioned General Town planning scheme (Master Plan) and Area covered by GTP Schemes proposals. Other areas.	DTCP <u>Remarks:</u> as per censuses	1. Local Executive Authority (Council and Executive Officer) 2) DTCP 3) HMDA/ Urban local bodies <u>Remarks</u> : Municipal/ Gram panchayat/ Local Executive authority. Where sanctioned GTP Schemes Respective Commissioner/ Chairman of Local bodies	1. Commissioner in GHMC area 2. Vice Chairman in UDA 3. Local Body/ Executive Authority of Gram panchat <u>Remarks</u> : Municipal Commissioner for GHMC area wherever urban development Authority Gram panchat (in Gram panchat not applicable to Government building. Subject to the conditions laid down Andhra pradesh (Andhra area town planning Act issued on 7th Sept 1920 is applicable for both the states of Andhra and Telangana) annexure enclosed	Acres	1 Acre = 4046.86 m^2

Telangana	DTCP RDO (MRO) Remarks : Wherever sanctioned General Town Planning scheme (Master Plan) and Area covered by GRP Schemes proposals. in other areas.	RDO Remarks : Conversion of Agricultural land to other land.(Not applicable to Government Land)	DTCP Municipal Council Remarks : wherever sanctioned General Town planning scheme (Master Plan) and Area covered by GTP Schemes proposals. Other areas.	DTCP Remarks: as per censuses	1. Local Executive Authority (Council and Executive Officer) 2) DTCP 3) HMDA/ Urban local bodies Remarks : Municipal/ Gram panchayat/ Local Executive authority. Where sanctioned GTP Schemes Respective Commissioner/ Chairman of Local bodies	1. Commissioner in GHMC area 2. Vice Chairman in UDA 3. Local Body/ Executive Authority of Gram panchat Remarks : Municipal Commissioner for GHMC area wherever urban development Authority Gram panchat (in Gram panchat not applicable to Government building. Subject to the conditions laid down Andhra Pradesh (Andhra area town planning Act issued on 7th Sept 1920 is applicable for both the states of Andhra and Telangana) annexure enclosed	Acres	1 Acre = 4046.86 m²
DTCP District Town and Country Planning Officer; RDO Revenue Divisional Officer; MRO Mandal Revenue Officer								
HMDA Hyderabad Metropolitan Development Authority; UDA Urban Development Authority; GHMC Greater Hyderabad Municipal Corporation								
NOTE: In case of Zila Panchayat, copy of the Govt. Order (GO) must be produced by the applicant before the Committee								

Note: The above list of Competent Authorities is compiled in Approval Process Handbook to the best of the information available/obtained from the State authorities. If there is any change in the Competent Authority, an authorization letter from the Principal Secretary of the concerned State shall have be produced for the same.

Annexure 3

STATE WISE COMPETENT AUTHORITIES TO ISSUE OCCUPANCY CERTIFICATE

	State	**Competent Authorities to issue Occupancy Certificate**
Eastern Region		
1	Andaman and Nicobar	Andaman Public Works Department
2	Arunachal Pradesh	The Deputy Commissioner of the respective districts
3	Assam	The Chief Executive Officer Guwhati Metropolitan Development Authority (GMDA), Bangagarh Guwahati 5 or The Chief Executive Officer, Guwahati Municipal Corporation (GMC) Bhagagarh, Guwahati 5
4	Jharkhand	Urban : Municipal Corporation under whose jurisdiction the building is situated Rural : Panchayat
5	Manipur	1. District Settlement Officer Department of Settlement and Land Records Government of Manipur, Lamphelpat, Imphal 795001 2. Sub Divisional Officer Department of Settlement and Land Records Government of Manipur, Lamphelpat, Imphal 795001 3. District Collector Department of Settlement and Land Records Government of Manipur, Lamphelpat, Imphal 795001
6	Meghalaya	Meghalaya Urban Development Authority
7	Mizoram	Aizawl Municipal Council
8	Nagaland	Urban Development Department Nagaland, Kohima
9	Orissa	The Development Authorities/ Regional Improvement Trust/ Special Planning Authorities
10	Sikkim	Urban Development and Housing Department, Sikkim
11	Tripura	Agartala Municipal Council
12	West Bengal	Municipality: Executive Officer or Executive Engineer Panchayat Area: Pradhan of the concerned Gram Panchayat
Western Region		
13	Daman and Diu	Municipal corporation of Daman and Diu and Municipal Corporation of Dadra and Nagar Haveli
14	Goa	In village area: Panchayat office; In Municipal area: Municipal office
15	Maharashtra	Metro: All Municipal Corporation Urban and Rural: Nagar Prishad Jilha Parishad
Northern Region		

16	Bihar	The Sr. Architect (Chief Architect I/ C), Building Construction Department, Government of Bihar for Government owned institutions. Gram Panchayat/ Nagar Panchayat/ Municipal Council/ Municipal Corporation/ Regional Development Authority for buildings proposed for private Institutions.
17	Uttarakhand	Principal/Director of Institution, if Certificates for construction authority and fire safety authority are issued by the Competent Authorities.
18	Uttar Pradesh	Chief Executive Officer/ Executive Officer or nominated officer by District Development Authority Chief Executive Officer/ Executive Officer or nominated officer by District Municipal Corporation,4'.lagar Palika Parishad/ Jila Panchayat Nagar Panchayat
Southern Region		
19	Pondicherry	Town and Country Planning Department – Pondicherry, Karaikal, Yanam and Mahe
20	Tamil Nadu	Member Secretary, CMDA for Chennai and Directorate of Town and Country Planning for areas other than Chennai
North Western Region		
21	Chandigarh	Chief Administrator, Commissioner, Department of Town & Country Planning
22	Haryana	The Director General, Technical Education Department, Govt. of Haryana, Panchkula, Haryana
23	Himachal Pradesh	The Director, Directorate of Technical Education, Govt. of Himachal Pradesh, Sundernagar, District Mandi, Himachal Pradesh Executive Officer in Municipal Committees or Nagar Panchayat and Member Secretary in Special Area Development Authority and in Urban Areas like Municipal Corporation Architect Planner on behalf Commissioner, Municipal Corporation
24	J&K	In Srinagar, Building Operations Controlling Authority, Srinagar Municipal Corporation and in some areas Srinagar Development Authority In Jammu city Building Operations Controlling Authority, Jammu Municipal Corporation and Jammu Development Authority
25	New Delhi	Joint Director (Planning), DTTE
26	Punjab	In rural area Tehsildar of the concerned area and in urban area Municipal Corporation/ Municipal Committee/Development Authority (if land purchased from Development Authority) of the concerned area
27	Rajasthan	Tehsildar of Tehsil in which area the concerned village fall and in Urban area Executive officer of local body in whose area the property fall
South Western Region		
28	Karnataka	Metro/ Urban/ Rural area will be the Corporation office (BBMP)/ Town Municipal Office/ Village Panchayat Office/ Revenue Authority
29	Kerala	Secretary of the Concerned Local Body
Central Region		
30	Chhattisgarh	Town and Country Planning, Municipal Corporation

31	Gujrat	Nagar Palika, Town Planner, Nagar Panchayat, Commissioner of Municipal Corporation, Collector
32	Madhya Pradesh	Nagar Palika, Town Planner, Nagar Panchayat, Commissioner of Municipal Corporation, Collector, Village Panchayat
South Central Region		
33	Andhra Pradesh	Commissioner, Vijayawada (UA), Greater Visakhapatnam, Guntur (UA) Nellore (UA) and Director, Directorate of Town and Country Planning is Competent Authority for other areas
34	Telangana	Commissioner for Hyderabad, Warangal (UA) and Director, Directorate of Town and Country Planning for areas other than Hyderabad

Note: *The above list of Competent Authorities is compiled in Approval Process Handbook to the best of the information available/obtained from the State authorities. If there is any change in the Competent Authority, an authorization letter from the Principal Secretary of the concerned State shall have be produced for the same.*

Annexure 4

MAJOR DISCIPLINES, THEIR CORRESPONDING COURSES AND RELEVANT/ APPROPRIATE BRANCH OF UG DEGREE IN ENGINEERING AND TECHNOLOGY

Major Disciplines	Corresponding Course(s)	UG Courses permissible for merging
Aeronautical Engineering	Aeronautical Engineering	Aero Space Engineering
		Aeronautical Engineering
		Aircraft Maintenance Engineering
Agriculture Engineering	Agriculture Engineering	Agricultural Engineering
		Agricultural Technology
		Agriculture Engineering
Architecture and Planning	Architecture	Architectural Assistantship
		Architectural Engineering
		Architecture and Interior Decoration
		Architecture Assistantship
		Architecture
		Architecture (Interior Design)
		Building Engineering and Construction Management
		Interior Design
	Planning	Environmental Planning
		Infrastructure Planning
		Planning
		Urban and Regional Planning
		Urban Design
		Urban Planning
		Urban Regeneration
		Urban Transport Planning and Management
Biotechnology	Biotechnology	Biotechnology
		Biotechnology and Biochemical Engineering
		Industrial Biotechnology
Ceramic Engineering	Ceramic Engineering	Cement and Ceramic Technology
		Ceramic Engineering and Technology
		Ceramic Technology
		Ceramics Engineering
Civil Engineering	Civil Engineering	Building and Construction Technology
		Civil and Rural Engineering
		Civil Engineering
		Civil Engineering and Planning
		Civil Engineering (Construction Technology)
		Civil and Infrastructure Engineering
		Civil Technology
		Construction Engineering

		Construction Engineering and Management
		Construction Technology
		Construction Technology and Management
		Geo Informatics
	Environment Engineering	Civil and Environmental Engineering
		Civil Engineering (Environmental Engineering)
		Civil Engineering Environment and Pollution Control
		Environment Engineering
		Environmental Engineering
		Environmental Science and Engineering
		Environmental Science and Technology
		Civil Engineering (Environmental Engineering)
		Civil Engineering (Public Health Engineering)
		Environmental Planning
	Water Resources	Civil and Water Management Engineering
Computer Science and Engineering	Computer Science and Engineering	3-D Animation and Graphics
		Advanced Computer Application
		Computer and Communication Engineering
		Computer Engineering
		Computer Engineering and Application
		Computer Networking
		Computer Science and Engineering
		Computer Science
		Computer Science and Technology
		Computer Science and Information Technology
		Computer Science and Systems Engineering
		Computer Technology
		Computing in Computing
		Computing in Multimedia
		Computing in Software
		Electrical and Computer Engineering
		Electronics and Computer Science
		Electronics and Computer Engineering
		Mathematics and Computing
		Software Engineering
	Information Technology	Information and Communication Technology
		Information Engineering
		Information Science and Engineering
		Information Science and Technology
		Information Technology
		Information Technology and Engineering
Chemical Engineering	Chemical Engineering	Chemical and Electro Chemical Engineering
		Biochemical Engineering

