

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION



APPROVAL PROCESS HANDBOOK 2018-2019



All India Council for Technical Education Approval Process Handbook (2018–19)

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 and amended on December 5, 2017

and

F. No.: AICTE/P&AP/PGDM/2017 dated December 14, 2017 All India Council for Technical Education (Norms and Standards for the Conduct of Post Graduate Diploma in Management) Regulations, 2017 Notified on December 14, 2017

and

Regulations for Vocational Education Notified on December 05, 2012 and All India Council for Technical Education (Grant of Approval for conducting Vocational Education Program, Community College Course(s) and Skill Knowledge Provider under National Skill Qualification Framework) Regulations, 2014 Notified on February 03, 2016

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 2018-19 along with revised Gazette Policy Regulation No. F.No: AB/AICTE/REG/2016 of AICTE dated November 30, 2016 and further amended in December 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 Under Graduate and Post Graduate 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 Institutions 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
ATM	Automated Teller Machine
ATMA	Association of Indian Management Schools (AIMS) Test For Management Admission
BCA	Bachelor of Computer Application
B.E.	Bachelor of Engineering
B.HMCT.	Bachelor of Hotel Management and Catering Technology
B.Sc.	Bachelor of Science
B.Tech.	Bachelor of Technology
BoG	Board of Governors
BOT	Built Operate and Transfer
CABE	Central Advisory Board of Education
CAT	Common Admission Test
CBSE	Central Board of Secondary Education
CCTV	Close Circuit Television
CoA	Council of Architecture
CMAT	Common Management Admission Test
CPWD	Central Public Works Department
DELNET	Developing Library Network
DDA	Delhi Development Authority
DPR	Detailed Project Report
EC	Executive Committee of AICTE
EoA	Extension of Approval
ERP	Enterprise Resource Planning
EVC	Expert Visit Committee
FDR	Fixed Deposit Receipt
FSI	Floor Space Index
GATE	Graduate Aptitude Test in Engineering
GMAT	Graduate Management Aptitude Test
GPAT	Graduate Pharmacy Aptitude Test
GoI	Government of India
GRC	Grievance Redressal Cell
HMCT	Hotel Management and Catering Technology
ICCR	Indian Council for Cultural Relation
IIM	Indian Institute of Management
IISc	Indian Institute of Science
IIT	Indian Institute of Technology
J&K	Jammu & Kashmir
LCD	Liquid Crystal Display
LoA	Letter of Approval
LoR	Letter of Rejection
LWE	Left Wing Extremism
m ²	square meter
MAT	Management Aptitude Test
M.Arch.	Master of Architecture
MBA	Master of Business Administration
Mbps	Megabits per Second
MCA	Master of Computer Application
M.E.	Master of Engineering
MHRD	Ministry of Human Resource and Development, Government of India
MMS	Master of Management Studies
MoA	Memorandum of Association
MODROBS	Modernization and Removal of Obsolescence Scheme by the Council



MOOCs	Massive Online Open Courses
MoU	Memorandum of Understanding
M.Pharm.	Master of Pharmacy
M.Tech.	Master of 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
NEQIP	North East Quality Improvement Programme
NIOS	National Institute of Open Schooling
NIT	National Institute of Technology
NITTTR	National Institute National Institute of Technical Teachers Training and Research
NIRF	National Institutional Ranking Framework
NOC	No Objection Certificate
NRI	Non Resident Indian
NSDA	National Skill Development Agency
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
PwD	Persons with Disability
QP	Qualification Packs
RBI	Reserve Bank of India
R&D	Research and Development
RF	Radio Frequency
RO	Regional Office
RPGF	Refundable Performance Guaranty Fund
RPS	Research Promotion Schemes
SAC	Standing Appellate Committee
SAGY	Saansad Adarsh Gram Yojana
SCSC	Standing Complaint Scrutiny Committee
SHC	Standing Hearing Committee
SKP	Skill Knowledge Providers/ Trainers
TDS	Tax Deduction at Source
TER	Technical Education Regulatory
TELNET	Terminal Emulation Programme for TCP/ IP Networks
TFW	Tuition Fee Waiver
UG	Under Graduate
UGC	University Grants Commission
UT	Union Territory
Wi-Fi	Wireless Fidelity
XAT	Xavier's Aptitude Test

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 13 of Approval Process Handbook 2018-19.
4	“Advocate” means an Advocate registered with the Bar Council of India.
5	An “Affidavit” is a written sworn statement of fact voluntarily made by a deponent under an oath or affirmation administered by a person authorized to do so by law. Such statement is witnessed as to the authenticity of the deponent's signature by a taker of oaths, such as a Notary Public or Commissioner of Oaths.
6	“AICTE Web-Portal” means Web site hosted by the Council at URL www.aicte-india.org
7	“Approval Process Handbook (APH)” is a handbook published by the AICTE every year prescribing norms and standards for processing of applications submitted for grant of various approvals.
8	“Applicant” is the one who makes an application to the Council for seeking any kind of approval under these Regulations.
9	“Approved Institution” means the Technical Institution approved by the Council.
10	“Architect” means an Architect registered with the Council of Architecture established under the Architects Act, 1972.
11	“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.
12	“Bandwidth Contention” means the contention ratio, ratio of the potential maximum demand to the actual bandwidth.
13	“Break in EoA” means break in the approval of the Institution in the previous year(s).
14	“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.
15	“Chairman” means Chairman of the AICTE as described under sub-section 4(a) of Section 3 of the Act.
16	“Co-Ed Institution” means the Institution admitting male, female and transgender students.
17	“Commission” means University Grants Commission established under Section 4 of the University Grants Commission Act, 1956.
18	“Company” means a Company established/ registered under Section 8 of the Companies Act, 2013.
19	“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 Government/ UT concerned.
20	“Compliance Report” means the Report submitted by the Technical Institution complying with requirements as specified in the Approval Process Handbook 2018-19 for the deficiencies observed by Expert Visit Committee/ issues mentioned in Show Cause Notice.
21	“Constituent Institution” means an Institution/ Department/ College/ School as a part of the University.
22	“Council” means All India Council for Technical Education established under Section 3 of the Act.
23	“Course” means one of the branch of learning in a Programme such as Civil Engineering, Mechanical Engineering, etc.
24	<p>“Division” means</p> <ul style="list-style-type: none"> • A batch of maximum of Sixty (60) seats in Under Graduate Programme and Diploma in Engineering and Technology/ Applied Arts and Crafts/ Hotel Management and Catering Technology/ Post Graduate Programme in MCA/ PGDM/ MBA excluding supernumerary seats, if any; • A batch of maximum of Sixty (60) seats in Under Graduate and Diploma in Pharmacy Programme inclusive of 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;

	<ul style="list-style-type: none"> • A batch of maximum of Thirty (30) seats in Post Graduate Programme in Engineering and Technology/ Architecture/ Planning / Applied Arts and Crafts/ Hotel Management and Catering Technology; • 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 Twenty (20) seats per year in fellowship Programme in Management.
25	“EoA” means Extension of Approval granted by AICTE for conduct of Technical Programme(s)/ Course(s) to 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 2018-19 to verify physically the availability of Infrastructural facilities of the 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 the 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 an Institution Deemed to be University, the Principal or the Director or such other designation as the administrative Head of the Institution of the Technical Institution referred.
34	“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.
35	“Lateral Entry” means admission of students into second year of Diploma/ Degree/ MCA Programmes as per Chapter V of Approval Process Handbook 2018-19.
36	“Level” means Diploma, Post Diploma, Under Graduate Degree, Post Graduate Degree and Post Graduate Diploma Programmes.
37	“Minority 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.
38	“NBA” means National Board of Accreditation, an autonomous body set up by AICTE, registered under Societies Registration Act, 1860.
39	“Non-Resident Indian (NRI)” means an Indian Citizen who is ordinarily residing outside India and holds an Indian Passport.
40	“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.
41	“Part Time Course” 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.
42	“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.

43	“Prescribed” means as prescribed under Approval Process Handbook 2018-19 and Regulations.
44	“Private University” means a University duly 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.
45	“Programme” means the field of Technical Education, i.e. Engineering and Technology, Pharmacy, Architecture, Planning, Applied Arts and Crafts, Hotel Management and Catering Technology, MCA, Management (MBA/ PGDM/ PGCM) and such other Programmes/ areas as notified by the Act.
46	“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.
47	“Regional Committee (RC)” means a Committee established for each region under Section 14 of the Act.
48	“Standing Appellate Committee (SAC)” means a Committee constituted by the Chairman as per the composition given in Approval Process Handbook 2018-19 for considering the Appeals of Technical Institutions.
49	“Standing Complaint Scrutiny Committee (SCSC)” means a Committee constituted by the Chairman as per the composition given in Approval Process Handbook 2018-19 for Scrutiny of Complaints received against the Technical Institutions.
50	“Second Shift” means educational activities conducted in the Second spell of time (from 1 pm to 9 pm) wherever two-Shift working exists.
51	“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 for meeting its recurring expenditure.
52	“Standing Hearing Committee (SHC)” means a Committee constituted by the Chairman as per the composition given in Approval Process Handbook 2018-19 to review the Reports of Expert Visit Committee/ replies received for Show Cause Notices.
53	“Single Shift/ Regular Shift” means where, educational activities of the Technical Institution are conducted between 9 am and 5 pm.
54	“Society” means a Society registered under Societies Registration Act, 1860.
55	“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.
56	“Supernumerary Seats” includes TFW, OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries, Lateral entry, PwD and J&K Seats notified from time to time, over and above the “Approved Intake”.
57	“Technical Campus” means a Campus which offers more than one Technical Programmes approved by the Council.
58	“Technical Institution” means an Institution set up by Government, Government Aided and Self-Financing/ Trust/ Society/ Company for conducting Course(s)/ Programme(s) in the field of Technical Education, training and research in Engineering and Technology, Pharmacy, Architecture, Planning, Applied Arts and Crafts, Hotel Management and Catering Technology, MCA, Management, and such other Programmes and areas as notified by the Act.
59	“Trust” means a Trust registered under the Indian Trust Act, 1882 as amended from time to time or any other relevant Acts.
60	“University Department” means a Department established and maintained by the University.
61	“University” means an University defined under Clause (f) of Section 2 of the University Grants Commission Act, 1956.
62	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.

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

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, Institute for Sugar, Textile and Leather Technology in Kanpur, National Council of Education 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 Institute 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.

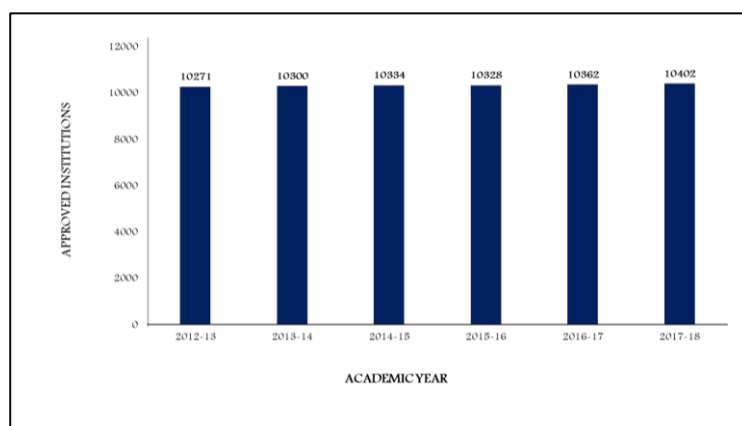
It was in this context that AICTE was given statutory powers by the AICTE Act of Parliament in 1987, with a view to ensure the proper planning and coordinated development of Technical Education System throughout the Country. Technical Education in this context includes fields of Engineering and Technology,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

1.2 Growth of Technical Education

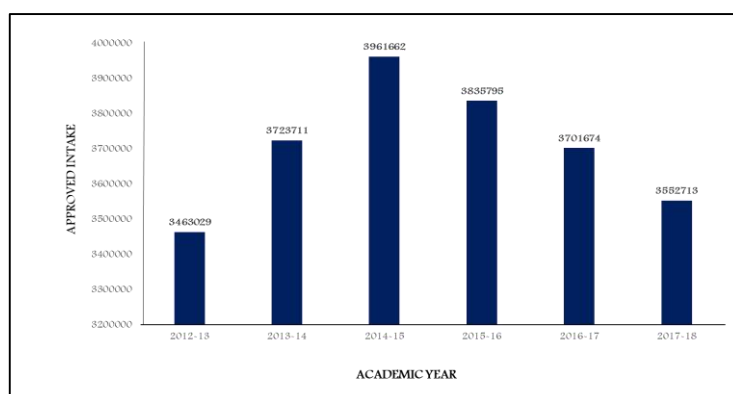
The growth of Technical Education in the Country before independence was very slow. The number of Engineering Colleges and Polytechnics (including Pharmacy and Architecture Institutions) in 1947 was 44 and 43 with an Intake capacity of 3200 and 3400 respectively.

Due to the 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.

Technical education at all levels in the Country is witnessing a consistent growth pattern marked by the setting up of new Institutions and the improvement of the existing ones in tune with the quality assurance norms set by the regulating and accreditation agencies.



Growth of Technical Institutions in India



Approved Intake in Technical Institutions

Approved Institutions with Intake for 2015-16

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

Approved Institutions with Intake for 2016-17

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

**Variation of Intake in AICTE approved Institutions
(Diploma/ Post Diploma and Under Graduate Degree/ Post Graduate Degree)**

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

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 the 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/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma Level Programme(s) in Technical Institutions



- Approval of variation/ increase in Intake, additional Course(s)/ Programme(s) in Technical Institutions
- Approval for Foreign Collaboration/ Twinning Programme
- Participation in the process of granting Institution Deemed to be University status by MHRD
- Development of Model Curricula through All India Boards of Studies
- Share and Mentor Institutions (Margdarshan)
- Modernisation and Removal of Obsolescence (MODROBS)
- Entrepreneurship Development Cell (EDC)
- Project Centre for Technical Education
- Community Colleges under NSQF
- Innovation Promotion Scheme (IPS)
- Research Park
- e-Shodh Sindhu
- e-Learning Centre for Technical Education
- Industry Institution Partnership Cell (IIPC)
- Unnat Bharat Abhiyan
- Saansad Adarsh Gram Yojana (SAGY)
- Seminar Grant
- Travel Grant
- Faculty Development Programme (FDP)
- Quality Improvement Programme
- AICTE-Adjunct Faculty
- Trainee Teacher Scheme
- Research Promotion Scheme (RPS)
- AICTE-INAE-DVP (Distinguished Visiting Professor)
- AICTE-INAE-TRF (Teaching Research Fellowship)
- Post Graduate scholarships for GATE/GPAT Qualified Post Graduate students
- Hostel for SC/ ST Students
- Scholarship Scheme for Girl Child (SSGC) – PRAGATI
- Scholarship Scheme for Divyang – SAKSHAM
- AICTE-INAE-TG (Travel Grant for students)
- Skill and Personality development Programme centre for SC/ ST Students

Grant of Approval through a single application for the following:

- Setting up new Technical Institution offering Technical Programme at Diploma/ Post Diploma/ Under Graduate 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 2018-19.
- b. New Technical Institution offering Technical Course(s)/ Programme(s) shall not be established without prior approval of the Council.
- c. Admission Authority/ Body/ Institution shall not permit admission of students to a Technical Programme which is not approved by the Council.
- d. Technical Institution shall satisfy the Land norms given in Appendix 4 of Approval Process Handbook 2018-19.
- 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 2018-19. 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 cutoff 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 submission of application on the AICTE Web-Portal and generation of pay in slip shall not be later than the last date as notified in the Public Notice published in the leading newspapers and through the AICTE Web-Portal.

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/ Under Graduate Degree/ Post Graduate Degree and Post Graduate Diploma Level for conducting Programmes in Engineering and Technology, Pharmacy, Architecture, Planning, Applied Arts and Crafts, Hotel Management and Catering Technology, MCA and Management.
- 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. The above bodies shall apply individually or under Public Private Partnership (PPP)/ 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 of Approval Process Handbook 2018-19. 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 a 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 of Approval Process Handbook 2018-19. If any of the mentioned Districts are carved out administratively, then those carved out Districts shall also be considered under the Educationally Backward/ Left Wing Extremism 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/ UT 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 after 2 years to such Institutions to assess the status of readiness of the State Government/ UT for operationalization of these Institutions in the permanent Location.

1.3.4 Existing Institutions approved by other Regulatory Bodies, seeking approval for the first time from AICTE for conducting Technical Programme(s)

- 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/ Under Graduate/ Post Graduate Programme(s) 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 Programme(s) and Course(s).
- e. Further, for such Institutions, exclusive Building and Principal are not required. However, the Institutions should fulfill all other norms (as per Approval Process Handbook 2018-19) such as separate Head of the Department, Faculty, Infrastructure, Built-up area, etc.

1.3.5 **Institutions Deemed to be University/ Private University seeking approval for the first time from AICTE shall submit an application as a new Technical Institution for all their existing Technical Programme(s) and Course(s).** Institution Deemed to be University having multiple campuses should apply separately for each campus for approval.

1.4 Submission of Application

1.4.1 User ID and Password

- a. An unique USER ID shall be allotted to each new application for setting up of 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 existing 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 Regional Office with an Affidavit¹ for "Forgotten Password" along with the proof of payment made. Regional Officer 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 shall be able to track the status of the application at various stages of processing.

1.4.2 Details of Technical Education Regulatory (TER) Charges

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

Sl. No.	Type of Institution	TER Charges ₹ in Lakh
i	Minority Institution	6.0
ii	Institution set up in J&K, North Eastern States	6.0
iii	Institution set up exclusively for women	6.0
iv	Government/ Government aided/ Central University/ State University	Nil
v	All other Institutions including Institution Deemed to be University/ Private University	8.0
vi	ALL Applicants under (i), (ii), (iii) and (v) whose application was rejected and issued Final LoR in the previous year i.e. 2017-18*	3.0



vii	Existing Institutions seeking approval for the first time from AICTE - Approved by Council of Architecture in the previous Academic Years/ Non-Technical Institutions conducting MCA/ MBA	2.0
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* Not applicable for Application which was rejected in 2017-18 and TER Charges refunded under Clauses 1.4.7.b and 1.10.j of this Chapter. Such Applicant shall apply afresh as a new Institution.

Applicants under (vi) are not eligible for refund of TER Charges as per Clauses 1.4.7.b and 1.10.j of this Chapter.

- b. 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.

Sl. No.	Type of Institution	Change in Site/ Location/ Conversion of Women's Institution into Co-Ed Institution and vice-versa (₹ in Lakh)	Closure of Institution other than PGDM Institution (₹ in Lakh)	Closure of PGDM Institution (₹ in Lakh)	Conversion of Diploma Level into Degree Level and vice-versa (₹ in Lakh)
i	Minority Institution	2.0	0.25	2.0	6.0
ii	Institution set up in J&K, North Eastern States	2.0	0.25	2.0	6.0
iii	Institution set up exclusively for Women	2.0	0.25	2.0	6.0
iv	Government/ Government aided/ Central University/ State University	Nil	Nil	Nil	Nil
v	All other Institutions	3.0	0.50	2.0	8.0

- 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 TER Charges shall be paid through the AICTE payment gateway on the AICTE Web-Portal, through Corporate Internet banking within the deadline failing which, the application shall not be considered.
- e. Only those applications submitted within the cutoff 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 application by pressing the "submit" tab.

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

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

1.4.4 All Applicants shall submit an Affidavit⁴ 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 of Approval Process Handbook 2018-19 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 Government/ UT 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/ UTs shall be displayed in the AICTE Web-Portal.
- b. Based on the Perspective Plan of the Concerned State Government/ 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 TER 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 Requirements and Eligibility

- a. The AICTE approved existing Institution seeking for Change of Site/ Location shall apply on the AICTE Web-Portal along with the Extension of Approval as per norms.
- b. The additional documents to be submitted for Change of Site/ Location shall be as per Appendix 16 of Approval Process Handbook 2018-19.
- c. 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

- a. The application shall be processed as per the Procedure of approval for New Institution. It shall be necessary to provide Built-up area as per norms required to conduct all the existing Course(s) at the new Site/ Location. Expert Visit Committee shall verify the completeness of Infrastructure ONLY.
- b. The Equipment, Library and other movable property in the existing Institution shall be shifted to the new Site/ Location, only after approval by the Council for Change of Site/ Location.
- c. After shifting of the Equipment, Library and other movable property from the existing Institution to the 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 availability of facilities at the new Site/ Location.



- d. 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.
- e. On approval of new Location, all activities of the Institution shall necessarily be carried out at newly approved Location only.
- f. Any violation in this respect shall lead to Withdrawal of Approval and Institution shall not be allowed to continue its activities in either Location.
- g. Request for approval for partial shifting of the Course(s)/ Programme(s) in the Institution shall not be considered.

1.6 Closure of Institution

1.6.1 Requirements and Eligibility

- a. The AICTE approved existing Institution seeking for Progressive Closure or Complete Closure shall apply on the AICTE Web-Portal as per norms.
- b. In case of Progressive Closure, final Closure order shall be issued after completion of the Programme(s) and submission of Affidavit² by the Institution.
- c. 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.
- d. In case of Complete Closure, the Institution shall be closed completely in one instance.
- e. 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.
- f. Progressive Closure or Complete Closure is subject to no pending Court case filed against the Institution by AICTE, and no Charge sheet filed against the Institution.
- g. The additional documents to be submitted for Closure of Institution shall be as per Appendix 16 of Approval Process Handbook 2018-19. For Closure of PGDM Institution, NOC from Affiliating University/ Board is not applicable.

1.6.2 Procedure

- a. Scrutiny Committee shall verify the correctness of the documents.
- b. Scrutiny Committee Reports shall be uploaded on the Web-Portal by Regional Office.
- c. Scrutiny Committee Report shall be placed before Regional Committee for further processing.
- d. The Closure of the Institution shall be effected only on receipt of approval by the Council.

1.6.3 The application for the Closure of Institution shall be 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.

1.6.4 Applications of existing Institutions who have applied for Closure of Institution, and if such application is not approved by the Council due to certain deficiencies; the Institution shall be



given EoA with ZERO Intake for the current Academic Year. However, Institution shall not be eligible for any refund of TER 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.

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

1.7.1 Requirements and Eligibility

- a. The AICTE approved Institution seeking approval for Conversion of Women's Institution into Co-Ed Institution and vice-versa shall apply on the AICTE Web-Portal along with the Extension of Approval as per the norms.
- 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 of Approval Process Handbook 2018-19.
- c. 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.

1.7.2 Procedure

- a. The application shall be processed as per the procedure of approval for New Institution.
- b. It shall be necessary to provide Built-up area as per norms required to conduct all existing Course(s).
- c. The Conversion of Women's Institution into 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 Requirements and Eligibility

- a. The Institution shall have to apply for Progressive/ Complete Closure of Regular/ First Shift and Second Shift/ Part Time (if existing) including Post Graduate Course(s), if any, for the existing Course(s) and Level(s).
- b. The additional documents to be submitted for Conversion of Diploma Level into Degree Level and vice-versa shall be as per Appendix 16 of Approval Process Handbook 2018-19.
- c. The Standalone Institutions in existence for a minimum period of 5 years ONLY are eligible.
- d. **Merging of Courses is not permitted.**
- e. **Conversion of Level shall be permitted ONLY for Regular/ First Shift Course(s).**
- f. 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 5 or 6 of Approval Process Handbook 2018-19, then such Course(s) shall not be permitted for Conversion.

1.8.2 Procedure

- a. The AICTE approved Institution seeking approval for Diploma Level into Degree Level and vice-versa shall apply for the Course(s) corresponding to the existing one as per Annexure 5 or 6 of Approval Process Handbook 2018-19 (as applicable) on the AICTE Web-Portal as per the norms. In case, closest available nomenclature does not exist in Annexure 5 or 6 of Approval Process Handbook 2018-19, then such Course(s) shall have to be applied for Closure.



- b. The Institution may also seek change in the name of the Institution.
- c. The application shall be processed as per the procedure of approval for New Institution.
- d. It shall be necessary to provide adequate Infrastructural facilities as per Approval Process Handbook 2018-19 to conduct all Course(s).
- e. The Conversion of 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 Establishment of New Institutions

1.9.1 Requirements and Eligibility

- 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 as per Appendix 4 of Approval Process Handbook 2018-19.
 - 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 of Approval Process Handbook 2018-19.
 - 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 of Approval Process Handbook 2018-19.
- c. Building for the First Year should be completed in all respect 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 of Approval Process Handbook 2018-19 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 of Approval Process Handbook 2018-19.
- g. Computer Centre: Programme wise area requirement shall be as per Appendix 4 of Approval Process Handbook 2018-19.
- h. Requirement of Computers, Software, Internet and Printers shall be as per Appendix 5 of Approval Process Handbook 2018-19.
- i. Requirement of Laboratory Equipment shall be as per Appendix 5 of Approval Process Handbook 2018-19 (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 of Approval Process Handbook 2018-19.
- k. Essential and Desirable requirements shall be as per Appendix 6 of Approval Process Handbook 2018-19.
- l. Requirement of Journals shall be as per Appendix 10 of Approval Process Handbook 2018-19.
- m. The Head of the “Technical Institution” shall be named as “Principal/ Director” having qualifications as per AICTE norms as defined for Principal in a Programme of the Technical Institution.

1.9.2 The fund position of the Applicant (except Government/ Government aided/ Central University/ State University) 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.

Sl. No.	Programme proposed (Diploma, Post Diploma, Under Graduate Degree, Post Graduate Degree and Post Graduate 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	Architecture and Planning	
	a. Architecture	50
	b. Planning	50
iv	Applied Arts and Crafts	50
v	Hotel Management and Catering Technology	50
vi	MCA	50
vii	Management	50

1.9.3 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/ IEST/ 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.

- 1.9.4 Applicants shall not use the names of the Existing Institutions within the State. Existing Institutions having the same names run by the same/different Society/Trust/Company within the State/UT shall at least add the name of the Village/ Town/ City where it is located as an integral part of the name of the Institution.
- 1.9.5 All Institutions shall use same font and size for the full name of the Institutions, wherever it is displayed.
- 1.9.6 A maximum of five Courses as per Appendix 2 of Approval Process Handbook 2018-19 shall be approved for a New Institution at the level of a Diploma Institution or a Degree Institution (Under Graduate/ Post Graduate), a combination of Diploma, Under Graduate and Post Graduate shall not be approved, in case of Engineering and Technology.
- 1.9.7 Applications for the cases listed in Clauses 1.3.1 of this Chapter are not eligible to apply for Introduction of Second Shift/ Part Time/ NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ Twinning/ Fellowship Programmes. However, the Applicants under Clause 1.3.1 (a) of this Chapter shall be eligible for the same after one batch of students pass out.
- 1.9.8 Evaluation of the application by Scrutiny/ Re-Scrutiny Committee
- a. The applications shall be evaluated by a Scrutiny/ Re-Scrutiny Committee constituted by the Regional Officer by the selection of members through automated selection process provided on the AICTE Web-Portal. However, if any member of Scrutiny/ Re-Scrutiny Committee is unable to attend or refuses or incapacitated to take part in the Committee, 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 Scrutiny/ Re-Scrutiny shall also be constituted manually by the Regional Officer with prior approval of the Chairman.
 - b. The date and time for Scrutiny shall be informed by the concerned Regional Office.
 - c. 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 the conduct of the meetings, however, he/ she shall not be part of the Committee.
 - d. Two representatives of the Applicant shall be invited to present their case along with the supporting documents before the Scrutiny/ Re-Scrutiny Committee.

Self-attested Photo ID proof and an authorization letter from the Chairman/Secretary of the Trust/ Society/ Company shall be produced to the Committee.
 - e. Applicants shall present their application and **ALL** original documents along with self-attested copies as per Appendix 16 of Approval Process Handbook 2018-19, before the Scrutiny Committee. Applicants shall adhere to Scrutiny schedule and not to remain absent at the time of Scrutiny.
 - f. The Scrutiny Committee shall verify the authenticity of the documents submitted by the Applicant as mentioned in the Appendix 16 of Approval Process Handbook 2018-19 and shall countersign all the documents that are accepted.
 - g. Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the Applicant Society/ Trust/ Company through Web-Portal.
 - h. 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.

- i. 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.
- j. The Regional Officer shall ensure and certify that all the fields of the Scrutiny/ Re-Scrutiny Report are filled completely.
- k. Applications which are found to be in order in all respects by the Scrutiny/ Re-Scrutiny Committee shall be processed further for an Expert Visit Committee and the date of visit shall be communicated through Web-Portal.
- l. The attested copies of original documents shall be retained by the Regional Office.

1.9.9 Evaluation of the application by Expert Visit Committee

- a. The Expert Visit Committee shall be constituted by the Regional Officer by the 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. The Expert Visit Committee shall verify physically the Infrastructural facilities of the Applicant Institution.
- 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 of Approval Process Handbook 2018-19, 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 of Approval Process Handbook 2018-19, i.e. Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals and Library facilities for Technical Institution
 - Readiness with respect to Appendix 6 of Approval Process Handbook 2018-19, i.e. Essential and Desirable 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/ Re-Scrutiny Committee.
- e. Expert Visit Committee shall verify actual availability of Equipment as per the Curriculum and Syllabus of the Affiliating University/ Board, Computers, Software, Internet, Printers, Book Titles, Book Volumes, subscription of National and International 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 mentioned in Appendix 16 of Approval Process Handbook 2018-19 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 a part of the Expert Visit Committee Report.
- h. The Applicant shall also arrange Laptop/ Desktop with Internet facility, Scanner and Printer to the Expert Visit Committee.
- i. The Expert Visit Committee shall submit the following to the Regional Office:
 - Its visit Report in the prescribed format
 - Attested Copies of all documents (as applicable) as mentioned in Appendix 16 of Approval Process Handbook 2018-19
 - Video recording of Expert Visit Committee during visit
 - Attendance sheet duly signed/ digitally authenticated by the members of the Expert Visit Committee 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.

1.9.10 Evaluation of the application by Regional Committee

- a. The Reports of Scrutiny/ Re-Scrutiny Committee and Expert Visit Committee shall be made available to the Regional Committee. The Regional Committee shall consider these Reports along with the 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 and parameters prescribed under these Regulations and Approval Process Handbook 2018-19 are followed by the Scrutiny/ Re-Scrutiny Committee, Expert Visit Committee and 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 2018-19 are followed. The concerned Officer in Approval Bureau shall ensure and certify that all the fields of all the Reports are filled completely. If not, the same shall be brought to the notice of the Council.

1.10 Grant of Approval

- a. The Executive Committee after considering the recommendations of the Regional Committee and views of the Approval Bureau shall take decision for grant of approval or otherwise. The decisions of the Executive Committee shall be 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 Affidavit³.
- 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 under Clause 1.10 (b) of this Chapter 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

Sl. No.	Programme	Diploma and Post Diploma		Under Graduate		Post Graduate Degree and Post Graduate 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
i	Engineering and Technology	12	15	28	35	28	35
ii	Pharmacy	12	15	12	15	12	15
iii	Architecture and Planning						
	a. Architecture	12	15	12	15	12	15
	b. Planning	12	15	12	15	12	15
iv	Applied Arts and Crafts	12	15	12	15	12	15
v	Hotel Management and Catering Technology	12	15	12	15	12	15
vi	MCA	~	~	~	~	12	15
vii	Management	12	15	-	-	12	15

- e. The amount deposited by the Institution shall remain with the Council for 10 years. The interest accrued on this deposit shall be utilized by the Council for Quality Improvement Programme for Faculty and giving Scholarships to students.
- f. Applicants, whose applications are recommended for Conversion of Women's Institution into Co-Ed Institution 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 2018-19 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 Academic Year.** 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 the AICTE Web-Portal for Extension of Approval for the **next Academic Year.**
- 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 2018-19.
- 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 TER 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.**

1. Applications made for Change of Site/ Location/ Conversion of Women's Institution into Co-Ed Institution and vice-versa/ Conversion of Diploma level into Degree level and vice-versa rejected by Council shall be processed for Extension of Approval as per Chapter II of Approval Process Handbook 2018-19. The approval of additional/ new Course(s) shall be governed as per Chapter II of Approval Process Handbook 2018-19.
- m. An Institution/ Applicant, if aggrieved by the decision of Executive Committee, shall **appeal** as per the Procedure given in Clause 1.12 of this Chapter and the final decision of the Council shall be uploaded on or before 30th April of the Calendar Year.

1.11 Appointment of Principal/ Director and Faculty in newly approved Institution/ Programme

- a. New Institutions granted Letter of Approval shall comply with the appointment of Faculty and Principal/ Director as the case may be, as per Policy regarding minimum qualifications pay scales etc., as prescribed in the Approval Process Handbook 2018-19.
- b. Institutions shall appoint Faculty/ 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 Hon'ble 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 Faculty and other Staff is in place, an Institution shall commence the Programme.

1.12 Appeal Procedure

- a. As per the provision laid down in Clause 1.10.m of this Chapter, an Institution/ Applicant, if aggrieved by the decision of the Executive Committee shall have the right to **appeal once** to the Council **within 7 days from the date of uploading of LoR**.
- b. The Appeal of the Institution shall be considered by 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 limit given by the Hon'ble Supreme Court.
- d. The Report of the Scrutiny and/ or Expert Visit Committee (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. An Officer of the Council concerned shall assist the Committee and place relevant records and documents before the Committee and make necessary arrangements for the conduct of the meetings; however, he/ she shall not be a part of the Committee.
- e. Two representatives of the Institution shall be invited to present their case along with the compliance and supporting documents, before the Standing Appellate Committee.

Self-attested Photo ID proof and an authorization letter from the Chairman/Secretary of the Trust/ Society/ Company shall be produced to the Committee.

- f. The Standing Appellate Committee shall either Recommend/Not Recommend the case to the Council or recommend for Scrutiny/ Expert Visit Committee. Accordingly, Scrutiny/ Expert Visit Committee shall be conducted as per Clause 1.9.8/ 1.9.9 respectively of this Chapter and the reports of the same shall be placed before another Standing Appellate Committee.
- g. Representatives of the Applicants where Expert Visit Committee was conducted for the first time to the Institution after Standing Appellate Committee, **ONLY** shall be invited to present



their case along with the supporting documents, before the Standing Appellate Committee. Applicable to cases listed in Clause 1.3.1 of this Chapter only.

- h. The concerned Officer in Approval Bureau shall ensure and certify that all the fields of all the Reports are filled completely.
 - i. 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 Affidavit³.
 - k. A final Letter of Approval/ Letter of Rejection with the reasons for rejection of the application shall be issued to the Institution through Web-Portal, on or before 30th April of the Calendar Year.
 - l. LoA shall not be granted after 30th April, 2018 in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA No.9048/ 2012.
- 1.13 Process Flowchart for establishment of a New Institution is given in Annexure 7 of Approval Process Handbook 2018-19.**

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)
- Addition of Integrated/ Dual Degree Course
- To Start Diploma in Degree Pharmacy Institutions and vice-versa
- Conversion of Management Institutions running PGDM Course into MBA Course
- Conversion of Second Shift Course(s) into First Shift Course(s)
- Introduction of Part Time Course(s)
- Introduction of Fellowship Programme in Management
- Introduction of Supernumerary Seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries
- Introduction of seats for Non Resident Indian(s)
- Change in name of the Course(s)/ Reduction in Intake/ Closure of Programme(s) and/ or Course(s)
- 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 Course(s) or Programme(s) beyond the specified period of approval given by the Council.
- b. Each Institution offering Technical Programme at Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma Level shall submit an application to the Council every year for Extension of Approval of Course(s) 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 cutoff 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 Institutions regarding approval, online application is mandatory. Applications submitted offline are not valid.
- b. The submission of application on the AICTE Web-Portal and generation of pay in slip shall not be later than the last date as notified in the Public Notice published in the leading newspapers and through the AICTE Web-Portal.

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 Regional Office with an Affidavit¹ for “Forgotten Password” along with the proof of payment made. Regional Officer shall verify and upload in the Web-Portal for allotment of Password to the Applicants for further processing.
- d. The Institution shall submit an application for Extension of Approval online on the AICTE Web-Portal www.aicte-india.org.

2.3.2 Seeking approval of the Council for

- a. Extension of Approval to the existing Institutions/ Continuation of approval after a break in the preceding Academic Year(s)/ 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 Management Institutions running PGDM Course into MBA Course
- f. Conversion of Second Shift Course(s) into First Shift Course(s)
- g. Introduction of Part Time Course(s)
- h. Addition of Integrated Degree in Engineering and Technology
- i. Addition of Integrated/ Dual Degree in Management
- j. Addition of Integrated Degree in MCA
- k. Addition of Integrated Degree in Hotel Management and Catering Technology
- l. Introduction of Fellowship Programme in Management Programme
- m. Introduction of Supernumerary Seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (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(s) and/ or Course(s)
- 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 TER Charges in ₹ Lakh for various applications of (Diploma, Post Diploma, Under Graduate Degree, Post Graduate Degree and Post Graduate Diploma Institutions)

Type of Institution	Extension of approval			Increase in Intake/ additional Course(s)/ Integrated/ Dual Degree Course(s)/ Introduction of Part Time Course(s)	Introduction or Continuation of NRI seats	Introduction or Continuation of OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats	Introduction of Fellows Program in Management Programme	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 Management Institutions running PGDM Course into MBA Course/ 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	2.0
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	2.0
Institution set up exclusively for women	0.75	3.0	2.0	0.75	0.75	3.0	10.0	0.25	0.75	2.0
Government/ Government aided/ Central University/ State University	Nil	Nil	0.10	Nil	Nil	Nil	Nil	Nil	Nil	Nil
All other Institutions	1.0	3.0	2.0	1.0	1.0	5.0	15.0	0.50	1.0	3.0

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

Note:

- TER Charges shall not be refunded in case of Closure of Programme(s)/ Course(s), 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 of Course(s) and Closure of Second Shift Course(s).
- 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

- Above fee is applicable irrespective of number of Divisions/ Courses applied for Increase/ Closure.
- The TER Charges shall be paid through the AICTE payment gateway on the AICTE Web-Portal, through Corporate Internet banking within the deadline failing which, the application shall not be considered.
- 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 application by pressing the “submit” tab.

2.3.8 The AICTE Web-Portal permits the generation of Deficiency Report.



- 2.3.9 **After pressing the “submit” tab, the data shall not be allowed for any further editing, 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 Affidavit⁴ 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, Affidavit⁴ and additional documents as per Appendix 17 of Approval Process Handbook 2018-19 (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 EoA/ Break in EoA/ Restoration

2.4.1 Requirements and Eligibility

- a. The Institution shall apply on the AICTE Web-Portal along with the documents as per Appendix 17 of Approval Process Handbook 2018-19.
- 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. Institutions have to upload a valid Fire Safety Certificate issued by the Competent Authority.
- d. Institutions applying for Break in EoA/ Restoration shall not be eligible for increase in Intake/ Introduction of new Course(s)/ Part Time Course(s)/ Introduction of NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats/ Introduction of Twinning/ Fellowship Programme.

2.4.2 Procedure

- a. The applications received shall be processed as per the procedures, norms, standards and schedule prescribed in the Approval Process Handbook 2018-19 as notified by the Council. The Institution should also adhere to the existing Central, State and Local laws.
- b. Grant of Extension of Approval is based on Self-Disclosure of required facilities and Infrastructure availability as submitted online on the 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 2018-19.
- c. Institutions which had not applied for EoA in the preceding Academic Years 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.



- d. Restoration of Intake shall be processed upon verification of adequate Infrastructural facilities as per Approval Process Handbook 2018-19 by an Expert Visit Committee.
 - e. 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.
- 2.4.3 **Institutions having Course(s) 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 Course(s) in the current Academic Year with the approval of the Council.**
- 2.4.4 **Institutions having Course(s) where admission is 0 for the past 5 years, such Course(s) shall be closed in the current Academic Year with the approval of the Council.**

2.5 Extended EoA

2.5.1 Requirements and Eligibility

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

In case of Institutions having at least 50% of **eligible Course(s)** 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 for the existing Course(s) shall be for a minimum period of **THREE** years or for 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 for the existing Course(s) shall be for a minimum period of **THREE** years or for the Academic Year up to which the Autonomy is valid, whichever is more.

- b. The Institution shall apply on the AICTE Web-Portal along with the additional documents as per Appendix 17 of Approval Process Handbook 2018-19.
 - c. The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Deficiency Report generated through Web-Portal.
 - d. No punitive action is pending against the Institution or FIR is filed by CBI or any other agency.
- 2.5.2 Procedure

- a. Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook 2018-19 submitted for Extended EoA.
- b. Institutions approved for extended EoA are waived from paying TER Charges for Extension of Approval (EoA) ONLY for the extended years.

However, such Institutions are 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.

- 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 TER Charges in the subsequent years.

2.6 Increase in Intake/ Additional Course(s)

2.6.1 AICTE approved existing Institutions shall expand its activities by the Addition of new/ additional Course(s)/ 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 Post Graduate Education
- e. Ensure quality of Technical Education being imparted

2.6.2 Requirements and Eligibility

- a. The Institution shall have valid NBA accreditation for the existing Course(s) as deemed necessary.
- b. The Institution shall apply on the AICTE Web-Portal along with the additional documents as per Appendix 17 of Approval Process Handbook 2018-19.
- c. The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Deficiency Report generated through Web-Portal.
- d. No punitive action is pending against the Institution or FIR is filed by CBI or any other agency.

2.6.3 Institutions shall be eligible for new Course(s)/ expansion of existing Course(s), equal to the number of valid NBA accredited Course(s), limited to a maximum **FOUR** new Course(s)/ expansion of existing Course(s) within the definition of Division/ Programme/ level in the Regular/ First Shift, subject to the following conditions:

- a. A maximum of two Divisions shall be allowed to be added in the existing valid NBA accredited Diploma/ Under Graduate/ Post Graduate Course(s), subject to the condition that total number of Divisions after expansion per Course shall not exceed **THREE** Divisions.
- b. New Diploma/ Under Graduate Course(s) with only **ONE** Division shall be allowed at respective level including Technical Campus.
- c. New Post Graduate Course(s) with only **ONE** Division shall be allowed in specializations where corresponding or relevant Under Graduate Course(s) exist.
- d. Institutions with any accredited Course shall be permitted to utilize the benefit of accreditation **only once** for increase in Intake/ additional Course(s) etc.
- e. If an Institution is having more than **FOUR** accredited Courses, the accredited Course(s) above **FOUR** shall be utilized for increase in Intake/ additional Course(s) in the subsequent years subject to the validity of accreditation.
- f. Institution getting approval for new Course(s) 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 2018-19.



- g. 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 2018-19.
- h. **An existing Course having a valid NBA accreditation shall be used for an increase in Intake/ Introduction of a new Course ONLY ONCE within a span of 6 years.**
- i. 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.

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.

Illustration for Expansion in Institutions having NBA Accredited Course(s):

An Institution XYZ offers 11 Courses (3 Diploma + 5 Under Graduate + 3 Post Graduate) out of which 2 Courses at Diploma, 3 Courses at Under Graduate and 1 Course at Post Graduate level have valid NBA accreditation as on 10th April, 2018. Such Institutions are eligible for addition (expansion) of Divisions and starting new Course(s) 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 4 Courses) in the First Shift
Diploma 1	Diploma 1	<p style="text-align: center;">Addition of Divisions</p> <p>Addition of Divisions (not more than 2 in each Course) in existing valid accredited Courses at Diploma + Under Graduate + Post Graduate Level (Diploma 1, Diploma 3, UG 1, UG 3, UG 5 and PG 2) not exceeding total of 04 Divisions.</p> <p style="text-align: center;">OR</p> <p style="text-align: center;">Addition of Divisions in existing accredited Course(s) + starting new Course(s)</p> <p>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./ UG 6, UG 7...etc./ PG 4, PG 5 ... etc.) but not exceeding total of 4 Divisions.</p> <p style="text-align: center;">OR</p> <p style="text-align: center;">Starting New Course(s)</p> <p>Introduction of New Course(s) with only ONE Division in each Course at Diploma (Diploma 4, Diploma 5...etc.), UG (UG 6, UG 7 etc...) and PG (PG 4, PG 5), not exceeding total of 04 Divisions.</p> <p>Note: Institution shall not be eligible for expansion in non-accredited Course(s) such as Diploma 2, UG 2, UG 4, PG 1 and PG 3.</p>
Diploma 2	-	
Diploma 3	Diploma 3	
UG 1	UG 1	
UG 2	-	
UG 3	UG 3	
UG 4	-	
UG 5	UG 5	
PG 1	-	
PG 2	PG 2	
PG 3	-	

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

- a. The Institutions which are in existence for less than SEVEN YEARS or which are not eligible for applying for NBA accreditation shall be allowed to increase in Intake/ expansion without mandatory accreditation condition as per the following Table, subject to “Zero Deficiency” based on Self-Disclosure on the AICTE Web-Portal.

Increase in Intake/ Expansion in Institutions without NBA accreditation

Sl. No.	Programme	Level	Maximum No. of Divisions allowed	Maximum Intake allowed
i	Engineering and Technology	Diploma	5	300
		Under Graduate	5	300
ii	Pharmacy	Diploma	1	60
		Under Graduate	2	120
iii	Architecture and Planning			
	a. Architecture	Diploma	2	80
		Under Graduate	3	120
	b. Planning	Under Graduate	3	120
iv	Applied Art and Craft	Diploma	3	180
		Under Graduate	3	180
v	Hotel Management and Catering Technology	Diploma	3	180
		Under Graduate	3	180

- b. The Standalone Institutions offering Post Graduate Course(s) which are in existence for less than FIVE YEARS or which are not eligible for applying for NBA accreditation shall be allowed to increase in Intake/ expansion without mandatory accreditation condition as per the following Table, subject to “Zero Deficiency” based on Self-Disclosure on the AICTE Web-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

- c. AICTE approved existing Institutions having total “Approved Intake” less than the “Maximum Intake Allowed” shall be permitted to increase up to the “Maximum Intake Allowed” without NBA accreditation subject to “Zero Deficiency” based on Self-Disclosure on the AICTE Web-Portal.
- d. In all the above cases, the Institution shall apply on the AICTE Web-Portal along with the additional documents as per Appendix 17 of Approval Process Handbook 2018-19.

2.6.5 Procedure

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

- a. Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook 2018-19 submitted for increase in Intake/ additional Course(s) for EoA.

- b. Scrutiny Committee Reports shall be uploaded on the Web-Portal by Regional Officer and forwarded for further processing.
 - c. 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.
- 2.6.6 Merging of certain Regular/ First Shift Course(s) in **Engineering and Technology** in Under Graduate Degree and Diploma Course(s) is permitted as per the guidelines given in Annexure 4 of Approval Process Handbook 2018-19, so that the Intake after merging shall be equal to the sum total of the individual Course(s) 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. For example, if an Institution has Courses such as Computer Science Engineering and Software Engineering, both the Courses shall be merged either to Computer Science Engineering or Software Engineering.
- 2.6.7 Institutions having an “Approved Intake” less than a Division size in any of the Regular/ First Shift Course(s) 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 AICTE Web-Portal. However, this is not applicable in case of Institutions under penal action.
- 2.6.8 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.

2.7 Addition of Integrated Degree in Engineering and Technology

- 2.7.1 In respect of Integrated Programme(s), UGC norms shall be applicable, as per Section 4 of PART III of UGC Gazette Notification, 2014 and amended time to time.

Five Years Integrated Degree in Engineering and Technology leading to Master of Technology (M.Tech.), nomenclature shall be as per Major Disciplines of Engineering and Technology given in Annexure 4 of Approval Process Handbook 2018-19.

2.7.2 Requirements and Eligibility

- a. AICTE approved Institutions where Course(s) in Engineering and Technology Programme are already in existence shall be eligible to apply on the AICTE Web-Portal 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.
- b. Approval shall be considered only to those Institutions where there is “Zero Deficiency” based on Self-Disclosure.
- c. Only one Division of 60 students shall be approved for Institutions applying for Five Years Integrated Degree in Engineering and Technology where University affiliated Course(s) in Engineering and Technology Programme are already in existence.
- d. No OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ NRI seats shall be allotted for these Course(s).
- e. Collaboration and Twinning Programme shall not be permitted for these Course(s).

- f. Tuition Fee Waiver shall be applicable as per provisions in Approval Process Handbook 2018-19.
- g. Applicants shall submit relevant documents as per Appendix 17 of Approval Process Handbook 2018-19 to Regional Office along with the application.

2.7.3 Procedure

- a. Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook 2018-19 submitted for Integrated Degree in Engineering and Technology.

2.7.4 Student's eligibility for admission and procedure for admission

- a. University affiliation for these Course(s) shall be necessary before effecting admission.
- b. Eligibility shall be as per Appendix 1 of the Approval Process Handbook 2018-19.
- c. State Government/ UT admission authority shall effect the admission for this Course.

2.8 Addition of Integrated/ Dual Degree in Management

- 2.8.1 In respect of Integrated/ Dual Degree Programme(s), UGC norms shall be applicable, as per Section 4 of PART III of UGC Gazette Notification, 2014 and amended time to time.

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

2.8.2 Requirements and Eligibility

- a. AICTE approved Institutions where Course(s) in Management Programme are already in existence shall be eligible to apply on the AICTE Web-Portal 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.
- b. Approval shall be considered only to those Institutions where there is "Zero Deficiency" based on Self-Disclosure.
- c. Only one Division of 60 students shall be approved for Institutions applying for Five Years Integrated/ Dual Degree in Management where University affiliated Course(s) in Management Programme are already in existence.
- d. No OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ NRI seats shall be allotted for these Course(s).
- e. Collaboration and Twinning Programme shall not be permitted for these Course(s).
- f. Tuition Fee Waiver shall be applicable as per provisions in Approval Process Handbook 2018-19.
- g. Applicants shall submit relevant documents as per Appendix 17 of Approval Process Handbook 2018-19 to Regional Office along with the application.

2.8.3 Procedure

- a. Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook 2018-19 submitted for Integrated/ Dual Degree in Management.

2.8.4 Student's eligibility for admission and procedure for admission



- a. University affiliation for these Course(s) shall be necessary before effecting admission.
- b. The admission for this Course shall be effected on the basis of separate merit lists of students passed in various streams at 12th 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.

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

2.9 Addition of Integrated Degree in Master of Computer Application (MCA)

- 2.9.1 In respect of Integrated Programme(s), UGC norms shall be applicable, as per Section 4 of PART III of UGC Gazette Notification, 2014 and amended time to time.

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

2.9.2 Requirements and Eligibility

- a. AICTE approved Institutions where University affiliated Course(s) in MCA are already in existence, shall be eligible to apply on the AICTE Web-Portal 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.
- b. Approval shall be considered only to those Institutions where there is “Zero Deficiency” based on Self-Disclosure.
- c. Only one Division of 60 students shall be approved for Institutions applying for Five Years Integrated Degree in MCA where University affiliated Course(s) in MCA Programme are already in existence.
- d. No OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ NRI seats shall be allotted for these Course(s).
- e. Collaboration and Twinning Programme shall not be permitted for these Course(s).
- f. Tuition Fee Waiver shall be applicable as per provisions in Approval Process Handbook 2018-19.
- g. Applicants shall submit relevant documents as per Appendix 17 of Approval Process Handbook 2018-19 to Regional Office along with the application.

2.9.3 Procedure

- a. Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook 2018-19 submitted for Integrated Degree in Master of Computer Applications.

2.9.4 Student’s eligibility for admission and procedure for admission

- a. University affiliation for these Course(s) shall be necessary before effecting admission.



- b. Eligibility as per Appendix 1 of Approval Process Handbook 2018-19.
- c. State Government/ UT admission authority shall effect procedure related to admission.

2.10 Addition of Integrated Degree in Hotel Management and Catering Technology

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

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

- a. Bachelor Degree in Hotel Management and Catering Technology
- b. Credits in Management subjects in Third Semester to Eighth Semester for Hotel Management and Catering Technology
- c. Credits at Ninth Semester and Tenth Semester for Hotel Management and Catering Technology
- d. Six months internship in Eleventh Semester for Hotel Management and Catering Technology

2.10.2 Requirements and Eligibility

- a. AICTE approved Institutions where at least one batch has graduated shall be eligible to apply on the AICTE Web-Portal 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).
- b. Approval shall be considered only to those Institutions where there is “Zero Deficiency” based on Self-Disclosure.
- c. Approval shall be given 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.
- d. Applicants shall submit relevant documents as per Appendix 17 of Approval Process Handbook 2018-19 to Regional Office along with the application.

2.10.3 Procedure

- a. Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook 2018-19 submitted for Integrated Degree in Hotel Management and Catering Technology.

2.10.4 Student’s eligibility for admission and procedure for admission

- a. University affiliation for these Course(s) shall be necessary before effecting admission.
- b. 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 2018-19.
- c. 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.
- d. State Government/ UT admission authority shall effect procedure related to admission.



2.11 To Start Diploma in Degree Pharmacy Institutions and vice-versa

2.11.1 Requirements and Eligibility

- a. AICTE approved existing 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 AICTE Web-Portal along with the additional documents as per Appendix 17 of Approval Process Handbook 2018-19.

2.11.2 Procedure

- a. The application shall be considered upon verification of adequate Infrastructural facilities as per Approval Process Handbook 2018-19 by an Expert Visit Committee.
- b. AICTE approved existing 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 AICTE Web-Portal for approval of AICTE. Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook 2018-19.
 - Applications for the Introduction of Pharm.D. shall be processed as per Clause 2.6 of this Chapter. Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook 2018-19.

2.12 Conversion of Management Institutions running PGDM Course into MBA Course

2.12.1 Requirements and Eligibility

- a. Conversion of Management Institutions running PGDM Course into MBA Course 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. AICTE approved existing Management Institutions seeking approval for Conversion of PGDM Course into MBA Course shall apply on the AICTE Web-Portal along with the additional documents as per Appendix 17 of Approval Process Handbook 2018-19.

2.12.2 Procedure

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

2.13 Conversion of Second Shift Course(s) into First Shift Course(s)

2.13.1 Requirements and Eligibility

- a. Institutions offering Course(s) only in Second Shift or offering same Course(s) in both the First and Second Shifts at the same Level shall be permitted to convert the Second Shift Course(s) 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. AICTE approved existing Institution seeking approval for Conversion of Second Shift Course(s) into First Shift Course(s) shall apply on the AICTE Web-Portal along with the additional documents as per Appendix 17 of Approval Process Handbook 2018-19.

2.13.2 Procedure

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

2.14 Introduction of Part Time Course(s)

- a. Part Time Course shall be approved, subject to the same Course being run in the First Shift.
- b. Institutions already having approval for Part Time Course(s) shall not be allowed to increase the intake in such Course(s).
- 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 Course(s).
- e. Duration of the Part Time Course is as per the prevailing rules and Curriculum of the Affiliating University/Board. However, the minimum duration shall not be less than 1.5 times of the Regular/ First Shift Course.

2.14.1 Requirements and Eligibility

- a. Institutions having a minimum of 80% admission in the last three years consecutively.
- b. Institutions shall be eligible for Part Time Course(s) 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.
- c. A maximum of one Division/Course only shall be allowed.
- d. Existing Faculty working in First Shift shall be utilized with suitable remuneration as per the Affiliating University/ Board along with Guest Faculty, if any.
- e. AICTE approved existing Institution seeking approval for Introduction of Part Time Course(s) shall apply on the AICTE Web-Portal.
- f. Applicants shall submit relevant documents as per Appendix 17 of Approval Process Handbook 2018-19 to Regional Office along with the application.

2.14.2 Procedure

- a. Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook 2018-19 submitted for Introduction of Part Time Course(s).

2.14.3 Student’s eligibility for admission and procedure for admission

- a. University/Board affiliation for these Course(s) shall be necessary before effecting admission.
- b. Eligibility shall be as per Appendix 1 of Approval Process Handbook 2018-19.
- c. State Government/ UT admission authority shall effect the admission for this Course.

2.14.4 Professional Societies approved by other Regulatory Bodies shall apply for Part Time Courses. Further, remote centres of the same should also apply separately for approval.



- a. The Applicant shall apply on the AICTE Web-Portal along with the documents (as applicable) as per Appendix 16 of Approval Process Handbook 2018-19.
- b. The same shall be considered upon verification of adequate Infrastructural facilities as per Approval Process Handbook 2018-19 by Scrutiny and Expert Visit Committee.
- c. TER Charges shall be paid as per 1.4.2.vii.

2.15 Introduction of Fellowship Programme in Management Programme

- 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.

2.15.1 Requirements and Eligibility

- a. Institutions where Course(s) 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.
- b. The Institution should have a valid accreditation by NBA.
- c. AICTE approved existing Institution seeking approval for Introduction of Fellowship Programme in Management Programme shall apply on the AICTE Web-Portal.
- d. The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Report generated.
- e. Since inception, the Institution should have been free from serious Complaints regarding CBI investigation, ragging, non-payment of dues to Council and other punitive actions.
- f. The Institution should have required number of Full Time Faculty members as per the AICTE norms for running MBA/ MMS/ PGDM Programme.
- g. The Institutions should have at least 50% and 25% of the Full Time Faculty members with Ph.D./ Fellow from AICTE approved Institutions/ 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 referred indexed cited International/ National Journals in the last 3 years.
- h. The Institution should have subscribed Journals in Business Management area of Organizational Behaviour / Human Resource, Finance and Accounts, Marketing, Operations, IT Systems, Economics, etc.
- i. Applicants shall submit relevant documents as per Appendix 17 of Approval Process Handbook 2018-19 to Regional Office along with the application.