		Chemical Engineering
		Chemical Engineering (Plastic and Polymer)
		Chemical Technology
		Dye Stuff Technology
		Surface Coating Technology
	Oil and Paint Technology	Oil and Paint Technology
		Oil Technology
		Oils, Oleo Chemicals and Surfactants Technology
		Paint Technology
	Petrochemical Engineering	Petrochem and Petroleum Refinery Engineering
		Petrochemical Engineering
		Petrochemical Technology
		Petroleum Engineering
		Petroleum Technology
	Plastic and Polymer Technology	Plastic and Polymer Engineering
		Plastics Engineering
		Plastics Technology
		Polymer Engineering
		Polymer Engineering and Technology
		Polymer Science and Chemical Technology
		Polymer Science and Technology
		Polymer Technology
Dairy Engineering	Dairy Engineering	Dairy Engineering
		Diary Technology
Electrical Engineering	Electrical Engineering	Electrical and Computer Engineering
		Electrical and Electronics (Power System)
		Electrical and Electronics Engineering
		Electrical and Electronics Engineering (Sandwich)
		Electrical and Instrumentation Engineering
		Electrical and Mechanical Engineering
		Electrical and Power Engineering
		Electrical Engineering
		Electrical Engineering (Electronics and Power)
		Electrical Engineering Industrial Control
		Electrical Instrumentation and Control Engineering
		Electrical, Electronics and Power
		Electronics and Computer Science
		Electronics and Electrical Engineering
		Electronics and Power Engineering
Energy Engineering	Energy Engineering	Energy and Environmental Management
		Energy Engineering
Electronics	Electronics Engineering	Digital Techniques for Design and Planning
		Electrical and Electronics Engineering

		Electrical and Electronics Engineering (Sandwich)
		Electrical, Electronics and Power
		Electronic Engineering
		Electronic Science and Engineering
		Electronics
		Electronics and Computer Science
		Electronics and Computer Engineering
		Electronics and Control Systems
		Electronics and Electrical Engineering
		Electronics and Power Engineering
		Electronics Design Technology
		Electronics Engineering
		Electronics System Engineering
		Electronics Technology
		Optics and Optoelectronics
		Power Electronics
		Power Electronics Engineering
		Radio Physics and Electronics
	Electronics and Communication Engineering	Advanced Communication and Information System
		Advanced Electronics and Communication Engineering
		Applied Electronics and Communications
		Communication Engineering
		Electronics and Communication Engineering
		Electronics and Communication Engineering (Industry Integrated)
		Electronics and Telecommunication Engineering
		Electronics and Telecommunication Engineering (Technologynician Electronic Radio)
		Electronics and Communication Engineering (Microwaves)
		Electronics and Communication Engineering (Sandwich)
		Electronics Communication and Instrumentation Engineering
		Electronics and Telematics Engineering
		Telecommunication Engineering
	Instrumentation Engineering	Applied Electronics and Instrumentation Engineering
		Automation and Robotics
		Automation Engineering
		Biomedical Instrumentation
		Electrical Engineering Industrial Control
		Electrical Instrumentation and Control Engineering
		Electronic Instrumentation and Control Engineering
		Electronics and Instrumentation Engineering
		Applied Electronics and Instrumentation Engineering
		Electronics and Instrumentation Engineering
		Electronics Instrumentation and Control Engineering

		Power Electronics and Instrumentation Engineering
		Electronics and Control Systems
		Electronics Communication and Instrumentation Engineering
		Electronics Instrumentation and Control Engineering
		Instrument Technology
		Instrumentation
		Instrumentation and Control Engineering
		Instrumentation and Electronics
		Instrumentation Engineering
		Instrumentation Technology
		Power Electronics and Instrumentation Engineering
		Robotics and Automation
	Mechatronics Engineering	Mechatronics
		Mechatronics Engineering
		Mechatronics Engineering (Sandwich)
	Medical Electronics	Medical Electronics Engineering
		Medical Electronics
		Medical Lab Technology
		Electronics and Biomedical Engineering
Mechanical Engineering	Mechanical Engineering	Electrical and Mechanical Engineering
		Mechanical Engineering (Industry Integrated)
		Mechanical Engineering (Sandwich Pattern)
		Mechanical Engineering
		Mechanical Engineering(Repair and Maintenance)
		Power Engineering
	Production Engineering	Industrial and Production Engineering
		Machine Engineering
		Manufacturing Engineering
		Manufacturing Engineering and Automation
		Manufacturing Engineering and Technology
		Manufacturing Process and Automation Engineering
		Manufacturing Science and Engineering
		Manufacturing Technology
		Mechanical Engineering (Prod)
		Precision Manufacturing
		Production and Industrial Engineering
		Production Engineering
		Production Engineering (Sandwich)
		Tool Engineering
	Automobile Engineering	Automobile Engineering
		Automobile Maintenance Engineering
		Automotive Technology
		Mechanical Engineering (Auto)

		Mechanical Engineering Automobile
	Industrial Engineering	Industrial and Production Engineering
		Industrial Engineering
		Industrial Engineering and Management
	Mechatronics Engineering	Mechanical and Automation Engineering
		Mechatronics
		Mechatronics Engineering
		Mechatronics Engineering(Sandwich)
Fire and Safety Engineering	Fire and Safety Engineering	Fire Technology and Safety
		Safety and Fire Engineering
Food Engineering	Food Engineering	Food Engineering and Technology
		Food Processing and Preservation
		Food Processing Technology
		Food Technology
		Food Technology and Management
Leather Technology	Leather Technology	Foot Wear Technology
		Leather Technology
Marine Engineering	Marine Engineering	Naval Architecture and Ship Building Engineering
		Shipbuilding Engineering
		Marine Engineering
		Marine Technology
Metallurgy Engineering	Metallurgy Engineering	Material Science and Technology
		Metallurgical and Materials Engineering
		Metallurgical Engineering
		Metallurgy
		Metallurgy and Material Technology
Military Engineering	Military Engineering	Military Engineering
Mining Engineering	Mining Engineering	Mine Engineering
		Mining Engineering
Nano Technology	Nano Technology	Nano Science and Technology
		Nano Technology
		Nano Technology and Robotics
Nuclear Science and Technology	Nuclear Science and Technology	Nuclear Science and Technology
Packaging Technology	Packaging Technology	Packaging Technology
		Printing and Packing Technology
Pharmaceutical Engineering	Pharmaceutical Engineering	Pharmaceuticals and Fine Chemical Technology
		Pharmaceuticals Chemistry and Technology
Printing Engineering	Printing Engineering	Printing and Packing Technology
		Printing Technology
Textile Engineering	Textile Engineering	Fibres and Textiles Processing Technology
		Jute and Fibre Technology
		Man Made Fibre Technology

		Man-Made Textile Technology
		Silk Technology
		Textile Engineering
		Textile Plant Engineering
		Textile Processing
		Textile Technology
	Fashion Technology	Fashion Technology
		Apparel and Production Management
		Fashion and Apparel Technology
		Fashion and Apparel Engineering
	Textile Chemistry	Textile Chemistry

MAJOR DISCIPLINES, THEIR CORRESPONDING COURSES AND RELEVANT/ APPROPRIATE BRANCH OF DIPLOMA IN ENGINEERING AND TECHNOLOGY

Major Discipline	Corresponding Courses (If Any)	Diploma Courses permissible for merging
Aeronautical Engineering		Aero Space Engineering
		Aeronautical Engineering
		Aircraft Maintenance Engineering (Avionics)
		Aircraft Maintenance Engineering
Agriculture Engineering		Agricultural Engineering
		Agricultural Technology
Architecture		Diploma in Architectural Assistantship
		Interior Decoration
		Interior Design
Biotechnology		Biotechnology
Ceramic Engineering		Ceramic Engineering and Technology
		Ceramic Technology
		Ceramics Engineering
		Glass and Ceramics Engineering
Chemical Engineering	Chemical Engineering	Chemical Engineering
		Chemical Engineering (Fertilizer)
		Chemical Engineering (Oil Technology)
		Chemical Engineering (Part Time)
		Chemical Engineering (Petro Chemical)
		Chemical Engineering (Plastic and Polymer)
		Chemical Engineering (Sugar Technology)
		Chemical Engineering (SW)
		Chemical Technology
		Chemical Technology (Paint Technology)

		Chemical Technology (Rubber and Plastic Technology)
		Chemical Technology Fertilizer
		Chemical Technology(Rubber/ Plastic)
		Surface Coating Technology
		Technical Chemistry
	Oil and Paint Technology	Paint Technology
		Chemical Engineering (Oil Technology)
		Chemical Technology (Paint Technology)
	Petrochemical Engineering	Petrochemical Engineering
		Petrochemical Refinery
		Petrochemical Technology
		Petroleum Engineering
		Petroleum Technology
		Chemical Engineering (Petro Chemical)
	Plastic and Polymer Technology	Plastic and Mould Technology
		Plastic and Polymer Engineering
		Plastic Engineering
		Plastic Mould Technology (DPMT)
		Plastic Mould Technology (DPMT/ PDPMT)
		Plastic Technology
		Plastic Technology (DPT/ PDPT)
		Plastics Processing and Testing
		Polymer Engineering and Technology
		Polymer Technology
		Plastic Process and Testing
		Chemical Engineering (Plastic and Polymer)
Civil Engineering	Civil Engineering	Civil and Rural Engineering
		Civil (SFS Mode)
		Civil Draftsman
		Civil Engineering
		Civil Engineering and Planning
		Civil Engineering (Building Services Engineering)
		Civil Engineering (Construction Technology)
		Civil Engineering (Construction)
		Civil Engineering (Rural Engineering)
		Civil Engineering (Sandwich Pattern)
		Civil Technology
		Construction Engineering
		Construction Technology
		Construction Technology and Management
		Geoinformatics and Surveying Technology

		Geographic Information System (G.I.S.) and Global Positioning System
		Quantity Surveying and Construction Management
		Survey Engineering
		Transportation Engineering
	Environment Engineering	Civil and Environmental Engineering
		Civil (Public Health and Environment) Engineering
		Civil Engineering (Environment and Pollution Control)
		Civil Engineering (Environmental Engineering)
		Civil Engineering (Public Health Engineering)
		Civil Environmental Engineering
		Civil Environmental Engineering
		Environmental Engineering
	Water Resources	Water Resource Management
		Civil Engineering (Water Resource and Management)
		Water Technology and Health Science
Computer Science and Engineering	Computer Science	Advanced Computer Application
		Campus Wide Network Design and Maintenance
		Computer Hardware and Networking
		Computer Applications
		Computer Engineering
		Computer Engineering and Application
		Computer Hardware and Maintenance
		Computer Hardware and Networking
		Computer Networking
		Computer Science and Engineering
		Computer Science
		Computer Science and Technology
		Computer Science and Systems Engineering
		Computer Software Technology
		Computer Technology
		Computer Technology and Applications
		Cyber Forensics and Information Security
		Diploma in Computer Applications
		Network Engineering
		Web Designing
		Web Technologies
		Electronics and Computer Engineering
	Information Technology	Computer Science and Information Technology
		Information and Communication Technology
		Information Engineering
		Information Science
		Information Science and Engineering
		Information Science and Technology

		Information Security Management
		Information Technology
		Information Technology and Engineering
		Information Technology Enabled Services and Management
		Advanced Communication and Information System
		I.T. (Courseware Engineering)
		Computer and Information Science
Dairy Engineering		Dairy Engineering
Electrical Engineering		Electrical and Electronics (Power System)
		Electrical and Electronics Engineering
		Electrical and Electronics Engineering (Sandwich Course)
		Electrical and Instrumentation Engineering
		Electrical and Mechanical Engineering
		Electrical and Power Engineering
		Electrical Energy Systems
		Electrical Engineering (Instrumentation and Control)
		Electrical Engineering
		Electrical Engineering (Electronics and Power)
		Electrical Engineering (Industrial Control)
		Electrical Machines
		Electrical Power Systems
		Power Systems Engineering
		Electronics and Electrical Engineering
Electronics and Communication Engineering	Electronics	Applied Electronics
		Digital Electronics
		Digital Electronics and Microprocessor
		Digital Systems
		Electrical and Electronics (Power System)
		Electrical and Electronics Engineering
		Electrical and Electronics Engineering (Sandwich Course)
		Electrical Engineering (Electronics and Power)
		Electronic Engineering
		Electronic Science and Engineering
		Electronics
		Electronics and Avionics
		Electronics and Production
		Electronics and Video Engineering
		Electronics and Computer Engineering
		Electronics and Electrical Engineering
		Electronics Engineering
		Electronics Engineering (Industry Integrated)
		Electronics Engineering (Micro Electronics)

		Electronics Engineering (Modern Consumer Electronics)
		Electronics Engineering (Specialization in Consumer Electronics)
		Electronics Engineering With Microprocessor
		Electronics Production and Maintenance
		Electronics Technology
		Embedded Systems
		Industrial Electronics(Sandwich Pattern)
		Micro Electronics
		Power Electronics
	Electronics and Communication Engineering	Digital Electronics and Communication Engineering
		Electronics (Fiber Optics)
		Opto-Electronics Engineering
		Electronics and Communication Engineering
		Electronics and Communication Engineering (Industry Integrated)
		Electronics and Communication Technology
		Advanced Communication and Information System
		Advanced Electronics and Communication Engineering
		Electronics and Telecommunication Engineering
		Electronics and Telecommunication Engineering (Technology electronic Radio)
		Digital Communications
		Electronics and Communication Engineering (Microwaves)
		Electronics and Communication Engineering (Sandwich)
		Electronics and Telecommunication Engineering (Radio and System)
		Electronics Communication and Instrumentation Engineering
		Telecommunication Engineering
		Telecommunication Technology
		TV and Sound Engineering
		Information and Communication Technology
	Instrumentation	Applied Electronics and Instrumentation Engineering
		Automation and Robotics
		Automation Engineering
		Control and Instrumentation
		Biomedical Instrumentation
		Electrical and Instrumentation Engineering
		Electrical Engineering (Instrumentation and Control)
		Electronic Instrumentation and Control Engineering
		Electronic Instrumentation and Control Engineering
		Electronics and Instrumentation Engineering
		Electronics and Instrumentation Engineering

		Electronics (Robotics)
		Electronics Communication and Instrumentation Engineering
		Electronics Instrumentation and Control Engineering
		Electronics Robotics (SW)
		Electronics Robotics (SW)
		Industrial Electronics
		Instrument Technology
		Instrumentation
		Instrumentation and Control Engineering
		Instrumentation (E&C)
		Instrumentation Engineering
		Instrumentation Technology
	Medical Electronics	Bio Electronics
		Medical Electronics Engineering
		Medical Electronics
		Biomedical Instrumentation
Fire and Safety Engineering		Fire Technology and Safety
Food Engineering		Food Processing and Preservation
		Food Processing Technology
		Food Technology
Leather Technology		Footwear Technology
		Leather and Fashion Technology
		Leather Goods and Footwear Tech
		Leather Technology
		Leather Technology (Footwear)
		Leather Technology Footwear Computer Aided Shoe Design
		Leather Technology Tanning
		Saddlery Technology and Export Management
Marine Engineering		Advanced Diploma in Marine Engineering and Systems
		Marine Engineering
		Marine Engineering and Systems(Artificer Training)
		Marine Engineering and Systems
Mechanical Engineering	Automobile Engineering	Automobile Engineering
		Automobile Engineering (Automobile Fitter)
		Automotive Engineering
		Mechanical Engineering (Auto)
		Mechanical Engineering Auto Mobile
	Mechanical Engineering	Diploma in Mechanical Engineering
		Energy Systems Engineering
		Heat Power Engineering

		Maintenance Engineering
		Mechanical Engineering (Industry Integrated)
		Mechanical Engineering (Sandwich Pattern)
		Mechanical Engineering
		Mechanical Engineering (Maintenance)
		Mechanical Engineering (Refrigeration and Air Conditioning)
		Mechanical Engineering Power Plant Engineering
		Mechanical Engineering Tube Well Engineering
		Mechanical Engineering(Repair and Maintenance)
		Navy Entry Artificer/ Diploma in Mechanical and Electrical
		Refrigeration and Air Conditioning
	Production Engineering	CAD CAM
		Design and Drafting
		Fabrication Technology
		Fabrication Technology and Erection Engineering (Sandwich Pattern)
		Foundry Technology
		Industrial and Production Engineering
		Industrial Engineering and Management
		Machine Engineering
		Machine Tools and Maintenance Engineering
		Machine Tools Technology
		Manufacturing Engineering
		Manufacturing Technology
		Material Management
		Mechanical (Computer Aided Design, Manufacture and Engineering)
		Mechanical CAD/ CAM
		Mechanical Engineering (Auto)
		Mechanical Engineering (Tool and Die)
		Mechanical Engineering Auto Mobile
		Mechanical Engineering Production
		Mechanical Engineering Specialization in CAD
		Mechanical Engineering Tool Engineering
		Mechanical Engineering (CAD/ CAM)
		Mechanical Engineering (Foundry)(SW)
		Mechanical Engineering(Machine Tool Maintenance and Repairs) (SW)
		Mechanical Welding and Sheet Metal Engineering
		Precision Manufacturing

		Production and Industrial Engineering
		Production Engineering
		Production Engineering (Sandwich)
		Production Technology
		Tool and Die Making
		Tool and Die Engineering
		Tool and Die Under Mechanical Engineering
		Tool Die and Mould Making
	Mechatronics	Mechatronics
		Mechatronics-Sandwich
		Robotics and Mechatronics
Metallurgy Engineering		Metallurgical Engineering
		Metallurgy
		Metallurgy and Material Technology
Military Engineering		Artificer Training (Electronics)
		Artificer Training (Electrical)
		Artificer Training (Mechanical)
		Armament Engineering (Gun Fitter)
		Weapons Engineering
		Navy Entry Artificer/ Diploma in Mechanical and Electrical
Mining Engineering		Mine Engineering
		Mine Surveying
		Mining and Mine Surveying
		Shipbuilding Engineering
		Drilling Engineering
		Drilling Technology
Packaging Technology		Packaging Technology
		Printing and Packing Technology
Pharmaceutical Engineering		Pharmaceutical Chemistry and Technology
Printing Engineering		Printing and Packing Technology
		Printing Technology
Pulp Technology		Pulp Technology
		Wood and Paper Technology
Textile Engineering		Apparel Design and Fabric
		Apparel Design and Fabrication Technology
		Apparel Design and Fashion Technology
		Apparel Manufacture and Design
		Apparel Technology
		Computer Aided Costume Design and Dress Making
		Costumer Design and Dress Making

		Diploma in Handloom and Textile Technology
		Diploma in Textile Technology (Man Made Fibre Technology)
		Dress Designing and Garment Manufacturing
		Fashion and Clothing Technology
		Fashion and Design
		Fashion and Apparel Design
		Fashion Designing
		Fashion Designing and Garment Technology
		Fashion Technology
		Garment Technology
		Garment and Fashion Technology
		Garment Design and Fashion Technology
		Garment Fabrication
		Garment Manufacturing Technology
		Handloom and Textile Technology
		Knitting and Garment Technology
		Knitting Technology
		Textile Chemistry
		Textile Design
		Textile Designing
		Textile Designing Printing
		Textile Engineering
		Textile Manufactures
		Textile Manufacturing and Technology
		Textile Marketing and Management
		Textile Processing
		Textile Processing Technology
		Textile Technology
		Textile Technology (Sandwich)
		Textile Technology(Textile Design and Weaving)
		Textile Technology(Manmade Fibre)
		CDDM (Costume Design and Dress Making)
Biomedical Engineering		Biomedical Engineering
		Diploma Medical Lab Technology
		ECG Technology
		Health Care Technology
		Instruments and Medical Equipment
		Medical Laboratory Technology
		MLT (Medical Laboratory Technology)
		Ophthalmic Technology
		Technician X-Ray Technology
Multimedia		3-D Animation and Graphics

Technology		Animation and Multimedia Technology
		Multimedia Technology
Office Management/ Commercial Practice		Accounts and Audit
		Administration Services
		Computer Application and Business Management
		Finance Account and Auditing
		Modern Office Management
		Modern Office Management and Secretarial Practice
		Modern Office Practice
		Commercial and Computer Practice
		Commercial Practice
		Commercial Practice (KAN and ENG)
Rubber		Rubber Technology
		Chemical Technology (Rubber and Plastic Technology)
		Chemical Technology (Rubber/ Plastic)
Cosmetology		Beauty and Hair Dressing
		Beauty Culture and Cosmetology
		Cosmetology and Health
Cinematography		Applied Videography
		Audiography and Sound Engineering
		Cinematography
		Direction Screen Play Writing and TV Production
		Film and Video Editing
		Film Editing and TV Production
		Film Technology and TV Production (Cinematography)
		Film Technology and TV Production (Film Processing)
		Film Technology and TV Production (Sound Rec. and Sound Engineering)
		Film Technology(Animation and Visual Effects
		Photography
		Sound Recording Engineering
Hotel Management		Hotel Management and Catering Technology
Journalism and Mass Communication		Mass Communication
Cement Technology		Cement Technology
Engineering Education		Engineering Education
Fisheries Technology		Fisheries Technology

Home science		Home Science
Jewellery Design and Manufacture Technology		Jewellery Design and Manufacture Technology
Library and Information Science		Library and Information Science
Sugar Technology		Sugar Technology
Travel and Tourism		Travel and Tourism
Wood Technology		Wood Technology

Annexure 4A

CLOSEST AVAILABLE NOMENCLATURE OF UG DEGREES FOR THE DIPLOMA IN ENGINEERING AND TECHNOLOGY

Existing Nomenclature of Diploma	Closest Nomenclature of UG Degree
Aero Space Engineering	Aeronautical Engineering
Aeronautical Engineering	
Aircraft Maintenance Engineering (Avionics)	
Aircraft Maintenance Engineering	
Agricultural Engineering	Agriculture Engineering
Agricultural Technology	
Diploma in Architectural Assistantship	Architecture Engineering
Interior Decoration	
Interior Design	
Automobile Engineering	Automobile Engineering
Automobile Engineering (Automobile Fitter)	
Automotive Engineering	
Mechanical Engineering (Auto)	
Mechanical Engineering Automobile	
Biomedical Engineering	Biomedical Engineering
Biomedical Instrumentation	
Biotechnology	Biotechnology
Ceramic Engineering and Technology	Ceramic Engineering
Ceramic Technology	
Ceramics Engineering	
Glass and Ceramics Engineering	
Chemical Engineering	Chemical Engineering
Chemical Engineering (Fertilizer)	
Chemical Engineering (Oil Technology)	
Chemical Engineering (Part Time)	
Chemical Engineering (Petro Chemical)	
Chemical Engineering (Plastic and Polymer)	
Chemical Engineering (Sugar Technology)	
Chemical Engineering (SW)	
Chemical Technology	
Chemical Technology (Paint Technology)	
Chemical Technology (Rubber and Plastic Technology)	
Chemical Technology Fertilizer	
Chemical Technology (Rubber / Plastic)	
Surface Coating Technology	