2.15.2 Procedure

- a. Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook 2018-19 submitted for Introduction of Fellowship Programme in Management Programme.
- b. 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.

- c. 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 Clause 1.12 of Chapter I of Approval Process Handbook 2018-19.

2.15.3 Student's eligibility, procedure for admission and conduct of Programme shall be as per details given in Appendix 20 of Approval Process Handbook 2018-19.

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

2.16.1 Requirements and Eligibility

- a. AICTE approved existing Institution seeking approval for Introduction of Supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries shall apply on the AICTE Web-Portal.
- b. 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.
- c. The Institutions shall provide suitable Hostel/ Residential accommodation to the Foreign Students/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO) and Children of Indian workers in Gulf Countries.
- d. The Institution shall have "Zero Deficiency" based on Self-Disclosure as per the Report generated.
- e. The Institution was not enforced any punitive action previously by AICTE.
- f. Applicants shall submit relevant documents as per Appendix 17 of Approval Process Handbook 2018-19 to Regional Office along with the application.
- g. Grant of Approval for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (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 Course(s) shall be allowed on supernumerary basis for admitting students from amongst Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ 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 seats 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 (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in the Gulf Countries subject to approval from AICTE for the above seats and fulfillment of requisite Infrastructure as per the Approval Process Handbook 2018-19.**
 - Further, any vacant seat in the "Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (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 seats subject to approval from AICTE for the NRI seats and fulfillment of requisite Infrastructure as per the Approval Process Handbook 2018-19.

2.16.2 Procedure



The availability of adequate Infrastructural facilities in the Applicant Institution as per the Norms of Approval Process Handbook 2018-19 shall be verified by Expert Visit Committee. These supernumerary seats shall be exclusively meant for these categories of students in the Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma Course(s) with a condition that under no circumstances a seat remaining unfilled shall be allowed to anyone other than a Foreign National/ OCI/ PIO/ Children of Indian Workers in the Gulf Countries.

Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ 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.

2.16.3 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.

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

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

2.16.7 However, in case of Pharmacy Institutions, Supernumerary seats shall be considered within the Division.

2.16.8 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 seats. 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 seats. Fee prescribed for NRI seats shall not be applicable to this admission.
- Admission to these seats shall be done on merit basis among Applicants of these categories.

2.17 Introduction of seats for Sons/ Daughters of Non Resident Indian(s)

2.17.1 Requirements and Eligibility

- a. AICTE approved existing Institution seeking approval for admitting Sons and Daughters of Non Resident Indian(s), Institutions shall apply on the AICTE Web-Portal.
- b. Five percent (5%) of seats within “Approved Intake” shall be allowed for admission under NRI category.
- c. The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Report generated.
- d. Applicants shall submit relevant documents as per Appendix 17 of Approval Process Handbook 2018-19 to Regional Office along with the application.

2.17.2 Procedure

- a. Grant of Approval for admission under NRI is based on Self-Disclosure of required facilities and Infrastructure availability as submitted online on the AICTE Web-Portal.



- b. In the event of non-availability of students in NRI seats, the seats shall be given to general candidates as per merit. However, regular fee shall be applicable to these candidates thus admitted against vacant NRI seats.
- c. The Institution shall submit an application for Continuation of approval for NRI seats, as a part of application of Extension of Approval, every year, giving details of Faculty and other facilities.

2.17.3 Fee and Admission

- a. 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.
- b. The Competent Authority for admission shall display the 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(s)/ Division.
- c. Competent Authority for admission shall prepare merit list of Applicants by inviting applications from eligible NRI students and effect admission strictly on merit basis.
- d. 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.
- e. The Institutions shall also display information regarding admitted candidates in their Web sites for information to the students and other stakeholders.
- f. The concerned State Government/ UT shall notify the tuition and other fee for candidates to be admitted under NRI seats.

2.17.4 Institutions shall follow the Academic Calendar as per Appendix 19 of Approval Process Handbook 2018-19.

2.18 Change in name of the Course/ Reduction in Intake/ Closure of Programme(s) and/ or Course(s)

2.18.1 Requirements and Eligibility

- a. AICTE approved existing Institutions seeking approval for Change in name of the Course (Refer Annexure 4 of Approval Process Handbook 2018-19)/ Reduction in Intake/ Closure of Programme and/ or Course shall apply on the AICTE Web-Portal. Applicants shall submit relevant documents as per Appendix 17 of Approval Process Handbook 2018-19 to Regional Office along with the application.
- b. Institutions may apply for reduction in Intake in any of the Regular/ First Shift Course(s) within a Division by themselves in the AICTE Web-Portal and maintain Faculty: Student ratio accordingly without NOC from Affiliating University/ Board/ State Government/ UT and 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 Under Graduate	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 Post Graduate	Permissible Reduction in Intake	Permissible Intake for Restoration
1	30	18	30
1	30	24	30

2.18.1 Procedure

- Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook 2018-19 submitted for Change in name of the Course/ Reduction in Intake/ Closure of Programme(s) and/ or Course(s), as applicable.
- For Closure of Programme(s)/ Course(s), the Institution shall submit the relevant NOCs on or before 31st December of the respective Academic Year.

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

2.19.1 Requirements and Eligibility

- AICTE approved existing Institution seeking approval for Change in name of the Institution or Affiliating University/ Board shall apply on the AICTE Web-Portal.
- Applicants shall submit relevant documents as per Appendix 17 of Approval Process Handbook 2018-19 to Regional Office along with the application.
- Institutions shall not use the names of the Existing Institutions within the State.**

2.19.2 Procedure

- Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook 2018-19 submitted for Change in name of the Institution or Affiliating University/Board, as applicable.
- 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 Clause 1.12 of Chapter I of Approval Process Handbook 2018-19.

2.20 Change in name of the Trust/ Society/ Company

2.20.1 Requirements and Eligibility

- AICTE approved existing Institution seeking approval for Change in name of the Trust/ Society/ Company including merging of Trust/ Society/ Company shall apply on the AICTE Web-Portal.
- Applicants shall submit relevant documents as per Appendix 17 of Approval Process Handbook 2018-19 to Regional Office along with the application.
- Merger shall be permitted only for those Trusts/ Societies/ Companies having the same common objects of education etc. and either of which have not been disqualified by AICTE/ Court of Law/ any Statutory Body in the past.
- Merging of Trust/ Society/ Company shall be processed as per the respective laws laid down in the Acts.

- e. In case of any dispute among the members of merged Trusts/ Societies/ Companies is of such nature that it would affect the standard of the Institution, then AICTE shall withhold the approval as long as it may deem fit.
- f. Further, AICTE shall have the 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/ Society/ Company document, by virtue of which amalgamation took place.

2.20.2 Procedure

- a. Composition of Scrutiny Committee for Change of Trust/ Society/ Company shall be as per Chapter I of Approval Process Handbook 2018-19.
- b. Scrutiny Committee shall verify the correctness of the documents.
- c. Scrutiny Committee Reports shall be uploaded on the Web-Portal by Regional Officer and forwarded for further processing.
- d. 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 Clause 1.12 of Chapter I of Approval Process Handbook 2018-19.

2.20.3 **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 Faculty, 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 Regional Office and give specific remarks in the Report.
- b. Additional experts may be co-opted in any of the Committee for processing of applications, Complaints, etc. as per the requirement.
- c. The report of the Expert Visit Committee/ Show Cause notice, if issued shall be placed before the Standing Hearing Committee.
- d. Two representatives of the Institution shall be invited to present their case along with the compliance and supporting documents before the Standing Hearing Committee.

Self-attested Photo ID proof and an authorization letter from the Chairman/Secretary of the Trust/ Society/ Company shall be produced to the Committee.
- e. 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.
- f. 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 Clause 1.12 of Chapter I of Approval Process Handbook 2018-19.

- g. 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 2018-19.
 - h. If any document submitted is found to be fraudulent, criminal case shall be filed against the Principal of the Institution and the Chairman/ 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 EoA shall not be granted after 30th April, 2018 in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA No.9048/ 2012.
- 2.24 Student's eligibility for admission shall be as per Appendix 1 of Approval Process Handbook 2018-19.

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 Requirements and 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/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma.
- 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/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma 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.
- d. No Foreign University/ Institution shall establish/ operate its educational activity in India leading to award of Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma without specific approval of the Council.
- e. 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.
- f. The educational Programmes to be conducted in India by Foreign Universities or Institutions leading to award of Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma Level (ONLY Regular/ First Shift Courses) 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 Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma should be fully recognized in their Parent Country.
- g. Any Course or Programme which jeopardizes the National interest shall not be allowed to be offered in India.
- h. 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.

3.3 Collaboration and Twinning Programmes

- a. The Indian Partner Institution shall be affiliated to the University/ Board.
- b. The Foreign University/ Institution and the Indian Partner Institution shall enter in to a bipartite agreement/ MoU for this purpose.
- c. The Indian Institution and the concerned Affiliating University/ Board shall also enter into a bipartite agreement/ MoU for this purpose.
- d. For Course(s) where University/ Board approval is not mandatory, the Foreign University/ Institution and the Indian Partner Institution shall enter in to a bipartite agreement/ MoU for this purpose.
- e. **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.**
- f. The students failing to secure Visa should be enrolled in a similar Programme being conducted by the Indian Partner Institution, affiliated to a University/ Board. The Intake of such students shall be over and above the “Approved Intake” of the Programme being conducted by the Indian Partner Institution.
- g. Institutions admitting foreign nationals should ensure registration of Foreign students with concerned Foreigners Regional Registration Officer (FRRO).
- h. The Degree shall be awarded by the Foreign University/ Institution and in its Parent Country.

3.4 TER Charges

- a. The TER Charges shall be paid through the AICTE payment gateway on the AICTE Web-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. TER Charges for different type of Institutions for Introduction and Continuation of Twinning Programme(s) is as follows:

Sl. No.	Type of Institution	Introduction ₹ in Lakh	Continuation ₹ in Lakh
i	Minority Institution	10.0	5.0
ii	Institution set up in North Eastern States	10.0	5.0
iii	Institution set up exclusively for Women	10.0	5.0
iv	Government/ Government aided/ Central/ State University	Nil	Nil
v	All other Institutions	15.0	7.5

3.5 Procedure

- a. AICTE approved Existing Institution seeking approval for Collaboration and Twinning Programme shall apply on the AICTE Web-Portal and shall be processed by the Scrutiny/ Re-Scrutiny followed by Expert Visit Committee as per the procedure mentioned in Clauses 1.9.8 and 1.9.9 of Chapter I of the Approval Process Handbook 2018-19.
- 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 of Approval Process Handbook 2018-19 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 Programme(s).

- No Objection Certificate from concerned Embassy in India with a mention of genuineness of Technical Institution of the respective Country.
- MoU as per Clause 3.3 of this Chapter.
- Affidavit⁵ 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

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

3.7 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.

4.1 National Skills Qualifications Framework (NSQF)

- a. The National Skills Qualifications Framework (NSQF) is a competency-based framework that organizes all qualifications according to a series of levels of knowledge, skills and aptitude. These levels, graded from one to ten, are defined in terms of learning outcomes which the learner must possess regardless of whether they are obtained through formal, non-formal or informal learning.
- b. Institution should have AICTE approval in relevant area
- c. Skill Knowledge Providers/ Trainers (SKP) to be registered by AICTE or other authorised bodies for imparting specific skills.
- d. A student registers with an AICTE approved Technical Institution for a Vocational Diploma, Advanced Diploma, Post Diploma or a Vocational Degree or Vocational Post Graduate Degree to acquire formal education credits.
- e. The student completes the skill modules as required at various certification levels, one level at a time, acquires the necessary credits from the Skill Knowledge Provider/Trainers (SKP), and gives them on to the Institution where he is registered for a Diploma, Advanced Diploma, Post Diploma or a Degree or Post Graduate Degree.
- f. These credits are transferred to the Technical Board or the University as the case may be, which compiles the Vocational Skill credits and the formal education credits and if all such credits are available as required by the certification level, then the Technical Board or the University shall award the certification at that level.
- g. Certification levels as required shall entail the student for the award of a Vocational Post Graduate Degree or Vocational Degree or a Vocational Diploma or Vocational Advanced Diploma or Vocational Post Diploma.
- h. The candidates may enter the job market after each certification level or may continue to acquire additional credits in Part Time/ Full Time mode in order to complete the requirements of Vocational Diploma, Post Diploma or a Vocational Degree.
- i. In all certification levels of 'Knowledge and Skill' have been identified (as per Appendix 1 of Approval Process Handbook 2018-19). First two levels refer to standard IX and X at school level. These shall be with the CBSE schools or schools affiliated to State Boards and equivalent other boards.
- j. Each level requires notified hours of education and training per annum. For the vocational stream leading to a Degree or a Diploma or a Post Diploma, these hours shall have both vocational and academic component as notified by MHRD/AICTE. The Skill modules or the Vocational content at a certification level could be a single skill or a group of skills of the number of hours prescribed.
- k. A candidate shall have freedom to choose either a vocational stream or a conventional stream to reach graduation level. In addition, a candidate shall have freedom to move from vocational stream to current formal higher education stream or vice versa at various stages. This multi-level entry and exit system shall allow the candidate to seek employment after any level and re-join the education as and when feasible to upgrade qualifications/ skill competency.
- l. A student entering a Vocational stream from general stream can enter at a certain level provided the skills required at that level are acquired, from a registered SKP.

- m. A student who has acquired the skills through work experience, can also enter the Vocational stream at an appropriate level provided he is assessed for the skills acquired from a registered SKP. The qualification with upward mobility is shown in Appendix 1 of Approval Process Handbook 2018-19.

4.2 Introduction of Vocational Education Course(s)

For seeking approval for Introduction of Vocational Education Programme(s) leading to Degree or Diploma in Vocational Education under National Skill Qualification Framework.

4.2.1 Requirements and Eligibility

- a. Vocational Education Programme(s) can be conducted in an AICTE approved Institution by providing Infrastructure and other requirements as decided by Council.
- b. Skill based Course(s) related to Engineering/ Technology/ Pharmacy/ Architecture/ Hotel Management and Catering Technology/Management/IT/ITeS/Applied Arts may be started in the respective Programme conducting Institutions.
- c. Vocational Education Institutions shall opt for Sectors/ specializations/ Streams as per Appendix 2 of Approval Process Handbook 2018-19 or as prescribed by National Skills Qualification Committee/NSDA/MHRD.
- d. The Head of the Institution conducting “Vocational Education Programme” shall be the “Principal” of the Parent Institution where Vocational Education Programme(s) are conducted.
- e. All Institutions initially shall be eligible for a maximum of four (4) Sectors/Specializations per location, consisting of maximum 100 students with a batch size of 25 students.
- f. Based on the Norms as prescribed in Approval Process Handbook 2018-19 notified by AICTE from time to time, an Institution that does not have deficiency may be approved for conducting the general education of the Vocational Education Course(s)/ specializations as applied for from Level 3 and/or Level 5 onwards for Diploma/Degree Levels respectively.
- g. If there are no deficiencies then the system shall allot the intake applied for, as per the Approval Process Hand Book.
- h. Institutions shall appoint teaching Staff, Coordinator and other Technical supporting Staff and Administrative Staff strictly in accordance with the methods and procedures of the concerned Affiliating University, or the Technical Boards.
- i. A MoU shall be signed between the Institution and the SKP as per Format³¹.

4.2.2 Admission, Curriculum and Fees

- a. The Institution shall publish in their Brochure & Web site the details of this scheme and the specialization offered and approved intake in respective specialization.
- b. The Institution shall invite applications giving advertisement in newspapers and publishing the same in the Institution’s Web site.
- c. The Procedure, Rules and Regulations for admission shall be as prescribed by the Affiliating University or Board of Technical Education.
- d. The Institution shall upload the student information in the AICTE Web-Portal and also display information regarding admitted candidates in their Web site for information to the students and other stakeholders.



- e. Admission to these seats shall be done on merit basis among Applicants.
- f. The concerned State Government/UT shall notify the tuition and other fees for candidates to be admitted.
- g. Model Structure of the Curricula for different Course(s) proposed by the Council and available in the AICTE Web-Portal shall be used as a guideline and the Institutions may adopt the same with suitable changes.

4.2.3 Procedure

- a. Existing Institution shall apply for Vocational Education Programme on the AICTE Web-Portal and select Sectors/Specialization from the AICTE Web-Portal.
- b. Scrutiny Committee shall verify the eligibility of Institution for the Programme and give its recommendation for intake in applied sector and specialization based on available facility in the Institution.
- c. Scrutiny Committee report shall be placed before Regional Committee.
- d. Recommendation of Regional Committee shall be uploaded on Web-Portal by Regional Officer and forwarded for further processing.

4.3 Norms for Vocational Education Provider

Parameter	Existing AICTE approved Institution
Instructional area	One Classroom# / Division
Administrative area	No separate requirement
Amenities area includes separate toilets for males and females	No separate requirement
Laboratory/Workshop and other Infrastructural requirements	No separate requirement
Library	2 Books/ student relevant to field of study (minimum of 10 titles)
Reading Room	No separate requirement
Computer Centre	No separate requirement
Teachers/ Instructors	No separate requirement
Other requirements	
Drinking water	Required
Motorized road	Required
Community Service	Required
Accessibility to PwDs	Required

may be shared with existing Classrooms in the Institution

No separate requirement means requirement shall be met with existing Infrastructure/ facilities in the Institution for conduct of Programme(s) under consideration.

- 4.4 In case of any violation of the above said norms, the same shall be processed as per Chapter VI of Approval Process Handbook 2018-19.

- 5.1 The **Duration and Entry Level Qualifications** for the Technical Programme such as Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma Levels shall be as provided in the Appendix 1 of Approval Process Handbook 2018-19.
- 5.2 The **list of approved nomenclature of Courses** at Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma Programmes in Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts/ Hotel Management and Catering Technology/ MCA/ Management shall be as provided in the Appendix 2 of Approval Process Handbook 2018-19.

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 and Curriculum and its nomenclature to the Council.

- 5.3 The Technical Institutions and Technical Campus shall follow **Norms for Intake and Number of Course(s)/ Divisions** in the Technical Programme(s) at Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma level as provided in the Appendix 3 of Approval Process Handbook 2018-19.
- 5.4 The Technical Institutions shall follow **Norms for Land and Built-up requirements** as provided in the Appendix 4 of Approval Process Handbook 2018-19.
- 5.5 The Technical Institutions shall follow **Norms for Books, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment** as provided in the Appendix 5 of Approval Process Handbook 2018-19.
- 5.6 The Technical Institutions shall follow **Norms for Essential and Desirable requirements** as provided in the Appendix 6 of Approval Process Handbook 2018-19.

- a. The Language Laboratory shall be 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, extemporaneous speaking, debates, skills etc. This Laboratory shall have 25 Computers for every 1000 students.
- b. 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 the 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 of 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 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.

c. 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
- Special needs of students, Faculty and Staff with disabilities have to be taken care in the event of an emergency
- Counselling arrangements for the affective individuals

5.7 The Technical Institutions shall follow **Norms for Faculty requirements and Cadre ratio** at Diploma/ Under Graduate/ Post Graduate Level as provided in the Appendix 7 of Approval Process Handbook 2018-19.

In case of Architecture and Planning, up to a maximum of 30% Adjunct Faculty/ Resource Person is permissible, as the Programme requires more practical exposure.

In all other Programmes, ONLY under extraordinary circumstances, a maximum of 10% Adjunct Faculty/ Resource Person may be appointed and the same shall not be extended beyond one academic session.

The Technical Institutions shall introduce online Aadhar linked Biometric attendance for regular Faculty members.

- 5.8 The Technical Institutions shall follow **Faculty Cadre and Qualifications** as provided in the Appendix 8 of Approval Process Handbook 2018-19.
- 5.9 **Eligibility for admission to Lateral Entry to Second Year Course(s)**
- a. 12th or 10th + (2 years ITI) shall be **eligible for admission to Second Year Diploma Course(s)** 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 2018-19.
 - b. Diploma holders and B.Sc. Degree holders shall be **eligible for admission to Second Year Engineering Course(s)** 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 2018-19.
 - 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 2018-19.
 - 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 2018-19.
- 5.10 The concerned State Government/ UT Admission Authority shall decide modalities for the admission.
- 5.11 Induction training for 3 weeks is mandatory for First Year Students.
- 5.12 Model Structure of the Curricula/Syllabus for different Course(s) are proposed by the Council and available in the AICTE Web-Portal shall be used as a guideline and Institutions/ Universities may adopt the same with suitable changes.
- 5.13 The PGDM Institutions shall follow **Norms for PGDM Programmes** as provided in the Appendix 9 of Approval Process Handbook 2018-19.
- 5.14 The Technical Institutions shall follow **Subscription of Journals** as provided in the Appendix 10 of Approval Process Handbook 2018-19.
- 5.15 Format for **Detailed Project Report (DPR)** for establishment of a new Technical Institution shall be as provided in the Appendix 11 of Approval Process Handbook 2018-19.
- 5.16 The Technical Institutions shall follow **Prevention and Prohibition of Ragging** as provided in the Appendix 12 of Approval Process Handbook 2018-19.
- 5.17 **Structure of Various Committees** are given in the Appendix 13 of Approval Process Handbook 2018-19.
- 5.18 **Regional Offices of AICTE** are given in the Appendix 14 of Approval Process Handbook 2018-19.
- 5.19 The Technical Institutions shall follow **Grievance Redressal** as provided in the Appendix 15 of Approval Process Handbook 2018-19.

- 5.20 **Documents to be submitted** for applications under Chapter I are given in Appendix 16 of Approval Process Handbook 2018-19.
- 5.21 **Documents to be submitted** for applications under Chapter II are given in Appendix 17 of Approval Process Handbook 2018-19.
- 5.22 **Recommended Composition of Board of Governors** in the Technical Institutions is given in the Appendix 18 of Approval Process Handbook 2018-19.
- 5.23 The Technical Institutions shall follow **Academic Calendar** as provided in the Appendix 19 of Approval Process Handbook 2018-19.
- 5.24 The Technical Institutions shall conduct and admission Procedure of **Fellowship Programme in Management** as provided in the Appendix 20 of Approval Process Handbook 2018-19.
- 5.25 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.
- 5.26 **Tuition Fee Waiver scheme (TFW)**
- a. Scheme shall be applicable to all approved Technical Institutions offering Bachelor Programme(s), Diploma and Post Diploma Programme(s) and Lateral Entry provisions of these Programme(s).
 - b. The scheme shall be mandatory for all Institutions approved by the Council.
 - c. Requirements and Eligibility
 - Sons and daughters of parents whose annual income from all sources does not exceed ₹6.00 Lakh.
 - 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.
 - d. Admission Procedure
 - Under this Scheme, up to a maximum of 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 Course(s) 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 site for information to the students and other stakeholders.

5.27 Supernumerary Seats for J&K under Prime Minister’s Special Scholarship Scheme (PMSSS)

- a. Scheme shall be applicable to selected approved Technical Institutions having NIRF ranking and offering Bachelor Programme(s). Diploma holders in Engineering are eligible for Lateral Entry under the provisions of these Programme(s).
- b. 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 Course(s) in an Institution.
- c. The scheme shall be mandatory for all Institutions approved by the Council subject to the changes suggested by Inter-Ministerial Committee of MHRD from time to time.
- d. Eligibility
 - All students domicile of J&K are eligible for seats under this scheme.
 - Student passed Higher Secondary Examination (12th Std.) from the schools located in J&K.
 - Sons and daughters of parents whose annual income from all sources does not exceed ₹6.00 Lakh.
- e. 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 as 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.

5.28 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.

5.29 In National Defense/ Security areas, the maximum Divisions or Intake over and above specified in Appendix 3 of Approval Process Handbook 2018-19 shall be considered as the case may be, subject to the fulfillment of other norms of Approval Process Handbook 2018-19.

5.30 Recommendations of National Fee Committee for the maximum tuition and development fee for Regular/ First Shift Programme(s) as given in Annexure 8 of Approval Process Handbook 2018-19 has been accepted by the Council and shall have to be followed.



5.31 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 2018-19 and on fulfillment, NBA shall be intimated suitably.

5.32 Universities do not require prior approval of AICTE to commence a new Department or Course and Programme(s) in Technical Education, however Universities have obligation or duty to conform to the standards; and norms laid down by the AICTE.

5.33 AICTE does not recognize the Programme(s)/ Course(s) in Technical Education offered through distance mode except MBA and MCA Programmes, if approved by AICTE.

5.34 Release of FDR

5.34.1 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
- Affidavit⁸ 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.

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

5.34.3 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.

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

5.34.5 For the Institutions approved by AICTE and later converted into Private University/ Institution Deemed to be University by appropriate State/ Central Act, the release of FDRs/ Security Deposit, shall be subject to no pending Complaints or Disciplinary Proceedings against such Institutions in addition to the submission of above documents.

5.34.6 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 stating that no students are studying in the Institution.

6.1 Introduction

- a. An Institution running any Programme/ Course in Technical Education in violation of Regulations/ Approval Process Handbook 2018-19, shall be liable to appropriate 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 2018-19.
- 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 Course(s) in the previous Academic Year(s), if any, to such Institution against which the admitted students shall be treated as AICTE approved Course(s) only.
- d. If any of the information mentioned in the Affidavit is proved as false, penal action shall be initiated on the Deponent.

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

Non-submission/ submission of incomplete/ 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, if any, for one Academic Year
- Reduction in “Approved Intake”
- No admission in one/ more Course(s) for one Academic Year
- Withdrawal of approval for Programme(s)/ Course(s)
- Withdrawal of approval of the Institution

6.3 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

6.4 Non-fulfillment of Faculty: Student ratio, not adhering to Pay Scales and/ or qualifications prescribed for Faculty

Institutions not adhering to Pay scales, or qualifications prescribed for Faculty members 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 Course(s) for one Academic Year
- Withdrawal of approval in the respective Course
- Withdrawal of approval of the Institution

The Council may initiate penal action for not regularizing and ensuring the timely and full payment of the salary of the Staffs through Electronic Clearing Service (ECS) by nationalized banks. The Institution collecting/ withholding any of the original Educational/Professional Certificates of a Faculty member shall be liable to any one or more of the above said punitive actions by the Council.

6.5 Non-fulfillment of Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals, Library facilities requirements, etc.

Institutions not maintaining prescribed requirements of Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals, Library facilities, etc. 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 Course(s) for one Academic Year
- Withdrawal of approval for Programme(s)/ Course(s)
- Withdrawal of approval of the Institution

6.6 Non-fulfillment of Essential requirements

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 Course(s) for one Academic Year

6.7 Non-fulfillment of Location/ Built-up Area/ Land at the time of year of establishment or current Academic 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 Course(s) for one Academic Year
- Withdrawal of approval for Programme(s)/ Course(s)
- Withdrawal of approval of the Institution

6.8 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.

6.9 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, if any, for one Academic Year
- Reduction in “Approved Intake”
- No admission in one/ more Course(s) for one Academic Year
- Withdrawal of approval for Programme(s)/ Course(s)
- Withdrawal of approval of the Institution

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

The Institutions shall have to announce all fees such as tuition fee, examination fee etc. on their Web Site transparently and adhere to the same strictly. No Technical Institution shall collect any other fee (Payment/ Amount) from the students, 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, if any, for one Academic Year
- Reduction in “Approved Intake”
- No admission status in one/ more Course(s) for one Academic Year
- Withdrawal of approval for Programme(s)/ Course(s)
- Withdrawal of approval of the Institution

6.11 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 any one or more of the following punitive actions by the Council:

- No admission for one Academic Year
- Withdrawal of approval of the Institution

6.12 Violation of norms in case of Collaboration and Twinning Programme

- If a Foreign University/ Institution fails to comply with any of the conditions as contained in the Approval Process Handbook 2018-19, the Council 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/ Under Graduate 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.
- 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.
- In case, it comes to the notice of the Council, that a Foreign University is running Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma 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, cheating, etc.
- 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 Programme 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.
- 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.

6.13 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. In case, if a student leaves 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 hostel rent, where applicable. The last date for withdrawal of PGDM admission for the purpose of refund of fees shall be 30th June of every year. 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 rules 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 Course(s) for one Academic Year
- Withdrawal of approval for Programme(s)/ Course(s)

6.14 AICTE shall initiate appropriate penal action, if Plagiarism is found in the academic, research, project work, journal publication, etc. of the Institutions. Each Institution should have a Plagiarism Software to check the integrity of work of the students and Faculty by ensuring that all content is unique.

6.15 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 shall be imposed. However, Institutions that had not created FDR/created FDR for lesser duration/ lesser amount than prescribed at the time of LoA have to create the same accordingly as specified in Approval Process Handbook 2018-19.

6.16 Complaints regarding the use of fake Certificates of SC/ST/OBC to be investigated in time bound manner and if found guilty, such admission should be cancelled. Further, appropriate action shall be initiated accordingly with due intimation to AICTE.

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

6.18 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 complainant 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. The report of the Expert Visit Committee/ Show Cause notice, if issued shall be placed before the Standing Hearing Committee.
- d. Two representatives of the Institution shall be invited to present their case along with the compliance and 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.

Self-attested Photo ID proof and an authorization letter from the Chairman/Secretary of the Trust/ Society/ Company shall be produced to the Committee.

- e. The recommendations of Standing Hearing Committee shall be placed before the Executive Committee for approval.
- f. 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 Clause 1.12 of Chapter I of Approval Process Handbook 2018-19.
- g. As per CVC guidelines, Anonymous/ Pseudonymous Complaints shall not be processed.
- h. Each Institution shall upload the number of Complaints and Grievances received and action taken in their Web site and update AICTE through monthly online status report.

6.19 Procedure for restoration against punitive action

- a. Applicant shall make an application for restoration on the AICTE 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 2018-19.
- 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.
- 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 Clause 1.12 of Chapter I of Approval Process Handbook 2018-19.
- 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.

- 6.20** Under extraordinary circumstances, if restoration/ Punitive action (except fine) is approved by the Council beyond 30th April, 2018 in compliance to 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.

7.1 No Institution shall offer Technical Programme(s) or Course(s) without approval of the Council

If any Institution offering Technical Programme without approval of the Council shall be declared as unapproved.

7.2 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 of Approval Process Handbook 2018-19.
- b. The legal date of starting of the Institution shall be from the date of issue of the Letter of Approval from AICTE.
- 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 Authority for admission.

7.3 The Institutions conducting Course(s)/ Programme(s) 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.**7.4 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.****7.5 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 2018-19.**

Appendix I

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

1.1 Diploma Programmes (Full Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	3 OR 4 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
ii	Pharmacy	2 years	Passed 12 th 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 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
iv	Planning	3 OR 4 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
v	Applied Arts and Crafts	3 OR 4 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
vi	Hotel Management and Catering Technology	3 years OR 4 years after 10 th Std. where same exists	Passed 12 th Std. Obtained at least 35% marks in the qualifying examination. OR Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
vii	All Programmes except Pharmacy (Lateral entry to Second Year Diploma)	2 years	Passed 12 th Std. examination with Physics and Chemistry as compulsory subjects along with one of the Mathematics/ Biology (Botany and Zoology) OR 12 th Science (with Mathematics as one of the Subject) or 12 th Science with Vocational OR 12 th Science with Technical OR 10 th + (2 years ITI) with appropriate Trade in that order shall be eligible for admission to Second Year Diploma Course(s) of appropriate Programme.

1.2 Post Diploma Programmes (Full Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	18 Months OR 2 years	Passed Diploma examination. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying examination.



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

1.3 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 candidates 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 candidates 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 candidates 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 candidates belonging to reserved category) marks in the above subjects taken together.
v	Applied Arts and Crafts	4 years	Passed 10+2 examination. Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the qualifying Examination.

vi	Hotel Management and Catering Technology	4 years	Passed 10+2 examination. Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the qualifying Examination.
vii	Engineering and Technology (Lateral entry to Second year)	3 years	a. Passed Diploma examination with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate branch of Engineering and 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 10+2 examination 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/ Architecture	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.

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

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	2 years	Passed Bachelor's Degree or equivalent in the relevant field. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
ii	Pharmacy M.Pharm.	2 years	Passed Bachelor in Pharmacy. Obtained at least 55% marks (50% in case of candidates belonging to reserved category) in the qualifying Examination.
iii	Pharmacy 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 candidates 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)
iv	Pharm.D. (Post Baccalaureate)	3 years	Passed Bachelor in Pharmacy. Obtained at least 55% marks (50% in case of candidates belonging to reserved category) in the qualifying Examination.
v	Architecture	2 years	Passed Bachelor of Architecture. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
vi	Planning	2 years	Passed Bachelor of Planning/ Architecture/ Civil Engineering or equivalent Degree. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
vii	Applied Arts and Crafts	2 years	Passed Bachelor of Fine Arts or equivalent Degree. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
viii	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 candidates belonging to reserved category) in the qualifying Examination.
ix	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 candidates belonging to reserved category) in the qualifying Examination.
x	Management (MBA)	2 years	Passed Bachelor's Degree of minimum 3 years duration. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
xi	Management (PGDM)	Not less than 21 Months	Passed Bachelor's Degree of minimum 3 years duration. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
xii	Management (PGCM)	More than 1 year and not exceeding 2 years	Passed Bachelor's Degree of minimum 3 years duration. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.

xiii	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 candidates belonging to reserved category) in the qualifying Examination.
xiv	MCA (Lateral entry to Second year)	2 years	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 candidates belonging to reserved category) in the qualifying Examination.

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

1.5 Integrated Courses (Full Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	5 years	Passed 12 th Std. 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 candidates belonging to reserved category) in the above subjects taken together.
ii	Hotel Management and Catering Technology	5 and ½ years	As per Appendix 1 for respective discipline except Architecture and Applied Arts and Crafts Programmes.
iii	MCA	5 years	Passed 12 th Std. 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 candidates belonging to reserved category) in the above subjects taken together.
iv	MBA	5 years	Passed 12 th Std. examination. Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the above subjects taken together.

1.6 Diploma Programmes (Part Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology, Planning, Applied Arts and Crafts, Hotel Management and Catering Technology	As per the Board of Technical Education/ University	Passed 10 th Std./ SSC examination and 2 year ITI after 10 th Std. OR Passed 10 th 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.



1.7 Post Diploma Programmes (Part Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology, Planning, Applied Arts and Crafts, Hotel Management and Catering Technology	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.

1.8 Under Graduate Degree Programmes (Part Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology, Architecture, Planning, Applied Arts and Crafts, Hotel Management and Catering Technology	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.

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

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology, Architecture, Planning, Applied Arts and Crafts, Hotel Management and Catering Technology, MCA, Management (MBA)	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)	Minimum duration shall not be less than 1.5 times the Regular Course	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)	Minimum duration shall not be less than 1.5 times the Regular Course	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

1.10 Certification levels of Skill Courses

Certification Level	Normal Qualification	Case I		Case II	
		Vocational Qualification	Certifying Body	Vocational Qualification	Certifying Body
1	Secondary School Grade IX	Grade IX (Vocational)	School Board	Grade IX (Vocational)	School Board
2	Secondary School Grade X	Grade X (Vocational)	School Board	Grade X (Vocational)	School Board
3	Higher Secondary School Grade XI	Diploma (Vocational)	Board of Technical Education	Grade XI (Vocational)	School Board
4	Higher Secondary School Grade XII			Grade XII (Vocational)	School Board
5	1 st year bachelors			Degree (Vocational)	University
6	2 nd year bachelors	Advanced Diploma (Vocational)	Board of Technical Education		
7	3 rd year bachelors				

1.11 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).

1.12 The concerned State Government/ UT Admission Authority shall decide modalities for these admission.

Appendix 2

2.0 Approved Nomenclature of Courses

2.1 Diploma in Engineering and Technology

Sl. No.	Name of The Course
1	3-D Animation and Graphics
2	Administration Services
3	Advanced Electronics and Communication Engineering
4	Aero Space Engineering
5	Aeronautical Engineering
6	Agricultural Engineering
7	Agricultural Technology
8	Agriculture Engineering
9	Aircraft Maintenance Engineering
10	Aircraft Maintenance Engineering (Avionics)
11	Aircraft Maintenance Engineering (Helicopter and Power Plants)
12	Animation and Multimedia Technology
13	Apparel Design and Fabric
14	Apparel Design and Fabrication Technology
15	Apparel Design and Fashion Technology
16	Apparel Manufacture and Design
17	Apparel Technology
18	Applied Electronics
19	Applied Electronics and instrumentation Engineering
20	Applied Videography
21	Armament Engineering
22	Armament Engineering (Gun Fitter)
23	Artificer Training (Electrical)
24	Artificer Training (Electronics)
25	Artificer Training (Mechanical)
26	Audiography and Sound Engineering
27	Automation and Robotics
28	Automobile Engineering
29	Automobile Engineering (Automobile Fitter)
30	Automotive Engineering
31	Beauty and Hair Dressing
32	Beauty Culture and Cosmetology
33	Biomedical Electronics
34	Biomedical engineering
35	Biomedical instrumentation
36	Biotechnology
37	CAD CAM
38	Campus Wide Network Design and Maintenance
39	Carpet Technology
40	CDDM
41	Cement Technology
42	Ceramic Engineering and Technology
43	Ceramic Technology
44	Ceramics
45	Ceramics Engineering
46	Chemical Engineering
47	Chemical Engineering (Fertilizer)
48	Chemical Engineering (Oil Technology)
49	Chemical Engineering (Petro Chemical)
50	Chemical Engineering (Petrochemical)
51	Chemical Engineering (Plastic and Polymer)
52	Chemical Engineering (Sugar Technology)
53	Chemical Engineering Specialization in Petrochemicals
54	Chemical Technology
55	Chemical Technology (Paint Technology)
56	Chemical Technology (Rubber and Plastic Technology)
57	Chemical Technology (Rubber/ Plastic)
58	Chemical Technology Fertilizer
59	Cinematography
60	Civil (Construction)
61	Civil (Public Health and Environment) Engineering
62	Civil and Environmental Engineering

Sl. No.	Name of The Course
63	Civil and Rural Engineering
64	Civil Draftsman
65	Civil Engineering
66	Civil Engineering (Construction Technology)
67	Civil Engineering (Environment and Pollution Control)
68	Civil Engineering (Environmental and Pollution Control)
69	Civil Engineering (Environmental Engineering)
70	Civil Engineering (Public Health Engineering)
71	Civil Engineering (Rural Engineering)
72	Civil Engineering and Planning
73	Civil Engineering Environment and Pollution Control
74	Civil Environmental Engineering
75	Civil Technology
76	Commercial and Computer Practise
77	Commercial Practice
78	Commercial Practice (KAN and ENG)
79	Computer Aided Costume Design and Dress Making
80	Computer and information Science
81	Computer Application and Business Management
82	Computer Applications
83	Computer Engineering
84	Computer Engineering and Application
85	Computer Hardware and Maintenance
86	Computer Hardware and Networking
87	Computer Hardware Engineering
88	Computer Hardware Maintenance
89	Computer Networking
90	Computer Science
91	Computer Science and Engineering
92	Computer Science and information Technology
93	Computer Science and Technology
94	Computer Software Technology
95	Computer Technology
96	Computer Technology and Applications
97	Construction Engineering
98	Construction Technology
99	Construction Technology and Management
100	Control and instrumentation
101	Cosmetology and Health
102	Costumer Design and Dress Making
103	Cyber Forensics and information Security
104	Dairy Engineering
105	Design and Drafting Technology
106	Digital Electronics
107	Digital Electronics and Communication Engineering
108	Digital Electronics and Microprocessor
109	Digital Systems
110	Direction Screen Play Writing and TV Production
111	Dress Designing and Garment Manufacturing
112	Drilling Engineering
113	Drilling Technology
114	ECG Technology
115	Electrical and Electronics (Power System)
116	Electrical and Electronics Engineering
117	Electrical and instrumentation Engineering
118	Electrical and Mechanical Engineering
119	Electrical Engineering
120	Electrical Engineering (Electronics and Power)
121	Electrical Engineering (Industrial Control)
122	Electrical Engineering (Instrumentation and Control)
123	Electrical Engineering industrial Control



Sl. No.	Name of The Course
124	Electrical Power System
125	Electrical Power Systems
126	Electronic instrumentation and Control Engineering
127	Electronic Science and Engineering
128	Electronics Engineering
129	Electronics (Fiber Optics)
130	Electronics (Robotics)
131	Electronics and Avionics
132	Electronics and Communication Engineering
133	Electronics and Communication Engineering (Industry Integrated)
134	Electronics and Communication Engineering (Microwaves)
135	Electronics and Communication Technology
136	Electronics and Communications Engineering
137	Electronics and Computer Engineering
138	Electronics and Electrical Engineering
139	Electronics and instrumentation Engineering
140	Electronics and Production
141	Electronics and Telecommunication
142	Electronics and Telecommunication Engineering
143	Electronics and Tele-Communication Engineering
144	Electronics and Telecommunication Engineering (Radio and System)
145	Electronics and Telecommunication Engineering (Technologist Electronic Radio)
146	Electronics and Telecommunications Engineering
147	Electronics and Video Engineering
148	Electronics Communication and instrumentation Engineering
149	Electronics Engineering
150	Electronics Engineering (Digital Electronics)
151	Electronics Engineering (Industry integrated)
152	Electronics Engineering (Micro Electronics)
153	Electronics Engineering (Specialization in Consumer Electronics)
154	Electronics Engineering Modern Consumer Electronics
155	Electronics Engineering with Microprocessor
156	Electronics instrument and Control
157	Electronics instrumentation and Control Engineering
158	Electronics Production and Maintenance
159	Electronics Robotics
160	Electronics Technology
161	Electronics Tele Communication
162	Embedded Systems
163	Engineering Education
164	Environmental Engineering
165	Fabrication Technology
166	Fabrication Technology and Erection Engineering
167	Fabrication Technology and Erection Engineering
168	Fashion and Apparel Design
169	Fashion and Clothing Technology
170	Fashion and Design
171	Fashion Designing
172	Fashion Designing and Garment Technology
173	Fashion Technology
174	Film and Video Editing
175	Film Editing and TV Production
176	Film Technology (Animation and Visual Effects)
177	Film Technology and TV Production (Cinematography)
178	Film Technology and TV Production (Digital intermediate)
179	Film Technology and TV Production (Film Processing)
180	Film Technology and TV Production (Sound Recording and Sound Engineering)
181	Finance Account and Auditing
182	Fire Technology and Safety

Sl. No.	Name of The Course
183	Fisheries Technology
184	Food Processing and Preservation
185	Food Processing Technology
186	Food Technology
187	Footwear Technology
188	Foundry Technology
189	Garment and Fashion Technology
190	Garment Design and Fashion Technology
191	Garment Fabrication
192	Garment Manufacturing Technology
193	Garment Technology
194	Geographic information System (G.I.S.) and Global Positioning System
195	Glass and Ceramics Engineering
196	Handloom and Textile Technology
197	Heat Power Engineering
198	Home Science
199	Hotel Management and Catering Technology
200	Industrial and Production Engineering
201	Industrial Electronics
202	Industrial Production Engineering
203	Information and Communication Technology
204	Information Engineering
205	Information Science
206	Information Science and Engineering
207	Information Science and Technology
208	Information Technology
209	Information Technology And Engineering
210	Information Technology Enabled Services and Management
211	Instrument Technology
212	Instrumentation and Control Engineering
213	Instrumentation and Process Control
214	Instrumentation Engineering
215	Instrumentation Technology
216	Instruments and Medical Equipment
217	Interior Decoration
218	Interior Design
219	Jewellery Design and Manufacture Technology
220	Knitting and Garment Technology
221	Knitting Technology
222	Leather and Fashion Technology
223	Leather Goods and Footwear Tech
224	Leather Technology
225	Leather Technology Footwear Computer Aided Shoe Design
226	Leather Technology Tanning
227	Library and information Science
228	Machine Engineering
229	Machine Tools and Maintenance Engineering
230	Machine Tools Technology
231	Maintenance Engineering
232	Manufacturing Engineering
233	Manufacturing Technology
234	Marine Engineering
235	Marine Engineering and Systems
236	Marine Engineering and Systems (Artificer Training)
237	Mass Communication
238	Material Management
239	Mechanical CAD/CAM
240	Mechanical Engineering
241	Mechanical Engineering (Production)
242	Mechanical Engineering (Automobile)
243	Mechanical Engineering (CAD/CAM)
244	Mechanical Engineering (Foundry)
245	Mechanical Engineering (Industry Integrated)
246	Mechanical Engineering (Machine Tool Maintenance and Repairs)
247	Mechanical Engineering (Maintenance)
248	Mechanical Engineering (Refrigeration and Air Conditioning)
249	Mechanical Engineering (Repair and Maintenance)
250	Mechanical Engineering (Tool and Die)
251	Mechanical Engineering Automobile



Sl. No.	Name of The Course
252	Mechanical Engineering Power Plant Engineering
253	Mechanical Engineering Production
254	Mechanical Engineering Refrigeration and Air Conditioning
255	Mechanical Engineering (CAD)
256	Mechanical Engineering Tool Engineering
257	Mechanical Engineering Tube Well Engineering
258	Mechanical Welding and Sheet Metal
259	Mechanical Welding and Sheet Metal Engineering
260	Mechanical Engineering Computer Aided Design/Computer Aided Manufacturing
261	Mechatronics
262	Medical Electronics Engineering
263	Medical Laboratory Technology
264	Metallurgical Engineering
265	Metallurgy
266	Metallurgy and Material Technology
267	Micro Electronics
268	Mine Engineering
269	Mine Surveying
270	Mining and Mine Surveying
271	Mining Engineering
272	Modern Office Management
273	Modern Office Management and Secretarial Practice
274	Modern Office Practice
275	Multimedia Technology
276	Navy Entry Artificer/ Diploma in Mechanical and Electrical
277	Network Engineering
278	Office Management and Computer Application
279	Ophthalmic Technology
280	Opto-Electronics Engineering
281	Packaging Technology
282	Paint Technology
283	Paper Technology
284	Paper and Pulp Technology
285	Petrochemical Engineering
286	Petrochemical Refinery
287	Petrochemical Technology
288	Petroleum Engineering
289	Petroleum Technology
290	Photography
291	Plastic and Mould Technology
292	Plastic and Polymer Engineering
293	Plastic Engineering
294	Plastic Mould Technology
295	Plastic Technology
296	Plastics Engineering
297	Plastics Mould Technology
298	Plastics Processing and Testing
299	Plastics Technology
300	Polymer Technology

Sl. No.	Name of The Course
301	Post Plastic Mould Design
302	Post Plastic Process and Testing
303	Power Electronics
304	Power Systems Engineering
305	Precision Manufacturing
306	Printing and Packing Technology
307	Printing Technology
308	Production and industrial Engineering
309	Production Engineering
310	Production Technology
311	Pulp Technology
312	Quantity Surveying and Construction Management
313	Refrigeration and Air Conditioning
314	Renewable Energy
315	Robotics and Mechatronics
316	Rubber Technology
317	Saddlery Technology and Export Management
318	Shipbuilding Engineering
319	Small Arms Engineering
320	Sound Recording and Engineering
321	Sugar Technology
322	Surface Coating Technology
323	Survey Engineering
324	Technical Chemistry
325	Technician X-Ray Technology
326	Telecommunication Engineering
327	Telecommunication Technology
328	Textile Chemistry
329	Textile Design
330	Textile Designing
331	Textile Designing Printing
332	Textile Engineering
333	Textile Manufactures
334	Textile Manufacturing and Technology
335	Textile Manufacturing Technology
336	Textile Marketing and Management
337	Textile Processing
338	Textile Processing Technology
339	Textile Technology
340	Textile Technology (Manmade Fibre)
341	Textile Technology (Textile Design and Weaving)
342	Tool and Die Engineering
343	Tool and Die Making
344	Tool Die and Mould Making
345	Transportation Engineering
346	Transportation Engineering and Management
347	Travel and Tourism
348	TV and Sound Engineering
349	Water Technology and Health Science
350	Weapons Engineering
351	Web Designing
352	Wood and Paper Technology
353	Wood Technology

2.2

Post Diploma in Engineering and Technology

Sl. No.	Name of the Course
1	Advanced Die and Mould Making
2	Advanced Electrical Power System
3	Advanced Electronics and Communication Engineering
4	Advanced Mechatronics and Industrial Automation
5	Advanced Refrigeration and Air Conditioning
6	Automobile Engineering
7	Biotechnology Tissue Culture
8	CAD/CAM
9	Computer Aided Design and Manufacture
10	Computer Aided Design Manufacture and Engineering
11	Computer Applications
12	Computer Hardware and Networking

Sl. No.	Name of the Course
13	Computer Hardware Maintenance and Networking
14	Electrical Engineering
15	Electronics Communication and Instrumentation Engineering
16	Environmental Engineering
17	Fire Technology and Safety
18	Food Technology
19	Forge Technology
20	Foundry Technology
21	Geographic information System (G.I.S.) and Global Positioning System
22	Industrial Safety
23	Industrial Safety and Engineering
24	Information Technology
25	Knitting and Garment Technology



Sl. No.	Name of the Course
26	Mechanical Engineering
27	Medical Electronics
28	Petrochemical Engineering
29	Plant Engineering
30	Plastic Mould Design
31	Plastic Mould Design (CAD/CAM)
32	Plastic Mould Technology
33	Plastic Technology
34	Plastics Processing and Testing
35	Polymer Science and Rubber Technology
36	Post Plastic Mould Design
37	Post Plastic Process and Testing

Sl. No.	Name of the Course
38	Power Plant Engineering and Energy Management
39	Production Engineering System Technology
40	Refrigeration and Air Conditioning
41	Rubber Technology
42	Software Testing
43	Textile Processing
44	Thermal Power Engineering
45	Tool and Die Engineering
46	Tool Design
47	Town Planning and Architecture
48	Web Designing

2.3

Under Graduate Degree in Engineering and Technology

Sl. No.	Name of the Course
1	3-D Animation and Graphics
2	Advanced Mechatronics and industrial Automation
3	Aero Space Engineering
4	Aeronautical Engineering
5	Aerospace Engineering
6	Agricultural Engineering
7	Agricultural Technology
8	Agriculture Engineering
9	Aircraft Maintenance Engineering
10	Airline Management
11	Apparel and Production Management
12	Applied Electronics and Communications
13	Applied Electronics and instrumentation Engineering
14	Architectural Assistantship
15	Architecture and Interior Decoration
16	Automation and Robotics
17	Automation Engineering
18	Automobile Engineering
19	Automobile Maintenance Engineering
20	Automotive Technology
21	Biochemical Engineering
22	Biomedical Engineering
23	Biomedical instrumentation
24	Biotechnology
25	Biotechnology and Biochemical Engineering
26	Building and Construction Technology
27	Carpet and Textile Technology
28	Cement and Ceramic Technology
29	Ceramic Engineering and Technology
30	Ceramic Technology
31	Ceramics Engineering
32	Chemical and Electro Chemical Engineering
33	Chemical Engineering
34	Chemical Engineering (Plastic and Polymer)
35	Chemical Technology
36	Civil and Environmental Engineering
37	Civil and infrastructure Engineering
38	Civil and Rural Engineering
39	Civil and Water Management Engineering
40	Civil Engineering
41	Civil Engineering (Construction Technology)
42	Civil Engineering (Environmental Engineering)
43	Civil Engineering and Planning
44	Civil Engineering Environment and Pollution Control
45	Civil Environmental Engineering
46	Civil Technology
47	Computer and Communication Engineering
48	Computer Engineering
49	Computer Engineering (Software Engineering)
50	Computer Engineering and Application
51	Computer Networking
52	Computer Science and Engineering
53	Computer Science and Engineering (Networks)
54	Computer Science and information Technology
55	Computer Science and Systems Engineering
56	Computer Science and Technology

Sl. No.	Name of the Course
57	Computer Technology
58	Computing in Multimedia
59	Computing in Software
60	Construction Engineering
61	Construction Engineering and Management
62	Construction Technology
63	Construction Technology and Management
64	Dairy Engineering
65	Diary Technology
66	Digital Techniques For Design and Planning
67	Dyestuff Technology
68	Electrical and Computer Engineering
69	Electrical and Electronics (Power System)
70	Electrical and Electronics Engineering
71	Electrical and instrumentation Engineering
72	Electrical and Power Engineering
73	Electrical Engineering
74	Electrical Engineering (Electronics and Power)
75	Electrical instrumentation and Control Engineering
76	Electrical Power Engineering
77	Electrical, Electronics and Power Engineering
78	Electronic Engineering
79	Electronic instrumentation and Control Engineering
80	Electronic Science and Engineering
81	Electronics and Biomedical Engineering
82	Electronics and Communication (Communication System Engineering)
83	Electronics and Communication Engineering
84	Electronics and Communication Engineering (Industry Integrated)
85	Electronics and Communication Engineering (Microwaves)
86	Electronics and Communication Technology
87	Electronics and Computer Engineering
88	Electronics and Computer Science
89	Electronics and Control Systems
90	Electronics and Electrical Engineering
91	Electronics and Instrumentation Engineering
92	Electronics and Power Engineering
93	Electronics and Telecommunication
94	Electronics and Telecommunication Engineering
95	Electronics and Tele-Communication Engineering
96	Electronics and Telecommunication Engineering (Technological Electronic Radio)
97	Electronics and Telecommunications Engineering
98	Electronics and Telematics Engineering
99	Electronics Communication and Instrumentation Engineering
100	Electronics Design Technology
101	Electronics Engineering
102	Electronics Instrument and Control
103	Electronics Instrumentation and Control Engineering
104	Electronics System Engineering
105	Electronics Technology
106	Energy and Environmental Management



Sl. No.	Name of the Course
107	Energy Engineering
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 Engineering
114	Fashion Technology
115	Fibres and Textiles Processing Technology
116	Fire Engineering
117	Fire Technology and Safety
118	Fisheries Engineering
119	Food Engineering and Technology
120	Food Processing and Preservation
121	Food Processing Technology
122	Food Technology
123	Food Technology and Management
124	Footwear Technology
125	Geo informatics
126	Handloom and Textile Technology
127	Industrial and Production Engineering
128	Industrial Biotechnology
129	Industrial Engineering
130	Industrial Engineering and Management
131	Industrial Production Engineering
132	Information and Communication Technology
133	Information Engineering
134	Information Science and Engineering
135	Information Science and Technology
136	Information Technology
137	Information Technology and Engineering
138	Instrument Technology
139	Instrumentation and Control Engineering
140	Instrumentation and Electronics
141	Instrumentation Engineering
142	Instrumentation Technology
143	Jute and Fibre Technology
144	Leather Technology
145	Man Made Fibre Technology
146	Man-Made Textile Technology
147	Manufacturing Engineering
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	Material Science and Technology
155	Mechanical and Automation Engineering
156	Mechanical Engineering
157	Mechanical Engineering (Automobile)
158	Mechanical Engineering (Industry Integrated)
159	Mechanical Engineering (Manufacturing Engineering)
160	Mechanical Engineering (Production)
161	Mechanical Engineering (Welding Technology)
162	Mechanical Engineering Automobile
163	Mechanical Engineering Design
164	Mechatronics Engineering
165	Medical Electronics Engineering
166	Medical Lab Technology
167	Metallurgical and Materials Engineering

Sl. No.	Name of the Course
168	Metallurgical Engineering
169	Metallurgy
170	Metallurgy and Material Technology
171	Mine Engineering
172	Mining Engineering
173	Nano Science and Technology
174	Nano Technology
175	Naval Architecture and Ship Building Engineering
176	Nuclear Science and Technology
177	Oil and Paint Technology
178	Oil Technology
179	Oils, Oleochemicals and Surfactants Technology
180	Optics and Optoelectronics
181	Packaging Technology
182	Paint Technology
183	Petrochem and Petroleum Refinery Engineering
184	Petrochem Engineering
185	Petrochemical Engineering
186	Petrochemical Technology
187	Petroleum Engineering
188	Petroleum Technology
189	Pharmaceutical Engineering
190	Pharmaceuticals and Fine Chemical Technology
191	Pharmaceuticals Chemistry and Technology
192	Plastic and Polymer Engineering
193	Plastic Technology
194	Plastics Engineering
195	Polymer Engineering
196	Polymer Engineering and Technology
197	Polymer Science and Chemical Technology
198	Polymer Science and Technology
199	Polymer Technology
200	Poultry Technology
201	Power Electronics
202	Power Electronics and instrumentation Engineering
203	Power Electronics Engineering
204	Power Engineering
205	Precision Manufacturing
206	Printing and Packing Technology
207	Printing Technology
208	Printing, Graphics and Packaging
209	Production and industrial Engineering
210	Production Engineering
211	Pulp Technology
212	Radio Physics and Electronics
213	Robotics and Automation
214	Rubber Technology
215	Safety and Fire Engineering
216	Shipbuilding Engineering
217	Silk Technology
218	Software Engineering
219	Structural Engineering
220	Surface Coating Technology
221	Telecommunication Engineering
222	Textile Chemistry
223	Textile Engineering
224	Textile Plant Engineering
225	Textile Processing
226	Textile Technology
227	Tool Engineering