Technical Chemistry	
Civil and Environmental Engineering	Civil Engineering
Civil and Rural Engineering	
Civil (Public Health and Environment) Engineering	
Civil Draftsman	
Civil Engineering	
Civil Engineering and Planning	
Civil Engineering (Building Services Engineering)	
Civil Engineering (Construction Technology)	
Civil Engineering (Environment and Pollution Control)	
Civil Engineering (Environmental Engineering)	
Civil Engineering (Public Health Engineering)	
Civil Engineering (Rural Engineering)	
Civil Engineering (Sandwich Pattern)	
Civil Engineering (Water Resource and Management)	
Civil Environmental Engineering	
Civil Technology	
Civil Engineering (Construction)	
Civil (SFS Mode)	
Construction Engineering	
Construction Technology	
Construction Technology and Management	
Geoinformatics and Surveying Technology	
Quantity Surveying and Construction Management	
Survey Engineering	
Water Resource Management	
Geographic Information System (G.I.S.) and Global Positioning System	
Transportation Engineering	
Water Technology and Health Science	
Advanced Computer Application	Computer Science and Engineering
Campus Wide Network Design and Maintenance	
Computer Hardware and Networking	
Computer and Information Science	
Computer Applications	
Computer Engineering	
Computer Engineering and Application	
Computer Hardware and Maintenance	
Computer Hardware and Networking	
Computer Networking	
Computer Science and Engineering	

Computer Science	
Computer Science and Technology	
Computer Science and Information Technology	
Computer Science and Systems Engineering	
Computer Software Technology	
Computer Technology	
Computer Technology and Applications	
Cyber Forensics and Information Security	
Diploma in Computer Applications	
I.T. (Courseware Engineering)	
Information and Communication Technology	
Information Engineering	
Information Science	
Information Science and Engineering	
Information Science and Technology	
Information Security Management	
Information Technology	
Information Technology and Engineering	
Information Technology Enabled Services and Management	
Network Engineering	
Post Graduate Diploma in Computer Application	
Web Designing	
Web Technologies	
Advanced Communication and Information System	
Electronics and Computer Engineering	
Dairy Engineering	Dairy Engineering
Electrical and Electronics (Power System)	Electrical Engineering
Electrical and Electronics Engineering	
Electrical and Electronics Engineering (Sandwich Course)	
Electrical and Instrumentation Engineering	
Electrical and Mechanical Engineering	
Electrical and Power Engineering	
Electrical Energy Systems	
Electrical Engineering (Instrumentation and Control)	
Electrical Engineering	
Electrical Engineering (Electronics and Power)	
Electrical Engineering (Industrial Control)	
Electrical Machines	
Electrical Power Systems	
Power Systems Engineering	
Electronics and Electrical Engineering	

Advanced Communication and Information System	Electronics and Communication Engineering
Advanced Electronics and Communication Engineering	
Applied Electronics	
Applied Electronics and Instrumentation Engineering	
Bio Electronics	
Digital Communications	
Digital Electronics	
Digital Electronics and Microprocessor	
Digital Electronics and Communication Engineering	
Digital Systems	
Electronic Engineering	
Electronic Instrumentation and Control Engineering	
Electronic Science and Engineering	
Electronics	
Electronics and Avionics	
Electronics and Communication Engineering	
Electronics and Communication Engineering(Industry Integrated)	
Electronics and Communication Technology	
Electronics and Instrumentation Engineering	
Electronics and Production	
Electronics and Telecommunication Engineering	
Electronics and Telecommunication Engineering (Technologyelectronic Radio)	
Electronics and Video Engineering	
Electronics (Fiber Optics)	
Electronics (Robotics)	
Electronics and Communication Engineering (Microwaves)	
Electronics and Communication Engineering (Sandwich)	
Electronics and Computer Engineering	
Electronics and Electrical Engineering	
Electronics and Telecommunication Engineering (Radio and System)	
Electronics Communication and Instrumentation Engineering	
Electronics Engineering	
Electronics Engineering (Industry Integrated)	
Electronics Engineering (Micro Electronics)	
Electronics Engineering (Specialization in Consumer Electronics)	
Electronics Engineering (Modern Consumer Electronics)	
Electronics Engineering With Microprocessor	
Electronics Instrumentation and Control Engineering	
Electronics Production and Maintenance	

Electronics Robotics (SW)	
Electronics Technology	
Embedded Systems	
Industrial Electronics	
Industrial Electronics (Sandwich Pattern)	
Micro Electronics	
Opto-Electronics Engineering	
Power Electronics	
Telecommunication Engineering	
Telecommunication Technology	
TV and Sound Engineering	
Information and Communication Technology	
Electrical and Electronics (Power System)	
Electrical and Electronics Engineering	
Electrical and Electronics Engineering (Sandwich Course)	
Electrical Engineering (Electronics and Power)	
Environmental Engineering	Environmental Engineering
Civil Engineering (Environment and Pollution Control)	
Civil Engineering (Environmental Engineering)	
Civil Environmental Engineering	
Fire Technology and Safety	Fire and Safety Engineering
Food Processing and Preservation	Food Engineering
Food Processing Technology	
Food Technology	
Automation and Robotics	Instrumentation Engineering
Control and Instrumentation	
Instrument Technology	
Instrumentation	
Instrumentation and Control Engineering	
Instrumentation (E&C)	
Instrumentation Engineering	
Instrumentation Technology	
Instruments and Medical Equipment	
Applied Electronics and Instrumentation Engineering	
Electronic Instrumentation and Control Engineering	
Electronics and Instrumentation Engineering	
Electronics Robotics (SW)	
Electrical and Instrumentation Engineering	
Electrical Engineering (Instrumentation and Control)	
ECG Technology	
Automation Engineering	

Electronics Communication and Instrumentation Engineering	
Footwear Technology	Leather Technology
Leather and Fashion Technology	
Leather Goods and Footwear Tech	
Leather Technology	
Leather Technology (Footwear)	
Leather Technology Footwear Computer Aided Shoe Design	
Leather Technology Tanning	
Saddlery Technology and Export Management	
Advanced Diploma in Marine Engineering and Systems	Marine Engineering
Marine Engineering	
Marine Engineering and Systems (Artificer Training)	
Marine Engineering and Systems	
CAD CAM	Mechanical Engineering
Design and Drafting	
Diploma in Mechanical Engineering	
Foundry Technology	
Heat Power Engineering	
Machine Engineering	
Mechanical (Computer Aided Design, Manufacture and Engineering)	
Mechanical CAD/CAM	
Mechanical Engineering(Industry Integrated)	
Mechanical Engineering(Sandwich Pattern)	
Mechanical Engineering	
Mechanical Engineering (Auto)	
Mechanical Engineering (Maintenance)	
Mechanical Engineering (Refrigeration and Air Conditioning)	
Mechanical Engineering (Tool and Die)	
Mechanical Engineering Auto Mobile	
Mechanical Engineering Power Plant Engineering	
Mechanical Engineering Production	
Mechanical Engineering Specialization in Cad	
Mechanical Engineering Tool Engineering	
Mechanical Engineering Tube Well Engineering	
Mechanical Engineering (CAD/CAM)	
Mechanical Engineering(Foundry) (SW)	
Mechanical Engineering(Machine Tool Maintenance and Repairs (SW)	
Mechanical Engineering (Repair and Maintenance)	
Mechanical Welding and Sheet Metal Engineering	

Navy Entry Artificer/ Diploma in Mechanical and Electrical	
Refrigeration and Air Conditioning	
Industrial Engineering and Management	
Maintenance Engineering	
Material Management	
Energy Systems Engineering	
Mechatronics	Mechatronics
Mechatronics-Sandwich	
Robotics and Mechatronics	
Metallurgical Engineering	Metallurgical Engineering
Metallurgy	
Metallurgy and Material Technology	
Artificer Training (Electronics)	Military Engineering
Artificer Training (Electrical)	
Artificer Training (Mechanical)	
Armament Engineering (Gun Fitter)	
Weapons Engineering	
Navy Entry Artificer/ Diploma in Mechanical and Electrical	
Mine Engineering	Mining Engineering
Mine Surveying	
Mining and Mine Surveying	
Shipbuilding Engineering	
Drilling Engineering	
Drilling Technology	
Paint Technology	Oil and Paint Technology
Chemical Engineering (Oil Technology)	
Chemical Technology (Paint Technology)	
Packaging Technology	Packaging Technology
Printing and Packing Technology	
Petrochemical Engineering	Petrochemical Engineering
Petrochemical Refinery	
Petrochemical Technology	
Petroleum Engineering	
Petroleum Technology	
Chemical Engineering (Petro Chemical)	
Pharmaceutical Chemistry and Technology	Pharmaceutical Engineering
Plastic and Mould Technology	Plastic and Polymer Technology
Plastic and Polymer Engineering	
Plastic Engineering	
Plastic Mould Technology (DPMT)	

Plastic Mould Technology (DPMT/PDPMT)	
Plastic Technology	
Plastic Technology (DPT/PDPT)	
Plastics Processing and Testing	
Polymer Engineering and Technology	
Polymer Technology	
Plastic Process and Testing	
Chemical Engineering (Plastic and Polymer)	
Printing and Packing Technology	Printing Technology
Printing Technology	
Industrial and Production Engineering	Production Engineering
Machine Tools and Maintenance Engineering	
Machine Tools Technology	
Manufacturing Engineering	
Manufacturing Technology	
Precision Manufacturing	
Production and Industrial Engineering	
Production Engineering	
Production Engineering (Sandwich)	
Production Technology	
Tool and Die Making	
Tool and Die Engineering	
Tool and Die Under Mechanical Engineering	
Tool Die and Mould Making	
Fabrication Technology	
Fabrication Technology and Erection Engineering (Sandwich Pattern)	
CAD CAM	
Design and Drafting	
Foundry Technology	
Mechanical (Computer Aided Design, Manufacture and Engineering)	
Mechanical CAD/CAM	
Mechanical Engineering (Tool and Die)	
Mechanical Engineering Production	
Mechanical Engineering Tool Engineering	
Mechanical Engineering (CAD/CAM)	
Mechanical Engineering (Foundry) (SW)	
Mechanical Engineering(Machine Tool Maintenance and Repairs) (SW)	
Mechanical Welding and Sheet Metal Engineering	
Pulp Technology	Pulp Technology

Wood and Paper Technology	
Apparel Design and Fabric	Textile Technology
Apparel Design and Fabrication Technology	
Apparel Design and Fashion Technology	
Apparel Manufacture and Design	
Apparel Technology	
Computer Aided Costume Design and Dress Making	
Costumer Design and Dress Making	
Diploma in Handloom and Textile Technology	
Diploma in Textile Technology (Man Made Fibre Technology)	
Dress Designing and Garment Manufacturing	
Fashion and Clothing Technology	
Fashion and Design	
Fashion and Apparel Design	
Fashion Designing	
Fashion Designing and Garment Technology	
Fashion Technology	
Garment Technology	
Garment and Fashion Technology	
Garment Design and Fashion Technology	
Garment Fabrication	
Garment Manufacturing Technology	
Handloom and Textile Technology	
Knitting and Garment Technology	
Knitting Technology	
Textile Chemistry	
Textile Design	
Textile Designing	
Textile Designing Printing	
Textile Engineering	
Textile Manufactures	
Textile Manufacturing and Technology	
Textile Marketing and Management	
Textile Processing	
Textile Processing Technology	
Textile Technology	
Textile Technology (Sandwich)	
Textile Technology (Textile Design and Weaving)	
Textile Technology (Manmade Fibre)	
CDDM (Costume Design and Dress Making)	
Rubber Technology	Rubber Technology

Chemical Technology (Rubber and Plastic Technology)	
Chemical Technology (Rubber / Plastic)	
Hotel Management and Catering Technology	Hotel Management and Catering Technology
Biomedical Instrumentation	Medical Electronics
Diploma Medical Lab Technology	
Medical Electronics Engineering	
Medical Electronics	
Medical Laboratory Technology	
MLT (Medical Laboratory Technology)	
Instruments and Medical Equipment	
Cement Technology	*
Engineering Education	*
Fisheries Technology	*
Home Science	*
Jewellery Design and Manufacture Technology	*
Library and Information Science	*
Sugar Technology	*
Travel and Tourism	*
Wood Technology	*
Beauty and Hair Dressing	*
Beauty Culture and Cosmetology	*
Cosmetology and Health	*
Applied Videography	*
Audiography and Sound Engineering	*
Cinematography	*
Direction Screen Play Writing and TV Production	*
Film and Video Editing	*
Film Editing and TV Production	*
Film Technology and TV Production (Cinematography)	*
Film Technology and TV Production (Film Processing)	*
Film Technology and TV Production (Sound Rec. and Sound Engineering)	*
Film Technology(Animation and Visual Effects	*
Photography	*
Sound Recording Engineering	*
Mass Communication	*
Accounts and Audit	*
Administration Services	*
Computer Application and Business Management	*
Finance Account and Auditing	*

Modern Office Management	*
Modern Office Management and Secretarial Practice	*
Modern Office Practice	*
Commercial and Computer Practise	*
Commercial Practice	*
Commercial Practice (KAN and ENG)	*
ECG Technology	*
Health Care Technology	*
Ophthalmic Technology	*
Technician X-Ray Technology	*
3-D Animation and Graphics	*
Animation and Multimedia Technology	*
Multimedia Technology	*

Note: The Institutions running * Diploma Courses have to continue at the same level or may opt for the closure of the Course.

Annexure 4B

CLOSEST AVAILABLE NOMENCLATURE OF DIPLOMA FOR THE UG DEGREE IN ENGINEERING AND TECHNOLOGY

Existing Nomenclature of UG Degree	Closest Nomenclature of Diploma
Aero Space Engineering	Aeronautical Engineering
Aeronautical Engineering	
Aircraft Maintenance Engineering	
Agricultural Engineering	Agricultural Engineering
Agricultural Technology	
Agriculture Engineering	
Architectural Assistantship	Architectural Assistantship
Architecture and Interior Decoration	
Architecture Assistantship	
Automobile Engineering	Automobile Engineering
Automobile Maintenance Engineering	
Automotive Technology	
Mechanical Engineering Automobile	
Biomedical Engineering	Biomedical Engineering
Biomedical Instrumentation	
Electronics and Biomedical Engineering	
Biotechnology	Biotechnology
Biotechnology and Biochemical Engineering	
Industrial Biotechnology	
Ceramic Engineering and Technology	Ceramics Engineering
Ceramic Technology	
Ceramics Engineering	
Chemical and Electro Chemical Engineering	Chemical Engineering
Biochemical Engineering	
Chemical Engineering	
Chemical Engineering (Plastic and Polymer)	
Chemical Technology	
Dye Stuff Technology	
Surface Coating Technology	Surface Coating Technology
Oil and Paint Technology	
Oil Technology	Chemical Engineering (Oil Technology)
Oils, Oleochemicals and Surfactants Technology	
Paint Technology	
Building and Construction Technology	Civil Engineering (Construction Technology)
Construction Engineering	
Construction Technology	
Construction Technology and Management	
Civil Engineering (Construction Technology)	
Civil and Infrastructure Engineering	
Civil and Environmental Engineering	Civil and Environmental Engineering
Environment Engineering	

Environmental Engineering	
Environmental Science and Engineering	
Environmental Science and Technology	
Civil Engineering (Environmental Engineering)	
Civil Engineering (Public Health Engineering)	
Civil and Rural Engineering	Civil Engineering
Civil Technology	
Civil and Water Management Engineering	
Civil Engineering	
Civil Engineering and Planning	
Construction Engineering and Management	
Geo Informatics	Geoinformatics and Surveying Technology
3-D Animation and Graphics	3-D Animation and Graphics
Advanced Computer Application	
Computer and Communication Engineering	Computer Engineering
Computer Engineering	
Computer Engineering and Application	
Computer Networking	
Computer Science and Engineering	
Computer Science	
Computer Science and Technology	
Computer Science and Information Technology	
Computer Science and Systems Engineering	
Computer Technology	
Computing in Computing	
Computing in Multimedia	
Computing in Software	
Information and Communication Technology	Information Technology and Engineering
Information Engineering	
Information Science and Engineering	
Information Science and Technology	
Information Technology	
Information Technology and Engineering	
Software Engineering	
Dairy Engineering	Dairy Engineering
Diary Technology	
Electrical and Computer Engineering	Electrical Engineering
Electrical and Electronics (Power System)	Electrical and Electronics Engineering
Electrical and Electronics Engineering	
Electrical and Electronics Engineering (Sandwich)	
Electrical and Instrumentation Engineering	
Electrical Engineering	
Electronics and Electrical Engineering	
Electrical Engineering (Electronics and Power)	
Electrical Instrumentation and Control Engineering	
Electrical, Electronics and Power	

Electrical and Mechanical Engineering	Electrical and Power Engineering
Electrical and Power Engineering	
Electrical Engineering Industrial Control	
Advanced Communication and Information System	Advanced Electronics and Communication Engineering
Advanced Electronics and Communication Engineering	
Applied Electronics and Instrumentation Engineering	
Applied Electronics and Communications	
Communication Engineering	
Digital Techniques for Design and Planning	Digital Electronics
Electronic Engineering	Electronics and Communication Engineering
Electronic Science and Engineering	
Electronics	
Electronics and Communication Engineering	
Electronics and Communication Engineering (Industry Integrated)	
Electronics and Instrumentation Engineering	Electronics and Telecommunication Engineering
Electronics and Telecommunication Engineering	
Electronics and Telecommunication Engineering (Technologynician Electronic Radio)	
Electronics Communication and Instrumentation Engineering	
Radio Physics and Electronics	
Applied Electronics and Instrumentation Engineering	
Telecommunication Engineering	
Electronics and Biomedical Engineering	
Electronics and Communication Engineering (Microwaves)	
Electronics and Communication Engineering (Sandwich)	
Electronics and Computer Science	
Electronics and Control Systems	Electronics and Electrical Engineering
Electronics and Electrical Engineering	
Electronics and Power Engineering	
Electronics and Telematics Engineering	
Electronics Design Technology	
Electronics Engineering	
Electronics Instrumentation and Control Engineering	
Electronics System Engineering	
Electronics Technology	
Optics and Optoelectronics	Opto-Electronics Engineering
Power Electronics	Power Electronics
Power Electronics and Instrumentation Engineering	
Power Electronics Engineering	
Fire Technology and Safety	Fire Technology and Safety
Safety and Fire Engineering	
Food Engineering and Technology	Food Technology
Food Processing and Preservation	
Food Processing Technology	
Food Technology	
Food Technology and Management	

Automation and Robotics	Automation Engineering
Automation Engineering	
Instrument Technology	Instrumentation Engineering
Instrumentation	
Instrumentation and Control Engineering	
Instrumentation and Electronics	
Instrumentation Engineering	
Instrumentation Technology	
Robotics and Automation	Automation and Robotics
Medical Electronics Engineering	Medical Electronics Engineering
Medical Electronics	
Medical Lab Technology	
Foot Wear Technology	Footwear Technology
Leather Technology	Leather Technology
Naval Architecture and Ship Building Engineering	Shipbuilding Engineering
Shipbuilding Engineering	
Marine Engineering	Marine Engineering
Marine Technology	
Industrial and Production Engineering	Industrial and Production Engineering
Industrial Engineering	
Industrial Engineering and Management	
Mechanical Engineering (Production)	
Production and Industrial Engineering	
Production Engineering	
Production Engineering (Sandwich)	
Manufacturing Engineering	Manufacturing Engineering
Manufacturing Engineering and Automation	
Manufacturing Engineering and Technology	
Manufacturing Process and Automation Engineering	
Manufacturing Science and Engineering	
Manufacturing Technology	
Mechanical and Automation Engineering	Mechanical Engineering
Mechanical Engineering (Industry Integrated)	
Mechanical Engineering (Sandwich Pattern)	
Power Engineering	
Mechanical Engineering	
Mechanical Engineering (Automobile)	Mechanical Engineering (Automobile)
Mechanical Engineering Automobile	
Mechanical Engineering (Repair and Maintenance)	
Precision Manufacturing	Mechatronics
Mechatronics	
Mechatronics Engineering	
Mechatronics Engineering (Sandwich)	
Tool Engineering	Tool and Die Engineering
Material Science and Technology	Metallurgical Engineering
Metallurgical and Materials Engineering	
Metallurgical Engineering	
Metallurgy	

Metallurgy and Material Technology	
Mine Engineering	Mining Engineering
Mining Engineering	
Packaging Technology	Printing and Packing Technology
Printing and Packing Technology	
Printing Technology	
Petrochem and Petroleum Refinery Engineering	Petroleum Engineering
Petrochemical Engineering	
Petrochemical Technology	
Petroleum Engineering	
Petroleum Technology	
Pharmaceuticals and Fine Chemical Technology	Pharmaceutical Chemistry and Technology
Pharmaceuticals Chemistry and Technology	
Plastic and Polymer Engineering	Plastic and Polymer Engineering
Plastics Engineering	
Plastics Technology	
Polymer Engineering	
Polymer Engineering and Technology	
Polymer Science and Chemical Technology	
Polymer Science and Technology	
Polymer Technology	
Pulp Technology	Pulp Technology
Apparel and Production Management	Apparel Manufacture and Design
Fashion and Apparel Technology	Fashion and Apparel Design
Fashion and Apparel Engineering	
Fashion Technology	
Fibres and Textiles Processing Technology	Textile Processing Technology
Jute and Fibre Technology	
Man Made Fibre Technology	
Man-Made Textile Technology	
Silk Technology	Textile Engineering
Textile Chemistry	
Textile Engineering	
Textile Plant Engineering	
Textile Processing	
Textile Technology	
Rubber Technology	Rubber Technology
Cement and Ceramic Technology	Cement Technology
Nano Science and Technology	*
Nano Technology	*
Nano Technology and Robotics	*
Planning	*
Energy and Environmental Management	*
Energy Engineering	*
Airline Management	*

Note: The Institutions running * Degree Courses have to continue at the same level or may opt for the closure of the Course.