2.4

Post Graduate Degree in Engineering and Technology

Sl. No.	Name of the Course
1	Advanced Communication and information System
2	Advanced Computer Aided Design
3	Advanced Design and Manufacturing
4	Advanced Electrical Power System
5	Advanced Electronics
6	Advanced Electronics and Communication Engineering

Sl. No.	Name of the Course
7	Advanced Manufacturing and Mechanical Systems Design
8	Advanced Manufacturing Systems
9	Advanced Manufacturing Technology
10	Advanced Materials Technology
11	Advanced Production Systems
12	Aero Dynamic Engineering
13	Aero Space Engineering



Sl. No.	Name of the Course
14	Aeronautical Engineering
15	Agricultural Engineering
16	Air Armament
17	Apparel Technology
18	Applied Electronics
19	Applied Electronics and Communication System
20	Applied Electronics and Communications
21	Applied Electronics and instrumentation Engineering
22	Applied instrumentation
23	Armament Engineering (Gun Fitter)
24	Artificial intelligence
25	Atmospheric Science
26	Automated Manufacturing Systems
27	Automation
28	Automation and Control Power Systems
29	Automation and Robotics
30	Automobile Engineering
31	Automobile Technology
32	Automotive Electronics
33	Automotive Engineering
34	Automotive Systems
35	Automotive Technology
36	Avionics
37	Bio Electronics
38	Bio Metrics and Cyber Security
39	Biochemical Engineering
40	Biochemical Engineering and Biotechnology
41	Bioinformatics
42	Biomedical Electronics
43	Biomedical Engineering
44	Biomedical instrumentation
45	Biomedical Signal Processing and instrumentation
46	Biometrics and Cyber Security
47	Bioprocess Engineering
48	Bioprocess Technology
49	Biotechnology
50	Biotechnology and Biochemical Engineering
51	Building Construction Technology
52	CAD/CAM
53	CAD/CAM Engineering
54	CAD/CAM/CAE
55	Ceramic Engineering and Technology
56	Ceramics Engineering
57	Chemical Engineering
58	Chemical Processing in Textiles
59	Chemical Reaction Engineering
60	Chemical Science and Technology
61	Chemical Technology
62	Chemical Technology (Rubber/ Plastic)
63	Civil (Construction Engineering and Management)
64	Civil (Public Health and Environment) Engineering
65	Civil (Structural Engineering)
66	Civil (Water Resource Engineering)
67	Civil Engineering
68	Civil Engineering (Computer Aided Structural Engineering)
69	Civil Engineering (Construction Technology)
70	Civil Engineering (Environmental and Pollution Control)
71	Civil Engineering (Environmental Engineering)
72	Civil Engineering (Transportation Engineering)
73	Civil Engineering (Water Management)
74	Civil Environmental Engineering
75	Combat Vehicles (Mechanical Engineering)
76	Communication and Information Systems
77	Communication and Networking
78	Communication and Signal Process
79	Communication Control and Networking
80	Communication Engineering
81	Communication Engineering and Signal Processing
82	Communication Networks

Sl. No.	Name of the Course
83	Communication Systems
84	Communication Technology and Management
85	Communications Engineering
86	Computational Analysis in Mechanical Science
87	Computational Mechanics
88	Computational Mechanics (Mechanical Engineering)
89	Computer Aided Analysis and Design
90	Computer Aided Design
91	Computer Aided Design and Computer Aided Manufacture
92	Computer Aided Design and Manufacture
93	Computer Aided Design Manufacture and Automation
94	Computer Aided Design Manufacture and Engineering
95	Computer Aided Design of Structures
96	Computer Aided Process Design
97	Computer Aided Structural Analysis and Design
98	Computer Aided Structural Engineering
99	Computer and Communication
100	Computer and Communication Engineering
101	Computer and information Science
102	Computer Applications
103	Computer Applications in Industrial Drives
104	Computer Cognition and Technology
105	Computer Engineering
106	Computer Engineering (Software Engineering)
107	Computer Engineering and Application
108	Computer Engineering and Networking
109	Computer Hardware and Networking
110	Computer integrated Manufacturing
111	Computer Network Engineering
112	Computer Networking
113	Computer Networking and Engineering
114	Computer Networks
115	Computer Networks and information Security
116	Computer Networks and internet Security
117	Computer Science
118	Computer Science and Engineering
119	Computer Science and Engineering (Cyber Security)
120	Computer Science and Engineering (Networks)
121	Computer Science and Information Security
122	Computer Science and Information System
123	Computer Science and Information Technology
124	Computer Science and Systems Engineering
125	Computer Science and Technology
126	Computer Systems and Technology
127	Computer Technology
128	Computer Technology and Applications
129	Computer Vision and Image Processing
130	Computing in Computing
131	Construction and Project Management
132	Construction Engineering
133	Construction Engineering and Management
134	Construction Management
135	Construction Planning and Management
136	Construction Project Management
137	Construction Technology
138	Construction Technology and Management
139	Control and Instrument
140	Control and Instrumentation
141	Control Engineering
142	Control System Engineering
143	Control Systems
144	Cryogenic Engineering
145	Cyber Forensics
146	Cyber Forensics and information Security
147	Cyber Security
148	Data Sciences
149	Design and Production
150	Design and Thermal Engineering
151	Design Engineering
152	Design for Manufacturing
153	Design of Mechanical Equipment



Sl. No.	Name of the Course
154	Design of Mechanical Systems
155	Digital Communication
156	Digital Communication Engineering
157	Digital Communications
158	Digital Communications and Networking
159	Digital Electronics
160	Digital Electronics and Communication
161	Digital Electronics and Communication Engineering
162	Digital Electronics and Communication Systems
163	Digital Electronics Engineering
164	Digital Image Processing
165	Digital Instrumentation
166	Digital Signal Processing
167	Digital Systems
168	Digital Systems and Communications Engineering
169	Digital Systems and Computer Electronics
170	Digital Techniques and instrumentation
171	Distributed and Mobile Computing
172	Distributed Computing Systems
173	Distributed Systems
174	Drugs and Pharmaceuticals
175	Dyestuff Technology
176	Earthquake Engineering
177	E-Learning Technologies
178	Electric Power System
179	Electrical and Electronics (Power System)
180	Electrical and Electronics Engineering
181	Electrical and Mechanical Engineering
182	Electrical and Power Engineering
183	Electrical Devices and Power Systems
184	Electrical Drives and Control
185	Electrical Energy Systems
186	Electrical Engineering
187	Electrical Engineering (Electronics and Power)
188	Electrical Engineering (Instrumentation and Control)
189	Electrical instrumentation and Control Engineering
190	Electrical Machines
191	Electrical Machines and Drives
192	Electrical Power Engineering
193	Electrical Power System
194	Electronic Circuits and System Design
195	Electronic Engineering
196	Electronic instrumentation and Control Engineering
197	Electronics and Communication (Communication System Engineering)
198	Electronics and Communication (Signal Processing and Communication)
199	Electronics and Communication (Signal Processing and VLSI Technology)
200	Electronics and Communication (VLSI Design)
201	Electronics and Communication (VLSI System Design)
202	Electronics and Communication (Wireless Communication Systems and Networks)
203	Electronics and Communication (Wireless Communication Technology)
204	Electronics and Communication Engineering
205	Electronics and Communication Engineering (Industry integrated)
206	Electronics and instrumentation Engineering
207	Electronics and Tele-Communication Engineering
208	Electronics and Telecommunication Engineering (Radio and System)
209	Electronics and Telecommunication Engineering (Technogynician Electronic Radio)
210	Electronics and Telecommunications Engineering
211	Electronics Communication and instrumentation Engineering
212	Electronics Design and Technology

Sl. No.	Name of the Course
213	Electronics Design Technology
214	Electronics Engineering
215	Electronics Product Design and Technology
216	Electronics Systems and Communication
217	Electronics Technology
218	Electronics Tele Communication
219	Embedded and Real Time Systems
220	Embedded Control Systems
221	Embedded System and Computing
222	Embedded System and VLSI
223	Embedded System and VLSI Design
224	Embedded Systems
225	Embedded Systems Technologies
226	Energetic Materials and Polymers
227	Energy and Environmental Management
228	Energy Engineering
229	Energy Management
230	Energy Science and Technology
231	Energy Systems
232	Energy Systems Analysis and Design
233	Energy Systems and Management
234	Energy Systems Engineering
235	Energy Technology
236	Energy Technology and Management
237	Engineering Analysis and Design
238	Engineering and Management
239	Engineering Design
240	Engineering Education
241	Engineering Statistics
242	Environment and Water Resource Engineering
243	Environment Engineering
244	Environmental Biotechnology
245	Environmental Engineering
246	Environmental Engineering and Management
247	Environmental Management
248	Environmental Science and Engineering
249	Environmental Science and Technology
250	E-Security
251	Farm Machinery
252	Fashion and Apparel Engineering
253	Fashion Technology
254	Financial Engineering
255	Food Biotechnology
256	Food Engineering and Technology
257	Food Plant Operations Management
258	Food Process Engineering and Management
259	Food Processing Technology
260	Food Safety and Quality Management
261	Food Supply Chain Management
262	Food Technology
263	Food Technology and Management
264	Foundation Engineering
265	Foundry and Forge Technology
266	Fracture Mechanics
267	Fuel and Combustion
268	Future Studies and Planning
269	Gas Turbine Technology
270	Geo Informatics
271	Geo Informatics and Surveying Technology
272	Geomachines and Structures
273	Geomechanics and Structures
274	Geotechnical and Geoenvironmental Energy
275	Geotechnical Earthquake Engineering
276	Geotechnical Engineering
277	Geotechnology
278	Green Technology
279	Guidance and Navigation Control
280	Guided Missiles
281	Health Care and Hospital Management
282	Health Science and Water Engineering
283	Heat and Power
284	Heat Power and Thermal Engineering
285	Heat Power Engineering
286	Heat Ventilation and Air Conditioning
287	High Voltage and Power Systems Engineering



Sl. No.	Name of the Course
288	High Voltage Engineering
289	Highway Engineering
290	Highway Technology
291	Hill Area Development Engineering
292	Hydraulics and Flood Control
293	Hydraulics Engineering
294	I.T. (Courseware Engineering)
295	Illumination Engineering
296	Illumination Technology and Design
297	Image Processing
298	Industrial and Production Engineering
299	Industrial Automation and RF Engineering
300	Industrial Automation and Robotics
301	Industrial Biotechnology
302	Industrial Catalysis
303	Industrial Design
304	Industrial Drives and Control
305	Industrial Electronics
306	Industrial Engineering
307	Industrial Engineering and Management
308	Industrial Instrumentation and Control
309	Industrial Mathematics
310	Industrial Metallurgy
311	Industrial Pollution Control
312	Industrial Power Control and Drives
313	Industrial Refrigeration and Cryogenics
314	Industrial Safety
315	Industrial Safety and Engineering
316	Industrial Structures
317	Industrial System and Drives
318	Industrial Systems Engineering
319	Information and Communication Technology
320	Information Engineering
321	Information Science and Technology
322	Information Security
323	Information Security Management
324	Information Systems
325	Information Technology
326	Information Technology (Artificial Intelligence and Robotics)
327	Information Technology (Information and Cyber Warfare)
328	Information Technology and Engineering
329	Infrastructure Engineering
330	Infrastructure Engineering and Management
331	Infrastructure Engineering and Technology
332	Infrastructure Management
333	Instrumentation and Control (Applied Instrumentation)
334	Instrumentation and Control Engineering
335	Instrumentation and Electronics
336	Instrumentation Engineering
337	Instrumentation Technology
338	Integrated Circuits Technology
339	Integrated Power Systems
340	Intelligent Systems
341	Internal Combustion and Automobiles
342	Internal Combustion Engineering
343	Internal Combustion Engines and Turbo Machinery
344	Irrigation and Drainage Engineering
345	Irrigation Engineering
346	Laser and Electro Optics
347	Laser Technology
348	Lean Manufacturing Engineering
349	Leather Technology
350	Machine Design
351	Machine Design and Robotics
352	Maintenance Engineering
353	Man-Made Textile Technology
354	Manufacturing and Automation
355	Manufacturing Engineering
356	Manufacturing Engineering and Automation
357	Manufacturing Engineering and Management
358	Manufacturing Engineering and Technology
359	Manufacturing Process

Sl. No.	Name of the Course
360	Manufacturing Process and Automation Engineering
361	Manufacturing Science and Engineering
362	Manufacturing Systems and Management
363	Manufacturing Systems Engineering
364	Manufacturing Technology
365	Manufacturing Technology and Automation
366	Marine Engineering
367	Marine Technology
368	Material Engineering
369	Material Engineering (Nanotechnology)
370	Material Handling
371	Material Science and Chemical Technology
372	Material Science and Engineering
373	Material Science and Technology
374	Materials Engineering
375	Measurement and Control
376	Mechanical (Computer Aided Design, Manufacture and Engineering)
377	Mechanical (Computer integrated Manufacturing)
378	Mechanical (I.C. Engine and Automobile Engineering)
379	Mechanical and Automation Engineering
380	Mechanical Engineering
381	Mechanical Engineering (CAD/CAM)
382	Mechanical Engineering (Energy System and Management)
383	Mechanical Engineering (Industry Integrated)
384	Mechanical Engineering (Manufacturing Technology)
385	Mechanical Engineering (Production)
386	Mechanical Engineering (Thermal Engineering)
387	Mechanical Engineering Automobile
388	Mechanical Engineering Design
389	Mechanical Engineering Production
390	Mechanical Engineering (CAD)
391	Mechanical Engineering-Product Design and Development
392	Mechanical- Product Life Cycle Management
393	Mechanical System Design
394	Mechanical Welding and Sheet Metal Engineering
395	Mechanical-Manufacturing Engineering
396	Mechatronics
397	Medical Electronics
398	Metallurgical and Materials Engineering
399	Metallurgical Engineering
400	Metallurgy
401	Metallurgy and Material Technology
402	Micro and Nano Electronics
403	Micro Electronics
404	Micro Electronics and Control Systems
405	Micro Electronics and VLSI Design
406	Micro Electronics and VLSI Technology
407	Micro Electronics Engineering
408	Microelectronics and VLSI Design
409	Microelectronics Engineering
410	Microwave and Communication Engineering
411	Microwave and Millimeter Engineering
412	Microwave and Optical Communication
413	Microwave and Radar Engineering
414	Microwave and TV Engineering
415	Microwave Engineering
416	Microwaves
417	Mining Engineering
418	Mobile Communication and Network Technology
419	Mobile Computing Technology
420	Mobile Technology
421	Modeling and Simulation
422	Modern Communication Engineering
423	Multimedia and Software Engineering
424	Multimedia Technology
425	Nano Science and Technology
426	Nano Technology



Sl. No.	Name of the Course
427	Network Engineering
428	Network Infrastructure Management
429	Network Security and Management
430	Networking
431	Networking and internet Engineering
432	Neural Networks
433	New Material Process and Technology
434	Nuclear Engineering
435	Nuclear Science and Technology
436	Ocean Technology
437	Oil Technology
438	Oils, Oleochemicals and Surfactants Technology
439	Optical Engineering
440	Optics and Optoelectronics
441	Opto Electronics and Communication Systems
442	Optoelectronics and Communication
443	Optoelectronics and Laser Technology
444	Opto-Electronics Engineering
445	Optoelectronics -Optical Communication
446	Packaging Technology
447	Paint Technology
448	Parallel Distributed Systems
449	Perfumery and Flavour Technology
450	Pervasive Computing Technology
451	Petrochem and Petroleum Refinery Engineering
452	Petrochemical Engineering
453	Petrochemical Technology
454	Petroleum Engineering
455	Petroleum Refining and Petrochemicals
456	Petroleum Technology
457	Pharmaceuticals and Fine Chemical Technology
458	Pharmaceuticals Chemistry and Technology
459	Physical Metallurgy
460	Plant Design
461	Plastic Engineering
462	Plastics Engineering
463	Plastics Processing and Testing
464	Plastics Technology
465	Polymer Engineering
466	Polymer Nanotechnology
467	Polymer Science and Engineering
468	Polymer Science and Technology
469	Polymer Technology
470	Power and Energy Engineering
471	Power and Energy System
472	Power and Industrial Drives
473	Power Control and Drives
474	Power Electronics
475	Power Electronics and Control
476	Power Electronics and Drives
477	Power Electronics and Drives in Electrical Engineering
478	Power Electronics and Electrical Drives
479	Power Electronics and Machine Drives
480	Power Electronics and Power Systems
481	Power Electronics and Systems
482	Power Electronics Engineering
483	Power Engineering
484	Power Engineering and Energy Systems
485	Power Plant Engineering and Energy Management
486	Power System and Control
487	Power System and Control Automation
488	Power System Control and Automation
489	Power System with Emphasis H. V. Engineering
490	Power Systems
491	Power Systems and Automation
492	Power Systems and Power Electronics
493	Power Systems and Renewable Energy
494	Power Systems Control and Automation Engineering
495	Power Systems Engineering
496	Pre Stressed Concrete
497	Printing Engineering and Graphics Communication
498	Printing Technology

Sl. No.	Name of the Course
499	Process and Food Engineering
500	Process Control
501	Process Control instrumentation
502	Process Dynamics and Control
503	Process instrumentation
504	Process Metallurgy
505	Product Design
506	Product Design and Commerce
507	Product Design and Development
508	Product Design and Manufacturing
509	Production and Industrial Engineering
510	Production Design and Manufacturing
511	Production Engineering
512	Production Engineering and Engineering Design
513	Production Engineering System Technology
514	Production Management
515	Production Technology
516	Production Technology and Management
517	Project Management
518	Propulsion Engineering
519	Public Health Engineering
520	Quality Engineering and Management
521	Radar and Communication
522	Radio Frequency and Microwave Engineering
523	Radio Physics and Electronics
524	Refrigeration and Air Conditioning
525	Reliability Engineering
526	Remote Sensing
527	Remote Sensing and G.I.S.
528	Remote Sensing and Wireless Sensor Networks
529	Renewable Energy
530	Robotics and Automation
531	Robotics and Mechatronics
532	Rocket Propulsion
533	Rubber Technology
534	Rural Technology
535	Science in Software Engineering
536	Scientific Computing
537	Seismic Design and Earthquake Engineering
538	Sensor Technology
539	Signal Processing
540	Signal Processing and Communications
541	Signal Processing and Embedded Systems
542	Software Engineering
543	Software Systems
544	Soil and Water Conservation Engineering
545	Soil Mechanics
546	Soil Mechanics and Foundation Engineering
547	Solar Power Systems
548	Spatial information Technology
549	Sports Technology
550	Structural and Foundation Engineering
551	Structural Design
552	Structural Dynamics and Earthquake Engineering
553	Structural Engineering
554	Structural Engineering and Construction
555	Structural Engineering and Construction Management
556	Surface Coating Technology
557	System and Network Security
558	System Management
559	System Software
560	Systems and Signal Processing
561	Technical Textile
562	Technology Management
563	Telecommunication Engineering
564	Telematics
565	Textile Chemistry
566	Textile Engineering
567	Textile Processing
568	Textile Processing Technology
569	Textile Technology
570	Textile Technology (Design and Manufacturing)
571	Thermal and Fluid Engineering



Sl. No.	Name of the Course
572	Thermal Engineering
573	Thermal Power Engineering
574	Thermal Science Engineering
575	Thermal Sciences and Energy Systems
576	Thermal Systems and Design
577	Tool Design
578	Tool Engineering
579	Town and Country Planning
580	Traffic and Transporting Engineering
581	Transportation Engineering
582	Transportation Engineering and Management
583	Transportation System Engineering
584	Tribology and Maintenance
585	Turbo Machinery
586	Virtual Prototyping and Digital Manufacturing
587	VLSI
588	VLSI and Embedded Systems
589	VLSI and Embedded Systems Design
590	VLSI and Microelectronics
591	VLSI Design
592	VLSI Design and Embedded Systems
593	VLSI Design and Signal Processing

Sl. No.	Name of the Course
594	VLSI Design and Testing
595	VLSI System Design
596	VLSI Systems
597	Waste Water Management, Health and Safety Engineering
598	Water and Environmental Technology
599	Water Resource Engineering
600	Water Resource Management
601	Water Resources and Environmental Engineering
602	Water Resources and Hydraulic Engineering
603	Water Resources and Hydro informatics
604	Weapons Engineering
605	Web Technologies
606	Wired and Wireless Communication
607	Wireless and Mobile Communications
608	Wireless Communication and Computing
609	Wireless Communication Technology
610	Wireless Communications
611	Wireless Networks and Applications
612	Wireless Technology

2.5 Post Graduate Diploma in Engineering and Technology

Sl. No.	Name of the Course
1	Cement Technology
2	Chemical Engineering (Sugar Technology)
3	Computer Applications
4	Computer Engineering and Application
5	Computer Hardware and Networking
6	Food, Drug and Cosmetics

Sl. No.	Name of the Course
7	Industrial Engineering
8	Mechanical Engineering (Production)
9	Networking
10	Plastics Processing and Testing
11	Sugar Technology
12	Web Designing

2.6 Diploma in Pharmacy

Sl. No.	Name of the Course
1	Pharmacy

2.7 Under Graduate Degree in Pharmacy

Sl. No.	Name of the Course
1	Pharmacy

2.8 Post Graduate Degree in Pharmacy

Sl. No.	Name of the Course
1	Industrial Pharmacy
2	Pharmaceutical Analysis
3	Pharmaceutical Biotechnology
4	Pharmaceutical Chemistry
5	Pharmaceutical Quality Assurance
6	Pharmaceutical Technology

Sl. No.	Name of the Course
7	Pharmaceutics
8	Pharmacognosy
9	Pharmacology
10	Pharmacy Practice
11	Phytopharmacy and Phytomedicine
12	Regulatory Affairs

2.9 Diploma in Architecture

Sl. No.	Name of the Course
1	Architectural Assistantship (Interior Design)
2	Architectural Engineering
3	Architecture
4	Architecture (Interior Design)

Sl. No.	Name of the Course
5	Architecture and Interior Decoration
6	Architecture Assistantship
7	Interior Decoration and Design
8	Interior Design

2.10 Under Graduate Degree in Architecture

Sl. No.	Name of the Course
1	Architecture

2.11 Post Graduate Degree in Architecture

Sl. No.	Name of the Course
1	Appropriate Technology
2	Architectural/ Heritage/ Building Conservation
3	Architecture Technology
4	Building Automation

Sl. No.	Name of the Course
5	Building Services
6	Building Technology/ Construction Management
7	City/ Town and Country Planning



Sl. No.	Name of the Course
8	Computer Aided Design
9	Construction Engineering
10	Culture Studies
11	Digital Architecture
12	Environmental Planning
13	Habitat studies/ Habitat management/ Real Estate Management
14	Housing
15	HVAC Design/ Building Energy Performance
16	Infrastructural / International / Construction / Project Management
17	Interior Design

Sl. No.	Name of the Course
18	Landscape Architecture
19	Product Design
20	Structural Design
21	Sustainable Design
22	Transportation Planning
23	Urban and Regional/ Rural Planning
24	Urban Design
25	Urban Development
26	Urban Infrastructure
27	Urban Planning
28	Visual Communication

2.12 Under Graduate Degree in Planning

Sl. No.	Name of the Course
1	Planning

2.13 Post Graduate Degree in Planning

Sl. No.	Name of the Course
1	City and Regional Planning & Management
2	City Planning
3	City Planning and Management
4	Community Planning
5	Conservation Planning
6	Environmental Planning
7	Environmental Planning and Management
8	Housing
9	Industrial Area Planning and Management
10	Infrastructure Planning
11	Infrastructure Planning and Management
12	Land-Use Planning
13	Regional and Rural Development Planning

Sl. No.	Name of the Course
14	Regional Planning
15	Rural Planning and Development
16	Rural Planning and Management
17	Town and Country Planning
18	Town Planning
19	Transport Planning and Management
20	Transportation Planning
21	Urban and Regional Planning
22	Urban and Rural Planning
23	Urban Design
24	Urban Development
25	Urban Planning

2.14 Diploma in Applied Arts and Crafts

Sl. No.	Name of the Course
1	Apparel Design and Fabrication Technology
2	Apparel Design and Fashion Technology
3	Art for Drawing Teacher
4	Beauty and Hair Dressing
5	Beauty Culture
6	Beauty Culture and Cosmetology
7	Commercial Art
8	Commercial Practice
9	Commercial Practice (KAN and ENG)
10	Cosmetology
11	Costume Design and Dress Making
12	Costume Design and Garment Technology

Sl. No.	Name of the Course
13	Craft Technology
14	Fashion and Apparel Design
15	Fashion Design and Garment Technology
16	Fashion Designing
17	Fashion Technology
18	Fine Arts
19	Garment Technology
20	Home Science
21	Interior Decoration
22	Textile Design
23	Textile Designing
24	Travel and Tourism

2.15 Post Diploma in Applied Arts and Crafts

Sl. No.	Name of the Course
1	Fine Arts

Sl. No.	Name of the Course
2	Textile Designing

2.16 Under Graduate Degree in Applied Arts and Crafts

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

Sl. No.	Name of the Course
4	Fashion and Apparel Design
5	Fine Arts
6	Painting
7	Textile Design

2.17 Post Graduate Degree in Applied Arts and Crafts

Sl. No.	Name of the Course
1	Applied Arts
2	Advertisement and Public Relation
3	Customer Service Management

Sl. No.	Name of the Course
4	Fashion Technology
5	Fine Arts
6	Painting

2.18 Diploma in Hotel Management and Catering Technology



Sl. No.	Name of the Course
1	Food Technology
2	Hospitality and Tourism Administration
3	Hotel Management

Sl. No.	Name of the Course
4	Hotel Management and Catering Technology
5	Travel and Tourism

2.19 Under Graduate in Hotel Management and Catering Technology

Sl. No.	Name of the Course
1	Culinary Arts
2	Hospitality and Tourism Administration

Sl. No.	Name of the Course
3	Hotel Management
4	Hotel Management and Catering Technology

2.20 Post Graduate Degree in Hotel Management and Catering Technology

Sl. No.	Name of the Course
1	Food and Beverage Management
2	Hospitality and Tourism Administration

Sl. No.	Name of the Course
3	Hotel Management

2.21 Post Graduate Degree in MCA

Sl. No.	Name of the Course
1	Computer Applications

2.22 Diploma in Management

Sl. No.	Name of the Course
1	Commercial and Computer Practice
2	Modern Office Management
3	Modern Office Management and Secretarial Practices

Sl. No.	Name of the Course
4	Modern Office Practice
5	Stenography and Secretariat Practice

2.23 Post Graduate Degree in Management

Sl. No.	Name of the Course
1	Administrative Management
2	Advertising and Public Relation
3	Agri Business Management/Entrepreneurship
4	Applied Management
5	Business Administration
6	Business Economics
7	Business Management
8	Business Studies
9	Communication and Media Technology
10	Computer Management
11	Entrepreneurship
12	Environment
13	Finance Management
14	Finance Marketing
15	Finance Marketing and Human Resource Management
16	Financial Administration
17	Financial and Personnel Management
18	Financial Management
19	Foreign Trade
20	General Management
21	Hospital Administration
22	Human Resource Development
23	Human Resource Development and Management
24	Human Resource Management

Sl. No.	Name of the Course
25	Industrial Management
26	Industrial Relations and Personnel Management
27	Information Management
28	Information Technology
29	International Business
30	Logistics and Supply Chain Management
31	Management
32	Management Studies
33	Marketing and Finance
34	Marketing and Sales Management
35	Marketing Management
36	Marketing
37	Mass Communication
38	Media Management
39	Personnel Administration
40	Personnel Management
41	Personnel Management and Human Resource Development
42	Public Health
43	Retail Management
44	Rural Management
45	Rural Planning and Management
46	SEM
47	Textiles
48	Tourism Management

2.24 Post Graduate Certificate in Management

Sl. No.	Name of the Course
1	Finance
2	Home Textiles
3	Marketing and Finance

Sl. No.	Name of the Course
4	Management
5	Retail Management
7	Transport and Logistics Management

2.25 Post Graduate Diploma in Management

Sl. No.	Name of the Course
1	Accountancy with Computerized Account and Taxation
2	Advertising Communication
3	Agri Business Management

Sl. No.	Name of the Course
4	Agriculture Business
5	Apparels
6	Aviation Management
7	Banking and Financial Services



Sl. No.	Name of the Course
8	Banking and Insurance Service
9	Banking Insurance and Financial Service
10	Banking Insurance Finance and Allied Services
11	Biotechnology
12	Business Administration
13	Business Design
14	Business Design and innovation
15	Business Economics
16	Business Entrepreneurship
17	Business Management
18	Commercial and Computer Practice
19	Communications
20	Development Studies
21	Dietetics
22	Dual Country Program
23	E-Business
24	Energy Management
25	Entrepreneurship
26	Environment Management
27	Executive Marketing
28	Family Managed Business
29	Fashion Retail Management
30	Finance
31	Finance and Marketing
32	Finance Control
33	Financial Management
34	Financial Services
35	Foreign Trade
36	Forestry Management
37	General
38	Global Business
39	Global Management
40	Government Accounting and Internal Audit
41	Healthcare
42	Healthcare and Hospital Management
43	Hospital and Health Management
44	Hospital Management
45	Human Resource and international Business
46	Human Resource Management
47	Human Resources
48	Industrial Management
49	Industrial Safety and Environmental Management
50	Information Technology
51	Information Technology and Management
52	Information Technology and Marketing
53	Information Technology Management
54	Infrastructure Management
55	Insurance and Risk Management
56	Insurance Business Management

Sl. No.	Name of the Course
57	International Business
58	International Management
59	ITE Technology and Management
60	Logistics and Supply Chain Management
61	Management
62	Marketing
63	Marketing and Finance
64	Marketing and Information Technology
65	Marketing and International Business
66	Marketing and Sales Management
67	Marketing Management
68	Mass Communication
69	Media and Entertainment
70	Media Management
71	Modern Office Management
72	Modern Office Management and Secretarial Practices
73	Modern Office Practice
74	National Management Programme
75	Personal Management and Human Resource Development
76	Personal Management and Human Resource Management
77	Pharma and Healthcare Management
78	Pharmaceutical Management
79	Fashion Technology
80	Project Management
81	Public Financial Management
82	Public Policy and Management
83	Research and Business Analytics
84	Retail and Fast Moving Consumer Goods
85	Retail Management
86	Retail Marketing
87	Rural Management
88	Rural Planning and Management
89	Service Management
90	Services
91	Sustainable Development Practices
92	Telecom
93	Telecom and Information Technology
94	Telecom and Marketing
95	Telecom Management
96	Textiles
97	Tourism and Cargo
98	Tourism and Leisure
99	Tourism and Travel
100	Tourism Management
101	Travel and Tourism

2.26 Fellowship in Management

Sl. No.	Name of the Course
1	Business Management
2	Human Resource Management

Sl. No.	Name of the Course
3	Management

2.27 Stream Based Sector Specific Specializations

Sl. No.	Sector	Sl. No.	Specialization
1	Automobiles	1	Engine Testing
		2	Vehicle Testing
		3	Vehicle Quality
		4	Auto Electrical and Electronics
		5	Farm Equipment and Machinery
2	Entertainment	6	Theatre and Stage Craft
3	Information Technology	7	Software Development
		8	NIELIT Certified IT Professional
4	Economics and Finance	9	Retail
		10	Banking
		11	Financial Planning
		12	Financial Services
		13	Logistics
5	Communications	14	Mobile Communication



		15	Mobile Telecom System
		16	Digital Switching Systems and Next Generation Networks
		17	Telecom Support Infrastructure
		18	Microwave Stations
		19	Broadband Networks
		20	Optical Fiber Networks
6	Agriculture	21	Farm Machinery and Power Engineering
		22	Soil and Water Conservation
		23	Green House Technology
		24	Renewable Energy
		25	Processing and Food Engineering
7	Construction	26	Building Technology
		27	Ceramic Tiles
		28	Refractory Technology
8	Applied Arts	29	Fashion Technology
		30	Interior Design
		31	Jewellery Design
9	Travel and Tourism	32	Tourism
10	Printing and Publishing	33	Printing Technology
11	Paramedical and Healthcare	34	Cardiology
		35	Neurology
		36	Radiography
		37	Emergency Medical Services
		38	Laboratory
		39	Operation Theatre
		40	Optometry
		41	Medical Record Science & Health Information
		42	Endoscopy
		43	Anesthesia and Critical Care
		44	Renal Dialysis
		45	Blood Bank
12	Apparel and Textile	46	Fashion Design
		47	Textile Design
		48	Apparel Manufacturing
		49	Fashion Management
13	Culture	50	Knowledge Heritage: A Model Of Sanskrit Studies
		51	Intangible Cultural Heritage
		52	Museum Techniques
		53	Conservation
		54	Traditional Design
		55	Archaeology
		56	Expressive Culture
		57	Cultural Informatics
		58	Holistic Sciences In Sanskrit
14	Adventure Sports	59	Water Based Adventure
		60	Winter Sports & Skiing
		61	Land Based Adventure
		62	Aero Sports
		63	Disaster Management
		64	Medical & First Aid
		65	Environment
15	Mining and Excavation	66	Excavation Machinery
		67	Opencast Mining
		68	Dimensional Stone
		69	Underground Coal Mining
		70	Underground Metalliferous Mining
16	Metallurgy	71	Casting Development and Quality Assurance
		72	Foundry Technology
17	Service	73	Electronic Security
18	Manufacturing	74	Machining
19	Leather and Life Style Product Design and Development	75	Foot Wear Design & Production
		76	Retail and Fashion Merchandise
		77	Business and Entrepreneurship
		78	Fashion Leather Accessories Design
		79	Creative Design – CAD/CAM
		80	Fashion Design

Appendix 3

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 Course(s) and/ or Division(s) allowed in the new Institution (First Shift working only)	
			Course(s)/Division(s)	Intake
i	Engineering and Technology	60	5	300
ii	Pharmacy	60	1	60
iii	Architecture	40	2	80
iv	Applied Arts and Crafts	60	3	180
v	Hotel Management and Catering Technology	60	3	180

3.2 Under Graduate Level

Sl. No.	Programme	Intake per Division	Maximum number of Under Graduate Course(s) and/ or Division(s) allowed in the new Institution (First Shift working)	
			Course(s)/Division(s)	Intake
i	Engineering and Technology	60	5	300
ii	Pharmacy	60	2	120
iii	Architecture and Planning			
	a. Architecture	40	3	120
	b. Planning	40	3	120
iv	Applied Arts and Crafts	60	3	180
v	Hotel Management and Catering Technology	60	3	180

3.3 Post Graduate Degree and Post Graduate Diploma Level

Sl. No.	Programme	Intake per Division	Maximum number of Post Graduate Division(s) allowed in an Institution (First Shift working)	
			Division(s)	Intake
i	Engineering and Technology	30*	1	30
ii	Pharmacy			
	a. M.Pharm.	15**	1	15
	b. Pharm.D.	30*	1	30
	c. Pharm.D. (Post Baccalaureate)	10	1	10
iii	Architecture and Planning			
	a. Architecture	20	3	60
	b. Planning	20	3	60
iv	Applied Arts and Crafts	30	3	90
v	Hotel Management and Catering Technology	30	3	90
vi	MCA	60	3	180
vii	Management	60	3	180

* 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



Note: One Division with Collaboration and Twinning is permissible in each Programme

3.4 Private Limited or Public Limited Company/ Industry Establishing Diploma/ Under Graduate Degree/ Post Graduate Degree (MCA/ MBA) Institution

- a. New Technical Institution in Engineering and Technology, Pharmacy, Architecture, Planning, and Hotel Management and Catering Technology 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 2018-19.
- 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 of Approval Process Handbook 2018-19.
- c. Private Limited or Public Limited Company/ Industry Establishing Diploma or Under Graduate Degree or Post Graduate Degree Institution shall choose any Course from the approved list of any size as Intake not exceeding the 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.

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 Acre								
	Diploma/ Post Diploma			Under Graduate Programmes			Standalone Post Graduate Programmes (MCA/ MBA/ Post Graduate Diploma)		
	Mega and Metro*	Urban	Rural	Mega and Metro*	Urban	Rural	Mega and Metro*	Urban	Rural
Engineering and Technology	\$	1.5	4.0	\$	2.5 #	7.5	-	-	-
Pharmacy	\$	0.75	2.0	\$	0.75	2.0	-	-	-
Architecture and Planning	\$			\$					
a. Architecture	\$	1.0	2.0	\$	1.0	@2.0	-	-	-
b. Planning		1.0	2.0		1.0	@2.0	-	-	-
Applied Arts and Crafts	\$	0.5	1.5	\$	0.5	1.5	-	-	-
Hotel Management and Catering Technology	\$	1.0	2.0	\$	1.0	@2.0	-	-	-
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:

- The Built-up area requirements as per Approval Process Handbook (which is in-force) are adhered to.
- 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. 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 shall be considered only for 2 consecutive Academic Years; after two years the only afore-mentioned Completion Certificate and Completion Plan shall be considered for continuance of approval.
- Fire and life Safety Certificate from Fire Department of the concerned State is to be taken before the approval is sought/filled at AICTE.
- Additional Course(s)/Programme(s), 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.
- Competent Authority has to certify that the place is located in Mega and Metro, Urban and Rural areas.
- 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 Acre 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 Acre. The distance between the plots shall not exceed 2 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 such as 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 Course(s)/ 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 Course(s)/ Institutions having their own facilities to conduct such Programmes without sharing the essential facilities, such as Classroom, 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 Programme 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 Programme(s)/ Course(s)/ 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 Programme(s)/ Course(s)/ 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 Programme(s)/ Course(s)/ Divisions later, the Land requirements as per the corresponding AICTE norms should be fulfilled. Annexure 9 of Approval Process Handbook 2018-19 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(s) and the Division(s)/ Department(s) 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 m²), Administrative area (ADA, carpet area in m²), Amenities area (AMA, carpet area in m²).
- d. Access and Circulation Area (ACA) is around 25% of Built-up Area.



- e. Total Built-up area in m² is equal to (INA+ADA+AMA) + (ACA).
- f. For Post Graduate Programmes, Administrative area of Under Graduate Programmes may be shared.

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 m ² per Room
Class Rooms	Total Number of Divisions@ x 0.75	66/33*
Tutorial Rooms ⁺	25% of total Classroom	33
Laboratory (for First Year) #	2 per Division Additional 2 Laboratories for Basic Sciences	66
Laboratory (other than First Year)\$	2 per Course per Semester**	66
Laboratory for Post Graduate	1 per Course	66
Workshop#	1	200
Computer Center#	1	150
Drawing Hall#	1	132
Seminar Hall	1 per 2 Under Graduate Courses	132
	1 per Post Graduate Department	66
	1 per Diploma Institution	132
Library ⁺⁺	1	400
Language Laboratory#	1	132

Of the Total Number of Classrooms required, at least ONE shall be a Smart Classroom per Department

@ Total Number of Divisions = (Number of Division/Year) X Duration of the Course

* For Post Graduate Programme

** For Courses having more than 2 Divisions, ONE Additional Laboratory for each Division need to be created

+ No Tutorial Rooms required for Post Graduate Courses

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

Drawing Halls, Computer Centres, Basic Science Laboratories and Workshops to be created as given below:

Intake	Computer Centre	Workshop	Drawing Hall	Basic Science Laboratories
Up to 300	1	1	1	2
301-600	2	2	2	4
Infrastructure Requirement shall be calculated on pro-rata basis for Intake greater than 600				

\$ Additional Laboratories to be created (if required) as per Curriculum of the concerned University/ Board

Under Graduate Laboratories if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum

Research Laboratory is to be provided with an area of 120 m² for each Institution offering Post Graduate Courses



B. Pharmacy (Degree/ Diploma) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Classrooms	Total Number of Divisions@ x 0.75	66/33*
Tutorial Rooms ⁺	25% of total Classroom	33
Laboratory (for First Year)	4	75
Laboratory (other than First Year)	2 per Course per year	75
Laboratory for Post Graduate	1 per Specialization	75
Animal House**	1	75
Computer Center	1	150
Seminar Hall	1 per Under Graduate Courses	132
	1 per Diploma Courses	132
Library	1	150
Language Laboratory	1	132

Of the Total Number of Classrooms required, at least ONE shall be a Smart Classroom per Department.

@ Total Number of Divisions = (Number of Division/Year) X Duration of the Course

* For Post Graduate Programme

** Applicable for Post Graduate Course only

+ No Tutorial Rooms required for Post Graduate Courses

For Post Graduate Programmes, Seminar Hall of respective Under Graduate Programme may be shared

Laboratories include Machine room and Instrumentation Room

Diploma Laboratories, if shared with Under Graduate Courses shall be upgraded to meet requirements of Under Graduate Curriculum

Under Graduate Laboratories, if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum

Research Laboratory is to be provided with an area of 120 m² for each Institution offering Post Graduate Courses

C. Architecture/ Planning (Degree/ Diploma) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Classrooms	Total Number of Divisions@ x 0.75	66/33*
Laboratory including Computer Laboratory (for First Year)	1	66
Laboratory including Computer Laboratory (other than First Year)	2 per Course per year	66
Post Graduate Studio	1 per Specialization	66
Model making and Carpentry Work Shop	1	132
Computer Center	1	75
Under Graduate Studio	Total Number of Divisions@ x 0.75	120
Seminar Hall	1 per Under Graduate Courses	132
	1 per Diploma Institution	132
Library	1	150



Art Court ⁺	1	100
Multi-Purpose Hall ⁺	1	400

Of the Total Number of Classrooms required, at least ONE shall be a Smart Classroom per Department

@ Total Number of Divisions = (Number of Division/Year) X Duration of the Course

*For Post Graduate Programme

+Desirable

For Post Graduate Programmes, Seminar Hall of respective Under Graduate Programme may be shared

For Courses having more than 2 Divisions, ONE Additional Laboratory for each Division need to be created

Under Graduate Laboratories, if shared with Post Graduate Courses shall be up graded to meet requirements of Post Graduate Curriculum

Research Laboratory shall be provided with an area of 120 m² for each Institution offering Post Graduate Courses

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

	Number of Rooms required	Carpet Area in m² per Room
Classrooms	Total Number of Divisions@ x 0.75	66/33*
Tutorial Rooms ⁺	25% of total Classroom	33
Laboratory including Photography and Computer Laboratory (for First Year)	1	66
Laboratory including Photography and Computer Laboratory (other than First Year)	1 per Course per year	66
Laboratory for Post Graduate	1 per Specialization	66
Workshop	1	200
Computer Center	1	75
Studio/ Display Room	1	132
Seminar Hall	1 per Under Graduate Courses	132
	1 per Diploma Institution	132
Library	1	150

Of the Total Number of Classrooms required, at least ONE shall be a Smart Classroom per Department.

@ Total Number of Divisions = (Number of Division/Year) X Duration of the Course

* For Post Graduate Programme

+ No Tutorial Rooms Required for Post Graduate Programme

For Post Graduate Programmes, Seminar Hall of respective Under Graduate Programme may be shared

For Courses having more than 2 Divisions, ONE Additional Laboratory for each Division need to be created

Under Graduate Laboratories, if shared with Post Graduate Courses shall be up graded to meet requirements of Post Graduate Curriculum

Research Laboratory is to be provided with an area of 120 m² for each Institution offering Post Graduate Courses



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

	Number of Rooms required	Carpet Area in m ² per Room
Classrooms	Total Number of Divisions@ x 0.75	66/33*
Tutorial Rooms ⁺	25% of total Classroom	33
Laboratory (Guest Room/ House Keeping/ Front Office) for First Year	3	66
Laboratory (Guest Room/ House Keeping/ Front Office/ Kitchen) other than First Year	2 per Course per year	66
Laboratory/ Guest Room for Post Graduate	1 per Specialization	66
Kitchen with Dining Hall	1	132
Computer Center	1	75
Restaurant	2	66
Seminar Hall	1 per Under Graduate Courses	132
	1 per Diploma Institution	132
Library	1	150

Of the Total Number of Classrooms required, at least ONE shall be a Smart Classroom per Department

@ Total Number of Divisions = (Number of Division/Year) X Duration of the Course

* For Post Graduate Programme

+ No Tutorial Rooms required for Post Graduate Programme

For Post Graduate Programmes, Seminar Hall of respective Under Graduate Programme may be shared

For Courses having more than 2 Divisions, ONE Additional Laboratory for each Division need to be created

Under Graduate Laboratories, if shared with Post Graduate Courses shall be up graded to meet requirements of Post Graduate Curriculum

Under Graduate Laboratories, if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum

Research Laboratory shall be provided with an area of 120 m² for each Institution offering Post Graduate Courses

F. Management/ MCA Institution

	Number of Rooms required	Carpet Area in m ² per Room
Classrooms	Total Number of Divisions@ x 0.75	66/33*
Tutorial Rooms ⁺	25% of total Classroom	33
Computer Center	1	150
Computer Laboratories*	1	66
Seminar Hall	1	132
Library	1	100

Of the Total Number of Classrooms required, at least ONE shall be a Smart Classroom per Department

@ Total Number of Division = (Number of Division/Year) X Duration of the Course

*For MCA only



4.2.2 Administrative Area (Carpet Area) in m²

	Principal/Director Office	Board Room	Office all inclusive	Cabin for Head of Department and Department Office	Faculty Rooms	Central Stores	Maintenance	Security	Housekeeping	Pantry for Staff	Examinations Control Office	Placement Office
Carpet Area in m ² per Room	30	20	150* 300 ^s	20	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/Department	One per Faculty (as per norms) in the Institution	1	1	1	1	1	1	1

^sTechnical Campus having more than one Programme

* 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 Theatre	Boys Hostel	Girls Hostel
Carpet Area in m ² 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 m ² per Room for Technical Campus having one Program	150 ^s	75	75	150	10	10	150	30	100	250	Adequate	Adequate
Number of Rooms required for New Technical Institution	Adequate	1	1	1	1	1	-	-	-	-	-	-
Total Number of Rooms	Adequate	1	1	1	1	1	Desirable	Desirable	Desirable	Desirable	Desirable	Desirable

^{*}Estimated total area for Technical Campus having more than one Programme

^sEstimated 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.



5.0 Norms for Books, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment for Technical Institution

5.1 Computers, Software, Internet and Printers

Programme		Number of PCs/ Laptop to student 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 and Technology	Diploma	1:6	03	20	All	Desirable	5%
	Under Graduate	1:6					
	Post Graduate	1:4					
Pharmacy	Diploma	1:8	01	10	All	Desirable	5%
	Under Graduate	1:8					
	Post Graduate	1:6					
Architecture and Planning							
a. Architecture	Diploma	1:6	01	10	All	Desirable	5%*
	Under Graduate	1:6					
	Post Graduate	1:4					
b. Planning	Diploma	1:6	01	10	All	Desirable	5%*
	Under Graduate	1:6					
	Post Graduate	1:4					
Applied Arts and Crafts	Diploma	1:6	01	10	All	Desirable	5%
	Under Graduate	1:6					
	Post Graduate	1:4					
Hotel Management and Catering Technology	Diploma	1:6	01	10	All	Desirable	5%
	Under Graduate	1:6					
Management	Post Graduate	1:6	01	10	All	Desirable	5%
MCA	Post Graduate	1:4	03	20	All	Desirable	5%

*At least one printer to be A1 Size Color Printer/ Plotter

** Includes Plagiarism checking Software

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

At least 4Mbps Wi-Fi connectivity at 4 or 5 hotspots shall be made available.

Arrangement to view NPTEL/ SWAYAM etc. shall be made available.

- Utilization of Open Source Software shall be encouraged
- Secured Wi-Fi facility is highly recommended
- 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 and Library facilities					
Programme	Total Number of Divisions	Titles	Volumes	Reading Room Seating	Multimedia PCs for Digital Library/ internet Surfing located in reading room
		Number		% of Total Students	% of Total Students
Engineering and Technology/ Pharmacy/ Architecture/ Planning, Applied Arts and Crafts, Hotel Management and Catering Technology (Diploma)	B	Half the number as required for Under Graduate Course in the same Programme	Half the number as required for Under Graduate Course in the same Programme	15 % (Max 150)	1 % (Max 10)
Engineering and Technology (Under Graduate)	B	100 [#]	500xB [#]	15 % (Max 150)	1 % (Max 10)
Pharmacy (Under Graduate)	B	50 [*]	250 per [*] Course		
Architecture (Under Graduate)/ Planning (Under Graduate)	B	100 [#]	500xB [#]		
Applied Arts and Crafts (Under Graduate)	B	50 [*]	400xB [#]		
Hotel Management and Catering Technology	B	100 [#]	500xB [#]		
Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts (Post Graduate)	B	50 [#]	500xB [#]		
MBA/ PGDM/ MCA (Post Graduate)	B	As ^s Required	100 ^s	25 % (Max 100)	
		100 [#]	500xB [#]		
		50 [*]	500xB [*]		

B - Number of Divisions at First year (First and Second Shifts) and 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 Curriculum and Syllabus from time to time by the Affiliating University/Board.
4 ^s	Component for additional Division/ Course.
5	Books shall also include subjects of Science and Humanities.
6	Digital Library facility with multimedia facility is essential.
7	Reprographic facility in the Library is essential.
8	Document scanning facility in the Library is essential.
9	Library Books/ non Books classification as per standard classification methods is essential.
10	Availability of NPTEL facility at the Library is essential.
11	Computerized indexing with bar coded/ RF tagged Book handling is desirable.
12	50% of total number of Titles and Volumes each can be in the form of e-books with intranet access.
13	Institution should be a member of National Digital Library.

6.0 Norms for Essential and Desirable requirements for Technical Institution

1	Standalone Language Laboratory	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	Display of information submitted to AICTE (including the accreditation status and Board of Governors) along with mandatory disclosures in the Web site of the Institution	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/ PGCM Institutions and University Departments	Essential
11	Provision to watch MOOCS Course(s) through Swayam	Essential
12	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
13	Barrier Free Built Environment for disabled and elderly persons (as per Chapter V of Approval Process Handbook 2018-19)	Essential
14	Safety and Security measures in the Campus (as per Chapter V of Approval Process Handbook 2018-19)	Essential
15	Safety provisions including fire and other calamities (Refer Annexures 8 and 9 of Approval Process Handbook 2018-19)	Essential
16	Implementing Food Safety and Standards Act, 2006 in the Institution	Essential
17	General Insurance provided for assets against fire, burglary and other calamities	Essential
18	Road suitable for use by Motor vehicle- Motorized Road	Essential
19	General Notice Board and Departmental Notice Boards	Essential
20	First aid, Medical and Counselling Facilities	Essential
21	Appointment of Student Counsellor	Essential
22	Group Insurance to be provided for the employees	Essential
23	Insurance for students	Essential
24	Institution-Industry Cell	Essential
25	Placement Cell	Essential
26	Applied for membership of National Digital Library	Essential
27	Establishment of Online Grievance Redressal Mechanism as per Annexure 12 of Approval Process Handbook 2018-19	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 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 10 th June, 2016.	Essential*
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 (Affidavit⁴)**

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	Availability of at least ONE Smart Classroom per Department	Desirable
7	Rain Water Harvesting and installation of grid connected solar rooftops/ Power Systems	Desirable
8	Waste Management and environment improvement measures to ensure a sustainable Green Campus	Desirable
9	Public announcement system at strategic locations for general announcements/ paging and announcements in emergency.	Desirable
10	Enterprise Resource Planning (ERP) Software for Student-Institution-Parent interaction	Desirable
11	Efforts to encourage Final Year students to write GATE examination	Desirable
12	Transport	Desirable
13	Post Office, Banking Facility/ ATM	Desirable
14	LCD (or similar) projectors in Classrooms	Desirable
15	Staff Quarters	Desirable
16	Display of Course(s) and “Approved Intake” in the Institution at the entrance of the Institution. Course(s) taken through duly recognized MOOCs shall be used as Supplementary Course(s)	Desirable
17	Implementation of Startup Policy	Desirable
18	Intellectual Property Right Cell	Desirable
19	Implementation of Unnat Bharat Abhiyan/ Saansad Adarsh Gram Yojana (SAGY)	Desirable
20	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

7.0 Norms for Faculty requirements and Cadre Ratio for Technical Institution

7.1 Diploma/ Post Diploma Programme

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/ Architecture/ Planning/ Applied Arts and Crafts/ Hotel Management and Catering Technology	1:25	1	1 per Department	$(S/25) - (A+B)$	$S/25$
Pharmacy	1:20	1	1 per Department	$(S/20) - (A+B)$	$S/20$

S - Sum of number of students as per "Approved Intake" at all years

7.2 Under Graduate Degree Programme

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						
a. Architecture	1:16	1	$\frac{S}{16xR} - 1$	$\frac{S}{16xR} \times 2$	$\frac{S}{16xR} \times 6$	$\frac{S}{16}$
b. Planning	1:16	1	$\frac{S}{16xR} - 1$	$\frac{S}{16xR} \times 2$	$\frac{S}{16xR} \times 6$	$\frac{S}{16}$
Applied Arts and Crafts	1:10	1	$\frac{S}{10xR} - 1$	$\frac{S}{10xR} \times 2$	$\frac{S}{10xR} \times 6$	$\frac{S}{10}$
Hotel Management and Catering Technology	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$

S - Sum of number of students as per "Approved Intake" for all years, R = (1+2+6)

7.3 Post Graduate Degree Programme

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	-	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12}$
*Pharmacy	1:5	-	$\frac{S}{5xR}$	$\frac{S}{5xR}$	$\frac{S}{5xR}$	$\frac{S}{5}$
*Architecture and Planning						
a. Architecture	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
b. Planning	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*Applied Arts and Crafts	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*Hotel Management and Catering Technology	1:12	-	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12}$
#MCA	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$
#MBA/ PGDM	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$

S - Sum of number of students as per "Approved Intake" for all years

*R = (1+1+1), #R = (1+2+6)

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 Post Graduate Course, there should be at least one Professor with Ph.D. qualification.

Cadre Ratio shall be 1:2:6.



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.

9.0 Norms for PGDM Programme

- a. The duration of the Post Graduate Diploma in Management (PGDM) Programme shall not be less than 21 months.
- b. Post Graduate Certificate in Management (PGCM) Programme shall be of duration more than 1 year and not exceeding 2 years.
- c. Executive PGDM Programme shall be of duration of 15/ 18 Months.
- d. The Academic calendar for admission of students shall be followed as prescribed by AICTE. The admission shall be started from 1st March and end by 30th June every year.
- e. Admission to PGDM Institutions shall be made only from the candidates qualified from any one of the six All India tests i.e.; CAT, XAT, CMAT, ATMA, MAT, GMAT.

The candidates shall be short listed on the basis of the overall rank computed taking into account of the following components and their weights:

- Score in the Common Admission test (CAT, XAT, CMAT, ATMA, MAT, GMAT) - 35 to 60%
 - Score for academic performance in X Std., XII Std., Under Graduate Degree/ Post Graduate Degree - 5 to 25%
 - Group discussion/interview - 20 to 45%
 - Weightage for participation in Sports, Extra-Curricular activities, Academic diversity and Gender diversity – 5 to 20%
- f. PGDM Institutions shall publish the information regarding the name of the Common Admission test, from which the candidates are selected for admission, the percentage of scores of above components in its web-site, admission Brochure and well before the admission process initiated and inform the Applicants through specific communications.
 - g. The Institution shall inform AICTE and clearly display on the Institution Web site the eligibility criteria, selection procedure and the merit list of the candidates who have applied for the Programme. The selection of the students shall be strictly on the basis of merit only.
 - h. PGDM Institutions shall upload students' enrolment data in the prescribed format on the AICTE Web-Portal since its establishment before December 2017 in a Calendar Year. Thereafter students' enrolment data shall be uploaded to AICTE Web-Portal within one month from the last date for admission every year.
 - i. PGDM/ PGCM Institutions may devise their own Curriculum for the Programme, however it shall be in conformity with the Model Curriculum developed by AICTE and incorporate significant part of academic components in their Curriculum.
 - j. Board of Governors is to be constituted as per Appendix 18 of Approval Process Handbook 2018-19 for Standalone PGDM Institutions.
 - k. PGDM/ PGCM Institutions shall refund the fee collected, after deducting an amount of ₹1000/- (One Thousand only) as processing fee and return the Certificates to the students withdrawing the admission before the last date of admission, irrespective of the reasons for withdrawal of admission. The last date for withdrawal of admission for the purpose of refund of fees shall be 30th June of every year.

- l. PGDM/ PGCM Institutions shall publish the fee being charged in its web-site and admission Brochure well before the admission process is initiated and inform the Applicants through specific communications.
- m. PGDM/ PGCM Institutions shall follow norms and standards and conditions prescribed by the Council from time to time.
- n. All PGDM Institutions should upload both the transcripts and Certificates on National Academic Depository (NAD).
- o. Rules with respect to matters relating to examinations and arbitration shall be decided by the All India Board of Management, AICTE.
- p. Institutions shall appointment OMBUDSMAN 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.
- q. The academic session shall normally be from 1st July to 30th June of the succeeding year.



10.0 Subscription of Journals

Programme	Total number of Divisions	National Journals	International Journals
Engineering and Technology/ Pharmacy/ Architecture/ Planning, Applied Arts and Crafts, Hotel Management and Catering Technology (Diploma)	B	Half the number as required for Under Graduate Course in the same Programme	Desirable
Engineering and Technology (Under Graduate)	B	6xB [#]	
Pharmacy (Under Graduate)	B	6xB [#]	
Architecture (Under Graduate)/ Planning (Under Graduate)	B	6xB [#]	
Applied Arts and Crafts (Under Graduate)	B	6xB [#]	
Hotel Management and Catering Technology	B	6xB [#]	
Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts (Post Graduate)	B	5xB [#]	#Essential
MBA/ PGDM/ MCA (Post Graduate)	B	12xB [#]	

It is desirable to procure the hard copy of International Journals. However, subscription to National Journals is essential. E-journals are recommended.

#As per the Programme(s)/Course(s) offered by the Institution relevant e-journals from Web of Science or Scopus shall 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.

Journals shall also include subjects of Science and Humanities.

11.0 Format for Detailed Project Report (DPR) for establishment of a New Technical Institution**11.1 Preamble**

Detailed Project Report (DPR) is expected to cover the genesis of the proposal with respect to the background of the Technical Education and Industrial scenario of the State where the proposed Institution is being located and the credentials of the Consultants, if any, engaged by the Promoters.

- a. Introduction
- b. Background of the Consultants
- c. Technical Education and Industry Scenario

11.2 The Promoting Body

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 shall be described as follows:

- 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

The goal of the proposed Institution, Scope and Justification of its establishment in the light of the prevailing Technical Education and Industrial 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./ B.HMCT./ MBA/ MCA etc.) in the State, and the genesis of the proposal with respect to the technical manpower requirement of the State, if available shall be described as follows:

- 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 Institution vis-à-vis the Industrial Scenario and Educational Facilities already available in the State

11.4 Academic Programmes

The basic Academic Philosophy of the Institution and to list the identified Programmes, targets, and various facilities shall be described as follows:

- 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 of Approval Process Handbook 2018-19.

11.6 Salient Features of Academic Programmes

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 shall be described as follows:

- 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 Classrooms, Faculty Rooms, Departmental Office

11.7 Quality and Human Resource Development

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 shall be described as follows:

- 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

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, as follows:

- 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

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 shall be described as follows:

- 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

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 shall be described as follows:



- 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

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, as follows:

- 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

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 outlay shall be described as follows:

- a. Activity Chart
- b. Constraints
- c. Financial Outlay
- d. Strategy for Implementation

11.13 Executive Summary of the Detailed Project Report

A Summary of the DPR as per the following Format for ready reference shall be given:

- 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 Body	Experience in Academic Institutions (in years)		
	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	Course(s)/ Intake Proposed (I)	Built-up area/ Investment to be made (m ² / ₹) (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 Representative	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.

Place:

Date:

(Authorized Signatory of the Applicant)

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 the AICTE Web-Portal [http:// www.aicte-india.org/ anti.htm](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, student's 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”.

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	
Chairman, Northern Regional Committee, AICTE	
Chairman, Southern Regional Committee, AICTE	
Chairman, Western Regional Committee, AICTE	
Chairman, Eastern Regional Committee, AICTE	
Chairman, All India Board of Vocational Education, AICTE	
Chairman, All India Board of Technician Education, AICTE	
Chairman, All India Board of Under Graduate Studies in Engineering and Technology, AICTE	
Chairman, All India Board of Post Graduate Education and Research in Engineering and Technology, AICTE	
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	

<p>President, Association of Indian Universities, New Delhi</p> <p>Executive Secretary, Indian Society for Technical Education, New Delhi</p> <p>President, Pharmacy Council of India, New Delhi</p> <p>Vice President, Council of Architecture, New Delhi</p> <p>Director General, National Productivity Council, New Delhi</p> <p>The Chairman, University Grants Commission, New Delhi</p> <p>The Director, Institution of Applied Manpower Research, New Delhi</p> <p>The Director General, Indian Council of Agricultural Research, New Delhi</p> <p>The Director General, Council of Scientific and Industrial Research, New Delhi</p> <p>Member Secretary, AICTE - Member Secretary</p>	
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13.2 The Executive Committee: Notified under AICTE Act, 1987

Composition	Quorum
<p>The Chairman, AICTE</p> <p>The Vice-Chairman, AICTE</p> <p>Secretary to the GoI in Ministry of the Central Government dealing with Education (Ex-Officio)</p> <p>Two Chairmen of the Regional Committees</p> <p>Three Chairmen of the Board of Studies</p> <p>A member of the Council representing the Ministry of Finance of the Central Government. (Ex-Officio)</p> <p>(Four out of eight members of the Council representing the States and Union Territories on rotation)</p> <p>Four Members with expertise and distinction in areas relevant to Technical Education to be nominated by the Chairman of the Council</p> <p>The Chairman, UGC (Ex-Officio)</p> <p>The Director, IAMR (Ex-Officio)</p> <p>The Director, ICAR (Ex-Officio)</p> <p>Member Secretary, AICTE - Member Secretary</p>	<p>1/ 3 members</p>

13.3 Standing Hearing Committee/ Standing Appellate Committee

Composition	Quorum
<p>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</p>	<p>Chairman</p>



<p>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.</p>	One Member
<p>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</p>	One Member
<p>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.</p>	

13.4 Regional Committee

Composition	Quorum
<p>Chairman to be nominated by the Chairman, AICTE</p>	1/ 3 members
<p>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</p>	
<p>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</p>	
<p>One member representing the Board of Apprenticeship Training to be nominated by the Board</p>	
<p>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.</p>	
<p>One Vice Chancellor or his/ her nominee not below the level of Dean/ Principal) of the University/ Institution Deemed to be University dealing with Technical Education by rotation in alphabetical order of the State, UT in the region.</p>	
<p>One Officer of Bureau of Technical Education, not below the rank of Deputy Secretary, Department of Education, GoI (Ex-Officio)</p>	
<p>One Advisor of the Bureau, Regional Committees, AICTE (Ex-Officio)</p>	
<p>Regional Officer of the Regional Office (Ex-Officio) – Member Secretary</p>	

13.5 Scrutiny Committee under Chapter I of Approval Process Handbook 2018-19

Composition	Quorum
<p>Professor/ Associate Professor of IIT/ IIM/ NIT/ Government/ Government Aided Institutions.</p>	One Professor/ Associate Professor
<p>An advocate registered with Bar Council</p>	An advocate registered with Bar Council
<p>An architect registered with Council of Architecture</p>	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.
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13.6 Scrutiny Committee under Chapter II of Approval Process Handbook 2018-19

Composition	Quorum
Two Professors/ Associate Professors of IIT/ IIM/ NIT/ Government/ Government Aided Institutions.	Two Professors/ Associate Professors

13.7 Expert Visit Committee*

Composition	Quorum
<p>An academican 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.</p> <p>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, AICTE.</p> <p>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.</p> <p>An expert member not below the level of Associate Professor to be nominated by the concerned State Government/ UT</p> <p>An expert member not below the level of Associate Professor to be nominated by the concerned Affiliating University/ Board</p>	<p>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 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.</p>

* The Composition of EVC for the Closure of PGDM Institution shall consist of two academicians.

13.8 Standing Complaint Scrutiny Committee (SCSC)

Composition	Quorum
<p>A Retired High Court Judge</p> <p>Two expert members not below the level of Associate Professor in the fields of Technical Education.</p> <p>An Architect Registered with Council of Architecture or Professor of Civil Engineering.</p> <p>DTE/ Registrar (Serving or Retired of Technical Institution/ University)</p>	<p>Chairman</p> <p>Any Two Members</p>



14.0 Regional Offices of AICTE

Region	Regional Offices	STD	Telephone	Jurisdiction
Central	Airport Bypass Road, Gandhi Nagar, Bhopal- 462036 E-mail : cro@aicte-india.org	0755	2744314 2744315 2744316	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	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	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	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	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	Andhra Pradesh, Telengana
South- West	P.K. Block, Palace Road, Bangalore – 560 009 E-mail: swro@aicte-india.org	080	22205919 22205979 22208407 22253232	Karnataka, Lakshadweep, Kerala
Western	Industrial Assurance Building Second Floor, Nariman Road Mumbai – 400 020 E-mail: wro@aicte-india.org	022	22821093 22855412 22851551	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
Thiruvana nthapuram 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

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.

16.0 Documents to be submitted for

- Setting up new Technical Institution offering Technical Programme at Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Degree/ Post Graduate Diploma Level
- Change of Site/ Location
- Closure of the 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 Documents to be submitted at the time of Scrutiny Committee

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 Affidavit⁴ supporting documents other than Affidavits shall be made and duly authenticated by the authorized signatory of Applicant or by the Head of the Institution.

- 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 Affidavit⁴ 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 Format¹³ 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.
- Fire Safety Certificate issued by the Competent Authority.
- Certificate¹ issued by an Advocate regarding Land related documents.
- Certificate² issued by an Architect regarding approved Building Plans.
- Certificate³ issued by Bank Manager regarding financial status of Applicant.
- A hard copy 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).
- 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 Competent Authority.

- For Standalone PGDM Institutions, details of recommended composition of Board of Governors of the Institution constituted as per Appendix 18 of Approval Process Handbook 2018-19.
- 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 Format¹³ 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 Competent 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 Institution, 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 1.9.2 of Chapter I of Approval Process Handbook 2018-19, 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 Institution prepared by an Architect registered with Council of Architecture (CoA)/ Licensed Surveyor and duly approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT administration.
- Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use for the proposed Institution at the permanent site with a table clearly mentioning all rooms, with carpet area of each in m², 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 Course(s) from the first to final year. This shall be certified by Architect registered with the Council of Architecture.
- Proof of the availability of nomenclature of the applied Course(s) in the Affiliating University/ Board.
- 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 the 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.
- List and details of hard copy of National Journals subscribed.
- List and details of hard copy of International Journals subscribed.
- Details of subscription of Journals as per Appendix 10 of Approval Process Handbook 2018-19.
- 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 Institution.
- 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 Trust/ Society/ Company or by any other Trust/ Society/ Company to which the Chairman of the Applicant 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 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 Faculty members 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 2018-19.
- 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 AICTE Web-Portal.
- In no circumstance, unless the appointment of all Faculty members and other Staff is in place, the Institutions shall start the approved Technical Course(s).
- Faculty and non-teaching Staff data shall be entered as per the prescribed Format.

16.4 Additional documents to be submitted for approval of Change of Site/ Location

- No Objection Certificate from Concerned State Government/ UT in the Format¹.
- No Objection Certificate from Affiliating University/ Board in the Format².
- Resolution by the Trust/ Society/ Company approving the Institution for Change of Site/ Location, duly signed by the Chairman/ Secretary in the Format³.

16.5 Additional documents to be submitted for approval of Progressive Closure/ Complete Closure of the Institution

- No Objection Certificate from Concerned State Government/ UT in the given Format⁴.
- No Objection Certificate from Affiliating University/ Board in the Format⁵ with clear mention about the provisions/ alternative arrangements made to take care of education of existing students studying in the Institution.



- Resolution by the Trust/ Society/ Company approving the Closure of the Institution, duly signed by the Chairman/ Secretary in the Format⁶.
- Latest salary sheet giving details, such as, scale of pay, gross pay, PF deduction, TDS for all Faculty members and non-teaching Staff and Faculty: Student ratio.
- Details of the RPGF/ Joint FDR 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.
- Affidavit² 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 approval of 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 Format⁷.
- No Objection Certificate (NOC) from Affiliating University/ Board in the Format⁸.
- Resolution of the Trust/ Society/ Company/ Board of Governors in the Format⁹ for the Conversion of Women's Institution into Co-Ed Institution.
- Land related documents to be submitted as per the norms.

16.7 Additional documents to be submitted for approval of Conversion of Co-Ed Institution into Women's Institution

- No Objection Certificate (NOC) from State Government/ UT in the Format⁷.
- No Objection Certificate (NOC) from Affiliating University/ Board in the Format⁸.
- Resolution by the Trust/ Society/ Company approving the Institution for the Conversion of Co-Ed Institution into Women's Institution, duly signed by the Chairman/ Secretary in the Format⁹.

Note: No Land relaxation and refund of additional FDR/ Security Deposit allowed in case of Conversion of 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 Format¹⁰.



- No Objection Certificate (NOC) from the Affiliating University and Board in the Format¹¹.
- Resolution by the Trust/ Society/ Company approving the Institution for the Conversion of Diploma Level into Degree Level and vice-versa, duly signed by the Chairman/ Secretary in the Format¹².
- Land related documents to be submitted as per the norms.

16.9 Additional documents to be submitted for approval of the establishment of the Institution set up by 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

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
- Extended EoA
- Increase in Intake/ Additional Course(s)
- Addition of Integrated/ Dual Degree Course
- To Start Diploma in Degree Pharmacy Institutions and vice-versa
- Conversion of Management Institutions running PGDM Course into MBA Course
- Conversion of Second Shift Course(s) into First Shift Course(s)
- Introduction of Part Time Course(s)
- Introduction of Fellowship Programme in Management
- Introduction of Supernumerary Seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries
- Introduction of seats for Non Resident Indian(s)
- Change in name of the Course(s)/ Reduction in Intake/ Closure of Programme(s) and/ or Course(s)
- Change in name of the Institution or Affiliating University/Board
- Change in name of the Trust/ Society/ Company
- Collaboration and Twinning Programme(s)

17.1 Documents to be submitted for issuance of EoA of Existing Institutions/ Continuation of approval after a break in the preceding academic years/ Restoration

The Applicant Institution applying for Extension of approval (EoA) shall upload the scanned copies of the List of documents as given below on the AICTE Web-Portal.

Supporting documents including the Affidavits shall be duly authenticated by the Chairman/ 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 hard copy 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 2.4.1.b of Chapter II of Approval Process Handbook 2018-19, Occupancy/ Completion Certificate/ Building License/ Form D/ Structural Stability Certificate issued by the Competent Authority.
- A valid Fire Safety 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 AICTE Web-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 Affidavit⁴, 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.
- Audited statement of accounts of the Trust/ Society/ Company for the previous year.
- 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 Course(s), has been entered as per the prescribed Format on the Web-Portal.

17.2 Additional documents to be submitted for approval of Extended EoA/ Increase in Intake/ Additional Course(s)/ Addition of Integrated/ Dual Degree Course/ Institutions having total “Approved Intake” less than the “Maximum Intake Allowed”/ Fellowship Programme in Management

Additional documents shall be necessary while seeking approval for increase in Intake in existing Programme

- Resolution by the Trust/ Society/ Company approving the Institution for starting additional Course(s)/ Divisions in existing Programme and allocation of Land/ Building/ funds to proposed activities duly signed by the Chairman/ Secretary in the Format¹⁴.
- An Affidavit⁶ 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 (not applicable for Institutions having total “Approved Intake” less than the “Maximum Intake Allowed”) for Institutions in existence for more than SEVEN YEARS/ FIVE YEARS for Standalone MCA/ MBA, from the date of establishment of the Institution.
- No Objection Certificate from Affiliating University for Integrated/ Dual Degree Course(s) in the Format¹⁵.

17.3 Additional documents to be submitted for approval of Institutions to start Diploma in Degree Pharmacy Institutions and vice-versa

- No Objection Certificate from Concerned State Government/ UT in the Format¹⁰.
- No Objection Certificate from Affiliating University and Board in the Format¹¹.
- Resolution by the Trust/ Society/ Company approving the Institution to start Diploma in Degree Pharmacy Institution and vice-versa, duly signed by the Chairman/ Secretary in the Format¹².
- PCI approval and Affidavit⁶ for Institutions already running Pharm.D.

17.4 Additional documents to be submitted for approval of Conversion of Management Institutions running PGDM Course into MBA Course

- Resolution by the Trust/ Society/ Company approving the Management Institution for Conversion of PGDM Course into MBA Course, duly signed by the Chairman/ Secretary in the Format¹².

17.5 Additional documents to be submitted for approval of Conversion of Second Shift Course(s) into First Shift Course(s)

- No Objection Certificate from Concerned State Government/ UT in the Format¹⁰.
- No Objection Certificate from Affiliating University/ Board in the Format¹¹.
- Resolution by the Trust/ Society/ Company approving the Institution for Conversion of Second Shift Course(s) into First Shift Course(s), duly signed by the Chairman/ Secretary in the Format¹².

17.6 Additional documents to be submitted for approval of Introduction of Part Time Course(s)

- A Certificate stating that admission for three consecutive years are more than 80% 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 Format¹⁰.
- No Objection Certificate (NOC) from Affiliating University/ Board in the Format¹¹.
- Resolution by the Trust/ Society/ Company approving the Institution for Introduction of Part Time Course(s) duly signed by the Chairman/ Secretary in the Format¹².

17.7 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 Trust/ Society/ Company approving the Institution for Introduction of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries duly signed by the Chairman/ Secretary in the Format¹⁶.
- Details regarding hostel rector and hostel administration.

17.8 Additional documents to be submitted for approval of seats for Sons/ daughters of Non Resident Indian(s)

- Resolution by the Trust/ Society/ Company approving the Institution for Introduction of seats for Sons/ Daughters of Non Resident Indian(s) duly signed by the Chairman/ Secretary in the Format¹⁷.

17.9 Additional documents to be submitted for approval of Change in name of Course(s)/ Reduction in Intake/ Closure of Course(s) and/ or Programme(s)

- No Objection Certificate from Concerned State Government/ UT in the given Format¹⁸.
- 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 Format¹⁹ as prescribed on the Web-Portal.



- Resolution by the Trust/ Society/ Company approving the Institution for Change in Name of the Course(s)/ Reduction in Intake or Closure of Course(s)/ Programme(s) duly signed by the Chairman/ Secretary in the Format²⁰.
- NOC shall not be required for closing of the Second Shift or reduction of Non-Zero Intake of Course(s)/ Programme(s) / reduction in number of Division(s).

17.10 Additional documents to be submitted for approval of Change in the Name of the Institution

- No Objection Certificate from Concerned State Government/ UT in the Format²¹.
- No Objection Certificate from Affiliating University/ Board in the Format²².
- Resolution by the Trust/ Society/ Company approving the Institution for Change in name of the Institution duly signed by the Chairman/ Secretary in the Format²³.

17.11 Additional documents to be submitted for approval of Change in name of the Affiliating University/ Board

- No Objection Certificate from the Concerned State Government/ UT in the Format²⁴.
- No Objection Certificate (NOC) from the University/ Board where the Institution is affiliated in the Format²⁵.
- No Objection Certificate (NOC) from the University/ Board where the Institution seeks Affiliation in the Format²⁶.
- Resolution by the Trust/ Society/ Company approving the Institution for Change in name of Affiliating University/ Board duly signed by the Chairman/ Secretary in the Format²⁷.

17.12 Additional documents to be submitted for approval of 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 for Change in name of the Trust/ Society/ Company or merging of Trusts/ Societies/ Companies.
- No Objection Certificate from Concerned State Government/ UT in the Format²⁸.
- No Objection Certificate from Affiliating University/ Board in the Format²⁹.
- Resolution by the Trust/ Society/ Company approving Change in name of the Trust/ Society/ Company, mentioning the reasons for such Change in name duly signed by the Chairman/ Secretary in the Format³⁰.
- A notarized Affidavit⁷ of the Chairman/ Secretary 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 of Approval Process Handbook 2018-19.

- 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 Trust/ Society/ Company, the transferor Trust/ Society/ Company should transfer its Land, assets and Infrastructure by a registered transfer/conveyance deed in the name of the transferee Trust/ Society/ Company.
- Proof of working capital (funds) as stated in Clause 1.9.2 of Chapter I of Approval Process Handbook 2018-19, 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).

17.13 Additional documents to be submitted for approval of Collaboration and Twinning Programme(s)

- The Foreign University/ Institution shall furnish an authorized signatory letter declaring therein that the Diploma/Degree/ Post Diploma awarded to the students in India shall be recognized in the Parent Country and shall be treated equivalent to the corresponding Diploma/ Degree/ Post Diploma awarded by the University/ Institution at Parent Country.
- 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 Diploma/ Degree/ 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 as per Clause 3.3.e of Chapter III of Approval Process Handbook 2018-19.
- Bipartite agreement/ MoU between the Foreign University/ Institution and the Indian Partner Institution for this purpose.
- Bipartite agreement/ MoU between the Indian Institution and the concerned Affiliating University/ Board for this purpose.
- Affidavit⁴ clearly mentioning among other provisions that the students failing to get Visa shall be accommodated in a similar Programme and that the University/ Board would register them for the purpose.
- Attested Proof from Foreign University/ Institution that a similar Degree/ Diploma is offered in the Parent Country.
- Letter of affiliation of the Indian Partner Institution with the University/ Board as applicable.

- 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 a mention of genuineness of Foreign Educational Partnering Institution in the Country of origin.
- 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 Course(s) to be offered under Twinning Programme.



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 Government/ Registered Trust/ Society/ Company. The Chairman of the Governing Body shall preferably be a technical person either Entrepreneur or 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 (Industrialist/ Technologist/ Educationist) to be nominated by the Registered Trust/ Society/ Company.
- Nominee of the Affiliating University/ Board (Not applicable for PGDM Institutions).
- Nominee of the All India Council for Technical Education (Ex-officio).
- Nominee of the State Government/ UT (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, however shall not exceed 21.

19.0 Academic Calendar

19.1 Counselling/ admission

- Last date to grant approval to Technical Institution shall be 30th April of each Calendar Year. Notwithstanding anything contained in any Rules, Regulations, Norms and Standards, Policies, Instructions, Orders, Notifications, Guidelines and the Approval Process Handbook 2018-19 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 Calendar Year in which the academic session is to commence.
- Notwithstanding anything contained in these Regulations, all Technical Institutions conducting Post Graduate 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	1 st August	1 st January
End of Classes	30 th November	30 th April

Second year and on words of the Programme:

Semester/ Event	Odd Semester	Even Semester
Commencement of Classes	15 th July	15 th December
End of Classes	15 th November	15 th 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.

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 and 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 Post Graduate 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 an abstract 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 20 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. In 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	FPO1	Research Methodology	3
	FPO2	Managerial Statistics	3
	FPO3	General Management	3
	FPO4	System Approach to Management	3
Module 2	FPO5	3 Stream specific Course of 3 credits each	9
	FPO6	Credit Seminar (General)	3
Module 3	FPO7	Credit Seminar (Specific)	3
	FPO8	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 above 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 ₹2500/-
- 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 ₹25000/- 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.



AFFIDAVIT¹

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/ Secretary, <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 2018-19.
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 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)

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)



AFFIDAVIT²

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 THE INSTITUTION

I/ We, <name>, Chairman/ Secretary, <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 shall 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 AICTE Web-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 neither mortgaged nor encashed.

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/ 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)



AFFIDAVIT³

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 ESTABLISHMENT OF NEW INSTITUTION WHILE SUBMITTING THE SECURITY DEPOSIT

I/ We,<name>, Chairman/ Secretary,<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, as applicable by <name and address of proposed Institution>shall be complied within one month from the date of issuance of the approval letter.
5. That the Land measuring Acre, 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 shall 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 shall solely be that of the (Society/ Institution).
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)



AFFIDAVIT⁴

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 APPLICATIONS SUBMITTED UNDER CHAPTER I AND II

I I/ We, <name>, Chairman/ Secretary,<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/ Under Graduate Degree/ Post Graduate 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/ Continuation of approval after a break in the preceding year(s)/ Restoration to existing Technical Institution or Technical Campus
6. To Start Diploma in Degree Pharmacy Institutions and vice-versa
7. Conversion of Management Institutions running PGDM Course into MBA Course
8. Conversion of Second Shift Course(s) into First Shift Course(s)
9. Introduction of Part Time Course(s)
10. Introduction/ Continuation of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian workers in Gulf Countries
11. Introduction/ Continuation of seats for sons/ daughters of NRIs
12. Addition of Integrated/ Dual Degree Course
13. Fellowship Programme in Management
14. Change in name of Course(s)/ Closure of Course(s)/ Programme(s)/ Reduction in Intake
15. 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 by the Competent Authority.
3. That the Institution has uploaded valid Fire Safety Certificate issued by the Competent Authority.
4. That Principal of the Institution is regular and qualified as per AICTE norms.
5. That the Faculty: Student ratio is maintained as per AICTE norms and the Faculty data uploaded is true and complete.
6. 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.
7. That the Land is contiguous, there is no dispute pertaining to the said Land and is free from all encumbrances.
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 are 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 Acre
	Total area in Acre				

Room No.	Room type (mention Classroom/ 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 AICTE Web-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 I have uploaded all the student data of the previous year and the same is true and complete.
13. That the declaration, information and documents pertaining to the availability of 50% additional Faculty and adhering to the 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, hereby undertake to constitute the following Committees as per Appendix 6 of Approval Process Handbook 2018-19 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/ 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)

AFFIDAVIT⁵

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> for 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(s) and Course(s) 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 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)



AFFIDAVIT⁶

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/ INSTITUTIONS RUNNING PHARM.D. COURSE

I/ We, <name>, Chairman/ Secretary, <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/ Pharm.D. Course 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/ Pharm.D. Course 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/ Pharm.D. Course.
3. That liabilities, if any, arising out of additional Course/ increase in Intake/ Pharm.D. Course 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/ 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)



AFFIDAVIT⁷

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 2018-19.
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>.
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)



AFFIDAVIT⁸

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 ofAged.....Resident of Do hereby state on affirmation that Institution viz..... had created Cumulative Fixed Deposit Receipt No.Dated for ₹..... 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/ 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 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)



CERTIFICATE¹

CERTIFICATE OF AN ADVOCATE (TO BE PRODUCED IN THE LETTERHEAD OF ADVOCATE)

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 Programme(s) 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 Acre
			Total Area (in Acre)	

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 registered at Sub Registrar Office <place>
3. The above-mentioned Land documents are authentic.
4. The above-mentioned Land documents are in the name of Applicant.
5. The title of the Land pertaining to the above-mentioned Land documents is clear.
6. The Applicant is 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 has issued the Land Use Certificate respect of Land under reference for the proposed Institution mentioned above is
2. It has 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 authentic.
5. It has 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 has issued the Land Conversion Certificate respect of Land under reference for the proposed Institution mentioned above is
2. It has 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 authentic.
5. It has 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 has issued the Land Classification Certificate respect of Land under reference for the proposed Institution mentioned above is
2. It has 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 authentic.
5. It has been issued for the full extent of Land.

Signature of the Advocate
Name of the
Advocate
Registration
No.
Date

Seal/ Stamp of the advocate
Practicing
at
Place:

CERTIFICATE²

**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 has approved 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 been approved by the Competent Authority.
4. The above-mentioned site Plan and Building Plans are 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 Classroom/ 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 has approved 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 been approved by the Competent Authority.
4. The above-mentioned Certificates are authentic.

Signature of the Architect		Seal
Name of the Architect	
Registration No	
Date :	Place :
	

CERTIFICATE³

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)

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 the records of <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:



FORMAT¹

**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 onat 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 onat 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 onat 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 Acre of Land, construct 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 the Parent Organization),

(Designation), (Name of the Organization)



FORMAT⁴

**NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT
FOR CLOSURE OF THE INSTITUTION**

The <name of the Trust/ Society>vide its Executive meeting held onat 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 <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 onat 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 Programme(s) and Course(s) where Closure of the Institution/ Programme is applied for :

Programme	Shift	Level	Course	year of Establishment	d-4		d-3		d-2		d-1		Current Academic Year e	Total No. of students studying in the Institution as on date
					a		b		c		d			
					“Approved Intake”	Actual Admission	“Approved Intake”	Actual Admission	“Approved Intake”	Actual Admission	“Approved Intake”	Actual Admission		

Registrar/ Director
<Affiliating University/ Board >

FORMAT⁶

RESOLUTION FOR CLOSURE OF THE INSTITUTION

That the Trust/ Society vide its Executive meeting held onat vide item no. have resolved that <name of the Institution>shall apply for Closure of the<name of the Institution> and <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 the Parent Organization),

(Designation), (Name of the Organization)



FORMAT⁷

**NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT
FOR CONVERSION OF WOMEN'S INSTITUTION INTO CO-ED INSTITUTION AND VICE-VERSA**

The <name of the Trust/ Society>vide its Executive meeting held onat vide item no. have passed a resolution for Conversion of Women's Institution into 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 into 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 INTO CO-ED INSTITUTION AND VICE-VERSA**

The <name of the Trust/ Society>vide its Executive meeting held onat vide item no. have resolved for Conversion of Women's Institution into 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 into 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 INTO CO-ED INSTITUTION AND VICE-
VERSA**

That the Trust/ Society vide its Executive meeting held onat vide item no.
have resolved for the Conversion of existing Women's Institution into 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 the Parent Organization),

(Designation), (Name of the Organization)

*Strike off whichever is not applicable



FORMAT¹⁰

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 SECOND SHIFT COURSE(S) INTO FIRST SHIFT COURSE(S)/ INTRODUCTION OF PART TIME COURSE(S)

The <name of the Trust/ Society>vide its Executive meeting held onat 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 Second Shift Course(s) into First Shift Course(s)/ Introduction of Part Time Course(s)*

<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 Second Shift Course(s) into First Shift Course(s)/ Introduction of Part Time Course(s) *<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

FORMAT¹¹

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 SECOND SHIFT COURSE(S) INTO FIRST SHIFT COURSE(S)/ INTRODUCTION OF PART TIME COURSE(S)

The <name of the Trust/ Society>vide its Executive meeting held onat 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 Second Shift Course(s) into First Shift Course(s)/ Introduction of Part Time Course(s)*.

<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 Second Shift Course(s) into First Shift Course(s)/ Introduction of Part Time Course(s)*.

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 SECOND SHIFT COURSE(S) INTO FIRST SHIFT COURSE(S)/ CONVERSION OF MANAGEMENT INSTITUTIONS RUNNING PGDM COURSE INTO MBA COURSE/ INTRODUCTION OF PART TIME COURSE(S)

That the Trust/ Society vide its Executive meeting held onat 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 Second Shift Course(s) into First Shift Course(s)/ Conversion of Management Institutions running PGDM Course into MBA Course/ Introduction of Part Time Course(s)*< 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 the 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 onat 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 Acre, 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 the Parent Organization),
(Designation), (Name of the Organization)

FORMAT¹⁴

RESOLUTION FOR INCREASE IN INTAKE/ ADDITIONAL COURSE(S)/ INTEGRATED/ DUAL DEGREE COURSE/ FELLOWSHIP PROGRAMME IN MANAGEMENT

That the Trust/ Society vide its Executive meeting held onat 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/ Dual Degree Course>in <name of the Institution>,and shall appoint required number of Faculty and 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 the Parent Organization),
(Designation), (Name of the Organization)



FORMAT¹⁵

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY FOR INTEGRATED/ DUAL DEGREE COURSE

The <name of the Trust/ Society> vide its executive meeting held onat vide item no. have resolved to apply for Integrated/ Dual Degree 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/ Dual Degree Course <name of the Course> at <name of the Institution> at <address>. Also it is confirmed that the said Integrated/ Dual Degree 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 >



FORMAT¹⁶

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 onat 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(s)/ Course(s)> 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 the Parent Organization),
(Designation), (Name of the Organization)



FORMAT¹⁷

RESOLUTION FOR INTRODUCTION OF SEATS FOR SONS/ DAUGHTERS OF NON RESIDENT INDIAN(S)

That the Trust/ Society vide its Executive meeting held onat vide item no. have resolved that, <name of the Trust/ Society> shall apply to AICTE for Introduction of NRIs in the following < Programme(s)/ Course(s)> and resolved to allocate required funds for procurement of required entities for smooth functioning of the same.

(Signature and name of Chairman/ Secretary of the Parent Organization),
(Designation), (Name of the Organization)



FORMAT¹⁸

**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 onat 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 Course(s) in the previous years and who are trailing due to failures, etc. are mentioned in the following Table.

Course requested for Closure	Number of current students	Number of students admitted in these Course(s) 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>

FORMAT¹⁹

**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 onat 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. are mentioned in the following table.

Course requested for Closure	Number of current students	Number of students admitted in these Course(s) 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 >

FORMAT²⁰

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 onat 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 the 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 onat 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 onat 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 onat 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 the Parent Organization)

(Designation), (Name of the Organization)

FORMAT²⁴

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT FOR CHANGE IN NAME OF THE AFFILIATING UNIVERSITY/ BOARD OF THE INSTITUTION

The <name of the Trust/ Society> vide its Executive meeting held onat vide item no. have resolved to Change in name of 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 in name of the 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>

FORMAT²⁵

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 onat vide item no. have resolved to Change in name of 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 in name of the 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 >

FORMAT²⁶

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 onat vide item no. have resolved to Change in name of 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 >



FORMAT²⁷

RESOLUTION FOR CHANGE IN NAME OF THE AFFILIATING UNIVERSITY/ BOARD OF THE INSTITUTION

That the Trust/ Society vide its Executive meeting held onat vide item no. have resolved that, <name of the Trust/ Society> shall apply to AICTE for Change in name of the 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 the Parent Organization),
(Designation), (Name of the Organization)



FORMAT²⁸

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 onat 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>

FORMAT²⁹

**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 onat 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 >



FORMAT⁹⁰

RESOLUTION FOR CHANGE IN NAME OF THE TRUST/ SOCIETY/ COMPANY OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held onat 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 the Parent Organization)

(Designation), (Name of the Organization)

FORMAT³¹

MOU TO BE SIGNED BETWEEN INSTITUTION AND SKILL KNOWLEDGE PROVIDERS/ TRAINERS

<Name of the Institution> - <Name of the SKP>
AGREEMENT
Under the National Skill Qualification Framework (NSQF)
of The All India Council for Technical Education

by and between

and

Date: _____

AGREEMENT

This Agreement is entered into and executed on this _____ day of _____, 20__ at New Delhi.

BY AND BETWEEN

< Name of Trust/Society > running <Name of Institution> represented by its Chairman _____ which expression shall, where the context so admits, be deemed to include its successors, executors and administrators of the ONE PART

AND

<Name of SKP> (hereinafter referred to as the “_____”) a Company registered under the Company Act,1956, through it's <Name & Designation of Signing Authority> having it's registered/approved _____ Office _____ at _____

(which expression, unless it be repugnant to the context or meaning thereof, shall be deemed to mean and include their executors, administrators and assigns), party of the SECOND PART.

WHEREAS, the All India Council for Technical Education has initiated a scheme to provide competency based skills under the National Vocational Educational Framework (Herein after to be referred as NSQF);

WHEREAS in terms of the said scheme launched by All India Council for Technical Education, the AICTE has extended invitation to various Institutions/ Organisations to join as Vocational Educational Institutions to provide education component and Skill Knowledge Providers to provide Competency Based Skills.

WHEREAS under the scheme a Skill Knowledge Provider is required to perform the role and function of providing hands on skill training in a specific sector i.e. in the Automobiles Sector, Skill Knowledge Provider shall be the service centre of authorized automobile manufacturers located preferably all over the Country or in the IT Sector, the Skill Knowledge Provider shall be the training sector of authorized IT Company located preferably all over the Country. The Skill Knowledge Provider could also be one who is established for imparting hands on skills or training in a respective sector;

WHEREAS the First Party is to participate as an Institution to register students under the National Skill Qualification Framework (NSQF);

WHEREAS the Second Party has expressed its keen interest and desire to be a key Partner in the execution of the National Vocational Educational Qualification Framework in terms of the objectives of the scheme and policy as highlighted and specified in the said framework and particularly in view of the desire and interest of <NAME OF SKP> to join and Partner with <Name of Institution> in providing competency based skills through its centres which shall act as Skill Knowledge Provider for the purposes of the scheme;

WHEREAS Both parties have held discussions and agreed for collaboration for conducting Vocational Education Programme(s) under the education scheme of the NSQF, whereby <Name of Institution> will impart and award credits for the “Academic’ content” of the Curriculum and <Name of SKP> will provide skill training through its training centres called <Name of SKP> - SKP's and will impart and award credits for such ‘Skill oriented training’ content of the Curriculum to the registered students.

WHEREAS The Second Party has registered itself with the All India Council for Technical Education (AICTE)/ Concerned Authority and obtained approval thereof to participate as <Name of SKP> under the National Skill Qualification Framework (NSQF);

THEREFORE, both the parties hereby agree to conduct Vocational Educational Programme initiated by AICTE under National Vocational Educational Qualification Framework, on the following terms and conditions:

1. The <Name of SKP> agrees that centres approved and recognized by <Name of SKP> (herein after to be referred as “<Name of SKP> -SKP”), shall act and perform the role of Skill Knowledge Provider to provide hands on skill training in specific sector such as <Name of Sector Specific Skill>.



2. The <Name of SKP> agrees and undertakes that its <Name of SKP> shall register with AICTE for conduct of training modules under the Vocational Educational Programme and shall perform following functions:
 - a. Announce the schedule of module for calendar year.
 - b. Register students for the modules.
 - c. Conduct the modular training.
 - d. Conduct examination/evaluate the student, award the grade indicating level of skill acquired.
 - e. The <Name of SKP> - SKP shall Register students for evaluation the Skill Modules, who have acquired skills on their own.

3. The Second Party agrees that the following responsibilities shall be undertaken by the <Name of Institution> Academic Training centres:
 - a. The <Name of Institution> -Academic centres shall plan the Vocational Education Programme(s) to be offered in the Academic Year concerned and inform the <Name of SKP> – SKP’s about the same at least two months prior to the date of commencement of the Programme(s).
 - b. The <Name of Institution> Academic Centre shall announce and inform through it’s prospectus and information on it’s Web site, the Vocational Education Programme(s) it plans to offer in the academic year concerned for the information of the prospective students and invite applications for admission from interested candidates at least two months prior to the date of commencement of the Programme(s).
 - c. The <Name of Institution> Academic Centre shall follow the admission norms of AICTE and the State Govt. concerned. The admission shall be made strictly on merits. The <Name of Institution> – Academic Centre will then upload the names and details of the selected students on the AICTE Web-Portal.
 - d. The <Name of Institution> Academic Centre will have the right to collect fees from the students, as prescribed by the AICTE for each sector, towards:
 - 1.Registration, 2.Course/ Skill conduct and 3.Evaluation of the Academic/ Skill portion of each Level of the Programme. A portion of the fees as agreed upon by the <Name of Institution> Academic Centre and the <Name of SKP> – SKP’s shall be turned over to the <Name of SKP> - SKP’s.
 - e. The <Name of Institution> Academic Centre will send to the <Name of SKP> - SKP the Level-wise and Sector-wise lists of students registered for Vocational Education Program(s) in the Sectors.
 - f. The <Name of Institution> Academic Centre will conduct appropriate Classes for the Academic content of the Curriculum of the Vocational Education Programme(s) so as to complete the Academic portion within prescribed time.
 - g. The <Name of Institution> Academic Centre will conduct final examinations and evaluate the students for the Academic portion of the Programme(s) as per the rules and regulations of the Technical Board or University as the case may be.
 - h. After receiving a ‘Statement of Credits for the Vocational/ Skill portion of the students from the <Name of SKP> - SKP, the <Name of Institution> Academic Centre will send the combined Academic and Vocational/ Skill portion credits of the students to the Technical Board or University as the case may be.
 - i. Wherever such provisions are made by the Technical Board or the University, as the case may be, the <Name of Institution> Academic Centre will award a ‘Level Certificate’ to the student who has successfully completed both the Academic and the Vocational/ Skill portions of the particular Level.
 - j. The <Name of Institution> Academic Centre shall maintain a record of the registered students and Certificates issued and upload the same on the AICTE Web-Portal.
 - k. The <Name of Institution> Academic Centre shall submit details of students registered, evaluation conducted and results to the Technical Board or the University, as the case may be, and also upload the same on the AICTE Web-Portal.

4. General:

Fees to be charged to students:

- a. The Level-wise fees to be charged by the <Name of Institution> – Academic Centre will be informed to the student by the <Name of Institution> Academic Centre as well as the <Name of SKP> - SKP before his/her registration for the Programme;



- b. The <Name of Institution> Academic Centre will collect from the student and retain with itself the ‘Academic Portion Fees’ and the <Name of SKP> - SKP will be given the ‘Vocational/Skill Portion Fees’ by the <Name of SKP> – Academic Centre;
- c. The <Name of Institution> Academic Centre will collect the total fees for the Programme from the students and will transfer the ‘Vocational/Skill Portion Fees’ against the number of students to be sent for training at least one month before the onset of training. Any delay in transferring the fees will entail interest @ ----calculated on the basis of delay of number of days. After receiving the fees <Name of SKP> - SKP will issue Registration cards to the students at least 7 days before the onset of training.

5. No Confidentiality:

There shall not be any confidentiality of any information disclosed to by both parties to each other, either in operationalizing this agreement or for the purposes of implementing this agreement. The information sought under Right to Information Act or otherwise by any student, shall be promptly made available.

6. Effective Date:

This agreement is effective from the date signed by both the parties will be valid for a period of three years until determined, suspended or terminated earlier.

IN WITNESS WHEREOF, the parties hereto, each acting under due and proper authority, have executed this mutually binding Memorandum of Understanding as of the date first written above.

For Institution:

For <Name of SKP>

Signed: _____
 Name: _____ Name: _____
 Title: _____ Title: _____
 Date: _____

Signed: _____

 Date: _____

Witnessed by:

- 1) Signature: _____
 Name: _____
 Date: _____
- 2) Signature: _____
 Name: _____
 Date: _____

Annexure 1

DISTRICTS UNDER SUB-MISSION SCHEME

Sl. No.	Districts
ANDHRA PRADESH	
1	Ranga Reddy
ARUNCHAL PRDESH	
2	Anjaw
3	Changlang
4	East Kameng
5	East Siang
6	Kurung Kumey
7	Lohit
8	Lower Dibang Valley
9	Lower Subansiri
10	Tirap
11	West Kameng
ASSAM	
12	Barpeta
13	Baska
14	Chirrang
15	Darrang
16	Dhemaji
17	Dhubri
18	Goalpara
19	Golaghat
20	Hailakandi
21	Kamrup Rural
22	Karbi Anglong
23	Karimganj
24	Lakhimpur
25	Marigaon
26	Nagaon
27	Nalbari
28	North Cachar Hills
29	Sibsagar
30	Sonitpur
31	Tinsukia
32	Udalgiri
BIHAR	
33	Araria
34	Arwal
35	Aurangabad
36	Banka
37	Begusarai
38	Bhagalpur
39	Bhojpur
40	Buxar
41	Darbhanga
42	Gaya
43	Gopalgaj
44	Jamui
45	Jehanabad
46	Kaimur (Bhabua)
47	Katihar
48	Khagaria
49	Kishanganj
50	Lakhisaraj
51	Madhepura
52	Madhubani

Sl. No.	Districts
53	Munger
54	Nalanda
55	Nawada
56	Pashchim Champaran
57	Purab Champaran
58	Rohtas
59	Samastipur
60	Saran
61	Sheikhpura
62	Sheohar
63	Sitamarhi
64	Siwan
65	Supaul
66	Vaishali
CHHATISGARH	
67	Bastar
68	Bijapur
69	Bilaspur
70	Dantewada
71	Janjgir – Champa
72	Jashpur
73	Kanker
74	Koriya
75	Narayanur
76	Raipur
77	Surguja
DAMAN and DIU	
78	Diu
GUJARAT	
79	Junagadh
80	Kheda
81	Narmada
82	Navsari
83	Tapi
HARYANA	
84	Fatehabad
85	Kaithal
86	Kurukshehra
87	Panchkula
88	Panipat
89	Rewari
90	Yamuna Nagar
HIMACHAL PRADESH	
91	Bilaspur
92	Kinnaur
93	Kullu
94	Lahul and Spiti
95	Sirmour
JAMMU AND KASHMIR	
96	Anantnag
97	Badgam
98	Bandipora
99	Baramula
100	Doda
101	Ganderbal
102	Kathua



Sl. No.	Districts
103	Kishtawar
104	Kulgam
105	Kupwara
106	Pulwama
107	Punch
108	Rajauri
109	Ramban
110	Reasi
111	Samba
112	Shopian
113	Udhampur
JHARKHAND	
114	Chatra
115	Deoghar
116	Dumka
117	Garhwa
118	Giridih
119	Godda
120	Gumla
121	Hazaribagh
122	Jamtara
123	Khunti
124	Lohardang
125	Pakaur
126	Palamau
127	Pashchimi Singhbhum
128	Ramgarh
129	Sahibgani
130	Simdega
LAKSHADWEEP	
131	Lakshadweep
MADHYA PRADESH	
132	Alirajpur
133	Anoopur
134	Barwani
135	Bhind
136	Datia
137	Dewas
138	Dindori
139	Hoshangabad
140	Katni
141	Mandsaur
142	Panna
143	Raisen
144	Rajgarh
145	Rewa
146	Sehore
147	Shajapur
148	Sheopur
149	Shivpuri
150	Sidhi
151	Tikamgarh
152	Umariya
MAHARASHTRA	
153	Akola
154	Hingoli
MANIPUR	
155	Bishnupur
156	Chandel
157	Churachandpur
158	Imphal East

Sl. No.	Districts
159	Senapati (Excl. 3 sub-divisions)
160	Tamenglon
161	Thoubal
162	Ukhrul
MEGHALAYA	
163	East Garo Hills
164	Ri Bhoi
165	South Garo Hills
166	West Khasi Hills
MIZORAM	
167	Champhai
168	Kolasib
169	Lawngtlai
170	Mamit
171	Saiha
172	Serchhip
NAGALAND	
173	Dimapur
174	Mon
175	Peren
176	Phek
177	Tuensang
178	Wokha
ORISSA	
179	Angul
180	Balasore
181	Baragarh
182	Baudh
183	Bhadrak
184	Bolangir
185	Debagarh
186	Gajapati
187	Jagatsinghapur
188	Jajapur
189	Kalahandi
190	Kendrapara
191	Khandmal
192	Koraput
193	Malkangiri
194	Mayurbhanj
195	Nabarangapur
196	Nayagarh
197	Nuapada
198	Puri
199	Sambalpur
200	Sonapur
PUNJAB	
201	Barnala
202	Faridkot
203	Fatehgarh Sahib
204	Kapurthala
205	Mansa
206	Muktsar
207	Nawanshehr
RAJASTHAN	
208	Banswara
209	Baran
210	Bhilwara
211	Bundi
212	Dausa
213	Dholpur



Sl. No.	Districts
214	Dungarpur
215	Hanumangarh
216	Jaisalmer
217	Jalor
218	Jhunjhunu
219	Karauli
220	Nagaur
221	Pratapgarh
222	Tonk
SIKKIM	
223	North District
224	West District
TAMIL NADU	
225	Dharmapuri
226	Karur
227	Perambalur
228	Theni
229	Thiruvananthamalai
230	Thiruvallur
231	Villupuram
TRIPURA	
232	Dhalai
233	North Tripura
234	South Tripura
UTTAR PRADESH	
235	Agra
236	Ambedkar Nagar
237	Auraiya
238	Azamgarh
239	Bahraich
240	Balia
241	Balrampur
242	Barabanki
243	Basti
244	Bijnor
245	Budaun
246	Chitrakoot
247	Deoria
248	Etah
249	Fatehpur

Sl. No.	Districts
250	Firozabad
251	Ghazipur
252	Gonda
253	Hamirpur
254	Hardoi
255	Jyotiba Phule Nagar
256	Kannauj
257	Kanpur Dehat
258	Kaushambi
259	Kheri
260	Kushinagar
261	Mahrajganj
262	Mainpuri
263	Mirzapur
264	Moradabad
265	Pilibhit
266	Pratapgarh
267	Rampur
268	Sant Kabir Nagar
269	Sant Ravidas Nagar (Bhadohi)
270	Shahjahanpur
271	Shrawasti
272	Siddharthnagar
273	Sonbhadra
274	Unnao
275	Varanasi
UTTRAKHAND	
276	Pithoragarh
WEST BENGAL	
277	Bankura
278	Birbhum
279	Dakshin Dinajpur
280	Jalpaiguri
281	Maldah
282	Medinipur
283	Nadia
284	North Twenty Four Parganas
285	Puruliya
286	South Twenty Four Parganas
287	Uttar Dinajpur

EDUCATIONALLY BACKWARD DISTRICTS

Sl. No.	Districts
ANDAMAN AND NICOBAR ISLANDS	
1	Andamans
2	Nicobars
ANDHRA PRADESH	
3	Adilabad
4	Anantapur
5	East Godavari
6	Kurnool
7	Mahbubnagar
8	Medak
9	Nizamabad
10	Prakasam
11	Srikakulam
12	Vizianagaram
13	West Godavari

Sl. No.	Districts
ARUNACHAL PRADESH	
14	Changlang
15	Dibang Valley
16	East Kameng
17	Lohit
18	Lower Subansiri
19	Tawang
20	Tirap
21	Upper Siang
22	Upper Subansiri
23	West Siang
24	West Kameng
ASSAM	
25	Bongaigaon
26	Cachar



Sl. No.	Districts
27	Darrang
28	Dhubri
29	Goalpara
30	Hailakandi
31	KarbiAnglong
32	Karimganj
33	Marigaon
34	Nagaon
35	Sonitpur
36	Tinsukia
BIHAR	
37	Araria
38	Aurangabad
39	Banka
40	Begusarai
41	Darbhanga
42	Gopalganj
43	Jamui
44	Kaimur(Bhabua)
45	Katihar
46	Khagaria
47	Kishanganj
48	Lakhisarai
49	Madhepura
50	Madhubani
51	Nawada
52	Pashchim Champaran
53	Purba Champaran
54	Purnia
55	Saharsa
56	Samastipur
57	Sheohar
58	Sitamarhi
59	Siwan
60	Supaul
61	Vaishali
CHATTISGARH	
62	Bastar
63	Bilaspur
64	Dantewada
65	Dhamtari
66	Durg
67	Janjgir - Champa
68	Jashpur
69	Kanker
70	Kawardha (Kabirnagar)
71	Koriya
72	Mahasamund
73	Raigarh
74	Raipur
75	Rajnandgaon
76	Surguja
DADAR AND NAGAR HAVELI	
77	Dadar and Nagar Havelli
DAMAN AND DIU	
78	Daman
79	Diu
GUJARAT	
80	Amreli
81	Banas Kantha
82	Bharuch

Sl. No.	Districts
83	Bhavnagar
84	Dohad
85	Jamnagar
86	Junagadh
87	Kachchh
88	Kheda
89	Mahesana
90	Narmada
91	PanchMahals
92	Patan
93	Porbandar
94	Rajkot
95	Sabar Kantha
96	Surat
97	Surendranagar
98	TheDangs
99	Valsad
HARYANA	
100	Fatehabad
101	Gurgaon
102	Jind
103	Kaithal
104	Karnal
105	Panipat
106	Sirsa
HIMACHAL PRADESH	
107	Chamba
108	Kinnaur
109	Lahul andSpiti
110	Sirmaur
JAMMU AND KASHMIR	
111	Anantnag
112	Badgam
113	Baramula
114	Doda
115	Kargil
116	Kathua
117	Kupwara
118	Leh (Ladakh)
119	Punch
120	Rajauri
121	Udhampur
JHARKHAND	
122	Chatra
123	Deoghar
124	Dumka
125	Garhwa
126	Giridih
127	Godda
128	Gumla
129	Kodarma
130	Pakaur
131	Palamu
132	Pashchimi Singhbhum
133	Sahibganj
KARNATAKA	
134	Bagalkot
135	BangaloreRural
136	Belgaum
137	Bellary
138	Bijapur



Sl. No.	Districts
139	Chamarajanagar
140	Chikmagalur
141	Chitradurga
142	Dakshina Kannada
143	Gadag
144	Hassan
145	Haveri
146	Kodagu
147	Kolar
148	Koppal
149	Mandya
150	Raichur
151	Tumkur
152	Udupi
153	UttaraKannada
KERALA	
154	Kasaragod
155	Malappuram
156	Palakkad
157	Wayanad
LAKSHADWEEP	
158	Lakshadweep
MADHYA PRADESH	
159	Balaghat
160	Barwani
161	Betul
162	Bhind
163	Chhatarpur
164	Chhindwara
165	Damoh
166	Datia
167	Dewas
168	Dhar
169	Dindori
170	East Nimar
171	Guna
172	Harda
173	Jhabua
174	Katni
175	Mandla
176	Mandsaur
177	Morena
178	Narsimhapur
179	Neemuch
180	Panna
181	Raisen
182	Rajgarh
183	Ratlam
184	Sagar
185	Satna
186	Sehore
187	Seoni
188	Shahdol
189	Shajapur
190	Sheopur
191	Shivpuri
192	Sidhi
193	Tikamgarh
194	Ujjain
195	Umaria
196	Vidisha

Sl. No.	Districts
197	WestNimar
MAHARASHTRA	
198	Buldana
199	Gadchiroli
200	Hingoli
201	Jalna
202	Raigarh
203	Ratnagiri
204	Sindhudurg
MEGHALAYA	
205	East Garo Hills
206	Jaintia Hills
207	Ri Bhoi
208	South Garo Hills
209	WestKhasiHills
MIZORAM	
210	Champhai
211	Kolasib
212	Lawngtlai
213	Lunglei
214	Mamit
215	Saiha
216	Serchhip
NAGALAND	
217	Mon
ORISSA	
218	Anugul
219	Balangir
220	Bargarh
221	Baudh
222	Debagarh
223	Dhenkanal
224	Gajapati
225	Ganjam
226	Kalahandi
227	Kandhamal
228	Kendujhar
229	Koraput
230	Malkangiri
231	Nabarangapur
232	Nayagarh
233	Nuapada
234	Rayagada
235	Sonapur
PONDICHERRY	
236	Yanam
PUNJAB	
237	Amritsar
238	Bathinda
239	Faridkot
240	FatehgarhSahib
241	Ferozpur
242	Gurdaspur
243	Kapurthala
244	Mansa
245	Moga
246	Muktsar
247	Nawanshahr
248	Patiala
249	Sangrur
RAJASTHAN	



Sl. No.	Districts
250	Ajmer
251	Alwar
252	Banswara
253	Baran
254	Barmer
255	Bharatpur
256	Bhilwara
257	Bikaner
258	Bundi
259	Chittaurgarh
260	Churu
261	Dausa
262	Dhaulpur
263	Dungarpur
264	Ganganagar
265	Hanumangarh
266	Jaisalmer
267	Jalor
268	Jhalawar
269	Jhunjhunun
270	Jodhpur
271	Karauli
272	Nagaur
273	Pali
274	Rajsamand
275	Sawai Madhopur
276	Sikar
277	Sirohi
278	Tonk
279	Udaipur
SIKKIM	
280	East Sikkim
281	North Sikkim
282	South Sikkim
283	WestSikkim
TAMIL NADU	
284	Ariyalur
285	Coimbatore
286	Cuddalore
287	Dharmapuri
288	Dindigul
289	Erode
290	Kancheepuram
291	Kanniyakumari
292	Karur
293	Madurai
294	Nagapattinam
295	Perambalur
296	Pudukkottai
297	Ramanathapuram
298	Salem
299	Sivaganga
300	Thanjavur
301	Theni
302	TheNilgiris
303	Thiruvallur
304	Thiruvarur
305	Thoothukkudi
306	Tirunelveli
307	Tiruvannamalai
308	Vellore

Sl. No.	Districts
309	Viluppuram
310	Virudhunagar
TRIPURA	
311	Dhalai
312	North Tripura
313	SouthTripura
314	West Tripura
UTTAR PRADESH	
315	Bahraich
316	Balrampur
317	Banda
318	Barabanki
319	Bareilly
320	Basti
321	Bijnor
322	Budaun
323	Bulandshahr
324	Chitrakoot
325	Etah
326	Farrukhabad
327	Fatehpur
328	Gonda
329	Hamirpur
330	Hardoi
331	Hathras
332	Jyotiba Phule Nagar
333	Kannauj
334	Kanpur Dehat
335	Kaushambi
336	Kheri
337	Kushinagar
338	Lalitpur
339	Maharajganj
340	Mahoba
341	Mathura
342	Moradabad
343	Muzaffarnagar
344	Pilibhit
345	Rae Bareli
346	Rampur
347	Saharanpur
348	SantKabir Nagar
349	Shahjahanpur
350	Shrawasti
351	Siddharthnagar
352	Sitapur
353	Sonbhadra
354	Sultanpur
355	Unnao
UTTARANCHAL	
356	Bageshwar
357	Champawat
WEST BENGAL	
358	Bankura
359	Barddhaman
360	Birbhum
361	Dakshin Dinajpur
362	Darjiling
363	Haora
364	Hugli
365	Jalpaiguri