Annexure 5

PROCESS FLOW CHART FOR ESTABLISHMENT OF NEW TECHNICAL INSTITUTIONS
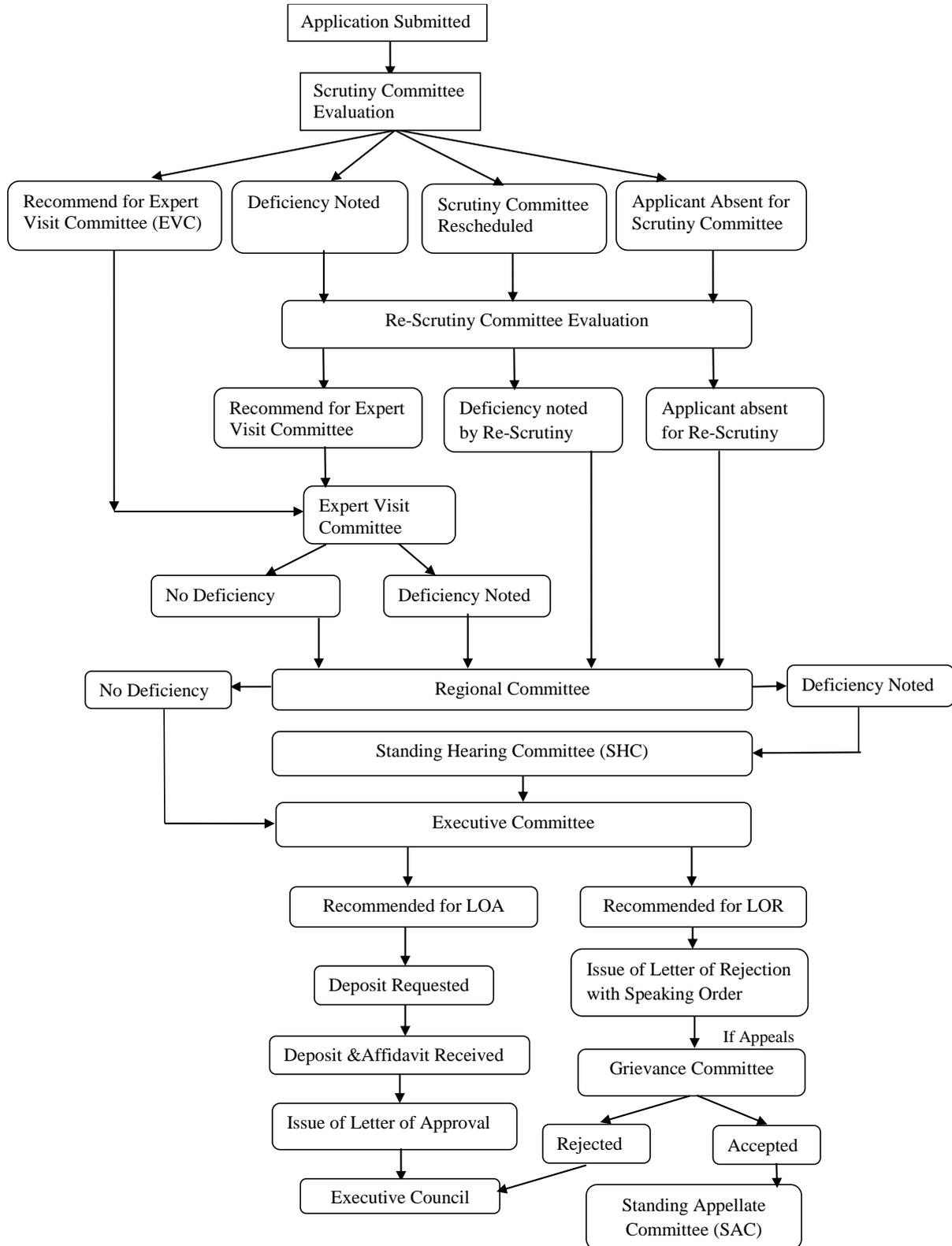
Annexure 6

RECOMMENDED MAXIMUM TUITION AND DEVELOPMENT FEE PER ANNUM FOR FULL TIME PROGRAMMES BY THE NATIONAL FEE COMMITTEE

	Type X cities	Type Y cities	Type Z cities
Undergraduate Degree Programs			
4 Year Engineering Degree (B.E./ B.Tech.)	1,58,300	1,50,500	1,44,900
5Year Architectural Degree (B.Arch.)	2,25,300	2,13,500	2,05,050
4 Year Town Planning Degree	2,25,600	2,13,750	2,05,350
5Year Applied Arts and Crafts Degree	2,25,600	2,13,750	2,05,350
4 Year Pharmaceutical Degree (B. Pharma.)	1,55,125	1,47,250	1,41,650
4 Year Degree in HMCT	1,55,125	1,47,250	1,41,650
Post Graduate Degree Programs			
2 Year Engineering Degree (M.E./ M.Tech.)	2,51,350	2,39,950	2,31,350
2 Year Architectural Degree (M.Arch.)	2,69,700	2,56,100	2,45,875
2 Year Town Planning Degree	2,69,700	2,56,100	2,45,875
2 Year Applied Arts and Crafts Degree	2,69,700	2,56,100	2,45,875
2 Year Pharmaceutical Degree (M.Pharm.)	2,27,500	2,16,100	2,07,500
2 Year Degree in HMCT	2,27,500	2,16,100	2,07,500
3 Year MCA	1,71,150	1,63,250	1,57,650
2 Year MBA	1,71,300	1,63,400	1,57,800
Diploma Programs			
3/ 4 Year Diploma Engineering	97,350	92,375	89,100
3/ 4 Year Diploma Architecture	97,900	92,925	89,650
3/ 4 Year Diploma Town Planning	97,900	92,925	89,650
3/ 4 Year Diploma Applied Arts and Crafts	99,500	94,500	91,200
3/ 4 Year Diploma HMCT	98,000	93,000	89,700
3/ 4 Year Diploma Pharmacy	97,975	93,000	89,700
Post Diploma Programs			
1.5-2 Year Diploma Engineering	97,800	92,850	89,550
1.5-2 Year Diploma Architecture	98,650	93,650	90,350
1.5-2 Year Diploma Pharmacy	98,650	93,650	90,350
1.5-2 Year Diploma Applied Arts and Crafts	100,250	95,300	92,000
1.5-2 Year Diploma HMCT	98,750	93,775	90,475

Type X/ Y/ Z cities as per VI Central Pay Commission Classification of Cities

Annexure 7

LAND REQUIREMENT AS PER APPROVAL PROCESS HANDBOOK NORMS DURING THE PREVIOUS YEARS

DEGREE LEVEL INSTITUTIONS

Year	Engineering and Technology			Architecture/ Planning/ HMCT			Applied Arts and Crafts			Pharmacy			Management			MCA		
	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural
1985-90	3 x plinth area for buildings + playground + allowance for future development																	
1995		20	20															
1997	2	4	10															
1999-2003	5	10	25	2	5	10	0.5	2.5	5	0.5	2.5	5	0.5	1.25	2.5	0.5	1.5	2.5
2004-2005	5	10	10	2	5	5	0.5	2.5	2.5	0.5	2.5	2.5	0.5	1.25	1.25	0.5	1.25	1.25

Year	Engineering and Technology			Architecture/ Planning/ HMCT			Applied Arts and Crafts			Pharmacy			Management			MCA		
	Mega/ Metro	Urban	Non-urban	Mega/ Metro	Urban	Non-urban	Mega/ Metro	Urban	Non-urban	Mega/ Metro	Urban	Non-urban	Mega/ Metro	Urban	Non-urban	Mega/ Metro	Urban	Non-urban
2006-09	3	5	10	1	1.5	2.5	0.70	1	2	0.75	1.25	2	0.5	0.5	1	0.5	0.75	1.5
2010-11	2.5	4	10	1	1.5	2.5	0.75	1	2	0.75	1.25	2	0.5	0.5	1	0.5	0.75	1.5
2011-15	2.5		10	1		2.5	0.75		2	0.75		2	0.5		1	0.5		1.5
2016-17	1.5	2.5	7.5	1	1	2.5	0.75	0.75	2	0.75	0.75	2	0.5	0.5	1	0.5	0.5	1.5

DIPLOMA LEVEL INSTITUTIONS

Year	Engineering and Technology			Architecture/ Planning			Applied Arts and Crafts			Pharmacy			HMCT (Deg. + Dip)			HMCT		
	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural
1985-90	3 x plinth area for buildings + playground + allowance for future development																	
1997	2	4	8															
1999-2003	5	10	20	0.5	1.5	3	0.5	1.5	2.5	-	-	-	0.5	2.5	5	0.5	1.5	3
2004-06	5	10	10	2	5	5	0.5	2.5	2.5	0.5	2.5	2.5	0.5	2.5	2.5	0.5	1.5	1.5

Year	Engineering and Technology			Architecture/ Planning/ HMCT			Applied Arts and Crafts			Pharmacy			HMCT (Degree + Diploma)			HMCT		
	Mega/ Metro	Urban	Non-urban	Mega/ Metro	Urban	Non-urban	Mega/ Metro	Urban	Non-urban	Mega/ Metro	Urban	Non-urban	Mega/ Metro	Urban	Non-urban	Mega/ Metro	Urban	Non-urban
2007-10	1.5	2.5	5	1.5	2.5	5	1.5	2.5	5	1.5	2.5	5	-	-	-	1.5	2.5	5
2011-15	1.5		5	1		2.5	0.75		2	0.75		2	-	-	-	1		2.5
2016-17	1.5	1.5	4	1.0	1	2.5	0.75	0.75	2	0.75	0.75	2	-	-	-	1	1	2.5

STAND ALONE PG INSTITUTIONS

Year	Engineering and Technology			Arch/ Planning/ HMCT			Applied Arts and Crafts			Pharmacy			Management			MCA		
	Mega	Metro/ State capital	Others	Mega	Metro/ State capital	Others	Mega	Metro/ State capital	Others	Mega	Metro/ State capital	Others	Mega	Metro/ State capital	Others	Mega	Metro/ State capital	Others
2011-15	2.5		10	1		2.5	0.75		2	0.75		2	0.5		1	0.5		1.5
2016-17	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Note: *The above Table consolidates the extent of land for the previous years, for other conditions/details, respective Approval Process Handbook shall be verified.*
   Unit for land is in Acres for all the years, except for 1997, it is hectares

Annexure 8

FIRE AND LIFE SAFETY MEASURES FOR INSTITUTIONS

General requirements that every Institution shall have to ensure safe environment for the students and staff of any professional education Institution (Table 1). A checklist of provisions to be made in case of above mentioned events for ready reference of the Institutions (Annexure 9). The essential and desirable provisions/ general guidelines to take care in case of possible hazardous situations are as follows:

- Fire
- Electrical hazard
- Unsafe Drinking water/ food
- Laboratory accidents
- Workshop accidents
- Emergency situations in case of physically challenged
- Structural failure of building
- Accidents during sports/ social events
- Stampede
- Construction activity hazards
- Transport vehicle accident
- Lift accidents
- Earthquake
- Cyclone
- Flood
- Landslide

Table 1 Essential general requirements for any Institution

1	Have you identified possible hazardous situations considering nature of your Institution and location of the Institution?	Yes/ No
2	Have you classified these risks into intolerable, undesirable and negligible?	Yes/ No
3	Have you prepared a risk response plan for each of the situation?	Yes/ No
4	Are the stakeholders been made aware about the risk response plans?	Yes/ No
5	Are you conducting any training Programmes or mock drills of such eventualities?	Yes/ No
6	Is safety audit done periodically?	Yes/ No
7	Do you have established procedures required to handle such emergency situations?	Yes/ No
8	Do the procedures clearly define duties and responsibilities of various authorities and agencies?	Yes/ No
9	Have you appointed a single person (Safety Officer) who is responsible to make all arrangements to eliminate and/ or to avoid such events?	Yes/ No
10	Is each of the student/ staff person using the Institution facility has undergone a test to verify whether he/ she has understood the procedures?	Yes/ No