Sl. No.	Districts
366	KochBihar
367	Maldah
368	Medinipur
369	Murshidabad
370	Nadia

Sl. No.	Districts
371	NorthTwenty Four Parganas
372	Puruliya
373	South Twenty FourParganas
374	UttarDinajpur

Annexure 2

STATE WISE COMPETENT AUTHORITIES TO ISSUE 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 m ²
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 m ²
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 m ²
Assam	Revenue Circle Office, Govt. of Assam		PWD (Building)	Revenue Circle Office, Govt. of Assam	PWD (Building)		Bigha	1338 m ²
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 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)	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 m ²
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 m ²
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 m ² 1 Acre = 4046.86 m ²



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 m ² ; 1 Acre = 4046.86 m ²
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 m ²
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 m ²
Tripura	Local Revenue Authority	NA	Local Revenue Authority	Local Revenue Authority	Executive Engineer, PWD	Architect, PWD/ THCB	Acre, Hectare	1 Hectare = 10000 m ² ; 1 Acre = 4046.86 m ²
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 m ²
Western Region								
Daman and Diu	Rural -Mamlatdar	Collectorate	Associate Town Planner, Daman	Rural - Mamlatdar	Enquiry Officer City Survey, Daman	Rural -Panchayat	100 m ² =1 GUNTHA	
	Urban - Enquiry Officer City Survey, Daman			Urban - Enquiry Officer City Survey, Daman		Urban - Daman Municipal Council		
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/ Tahildar	Revenue Divisional Officer/ Tahildar	Village Administrative Officer	Tahsildar	Dept. of Town and Country Planning	Dept. of Town and Country Planning	Hectare	
Tamil Nadu	Revenue Divisional Officer/ Tahildar	Revenue Divisional Officer/ Tahildar	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								
Karnataka	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								
Chhattisgarh	Urban and Rural - Town and Country Planning	Urban and Rural - Sub Divisional Magistrate/ Diversion Office	Urban - Tahsildar; 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. DTCP <u>Remarks</u> : Andhra area Town Planning Act issued on 7th Sept 1920 is applicable for both the states of Andhra and Telangana	Acres	1 Acre = 4046.86 m ²
Telangana	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. DTCP <u>Remarks</u> : Andhra area Town Planning Act issued on 7th Sept 1920 is applicable for both the states of Andhra and Telangana	Acres	1 Acre = 4046.86 m ²
DTCP Directorate of 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 2018-19 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 Guwahati Metropolitan Development Authority (GMDA), Bangagarh Guwahati 5 or The Chief Executive Officer, Guwahati Municipal Corporation (GMC) Bhagarh, 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, Nagar 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
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Note: The above list of Competent Authorities is compiled in Approval Process Handbook 2018-19 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 UNDER GRADUATE DEGREE IN ENGINEERING AND TECHNOLOGY

Major Disciplines	Corresponding Course(s)	Under Graduate 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	
	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
		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
		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
		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
	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
		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 (Production)
		Precision Manufacturing
		Production and Industrial Engineering
		Production Engineering
		Tool Engineering
	Automobile Engineering	Automobile Engineering
		Automobile Maintenance Engineering
		Automotive Technology
		Mechanical Engineering (Automobile)
		Mechanical Engineering Automobile
	Industrial Engineering	Industrial and Production Engineering
		Industrial Engineering
		Industrial Engineering and Management
	Mechatronics Engineering	Mechanical and Automation Engineering
		Mechatronics
		Mechatronics Engineering
	Fire and Safety Engineering	Fire and Safety Engineering
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		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	
		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	
	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
			Plastic Technology
			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 Technology
		Construction Engineering
		Construction Technology
		Construction Technology and Management
		Geoinformatics and Surveying Technology
		Geographic Information System 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		
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
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 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
		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
		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 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		
Electronics and Instrumentation Engineering		
Electronics (Robotics)		
Electronics Communication and Instrumentation Engineering		
Electronics Robotics		



		Industrial Electronics
		Instrument Technology
		Instrumentation
		Instrumentation and Control Engineering
		Instrumentation (E&C)
		Instrumentation Engineering
		Instrumentation Technology
	Medical Electronics	Bio Electronics
	Medical Electronics	Medical Electronics Engineering
	Medical Electronics	Medical Electronics
	Medical Electronics	Biomedical Instrumentation
Fire and Safety Engineering		Fire Technology and Safety
Food Engineering		Food Processing and Preservation
Food Engineering		Food Processing Technology
Food Engineering		Food Technology
Leather Technology		Footwear Technology
Leather Technology		Leather and Fashion Technology
Leather Technology		Leather Goods and Footwear Tech
Leather Technology		Leather Technology
Leather Technology		Leather Technology (Footwear)
Leather Technology		Leather Technology Footwear Computer Aided Shoe Design
Leather Technology		Leather Technology Tanning
Leather Technology		Saddlery Technology and Export Management
Marine Engineering		Marine Engineering and Systems
Marine Engineering		Marine Engineering
Marine Engineering		Marine Engineering and Systems (Artificer Training)
Marine Engineering		Marine Engineering and Systems
Mechanical Engineering	Automobile Engineering	Automobile Engineering
Mechanical Engineering	Automobile Engineering	Automobile Engineering (Automobile Fitter)
Mechanical Engineering	Automobile Engineering	Automotive Engineering
Mechanical Engineering	Automobile Engineering	Mechanical Engineering (Automobile)
Mechanical Engineering	Automobile Engineering	Mechanical Engineering Auto Mobile
Mechanical Engineering	Automobile Engineering	Energy Systems Engineering
Mechanical Engineering	Automobile Engineering	Heat Power Engineering
Mechanical Engineering	Automobile Engineering	Maintenance Engineering
Mechanical Engineering	Automobile Engineering	Mechanical Engineering (Industry Integrated)
Mechanical Engineering	Automobile Engineering	Mechanical Engineering
Mechanical Engineering	Automobile Engineering	Mechanical Engineering (Maintenance)
Mechanical Engineering	Automobile Engineering	Mechanical Engineering (Refrigeration and Air Conditioning)
Mechanical Engineering	Automobile Engineering	Mechanical Engineering Power Plant Engineering
Mechanical Engineering	Automobile Engineering	Mechanical Engineering Tube Well Engineering
Mechanical Engineering	Automobile 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
		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 (Automobile)
		Mechanical Engineering (Tool and Die)
		Mechanical Engineering Automobile
		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)
		Mechanical Welding and Sheet Metal Engineering
		Precision Manufacturing
	Production and Industrial Engineering	
	Production Engineering	
	Production Technology	
	Tool and Die Making	
Tool and Die Engineering		
Tool and Die Under Mechanical Engineering		
Tool Die and Mould Making		
Mechatronics	Mechatronics	
	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
		Handloom and Textile Technology
		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 (Textile Design and Weaving)
		Textile Technology (Manmade Fibre)
		CDDM (Costume Design and Dress Making)
Biomedical Engineering		Biomedical Engineering
		ECG Technology
		Health Care Technology
		Instruments and Medical Equipment
		Medical Laboratory Technology
		Ophthalmic Technology
		Technician X-Ray Technology
Multimedia Technology		3-D Animation and Graphics
		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 Recording 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 5

CLOSEST AVAILABLE NOMENCLATURE OF UNDER GRADUATE DEGREES FOR THE DIPLOMA IN ENGINEERING AND TECHNOLOGY

Existing Nomenclature of Diploma	Closest Nomenclature of Under Graduate Degree	
Aero Space Engineering	Aeronautical Engineering	
Aeronautical Engineering		
Aircraft Maintenance Engineering (Avionics)		
Aircraft Maintenance Engineering		
Agricultural Engineering	Agriculture Engineering	
Agricultural Technology		
Architectural Assistantship	Architecture Engineering	
Interior Decoration		
Interior Design		
Automobile Engineering	Automobile Engineering	
Automobile Engineering (Automobile Fitter)		
Automotive Engineering		
Mechanical Engineering (Automobile)		
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 (Petro Chemical)		
Chemical Engineering (Plastic and Polymer)		
Chemical Engineering (Sugar Technology)		
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 (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 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	
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	
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 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 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	
Electronics Technology	
Embedded Systems	
Industrial Electronics	
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 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	Instrumentation Engineering
Food Technology	
Automation and Robotics	
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	
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	
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	
Foundry Technology	
Heat Power Engineering	
Machine Engineering	
Mechanical (Computer Aided Design, Manufacture and Engineering)	
Mechanical CAD/CAM	
Mechanical Engineering(Industry Integrated)	
Mechanical Engineering	
Mechanical Engineering (Auto)	
Mechanical Engineering (Maintenance)	



Mechanical Engineering (Refrigeration and Air Conditioning)	
Mechanical Engineering (Tool and Die)	
Mechanical Engineering Automobile	
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)	
Mechanical Engineering (Machine Tool Maintenance and Repairs)	
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
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		
Plastic Technology		
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 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		
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)		
Mechanical Engineering (Machine Tool Maintenance and Repairs)		



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	
Handloom and Textile Technology	
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 (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
Medical Electronics Engineering	
Medical Electronics	
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 Recording 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 Course(s) have to continue at the same level or may opt for the Closure of the Course.



Annexure 6

CLOSEST AVAILABLE NOMENCLATURE OF DIPLOMA FOR THE UNDER GRADUATE DEGREE IN ENGINEERING AND TECHNOLOGY

Existing Nomenclature of Under Graduate 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	
Oil and Paint Technology	Surface Coating Technology
Oil Technology	
Oils, Oleochemicals and Surfactants Technology	
Paint Technology	Chemical Engineering (Oil Technology)
Building and 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 Engineering
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	
Information and Communication Technology	
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 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	
Electronic Engineering	Digital Electronics



Electronic Science and Engineering	Electronics and Communication 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 (Technological 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		
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	
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	
Power Engineering	Mechanical Engineering (Automobile)
Mechanical Engineering (Automobile)	
Mechanical Engineering Automobile	
Mechanical Engineering (Repair and Maintenance)	
Precision Manufacturing	Mechatronics
Mechatronics	
Mechatronics Engineering	
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



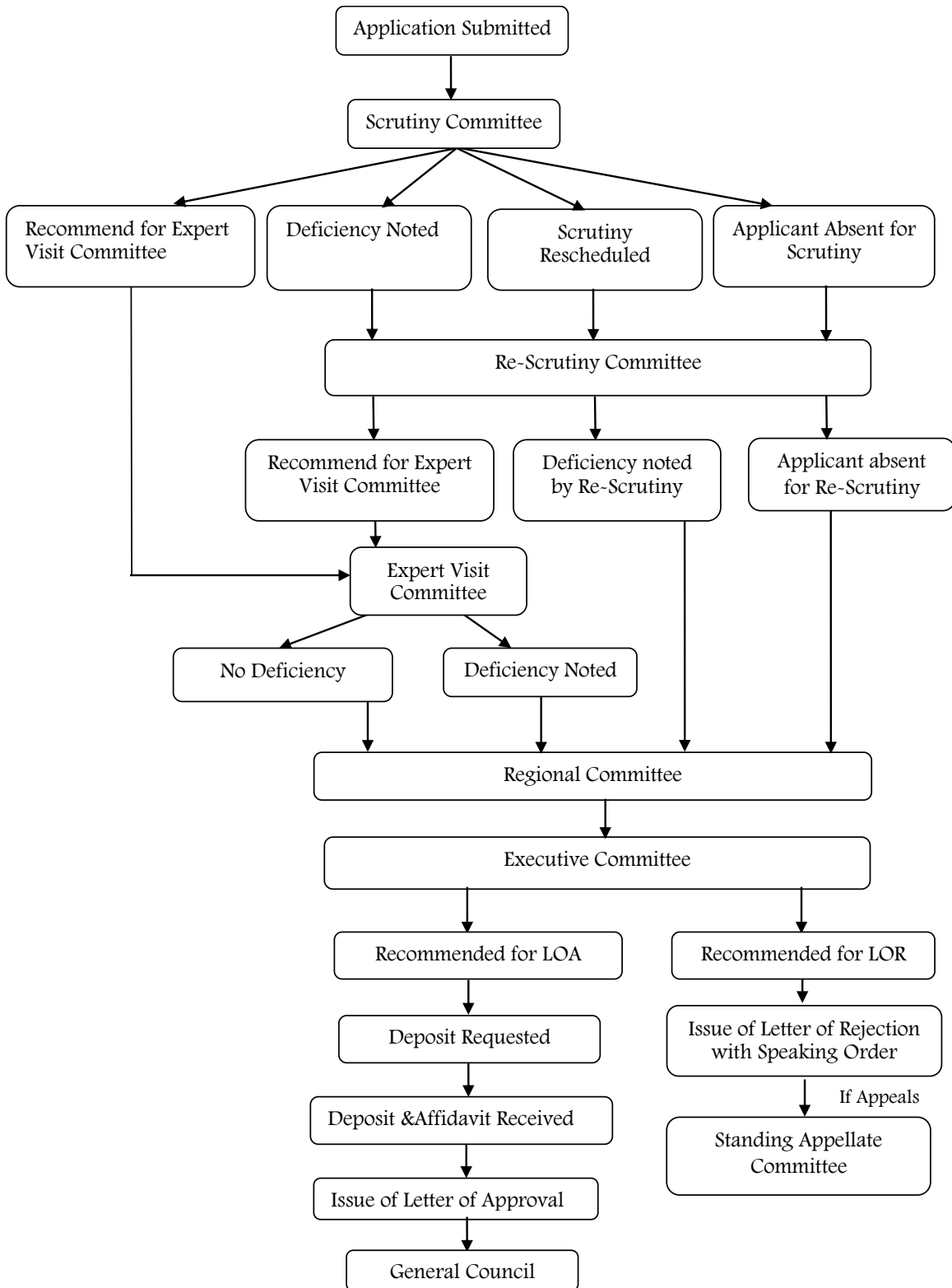
Apparel and Production Management	Apparel Manufacture and Design
Fashion and Apparel Technology	Fashion and Apparel Design
Fashion and Apparel Engineering	
Fashion Technology	
Fibres and Textiles Processing Technology	Textile Processing Technology
Jute and Fibre Technology	
Man Made Fibre Technology	
Man-Made Textile Technology	
Silk Technology	Textile Engineering
Textile Chemistry	
Textile Engineering	
Textile Plant Engineering	
Textile Processing	
Textile Technology	
Rubber Technology	
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 Course(s) have to continue at the same level or may opt for the Closure of the Course.



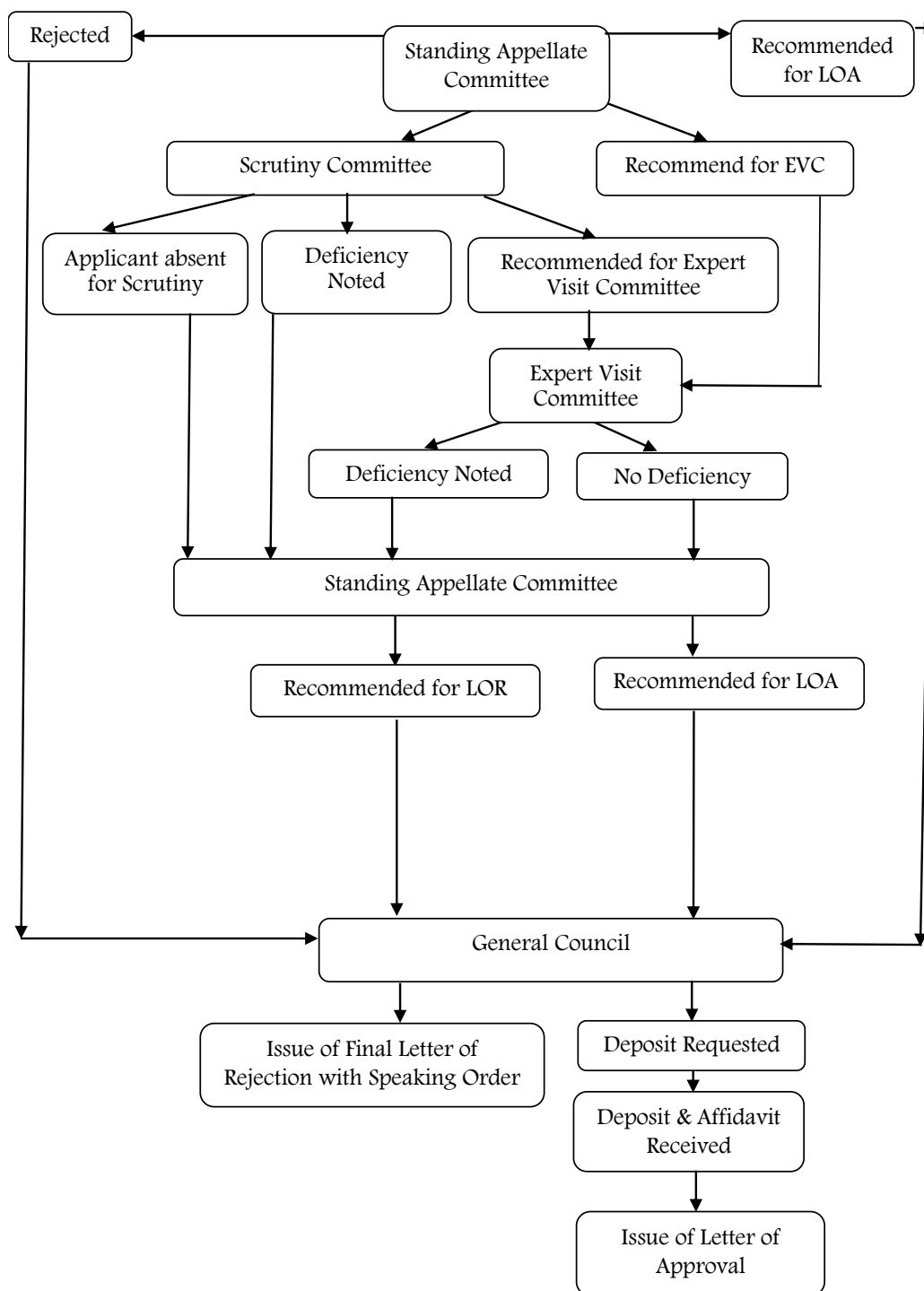
Annexure 7

PROCESS FLOW CHART FOR ESTABLISHMENT OF NEW TECHNICAL INSTITUTION



Contd.





Annexure 8

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 Programmes			
4 Year Engineering Degree	1,58,300	1,50,500	1,44,900
5 Year Architectural Degree	2,25,300	2,13,500	2,05,050
4 Year Town Planning Degree	2,25,600	2,13,750	2,05,350
5 Year Applied Arts and Crafts Degree	2,25,600	2,13,750	2,05,350
4 Year Pharmaceutical Degree	1,55,125	1,47,250	1,41,650
4 Year Hotel Management and Catering Technology Degree	1,55,125	1,47,250	1,41,650
Post Graduate Degree Programmes			
2 Year Engineering Degree	2,51,350	2,39,950	2,31,350
2 Year Architectural Degree	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 Hotel Management and Catering Technology Degree	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 Programmes			
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 Hotel Management and Catering Technology	98,000	93,000	89,700
3/ 4 Year Diploma Pharmacy	97,975	93,000	89,700
Post Diploma Programmes			
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 Hotel Management and Catering Technology	98,750	93,775	90,475

Type X/ Y/ Z cities as per VI Central Pay Commission Classification of Cities

Annexure 9

LAND REQUIREMENT AS PER APPROVAL PROCESS HANDBOOK NORMS DURING THE PREVIOUS YEARS

DEGREE LEVEL INSTITUTIONS

Year	Engineering and Technology			Architecture/ Planning/ Hotel Management and Catering Technology			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/ Hotel Management and Catering Technology			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			Hotel Management and Catering Technology (Deg. + Dip)			Hotel Management and Catering Technology		
	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/ Hotel Management and Catering Technology			Applied Arts and Crafts			Pharmacy			Hotel Management and Catering Technology (Degree + Diploma)			Hotel Management and Catering Technology		
	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 POST GRADUATE INSTITUTIONS

Year	Engineering and Technology			Arch/ Planning/ Hotel Management and Catering Technology			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 Hectare



Annexure 10

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 11 of Approval Process Handbook 2018-19). 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 11

ESSENTIAL AND DESIRABLE REQUIREMENTS/ GENERAL GUIDELINES IN CASE OF VARIOUS EVENTS

➤ FIRE
Essential requirements:
<ul style="list-style-type: none"> • 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:
<ul style="list-style-type: none"> • 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:
<ul style="list-style-type: none"> • 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, sand buckets shall be provided.
Desirable requirements:
<ul style="list-style-type: none"> • 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:
<ul style="list-style-type: none"> • Clean all reservoirs on periodic basis. • Test quality of water every three months.
Desirable requirements:

<ul style="list-style-type: none"> • Test quality of samples of food prepared on campus in an independent Laboratory preferably once in six months.
➤ LABORATORY ACCIDENT
Essential requirements:
<ul style="list-style-type: none"> • 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:
<ul style="list-style-type: none"> • 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:
<ul style="list-style-type: none"> • 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 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:
<ul style="list-style-type: none"> • 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:

<ul style="list-style-type: none"> • 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:
<ul style="list-style-type: none"> • 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:
<ul style="list-style-type: none"> • 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:
<ul style="list-style-type: none"> • 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
<ul style="list-style-type: none"> • 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/ m² 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:
<ul style="list-style-type: none"> • 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 Institution 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 Institution 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.

<ul style="list-style-type: none"> • Evacuation drill/ Exit drill shall be conducted quarterly and such records shall be maintained (Different groups, members, date of conduct, observations).
<ul style="list-style-type: none"> • Training should be given to all members of the evacuation teams to perform their duties and records shall be maintained.
<ul style="list-style-type: none"> • The most suitable and safest place shall be selected as safe assembly point for each Building.
<ul style="list-style-type: none"> • Large or heavy items, if any, shall be placed closest to the ground.
<ul style="list-style-type: none"> • Hang large items such as framed pictures, large mirrors etc. away from sitting place, bed and protected escape routes.
<ul style="list-style-type: none"> • Brace overhead light fittings properly.
<ul style="list-style-type: none"> • 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.
<ul style="list-style-type: none"> • Avoid glass paneling for Buildings. However, if provided, shall be protected with metal screens.
➤ CYCLONE
General Guidelines:
<ul style="list-style-type: none"> • Keep in contact with the concerned authorities before the cyclone season each time for warning and precautionary measures.
<ul style="list-style-type: none"> • List of emergency phone numbers shall be displayed.
<ul style="list-style-type: none"> • Training should be given to all members of the response teams to perform their duties and records shall be maintained
<ul style="list-style-type: none"> • Provision shall be made to secure strongly all doors, windows and other openings, if any, in closed position.
<ul style="list-style-type: none"> • 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.
<ul style="list-style-type: none"> • Low frequency communication devices shall be in place.
<ul style="list-style-type: none"> • Avoid glass paneling for Buildings. However, if provided, shall be protected with metal screens.
<ul style="list-style-type: none"> • Construction of Buildings shall be strong enough to resist collapse during wind.
<ul style="list-style-type: none"> • Long and continuous structures shall be avoided so as to reduce the effect of wind.
<ul style="list-style-type: none"> • Deep rooted plants which can resist wind can be planted around but outside the boundary wall to reduce the wind velocity.
<ul style="list-style-type: none"> • No tall plants shall be there in the compound, especially near any Building.
➤ FLOOD:
General Guidelines:
<ul style="list-style-type: none"> • 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.
<ul style="list-style-type: none"> • Provision for storage of nonperishable easy to prepare food for 3 days supply during impending flood shall be made.
<ul style="list-style-type: none"> • Flash light for signal (Red cross store) shall be arranged.
<ul style="list-style-type: none"> • Portable battery Radios (if possible NOAA - National Oceanic and Atmospheric Administration type) shall be arranged.
<ul style="list-style-type: none"> • Flood rescue Equipment like lifebuoy, life jacket, portable boats with oar and out board engine, rope shall be stored and ready for use.
<ul style="list-style-type: none"> • Occupational Health center shall be maintained.
<ul style="list-style-type: none"> • Para medical Team shall be available and trained.
<ul style="list-style-type: none"> • Provision should be made on top floors of the Buildings for shelter in case of flood.
<ul style="list-style-type: none"> • Insect repellants and sunscreen shall be stored.
➤ LAND SLIDE
General Guidelines:
<ul style="list-style-type: none"> • Construct Retaining walls wherever necessary to prevent erosion.
<ul style="list-style-type: none"> • Train permanent Staff to identify the symptoms of landslide.

<ul style="list-style-type: none"> • 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 <ol style="list-style-type: none"> 1. The person who detects the Fire 2. Safety Officer 3. Maintenance Section
The person who detects the fire: <ul style="list-style-type: none"> • Immediately inform the Safety Officer and Head of the section/ Division
Responsibilities of safety Officer: On receipt of information: <ul style="list-style-type: none"> • 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; <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • 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 12

GUIDELINES FOR ESTABLISHMENT OF GRIEVANCE 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 Web Site 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 shall 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 13

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 an Institution 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 Faculty retired from Technical Institution or a person of eminence, with or without a Post Graduate or Ph.D. qualifications having 10 to 15 years of experience from Industry/ Organization. There shall be no upper age limit for Adjunct Faculty/ Resource Person as long as he/she add value to the education and academic activities of the Institution. He/ She 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 Course(s): Adjunct Faculty shall be expected to teach Course(s) 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 ₹1000/- only (Rupees One Thousand Only) per lecture up to a maximum of ₹4000/- (Rupees Four Thousand only) per day of service, subject to a maximum ceiling of ₹80000/- (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.



APPROVAL PROCESS HANDBOOK

2019-20

**ALL INDIA COUNCIL
FOR TECHNICAL EDUCATION**

**All India Council for Technical Education
Approval Process Handbook
(2019–20)**

This Handbook is a Legal Document as per

All India Council for Technical Education Act, 1987 (52 of 1987)

and

All India Council for Technical Education (Mandatory Accreditation of all Programmes/ Courses in Technical Education Institution and University Departments and Institutions Deemed to be Universities imparting Technical Education) Regulations, 2014 Notified on 29th January, 2014

and

All India Council for Technical Education (Grant of Approval for conducting Vocational Education Program, Community College Course(s) and Skill Knowledge Provider under National Skill Qualification Framework) Regulations, 2012 Notified on 5th December, 2012 and amended on 3rd February, 2016

and

All India Council for Technical Education (Norms and Standards for the Conduct of Post Graduate Diploma in Management) Regulations, 2017 Notified on 14th December, 2017

and

University Grants Commission (Categorisation of Universities (Only) for Grant of Graded Autonomy) Regulations, 2018 Notified on 12th February, 2018

and

All India Council for Technical Education (Grant of Approvals for Technical Institutions) Regulations, 2018 Notified on 31st December, 2018



FOREWORD

The aim of higher Education in India is to provide access, equity, quality with 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, dissemination and application 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. 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/2018 of AICTE dated 31st December, 2018. 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, NDF, Margdarshan, Adjunct Faculty and Unnat Bharat Abhiyan, launching of Student Startup Policy 2016, Smart India Hackathon 2018, 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 the revision of all Under Graduate and Post Graduate Curricula, teacher training Programmes for both new teachers and in service teachers, student Induction Programme, mandatory Internship for students, Examination reforms, 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 Institutions in getting internship opportunities. The Introduction of National Academic 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 handbook 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 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
ATM	Automated Teller Machine
ATMA	Association of Indian Management Schools (AIMS) Test For Management Admission
BCA	Bachelor of Computer Application
B.Des.	Bachelor of Design
B.E.	Bachelor of Engineering
B.HMCT.	Bachelor of Hotel Management and Catering Technology
B.Sc.	Bachelor of Science
B.Tech.	Bachelor of Technology
BoG	Board of Governors
BOT	Built Operate and Transfer
B.Voc.	Bachelor of Vocational
CABE	Central Advisory Board of Education
CAT	Common Admission Test
CBSE	Central Board of Secondary Education
CCTV	Close Circuit Television
CoA	Council of Architecture
CMAT	Common Management Admission Test
CPWD	Central Public Works Department
DELNET	Developing Library Network
DDA	Delhi Development Authority
DPR	Detailed Project Report
D.Skill.	Diploma of Skills
D.Voc.	Diploma of Vocational
EC	Executive Committee of AICTE
EoA	Extension of Approval
ERP	Enterprise Resource Planning
EVC	Expert Visit Committee
FDR	Fixed Deposit Receipt
FSI	Floor Space Index
GATE	Graduate Aptitude Test in Engineering
GMAT	Graduate Management Aptitude Test
GPAT	Graduate Pharmacy Aptitude Test
GPS	Global Positioning System
GoI	Government of India
GRC	Grievance Redressal Cell
HMCT	Hotel Management and Catering Technology
ICCR	Indian Council for Cultural Relation
IIM	Indian Institute of Management
IISc	Indian Institute of Science
IIT	Indian Institute of Technology
J&K	Jammu & Kashmir
LCD	Liquid Crystal Display
LoA	Letter of Approval
LoI	Letter of Intent
LoR	Letter of Rejection
LWE	Left Wing Extremism
m ²	square meter
MAT	Management Aptitude Test
M.Arch.	Master of Architecture
MBA	Master of Business Administration
Mbps	Megabits per Second
MCA	Master of Computer Application



M.Des.	Master of Design
M.E.	Master of Engineering
MHRD	Ministry of Human Resource and Development, Government of India
MMS	Master of Management Studies
MoA	Memorandum of Association
MODROBS	Modernization and Removal of Obsolescence Scheme by the Council
MOOCs	Massive Open Online Courses
MoU	Memorandum of Understanding
M.Pharm.	Master of Pharmacy
M.Tech.	Master of Technology
NAAC	National Assessment and Accreditation Council
NAD	National Academic Depository
NATA	National Aptitude Test in Architecture
NBA	National Board of Accreditation
NBC	National Building Code
NBCC	National Buildings Construction Corporation
NDL	National Digital library of India
NEQIP	North East Quality Improvement Programme
NIOS	National Institute of Open Schooling
NIT	National Institute of Technology
NIRF	National Institutional Ranking Framework
NITTTR	National Institute of Technical Teachers Training and Research
NOC	No Objection Certificate
NPTEL	National Programme on Technology Enhanced Learning
NRI	Non Resident Indian
NSDA	National Skill Development Agency
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
PMKVY	Pradhan Mantri Kaushal Vikas Yojana
PMSSS	Prime Minister's Special Scholarship Scheme
PwD	Persons with Disability
QP	Qualification Packs
RBI	Reserve Bank of India
RC	Regional Committee
R&D	Research and Development
RF	Radio Frequency
RO	Regional Office
RPGF	Refundable Performance Guaranty Fund
RPS	Research Promotion Schemes
SAC	Standing Appellate Committee
SAGY	Saansad Adarsh Gram Yojana
SAMVAY	Skills Assessment Matrix for Vocational Advancement of Youth
SCSC	Standing Complaint Scrutiny Committee
SHC	Standing Hearing Committee
SKP	Skill Knowledge Providers/ Trainers
SWAYAM	Study Webs of Active-Learning for Young Aspiring Minds
TDS	Tax Deduction at Source
TER	Technical Education Regulatory



TELNET	Terminal Emulation Programme for TCP/ IP Networks
TFW	Tuition Fee Waiver
UG	Under Graduate
UGC	University Grants Commission
UA	Urban Agglomeration
UT	Union Territory
Wi-Fi	Wireless Fidelity
XAT	Xavier's Aptitude Test



Definitions	
1	“Academic Year” means Academic Year of the concerned affiliating University/ Board/ Technical Institution.
2	“Act” means the All India Council for Technical Education Act, 1987 (52 of 1987).
3	“Adjunct Faculty” means resource person as per the guidelines given in Annexure 9 of Approval Process Handbook.
4	“Advocate” means an Advocate registered with the Bar Council of India.
5	“Affidavit” is a written sworn statement of fact voluntarily made by a deponent under an oath or affirmation administered by a person authorized to do so by Law. Such statement is witnessed as to the authenticity of the deponent's signature by a taker of oaths, such as a Notary Public or Commissioner of Oaths.
6	“AICTE Web-Portal” means the Web site hosted by the Council at URL www.aicte-india.org .
7	“Applicant” is the one who makes an application to the Council for seeking any kind of approval under these Regulations.
8	“Approval Process Handbook (APH)” is a handbook published by AICTE, prescribing norms and procedures for processing of applications submitted for grant of various approvals.
9	“Approved Institution” means the Technical Institution approved by the Council.
10	“Approved Intake” means the number of students to be admitted in a Course as approved by the Council.
11	“Architect” means an Architect registered with the Council of Architecture established under the Architects Act, 1972.
12	“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.
13	“Bandwidth Contention” means the contention ratio, the ratio of the potential maximum demand to the actual bandwidth.
14	“Break in EoA” means break in the Extension of Approval of the Institution in the previous year(s).
15	“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.
16	“Chairman” means the Chairman of AICTE as described under sub-section 4(a) of Section 3 of the Act.
17	“Co-ed Institution” means the Institution admitting male, female and transgender students.
18	“Commission” means the University Grants Commission established under Section 4 of the University Grants Commission Act, 1956.
19	“Company” means a Company established/ registered under Section 8 of the Companies Act, 2013.
20	“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 Government/ UT concerned.
21	“Compliance Report” means the Report submitted by the Technical Institution complying with the requirements as specified in the Approval Process Handbook for the deficiencies observed by Expert Visit Committee/ issues mentioned in the Show Cause Notice.
22	“Constituent College” means an Institution/ Department/ College/ School as a part of the University.
23	“Council” means All India Council for Technical Education established under Section 3 of the Act.
24	“Course” means one of the branches of learning in a Programme such as Civil Engineering, Mechanical Engineering, etc.
25	<p>“Division” means</p> <ul style="list-style-type: none"> • A batch of a maximum of Sixty (60) seats in Diploma/ Under Graduate Courses in Engineering and Technology/ Hotel Management and Catering Technology/ Post Graduate Courses in MCA/ PGDM/ MBA Programme, excluding supernumerary seats, if any; • A batch of a maximum of Sixty (60) seats in Diploma/ Under Graduate Courses and restricted to Hundred (100) seats in Under Graduate Course in Pharmacy Programme, excluding supernumerary seats, if any;



	<ul style="list-style-type: none"> • A batch of a maximum of Forty (40) seats in Diploma/ Under Graduate Courses in Architecture/ Planning Programme, excluding supernumerary seats, if any; • A batch of a maximum of Thirty (30) seats in Diploma/ Under Graduate Courses in Applied Arts and Crafts Programme, excluding supernumerary seats, if any; • A batch of a maximum of Thirty (30) seats in Diploma/ Under Graduate Courses in Design Programme, excluding supernumerary seats, if any; • A batch of a maximum of Thirty (30) seats in Post Graduate Courses in Engineering and Technology/ Planning/ Applied Arts and Crafts/ Hotel Management and Catering Technology Programme, excluding supernumerary seats, if any; • A batch of a maximum of Twenty (20) seats in Post Graduate Courses in Architecture Programme, excluding supernumerary seats, if any; • A batch of a maximum of Fifteen (15) seats in Post Graduate Courses in Design Programme, excluding supernumerary seats, if any; • A batch of a maximum of Fifteen (15) seats in Post Graduate Courses in Pharmacy, Thirty (30) seats in Pharm.D., Ten (10) seats in Pharm.D. (Post Baccalaureate) in Pharmacy Programme, excluding supernumerary seats, if any; • A batch of a maximum of Sixty (60) seats in Integrated Degree Courses in Engineering and Technology/ Hotel Management and Catering Technology/ MCA Programme and Integrated/ Dual Degree Course in MBA Programme, excluding supernumerary seats, if any; • A batch of a maximum of Forty (40) seats in an Integrated Degree Course in Planning Programme, excluding supernumerary seats, if any; and • A maximum of Twenty (20) seats per year in Fellowship in Management Programme.
26	<p>“EoA” means Extension of Approval granted by AICTE for conduct of Technical Programme(s)/ Course(s) to an Institution for that Academic Year.</p> <p>“Extended EoA” means Extension of Approval granted by AICTE for conduct of Technical Programme(s)/ Course(s) to an Institution for more than one Academic Year.</p>
27	<p>“Executive Committee” means the Committee constituted by the Council under Section 12 of AICTE Act.</p>
28	<p>“Expert Visit Committee (EVC)” means the Committee constituted by the Regional Officer as per the composition given in Approval Process Handbook to verify physically the availability of Infrastructural facilities of an Institution.</p>
29	<p>“Faculty” means a Faculty member of the Institutions appointed as per AICTE Regulations for Full Time teaching and other academic activities.</p>
30	<p>“First Shift” means educational activities conducted in the First spell of time (from 8 am to 3 pm) wherever two-shift working exists.</p>
31	<p>“Foreign National” means the Citizen of the Countries other than India who are not of Indian origin as defined under OCI/ PIO.</p>
32	<p>“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.</p>
33	<p>“Government Institution” means Technical Institution established and/ or fully maintained by the Government.</p>
34	<p>“Head of the Institution” means the Vice-Chancellor in case of a University or an Institution Deemed to be University, the Principal/ Director/ such other designation as the administrative Head of the Institution of the Technical Institution referred.</p>
35	<p>“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.</p>
36	<p>“Lateral Entry” means admission of students into the second year of Diploma/ Degree/ MCA Programmes as per Chapter VI of Approval Process Handbook.</p>
37	<p>“Level” means Diploma, Post Diploma Certificate, Under Graduate Degree, Post Graduate Diploma and Post Graduate Degree Programmes.</p>
38	<p>“Minority Institution” means an Educational Institution established and administered by a minority or minorities and recognized by Competent Authority as Minority Institution.</p>



39	“NBA” means the National Board of Accreditation, an autonomous body set up by AICTE, registered under Societies Registration Act, 1860.
40	“Non-Resident Indian (NRI)” means an Indian Citizen who is ordinarily residing outside India and holds an Indian Passport.
41	“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.
42	“Part Time” 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. Duration of the Course shall be a minimum of one/ two Semester(s) in excess than that of the Regular Course.
43	“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.
44	“Private University” means a University duly 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 8 of the Companies Act, 2013.
45	“Programme” means the field of Technical Education, i.e. Engineering and Technology, Pharmacy, Architecture and Planning, Applied Arts, Crafts and Design, Hotel Management and Catering Technology, MCA, Management (PGCM/ PGDM/ MBA) and such other Programmes/ areas as notified by the Act.
46	“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.
47	“Regional Committee (RC)” means a Committee established for each region under Section 14 of the Act.
48	“Restoration of Intake” means restoring back to the “Approved Intake” of the Institution that was existing prior to any penal action.
49	“Second Shift” means educational activities conducted in the Second spell of time (from 12 Noon to 7 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/ State Government/ UT for meeting its recurring expenditure.
51	“Single Shift/ Regular Shift” means where, educational activities of the Technical Institution are conducted between 9 am and 5 pm.
52	“Society” means a Society registered under Societies Registration Act, 1860.
53	“Standalone Institutions” means those Institutions which are not affiliated to any of the University/ Board, but are imparting education by means of conducting regular courses leading to Diploma, Post Diploma Certificate, Post Graduate Certificate and Post Graduate Diploma Levels in Management and allied areas, Travel and Tourism, Innovation and Entrepreneurship, Computer Applications and Design.
54	“Standing Appellate Committee (SAC)” means a Committee constituted by the Chairman as per the composition given in Approval Process Handbook for considering the appeals of the Technical Institutions.
55	“Standing Complaint Scrutiny Committee (SCSC)” means a Committee constituted by the Chairman as per the composition given in Approval Process Handbook for the Scrutiny of Complaints received against the Technical Institutions.
56	“Standing Hearing Committee (SHC)” means a Committee constituted by the Chairman as per the composition given in Approval Process Handbook to review the Reports of the Expert Visit Committee/ replies received for Show Cause Notices.



57	“State Level Fee Committee” means a Committee notified by the concerned State Government/ UT for Regulation of fee to be charged by the Technical Institutions.
58	“Supernumerary seats” includes TFW, OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries, Lateral Entry, PwD and J&K seats notified from time to time, over and above the “Approved Intake”.
59	“Technical Institution” means an Institution set up by the Government, Government aided and Self-Financing/ Trust/ Society/ Company for conducting Course(s)/ Programme(s) in the field of Technical Education, Training and Research in Engineering and Technology, Pharmacy, Architecture and Planning, Applied Arts, Crafts and Design, Hotel Management and Catering Technology, MCA, Management, and such other Programmes and areas as notified by the Act.
60	“Trust” means a Trust registered under the Indian Trust Act, 1882 as amended from time to time or any other relevant Acts.
61	“University Department” means a Department established and maintained by the University.
62	“University” means a University defined under Clause (f) of Section 2 of the University Grants Commission Act, 1956.
63	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

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 the 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, Institute for Sugar, Textile and Leather Technology in Kanpur, National Council of Education 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.

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, a 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 Institute 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, Crafts and Design has also undergone similar developments during the post-independence period. Programmes for Technical Education, during the first three Five Year Plans, were devoted to the 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 the eighties towards involvement of Private and Voluntary Organizations in the setting up of the 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.

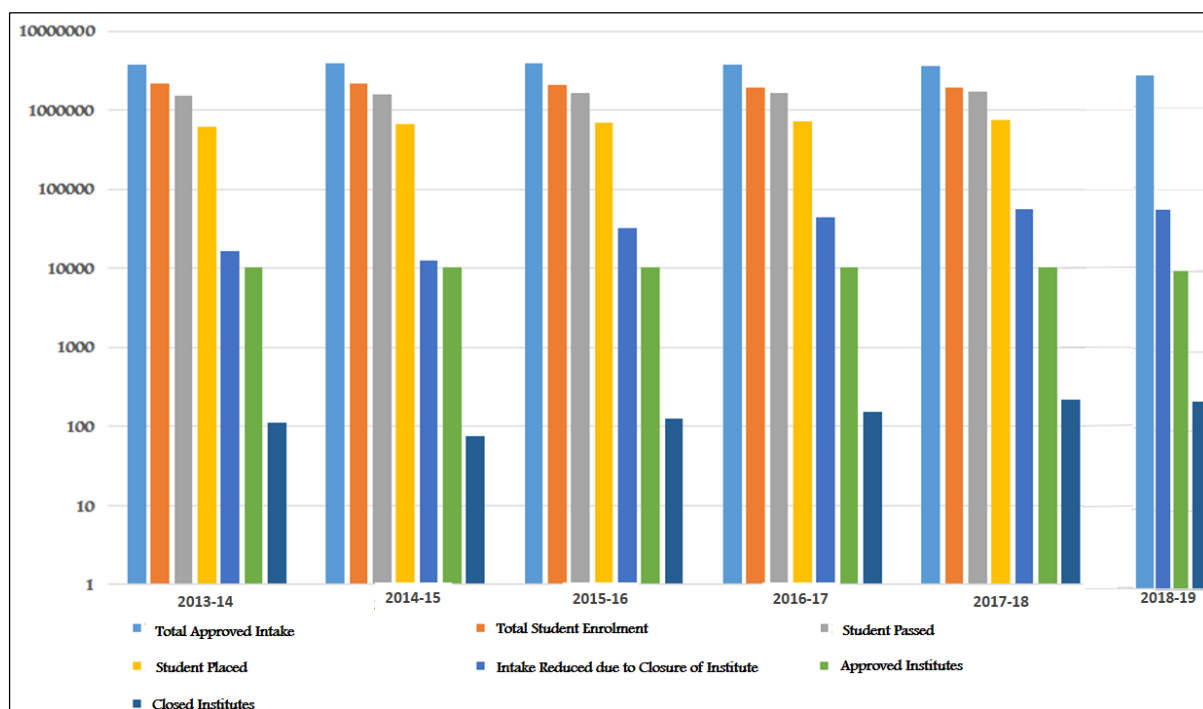
It was in this context that AICTE was given statutory powers by AICTE Act of Parliament in 1987, with a view to ensure the proper planning and coordinated development of the Technical Education System throughout the Country. Technical Education in this context includes fields of Engineering and Technology,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

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 the 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.

Technical Education at all levels in the Country is witnessing a consistent growth pattern marked by the setting up of new Technical Institutions and the improvement of the existing ones in tune with the quality assurance norms set by the regulating and accreditation agencies.



Status of Technical Institutions in India

Approved Institutions with Intake in 2018-19

Region	State	Institutions			Approved Intake			Institutions	Approved Intake
		Diploma	PG	UG	Diploma	PG	UG		
Central	Chhattisgarh	85	44	62	13460	4475	20314	127	38249
	Gujarat	147	224	200	68765	25962	67741	418	162468
	Madhya Pradesh	234	363	292	41391	46671	87238	575	175300
Central Total		466	631	554	123616	77108	175293	1120	376017
Eastern	Andaman and Nicobar Islands	2	0	1	480	0	90	2	570
	Arunachal Pradesh	8	2	1	1040	198	360	10	1598
	Assam	28	22	24	4395	1812	5505	59	11712
	Jharkhand	57	17	20	15177	3083	6681	82	24941
	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	9	2	2	585	120	540	13	1245
	Odisha	158	130	111	46321	15059	41985	300	103365
	Sikkim	3	2	4	570	234	800	7	1604
Tripura	7	3	3	1150	180	623	13	1953	
West Bengal	165	104	111	40170	10474	38598	286	89242	
Eastern Total		446	288	281	110878	31472	96022	787	238372
North-West	Chandigarh	5	10	7	960	1065	1821	15	3846
	Delhi	20	52	24	5750	13034	9893	78	28677
	Haryana	203	185	188	50141	21039	46978	402	118158
	Himachal Pradesh	34	21	33	6870	1481	6333	66	14684
	Jammu and Kashmir	30	19	12	5685	1600	3975	54	11260
	Punjab	221	168	147	56935	16424	39262	393	112621
	Rajasthan	205	135	154	41335	13342	48563	371	103240
North-West Total		718	590	565	167676	67985	156825	1379	392486
Northern	Bihar	69	38	42	17855	3147	11290	134	32292
	Uttar Pradesh	753	539	418	152100	70574	118844	1261	341518
	Uttarakhand	136	67	48	20143	6380	11795	194	38318
Northern Total		958	644	508	190098	80101	141929	1589	412128
South-Central	Andhra Pradesh	317	581	418	79676	88499	167171	790	335346
	Telangana	203	545	363	52429	86801	130548	669	269778
South-Central Total		520	1126	781	132105	175300	297719	1459	605124
South-West	Karnataka	349	363	277	95808	49206	110318	751	255332
	Kerala	87	218	216	23615	20534	60195	384	104344
South-West Total		436	581	493	119423	69740	170513	1135	359676
Southern	Puducherry	9	13	19	2422	1688	8010	29	12120
	Tamil Nadu	501	704	593	198784	86212	304138	1334	589134
Southern Total		510	717	612	201206	87900	312148	1363	601254
Western	Dadra and Nagar Haveli	1	2	1	390	90	60	3	540
	Daman and Diu	2	0	1	540	0	180	3	720
	Goa	9	5	8	2935	675	1490	17	5100
	Maharashtra	741	688	622	153556	81410	164102	1555	399068
Western Total		753	695	632	157421	82175	165832	1578	405428
Grand Total		4807	5272	4426	1202423	671781	1516281	10410	3390485



**Variations of Intake in AICTE approved Institutions
(Diploma/ Post Diploma Certificate and Under Graduate Degree/ Post Graduate Degree)**

Year	Diploma/ Post Diploma Certificate	Engineerin g and Technology	Pharmacy	Architectur e	Hotel Management and Catering Technology	MCA	Managem ent	Approved Intake
2014-15	1307344	1901501	143244	10890	6442	109925	365352	3844698
2015-16	1310414	1844642	139622	10986	6430	103048	350161	3765303
2016-17	1293843	1752296	130926	9936	6109	94159	329273	3616542
2017-18	1261059	1662488	130903	9187	6031	85104	393055	3547827
2018-19	1199401	1586341	137322	10587	5883	73851	371813	3385198

Approved Institutions Deemed to be Universities with Intake in 2018-19

Region	State	Institutions Deemed to be Universities			Approved Intake			Total Institutions Deemed to be Universities	Approved Intake
		Diploma	UG	PG	Diploma	UG	PG		
Central	Gujarat	1	0	0	300	0	0	1	300
	Madhya Pradesh	2	2	0	120	120	0	2	240
Central Total		3	2	0	420	120	0	3	540
Eastern	Nagaland	0	1	0	0	300	0	1	300
	Odisha	0	1	2	0	2040	864	2	2904
	West Bengal	0	5	3	0	2010	300	7	2310
Eastern Total		0	7	5	0	4350	1164	10	5514
Northern	Uttar Pradesh	0	2	2	0	2580	630	2	3210
	Uttarakhand	0	1	1	0	930	450	1	1380
Northern Total		0	3	3	0	3510	1080	3	4590
North-West	Delhi	0	0	1	0	0	180	1	180
	Haryana	1	5	5	60	2440	796	5	3296
	Punjab	0	3	2	0	2470	650	3	3120
	Rajasthan	2	4	3	360	2160	807	5	3327
North-West Total		3	12	11	420	7070	2433	14	9923
South-Central	Andhra Pradesh	0	2	2	0	5440	1170	2	6610
	Telangana	0	2	2	0	1280	1366	2	2646
South-Central Total		0	4	4	0	6720	2536	4	9256
Southern	Tamil Nadu	4	27	26	360	46895	12115	28	59370
Southern Total		4	27	26	360	46895	12115	28	59370
South-West	Karnataka	0	7	12	0	4810	5332	13	10142
	Kerala	0	1	1	0	140	150	1	290
South-West Total		0	8	13	0	4950	5482	14	10432
Western	Maharashtra	1	6	8	60	2990	4478	9	7528
Western Total		1	6	8	60	2990	4478	9	7528
Grand Total		11	69	70	1260	76605	29288	85	107153

3 AICTE Act, 1987

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 the planned quantitative growth and the Regulation and proper maintenance of norms and standards in the Technical Education System and for matters connected therewith.



4 Important Provisions of AICTE Act, 1987 in 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 with 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).

5 AICTE Profile

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.

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.

Objectives

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

Responsibilities

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

Major Functions and Schemes

- Approval of Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level Programme(s) in Technical Institutions/ Institutions Deemed to be Universities
- Approval of variation/ increase in the Intake, additional Course(s)/ Programme(s) in Technical Institutions
- Approval for Foreign Collaboration and Twinning Programme
- Approval for Skill and Vocational Courses
- Participation in the process of granting Institution Deemed to be University status by MHRD
- Development of Model Curricula through All India Boards of Studies
- Share and Mentor Institutions (Margdarshan and Margadarshak)
- Modernisation and Removal of Obsolescence (MODROBS)
- Community Colleges under NSQF
- e-Shodh Sindhu
- Unnat Bharat Abhiyan
- Saansad Adarsh Gram Yojana (SAGY)
- Seminar Grant
- Travel Grant
- Faculty Development Programme (FDP)
- Induction Programme to the students
- Mandatory Internships
- Teacher Training Policy
- Exam Reforms
- Study in India
- Start-up Policy
- National Doctoral Fellowship (NDF)
- Innovation Cell



- Quality Improvement Programme
- AICTE-Adjunct Faculty
- Research Promotion Scheme (RPS)
- AICTE-INAE-DVP (Distinguished Visiting Professor)
- AICTE-INAE-TRF (Teaching Research Fellowship)
- AICTE-INAE-TG (Travel Grant for students)
- Post Graduate scholarships for GATE/GPAT Qualified Post Graduate students
- Hostel for SC/ ST Students
- Scholarship Scheme for Girl Child (SSGC) – PRAGATI
- Scholarship Scheme for Divyang – SAKSHAM
- Skill and Personality development Programme Centre for SC/ ST Students



Grant of Approval through a single application for the following:

- Setting up a new Technical Institution offering a Technical Programme at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level
- Change of Site/ Location
- Conversion of Women's Institution into Co-ed Institution and vice-versa
- Conversion of Diploma Level into Degree Level and vice-versa
- To Start new Programme(s)/ Level(s) in the existing Institutions

1.1 Introduction

- a. A new Technical Institution shall be established by providing Infrastructure and other requirements as specified in 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. Admission Authority/ Body/ Institution shall not admit students to any Programme of a Technical Institution, which do not have requisite prior approval of the Council.
- d. Technical Institution shall satisfy the norms specified in Approval Process Handbook.
- e. The applications received shall be processed as per the norms and procedures prescribed in the Approval Process Handbook. The Institution shall also have to adhere to the existing Central, State and Local Laws.
- f. In view of the large number of vacant seats in various Programmes during the last few years and the likely future demand, the Council shall grant approval to the new/ existing Institutions taking into account the recommendations of the Committee (Annexure 1) set up by AICTE to provide the National Perspective Plan for Technical Programmes.

1.2 Time Schedule for processing of the applications

- a. AICTE shall notify through a Public Notice in the leading newspapers and through 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 submission of an application on AICTE Web-Portal and payment shall not be later than the last date as notified in the Public Notice.

1.3 Seeking approval of the Council

1.3.1 Application for

- a. Setting up a new Technical Institution offering a Technical Programme in Engineering and Technology, Pharmacy, Architecture and Planning, Applied Arts, Crafts and Design, Hotel Management and Catering Technology, MCA and Management at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level.
- b. Change of Site/ Location of the Institution
- c. Conversion of Women's Institution into Co-ed Institution and vice-versa



- d. Conversion of Diploma Level into Degree Level and vice-versa
- e. To Start new Programme(s)/ Level(s) in the existing Institutions

1.3.2 Requirements and Eligibility

- a. A Society, registered under the Societies Registration Act, 1860 through the Chairman/ 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/ Secretary of the Trust or
- c. A Company established under Section 8 of the Companies Act, 2013 or
- d. Central/ State Government/ UT Administration or by a Society/ Trust registered with them.
- e. The above bodies shall apply individually or under Public Private Partnership (PPP)/ Build-Operate-Transfer (BOT) mode through an Officer authorized by Central/ State Government/ UT.
- f. A Company having any foreign equity directly or indirectly as shareholding shall not be permitted to apply for setting up a Technical Institution.

1.3.3 Applications listed under Clause 1.3.1 are not eligible to apply for the Introduction of NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ Twinning/ Fellowship Programmes. However, the Applicants under Clause 1.3.1.a and e of this Chapter shall be eligible to apply for the same after one batch of students pass out.

1.3.4 Institutions applying under MHRD Schemes

- a. MHRD, Government of India for the promotion of Technical Education in un-served/ underserved Districts across the Country has initiated the Scheme of "Sub-Mission on Polytechnics" for the opening of Polytechnics by the respective State Government/ UT. The list of Districts identified under this scheme is given in Annexure 2 of Approval Process Handbook. 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 have been taken by MHRD to establish a Technical Institution by the respective State Government/ UT in "Educationally Backward (Aspirational) Districts/ Left Wing Extremism (LWE) affected" as notified by the Central Government from time to time (or) in a District where there is no Technical Institution. The list of Districts identified as Higher Educationally Backward (Aspirational) Districts is given in Annexure 2 of Approval Process Handbook. If any of the mentioned Districts are carved out administratively, then those carved out Districts shall also be considered under the Educationally Backward (Aspirational) Districts/ Left Wing Extremism 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 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/ UT under the above mentioned Schemes initiated by the MHRD.
- d. Such application shall be processed through Scrutiny/ Re-Scrutiny Committee for the proposed location. Applications which are found to be in order in all respects by the Scrutiny/ Re-Scrutiny Committee shall be forwarded to the Regional Committee and further to Executive Committee for the grant of approval.



- e. The Institutions shall function in a temporary Campus and shall move to their permanent Campus within 2 years from the date of the Letter of Approval (LoA). Further, AICTE shall send Expert Visit Committee to such Institutions to assess the status of readiness of the State Government/ UT for operationalization of these Institutions in the permanent Location as per the procedure for Change of Site/ Location. In case of the Institutions not shifting to the permanent location even after 2 years and fulfilling the norms of Approval Process Handbook, the “Approved Intake” in the Course(s) shall be reduced to 50%. If an Institution has not shifted even after 4 years, the Council shall take appropriate action.

1.3.5 The existing Institutions approved by other Regulatory Bodies, seeking approval for the first time from AICTE for conducting Technical Programme(s)

- a. The existing Institutions approved by the Council of Architecture/ Pharmacy Council of India in the previous Academic Years without having approval from AICTE.
- b. The existing Institutions offering Course(s) in Applied Arts and Crafts/ Vocational (Technical) Programme without having approval from AICTE.
- c. Non-Technical Institutions seeking approval for conducting MCA/ MBA Courses. Further, for such Institutions, exclusive Building and Principal are not required. However, the Institutions should fulfill all other norms (as specified in the Approval Process Handbook) such as separate Head of the Department, Faculty, Infrastructure, Built-up area, etc.
- 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 Programme(s) and Course(s).