Annexure 9

ESSENTIAL AND DESIRABLE REQUIREMENTS/ GENERAL GUIDELINES IN CASE OF VARIOUS EVENTS

➢ FIRE
Essential requirements:
• All the buildings, after completion and before occupation, shall be inspected for fire and life safety measures by the Local Fire Service Authorities and a Certificate to that effect shall be obtained. In the absence of such a Certificate, following requirements shall be met. • Fire buckets filled with sand shall be hanged in the protected stands near workshop, Laboratory, DG room, transformer and sub-station. • Fire point should be established in front of each building with 2 fire water buckets, 2 sand buckets and 4 fire extinguishers one of each type. • Minimum 2 numbers of extinguisher of any type should be installed at every prominent location.
• Every exit, exit access or exit discharge shall be continuously maintained free of all obstructions or impediments to full use in case of fire or other emergency.
• Retro reflective Signage shall be provided for escape routes at suitable height.
• Evacuation drill shall be conducted for each building quarterly.
• To avoid stampede and to manage any emergency properly, the Institution should have a Standing Fire Order – Document containing established procedures required to handle fire and emergency situations in which duties and responsibilities of various Authorities and Agencies are included (Sample copy enclosed).
Desirable requirements:
• The CCTV camera shall be provided to cover all the important areas of the campus including firefighting system like extinguishers, hose reels, risers, automatic detection and alarm system, sprinkler system, manual call points etc.
• Assembly point shall be provided in a safe place with no fencing around it.
➢ ELECTRICAL HAZARD
Essential requirements:
• Proper earthing and bonding of electrical wiring shall be ensured.
• All major equipment shall be earthed separately.
• Earth leakage circuit breaker (ELCB) shall be provided as required.
• No overhead High tension electric line shall pass across the premises.
• Sub stations or transformers, if any, shall be segregated. Carbon di-oxide, dry chemical powder (DCP) and Mechanical foam fire extinguishers, san buckets shall be provided.
Desirable requirements:
• All overhead electric lines shall be at a height not less than 5.4 m from the ground.
• Electrical resistant mats should be placed in front of every electric panel.
• Only trained and licensed electricians should be allowed to do work related to electric supply.
• Vertical clearance of any bare electric line passing near a building shall be minimum 2.43 m from the highest point in the building and the horizontal clearance shall be minimum 1.2 m from the closest part.
• A clear space of not less than 1 m in width shall be provided in front of the switchboard.
• If there are any attachments or bare connections at the back of the switchboard, the space (if any) behind the switchboard shall be either less than 20 cm or more than 75 cm in width, measured from the farthest outstanding part of any attachment or conductor.
• Lightning arrester shall be provided for all the buildings.

> UNSAFE DRINKING WATER/ FOOD

Essential requirements:

- Clean all reservoirs on periodic basis.

- Test quality of water every three months.

Desirable requirements:

- Test quality of samples of food prepared on campus in an independent Laboratory preferably once in six months.

> LABORATORY ACCIDENT

Essential requirements:

- Warning symbols shall be provided inside and outside the Laboratories.

- List of chemicals used in the Laboratory shall be displayed outside.

- Instructions regarding the procedure to be followed in case of an emergency occurring in the building shall be displayed inside and outside the Laboratory in the form of Do's and Don'ts.

- First aid kit shall be maintained, wherever necessary

- Emergency contact numbers shall be displayed inside for contacting in case of any emergency which should include Safety Officer, fire control room, medical Assistance, Security assistance, Head of the concerned department, maintenance services.

- Personal protective equipment, as necessary, shall be provided for each one entering the Laboratory.

Desirable requirements:

- Provision for fume hood should be made.

- Glove box for Experiments shall be provided.

- Good housekeeping practice shall be followed.

- Knowledge to operate the fire extinguisher provided inside and outside the Laboratory.

- Flooring of the Laboratory shall be non-skid and non-static.

- Proper ventilation facilities shall be provided to prevent accumulation of dust and fumes.

- Only small quantity for experimental purpose shall be kept in Laboratory and the quantity shall be noted every day.

- Material safety data sheet for relevant chemicals shall be provided.

- Disposal of chemical waste shall be done properly on daily basis.

> WORKSHOP ACCIDENT

Essential requirements:

- Personal protective equipment shall be available for each one entering the workshop.

- Instructions for workshop safety must be displayed inside and outside the workshop.

- First aid kit shall be maintained.

- Safety precaution for operation for each machine should be affixed with it.

- Standard Operating Procedure (S.O.P.) for all the equipment and system must be prepared and properly displayed near the respective machine.

- All the electrically operated machinery should be properly earthed and bonded.

- Emergency contact numbers shall be displayed for contacting in case of any emergency which should include Safety Officer, fire control room, medical assistance, Security assistance, Head of the concerned department, maintenance services.

- Instructions regarding the procedure to be followed in case of an emergency occurring in the building outside the workshop during the running of workshop shall be displayed inside and outside the workshop in the form of Do's and Don'ts.

Desirable requirements:

- While installing or keeping machines and tool, racks aisles and gangways should be provided.

- There should be Schedule for standard test for machines and tools.

- Workshop floor should be made by non-skid and non-static floor tiles.
- Place for disposal of materials should be properly marked.
- Housekeeping shall be done as per proper Schedule.
- Various fuels used in workshop shall be stored in minimum quantity according to requirement.
- Proper ventilation facilities shall be provided to prevent dust accumulation.

➢ EMERGENCY SITUATION - PHYSICALLY CHALLENGED

Essential requirements:

- Ramp shall be provided for the disabled for easy access to and evacuation from the building.
- Sufficient wheel chairs and stretchers shall be available for use in emergency.

Desirable requirements:

- Information regarding the number of physically challenged people in the campus should be available with the Safety Officer.
- The time and the number of physically challenged persons among the visitors shall be recorded at security gate.

➢ STRUCTURAL FAILURE OF BUILDING

General Guidelines:

- Emergency evacuation procedure with evacuation plan shall be kept ready.
- Provisions shall be made to cut off water, electricity and LPG connections safely from outside the building.
- Structural audit of buildings shall be done periodically.

➢ ACCIDENTS DURING SPORTS/ SOCIAL EVENTS

General Guidelines:

- A qualified medical practitioner should be present or available on call.
- Trained Para-medical staff and first-aid kit shall be available.
- Structural strength of temporary galleries and other temporary structures shall be ensured.
- In permanent structures, no exit shall be locked permanently, for any reason.
- Training in first aid shall be given to all volunteers.
- Proper signage for exits and safe assembly points.
- Information regarding Exit, Escape routes, entry, parking, seating arrangements etc. shall be made available to all entrants in graphical form.
- Well-equipped vehicle or ambulance shall be available for emergencies.
- Barricading, if provided, shall not obstruct safe escape routes.
- Temporary galleries/ pandals and other temporary structures shall conform relevant Indian Standards and Codes for practice
- Provision for a dispensary should be made.
- Sufficient power back up for illumination shall be provided.
- The pressure points, near the diversion or change in pathway, shall always be attended by trained guards or volunteers to avoid stampede.
- Crowd management system shall be established for continuous monitoring of status of crowd, behavior and movement.
- Public address system and other communication system shall be maintained at the crowd management centre.
- Early opening and delayed closing shall help to prevent stampede.

➢ STAMPEDE

Guidelines to be followed

- Proper signage for traffic control route shall be displayed.
- Public Address system shall be implemented to communicate and to direct.

- Power back up for extra illumination of exit routes shall be available.
- It is necessary to do planning and practicing mannerly and orderly evacuation and maintaining records.
- Student volunteers need to be trained for proper evacuation
- Ensure that no more than 4 persons/ m^2 shall assemble in all assembly areas.
- Temporary barriers shall be provided to use in emergency to restrict and to control traffic.

➢ CONSTRUCTION ACTIVITY HAZARDS

General Guidelines:

- Safety helmets are worn.
- Barricade entire construction work area from other educational area.
- Where guarding to working area is impractical, use of safety nets and harnesses must be done.
- Erect warning signs during striking operations.
- Erect safety signs and barriers to keep unauthorized persons away from work area.
- Inspection chambers in the ground and openings in the slab are either covered over and a warning sign erected or protected by some guard rails.
- Scaffolds and other working platforms should be equipped with guard rail and toe board.
- Remove periodically all unnecessary obstructions, which may create a hazard.
- Waste materials being disposed off from heights should always be lowered safely and never thrown or dropped from working area.
- No person should be allowed access under slab formwork during pouring.
- Never allow partially struck formwork to be left unattended.
- Wear appropriate protective clothing.
- Keep the electric leads, compressed air lines and pump lines as short as possible to prevent risk of tripping injuries.
- Inspect periodically all scaffolds, working platforms, screens and other lifting and handling devices and maintain a record of inspection.
- No person under the age of 18 years should be allowed to operate any item of powered plant.
- Take care of personal hygiene.

➢ TRANSPORT VEHICLE ACCIDENTS

General Guidelines:

- Fire Extinguisher shall be provided in all vehicles.
- Driver and attender shall be trained in first aid firefighting and first aid and the records of refresher training shall be maintained.
- Geographic positioning system (GPS) shall be provided for all vehicles for college transport.
- Emergency exits must be properly maintained in the vehicle.
- All emergency numbers shall be displayed in the vehicle, inside and outside.
- Name of the College and contact number shall be written legibly on all four sides of the vehicle.
- Driver cabin should be separate.
- Fitness Certificate test records and records of repair and maintenance of the vehicle shall be maintained.
- Details of battery, tyre, issue of lubricants, fuel etc. shall be properly maintained.

➢ LIFT ACCIDENTS

General Guidelines:

- Signage should indicate precautions to be taken for lift operations.
- A phone unit and an alarm bell should be provided inside the lift cabin.
- Emergency contact numbers need to be displayed inside and outside of the lift cabin.
- Emergency lighting should be available.

- Sufficient number of lifts shall be provided to avoid overcrowding.
- Passenger and service lifts should be separately provided.
- Fitness Certificate from the concerned Authority should be available and displayed.

➢ EARTH QUAKE

General Guidelines:

- Construction of building shall be as per relevant Indian Standards and Codes of practice.
- Already constructed structures, if already not designed to satisfy earthquake resistance, shall be strengthened as per relevant Indian Standards and Codes of practice.
- Proper evacuation plan based on the Standing Fire Order shall be maintained and it should cover all the possible emergencies.
- Evacuation drill/ Exit drill shall be conducted quarterly and such records shall be maintained (Different groups, members, date of conduct, observations).
- Training should be given to all members of the evacuation teams to perform their duties and records shall be maintained.
- The most suitable and safest place shall be selected as safe assembly point for each building.
- Large or heavy items, if any, shall be placed closest to the ground.
- Hang large items such as framed pictures, large mirrors etc. away from sitting place, bed and protected escape routes.
- Brace overhead light fittings properly.
- An inventory for the details of heavy duty equipment and necessary tools with the details and contact numbers of owner and operator shall be maintained for ready reference.
- Avoid glass paneling for buildings. However, if provided, shall be protected with metal screens.