1.4 Submission of Application

1.4.1 User ID and Password

- a. An unique USER ID shall be allotted to each new application for setting up of a new Technical Institution on payment of ₹5000/- (Five Thousand Only), through the payment gateway on AICTE Web-Portal www.aicte-india.org.
- b. If any existing Institution has forgotten the Password, the Institution shall apply to the concerned Regional Office with an Affidavit¹ for “Forgotten Password” along with the proof of payment of ₹5000/- (Five Thousand Only), through the payment gateway on AICTE Web-Portal www.aicte-india.org. Regional Officer shall verify and upload on the Web-Portal for allotment of Password to the Applicants.
- c. Institutions applying for Change of Site/ Location/ 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 existing Login itself.
- d. Using the USER ID, the application in the prescribed Format shall be filled and submitted on AICTE Web-Portal www.aicte-india.org. Using this USER ID, the Applicant shall be able to track the status of the application at various stages of processing.

1.4.2 Payment

- a. Technical Education Regulatory (TER) Charges ₹ in Lakh for Setting up a new Technical Institution offering a Technical Programme at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level are given below:



Sl. No.	Type of Institution	TER Charges ₹ in Lakh
i	Minority Institution/ Institution set up in J&K/ North Eastern States/ Institution set up exclusively for Women/ PwD	6.0
ii	Government/ Government aided Institutions	Nil
iii	All other Institutions	8.0
iv	ALL Applicants under (i), (ii), (iii) and (v) whose application was rejected and issued Final LoR in the previous year i.e. 2018-19*	3.0
v	Existing Institutions seeking approval for the first time from AICTE under Clause 1.3.5.a, b and c	2.0

* Not applicable for Application which was rejected in 2018-19 and TER Charges refunded under Clauses 1.4.2.h and 1.4.7.b of this Chapter.

Applicants under (vi) are not eligible for refund of TER Charges as per Clauses 1.4.2.h and 1.4.7.b of this Chapter.

- b. TER Charges ₹ in Lakh for other applications are given below:

Sl. No.	Type of Institution	Change in Site/ Location/ Conversion of Women's Institution into Co-ed Institution and vice-versa/ Conversion of Diploma Level into Degree Level/ To start new Programme(s)/ Level(s) in the existing Institutions	Conversion of Degree Level into Diploma Level
i	Minority Institution/ Institution set up in J&K/ North Eastern States/ Institution set up exclusively for Women/ PwD	2.0	0.75
ii	Government/ Government aided Institutions	Nil	Nil
iii	All other Institutions	3.0	1.00

- c. In an extraordinary circumstance, if any additional Scrutiny Committee has to be conducted **inclusive of the Court directions to any type of Institutions**, the Applicant has to remit ₹1.0 Lakh through online.
- d. In an extraordinary circumstance, if any additional Expert Visit Committee has to be conducted **inclusive of the Court directions to any type of Institutions**, the Applicant has to remit ₹2.0 Lakhs through online.
- e. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal within the deadline failing which, the application shall not be considered.
- f. Only those applications submitted within the cut-off date, including payment shall be considered for processing.
- g. In case of eligible refund/ excess payment, if any, after processing, the amount shall be refunded to the Applicant.
- h. Applications submitted under Clause 1.3.1.a, b, c and e, if rejected at the level of Scrutiny/ Re-Scrutiny without availing the appeal provision/ Applicant withdrawing Letter of Intent (LoI), the TER Charges after a deduction of ₹50000/- (Rupees Fifty Thousands only) shall be refunded to the Applicant/ Institution.



In case of rejection of an application submitted for Conversion of Diploma Level into Degree Level and under Clause 1.5.2, if opted for the issue of Extension of Approval of the existing Programme(s) and Course(s), after deducting the applicable TER Charges, refund shall be made.

- 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 application by pressing the “submit” tab.

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

Application should be submitted on AICTE Web-Portal on or before the last date as notified in the Public Notice.

- 1.4.4** All Applicants shall submit an Affidavit⁴ 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 AICTE Web-Portal, along with the proof of payment, and documents mentioned as per Appendix 16 of Approval Process Handbook duly attested by the Chairman/ Secretary of the Trust/ Society/ Company shall be submitted on the date of Scrutiny at the Regional Office.

- 1.4.6** Applications complete in all respects 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 their views on the application received by them to the concerned Regional Office, not later than one week from the last date of submission of application as per the Public Notice.
- b. Based on the views (if any) of the State Government/ UT and the affiliating University/ Board for setting up of new Technical Institution, the Regional Committee shall take a decision about the processing of application or to reject the same. If the application is not processed further, the TER Charges after a deduction of ₹50000/- (Rupees Fifty thousand only) shall be refunded to the Applicant.
- c. In the absence of the receipt of views from the State Government/ UT/ affiliating University/ Board on the application, the Council shall proceed for further processing.

1.5 Establishment of a new Technical Institution

1.5.1 Requirements and Eligibility

- a. The Promoter Trust/ Society/ Company shall have the Land as required and has its Lawful possession with clear title in the name of the Promoter Trust/ Society/ Company on or before the date of submission of application.
- b. Requirements for Technical Institution shall be as per the norms specified in Chapter VI of Approval Process Handbook.
- c. 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. In case of the Applicant seeking LoA, Buildings for the **First Year** should be completed in all respects as per the Infrastructure requirements.



- d. The Head of the “Technical Institution” shall be named as the “Principal/ Director” having qualifications as per AICTE norms as defined for Principal in a Programme of the Technical Institution.

1.5.2 The existing Institution applied for Closure of the Institution are also eligible to apply for starting a new Technical Institution in the same premises in the same year.

Technical Institutions applying under this Clause shall have to apply for Progressive/ Complete Closure of the Institution for the existing Programme(s) and Course(s) and shall apply for the starting a new Technical Institution. In case of the application being rejected, the same shall be processed for the Closure of the Institution/ issue of Extension of Approval as per the choice mentioned in the application.

1.5.3 The fund position of the Applicant (except Government/ Government aided Institution/ Central/ State University) in the form of FDRs and/ or Bank accounts in the Nationalized Bank or Scheduled Commercial Banks recognized by Reserve Bank of India shall be as under on the date of Scrutiny.

Sl. No.	Programme proposed (Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree)	Total minimum funds required as proof of operational expenses at the time of Scrutiny in the Name of the Trust/ Society/ Company (₹ in Lakh)
i	Engineering and Technology	100
ii	Pharmacy	50
iii	Architecture and Planning	
	a. Architecture	50
	b. Planning	50
iv	Applied Arts, Crafts and Design	
	a. Applied Arts and Crafts	50
	b. Design	50
v	Hotel Management and Catering Technology	50
vi	MCA	50
vii	Management	50

1.5.4 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/ IEST/ 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 the Government of India or its name is approved by the Government of India.

1.5.5 Applicants shall not use the names of the existing Institutions within the State. The existing Institutions having the same names run by the same/different Society/Trust/Company within the State/UT shall at least add the name of the Village/ Town/ City where it is located as an integral part of the name of the Institution.

1.5.6 All Institutions shall use the same font and size for the full name of the Institutions, wherever it is displayed.

1.5.7 The Courses as per Appendix 2 of Approval Process Handbook shall be approved for a New Technical Institution at the Level of a Diploma/ Under Graduate/ Post Graduate, a combination of Diploma, Under Graduate and Post Graduate shall not be approved. However, the “Maximum Intake allowed” for the Programmes shall be as per Appendix 3 of Approval Process Handbook.



1.5.8 Procedure

- a. The application shall be processed as per the Procedure of Scrutiny/ Re-Scrutiny Committee as per Clause 1.10 and thereon of this Chapter for the issue of Letter of Intent (LoI)/ Letter of Rejection (LoR).
- b. The application under Clause 1.5.2 of this Chapter shall be processed simultaneously for Closure of the existing Institution and starting a new Technical Institution following the respective procedures specified in the Approval Process Handbook.

However, the application for the new Technical Institution shall be processed ONLY if the Closure of the Institution is found to be in order in all respects by the Scrutiny/ Re-Scrutiny Committee.

1.6 Change of Site/ Location

1.6.1 Requirements and Eligibility

- a. The existing Institution seeking for approval for Change of Site/ Location shall apply on AICTE Web-Portal along with the Extension of Approval as per norms.
- b. The additional documents to be submitted for Change of Site/ Location shall be as per Appendix 16 of Approval Process Handbook.
- c. 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.

1.6.2 Procedure

- a. The application shall be processed as per the Procedure of the Scrutiny Committee followed by Expert Visit Committee. It shall be necessary to provide Built-up area as per norms required to conduct all the existing Programme(s) and Course(s) at the new Site/ Location. The Expert Visit Committee shall verify the completeness of Infrastructure ONLY to ensure that academic and other activities be initiated at the new Site/ Location.
- b. The Equipment, Library and other movable property in the existing Institution shall be shifted to the new Site/ Location, only after approval by the Council for Change of Site/ Location.
- c. After shifting of the Equipment, Library and other movable property from the existing Institution to the 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 availability of facilities at the new Site/ Location.
- d. 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.
- e. On approval of new Location, all activities of the Institution shall necessarily be carried out at newly approved Location only.
- f. Any violation in this respect shall lead to Withdrawal of Approval and Institution shall not be allowed to continue its activities in either of the Locations.
- g. Request for approval for partial shifting of the Programme(s) and Course(s) in the Institution shall not be considered.



1.6.3 If any Institution is found to function in an unauthorized/ temporary location, violating the norms as specified in Approval Process Handbook, the Council shall take appropriate action.

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

1.7.1 Requirements and Eligibility

- a. The existing Institution seeking approval for the Conversion of Women's Institution into Co-ed Institution and vice-versa shall apply on AICTE Web-Portal along with the Extension of Approval as per the norms.
- 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 of Approval Process Handbook.
- c. The Institution may also seek change in the Name of the Institution.

1.7.2 Procedure

- a. The application shall be processed as per the procedure of the Scrutiny Committee followed by Expert Visit Committee.
- b. It shall be necessary to provide Built-up area as per the norms required to conduct all the existing Course(s).
- c. The Conversion of Women's Institution into Co-ed Institution and vice-versa shall be effected only after the grant of approval by the Council.

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

1.8.1 Requirements and Eligibility

- a. The existing Institutions shall be eligible for Conversion of Degree Level into Diploma Level and vice-versa in ONE Programme only.
- b. The existing Institutions applying for Conversion of Degree Level into Diploma Level in any Programme shall have to apply for Progressive/ Complete Closure of ALL the Regular/ First Shift and Second Shift/ Part Time (if any) including Post Graduate Course(s) in the corresponding discipline, if any, for the existing Course(s).

The existing Institutions applying for Conversion of Diploma Level into Degree Level in any Programme shall have to apply for Progressive/ Complete Closure of ALL the Regular/ First Shift and Second Shift/ Part Time (if any) for the existing Course(s).

If the application for Conversion being rejected, the same shall be processed for the Closure of the Institution/ issue of Extension of Approval as per the choice mentioned in the application.

- c. The additional documents to be submitted for Conversion of Diploma Level into Degree Level and vice-versa shall be as per Appendix 16 of Approval Process Handbook.
- d. The Institutions which are in existence for a minimum period of 5 years ONLY are eligible.
- e. **Merger of the Courses is not permitted.**
- f. **Conversion of Level shall be permitted ONLY for Regular/ First Shift Course(s).**
- g. The 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 3 or 4 of Approval Process Handbook, then such Course(s) shall not be permitted for Conversion.

- h. The Institution may also seek change in the Name of the Institution.

1.8.2 Procedure

- a. The existing Institution seeking approval for Diploma Level into Degree Level and vice-versa shall apply for the Course(s) corresponding to the existing one as per Annexure 3 or 4 of Approval Process Handbook (as applicable) on AICTE Web-Portal as per the norms. In case, the closest available nomenclature does not exist as per Annexure 3 or 4 of Approval Process Handbook, then such Course(s) shall have to be applied for Closure.
- b. The application for Conversion of Diploma Level into Degree Level shall be processed as per the procedure of the Scrutiny Committee followed by Expert Visit Committee while the Conversion of Degree Level into Diploma Level shall be processed through Scrutiny Committee only.
- c. It shall be necessary to provide adequate Infrastructural facilities as specified in the Approval Process Handbook to conduct all Programme(s) and Course(s).
- d. The Conversion of Diploma Level into Degree Level and vice-versa shall be effected only after the grant of approval by the Council and the intake shall be fixed as that of the “Approved Intake” of the Regular/ First Shift Course.

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

1.9 To start new Programme(s)/ Level(s) in the existing Institutions

1.9.1 Requirements and Eligibility

- a. The existing Institutions seeking approval to start new Programme(s)/ Level(s) shall apply on AICTE Web-Portal along with the Extension of Approval for the existing Programme(s) and Course(s) with the additional documents as per Appendix 16 of Approval Process Handbook. However, the Institutions shall be permitted to apply for the same only after one batch of students pass out.
- b. The Institutions applying under Break in EoA/ Restoration of Intake are not eligible.
- c. Such Institutions shall not be eligible to apply for other categories listed under Chapter I/ II/ III of Approval Process Handbook except Extension of Approval/ Continuation of NRI/ supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries for the existing Course(s).
- d. The Institutions shall be permitted to apply for ANYONE Level (Diploma/ Under Graduate) in an existing Programme/ a new Programme, not exceeding THREE Division(s)/ Course(s). However, the norms of the concerned Regulatory Authorities shall also be fulfilled.
- e. To start additional/ new courses at Post Graduate Level, the same shall be processed as per Clause 2.7 of Approval Process Handbook wherever corresponding/ allied Under Graduate Level is available. However, the Constituent Colleges of State/ Central Universities shall be permitted to start Post Graduate Level without corresponding/ allied Under Graduate Level.
- f. The Built-Up area requirement for the entire duration for all the Programme(s)/ Level(s) shall be fulfilled in all respects and shall maintain Faculty: Student ratio as specified in the Approval Process Handbook. Common facilities shall cater the need of the total “Approved Intake” with



total Built-up area equal to the sum total of the area requirement of each Programme(s)/ Level(s).

- g. The Land shall be the sum of the highest Land required among the Programme(s) and 50% of the Land required for each of the other Programme(s)/ Level(s) including the new Programme(s).
- h. The Principal of the Institution shall have the qualifications (satisfying AICTE norms) in anyone of the Programmes of the Institution.
- i. The Institution may also seek change in the Name of the Institution.

1.9.2 Procedure

- a. The application shall be processed as per the as per the procedure of the Scrutiny Committee followed by an Expert Visit Committee.

1.10 Evaluation of the application by the Scrutiny/ Re-Scrutiny Committee

- a. The applications submitted under this Chapter shall be evaluated by a Scrutiny/ Re-Scrutiny Committee constituted as per Appendix 13.4 of Approval Process Handbook by the Regional Officer by the selection of members through the automated selection process provided on AICTE Web-Portal. However, if any member of the Scrutiny/ Re-Scrutiny Committee is unable to attend or refuses or incapacitated to take part in the Committee, then Regional Officer with prior or post-facto approval of the Member Secretary, AICTE, shall opt to choose another expert from the approved panel of the experts manually. Under extraordinary circumstances, the Scrutiny/ Re-Scrutiny Committee shall also be constituted manually by the Regional Officer with prior approval of the Chairman.
- b. The date and time for Scrutiny Committee shall be informed by the concerned Regional Office.
- c. The 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 the conduct of the meetings, however, he/ she shall not be part of the Committee.
- d. Two representatives of the Applicant shall be invited to present their case along with the supporting documents before the Scrutiny/ Re-Scrutiny Committee.

Self-attested Photo ID proof and an authorization letter from the Chairman/ Secretary of the Trust/ Society/ Company shall be produced to the Committee.

- e. 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.

In the event of the Applicant getting Letter of Intent (LoI) and if the Applicant is interested in getting Letter of Approval (LoA) in the current Academic Year itself, the Applicant shall submit the resolution of the Trust/ Society/ Company to the Scrutiny Committee for **processing the same for the Current Academic Year**.

- f. The Scrutiny Committee shall verify the authenticity of the documents submitted by the Applicant as mentioned above and shall countersign all the documents that are accepted.
- g. Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the Applicant Trust/ Society/ Company through the Web-Portal.



- h. 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.
- i. 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.
- j. The Regional Officer shall ensure and certify that all the fields of the Scrutiny/ Re-Scrutiny Committee Report are filled completely.
- k. Applications which are found to be in order in all respects by the Scrutiny/ Re-Scrutiny Committee shall be processed further
 - In case of new Technical Institutions, the report of the Scrutiny/ Re-Scrutiny shall be made available to the Regional Committee for the issue of Letter of Intent (LoI).
 - In case of Change of Site/ Location, Conversion of Women's Institution into co-ed Institutions and vice-versa and Conversion of Diploma into Degree Level and to start new Programme(s)/ Level(s) in the existing Institutions, an Expert Visit Committee shall be recommended. The date of visit shall be communicated through the Web-Portal.
- l. The applications which are not recommended by the Scrutiny/ Re-Scrutiny Committee, shall also be made available to the Regional Committee for the issue of Letter of Rejection (LoR).
- m. The attested copies of original documents shall be retained by the Regional Office.

1.11 Evaluation of the application by the Expert Visit Committee

- a. The Expert Visit Committee shall be constituted as per Appendix 13.6 of Approval Process Handbook by the Regional Officer by the selection of members through the automated selection process provided in AICTE Web-Portal. However, if any member of an 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 Member Secretary, AICTE shall opt to choose another expert from the 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. The Expert Visit Committee shall verify physically the Infrastructural facilities of the Institution.
- b. Additional experts, if required, may be co-opted in any of the Committee for processing of applications, Complaints, etc.
- c. An Expert Visit Committee shall visit the proposed premises of the Institution to verify the following:
 - Readiness with respect to Appendix 4 of Approval Process Handbook, i.e. Instructional, Administrative and Amenities area requirements for the First Year of the Technical Institution as per the Building Plan duly accepted and counter-signed by the Scrutiny Committee members.
 - Readiness with respect to Appendix 5 of Approval Process Handbook, i.e. Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals and Library facilities of the Technical Institution.
 - Readiness with respect to Appendix 6 of Approval Process Handbook, i.e. Essential and Desirable requirements of the Technical Institution.



- Progress related to appointment of Principal/ Director and Faculty with respect to the norms, standards and conditions prescribed by the Council.
- d. The concerned Regional Officer shall make necessary arrangements for the conduct of the Expert Visit Committee, however, he/ she shall not be a part of the Committee.
- e. The Expert Visit Committee shall have access to the Report of the Scrutiny/ Re-Scrutiny Committee.
- f. The Expert Visit Committee shall verify actual availability of Equipment as per the Curriculum and Syllabus of the affiliating University/ Board and Computers, Software, Internet, Printers, Book Titles, Book Volumes, subscription of National and International Journals and entry in the Stock Registers as specified in Approval Process Handbook. The mere presentation of Purchase Orders/ Payment records for subscription, etc. without actual availability shall not be considered.
- g. The Expert Visit Committee shall also verify documents in original as mentioned in Appendix 16 of Approval Process Handbook with respect to actual Infrastructure visited.
- h. The Applicant shall arrange for Video recording at his/ her own expense with the date and time of the entire proceedings of the Expert Visit Committee and shall hand over the same to the Committee which shall form a part of the Expert Visit Committee Report.
- i. The video recording not less than 30 minutes shall cover the entry and exit of the Committee with time, the Building Plan approved and signed by the Scrutiny Committee, GPS Coordinates at the entrance of the main Building, Class rooms, Laboratories, Workshops, Office Room, Barrier free environment facilities such as ramp/ lift/ toilets, Library, Computer Centre, meeting with Students and Faculty members (in case of existing Institutions), in addition to the recording of other details.
- j. The Applicant shall also arrange Laptop/ Desktop with Internet facility, Scanner and Printer to the Expert Visit Committee.
- k. The Expert Visit Committee shall submit the following to the Regional Office:
 - Its visit Report in the prescribed format
 - Attested Copies of documents (as applicable) as mentioned in Appendix 16 of Approval Process Handbook
 - Video recording of the Expert Visit Committee during visit
 - Attendance sheet duly signed/ digitally authenticated by the members of the Expert Visit Committee and representatives of Applicant Trust/ Society/ Company present during the visit
- l. The Regional Officer shall ensure and certify that all the fields of the Expert Visit Committee Report are filled completely.
- m. The scanning and uploading of the Scrutiny/ Re-Scrutiny Committee Report and Expert Visit Committee Report including the Video recording shall be done by the concerned Regional Office.

1.12 Evaluation of the application by Regional Committee

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



- b. Regional Officer concerned, while forwarding the recommendations of the Regional Committee for further processing of issuance of LoI/ LoA (as applicable) or otherwise to AICTE Head Quarter shall verify that the procedures and parameters prescribed under these Regulations and Approval Process Handbook are followed by the Scrutiny/ Re-Scrutiny Committee, Expert Visit Committee and Regional Committee.
- c. The Approval Bureau 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. If not, the same shall be brought to the notice of the Council.

1.13 Grant of Approval

- a. The Executive Committee after considering the recommendations of the Regional Committee and views of the Approval Bureau shall take decision either to grant of approval or otherwise. The decisions of the Executive Committee shall be ratified by the Council.
- b. In case of new Technical Institutions, the Council if deems fit shall grant approval to issue Letter of Intent (LoI) for the given Academic Year, the same shall be valid for three Academic Years. Within the validity period, after the establishment of Infrastructure facilities as per the requirements, the Applicant shall apply on AICTE Web-Portal for the Letter of Approval anytime in the year. On expiry of the validity, the LoI issued stands cancelled and the Applicant shall make a fresh application for the issuance of Letter of Intent.
- c. The decision of the Executive Committee shall be uploaded on the Web-Portal in the form of a Letter of Intent (LoI) (in case of Scrutiny/ Re-Scrutiny)/ Letter of Approval (LoA) (in case of Expert Visit Committee) or Letter of Rejection (LoR) with specific reasons for rejection of the application.
- d. In case of the applications recommended for Letter of Intent (LoI) and expressed their interest in getting Letter of Approval (LoA) in the current Academic Year itself, shall be processed further by an Expert Visit Committee.
- e. The Report of Expert Visit Committee shall be processed further as per Clauses 1.12 and 1.13.a of Approval Process Handbook.
- f. Applicants for starting new Technical Institutions (except Government/Government aided Institutions) whose applications are recommended for Letter of Approval (LoA) by the Executive Committee shall be informed for the creation of Security Deposit.

The existing Institutions applied under Clause 1.3.5 and in existence for more than 10 years with the respective Regulatory Bodies are exempted from the payment of Security Deposit.

The Applicant shall submit the payment proof of the Security Deposit along with an Affidavit³ within 7 days from the date of intimation to the concerned Regional Office, else a penalty of 10% of the value of the Security Deposit shall be imposed upto 15th May of the Calendar Year, beyond which the approval shall be withdrawn.

Applicants 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 Lakhs

Sl. No.	Programme	Diploma/ Post Diploma		Under Graduate		Post Graduate Diploma/ Post Graduate Degree	
		Minority/ Women's/ PwD/ J&K/ North Eastern States	Others	Minority/ Women's/ PwD/ J&K/ North Eastern States	Others	Minority/ Women's/ PwD/ J&K/ North Eastern States	Others
i	Engineering and Technology	12	15	28	35	28	35
ii	Pharmacy	12	15	12	15	12	15
iii	Architecture and Planning						
	a. Architecture	12	15	12	15	12	15
	b. Planning	12	15	12	15	12	15
iv	Applied Arts, Crafts and Design						
	a. Applied Arts and Crafts	12	15	12	15	12	15
	b. Design	-	-	12	15	12	15
v	Hotel Management and Catering Technology	12	15	12	15	12	15
vi	MCA	-	-	-	-	12	15
vii	Management	12	15	-	-	12	15

- g. The amount deposited by the Institution shall remain with the Council for 10 years. The interest accrued on this deposit shall be utilized by the Council for Quality Improvement Programme for Faculty and giving Scholarships to students.
- h. Applicants, whose applications are recommended for the Conversion of Women's Institution into Co-ed Institution 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.
- i. The Principal amount shall be returned to the Trust/ Society/ 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 a case to case basis and/ or forfeited in case of any violation of norms, conditions, and requirements/ Non-Performance by the Institution/ Complaints against the Institution.
- j. **Validity of the Letter of Approval for the new Technical Institutions, 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 Academic Year.**

ALL the Applicants issued LoA for starting the new Technical Institutions shall apply on AICTE Web-Portal for Extension of Approval as specified in the Approval Process Handbook from the **next Academic Year onwards, irrespective of the admission of the students.** However, the Institutions that fail 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 are exempted from the payment of TER Charges.

On expiry of the validity, the LoA issued stands cancelled and the Applicant shall make a fresh application for the issuance of Letter of Intent.



- k. 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 specified in the Approval Process Handbook.

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

- m. Applications for Change of Site/ Location/ Conversion of Women's Institution into Co-ed Institution and vice-versa/ To start new Programme(s)/ Level(s) in the existing Institutions rejected by Council shall be processed for Extension of Approval as per Chapter II of Approval Process Handbook.

Applications for an existing Institution for the Closure of the Institution and starting a new Technical Institution in the same premises in the same year/ Conversion of Diploma Level into Degree Level and vice-versa, rejected by Council shall be processed for the Closure of the Programme/ Institution (as applicable)/ Extension of Approval, as per the choice mentioned in the application following the procedure specified in Chapter II of Approval Process Handbook. **However, it is the responsibility of the Institutions to inform the rejection of the Council to the concerned authorities who had given the NOC for the Closure of the Institution in view of their application.**

- n. An Institution/ Applicant, if aggrieved by the decision of the Executive Committee, shall **appeal** as per Clause 1.15 of this Chapter and the final decision of the Council shall be uploaded on or before 30th April of the Calendar Year.

1.14 Appointment of Principal/ Director and Faculty in newly approved Institution/ Programme

- a. New Technical Institutions granted Letter of Approval shall comply with the appointment of Faculty/ 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 Faculty/ Principal/ Director, 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 Hon'ble 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. Without the appointment of all the Faculty members and other Staff, an Institution shall not commence the Courses.

1.15 Appeal Procedure

- a. As per the provision laid down in Clause 1.13.n of this Chapter, an Institution/ Applicant, if aggrieved by the decision of the Executive Committee shall have the right to **appeal once** to the Council **within 7 days from the date of uploading of LoR.**
- b. The Appeal of the Institution shall be considered by 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 limit given by the Hon'ble Supreme Court. Hence, the Applicants are instructed to be prepared with the supporting documents in proof of the compliance of deficiencies and present the same to the Committee, even if short notice of time is given.
- d. The Report of the Scrutiny Committee and Expert Visit Committee (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. An Officer of the Council concerned



shall assist the Committee and place relevant records and documents before the Committee and make necessary arrangements for the conduct of the meetings; however, he/ she shall not be a part of the Committee.

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

Self-attested Photo ID proof and an authorization letter from the Chairman/ Secretary of the Trust/ Society/ Company shall be produced to the Committee.

- f. The Standing Appellate Committee shall either Recommend/Not Recommend the case to the Council or recommend to Scrutiny (in case of LoI)/ Expert Visit Committee (in case of LoA). Accordingly, Scrutiny/ Expert Visit Committee shall be conducted as per Clause 1.10/ 1.11 respectively, of this Chapter and the reports of the same shall be placed before another Standing Appellate Committee to Recommend/Not Recommend, inviting the representatives of the Institution along with the compliance and supporting documents.
- g. The concerned Officer in Approval Bureau shall ensure and certify that all the fields of all the Reports are filled completely.
- h. 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.
- i. Applicants, whose applications are recommended for grant of approval by the Council shall be informed for submission of Security Deposit along with an Affidavit³ as per Clause 1.13.e of this Chapter.
- j. A final Letter of Intent/ Letter of Approval/ Letter of Rejection with the reasons for rejection of the application shall be issued to the Institution through Web-Portal, on or before 30th April of the Calendar Year.
- k. LoI/ LoA shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon^{ble} Supreme Court of India in CA No.9048/ 2012.

1.16 Process Flowchart for the establishment of a new Technical Institution is given in Annexure 5 of Approval Process Handbook.



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 of Intake
- Extended EoA
- Increase in Intake/ Additional Course(s)
- Integrated/ Dual Degree Course
- To start Diploma in Degree Pharmacy Institutions and vice-versa
- Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus
- Closure of the Institution
- Conversion of Management Institutions running PGDM Course into MBA Course
- Conversion of Second Shift Course(s) into First Shift Course(s)
- Closing of MBA Programme and Introduction of MCA Programme and vice-versa
- Introduction/ Continuation of Fellowship Programme in Management
- Introduction/ Continuation of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries
- Introduction/ Continuation of seats for Non Resident Indian(s)
- Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses
- Change in the Name of the Institution or affiliating University/Board
- Change in the Name of the Bank
- Change in the Name of the Trust/ Society/ Company

2.1 Introduction

- a. Institution offering Technical Education shall not continue Technical Programme(s)/ Course(s) beyond the specified period of approval given by the Council.
- b. Each Institution offering Technical Programme at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level shall submit an application to the Council every year for Extension of Approval of Course(s).

2.2 Time Schedule for processing of applications

- a. AICTE shall notify through a Public Notice in the leading newspapers and through 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 Institutions regarding approval, online application is mandatory. Applications submitted offline are not valid.
- b. The submission of an application on AICTE Web-Portal and payment shall not be later than the last date as notified in the Public Notice.



2.3 Submission of application

2.3.1 Allotment of USER ID

- a. If the Institution has not obtained a USER ID/ Password previously, a unique USER ID shall be allotted to Applicant Institutions on payment of ₹5000/- (Five Thousand Only), through the payment gateway on AICTE Web-Portal www.aicte-india.org.
- b. If any existing Institution has forgotten the Password, the Institution shall apply to the Regional Office with an Affidavit¹ for “Forgotten Password” along with the proof of payment of ₹5000/- (Five Thousand Only), through the payment gateway on AICTE Web-Portal www.aicte-india.org. The Regional Officer shall verify and upload on the Web-Portal for allotment of Password to the Applicants for further processing.
- c. The existing Institutions shall use the USER ID’s allotted to them previously. An Applicant using their login ID and password shall enter/ edit data as required.
- d. Using the USER ID, the application in the prescribed Format shall be filled and submitted on AICTE Web-Portal www.aicte-india.org. Using this USER ID, the Applicant shall be able to track the status of the application at various stages of processing.
- e. A unique identification number is allotted to each application for further reference.

2.3.2 Seeking approval of the Council for

- a. Extension of Approval to the existing Institutions/ Continuation of approval after a break in the preceding Academic Year(s)/ Restoration of Intake
- b. Extended EoA
- c. Increase in Intake/ Additional Course(s)
- d. Introduction of Integrated/ Dual Degree Course
- e. To start Diploma in Degree Pharmacy Institutions and vice-versa
- f. Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus
- g. Closure of the Institution
- h. Conversion of Management Institutions running PGDM Course into MBA Course
- i. Conversion of Second Shift Course(s) into First Shift Course(s)
- j. Closing of MBA Programme and Introduction of MCA Programme and vice-versa
- k. Introduction/ Continuation of Fellowship Programme in Management
- l. Introduction/ Continuation of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries
- m. Introduction of Non Resident Indian(s) seats
- n. Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses



- o. Change in the Name of the Institution or affiliating University/Board
- p. Change in the Name of the Bank
- q. Change in the Name of the Trust/ Society/ Company

2.3.3 Payment

- a. TER Charges ₹ in Lakh for various applications of (Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree) Institutions are given below:

Type of Institution	Extension of Approval		Break in EoA/ Restoration of Intake/	Introduction of OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats	Continuation of OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats		
	Extension of approval per Programme	Amount of Late Fee			“Approved Intake” Upto 600#	“Approved Intake” 601-1200#	“Approve d Intake” > 1200#
Minority Institution/ Institution set up in J&K/ North Eastern States/ Institution set up exclusively for Women/ PwD	0.75	2.0	3.0	3.0	0.75	2.0	3.0
Government/ Government aided Institutions/ Central University/ State University**	Nil	0.10	Nil	Nil	Nil	Nil	Nil
All other Institutions	1.0	2.0	3.0	5.0	1.0	3.0	5.0

Type of Institution	Diploma in Degree Pharmacy and vice-versa/ Conversion of Second Shift Course into First Shift Course/ Change in the Name of the Trust/ Society/ Company/ Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus	Conversion of Management Institutions running PGDM Course into MBA Course/ Closing of MBA Programme and Introduction of MCA Programme and vice-versa/ Introduction or Continuation of NRI seats/ Increase in Intake/ additional Course(s)/ Introduction of Integrated/ Dual Degree Course(s)	Introduction of Fellowship Programme in Management	Closure of the Institution/ Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses/ Change in the Name of the Institution/ affiliating University/ Board*
Minority Institution/ Institution set up in J&K/ North Eastern States/ Institution set up exclusively for Women/ PwD	2.0	0.75	10.0	0.25
Government/ Government aided Institutions**	Nil	Nil	Nil	Nil
All other Institutions	3.0	1.0	15.0	0.50

* No TER Charges shall be levied, if the State Government/ UT changes the jurisdiction of the affiliating University.

** TER charge is applicable, if self-financing Courses are offered at Government aided Institutions.

Approved Intake of the previous Academic Year shall be considered.

Note:

- TER Charges for Change in the Name of the Bank is ₹ 5000/-.
- TER Charges shall not be refunded in any case, if the application is processed and rejected as specified in the Approval Process Handbook.



- No NOCs from University/ Board/ State Government/ UT shall be required for reduction in Intake to Non-Zero Intake of Course(s) and Closure of Second Shift Course(s).
 - b. In an extraordinary circumstance, if an additional Scrutiny Committee has to be conducted **inclusive of the Court directions to any type of Universities**, the Applicant has to remit ₹1.0 Lakh through online.
 - c. In an extraordinary circumstance, if an additional Expert Visit Committee has to be conducted **inclusive of the Court directions to any type of Universities**, the Applicant has to remit ₹2.0 Lakhs through online.
 - d. Above TER Charges are applicable irrespective of number of Divisions/ Courses applied for Increase in Intake/ Closure.
 - e. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal within the deadline failing which, the application shall not be considered.
 - f. Only those applications submitted within the cut-off date shall be considered for processing, subject to realization of the Payment.
- 2.3.4** All Applicants shall ensure that the data entered/ edited are correct. Facility to edit the data is available until the submission of the application by pressing the “submit” tab.
- 2.3.5** AICTE Web-Portal permits the generation of Deficiency Report for the applications.
- 2.3.6** After pressing the “submit” tab, the data shall not be allowed for any further editing, till the processing of application is completed. Hence, Applicants shall exercise utmost caution before pressing the “submit” tab.
- 2.3.7** Application should be submitted on AICTE Web-Portal on or before the last date as notified in the Public Notice.
- 2.3.8** If an Applicant/ Institution has wrongly submitted an application, the same shall be represented to AICTE, Head Quarter along with the Resolution of the Trust/ Society/ Company, duly signed by the Chairman/ Secretary to that effect in the Format³, atleast 7 days before the last date as notified in the Public Notice. With the approval of the Competent Authorities, the application shall be reopened ONE TIME to enable the Applicant/ Institution to rectify the same and resubmit with necessary TER Charges along with the Late Fee as applicable.
- After the submission of the application, if an Applicant intends to revoke the application for a specific purpose (other than Extension of Approval), the same shall be represented by the Institution to AICTE, Head Quarter along with the Resolution of the Trust/ Society/ Company, duly signed by the Chairman/ Secretary to that effect in the Format³, atleast 7 days from the last date as notified in the Public Notice. Such requests shall be processed and placed before the Executive Committee for approval. The decision of the Executive Committee shall be communicated to the Institution through the Web-Portal. If approved, the TER Charges after a deduction of ₹25000/- (Rupees Twenty Five Thousand only) shall be refunded to the Applicant and if the Closure of the Course/ Programme/ Institution is revoked as per the approval of the Council, the necessary TER Charges for Extension of Approval along with the Late Fee as applicable shall be paid.
- 2.3.9** An Affidavit⁴ sworn before First Class Judicial Magistrate or Notary or an Oath Commissioner on ₹100/- Non-Judicial stamp paper/ e-stamp paper shall be uploaded. In case of false information, AICTE shall invoke the provisions, both civil and/ or criminal as per the Regulations in place.



2.3.10 All Institutions shall upload the documents as per Appendix 17 of Approval Process Handbook in the Web-Portal. **HARD COPIES OF THE APPLICATION/ ADDITIONAL DOCUMENTS SHOULD NOT BE SUBMITTED TO THE REGIONAL OFFICE.**

Applications other than Extension of Approval to be processed by the Scrutiny/ Re-Scrutiny Committee shall present their application and **ALL** original documents along with self-attested copies before the Committee.

2.3.11 Institution/ Trust/ Society/ Company or a member belonging to these, if charge-sheeted, Extension of Approval to such Institution shall not be withheld on the basis of charge-sheet filed by the CBI. AICTE shall consider the grant of Extension of Approval 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.

2.3.12 Applications complete in all respects shall only be processed.

2.3.13 Feedback from Faculty members and students available in 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.

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

2.4 The Institution shall be given an opportunity to comply the deficiencies, if any, before the Scrutiny/ Re-Scrutiny Committee, to fulfill the criteria of “Zero Deficiency” based on Self-Disclosure, for processing the application, as applicable.

2.5 EoA/ Break in EoA/ Restoration of Intake

2.5.1 Requirements and Eligibility

- a. The Institution seeking approval for EoA/ Break in EoA/ Restoration of Intake shall apply on AICTE Web-Portal along with the documents as per Appendix 17 of Approval Process Handbook.
- b. Institutions applying for Break in EoA/ Restoration of Intake shall not be eligible for increase in the Intake/ Introduction of new Course(s)/ Introduction of NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats/ Twinning/ Fellowship Programme.

2.5.2 Procedure

- a. The applications received shall be processed as per the norms and procedures prescribed in the Approval Process Handbook. The Institution shall also have to adhere to the existing Central, State and Local Laws.
- b. Grant of Extension of Approval is based on Self-Disclosure of required facilities and Infrastructure availability as submitted online on AICTE Web-Portal. The Council shall grant the desired approval, only after confirming that the Applicant had fulfilled all the norms and standards prescribed in Approval Process Handbook.
- c. Institutions which had not applied for Extension of Approval in the preceding Academic Years shall be considered as “Break in EoA” and shall be processed for Extension of Approval upon verification of adequate Infrastructural facilities as specified in the Approval Process Handbook by an Expert Visit Committee.
- d. Restoration of Intake shall be processed upon verification of adequate Infrastructural facilities as specified in the Approval Process Handbook by an Expert Visit Committee.



- e. 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 the Regulations.

2.5.3 Institutions having Course(s) 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 Course(s) in the current Academic Year with the approval of the Council.

2.6 Extended EoA

2.6.1 Requirements and Eligibility

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

In case of Institutions having at least 50% of **eligible Course(s)** accredited by NBA, and if the valid accreditation period is beyond 10th April of the next Calendar Year 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 for the existing Course(s) shall be for a minimum period of **THREE** years or for 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 of the next Calendar Year, the period of approval for such Institutions for the existing Course(s) shall be for a minimum period of **THREE** years or for the Academic Year up to which the Autonomy is valid, whichever is more.

- b. The Institution seeking approval for Extended EoA shall apply on AICTE Web-Portal along with the additional documents as per Appendix 17 of Approval Process Handbook.
- c. The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Deficiency Report generated through Web-Portal.
- d. No punitive action shall be pending against the Institution or FIR filed by CBI or any other agency.

2.6.2 Procedure

- a. The Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook submitted for Extended EoA.
- b. Institutions approved for extended EoA are waived from paying TER Charges for Extension of Approval (EoA) ONLY for the extended years. However, such Institutions are required to submit the application for EoA and maintain ALL the norms and standards as specified in Approval Process Handbook.
- 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 TER Charges in the subsequent years.

2.7 Increase in Intake/ Additional Course(s)

2.7.1 The existing Institutions shall expand its activities by the Addition of new/ additional Course(s)/ Divisions, in the Regular/ First Shift provided they have a valid National Board of Accreditation (NBA) in place for following reasons.

- a. Increased demand in certain domains as per the industrial need for technical personnel



- b. To increase the utilization of Infrastructure available at the Technical Institutions
- c. Ensure quality of Technical Education being imparted

2.7.2 Requirements and Eligibility

- a. The Institution shall have valid NBA accreditation for the existing Course(s) as deemed necessary.
- b. The Institution applied for NBA and awaiting for the results of the visit is also eligible to apply, but a valid NBA Certificate shall be produced at the time of Scrutiny.
- c. The Institution seeking approval for Increase in Intake/ Additional Course(s) shall apply on AICTE Web-Portal along with the additional documents as per Appendix 17 of Approval Process Handbook.
- d. The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Deficiency Report generated through Web-Portal.
- e. No punitive action is pending against the Institution or FIR is filed by CBI or any other agency.

2.7.3 Institutions shall be eligible for new Course(s)/ expansion of existing Course(s), equal to the number of valid NBA accredited Course(s), limited to a maximum of **FOUR** within the definition of Division/ Programme/ Level in the Regular/ First Shift, subject to the following conditions:

- a. A maximum of two Divisions shall be allowed to be added in the existing valid NBA accredited Diploma/ Under Graduate/ Post Graduate Course(s), subject to the condition that total number of Divisions after expansion per Course shall not exceed **THREE** Divisions.
- b. New Diploma/ Under Graduate Course(s) with only **ONE** Division shall be allowed at the respective Level including Technical Campus.
- c. New Post Graduate Course(s) with only **ONE** Division shall be allowed in specializations where corresponding or relevant Under Graduate Course(s) exist.
- d. Institutions with any accredited Course shall be permitted to utilize the benefit of accreditation **only once** for increase in the Intake/ additional Course(s) etc.
- e. If an Institution is having more than **FOUR** accredited Courses, the accredited Course(s) above **FOUR** shall be utilized for increase in the Intake/ additional Course(s) in the subsequent years subject to the validity of accreditation.
- f. Institution getting approval for new Course(s) 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 fulfillment of norms of Approval Process Handbook.
- g. **An existing Course having a valid NBA accreditation shall be used for an increase in the Intake/ Introduction of a new Course ONLY ONCE within a span of 6 years.**

However, if the accreditation of any Course is renewed after the Inspection by NBA, the Institutions shall utilize the benefit of such accreditation once again for an increase in the Intake/ Introduction of a new Course.

- h. No increase in the 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 inquiries 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.

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

- a. The existing Institutions having total “Approved Intake” less than the “Maximum Intake Allowed”/ Institutions not eligible to apply for NBA accreditation, shall be permitted to increase (without NBA accreditation) upto the “Maximum Intake Allowed” in each Programme (considering all the specialisations in case of MBA) as that of a new Technical Institution, as per Appendix 3 of Approval Process Handbook, subject to “Zero Deficiency” based on Self-Disclosure on AICTE Web-Portal.

Institutions seeking for approval for Increase in Intake/ Additional Course(s) (without NBA accreditation) and having total “Approved Intake” equal to/ exceeding the “Maximum Intake Allowed” shall have to apply for the closure of Course(s) as per the Procedure to maintain the total “Approved Intake” less than the “Maximum Intake Allowed” and shall apply for increase in Intake/ Additional Course(s). However, the total Intake shall not exceed as specified in Appendix 3 of Approval Process Handbook, subject to “Zero Deficiency” based on Self-Disclosure on AICTE Web-Portal.

- b. 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 specified in the Approval Process Handbook.
- c. In all the above cases, the Institution shall apply on AICTE Web-Portal along with the additional documents as per Appendix 17 of Approval Process Handbook.

2.7.5 Procedure

- a. Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook submitted for increase in the Intake/ additional Course(s) for Extension of Approval.
- b. An appeal shall be allowed for submitting NBA/ UGC Autonomy Certificate, if it was not issued by the NBA/ UGC at the time of the Scrutiny.

2.7.6 To maintain the quality of Education, 60% of the eligible Courses in any Technical Institution shall be accredited in the next 4 years time, else EoA shall not be issued by the Council.

2.7.7 Institutions having an “Approved Intake” less than a Division size in any of the Regular/ First Shift Course(s) 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 AICTE Web-Portal. However, this is not applicable in case of Institutions under penal action.

2.8 Introduction of Integrated/ Dual Degree Course

2.8.1 In respect of Integrated/ Dual Degree Course(s), UGC norms shall be applicable, as per Section 4 of PART III of UGC Gazette Notification, 2014 and amended time to time.

- a. Five Years Integrated Degree in Engineering and Technology leading to Master of Technology (M.Tech.), nomenclature shall be as per Major Disciplines of Engineering and Technology given in Annexure 6 of Approval Process Handbook.
- b. Five Years Integrated Degree in Planning leading to Master of Planning.



- c. Five Years Integrated Degree in Computer Applications leading to Master of Computer Application.
- d. Five Years Integrated/ Dual Degree in Management leading to Master of Business Administration (MBA).
- e. Five and half Years Integrated Degree in Hotel Management and Catering Technology leading to a Master in Hotel Management and Catering Technology.

2.8.2 Requirements and Eligibility

- a. The existing Institutions where Course(s) in Engineering and Technology/ Planning/ Hotel Management and Catering Technology/ MCA/ Management Programme are already in existence shall be eligible to apply on AICTE Web-Portal for approval of respective Integrated Degree. It is mandatory for the existing Engineering and Technology/ Planning/ Hotel Management and Catering Technology/ MCA/ Management Course to be accredited by NBA to start the respective Integrated Degree Course.
- b. Approval shall be considered only to those Institutions where there is “Zero Deficiency” based on Self-Disclosure.
- c. No OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ NRI seats shall be allotted for these Course(s).
- d. Collaboration and Twinning Programme shall not be permitted for these Course(s).
- e. Applicants shall submit relevant documents as per Appendix 17 of Approval Process Handbook to the Regional Office along with the application.
- f. University affiliation for these Course(s) shall be necessary before effecting admission.
- g. Only one Division of 60 students (40 students in case of Planning) shall be approved for Institutions applying for Integrated Degree in Engineering and Technology/ Planning/ Management/ MCA where University affiliated Course(s) in Engineering and Technology/ Planning/ Management/ MCA Programme respectively are already in existence.

In case of Hotel Management and Catering Technology, approval shall be given 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.

2.8.3 Procedure

The Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook submitted for the addition of respective Integrated/ Dual Degree Course.

2.9 To start Diploma in Degree Pharmacy Institutions and vice-versa

2.9.1 Requirements and Eligibility

- a. The existing Institutions offering Diploma in Pharmacy shall be permitted to start Degree in Pharmacy and vice-versa in the same Institution provided that the Built-up area, Faculty: Student ratio and other requirements shall be fulfilled as specified in the Approval Process Handbook.
- b. The Institution shall apply on AICTE Web-Portal along with the additional documents as per Appendix 17 of Approval Process Handbook.



2.9.2 Procedure

- a. The application shall be considered upon verification of adequate Infrastructural facilities as specified in the Approval Process Handbook by an Expert Visit Committee.
- b. The existing Institutions running Degree Pharmacy Programme shall only be permitted to run Pharm.D. Programme. Applications for the Introduction of Pharm.D. shall be processed as per Clause 2.7 of this Chapter. The Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook.

2.10 Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus

2.10.1 Requirements and Eligibility

- a. The existing Institutions running under the same Trust/ Society/ Company operating in the same location within a distance of 2km shall be permitted to merge into a single Institution with a main Campus and an off Campus, if necessary.
- b. The Built-Up area requirement for the entire duration for all the Programmes shall be fulfilled in all respects and shall maintain Faculty: Student ratio as specified in the Approval Process Handbook.
- c. The Land shall be the sum of the highest Land required among the Programme(s) and 50% of the Land required for each of the other Programme(s) that are to be merged.
- d. The Institutions shall apply on AICTE Web-Portal along with their individual Extension of Approval as per the norms, with the additional documents as per Appendix 17 of Approval Process Handbook.
- e. The Principal of the Institution shall have the qualifications (satisfying AICTE norms) in anyone of the Programmes of the Institution.
- f. The Institution shall also prefer the PID and may seek change in the Name of the Institution.

2.10.2 Procedure

- a. The application shall be processed as per the Clause 1.10 followed by Clause 2.23 as specified in the Approval Process Handbook.
- b. “Approved Intake” for the Courses of the Institution after the merger shall be based on the admission status of the last five years of all the Institutions that are to be merged, rounded off to the size of the Division. In any case, the total number of Divisions after merger per Course shall not exceed THREE Divisions (considering all the specialisations in case of MBA).

2.10.3 The Council reserves its right to reject the application for merger of Institutions under the same Trust/ Society/ Company operating in the same Campus, if it finds the reasons given are not justified or Commercial or Business angle is suspected, or to defeat the provisions of any Law.

2.11 Closure of the Institution

2.11.1 Requirements and Eligibility

- a. The existing Institution seeking for Progressive Closure or Complete Closure shall apply on AICTE Web-Portal as per norms.



- b. In case of Progressive Closure, Closure at the First Year Level shall be allowed in the current Academic Year and the subsequent years of working shall lapse at the end of each Academic Year progressively.

However, final Closure order shall be issued after completion of the Programme(s) and submission of Affidavit² by the Institution.

- c. In case of Complete Closure, the Institution shall be closed completely in one instance.
- d. Progressive Closure or Complete Closure is subject to no pending Court case filed against the Institution by AICTE and no Charge sheet filed against the Institution.
- e. The additional documents to be submitted for Closure of the Institution shall be as per Appendix 17 of Approval Process Handbook.
- f. For Closure of PGCM/ PGDM Institution, NOC from affiliating University/ Board/ State Government/ UT is not applicable.

2.11.2 Procedure

- a. The application shall be processed as per the procedure of the Scrutiny Committee.
- b. The Closure of the Institution shall be effected only on receipt of approval by the Council.

2.11.3 Applications of existing Institutions which have applied for Closure of the Institution, and if such application is not approved by the Council due to certain deficiencies; the Institution shall be given Extension of Approval with ZERO Intake for the current Academic Year. However, the Institution shall not be eligible for any refund of TER 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.

2.11.4 The application for the Closure of the Institution shall be 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. In case of such Institutions where Security Deposits are to be released, a penalty of 10% of the value of the Security Deposit shall be imposed before the release of Security Deposit.

2.12 Conversion of Management Institutions running PGDM Course into MBA Course

2.12.1 Requirements and Eligibility

- a. The Institution shall have to apply for Progressive/ Complete Closure of PGDM Regular/ First Shift and Second Shift/ Part Time (if any), for the existing Course(s), if applying for starting of MBA Course.
- b. Conversion of Management Institutions running PGDM Course into MBA Course is permissible, provided that the Intake after conversion shall not exceed “Maximum Allowed Intake”, subject to the fulfillment of the Built-up area, Faculty: Student ratio and other requirements as specified in the Approval Process Handbook.
- c. The existing Management Institutions seeking approval for the Conversion of PGDM Course into MBA Course shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of Approval Process Handbook.
- d. In case of the application being rejected, the same shall be processed for the Closure/ issue of Extension of Approval of the PGDM Course(s) as per the choice mentioned in the application.



2.12.2 Procedure

- a. The Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook submitted for Conversion of Management Institutions running PGDM Course into MBA Course.
- b. The Conversion of PGDM Course into MBA Course shall be effected only after the grant of approval by the Council and the intake shall be fixed as that of the “Approved Intake” of the Regular/ First Shift Course and the same shall not exceed “Maximum Allowed Intake”.

2.12.3 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 specified in the Approval Process Handbook.

2.13 Conversion of Second Shift Course(s) into First Shift Course(s)

2.13.1 Requirements and Eligibility

- a. Institutions offering Course(s) only in Second Shift or offering same Course(s) in both the First and Second Shifts at the same Level shall be permitted to convert the Second Shift Course(s) into First shift, subject to the fulfillment of the Built-up area, Faculty: Student ratio and other requirements based on the combined “Approved Intake” as specified in the Approval Process Handbook.
- b. The existing Institution seeking approval for Conversion of Second Shift Course(s) into First Shift Course(s) shall apply on AICTE Web-Portal along with the additional documents as per Appendix 17 of Approval Process Handbook.

2.13.2 Procedure

The application shall be considered upon verification of adequate Infrastructural facilities as specified in the Approval Process Handbook by an Expert Visit Committee.

2.14 Closing of MBA Programme and Introduction of MCA Programme and vice-versa

2.14.1 Requirements and Eligibility

- a. The Institution shall have to apply for Progressive/ Complete Closure of MBA Regular/ First Shift and Second Shift/ Part Time (if any), for the existing Course(s), if applying for the starting of MCA Course and vice-versa.
- b. Institutions offering MBA Course shall be permitted to introduce MCA Course and vice-versa with the same “Approved Intake” which shall not exceed the “Maximum Allowed Intake”, upon closure of the existing Programme, subject to the fulfillment of the Built-up area, Faculty: Student ratio and other requirements based on the “Approved Intake” as specified in the Approval Process Handbook.
- c. The existing Institution seeking approval for Closing of MBA Programme and Introduction of MCA Programme and vice-versa shall apply on AICTE Web-Portal along with the additional documents as per Appendix 17 of Approval Process Handbook.
- d. In case of the application being rejected, the same shall be processed for the Closure/ issue of Extension of Approval of the MBA/ MCA Course(s), as applicable, as per the choice mentioned in the application.
- e. The Institution may also seek change in the Name of the Institution.



2.14.2 Procedure

- a. The Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook submitted for Closing of MBA Programme and Introduction of MCA Programme and vice-versa.
- b. The Closing of MBA Programme and Introduction of MCA Programme and vice-versa shall be effected only after the grant of approval by the Council and the intake shall be fixed as that of the “Approved Intake” of the Regular/ First Shift Course and the same shall not exceed “Maximum Allowed Intake”.

2.14.3 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 specified in the Approval Process Handbook.

2.15 Introduction/ Continuation 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 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.

2.15.1 Requirements and Eligibility

- a. Institutions where Course(s) 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 the existing Management Course (as applicable) to be accredited by NBA to start Fellowship Programme in Management.
- b. The Institution should have a valid accreditation by NBA.
- c. The existing Institution seeking approval for Introduction of Fellowship Programme in Management shall apply on AICTE Web-Portal.
- d. The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Report generated.
- e. Since inception, the Institution should have been free from serious Complaints regarding the CBI investigation, ragging, Non-Payment of dues to Council and other punitive actions.
- f. The Institution should have the required number of Full Time Faculty members as per AICTE norms for running MBA/ MMS/ PGDM Programme.
- g. The Institutions should have at least 50% and 25% of the Full Time Faculty members with Ph.D./ Fellow from AICTE approved Institutions/ AIU recognized University/ reputed University from abroad/ IIM, if the Institutions apply for 20 seats and 10 seats (inclusive of Executive Fellow Programme) respectively. These Faculty members should have at least two papers published in refereed indexed cited International/ National Journals in the last 3 years. Each Professor and Associate Professor shall not guide more than FOUR and TWO research scholars respectively at a time.
- h. The Institution should have subscribed Journals in Business Management area of Organizational Behaviour/ Human Resource, Finance and Accounts, Marketing, Operations, IT Systems, Economics, etc.



- i. The existing Institutions seeking approval for the Introduction of Fellowship Programme shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of Approval Process Handbook.

2.15.2 Procedure

- a. The Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook submitted for Introduction of Fellowship Programme in Management.
- b. 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.
- c. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per Clause 1.15 of Approval Process Handbook.

2.15.3 Student's eligibility, procedure for admission and conduct of the Programme shall be as per details given in Appendix 20 of Approval Process Handbook.

2.15.4 The Institution shall submit an application for Continuation of approval for Fellowship Programme in Management, as a part of application of Extension of Approval, every year, giving details of Faculty and other facilities.

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

2.16.1 Requirements and Eligibility

- a. The existing Institution having at least 50% of **eligible Course(s)** accredited by NBA, and if the valid accreditation period is beyond 10th April of the next Calendar Year, seeking approval for the Introduction of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries shall apply on AICTE Web-Portal.
- b. Institutions selected for Study in India Programme by the Government of India are eligible for the grant of introduction of PIO in ALL Programmes/ Courses without Expert Visit Committee and TER Charges. If the Institution is providing Fee waiver to the selected students as per their commitment to the Government, the TER Charges for continuation of supernumerary seats for FN/ OCI/ PIO/ Children of Indian Workers in Gulf Countries shall be waived. However, the Institution shall upload the selection letter for Study in India Programme and the document for the Fee waiver provided to the students.
- c. 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.
- d. The Institutions shall provide suitable Hostel/ Residential accommodation to the Foreign Students/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO) and Children of Indian workers in Gulf Countries. Further the Institutions shall also establish an Office with a Student Counselor to take care of the needs of the students admitted. An Induction Programme shall be arranged for such students to get acquainted to the Indian condition.
- e. The Institution shall have "Zero Deficiency" based on Self-Disclosure as per the Report generated.
- f. The Institution was not enforced any punitive action previously by AICTE.
- g. The existing Institutions seeking approval for the Introduction of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of Approval Process Handbook.



- h. Fifteen percent (15%) supernumerary seats over and above the “Approved Intake” per Course shall be approved in AICTE approved Institutions and University Departments, for admitting students from Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ 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.
- i. 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 seats of 2/ 3rd meant for OCI/ PIO/ Foreign Nationals and vice-versa. **Further, any vacant seat in the “Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (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 seats, subject to the approval from AICTE for the NRI seats and fulfillment of requisite norms as specified in the Approval Process Handbook.**
- j. **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 (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in the Gulf Countries, subject to the approval from AICTE for the above seats and fulfillment of requisite norms as specified in the Approval Process Handbook.**

2.16.2 Procedure

- a. The availability of adequate Infrastructural facilities and other requirements as per the Norms of Approval Process Handbook in the Applicant Institution shall be verified by Expert Visit Committee.
- b. Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ 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.

2.16.3 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.

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

2.16.5 Institutions admitting Foreign Nationals should ensure registration of foreign students with concerned Foreigners Regional Registration Officer (FRRO) as well as with the local police station about their entry and exit in India. Further the Institutions shall adhere to the norms specified by the Ministry of External Affairs, Government of India.

2.16.6 Fee and Admission

- a. The concerned State Government/ UT shall notify the tuition and other fee for candidates admitted under Foreign Nationals/ OCI/ PIO seats. The children of Indian workers in the Gulf Countries shall be treated at par with resident Citizens if admitted to seats reserved for them i.e. One Third (1/3) of 15% supernumerary seats. The fee prescribed for NRI seats shall not be applicable to this admission.
- b. Admission to these seats shall be made on merit basis among Applicants of these categories.



2.17 Introduction/ Continuation of seats for Non Resident Indian(s)

2.17.1 Requirements and Eligibility

- a. The existing Institution seeking approval for admitting Sons/ Daughters of Non Resident Indian(s), Institutions shall apply on AICTE Web-Portal.
- b. Five percent (5%) of seats within “Approved Intake” shall be allowed for admission under NRI category.
- c. The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Report generated.
- d. The existing Institutions seeking approval for the Introduction of Non Resident Indian(s) shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of Approval Process Handbook.

2.17.2 Procedure

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

2.17.3 The Institution shall submit an application for Continuation of approval for NRI seats, as a part of application of Extension of Approval, every year, giving details of Faculty and other facilities.

2.17.4 Fee and Admission

- a. Competent Authority for admission shall be the same as for regular admission and shall fetch a list of Technical Institutions who have sought approval from the Council.
- b. The Competent Authority for admission shall display the 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 the Course(s)/ Division.
- c. Competent Authority for admission shall prepare a merit list of Applicants by inviting applications from eligible NRI students and effect admission strictly on merit basis.
- d. 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.
- e. The Institutions shall also display information regarding admitted candidates in their Web sites for information to the students and other stakeholders.
- f. The concerned State Government/ UT shall notify the tuition and other fee for candidates to be admitted under NRI seats.



2.18 Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses

2.18.1 Requirements and Eligibility

- a. The existing Institutions seeking approval for Change in the Name of the Course(s) (Refer Annexure 6 or 7 of Approval Process Handbook)/ Reduction in Intake/ Closure of Programme/ Course shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of Approval Process Handbook.
- b. Merger of certain Regular/ First Shift Course(s) in **Engineering and Technology** in Under Graduate Degree and Diploma Course(s) is permitted as per the guidelines given in Annexure 6 or 7 of Approval Process Handbook, so that the Intake after merger shall be equal to the sum total of the individual Course(s) and Divisions, subject to the condition that total number of Divisions after merger per Courses shall not exceed THREE Divisions, provided the Faculty student ratio be maintained. Merger is considered for all Divisions of a Course while partial merger of few Divisions is not permissible. For example, if an Institution offering Courses such as Computer Science and Engineering and Software Engineering, both the Courses shall be merged either to Computer Science and Engineering or Software Engineering.
- c. Institutions may apply for reduction in Intake in any of the Regular/ First Shift Course(s) within a Division by themselves in AICTE Web-Portal and maintain Faculty: Student ratio accordingly without NOC from affiliating University/ Board/ State Government/ UT and the restoration shall be permitted within a Division without NBA.

Illustration for Reduction/ Restoration in Intake

No. of Divisions	Approved Intake for Under Graduate	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 Post Graduate	Permissible Reduction in Intake	Permissible Intake for Restoration
1	30	18	30
1	30	24	30

- d. Institution running Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA Courses shall apply for either the Closure of such Division or addition of the Intake to the respective Course offered in the First Year Regular/ First Shift subject to the condition that total number of Divisions after merger per Course shall not exceed THREE Divisions, provided the Faculty: Student ratio be maintained.

2.18.2 Procedure

- a. The Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook submitted for Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses, as applicable.
- b. For Closure of the Programme(s)/ Course(s), the Institution shall submit the relevant NOCs on or before 31st December of the Calendar Year.



2.19 Change in the Name of the Institution or affiliating University/ Board

2.19.1 Requirements and Eligibility

- a. The existing Institution seeking approval for Change in the Name of the Institution or affiliating University/ Board shall apply on AICTE Web-Portal along with the relevant documents as per Appendix 17 of Approval Process Handbook.
- b. Institutions applying for Change in the Name of the Institution shall follow the conditions specified in Clauses 1.5.4 and 1.5.5 of Approval Process Handbook.

2.19.2 Procedure

- a. The Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook submitted for Change in the Name of the Institution or affiliating University/Board, as applicable.

2.20 Change in the Name of the Bank

2.20.1 Requirements and Eligibility

- a. The existing Institution seeking approval for Change in the Name of the Bank shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of Approval Process Handbook.
- b. The Change in the Bank shall be applicable, only if it is a Scheduled Bank.

2.20.2 Procedure

- a. The Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook submitted for Change in the Name of the Bank.

2.21 Change in the Name of the Trust/ Society/ Company

2.21.1 Requirements and Eligibility

- a. The existing Institution seeking approval for Change in the Name of the Trust/ Society/ Company including merger of the Trust/ Society/ Company shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of Approval Process Handbook.
- b. The merger/ conversion shall be permitted only for those Trusts/ Societies/ Companies having the same common objects of education, etc. and either of which have not been disqualified by AICTE/ Court of Law/ any Statutory Body in the past.
- c. Merger of the Trust/ Society/ Company shall be processed as per the respective Laws laid down in the Acts.
- d. In case of any dispute among the members of merged Trusts/ Societies/ Companies is of such nature that it would affect the standard of the Institution, then AICTE shall withhold the approval as long as it may deem fit.
- e. Further, AICTE shall have the 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/ Society/ Company document, by virtue of which amalgamation took place.
- f. A Trust/ Society may create a new Company to hold their assets, and once the transfer of assets are complete, the Trust/ Society may be dissolved and the ownership may be transferred to the Company. Such viability shall vary depending on the jurisdiction and context.



2.21.2 Procedure

- a. The Scrutiny Committee shall verify the additional documents as per Appendix 17 of Approval Process Handbook submitted for Change of Trust/ Society/ Company.
- b. Composition of the Scrutiny Committee for Change of Trust/ Society/ Company shall be as per Chapter I of Approval Process Handbook.
- c. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per Clause 1.15 of Approval Process Handbook.

2.21.3 The Council reserves its right to reject the application for Change in the 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.

2.22 Evaluation of the application by the Scrutiny/ Re-Scrutiny Committee

- a. The applications submitted under this Chapter shall be evaluated by a Scrutiny/ Re-Scrutiny Committee constituted as per Appendix 13.5 of Approval Process Handbook Regional Officer by the selection of members through the automated selection process provided on AICTE Web-Portal. However, if any member of the Scrutiny/ Re-Scrutiny Committee is unable to attend or refuses or incapacitated to take part in the Committee, then Regional Officer with prior or post-facto approval of the Member Secretary, AICTE, shall opt to choose another expert from the approved panel of the experts manually. Under extraordinary circumstances, the Scrutiny/ Re-Scrutiny Committee shall also be constituted manually by the Regional Officer with prior approval of the Chairman.
- b. The date and time for Scrutiny Committee shall be informed by the concerned Regional Office.
- c. The 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 the conduct of the meetings, however, he/ she shall not be part of the Committee.
- d. Two representatives of the Applicant shall be invited to present their case along with the supporting documents before the Scrutiny/ Re-Scrutiny Committee.

Self-attested Photo ID proof and an authorization letter from the Chairman/ Secretary of the Trust/ Society/ Company shall be produced to the Committee.

- e. Applicants shall present their application and **ALL** original documents along with self-attested copies as per Appendix 17 of Approval Process Handbook, before the Scrutiny Committee. Applicants shall adhere to Scrutiny schedule and not to remain absent at the time of Scrutiny.
- f. The Scrutiny Committee shall verify the authenticity of the documents submitted by the Applicant as mentioned above and shall countersign all the documents that are accepted.
- g. Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the Applicant through the Web-Portal.
- h. 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.
- i. 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.



- j. The Regional Officer shall ensure and certify that all the fields of the Scrutiny/ Re-Scrutiny Committee Report are filled completely.
- k. The scanning and uploading of the Scrutiny/ Re-Scrutiny Committee Report shall be done by the concerned Regional Office.
- l. Applications which are found to be in order in all respects by the Scrutiny/ Re-Scrutiny Committee shall be processed further to incorporate the necessary changes in the issue of Extension of Approval.
- m. The attested copies of original documents shall be retained by the Regional Office.

2.23 Evaluation of the application by the Expert Visit Committee

- a. The Expert Visit Committee shall be constituted as per Appendix 13.6 of Approval Process Handbook by the Regional Officer by the selection of members through the automated selection process provided in AICTE Web-Portal. However, if any member of an 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 Member Secretary, AICTE, shall opt to choose another expert from the 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. The Expert Visit Committee shall verify physically the Infrastructural facilities of the Applicant Institution.
- b. Expert Visit Committee wherever applicable, shall verify actual availability of Faculty, Equipment, Computers, Software, Internet, Printers, Book Titles, Book Volumes and subscription of National and International Journals etc. as specified in the Approval Process Handbook. Further, Expert Visit Committee members should interact with students and Faculty members, in the absence of Institution authorities. The Expert Visit Committee shall also verify the facts relating to Complaints, if forwarded by the Regional Office and give specific remarks in the Report.
- c. Additional experts, if required, may be co-opted in any of the Committee for processing of applications, Complaints, etc.
- d. The concerned Regional Officer shall make necessary arrangements for the conduct of the Expert Visit Committee, however, he/ she shall not be a part of the Committee.
- e. The Expert Visit Committee shall have access to the Report of the Scrutiny/ Re-Scrutiny Committee, if applicable.
- f. The Applicant shall arrange for Video recording at his/ her own expense with the date and time of the entire proceedings of the Expert Visit Committee and shall hand over the same to the Committee which shall form a part of the Expert Visit Committee Report.
- g. The video recording not less than 30 minutes shall cover the entry and exit of the Committee with time, the Building Plan approved and signed by the Scrutiny Committee, GPS Coordinates at the entrance of the main Building, Class rooms, Laboratories, Workshops, Office Room, Barrier free environment facilities such as ramp/ lift/ toilets, Library, Computer Centre, meeting with Students and Faculty members (in case of existing Institutions), in addition to the recording of other details.
- h. The Applicant shall also arrange Laptop/ Desktop with Internet facility, Scanner and Printer to the Expert Visit Committee.
- i. The Expert Visit Committee shall submit the following to the Regional Office:



- Its visit Report in the prescribed format
 - Attested Copies of all documents (as applicable) as mentioned in Appendix 17 of Approval Process Handbook
 - Video recording of the Expert Visit Committee during visit
 - Attendance sheet duly signed/ digitally authenticated by the members of the Expert Visit Committee 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 Expert Visit Committee Report including the Video recording shall be done by the concerned Regional Office.
- l. The report of the Expert Visit Committee/ Show Cause notice, if issued shall be placed before the Standing Hearing Committee. The schedule of the Standing Hearing Committee shall be notified on the Web-Portal.
- m. Two representatives of the Institution shall be invited to present their case along with the compliance and supporting documents before the Standing Hearing Committee.
- Self-attested Photo ID proof and an authorization letter from the Chairman/ Secretary of the Trust/ Society/ Company shall be produced to the Committee.
- n. The recommendations of the Standing Hearing Committee shall be placed before the Executive Committee for approval. The decision of the Executive Committee shall be uploaded in the Web-Portal by a detailed Speaking Order.
- o. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to **appeal once** as per Clause 1.15 of Approval Process Handbook.

2.24 Grant of Approval

2.24.1 The applications shall be processed as per the procedure given in Approval Process Handbook. The consolidated list of all the Institutions with the “Approved Intake” shall be placed by the Approval Bureau before the Executive Committee/ Council for the grant of Extension of Approval as applicable for the Technical Institutions to continue to conduct Technical Programme(s) and Course(s). The decisions taken by the Executive Committee are ratified by the Council.

The same shall be notified on the Web-Portal. Further the Institution shall download the Extension of approval letter along with “Approved Intake” through the Institution login.

2.24.2 All Orders shall be uploaded by 30th April of the Calendar Year and the detailed speaking orders (in case of reduction in intake, No Admission, etc.) shall be uploaded in the Web-Portal not later than 15th May of the Calendar Year.

2.24.3 Extension of Approval shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon’ble Supreme Court of India in CA No.9048/2012.

2.24.4 Institutional information, including Faculty and students data shall be updated on AICTE Web-Portal by the Institution for downloading the Extension of Approval letter.

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

2.24.6 Institutions shall follow the Academic Calendar as per Appendix 19 of Approval Process Handbook.



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 the 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 Requirements and Eligibility

- a. Foreign Universities/ Institutions interested in imparting Technical Education in Collaboration or through a Twinning Programme in India leading to the award of Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree.
- b. A Department of an Indian University or Institution which is already in existence and duly approved by the Council, interested in imparting Technical Education leading to the award of Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree of a Foreign University/ Institution through Collaborative/ Twinning arrangements, provided there is "Zero Deficiency" based on Self-Disclosure.
- c. A Department of an Indian University or Institution should have a valid NBA accreditation beyond 10th April of the next Calendar Year in the Programme/ Course for which Twinning is sought.
- d. No Foreign University/ Institution shall establish/ operate its educational activity in India leading to the award of Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree without specific approval of the Council.
- e. Accreditation by the authorized agency in the Parent Country shall be the pre-requisite condition for any Foreign University or Institution to start its operation for imparting Technical Education in India.
- f. The Educational Programmes to be conducted in India by Foreign Universities or Institutions leading to the award of Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level (ONLY for Regular/ First Shift Courses) 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 Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree should be fully recognized in their Parent Country.
- g. Any Course or Programme, which jeopardizes the National interest shall not be allowed to be offered in India.

- h. 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.
- i. The existing Institutions seeking approval for the Introduction of Collaboration and Twinning Programme shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of Approval Process Handbook.

3.3 Collaboration and Twinning Programmes

- a. The Indian Partner Institution shall be affiliated to the University/ Board (Not applicable to PGDM Institutions).
- b. The Foreign University/ Institution and the Indian Partner Institution shall enter into a bipartite agreement/ MoU for this purpose.
- c. The Indian Institution and the concerned affiliating University/ Board shall also enter into a bipartite agreement/ MoU for this purpose.
- d. For Course(s) where University/ Board approval is not mandatory, the Foreign University/ Institution and the Indian Partner Institution shall enter into a bipartite agreement/ MoU for this purpose.
- e. **The students admitted under the Twinning Programme should spend at least one Semester for the two years Programme and two Semesters for four years of the Course in the Foreign University/ Institution in its Parent Country.**
- f. The students failing to secure Visa should be enrolled in a similar Programme being conducted by the Indian Partner Institution, affiliated to a University/ Board. The Intake of such students shall be over and above the “Approved Intake” of the Programme being conducted by the Indian Partner Institution.
- g. The Degree shall be awarded by the Foreign University/ Institution and in its Parent Country.

3.4 TER Charges

- a. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal www.aicte-india.org failing which, the application shall not be considered. Applications shall be accepted subject to realization of the Payment.
- b. TER Charges for different type of Institutions for Introduction and Continuation of Twinning Programme(s) is as follows:

Sl. No.	Type of Institution	Introduction ₹ in Lakh	Continuation ₹ in Lakh
i	Minority Institution/ Institution set up in J&K/ North Eastern States/ Institution set up exclusively for Women/ PwD	10.0	5.0
ii	Government/ Government aided Institutions/ Central/ State University	Nil	Nil
iii	All other Institutions	15.0	7.5



3.5 Procedure

- a. The existing Institution seeking approval for Collaboration and Twinning Programme shall apply on AICTE Web-Portal and shall be processed by the Scrutiny/ Re-Scrutiny Committee followed by Expert Visit Committee as per the procedure mentioned in Clauses 1.10 and 1.11 of Approval Process Handbook.
- 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 of Approval Process Handbook 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.

3.6 The Institution shall submit an **Annual Report** giving details of the number of students admitted, Programme(s) conducted, total fee collected, amount transferred to the Parent Country, investment made, number of students awarded Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree and any other information that the Council shall ask for.

3.7 The Council shall cause an **Inspection**, whenever necessary, with or without prior notice, to assess the Infrastructural and other facilities available/ to verify the compliance of conditions, Norms, Standards etc. prescribed by the Council from time to time.



4.1 Introduction

- a. The higher Education system in India includes both Private and Public Universities. Public Universities are supported by the Government of India and the State Governments, while Private Universities are mostly supported by various bodies and Societies. Universities in India are recognized by the University Grants Commission (UGC), which draws its power from the University Grants Commission Act, 1956. The types of Universities include:
 - **Central Universities** are established by an Act of Parliament and are under the purview of the Department of Higher Education in the Union Human Resource Development Ministry.
 - **State Universities** are run by the concerned State Government/ Union Territories of India and are usually established by a local legislative assembly act. University shall also have “Constituent College”, an Institution/ Department/ College/ School as a part of the University.
 - **Institution Deemed to be University** is an Institution for Higher Education so declared on the recommendations of the Commission by the Central Government, under Section 3 of the UGC Act.
 - **Private Universities** are established by State/ Central legislature and approved by the UGC. They can grant degrees but they are not allowed to have Off-Campus/ Affiliated Colleges.
- b. All categories of Universities shall maintain standards, higher than the minimum infrastructure, Faculty and other norms given in the Approval Process Handbook.
- c. Central, State and Private Universities may apply for approval by providing Infrastructure and other requirements as specified in the Approval Process Handbook.
- d. Institutions Deemed to be Universities offering Technical Course(s)/ Programme(s) shall not admit students without prior approval of the Council.
- e. Off-Campus of the University is a Campus established by it and approved by UGC, outside the main campus (within or outside the State) operated and maintained as its constituent unit, having the University’s compliment of facilities, Faculty and staff.
- f. Area of operation of State Universities/ Private Universities shall be as approved by the University Grants Commission/ State jurisdiction.
- g. Applicants shall submit the application on AICTE Web-Portal www.aicte-india.org.
- h. The applications received shall be processed as per the norms and procedures prescribed in the Approval Process Handbook. The Applicant shall also adhere to the existing Central, State and Local Laws.

4.2 Time Schedule for processing of applications

- a. AICTE shall notify through a Public Notice in the leading newspapers and through 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 Universities regarding approval, online application is mandatory. Applications submitted offline are not valid.

- b. The submission of an application on AICTE Web-Portal and payment shall not be later than the last date as notified in the Public Notice.

4.3 Seeking approval of the Council

4.3.1 Application for the various categories mentioned in Chapter I, II and III of the Approval Process Handbook, for Universities offering Technical Programme(s) at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level for conducting Programmes in Engineering and Technology, Pharmacy, Architecture and Planning, Applied Arts, Crafts and Design, Hotel Management and Catering Technology, MCA and Management.

4.3.2 Requirements and Eligibility

- a. Notification issued by the Government under Central/ State Act declaring an Institution as a Central/ State/ Private University or section 3 of UGC Act declaring an Institution as a Deemed to be University.
- b. The Central/ State/ Private/ Institution Deemed to be University shall be a registered Society under the Societies Registration Act, 1860 through the Chairman/ Secretary of Society or a Trust registered under the Indian Trust Act, 1882 as amended from time to time or any other relevant Acts through the Chairman/ Secretary of the Trust or a Company established under Section 8 of Companies Act, 2013 or Central or State Government/ UT Administration or by a Society or a Trust registered with them.
- c. Provided that the members/ trustees/ promoters of a managing Trust/ Society/ Company of an Institution Deemed to be University, not being controlled by Government/ UT, shall not be directly or indirectly connected with the members/ trustees/ promoters of a managing Trust/ Society/ Company.

4.3.3 In all the above cases, Universities seeking approval for the first time from AICTE shall submit an application as a new Technical Institution for all their existing Technical Programme(s) and Course(s). Institution Deemed to be University having multiple Campuses/ Off Campuses/ Constituent Colleges shall apply separately for approval.

4.4 Submission of Application

4.4.1 User ID and Password

- a. A unique USER ID shall be allotted to each new application on payment of ₹5000/- (Five Thousand Only), through the payment gateway on AICTE Web-Portal www.aicte-india.org.
- b. The Universities already approved by AICTE shall use the USER ID's allotted to them previously.
- c. If any University has forgotten the Password, the University shall apply to Regional Office with an Affidavit¹ for "Forgotten Password" along with the proof of payment of ₹5000/- (Five Thousand Only), through the payment gateway on AICTE Web-Portal www.aicte-india.org. Regional Officer shall verify and upload in the Web-Portal for allotment of Password to the Applicants for further processing.
- d. Using the USER ID, the application in the prescribed Format shall be filled and submitted on AICTE Web-Portal www.aicte-india.org. Using this USER ID, the Applicant shall be able to track the status of the application at various stages of processing.



4.4.2 Details of Technical Education Regulatory (TER) Charges

- a. Existing Universities offering Technical Programme(s) at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree applying for the grant of approval for the first time:

Sl. No.	Type of University	TER Charges ₹ in Lakh
i	Central University/ State University/ Institution Deemed to be University (Government)	Nil
ii	Institution Deemed to be University (Private)/ Private University	8.0
iii	ALL Applicants under (ii) whose application was rejected and issued Final LoR in the previous year i.e. 2018-19*	3.0

* Not applicable for Application which was rejected in 2018-19 and TER Charges refunded under Clauses 1.4.2.h and 1.4.7.b of Chapter I of Approval Process Handbook.

- b. In an extraordinary circumstance, if an additional Scrutiny Committee has to be conducted **inclusive of the Court directions to any type of Universities**, the Applicant has to remit ₹1.0 Lakh through online.
- c. In an extraordinary circumstance, if an additional Expert Visit Committee has to be conducted **inclusive of the Court directions to any type of Universities**, the Applicant has to remit ₹2.0 Lakhs through online.
- d. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal within the deadline failing which, the application shall not be considered.
- e. Only those applications submitted within the cut-off date including payment shall be considered for processing.

- 4.4.3 All Applicants shall ensure that the data entered/ edited are correct. Facility to edit the data is available until the submission of the application by pressing the “submit” tab.

After pressing the “submit” tab, the data entered is not allowed for any further editing till the processing of application is completed. Hence, Applicants shall exercise utmost caution before pressing the “submit” tab.

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

- 4.4.4 An Affidavit⁴ sworn before First Class Judicial Magistrate or Notary or an Oath Commissioner on ₹100/- Non-Judicial stamp paper/ e-stamp paper shall be uploaded. In case of any false information, AICTE shall invoke the provisions, both civil and/ or criminal as per the Regulations in place.
- 4.4.5 A printout of the complete online application (for categories falling under Chapter I of Approval Process Handbook) as submitted on AICTE Web-Portal, along with the proof of payment, and documents mentioned as per Appendix 16 of Approval Process Handbook duly attested by the Chairman/ Secretary of the Trust shall be submitted on the date of Scrutiny at the Regional Office failing which the Scrutiny shall not be conducted.
- 4.4.6 Applications submitted for the categories mentioned under Chapter II and III shall submit the documents as applicable in Appendix 17 of Approval Process Handbook.
- 4.4.7 Applications complete in all respects shall only be processed.



4.5 Grant of Approval

4.5.1 Requirements and Eligibility

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

Further to that it shall be open for the Promoter Trust/ Society/ Company of the proposed University 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 University situated on that Land.

- b. University shall fulfill ALL the norms as specified in the Approval Process Handbook.

Further that, the Institution Deemed to be Universities shall also have to fulfill the norms as per UGC Regulations.

- c. Buildings for the First Year of the Programme(s) should be completed in all respect as per the Infrastructure requirements as specified in the Approval Process Handbook. Building Plan for the entire duration of the Programme(s) of the University 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. The Head of the “University” shall be named as “Vice Chancellor” having qualifications as per UGC norms.

- 4.5.2 The Applicants shall not use name of the University in such a way that the abbreviated form of the name of the University 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 University 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 University is established by Government of India or its name is approved by the Government of India.

- 4.5.3 The Applicant shall apply in AICTE Web-Portal for all the Technical Programme(s) as approved by University Grants Commission for Approval.

4.5.4 Evaluation of the application by Scrutiny/ Re-Scrutiny Committee

- a. The applications shall be evaluated by a Scrutiny/ Re-Scrutiny Committee constituted as per Appendix 13.4 of Approval Process Handbook by the Regional Officer by the selection of members through automated selection process provided on AICTE Web-Portal. However, if any member of the Scrutiny/ Re-Scrutiny Committee is unable to attend or refuses or incapacitated to take part in the Committee, then Regional Officer with prior or post-facto approval of the Member Secretary, AICTE, shall opt to choose another expert from approved panel of the experts manually. Under extraordinary circumstances, the Scrutiny/ Re-Scrutiny Committee shall also be constituted manually by the Regional Officer with prior approval of the Chairman.
- b. The date and time for Scrutiny shall be informed by the concerned Regional Office.
- c. 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 the conduct of the meetings; however, he/ she shall not be part of the Committee.
- d. Two representatives of the Applicant shall be invited to present their case along with the supporting documents before the Scrutiny/ Re-Scrutiny Committee.



Self-attested Photo ID proof and an authorization letter from the Chairman/ Secretary of the Trust/ Society/ Company shall be produced to the Committee.

- e. The Applicants are classified into THREE categories, as Category I, II and III. Universities with a NAAC score more than 3.51 and above; 3.26 to 3.50 and notified by UGC as Category I and II respectively as per the UGC (Categorization of Universities (Only) for grant of Graded Autonomy) Regulations, 2018 are considered as Category I and II respectively. University shall be in Category III, if it does not come either under Category I or Category II.
 - f. For Applicants falling under Category I and II, the Scrutiny/ Re-Scrutiny Committee shall verify
 - NAAC Certificate having scores more than 3.26
 - Notification issued by the Government under Central/ State Act declaring an Institution as a Central/ State/ Private University or section 3 of UGC Act declaring an Institution as a Deemed to be University
 - UGC approval letter(s) for the main Campus and Off Campuses, if any.
 - Such Universities shall have to adhere to norms and standards specified by AICTE from time to time and an Affidavit¹⁰ to this effect shall be submitted to the University Grants Commission.
 - g. Applicants falling under Category III shall present their application and **ALL** original documents along with self-attested copies as per Appendix 16 (as applicable) of Approval Process Handbook, before the Scrutiny Committee. Applicants shall adhere to Scrutiny schedule and not to remain absent at the time of Scrutiny.
 - h. The Scrutiny Committee shall verify the authenticity of the documents submitted by the Applicant as mentioned above and shall countersign in all the documents that are accepted.
 - i. Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the Applicant Trust/ Society/ Company through Web-Portal.
 - j. 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.
 - k. 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.
 - l. The Regional Officer shall ensure and certify that all the fields of the Scrutiny/ Re-Scrutiny Committee Report are filled completely.
 - m. Applications which are found to be in order in all respects by the Scrutiny/ Re-Scrutiny Committee in case of Applicants falling under Category I and II shall be placed before Regional Committee for issue of LoA and in case of Category III, the same shall be processed further by an Expert Visit Committee. The date of visit shall be communicated through Web-Portal.
 - n. The attested copies of original documents shall be retained by the Regional Office.
- 4.5.5** Application shall be processed by Expert Visit Committee as per Clause 1.11 of Approval Process Handbook. An academic expert shall be the nominated by the UGC. However, a Vice Chancellor/ Former Vice Chancellor/ Director of IIT/ NIT nominated by AICTE shall be the Chairman of the Expert Visit Committee.



4.5.6 Application shall be processed by Regional Committee as per Clause 1.12 of Approval Process Handbook.

4.5.7 Grant of Approval shall be as per Clause 1.13 of Approval Process Handbook.

- a. The Executive Committee after considering the recommendations of the Regional Committee and views of the Approval Bureau shall take decision to grant of approval or otherwise. The decisions of the Executive Committee shall be ratified by the Council.
- b. The decision of the Executive Committee shall be uploaded on 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.
- c. Applicants (except Central University/ State University/ Institution Deemed to be University (Government)) whose applications are recommended for Letter of Approval (LoA) by the Executive Committee shall be informed for submission of Security Deposit as applicable as per Clause 1.13.e of Approval Process Handbook.
 - State University/ Central University/ Institution Deemed to be University (Government)/ are not required to pay the Security Deposit.
 - Institution Deemed to be University (Private)/ Private Universities which were in existence for more than 10 years with UGC are exempted from the payment of Security Deposit.
 - Universities which were granted approval from AICTE earlier as a Technical Institution and created Security Deposit and got released after the maturity period are not required to pay the Security Deposit, else the University shall pay the Security Deposit for the remaining period of 10 years, as applicable.
- d. The amount deposited by the University shall remain with the Council. The interest accrued on this deposit shall be utilized by the Council for Quality Improvement Programme for Faculty and giving Scholarships to students.
- e. The Principal amount shall be returned to the Trust/ Society/ 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 a case to case basis and/ or forfeited in case of any violation of norms, conditions, and requirements and/ or Non-Performance by the University and/ or Complaints against the University.
- f. 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 specified in the Approval Process Handbook.
- g. If the application for the new Technical Institution is rejected at the level of Scrutiny/Re-Scrutiny and not availed the appeal provision, the TER Charges after a deduction of ₹50000/- (Rupees Fifty Thousand only) shall be refunded to the Applicant.
- h. **The Council shall normally not grant Conditional Approval to any University.**
- i. The University/ Applicant, if aggrieved by the decision of Executive Committee, shall **appeal** as per Clause 1.15 of Approval Process Handbook and the final decision of the Council shall be uploaded on or before 30th April of the Calendar Year.
- j. Faculty shall be made available as per the norms, standards and conditions prescribed by the Council.



- k. A final Letter of Approval/ Letter of Rejection with the reasons for rejection of the application shall be issued to the University through Web-Portal, on or before 30th April of the Calendar Year.
- l. LoA shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA No.9048/ 2012.
- 4.6 Universities granted approval for offering Technical Programme at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level shall submit an application to the Council every year for Extension of Approval of Course(s) offered by the University.
- 4.7 Applications submitted for other Categories in Chapter I/ II/ III of Approval Process Handbook
- a. The requirements, eligibility and procedure shall be as per the concerned Clauses of Chapter I/ II/ III of Approval Process Handbook.
- b. Details of Technical Education Regulatory (TER) Charges

Sl. No.	Type of University	TER Charges ₹ in Lakh
i	Central University/ State University/ Institution Deemed to be University (Government)*	Nil
ii	Institution Deemed to be University (Private)/ Private University	Corresponding TER Charges as mentioned in Chapter I/ II/ III

* TER Charges is applicable, if self-financing Courses are offered

- c. In an extraordinary circumstance, if an additional Scrutiny Committee has to be conducted **inclusive of the Court directions to any type of Universities**, the Applicant has to remit ₹1.0 Lakh through online.
- d. In an extraordinary circumstance, if an additional Expert Visit Committee has to be conducted **inclusive of the Court directions to any type of Universities**, the Applicant has to remit ₹2.0 Lakhs through online.
- e. The applications shall be processed as per the procedure given in Approval Process Handbook and the Executive Committee/ Council shall grant Extension of Approval as applicable for Universities to continue for conduct of Technical Programme(s) and Course(s). The decisions taken by the Executive Committee shall be ratified by the Council.
- f. The decision of the Council shall be included in the issuance of Extension of Approval and uploaded in the Web-Portal and the Universities shall download the same through their login. Speaking orders (in case of reduction in Intake, No Admission, etc.) shall be uploaded in the Web-Portal not later than 10th May of the Calendar Year.
- 4.8 Extension of Approval shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA No.9048/ 2012.
- 4.9 Student's eligibility for admission shall be as per Appendix 1 of Approval Process Handbook.
- 4.10 Increase in Intake/ New Course shall be processed as per Clause 2.7 of Chapter II of Approval Process Handbook. The Scrutiny Committee shall verify the additional documents as specified in Appendix 17 of Approval Process Handbook.



Universities offering Technical Programme(s) approved by the Council, falling under Category I and II as declared by UGC are exempted from taking approval for increase in Intake/ New Course from AICTE. However, such Universities shall have to update the data in AICTE Web-Portal on annual basis and comply the norms and standards as specified by AICTE from time to time. If any complaints are received about the violation of the norms, AICTE shall inspect the University and inform the UGC to take appropriate action. In case of Institution Deemed to be University, the action as specified in the Approval Process Handbook shall be initiated and informed to the UGC.

- 4.11 Board of Management (BoM) shall be constituted for Institution Deemed to be University (Private)/ Private University. **BoM of Universities shall be as per Acts and Statutes of UGC.** The minutes of the meetings shall be uploaded periodically in the website of the Universities.
- 4.12 The Universities shall display in their web site the mandatory disclosure including students admitted, their fee structure, Time schedule for payment of fee for the entire programme, Refund Policy etc.
- 4.13 To maintain a high standard in Technical Education, the Universities shall adopt quality measures such as revision of Curricula in tune with the changing trends in the industrial development, performing Academic Audit, conducting innovative academic and sponsored research, publishing papers in refereed journals and apply for the granting Patents.



5.1 National Skills Qualifications Framework (NSQF)

- a. The National Skills Qualifications Framework (NSQF) is a competency-based framework that organizes all qualifications according to a series of levels of knowledge, skills and aptitude. These levels, graded from one to ten, are defined in terms of learning outcomes which the learner must possess regardless of whether they are obtained through formal, Non-Formal or informal learning.
- b. The respective State Technical Educational Boards and/ or Universities shall affiliate the Institutions approved by AICTE for running of Vocational Courses. The fees shall be regulated by the respective state bodies. A No Objection Certificate as per Format 2 has to be submitted by the Institution.
- c. Any Technical Institution which is approved by AICTE is eligible for running the Vocational Courses.
- d. The Institution shall have to apply online on AICTE Web-Portal as per the calendar of AICTE for seeking approval.
- e. An Institution shall be allowed to seek up to 100 seats from the given specialisation, with a Division size of 25 each. Institution may choose one specialisation with 4 Divisions or 4 specialisations with one Division of each specialisation or such other combination.
- f. Education component shall be taught by the Institution and the skill component shall be covered by AICTE approved Skill Knowledge Provider (SKP)/ Training Provider approved by National Skill Development Corporation (NSDC) or Government Agency.
- g. Skill Knowledge Providers/ Trainers (SKP) have to be registered with AICTE or other authorised bodies such as NSDC for imparting specific skills. If the approved SKP is not located near the vicinity of College/ Institution, then the Institution can sign a MoU with the nearby SKP/ Training Provider (TP)/ Industry, with the prior approval of AICTE. AICTE shall conduct an Expert Visit Committee to such SKP before approving the Institution to sign a MoU. Details of the facilities available at SKP has to be submitted online.
- h. A student shall register with an AICTE approved Technical Institution for Diploma in Skills (D.Skills), Diploma in Vocation (D.Voc.) or Bachelor in Vocation (B.Voc.) to acquire formal education credits. (For credit framework, refer to SAMVAY document).
- i. The student completes the skill modules as required at various certification levels, one level at a time, acquires the necessary credits from the Skill Knowledge Provider/Trainers (SKP), and gives them on to the Institution where he is registered for Diploma in Skills (D.Skills), Diploma in Vocation (D.Voc.) or Bachelor in Vocation (B.Voc.).
- j. These credits are transferred to the Technical Board or the University as the case may be, which compiles the Vocational Skill credits and the formal education credits and if all such credits are available as required by the certification Level, then the Technical Board or the University shall award the certification at that level.
- k. Certification levels, in line with NSQF, as required shall entail the student for the award of a Diploma of Vocation (D.Voc.) or Bachelor in Vocation (B.Voc.). Since D.Skills is purely to provide skills (and not formal education), hence there shall be no equivalence for the same.

1. The candidates may enter the job market after each certification level or may continue to acquire additional credits to complete the requirements of Diploma of Skills (D.Skills), Diploma of Vocation (D.Voc.) or Bachelor of Vocation (B.Voc.).
- m. In all certification levels of ‘Knowledge and Skill’ have been identified (as per 1.10 of Appendix 1 of Approval Process Handbook. First two Levels refer to Standard IX and X at school level. These shall be with the CBSE Schools or Schools affiliated to State Boards and equivalent other boards.
- n. Each level requires notifying hours of education and training per annum. For the Vocational stream leading to a Degree/ Diploma/ Post Diploma, these hours shall have both Vocational and academic component as notified by MHRD/AICTE. The Skill modules or the Vocational content at a certification Level could be a single skill or a group of skills of the number of hours prescribed.
- o. A candidate shall have freedom to choose either a Vocational stream or a conventional stream to reach graduation level. In addition, a candidate shall have freedom to move from Vocational stream to current formal higher education stream or vice versa at various stages. This multi-level entry and exit system shall allow the candidate to seek employment after any level and re-join the education as and when feasible to upgrade qualifications/ skill competency.
- p. A student entering a Vocational stream from general stream can enter at a certain level provided the skills required at that level are acquired, from a registered SKP. A suitable bridge Course where necessary may be run by the Institution for imparting the knowledge to the student seeking Lateral Entry.
- q. A student who has acquired the skills through work experience, can also enter the Vocational stream at an appropriate level provided he is assessed for the skills acquired from a registered SKP. The qualification with upward mobility is given in SAMVAY Document accessible at https://www.aicte-india.org/sites/default/files/SAMVAY_1_.pdf.

5.2 Registration for Seeking Vocational Education Course(s)

The pre-conditions for seeking approval for Vocational Education Programme(s) leading to Degree or Diploma in Vocational Education under National Skill Qualification Framework is as given under:

5.2.1 Requirements and Eligibility

- a. Vocational Education Programme(s) shall be conducted in an AICTE approved Institutions in the existing Infrastructure as per the norms of Approval Process Handbook.
- b. Skill based Course(s) that shall be started by AICTE approved Institutions are given below. Additional specialisation if any shall be added and updated on the website.

Sl. No	Specialization	Relevant Sector
i.	Automotive Manufacturing Technology	Mechanical or any allied branches
ii.	Automobile Servicing	
iii.	Production Technology	
iv.	Industrial Tool Manufacturing (ITM)	
v.	Refrigeration and Air Conditioning	Electronics/ Mechanical or any allied Branch
vi.	Software Development	Computer Science/ Information Technology/ MCA or any allied Branch
vii.	Graphics and Multimedia	
viii.	BFSI	MBA/ PGDM or any allied Branch
ix.	Travel and Tourism	MBA/ Hotel Management or any allied Branch
x.	Food Processing	Agriculture/ Hotel Management or any allied Branch
xi.	Electronic Manufacturing Services	Electronics/ Electrical or any allied Branch



xii.	Medical Image Technology	Pharmacy or any allied Branch
xiii.	Printing and Packing Technology	Printing Technology or any allied Branch
xiv.	Interior Design	Architecture or any allied Branch
Only B.Voc.		
xv.	Mobile Communication	Electronics/ Electronics and Telecommunication or any allied Branch
Only D.Voc.		
xvi.	Architecture Assistantship	Architecture or any allied Branch

- c. Resolution of the Trust/ Society/ Company approving the Institution to start Diploma/ Degree in Vocational Courses, duly signed by the Chairman/ Secretary in the Format³.
- d. The NOC (as per Format 2) of the respective State Technical Education Boards/ affiliating Universities for curriculum, evaluation, practical etc. is taken before starting the Course.
- e. The Head of the Institution conducting “Vocational Education Programme” shall be the “Principal” of the Parent Institution where Vocational Education Programme(s) are conducted.
- f. All Institutions initially shall be eligible for a maximum of four (4) Sectors/Specializations per location, consisting of a maximum 100 students with a batch size of 25 students.
- g. If there are no deficiencies, then the Council shall allot the intake applied for, as specified in the Approval Process Handbook.
- h. Institutions shall appoint Teaching Staff, Coordinator and other Technical Supporting Staff and Administrative Staff strictly in accordance with the methods and procedures of the concerned affiliating University, or the Technical Boards.
- i. A MoU shall be signed between the Institution and the SKP as per Format 4.

5.2.2 Admission, Curriculum and Fees

- a. The Institution shall publish in their Brochure and Web site the details of this scheme and the specialization offered and approved intake in respective specialization.
- b. The Institution shall invite applications, giving advertisement in newspapers and publishing the same in the Institution’s Web site.
- c. The Procedure, Rules and Regulations for admission shall be as prescribed by the affiliating University or Board of Technical Education.
- d. The Institution shall upload the student information in AICTE Web-Portal and also display information regarding admitted candidates in their Web site for information to the students and other stakeholders.
- e. Admission to these seats shall be made on merit basis among Applicants.
- f. The concerned State Government/UT shall notify the tuition and other fees for candidates to be admitted.
- g. Model Structure of the Curricula for different Course(s) proposed by the Council and available in AICTE Web-Portal shall be used as a guideline and the Institutions may adopt the same with suitable changes as approved by the affiliating bodies.

5.2.3 Procedure

- a. Existing AICTE approved Institution shall apply for Vocational Education Programme on AICTE Web-Portal and select Sectors/ Specialization from AICTE Web-Portal.



- b. The Scrutiny Committee shall verify the eligibility of the Institution for the Programme and give its recommendation for intake in applied sector and specialization based on available facility in the Institution.
- c. The Scrutiny Committee report shall be placed before the Regional Committee.
- d. Recommendation of the Regional Committee shall be uploaded on Web-Portal by the Regional Officer and forwarded for further processing.

5.3 Norms for Vocational Education Provider

- a. The existing resources of the Institution including Faculty, Library, Class Room, Computer Centre, etc. shall be used for running the Vocational Courses subject to the condition that AICTE approval had been granted for same or allied sector for regular Courses.
- b. Industry experts or Guest Faculty may be called for supplementing the curriculum as required.

5.4 In case of any violation of the above said norms, the same shall be processed as per Chapter VII of Approval Process Handbook.



- 6.1** The **Duration and Entry Level Qualifications** for the Technical Programme such as Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Levels shall be as provided in the Appendix 1 of Approval Process Handbook.

A Faculty/ Employee working on Full Time basis in an Institution/ Organisation and pursuing/ pursued any Full Time Course for the same duration as that of Regular Shift shall be considered as invalid for the purpose of employment/ higher studies.

However, the Faculty/ Employee shall pursue a Course as Part Time for longer duration, in the same City.

- 6.2** The **list of approved nomenclature of Courses** at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Programmes in Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts/ Design/ Hotel Management and Catering Technology/ MCA/ Management shall be as provided in the Appendix 2 of Approval Process Handbook.

Provided that if any Institution propose to start a 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 and Curriculum and its nomenclature to the Policy and Academic Planning Bureau, AICTE to process the same in the respective Board.

- 6.3** The “Maximum Intake Allowed” in a Technical Institution offering Technical Programme(s) at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level, **WITHOUT NBA**, shall be as per the Appendix 3 of Approval Process Handbook. However, for the Programmes other than Pharmacy and Architecture and Planning in Diploma/ Under Graduate Level, a **MAXIMUM OF THREE DIVISIONS PER COURSE** is permissible **WITH NBA**, applicable to MBA also.

- 6.4** The Technical Institutions shall follow **Norms for Land and Built-up requirements** as provided in the Appendix 4 of Approval Process Handbook.

- a. Land as required with clear title shall be in the Name of the Trust/ Society/ Company, in case of Institutions. However, in case of the Institution Deemed to be Universities (Private)/ Private Universities, Land shall be under the undisputed ownership and possession of the University.
- b. Documents showing ownership of Land/ Building as per the provisions of Section 8 of the Transfer of Property Act, 1882 or any other Law for the time being in force relating to transfer of property to or by Companies, Associations or bodies of individuals, in the name of the Applicant in the form of Registered Sale Deed/ Irrevocable Gift Deed (Registered)/ Irrevocable Government/ Private Lease Deed (Registered) (for a period of minimum 30 years with at least 25 years of live Lease at the time of submission of application).
- c. It shall be open for the Promoter Trust/ Society/ Company of the proposed Institution to mortgage the Land with the prior intimation to AICTE after the issue of the Letter of Approval (LoA), only for raising the resources for the purpose of development of the Technical Institution situated on that Land.
- d. 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 the obstacles come later, connectivity shall be ensured and proper Safety Certificate should be produced from Competent Authority.

- e. The Land Use Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.
 - f. The Land Conversion Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.
 - g. The Land Classification Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.
 - h. Occupancy Certificate/ Completion Certificate/ Building License/ Form D (as applicable) shall be obtained from the Competent Authority (as per standard format prescribed by the issuing Authority). For Government Buildings, the Government Building Act, 1899 is applicable.
 - i. After the expiry of a period of thirty years from the issue of Completion Certificate, a Structural Stability Certificate from the registered Structural Engineer for the purpose of certifying that the Building is fit for human habitation shall be produced. Structural Stability Certificate is valid for a period of FIVE years from the date of issue.
 - j. In case of any modifications are done in existing Building, stability of entire construction needs to be checked and also Building Plan need to be re-validated, in case of major changes.
 - k. A valid Fire Safety Certificate shall be obtained from the Competent Authority. The Fire Safety Certificate is valid for a period THREE years for Non-Residential Buildings from the date of issue.
 - l. State wise Competent Authorities for issuing the Certificates pertaining to the Land/ Building including Occupancy Certificate are given in Annexure 8 of Approval Process Handbook.
- 6.5** The Technical Institutions shall follow **Norms for Books, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment** as provided in the Appendix 5 of Approval Process Handbook.
- 6.6** The Technical Institutions shall follow **Norms for Essential and Desirable requirements** as provided in the Appendix 6 of Approval Process Handbook.
- a. The Language Laboratory shall be 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 aim at confidence-building for interviews and competitive examinations. The Language Laboratory sessions also include word games, quizzes, extemporaneous speaking, debates, skills, etc. This Laboratory shall have an area of 66 m² and to be provided with 25 Computers for every 1000 students for each Institution offering Diploma/ Under Graduate Courses.
 - b. Barrier Free Built Environment for disabled and elderly persons, including the 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.

The 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)



- The Lift can be provided but not essential.
- The 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, the one-way length of the ramp shall not exceed 9 m having double handrail at a height of 800 and 900 mm on both sides extending 300 mm beyond top and 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.
- c. 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.
 - The 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.
 - Special needs of students, Faculty and Staff with disabilities have to be taken care in the event of an emergency.
 - Counselling arrangements for the affected individuals shall be provided.
- 6.7 The Technical Institutions shall follow **Norms for Faculty requirements and Cadre ratio** at Diploma/ Under Graduate/ Post Graduate Level as provided in the Appendix 7 of Approval Process Handbook.

The Institution should not demand for the Original Degree Certificates from the Faculty members at the time of joining the Institution.

- a. In the following Programmes, the Adjunct Faculty/ Resource Person as per guidelines given in Annexure 9 of Approval Process Handbook is permissible (up to a maximum), as the Programmes require more practical exposure.



- Design - 20%
- Architecture - 25%
- Planning - 30%

In all other Programmes, ONLY under exigent conditions such as relieving/retirement of Faculty members/ delay in Faculty recruitment, Institutions may avail the services of Adjunct Faculty/ Resource Person up to a maximum of 10% of the required Faculty members as per the “Approved Intake”, for a period not exceeding one Academic Session. The Institutions may appoint more number of Adjunct Faculty for the benefit of the students to get the Industrial exposure.

- 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 Post Graduate Course, there should be at least one Professor with Ph.D. qualification.
- Faculty requirement for a Course may comprise of Faculty of Science and Humanities and other interdisciplinary specialisation depending on the University Curriculum.
- Number of Technical and Non-Teaching Staffs depends on the Institution/ University/ concerned Government norms.
- Aadhaar seeding has to be provided for the Faculty.
- The Technical Institutions may introduce online Aadhaar linked Biometric attendance for regular Faculty members.

Disclaimer:

Annexures 6 and 7 of Approval Process Handbook provide the major domains and the corresponding possible nomenclatures under each domain which is applicable to AICTE approved Institutions. Inter disciplinary Courses are numerous and more firmly entrenched in the academy than ever. Such Courses are being offered at various Universities, IITs, NITs, IISERs, NISERs and other Institutes of National importance, other than the nomenclatures listed in Approval Process Handbook and AICTE cannot update all the existing nomenclatures. However, the recruiting authorities shall decide the equivalent Course(s) based on the curricula and syllabus, without taking approval from AICTE, depending on the needs of their Programme(s)/ Course(s).

6.8 The Technical Institutions shall follow **Faculty Cadre and Qualifications** as provided in the Appendix 8 of Approval Process Handbook.

6.9 Admission to Lateral Entry to Second Year Course(s)

- Lateral Entry to Second Year Diploma Course(s) shall be permissible up to a maximum of 10% of the “Approved Intake” which shall be over and above, supernumerary to the “Approved Intake”, plus the unfilled vacancies of the First year as specified in the Approval Process Handbook.
- Lateral Entry to Second Year Degree Course(s) in Engineering and Technology/ Pharmacy/ MCA Programme shall be permissible up to a maximum of 10% of the “Approved Intake” which shall be over and above, supernumerary to the “Approved Intake”, plus the unfilled vacancies of the First year as specified in the Approval Process Handbook.
- The Institution applied for Closure (if the same is under process/ approved for Progressive Closure) are eligible for admission to the Lateral Entry in the current Academic Year, as Extension of Approval was issued in the previous Academic Year and students were admitted during that year.



- d. The Institutions where "No Admission" have been issued for the current Academic Year are eligible for admission to the Lateral Entry in the current Academic Year, as Extension of Approval was issued in the previous Academic Year and students were admitted during that year. However, in the Institutions where "No Admission" have been issued for the previous Academic Year are not eligible for admission to the Lateral Entry in the current Academic Year.
 - e. Institutions applied for the Conversion of Degree Level into Diploma Level and vice-versa/ Conversion of Women's Institution to Co-ed Institution and vice-versa and approved for the conversion are eligible for admission to the Lateral Entry as per the approval that of the previous Academic Year.
 - f. Any Foreign National obtained Diploma in a Foreign Institution (having an equivalency Certificate issued by the Association of Indian Universities) or Diploma in an Indian Institution shall also be eligible for Lateral Entry into the Second Year Degree Course(s). The Institutions having approval for the supernumerary seats in such Course(s) as per Clause 2.16 of Approval Process Handbook are ONLY eligible to admit the Foreign Nationals as per the norms, else the Institution shall apply for the same on AICTE Web-Portal. However, the total Foreign Nationals admitted under supernumerary seats and the Lateral Entry shall not exceed the 15% of the "Approved Intake" in an Academic year.
 - g. **The Council shall not permit the Introduction or Continuation of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA Courses.**
- 6.10 The concerned State Government/ UT Admission Authority shall decide modalities for the admission.
 - 6.11 Induction training for 3 weeks is mandatory for First Year Students.
 - 6.12 Model Structure of the Curricula/ Syllabus for different Course(s) are proposed by the Council and available in AICTE Web-Portal shall be used as a guideline and Institutions/ Universities may adopt the same with suitable changes.
 - 6.13 The PGDM Institutions shall follow **Norms for PGDM Programmes** as provided in the Appendix 9 of Approval Process Handbook.
 - 6.14 The Technical Institutions shall follow **Subscription of Journals** as provided in the Appendix 10 of Approval Process Handbook.
 - 6.15 Format for **Detailed Project Report** (DPR) for the establishment of a new Technical Institution shall be as provided in the Appendix 11 of Approval Process Handbook.
 - 6.16 The Technical Institutions shall follow **Prevention and Prohibition of Ragging** as provided in the Appendix 12 of Approval Process Handbook.
 - 6.17 **Structure of Various Committees** is given in the Appendix 13 of Approval Process Handbook.
 - 6.18 **Regional Offices of AICTE** are given in the Appendix 14 of Approval Process Handbook.
 - 6.19 The Technical Institutions shall follow **Grievance Redressal** as provided in the Appendix 15 of Approval Process Handbook.
 - 6.20 **Documents to be submitted** for applications under Chapter I are given in Appendix 16 of Approval Process Handbook.
 - 6.21 **Documents to be submitted** for applications under Chapter II/ III are given in Appendix 17 of Approval Process Handbook.



- 6.22 Recommended Composition of Board of Governors** in the Technical Institutions is given in the Appendix 18 of Approval Process Handbook.
- 6.23** The Technical Institutions shall follow **Academic Calendar** as specified in the Appendix 19 of Approval Process Handbook.
- 6.24** The Technical Institutions shall conduct the **Fellowship Programme in Management** as specified in the Appendix 20 of Approval Process Handbook.
- 6.25** The Institutions may conduct skill development Courses of any other Regulatory Body 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. In such cases, a Scrutiny Committee shall be conducted for the issue of NOC.
- 6.26 The Council shall not permit the Introduction of Part Time/ Second Shift Courses.**
- The Council shall permit the Introduction/ Continuation of NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats ONLY in the Regular Shift Courses.**
- 6.27** Ample space shall be made available for playground in an Institution. Institutions shall provide owned/ hired facilities for indoor and outdoor sports for the students either in the Campus or through arrangements with other adjacent Institutions, Corporation grounds, private facilities, etc.
- 6.28** Total Built-Up area under each sub-categories such as Instructional area, Administrative area, Amenities area and Circulation area for each Programme shall be fulfilled. Built-Up area in excess than the total Built-up area required to run the Programme(s) and Course(s) for the entire duration shall be utilized for the student developmental activities such as Research Park, Start-up Centre, Innovation Club, Entrepreneurship, etc.
- 6.29** The Technical Institutions shall initiate MoUs with the Industries for the internships of the students and report the outcomes of the same in their website.
- 6.30** Mandatory disclosures as given in the Annexure 10 shall be displayed in the website of each Technical Institution.
- 6.31** The Institutions shall adopt the minimum standards and qualifications as specified in Approval Process Handbook. However, Institutions Deemed to be Universities/ Institutions having Accreditation/ Autonomy status shall surpass the minimum standard and qualifications specified.
- 6.32** In National Defence/ 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.
- 6.33** Recommendations of National Fee Committee for the maximum tuition and development fee for Regular/ First Shift Programme(s) as given in Annexure 11 of Approval Process Handbook have been accepted by the Council and shall have to be followed.
- 6.34** Those Institutions applied for the NBA having Extension of Approval with full “Approved Intake” for consecutive six years and granted a 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, the NBA shall be intimated suitably.
- 6.35** Universities other than Institutions Deemed to be Universities falling under Category III as notified by UGC do not require prior approval of AICTE to commence a new Course and



Programme in Technical Education, however Universities have an obligation or duty to conform to the standards and norms lay down by AICTE.

- 6.36** AICTE does not recognize the Programme(s)/ Course(s) in Technical Education offered through distance mode except Management, MCA and Diploma/ Degree in Travel and Tourism Programmes, with the explicit approval of AICTE.
- 6.37** Supernumerary seats (25 Nos.) are granted by the Council, for the Institutions falling under the Centrally Supported Scheme of “Upgrading existing Polytechnics to integrate Persons with Disability (PwD)” in the mainstream of Technical and Vocational Education.
- 6.38** Affidavit⁴ specified in Approval Process Handbook shall be uploaded in the Web-Portal in e-stamp paper with digital signature of the authorized signatories.
- 6.39** In case of any litigation pertaining to the penal action initiated by the Council for an Institution, for the contravention of any of the relevant Regulations, such Institution shall have to apply as per Clause 7.1.b/ 7.19 of Approval Process Handbook, as applicable in the next Academic Year in AICTE Web-Portal, in the absence of any specific court order to the contrary.

6.40 Tuition Fee Waiver scheme (TFW)

- a. Scheme shall be applicable to all approved Technical Institutions offering Diploma, Post Diploma, Under Graduate Programme(s), MCA, PGDCA, MBA Programme(s) and Lateral Entry provisions of these Programme(s).
- b. The scheme shall be mandatory for all Institutions approved by the Council.

c. Requirements and Eligibility

- Sons/ Daughters of parents whose annual income from all sources does not exceed ₹8.00 Lakh.
- 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/ Government aided Institutions. All other fees except tuition fee shall have to be paid by the beneficiary.

d. Admission Procedure

- Under this Scheme, up to a maximum of 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 Course(s) 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 candidates.
- The 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 the Institution/ Course under any circumstances.
- The Institutions shall also display information regarding admitted candidates in their Web site for information to the students and other stakeholders.