➢ CYCLONE

General Guidelines:

- Keep in contact with the concerned authorities before the cyclone season each time for warning and precautionary measures.
- List of emergency phone numbers shall be displayed.
- Training should be given to all members of the response teams to perform their duties and records shall be maintained
- Provision shall be made to secure strongly all doors, windows and other openings, if any, in closed position.
- Emergency kits containing portable battery radios, torch lights, spare batteries, water container, dry fruits, match boxes, fuel lamps, portable stove, cooking utensil, etc. shall be maintained in cyclone prone areas.
- Low frequency communication devices shall be in place.
- Avoid glass paneling for buildings. However, if provided, shall be protected with metal screens.
- Construction of buildings shall be strong enough to resist collapse during wind.
- Long and continuous structures shall be avoided so as to reduce the effect of wind.
- Deep rooted plants which can resist wind can be planted around but outside the boundary wall to reduce the wind velocity.
- No tall plants shall be there in the compound, especially near any building.

➢ FLOOD:

General Guidelines:

- Provision for the storage of drinking water at the rate of 4.5 liters/ 1 Day/ person for the total occupants for a minimum of 3 days during impending flood shall be made.
- Provision for storage of nonperishable easy to prepare food for 3 days supply during impending flood shall be made.
- Flash light for signal (Red cross store) shall be arranged.

- Portable battery Radios (if possible NOAA - National Oceanic and Atmospheric Administration type) shall be arranged.

- Flood rescue equipment like lifebuoy, life jacket, portable boats with oar and out board engine, rope shall be stored and ready for use.

- Occupational Health center shall be maintained.

- Para medical Team shall be available and trained.

- Provision should be made on top floors of the buildings for shelter in case of flood.

- Insect repellants and sunscreen shall be stored.

➢ LAND SLIDE

General Guidelines:

- Construct Retaining walls wherever necessary to prevent erosion.

- Train permanent staff to identify the symptoms of landslide.

- Avoid buildings in steep slope or along natural erosion valleys.

STANDING FIRE ORDER
(To be displayed at all the floors at suitable visible places with all emergency contact numbers)

Responsible authorities
1. The person who detects the Fire
2. Safety Officer
3. Maintenance Section

The person who detects the fire:

- Immediately inform the Safety Officer and Head of the section/ division

Responsibilities of safety Officer:
On receipt of information:

- He/ She shall immediately proceed to the scene of incident and assess the situation.

- If considered necessary, he/ she shall raise fire alarm for his/ her zone and notify the incident to Fire department and the listed emergency services. Officer shall have to confirm this action latter.

- If necessary, he/ she shall direct the Maintenance section to salvage the records and materials from the area.

- If considered necessary, he/ she shall evacuate his/ her zone and/ or neighboring zones.

- At the earliest opportunity, he/ she shall inform the incident to the Departmental head.

Duties of Maintenance section Members:
On receipt of call for emergency in their own zone, all the members of Maintenance section;

- Shall immediately proceed to the place of incident and Report to their Duty Officer.

- Shall strictly follow the instructions of Safety Officer and work under him/ her as per his/ her directions.

- Shall, as per the instructions from Duty Officer/ Fire Officer, switch off electrical supply to the affected area.

- Shall see that electric supply is restored only on instructions from the Duty Officer/ Fire Officer.

- Close the air condition system at the affected area.

- Shall ensure that booster pump located in the building is Switched On.

- Shall ensure that all the Hydrants in and around the Building are charged with sufficient pressure.

Duties of other staff from the affected zone/ zones:
On hearing the Emergency Alarm, all the other members of staff:

- Are requested no to be panic, but to remain calm and follow instructions of the Safety Officer in an orderly and disciplined manner.

- If directed to evacuate, shall ensure that all the electric lights at their work place are switched off and that all the windows and doors of their area are properly closed before leaving the place.

- During evacuation, shall proceed in an orderly manner to the ground floor by the nearest available

staircase/ emergency exit.
- Shall not use the lifts.
- Shall see that, persons assigned with specific duties in an emergency are not disturbed or obstructed in their work.
- If requested by Safety Officer, shall help in removing the records and materials not affected by the fire.

If you discover a Fire:
- Do not panic.
- Break the glass of nearest fire alarm/ manual call point.
- Call Fire Services on 101/ Local Fire service Telephone No.
- Inform Security/ Safety Officer
- Inform Officer in-charge.
- Call for assistance.
- Attack the fire with the fire extinguishers provided.
- Protect material, which is not involved in Fire.

If you hear the evacuation signals:
- Stop machines.
- Shut off gas and electric power, but not lighting.
- Close doors and windows.
- Leave the building immediately by the nearest exit.
- Do not run.
- Do not go to cloakroom.
- Do not stop to collect personal belongings.
- Report to assembly point.

For your own safety you should know:
- The position of the nearest fire alarm point.
- The position of the nearest fire extinguisher and operation method.
- The nearest exit route.
- Your assembly point.
- Road should be kept clear for the movement of Fire Service Vehicles.
- The overhead electric cables, service pipes and telephone wires are sufficiently high for vehicles to pass.

@@Annexure 10

GUIDELINES TO ESTABLISHMENT OF GRIEVANCES REDRESSAL MECHANISM

The Ministry of Human Resource Development (MHRD), Government of India has emphasized that there is a need of structured mechanism for online registration as well as disposal of the grievances of students/faculty/stakeholders in every Institution approved by AICTE.

In view of the above, all the Institutions are requested to urgently put in place an online mechanism, if not presently existing, for registering and disposing of grievances. Once this mechanism is established, the following outcomes are desired to be fulfilled:

i.   Each AICTE approved Technical Institution should be able to receive and dispose of the grievances **online**.

ii.   Each of these Institutions should have a notice board/flex board fixed near the office of its Head, indicating the details of online Grievance Redressal Mechanism i.e. URL of the online Grievance Redressal Portal, names, contact nos. and e-mail IDs of members of the Grievance Committee, to ensure publicity/awareness of the establishment of Grievance Redress Mechanism/Students Grievances Portal. This would help speedy redressal of the grievances and obviate/reduce the urge to lodge the grievance on pg.portal of DARPG.

iii.   An **online monthly Status Report** regarding the number of grievances received, disposed off and pending as on the last day of the previous month should be informed to AICTE.

iv.   Non-registration of grievances on the portal of the Institution resulting in more number of grievances being registered on the pg.portal of Central Government which would be an indication that the grievance redress mechanism of the respective institution/organisation is not working properly to the satisfaction of the petitioners.

v.   The performance of the grievance redress mechanism at the point of arising of the grievance i.e. Institution may be taken into account by the Accreditation Agencies.

vi.   The Council will take into account the performance of the grievance redress mechanism at the point of origin of the grievance i.e. Institution, at the time of renewal of their permission/approval every year.

All the institutions are requested to take necessary steps to implement the above.

Annexure 11

GUIDELINES FOR APPOINTMENT OF ADJUNCT FACULTY/ RESOURCE PERSONS FROM INDUSTRY IN AICTE APPROVED TECHNICAL INSTITUTIONS

1   INTRODUCTION: The AICTE Approval Process Handbook 2018-19 in Appendix 7 "Norms for Faculty requirements and Cadre Ratio for Technical Institution" has specified that a minimum of 80% should be Regular/ full time faculty and the remaining shall be Adjunct Faculty/ Resource persons from industry.

2   OBJECTIVE: The key objective of these guidelines is to develop a useful and viable collaboration between the educational Institutions and industry. The guidelines seek to enhance quality of education and skills by involvement of academicians, scholars, practitioners, policymakers in teaching, training, research, and related services on a regular basis and to attract distinguished individuals who have excelled in their field of specialization.

3   DEFINITION: Adjunct Faculty is hired by a college to teach but is not full member of the faculty. Adjunct Faculty is a Part Time or contingent instructor. There are academicians, professionals whose primary employment activity is outside the Institution and who are not interested in seeking fulltime appointment with the Institution, but can contribute to teaching in the Technical Institutions/ academic Programmes. The Adjunct Faculty should be an eminent Professional/ Scientist/ Engineer having recognition at national/ international level and having outstanding published work.

4   @@QUALIFICATIONS AND EXPERIENCE: An Adjunct Faculty/ Resource person should be a person of eminence with or without a postgraduate or Ph.D. qualifications having 10 to 15 years of experience from industry/ organization shall satisfy the following norms:

- Teaching and research organizations of State/ Central government Institutions/ Universities
- Central and State Public Sector Undertakings (PSUs)
- Reputed Industries
- Civil servants (IAS/ IPS/ Officials from Central and Provincial Services) and Professionals and officials from professional Councils
- NRIs and PIOs working with reputed overseas academic, research and industrial organizations or having a demonstrated interest in Indian issues.

5   LIMITATION: Following are the restrictions for engaging the Adjunct Faculty.

In an Academic Year, an Adjunct Faculty can work in 4 Institutions (maximum). The weightage of the Adjunct Faculty in each Institution shall be in proportion to the number of Institutions he/ she is working in. For example, if an Adjunct Faculty is working in 4 Institutions simultaneously, his/ her weightage in each Institution shall be 25% and if in three Institutions simultaneously, then 33% and so on.

At the time of engagement as Adjunct Faculty in any of the Institution, the resource person has to submit a declaration on the number of Institutions he/ she has been appointed as Adjunct Faculty in the current Academic Year.

Any resource person receiving grant under "Adjunct Faculty Scheme" from AICTE cannot work as Adjunct Faculty in other Institutions.

6   STRENGTH OF ADJUNCT FACULTY: The strength shall not exceed 20% of the sanctioned strength of faculty at any time. Adjunct as well as resource person from Industry shall not be taken into account while calculating Cadre ratio (the cadre ratio should be calculated for the 80% faculty only)

7   FUNCTIONS: Functions of Adjunct Faculty/ Resource person from Industry are:

Teaching Technical Courses: Adjunct Faculty shall be expected to teach Courses directly related to his/ her specific expertise and professional experience or the areas of his/ her specialization. He/ She shall also contribute to the Institution's activities like counselling of students, developing new Course(s) and pedagogical improvements.

Participation in service-related activities: Adjunct Faculty is also expected to actively participate in service-related activities, such as sitting on departmental Committees, serving as advisors to faculty and/ or undergraduate and post graduate students, helping students network and active collaboration with the industry/ employer providing internship and job opportunities.

8   TA/ DA AND HONORARIUM: The Adjunct Faculty shall work at the host Institution for a minimum of 02 days per visit. TA/ DA, Honorarium and other facilities provided to Adjunct Faculty, as per UGC guidelines, shall be:

Travel cost, as per entitlement, from place of stay to Institution and back, maximum 6 times per Academic Year. No accommodation would be permissible, however, free lodging and boarding in the guesthouse.

An honorarium of ₹ 1,000/ - only (Rupees One Thousand Only) per lecture up to a maximum of ₹ 4,000/ - (Rupees Four Thousand only) per day of service, subject to a maximum ceiling of ₹ 80,000/ - (Rupees Eighty Thousand only) per month.

Other facilities such as Office Room, Secretarial Services, depending on their involvement in academic activities, can be considered.

9   APPOINTMENT: Their appointment shall be done by a Competent Authority, based on the recommendations of a Committee. The period of their empanelment shall vary between six months to three years.

10   MONITORING: The performance of every Adjunct Faculty shall be monitored at the end of assignment based on the "Performance Report" submitted to the host Institution for continuation/ renewal of tenure.