6.41 Supernumerary seats for J&K under Prime Minister's Special Scholarship Scheme (PMSSS)

- a. Scheme shall be applicable to selected approved Technical Institutions having NIRF ranking and offering Bachelor Programme(s). Diploma holders in Engineering are eligible for Lateral Entry under the provisions of these Programme(s).
- b. 2 seats per Course shall be available for these admissions with the maximum of 10 seats per Institution. These seats shall be supernumerary in nature and shall be available to such Course(s) in an Institution.
- c. The scheme shall be mandatory for all Institutions approved by the Council subject to, the changes suggested by the Inter-Ministerial Committee of MHRD from time to time.
- d. **Eligibility**
 - All students domicile of J&K are eligible for seats under this scheme.
 - The student passed Higher Secondary Examination (12th Std.) from the schools located in J&K.
 - Sons/ Daughters of parents whose annual income from all sources does not exceed ₹8.00 Lakh.
- e. **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 as 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 the Institution/ Course under any circumstances without permission from AICTE.

6.42 Release of Security Deposit

6.42.1 Procedure

- a. The Trust/ Society/ Company shall upload/ submit the following documents in AICTE Web-Portal for the release of the FDR/ RTGS.
 - Application/ request letter of the Institution for FDR/ RTGS release
 - Affidavit^s with details of the Institution and Name of the Trust/ Society/ Company, FDR/ RTGS details (as per the standard format)
 - Copy of FDR to be released, in a corpus fund made by RPGF, copy (ies) of the Demand Draft (if any) submitted to AICTE for creation of RPGF/ Online payment proof for Security Deposit



- 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 the release of the FDR.
 - c. In case of FDR/ RPGF, upon clearance from all the above, NOC shall be issued to the Institution by the RO.
 - d. In case of RTGS, the sanction order shall be issued by the Council.
- 6.42.2**Renewal of FDR after maturity is not permitted. However, in case of auto renewal, the remarks of the concerned Bank should be obtained for the release of the FDR.
- 6.42.3**If an Institution has any financial embezzlement with Government Bodies/ Banks, then Security Deposit shall not be released till the NOC from such body is received.
- 6.42.4**In case an Institution/ Trust/ Society/ Company violates the Security Deposit related norms, the Council shall initiate appropriate penal action.
- 6.42.5**For the Institutions approved by AICTE and later converted into a Private University/ Institution Deemed to be University by appropriate State/ Central Act, the release of Security Deposit shall be subject to no pending Complaints or Disciplinary Proceedings against such Institutions in addition to the submission of the above documents.
- 6.42.6**For the Institutions approved for Progressive Closure, Security Deposit shall be released upon the request from the Trust/ Society/ Company, subject to the submission of a Certificate from the affiliating University/Board stating that no students are studying in the Institution.



7.1 Introduction

- a. An Institution running any Programme/ Course in Technical Education in violation of Regulations/ Approval Process Handbook, shall be liable to appropriate Penal action including fine/ no admission/ reduction in “Approved Intake”/ Withdrawal of Approval/ criminal action by the Council against defaulting Trust/ Society/ Company/ Associated Individuals/ 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 of the Institution, the Technical Institution/ Trust/ Society/ Company shall apply afresh for approval after completion of two Academic Years for setting up a new Technical Institution with a different name 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 Course(s) in the previous Academic Year(s), if any, to such Institution against which the admitted students shall be treated as AICTE approved Course(s) only.
- d. If any of the information mentioned in the Affidavit is proved as false, penal action shall be initiated on the Deponent.

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

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

- Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- Reduction in “Approved Intake”
- No admission in one/ more Course(s) for one Academic Year
- Withdrawal of approval for Programme(s)/ Course(s)
- Withdrawal of approval of the Institution

7.3 Non-Fulfillment of requirement of qualified Principal/ Director

An 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



7.4 Non-Fulfillment of Faculty: Student ratio, not adhering to the Pay Scales and/ or qualifications prescribed for Faculty

Institutions not adhering to the Pay scales, or qualifications prescribed for Faculty members 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 NRI and supernumerary seats, if any, for one Academic Year
- Reduction in “Approved Intake”
- No admission in respective Course(s) for one Academic Year
- Withdrawal of approval in the respective Course(s)
- Withdrawal of approval of the Institution

The Council may initiate penal action for not regularizing and ensuring the timely and full payment of the salary of the Staffs through Electronic Clearing Service (ECS) by nationalized banks.

7.5 Non-Fulfillment of Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals, Library facilities requirements, etc.

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

- Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- Reduction in “Approved Intake”
- No admission in one/ more Course(s) for one Academic Year
- Withdrawal of approval for Programme(s)/ Course(s)
- Withdrawal of approval of the Institution

7.6 Non-Fulfillment of Essential requirements

Institutions not maintaining essential requirements as per Appendix 6 of the Approval Process Handbook shall be liable to any one or more of the following punitive actions by the Council.

- Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- Reduction in “Approved Intake”
- No admission in one/ more Course(s) for one Academic Year

7.7 Non-Fulfillment of Location/ Built-up Area/ Land at the time of year of establishment or current Academic Year

Institutions working in a 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 NRI and supernumerary seats, if any, for one Academic Year
- Reduction in “Approved Intake”
- No admission in one/ more Course(s) for one Academic Year
- Withdrawal of approval for Programme(s)/ Course(s)
- Withdrawal of approval of the Institution

7.8 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 12 Noon to 7 pm with 50% additional Faculty, which would be subject to surprise inspection leading to Closure of Course in case timings are not being followed/ with insufficient Faculty.

7.9 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.

- Five times the total fees collected per student shall be levied against each excess admission
- Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- Reduction in “Approved Intake”
- No admission in one/ more Course(s) for one Academic Year
- Withdrawal of approval for Programme(s)/ Course(s)
- Withdrawal of approval of the Institution

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

The Institutions shall have to announce all fees such as tuition fee, examination fee, etc. on their Web Site transparently and adhere to the same strictly. No Technical Institution shall collect any other fee (Payment/ Amount) from the students, 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:

- Twice the total fee collected per student and the excess fee collected shall be refunded to the student
- Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- Reduction in “Approved Intake”
- No admission status in one/ more Course(s) for one Academic Year
- Withdrawal of approval for Programme(s)/ Course(s)
- Withdrawal of approval of the Institution



7.11 Institutions not allowing Expert Visit Committee for physical verification of Infrastructural facilities/ Institutions not having Occupancy Certificate/ Completion Certificate/ Building License/ Form D/ Barrier free environment/ PGDM Institutions not having NAD or not uploading student enrollment data in the AICTE Web-Portal/ Institutions demanding for the Original Degree Certificates from the Faculty members at the time of joining the Institution

Institutions not allowing Expert Visit Committee for physical verification of Infrastructural facilities/ Institutions not having Occupancy Certificate/ Completion Certificate/ Building License/ Form D/ Barrier free environment/ PGDM Institutions not having NAD or not uploading student enrollment data in the AICTE Web-Portal/ Institutions demanding for the Original Degree Certificates from the Faculty members at the time of joining the Institution shall be liable for any one or more of the following punitive actions by the Council:

- No admission for one Academic Year
- Withdrawal of approval of the Institution

7.12 Violation of norms in case of Collaboration and Twinning Programme

- a. If a Foreign University/ Institution fails to comply with any of the conditions as contained in the Approval Process Handbook, the Council 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 Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree 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 Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree 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, cheating, etc.
- d. Once the approval of the Twinning Programme is withdrawn, the Council shall make an attempt in co-ordination with concerned State Government/ UT to re-allocate the students enrolled in such Programme to other approved Institutions of the Council. The Institution shall have to return the entire fee collected from such students to the Institutions in which the students are accommodated.
- e. Such Foreign University/ Institution 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.



7.13 Refund cases

7.13.1 In the event of a student withdrawing before the start 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.

7.13.2 In case, if a student leaves 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 fees and hostel rent, where applicable.

7.13.3 The last date for withdrawal of PGDM admission for the purpose of refund of fees shall be 30th June of every year.

7.13.4 In case the vacated seat is not filled, the Institution should refund the Security Deposit and return the original documents.

7.13.5 The 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.

7.13.6 Institutions not following guidelines issued by the Council regarding refund of fee for 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 rules of the fee levied against each case shall be five times the total fee collected per student
- Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- Reduction in “Approved Intake”
- No admission in one/ more Course(s) for one Academic Year
- Withdrawal of approval for Programme(s)/ Course(s)

7.14 AICTE shall initiate appropriate penal action, if Plagiarism is found in the academic, research, project work, journal publication, etc. of the Institutions. Each Institution should have a Plagiarism Software to check the integrity of the work of the students and Faculty by ensuring that all content is unique.

7.15 Security Deposit

In case of Institutions where FDRs are encashed before the date of maturity or not depositing the required Security Deposit at the time of LoA, a penalty of 10% of the value of the FDR shall be imposed. However, Institutions that had not created FDR/created FDR for lesser duration/ lesser amount than prescribed at the time of LoA have to create the same accordingly as specified in Approval Process Handbook.

7.16 Complaints regarding the use of fake Certificates of SC/ ST/ OBC to be investigated in time bound manner and if found guilty, such admission should be cancelled. Further, appropriate action shall be initiated accordingly with due intimation to AICTE.

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



7.18 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 complainant 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. The report of the Expert Visit Committee/ Show Cause notice, if issued shall be placed before the Standing Hearing Committee.
- d. Two representatives of the Institution shall be invited to present their case along with the compliance and 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. Self-attested Photo ID proof and an authorization letter from the Chairman/ Secretary of the Trust/ Society/ Company shall be produced to the Committee.
- e. The recommendations of the Standing Hearing Committee shall be placed before the Executive Committee for approval.
- f. The decision of the Executive Committee shall be uploaded in the Web-Portal 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 Clause 1.15 of Approval Process Handbook.
- g. As per CVC guidelines, Anonymous/ Pseudonymous Complaints shall not be processed.
- h. Each Institution shall upload the number of Complaints and Grievances received and action taken in their Web site and update AICTE through the monthly online status report.

7.19 Procedure for restoration against punitive action

- a. The Applicant shall make an application for restoration on AICTE 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 specified in the Approval Process Handbook.
- c. The Expert Visit Committee Report shall be placed before the Standing Hearing Committee.
- d. Recommendations of the Standing Hearing Committee shall be placed before the Executive Committee for necessary Approval.
- e. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per Clause 1.15 of Approval Process Handbook. 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.
- f. In case of restoration, Extension of Approval with restored Intake shall be uploaded in AICTE Web-Portal, or otherwise Speaking Order shall be also be uploaded in the Web-Portal.

7.20 Under extraordinary circumstances, if restoration/ Punitive action (except fine) is approved by the Council beyond 30th April of the Calendar Year in compliance to 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.



8.1 No Institution shall offer Technical Programme(s)/ Course(s) without approval of the Council

If any Institution offering Technical Programmes without the approval of the Council shall be declared as unapproved Institution.

8.2 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 a new Technical Institution. For such purpose, it shall apply as per the provisions of Chapter I of Approval Process Handbook.
- b. The legal date of starting of the Institution shall be from the date of issue of the Letter of Approval from AICTE.
- 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 Authority for admission.

8.3 The Institutions conducting Course(s)/ Programme(s) 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 Trust/ Society/ Company/ associated Individuals as the case may be.

8.4 The Council shall inform respective State Government/ UT to initiate appropriate penal, civil/ criminal action against such defaulting Institutions/ Trust/ Society/ Company/ Associated Individuals as the case may be.

8.5 In case, if such Institutions make a representation, then hearing shall be given to these Institutions by the Policy and Academic Planning Bureau, AICTE and decision shall be taken as per the provisions in the Approval Process Handbook.

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

1.1 Diploma Programmes (Full Time)

Sl. No.	Programme	Duration	Eligibility
i	Skill	3 years	Not passed 10 th Std./ SSC examination.
ii	Engineering and Technology	3 OR 4 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
iii	Pharmacy	2 years	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with Mathematics/ Biology subject.
iv	Architectural Assistantship	3 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
v	Applied Arts and Crafts	3 OR 4 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
vi	Design	3 OR 4 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
vii	Hotel Management and Catering Technology	3 years OR 4 years after 10 th Std. where same exists	Passed 10+2 examination. Obtained at least 35% marks in the qualifying examination. OR Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
viii	All Programmes except Pharmacy (Lateral Entry to Second Year Diploma)	2 years	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with Mathematics/ Biology subject. OR 10+2 Science (with Mathematics as one of the Subject) or 10+2 Science with Technical Vocational subject. OR 10 th + (2 years ITI) with appropriate Trade in that order shall be eligible for admission to Second Year Diploma Course(s) of appropriate Programme.
ix	Vocational (NSQF Level 5)	3 years	Passed 10 th Std./ SSC examination.

Note:

- D.Skills is purely to provide skills (and not formal education), hence there shall be no equivalence for the same.
- There shall be no vertical mobility for D.Skills.



- D.Skills will be provided by the State Technical Board.

In case a student exits after the First/ Second year, s/he shall be provided with Certificate Skills 1/ 2 Certificate respectively.

1.2 Post Diploma Programmes (Full Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	18 Months OR 2 years	Passed Diploma examination. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying examination.
ii	Applied Arts and Crafts	18 Months OR 2 years	Passed Diploma examination. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying examination.
iii	Hotel Management and Catering Technology	18 Months OR 2 years	Passed Diploma examination. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying examination.

1.3 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 candidates belonging to reserved category) in the above subjects taken together. OR Passed Diploma (in Engineering and Technology) examination with at least 45% marks (40% in case of candidates belonging to reserved category)
ii	Pharmacy	4 years	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with Mathematics/ Biology subject.
iii	Architecture	5 years	Passed 10+2 examination with Physics, Chemistry and Mathematics as mandatory subjects with 50% in aggregate and 50% each subject. OR Passed Diploma examination with Mathematics as compulsory subject having obtained at least 50% marks (45% in case of candidates belonging to reserved category) marks in the 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



			<p>one of the Chemistry/ Engineering Drawing/ Computer Science/ Biology/ Technical Vocational subject.</p> <p>Obtained at least 45% marks (40% in case of candidates belonging to reserved category) marks in the above subjects taken together.</p>
v	Applied Arts and Crafts	4 years	<p>Passed 10+2 examination.</p> <p>Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the qualifying Examination.</p>
vi	Design	4 years	<p>Passed 10+2 examination.</p> <p>Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the qualifying Examination.</p>
vii	Hotel Management and Catering Technology	4 years	<p>Passed 10+2 examination.</p> <p>Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the qualifying Examination.</p>
viii	Engineering and Technology (Lateral Entry to Second year)	3 years	<p>a. Passed Diploma examination with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate branch of Engineering and Technology.</p> <p>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 10+2 examination with Mathematics as a subject.</p> <p>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.</p> <p>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.</p> <p>e. Passed D.Voc. Stream in the same or allied sector.</p> <p>f. In the above cases, a suitable bridge Courses, if required such as in Mathematics may be conducted.</p>
ix	All Programmes other than Engineering and Technology/ Architecture/ Planning/ Design	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.
x	Vocational (NSQF Level 7)	3 years	Passed 10+2 examination.



1.4 Post Graduate Diploma/ Post Graduate Degree Programmes (Full Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	2 years	Passed Bachelor's Degree or equivalent in the relevant field. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
ii	Pharmacy M.Pharm.	2 years	Passed Bachelor Degree in Pharmacy. Obtained at least 55% marks (50% in case of candidates belonging to reserved category) in the qualifying Examination.
iii	Pharmacy Pharm.D.	6 years	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with Mathematics/ Biology subject. OR Passed Diploma in Pharmacy.
iv	Pharmacy Pharm.D. (Post Baccalaureate)	3 years	Passed Bachelor Degree in Pharmacy. Obtained at least 55% marks (50% in case of candidates belonging to reserved category) in the qualifying Examination.
v	Architecture	2 years	Passed Bachelor Degree in Architecture. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
vi	Planning	2 years	Passed Bachelor Degree in Planning/ Architecture/ Civil Engineering/ Geography/ Economics/ Social Sciences or equivalent Degree. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
vii	Applied Arts and Crafts	2 years	Passed Bachelor Degree in Fine Arts or equivalent Degree. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
viii	Design	2 years	Passed Bachelor Degree of minimum 4 years duration. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
ix	Hotel Management and Catering Technology	2 years	Passed Bachelor Degree in Hotel Management and Catering Technology or equivalent Degree. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.



x	MCA	3 years	Passed BCA/ B.Sc./ B.Com./ B.A. with Mathematics at 10+2 level or at Graduation Level. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
xi	Management (MBA)	2 years	Passed Bachelor Degree of minimum 3 years duration. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
xii	Management (PGCM)	More than 1 year and not exceeding 2 years	Passed Bachelor's Degree of minimum 3 years duration. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
xiii	Management (PGDM)	Not less than 21 Months	Passed Bachelor's Degree of minimum 3 years duration. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
xiv	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 candidates belonging to reserved category) in the qualifying Examination.
xv	MCA (Lateral Entry to Second year)	2 years	Passed in BCA, B.Sc. (IT/ Computer Science) with Mathematics as a Course at 10+2 level or at the Graduation Level. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.
xiv	Lateral Entry to Vocational	2 years	Passed Bachelor's Degree in Vocation (Level 7) qualified in related sector with minimum 2 years of industrial experience. Obtained at least 50% marks (45% in case of candidates belonging to reserved category) in the qualifying Examination.

1.5 Integrated Courses (Full Time)

Sl. No.	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 candidates belonging to reserved category) in the above subjects taken together.



ii	Planning	5 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 candidates belonging to reserved category) marks in the above subjects taken together.
iii	Hotel Management and Catering Technology	5 and ½ years	Passed 10+2 examination. Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the qualifying Examination.
iv	MCA	5 years	Passed 10+2 examination with Mathematics as compulsory subjects. Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the above subjects taken together.
v	MBA	5 years	Passed 10+2 examination. Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the above subjects taken together.

1.6 Diploma Programmes (Part Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology, Hotel Management and Catering Technology	Duration of the Course shall be a minimum of one/ two Semester(s) in excess than that of the duration of the Regular Course.	Passed 10 th Std./ SSC examination and 2 year ITI after 10 th Std. OR Passed 10 th 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.

1.7 Post Diploma Programmes (Part Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology, Hotel Management and Catering Technology	Duration of the Course shall be a minimum of one/ two Semester(s) in excess than that of the duration of the Regular Course.	Passed Diploma in the 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.



1.8 Under Graduate Degree Programmes (Part Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology, Hotel Management and Catering Technology	Duration of the Course shall be a minimum of one/ two Semester(s) in excess than that of the duration of the Regular Course.	Diploma in the 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 Post Graduate Diploma/ Post Graduate Degree Programmes (Part Time)

Sl. No.	Programme	Duration	Eligibility
i	Management (PGCM/ PGDM)	Duration of the Course shall be a minimum of one/ two Semester(s) in excess than that of the duration of the Regular Course.	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.
ii	Management (Executive PGDM)	Duration of the Course shall be a minimum of one/ two Semester(s) in excess than that of the duration of the Regular Course.	Passed any Bachelors Degree of minimum 3 years duration and a minimum of 5 years relevant managerial/ supervisory experience.
iii	Engineering and Technology, Hotel Management and Catering Technology, MCA, Management (MBA)	Duration of the Course shall be a minimum of one/ two Semester(s) in excess than that of the duration of the Regular Course.	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.



1.10 Certification Levels of Skill Courses

Certification Level	Normal Qualification	Case I		Case II	
		Vocational Qualification	Certifying Body	Vocational Qualification	Certifying Body
1	Secondary School Grade IX	Grade IX (Vocational)	School	Grade IX (Vocational)	School
2	Secondary School Grade X	Grade X (Vocational)	School	Grade X (Vocational)	School
3	Higher Secondary School Grade XI	Diploma (Vocational)	Board of Technical Education	Grade XI (Vocational)	School
4	Higher Secondary School Grade XII			Grade XII (Vocational)	School
5	1 st Year Bachelor's			Degree (Vocational)	University
6	Second Year Bachelor's				
7	Third Year Bachelor's				

1.11 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)

1.12 The concerned State Government/ UT Admission Authority shall decide modalities of admissions

- a. The admission for Integrated/ Dual Degree Course in Management shall be effected on the basis of separate merit lists of students passed in various streams at 12th 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 an 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.

- b. In case of Integrated Hotel Management and Catering Technology, selection of the students for this Course shall be done at the start of the 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.
- c. For integrating vocational and conventional education, the Skill Assessment Matrix for Vocational Advancement of Youth (SAMVAY) had been launched by MHRD in November, 2014. The credit framework (as per the following) is now in operation which allows lateral and vertical mobility within the vocational educational system and between current education systems. It defines the rules for credit allotment and follows the National Skills Qualification Framework.

The detailed SAMVAY document is available at https://www.aicte-india.org/sites/default/files/SAMVAY_1_.pdf



Credit and Awards

NSQF Level	Equivalent Academic Standard	School Education	Higher education	
		Cumulative Number of Credits and Awards		
Certifying Body		Recognized Board	Recognized Technical/ Skill/ Vocational Board	UGC Recognized University
1	9 th Std.	35-40, Certificate Level 1	Entry Level HSLC (for Diploma in Vocational)	Entry Level SSLC (for Bachelor in Vocational)
2	10 th Std.	70-80, Certificate Level 2/ SSLC/ High School		
3	11 th Std.	105-120, Certificate Level 3		
4	12 th Std.	140-160, Certificate Level 4/ HSLC/ Intermediate	90-120, Certificate Level 4	25-30, Higher Certificate
5	First Year Under Graduate Degree		135-180, Certificate Level 5	45-60, Diploma Level 5
6	Second Year Under Graduate Degree			90-120, Advanced Diploma Level 6
7	Third Year Under Graduate Degree			135-180, B.Voc. Level 7
8	First Year Post Graduate Degree			180-240, PG Diploma Level 8
9	Second Year Post Graduate Degree			225-300, M. Voc. Level 9
10	Post Master/ Research Level			Post Master Diploma/ Research Degree may be awarded based on the compliance of UGC regulations



Appendix 2

2.0 Approved Nomenclature of Courses

2.1 Diploma in Engineering and Technology

Sl. No.	Name of The Course
1	3-D Animation and Graphics
2	Administration Services
3	Advanced Electronics and Communication Engineering
4	Aero Space Engineering
5	Aeronautical Engineering
6	Agricultural Engineering
7	Agricultural Technology
8	Agriculture Engineering
9	Aircraft Maintenance Engineering
10	Aircraft Maintenance Engineering (Avionics)
11	Aircraft Maintenance Engineering (Helicopter and Power Plants)
12	Animation and Multimedia Technology
13	Apparel Design and Fabric
14	Apparel Design and Fabrication Technology
15	Apparel Design and Fashion Technology
16	Apparel Manufacture and Design
17	Apparel Technology
18	Applied Electronics
19	Applied Electronics and instrumentation Engineering
20	Applied Videography
21	Armament Engineering
22	Armament Engineering (Gun Fitter)
23	Artificer Training (Electrical)
24	Artificer Training (Electronics)
25	Artificer Training (Mechanical)
26	Audiography and Sound Engineering
27	Automation and Robotics
28	Automobile Engineering
29	Automobile Engineering (Automobile Fitter)
30	Automotive Engineering
31	Beauty and Hair Dressing
32	Beauty Culture and Cosmetology
33	Biomedical Electronics
34	Biomedical Engineering
35	Biomedical instrumentation
36	Biotechnology
37	CAD CAM
38	Campus Wide Network Design and Maintenance
39	Carpet Technology
40	CDDM
41	Cement Technology
42	Ceramic Engineering and Technology
43	Ceramic Technology
44	Ceramics
45	Ceramics Engineering
46	Chemical Engineering
47	Chemical Engineering (Fertilizer)
48	Chemical Engineering (Oil Technology)
49	Chemical Engineering (Petro Chemical)
50	Chemical Engineering (Petrochemical)
51	Chemical Engineering (Plastic and Polymer)
52	Chemical Engineering (Sugar Technology)
53	Chemical Engineering Specialization in Petrochemicals
54	Chemical Technology
55	Chemical Technology (Paint Technology)
56	Chemical Technology (Rubber and Plastic Technology)
57	Chemical Technology (Rubber/ Plastic)
58	Chemical Technology Fertilizer
59	Cinematography
60	Civil (Construction)
61	Civil (Public Health and Environment) Engineering
62	Civil and Environmental Engineering

Sl. No.	Name of The Course
63	Civil and Rural Engineering
64	Civil Draftsman
65	Civil Engineering
66	Civil Engineering (Construction Technology)
67	Civil Engineering (Environment and Pollution Control)
68	Civil Engineering (Environmental and Pollution Control)
69	Civil Engineering (Environmental Engineering)
70	Civil Engineering (Public Health Engineering)
71	Civil Engineering (Rural Engineering)
72	Civil Engineering and Planning
73	Civil Engineering Environment and Pollution Control
74	Civil Environmental Engineering
75	Civil Technology
76	Commercial and Computer Practice
77	Commercial Practice
78	Commercial Practice (KAN and ENG)
79	Computer Aided Costume Design and Dress Making
80	Computer and information Science
81	Computer Application and Business Management
82	Computer Applications
83	Computer Engineering
84	Computer Engineering and Application
85	Computer Hardware and Maintenance
86	Computer Hardware and Networking
87	Computer Hardware Engineering
88	Computer Hardware Maintenance
89	Computer Networking
90	Computer Science
91	Computer Science and Engineering
92	Computer Science and information Technology
93	Computer Science and Technology
94	Computer Software Technology
95	Computer Technology
96	Computer Technology and Applications
97	Construction Engineering
98	Construction Technology
99	Construction Technology and Management
100	Control and instrumentation
101	Cosmetology and Health
102	Costumer Design and Dress Making
103	Cyber Forensics and information Security
104	Dairy Engineering
105	Design and Drafting Technology
106	Digital Electronics
107	Digital Electronics and Communication Engineering
108	Digital Electronics and Microprocessor
109	Digital Systems
110	Direction Screen Play Writing and TV Production
111	Dress Designing and Garment Manufacturing
112	Drilling Engineering
113	Drilling Technology
114	ECG Technology
115	Electrical and Electronics (Power System)
116	Electrical and Electronics Engineering
117	Electrical and instrumentation Engineering
118	Electrical and Mechanical Engineering
119	Electrical Engineering
120	Electrical Engineering (Electronics and Power)
121	Electrical Engineering (Industrial Control)
122	Electrical Engineering (Instrumentation and Control)
123	Electrical Engineering industrial Control



Sl. No.	Name of The Course
124	Electrical Power System
125	Electrical Power Systems
126	Electronic instrumentation and Control Engineering
127	Electronic Science and Engineering
128	Electronics Engineering
129	Electronics (Fiber Optics)
130	Electronics (Robotics)
131	Electronics and Avionics
132	Electronics and Communication Engineering
133	Electronics and Communication Engineering (Industry Integrated)
134	Electronics and Communication Engineering (Microwaves)
135	Electronics and Communication Technology
136	Electronics and Communications Engineering
137	Electronics and Computer Engineering
138	Electronics and Electrical Engineering
139	Electronics and instrumentation Engineering
140	Electronics and Production
141	Electronics and Telecommunication
142	Electronics and Telecommunication Engineering
143	Electronics and Tele-Communication Engineering
144	Electronics and Telecommunication Engineering (Radio and System)
145	Electronics and Telecommunication Engineering (Technician Electronic Radio)
146	Electronics and Telecommunications Engineering
147	Electronics and Video Engineering
148	Electronics Communication and instrumentation Engineering
149	Electronics Engineering
150	Electronics Engineering (Digital Electronics)
151	Electronics Engineering (Industry integrated)
152	Electronics Engineering (Micro Electronics)
153	Electronics Engineering (Specialization in Consumer Electronics)
154	Electronics Engineering Modern Consumer Electronics
155	Electronics Engineering with Microprocessor
156	Electronics instrument and Control
157	Electronics instrumentation and Control Engineering
158	Electronics Production and Maintenance
159	Electronics Robotics
160	Electronics Technology
161	Electronics Tele Communication
162	Embedded Systems
163	Engineering Education
164	Environmental Engineering
165	Fabrication Technology
166	Fabrication Technology and Erection Engineering
167	Fabrication Technology and Erection Engineering
168	Fashion and Apparel Design
169	Fashion and Clothing Technology
170	Fashion and Design
171	Fashion Designing
172	Fashion Designing and Garment Technology
173	Fashion Technology
174	Film and Video Editing
175	Film Editing and TV Production
176	Film Technology (Animation and Visual Effects)
177	Film Technology and TV Production (Cinematography)
178	Film Technology and TV Production (Digital intermediate)
179	Film Technology and TV Production (Film Processing)
180	Film Technology and TV Production (Sound Recording and Sound Engineering)
181	Finance Account and Auditing
182	Fire Technology and Safety

Sl. No.	Name of The Course
183	Fisheries Technology
184	Food Processing and Preservation
185	Food Processing Technology
186	Food Technology
187	Footwear Technology
188	Foundry Technology
189	Garment and Fashion Technology
190	Garment Design and Fashion Technology
191	Garment Fabrication
192	Garment Manufacturing Technology
193	Garment Technology
194	Geographic information System (G.I.S.) and Global Positioning System
195	Glass and Ceramics Engineering
196	Handloom and Textile Technology
197	Heat Power Engineering
198	Home Science
199	Hotel Management and Catering Technology
200	Industrial and Production Engineering
201	Industrial Electronics
202	Industrial Production Engineering
203	Information and Communication Technology
204	Information Engineering
205	Information Science
206	Information Science and Engineering
207	Information Science and Technology
208	Information Technology
209	Information Technology and Engineering
210	Information Technology Enabled Services and Management
211	Instrument Technology
212	Instrumentation and Control Engineering
213	Instrumentation and Process Control
214	Instrumentation Engineering
215	Instrumentation Technology
216	Instruments and Medical Equipment
217	Interior Decoration
218	Interior Design
219	Jewellery Design and Manufacture Technology
220	Knitting and Garment Technology
221	Knitting Technology
222	Leather and Fashion Technology
223	Leather Goods and Footwear Tech
224	Leather Technology
225	Leather Technology Footwear Computer Aided Shoe Design
226	Leather Technology Tanning
227	Library and information Science
228	Machine Engineering
229	Machine Tools and Maintenance Engineering
230	Machine Tools Technology
231	Maintenance Engineering
232	Manufacturing Engineering
233	Manufacturing Technology
234	Marine Engineering
235	Marine Engineering and Systems
236	Marine Engineering and Systems (Artificer Training)
237	Mass Communication
238	Material Management
239	Mechanical CAD/CAM
240	Mechanical Engineering
241	Mechanical Engineering (Production)
242	Mechanical Engineering (Automobile)
243	Mechanical Engineering (CAD/CAM)
244	Mechanical Engineering (Foundry)
245	Mechanical Engineering (Industry Integrated)
246	Mechanical Engineering (Machine Tool Maintenance and Repairs)
247	Mechanical Engineering (Maintenance)
248	Mechanical Engineering (Refrigeration and Air Conditioning)
249	Mechanical Engineering (Repair and Maintenance)
250	Mechanical Engineering (Tool and Die)
251	Mechanical Engineering Automobile



Sl. No.	Name of The Course
252	Mechanical Engineering Power Plant Engineering
253	Mechanical Engineering Production
254	Mechanical Engineering, Refrigeration and Air Conditioning
255	Mechanical Engineering (CAD)
256	Mechanical Engineering Tool Engineering
257	Mechanical Engineering Tube Well Engineering
258	Mechanical Welding and Sheet Metal
259	Mechanical Welding and Sheet Metal Engineering
260	Mechanical Engineering Computer Aided Design/Computer Aided Manufacturing
261	Mechatronics
262	Medical Electronics Engineering
263	Medical Laboratory Technology
264	Metallurgical Engineering
265	Metallurgy
266	Metallurgy and Material Technology
267	Micro Electronics
268	Mine Engineering
269	Mine Surveying
270	Mining and Mine Surveying
271	Mining Engineering
272	Modern Office Management
273	Modern Office Management and Secretarial Practice
274	Modern Office Practice
275	Multimedia Technology
276	Navy Entry Artificer/ Diploma in Mechanical and Electrical
277	Network Engineering
278	Office Management and Computer Application
279	Ophthalmic Technology
280	Opto-Electronics Engineering
281	Packaging Technology
282	Paint Technology
283	Paper Technology
284	Paper and Pulp Technology
285	Petrochemical Engineering
286	Petrochemical Refinery
287	Petrochemical Technology
288	Petroleum Engineering
289	Petroleum Technology
290	Photography
291	Plastic and Mould Technology
292	Plastic and Polymer Engineering
293	Plastic Engineering
294	Plastic Mould Technology
295	Plastic Technology
296	Plastics Engineering
297	Plastics Mould Technology
298	Plastics Processing and Testing
299	Plastics Technology
300	Polymer Technology
301	Post Plastic Mould Design

Sl. No.	Name of The Course
302	Post Plastic Process and Testing
303	Power Electronics
304	Power Systems Engineering
305	Precision Manufacturing
306	Printing and Packing Technology
307	Printing Technology
308	Production and Industrial Engineering
309	Production Engineering
310	Production Technology
311	Pulp Technology
312	Quantity Surveying and Construction Management
313	Refrigeration and Air Conditioning
314	Renewable Energy
315	Robotics and Mechatronics
316	Rubber Technology
317	Saddlery Technology and Export Management
318	Shipbuilding Engineering
319	Small Arms Engineering
320	Sound Recording and Engineering
321	Sugar Technology
322	Surface Coating Technology
323	Survey Engineering
324	Technical Chemistry
325	Technician X-Ray Technology
326	Telecommunication Engineering
327	Telecommunication Technology
328	Textile Chemistry
329	Textile Design
330	Textile Designing
331	Textile Designing Printing
332	Textile Engineering
333	Textile Manufactures
334	Textile Manufacturing and Technology
335	Textile Manufacturing Technology
336	Textile Marketing and Management
337	Textile Processing
338	Textile Processing Technology
339	Textile Technology
340	Textile Technology (Manmade Fibre)
341	Textile Technology (Textile Design and Weaving)
342	Tool and Die Engineering
343	Tool and Die Making
344	Tool Die and Mould Making
345	Transportation Engineering
346	Transportation Engineering and Management
347	Travel and Tourism
348	TV and Sound Engineering
349	Water Technology and Health Science
350	Weapons Engineering
351	Web Designing
352	Wood and Paper Technology
353	Wood Technology

2.2

Post Diploma in Engineering and Technology

Sl. No.	Name of the Course
1	Advanced Die and Mould Making
2	Advanced Electrical Power System
3	Advanced Electronics and Communication Engineering
4	Advanced Mechatronics and Industrial Automation
5	Advanced Refrigeration and Air Conditioning
6	Automobile Engineering
7	Biotechnology Tissue Culture
8	CAD/CAM
9	Computer Aided Design and Manufacture
10	Computer Aided Design Manufacture and Engineering
11	Computer Applications
12	Computer Hardware and Networking

Sl. No.	Name of the Course
13	Computer Hardware Maintenance and Networking
14	Electrical Engineering
15	Electronics Communication and Instrumentation Engineering
16	Environmental Engineering
17	Fire Technology and Safety
18	Food Technology
19	Forge Technology
20	Foundry Technology
21	Geographic information System (G.I.S.) and Global Positioning System
22	Industrial Safety
23	Industrial Safety and Engineering
24	Information Technology



Sl. No.	Name of the Course
25	Knitting and Garment Technology
26	Mechanical Engineering
27	Medical Electronics
28	Petrochemical Engineering
29	Plant Engineering
30	Plastic Mould Design
31	Plastic Mould Design (CAD/CAM)
32	Plastic Mould Technology
33	Plastic Technology
34	Plastics Processing and Testing
35	Polymer Science and Rubber Technology
36	Post Plastic Mould Design
37	Post Plastic Process and Testing

Sl. No.	Name of the Course
38	Power Plant Engineering and Energy Management
39	Production Engineering System Technology
40	Refrigeration and Air Conditioning
41	Rubber Technology
42	Software Testing
43	Textile Processing
44	Thermal Power Engineering
45	Tool and Die Engineering
46	Tool Design
47	Town Planning and Architecture
48	Web Designing

2.3

Under Graduate Degree in Engineering and Technology

Sl. No.	Name of the Course
1	3-D Animation and Graphics
2	Advanced Mechatronics and industrial Automation
3	Aero Space Engineering
4	Aeronautical Engineering
5	Aerospace Engineering
6	Agricultural Engineering
7	Agricultural Technology
8	Agriculture Engineering
9	Aircraft Maintenance Engineering
10	Airline Management
11	Apparel and Production Management
12	Applied Electronics and Communications
13	Applied Electronics and instrumentation Engineering
14	Architectural Assistantship
15	Architecture and Interior Decoration
16	Automation and Robotics
17	Automation Engineering
18	Automobile Engineering
19	Automobile Maintenance Engineering
20	Automotive Technology
21	Biochemical Engineering
22	Biomedical Engineering
23	Biomedical instrumentation
24	Biotechnology
25	Biotechnology and Biochemical Engineering
26	Building and Construction Technology
27	Carpet and Textile Technology
28	Cement and Ceramic Technology
29	Ceramic Engineering and Technology
30	Ceramic Technology
31	Ceramics Engineering
32	Chemical and Electro Chemical Engineering
33	Chemical Engineering
34	Chemical Engineering (Plastic and Polymer)
35	Chemical Technology
36	Civil and Environmental Engineering
37	Civil and infrastructure Engineering
38	Civil and Rural Engineering
39	Civil and Water Management Engineering
40	Civil Engineering
41	Civil Engineering (Construction Technology)
42	Civil Engineering (Environmental Engineering)
43	Civil Engineering and Planning
44	Civil Engineering Environment and Pollution Control
45	Civil Environmental Engineering
46	Civil Technology
47	Computer and Communication Engineering
48	Computer Engineering
49	Computer Engineering (Software Engineering)
50	Computer Engineering and Application
51	Computer Networking
52	Computer Science and Business Systems
53	Computer Science and Engineering
54	Computer Science and Engineering (Networks)
55	Computer Science and information Technology

Sl. No.	Name of the Course
56	Computer Science and Systems Engineering
57	Computer Science and Technology
58	Computer Technology
59	Computing in Multimedia
60	Computing in Software
61	Construction Engineering
62	Construction Engineering and Management
63	Construction Technology
64	Construction Technology and Management
65	Dairy Engineering
66	Dairy Technology
67	Digital Techniques For Design and Planning
68	Dyestuff Technology
69	Electrical and Computer Engineering
70	Electrical and Electronics (Power System)
71	Electrical and Electronics Engineering
72	Electrical and instrumentation Engineering
73	Electrical and Power Engineering
74	Electrical Engineering
75	Electrical Engineering (Electronics and Power)
76	Electrical instrumentation and Control Engineering
77	Electrical Power Engineering
78	Electrical, Electronics and Power Engineering
79	Electronic Engineering
80	Electronic instrumentation and Control Engineering
81	Electronic Science and Engineering
82	Electronics and Biomedical Engineering
83	Electronics and Communication (Communication System Engineering)
84	Electronics and Communication Engineering
85	Electronics and Communication Engineering (Industry Integrated)
86	Electronics and Communication Engineering (Microwaves)
87	Electronics and Communication Technology
88	Electronics and Computer Engineering
89	Electronics and Computer Science
90	Electronics and Control Systems
91	Electronics and Electrical Engineering
92	Electronics and Instrumentation Engineering
93	Electronics and Power Engineering
94	Electronics and Telecommunication
95	Electronics and Telecommunication Engineering
96	Electronics and Tele-Communication Engineering
97	Electronics and Telecommunication Engineering (Technological Electronic Radio)
98	Electronics and Telecommunications Engineering
99	Electronics and Telematics Engineering
100	Electronics Communication and Instrumentation Engineering
101	Electronics Design Technology
102	Electronics Engineering
103	Electronics Instrument and Control



Sl. No.	Name of the Course
104	Electronics Instrumentation and Control Engineering
105	Electronics System Engineering
106	Electronics Technology
107	Energy and Environmental Management
108	Energy Engineering
109	Environment Engineering
110	Environmental Engineering
111	Environmental Science and Engineering
112	Environmental Science and Technology
113	Facilities and Services Planning
114	Fashion and Apparel Engineering
115	Fashion Technology
116	Fibres and Textiles Processing Technology
117	Fire Engineering
118	Fire Technology and Safety
119	Fisheries Engineering
120	Food Engineering and Technology
121	Food Processing and Preservation
122	Food Processing Technology
123	Food Technology
124	Food Technology and Management
125	Footwear Technology
126	Geo informatics
127	Handloom and Textile Technology
128	Industrial and Production Engineering
129	Industrial Biotechnology
130	Industrial Engineering
131	Industrial Engineering and Management
132	Industrial Production Engineering
133	Information and Communication Technology
134	Information Engineering
135	Information Science and Engineering
136	Information Science and Technology
137	Information Technology
138	Information Technology and Engineering
139	Instrument Technology
140	Instrumentation and Control Engineering
141	Instrumentation and Electronics
142	Instrumentation Engineering
143	Instrumentation Technology
144	Jute and Fibre Technology
145	Leather Technology
146	Man Made Fibre Technology
147	Man-Made Textile Technology
148	Manufacturing Engineering
149	Manufacturing Engineering and Technology
150	Manufacturing Process and Automation Engineering
151	Manufacturing Science and Engineering
152	Manufacturing Technology
153	Marine Engineering
154	Marine Technology
155	Material Science and Technology
156	Mechanical and Automation Engineering
157	Mechanical Engineering
158	Mechanical Engineering (Automobile)
159	Mechanical Engineering (Industry Integrated)
160	Mechanical Engineering (Manufacturing Engineering)
161	Mechanical Engineering (Production)
162	Mechanical Engineering (Welding Technology)
163	Mechanical Engineering Automobile
164	Mechanical Engineering Design
165	Mechatronics Engineering

Sl. No.	Name of the Course
166	Medical Electronics Engineering
167	Medical Lab Technology
168	Metallurgical and Materials Engineering
169	Metallurgical Engineering
170	Metallurgy
171	Metallurgy and Material Technology
172	Mine Engineering
173	Mining Engineering
174	Nano Science and Technology
175	Nano Technology
176	Naval Architecture and Ship Building Engineering
177	Nuclear Science and Technology
178	Oil and Paint Technology
179	Oil Technology
180	Oils, Oleochemicals and Surfactants Technology
181	Optics and Optoelectronics
182	Packaging Technology
183	Paint Technology
184	Petrochem and Petroleum Refinery Engineering
185	Petrochem Engineering
186	Petrochemical Engineering
187	Petrochemical Technology
188	Petroleum Engineering
189	Petroleum Technology
190	Pharmaceutical Engineering
191	Pharmaceuticals and Fine Chemical Technology
192	Pharmaceuticals Chemistry and Technology
193	Plastic and Polymer Engineering
194	Plastic Technology
195	Plastics Engineering
196	Polymer Engineering
197	Polymer Engineering and Technology
198	Polymer Science and Chemical Technology
199	Polymer Science and Technology
200	Polymer Technology
201	Poultry Technology
202	Power Electronics
203	Power Electronics and instrumentation Engineering
204	Power Electronics Engineering
205	Power Engineering
206	Precision Manufacturing
207	Printing and Packing Technology
208	Printing Technology
209	Printing, Graphics and Packaging
210	Production and industrial Engineering
211	Production Engineering
212	Pulp Technology
213	Radio Physics and Electronics
214	Robotics and Automation
215	Rubber Technology
216	Safety and Fire Engineering
217	Shipbuilding Engineering
218	Silk Technology
219	Software Engineering
220	Structural Engineering
221	Surface Coating Technology
222	Telecommunication Engineering
223	Textile Chemistry
224	Textile Engineering
225	Textile Plant Engineering
226	Textile Processing
227	Textile Technology
228	Tool Engineering

2.4

Post Graduate Diploma in Engineering and Technology

Sl. No.	Name of the Course
1	Cement Technology
2	Chemical Engineering (Sugar Technology)
3	Computer Applications
4	Computer Engineering and Application
5	Computer Hardware and Networking

Sl. No.	Name of the Course
6	Food, Drug and Cosmetics
7	Industrial Engineering
8	Mechanical Engineering (Production)
9	Networking
10	Plastics Processing and Testing



Sl. No.	Name of the Course
11	Sugar Technology
12	Web Designing

2.5 Post Graduate Degree in Engineering and Technology

Sl. No.	Name of the Course
1	Advanced Communication and information System
2	Advanced Computer Aided Design
3	Advanced Design and Manufacturing
4	Advanced Electrical Power System
5	Advanced Electronics
6	Advanced Electronics and Communication Engineering
7	Advanced Manufacturing and Mechanical Systems Design
8	Advanced Manufacturing Systems
9	Advanced Manufacturing Technology
10	Advanced Materials Technology
11	Advanced Production Systems
12	Aero Dynamic Engineering
13	Aero Space Engineering
14	Aeronautical Engineering
15	Agricultural Engineering
16	Air Armament
17	Apparel Technology
18	Applied Electronics
19	Applied Electronics and Communication System
20	Applied Electronics and Communications
21	Applied Electronics and instrumentation Engineering
22	Applied instrumentation
23	Armament Engineering (Gun Fitter)
24	Artificial intelligence
25	Atmospheric Science
26	Automated Manufacturing Systems
27	Automation
28	Automation and Control Power Systems
29	Automation and Robotics
30	Automobile Engineering
31	Automobile Technology
32	Automotive Electronics
33	Automotive Engineering
34	Automotive Systems
35	Automotive Technology
36	Avionics
37	Bio Electronics
38	Biochemical Engineering
39	Biochemical Engineering and Biotechnology
40	Bioinformatics
41	Biomedical Electronics
42	Biomedical Engineering
43	Biomedical instrumentation
44	Biomedical Signal Processing and instrumentation
45	Biometrics and Cyber Security
46	Bioprocess Engineering
47	Bioprocess Technology
48	Biotechnology
49	Biotechnology and Biochemical Engineering
50	Building Construction Technology
51	CAD/CAM
52	CAD/CAM Engineering
53	CAD/CAM/CAE
54	CAD/ CAM Robotics
55	Ceramic Engineering and Technology
56	Ceramics Engineering
57	Chemical Engineering
58	Chemical Processing in Textiles
59	Chemical Reaction Engineering
60	Chemical Science and Technology
61	Chemical Technology
62	Chemical Technology (Rubber/ Plastic)

Sl. No.	Name of the Course
63	Civil (Construction Engineering and Management)
64	Civil (Public Health and Environment) Engineering
65	Civil (Structural Engineering)
66	Civil (Water Resource Engineering)
67	Civil Engineering
68	Civil Engineering (Computer Aided Structural Engineering)
69	Civil Engineering (Construction Technology)
70	Civil Engineering (Environmental and Pollution Control)
71	Civil Engineering (Environmental Engineering)
72	Civil Engineering (Transportation Engineering)
73	Civil Engineering (Water Management)
74	Civil Environmental Engineering
75	Combat Vehicles (Mechanical Engineering)
76	Communication and Information Systems
77	Communication and Networking
78	Communication and Signal Process
79	Communication Control and Networking
80	Communication Engineering
81	Communication Engineering and Signal Processing
82	Communication Networks
83	Communication Systems
84	Communication Technology and Management
85	Communications Engineering
86	Computational Analysis in Mechanical Science
87	Computational Mechanics
88	Computational Mechanics (Mechanical Engineering)
89	Computer Aided Analysis and Design
90	Computer Aided Design
91	Computer Aided Design and Computer Aided Manufacture
92	Computer Aided Design and Manufacture
93	Computer Aided Design Manufacture and Automation
94	Computer Aided Design Manufacture and Engineering
95	Computer Aided Design of Structures
96	Computer Aided Process Design
97	Computer Aided Structural Analysis and Design
98	Computer Aided Structural Engineering
99	Computer and Communication
100	Computer and Communication Engineering
101	Computer and information Science
102	Computer Applications
103	Computer Applications in Industrial Drives
104	Computer Cognition and Technology
105	Computer Engineering
106	Computer Engineering (Software Engineering)
107	Computer Engineering and Application
108	Computer Engineering and Networking
109	Computer Hardware and Networking
110	Computer integrated Manufacturing
111	Computer Network Engineering
112	Computer Networking
113	Computer Networking and Engineering
114	Computer Networks
115	Computer Networks and information Security
116	Computer Networks and internet Security
117	Computer Science
118	Computer Science and Engineering
119	Computer Science and Engineering (Cyber Security)
120	Computer Science and Engineering (Networks)
121	Computer Science and Information Security



Sl. No.	Name of the Course
122	Computer Science and Information System
123	Computer Science and Information Technology
124	Computer Science and Systems Engineering
125	Computer Science and Technology
126	Computer Systems and Technology
127	Computer Technology
128	Computer Technology and Applications
129	Computer Vision and Image Processing
130	Computing in Computing
131	Construction and Project Management
132	Construction Engineering
133	Construction Engineering and Management
134	Construction Management
135	Construction Planning and Management
136	Construction Project Management
137	Construction Technology
138	Construction Technology and Management
139	Control and Instrument
140	Control and Instrumentation
141	Control Engineering
142	Control System Engineering
143	Control Systems
144	Cryogenic Engineering
145	Cyber Forensics
146	Cyber Forensics and information Security
147	Cyber Security
148	Data Sciences
149	Design and Production
150	Design and Thermal Engineering
151	Design Engineering
152	Design for Manufacturing
153	Design of Mechanical Equipment
154	Design of Mechanical Systems
155	Digital Communication
156	Digital Communication Engineering
157	Digital Communications
158	Digital Communications and Networking
159	Digital Electronics
160	Digital Electronics and Communication
161	Digital Electronics and Communication Engineering
162	Digital Electronics and Communication Systems
163	Digital Electronics Engineering
164	Digital Image Processing
165	Digital Instrumentation
166	Digital Signal Processing
167	Digital Systems
168	Digital Systems and Communications Engineering
169	Digital Systems and Computer Electronics
170	Digital Techniques and instrumentation
171	Distributed and Mobile Computing
172	Distributed Computing Systems
173	Distributed Systems
174	Drugs and Pharmaceuticals
175	Dyestuff Technology
176	Earthquake Engineering
177	E-Learning Technologies
178	Electric Power System
179	Electrical and Electronics (Power System)
180	Electrical and Electronics Engineering
181	Electrical and Mechanical Engineering
182	Electrical and Power Engineering
183	Electrical Devices and Power Systems
184	Electrical Drives and Control
185	Electrical Energy Systems
186	Electrical Engineering
187	Electrical Engineering (Electronics and Power)
188	Electrical Engineering (Instrumentation and Control)
189	Electrical instrumentation and Control Engineering
190	Electrical Machines
191	Electrical Machines and Drives
192	Electrical Power Engineering

Sl. No.	Name of the Course
193	Electrical Power System
194	Electronic Circuits and System Design
195	Electronic Engineering
196	Electronic instrumentation and Control Engineering
197	Electronics and Communication (Communication System Engineering)
198	Electronics and Communication (Signal Processing and Communication)
199	Electronics and Communication (Signal Processing and VLSI Technology)
200	Electronics and Communication (VLSI Design)
201	Electronics and Communication (VLSI System Design)
202	Electronics and Communication (Wireless Communication Systems and Networks)
203	Electronics and Communication (Wireless Communication Technology)
204	Electronics and Communication Engineering
205	Electronics and Communication Engineering (Industry integrated)
206	Electronics and instrumentation Engineering
207	Electronics and Tele-Communication Engineering
208	Electronics and Telecommunication Engineering (Radio and System)
209	Electronics and Telecommunication Engineering (Technological Electronic Radio)
210	Electronics and Telecommunications Engineering
211	Electronics Communication and instrumentation Engineering
212	Electronics Design and Technology
213	Electronics Design Technology
214	Electronics Engineering
215	Electronics Product Design and Technology
216	Electronics Systems and Communication
217	Electronics Technology
218	Electronics Tele Communication
219	Embedded and Real Time Systems
220	Embedded Control Systems
221	Embedded System and Computing
222	Embedded System and VLSI
223	Embedded System and VLSI Design
224	Embedded Systems
225	Embedded Systems Technologies
226	Energetic Materials and Polymers
227	Energy and Environmental Management
228	Energy Engineering
229	Energy Management
230	Energy Science and Technology
231	Energy Systems
232	Energy Systems Analysis and Design
233	Energy Systems and Management
234	Energy Systems Engineering
235	Energy Technology
236	Energy Technology and Management
237	Engineering Analysis and Design
238	Engineering and Management
239	Engineering Design
240	Engineering Education
241	Engineering Statistics
242	Environment and Water Resource Engineering
243	Environment Engineering
244	Environmental Biotechnology
245	Environmental Engineering
246	Environmental Engineering and Management
247	Environmental Management
248	Environmental Science and Engineering
249	Environmental Science and Technology
250	E-Security
251	Farm Machinery
252	Fashion and Apparel Engineering
253	Fashion Technology
254	Financial Engineering
255	Food Biotechnology



Sl. No.	Name of the Course
256	Food Engineering and Technology
257	Food Plant Operations Management
258	Food Process Engineering and Management
259	Food Processing Technology
260	Food Safety and Quality Management
261	Food Supply Chain Management
262	Food Technology
263	Food Technology and Management
264	Foundation Engineering
265	Foundry and Forge Technology
266	Fracture Mechanics
267	Fuel and Combustion
268	Future Studies and Planning
269	Gas Turbine Technology
270	Geo Informatics
271	Geo Informatics and Surveying Technology
272	Geomachines and Structures
273	Geomechanics and Structures
274	Geotechnical and Geoenvironmental Energy
275	Geotechnical Earthquake Engineering
276	Geotechnical Engineering
277	Geotechnology
278	Green Technology
279	Guidance and Navigation Control
280	Guided Missiles
281	Health Care and Hospital Management
282	Health Science and Water Engineering
283	Heat and Power
284	Heat Power and Thermal Engineering
285	Heat Power Engineering
286	Heat Ventilation and Air Conditioning
287	High Voltage and Power Systems Engineering
288	High Voltage Engineering
289	Highway Engineering
290	Highway Technology
291	Hill Area Development Engineering
292	Hydraulics and Flood Control
293	Hydraulics Engineering
294	Hydrology and Water Resources Engineering
295	I.T. (Courseware Engineering)
296	Illumination Engineering
297	Illumination Technology and Design
298	Image Processing
299	Industrial and Production Engineering
300	Industrial Automation and RF Engineering
301	Industrial Automation and Robotics
302	Industrial Biotechnology
303	Industrial Catalysis
304	Industrial Design
305	Industrial Drives and Control
306	Industrial Electronics
307	Industrial Engineering
308	Industrial Engineering and Management
309	Industrial Instrumentation and Control
310	Industrial Mathematics
311	Industrial Metallurgy
312	Industrial Pollution Control
313	Industrial Power Control and Drives
314	Industrial Refrigeration and Cryogenics
315	Industrial Safety
316	Industrial Safety and Engineering
317	Industrial Structures
318	Industrial System and Drives
319	Industrial Systems Engineering
320	Information and Communication Technology
321	Information Engineering
322	Information Science and Technology
323	Information Security
324	Information Security Management
325	Information Systems
326	Information Technology
327	Information Technology (Artificial Intelligence and Robotics)
328	Information Technology (Information and Cyber Warfare)

Sl. No.	Name of the Course
329	Information Technology and Engineering
330	Infrastructure Engineering
331	Infrastructure Engineering and Management
332	Infrastructure Engineering and Technology
333	Infrastructure Management
334	Instrumentation and Control (Applied Instrumentation)
335	Instrumentation and Control Engineering
336	Instrumentation and Electronics
337	Instrumentation Engineering
338	Instrumentation Technology
339	Integrated Circuits Technology
340	Integrated Power Systems
341	Integrated Water Resources Management
342	Intelligent Systems
343	Internal Combustion and Automobiles
344	Internal Combustion Engineering
345	Internal Combustion Engines and Turbo Machinery
	Irrigation and Drainage Engineering
346	Irrigation Engineering
347	Irrigation Water Management
348	Laser and Electro Optics
349	Laser Technology
350	Lean Manufacturing Engineering
351	Leather Technology
352	Machine Design
353	Machine Design and Robotics
354	Maintenance Engineering
355	Man-Made Textile Technology
356	Manufacturing and Automation
357	Manufacturing Engineering
358	Manufacturing Engineering and Automation
359	Manufacturing Engineering and Management
360	Manufacturing Engineering and Technology
361	Manufacturing Process
362	Manufacturing Process and Automation Engineering
363	Manufacturing Science and Engineering
364	Manufacturing Systems and Management
365	Manufacturing Systems Engineering
366	Manufacturing Technology
367	Manufacturing Technology and Automation
368	Marine Engineering
369	Marine Technology
370	Material Engineering
371	Material Engineering (Nanotechnology)
372	Material Handling
373	Material Science and Chemical Technology
374	Material Science and Engineering
375	Material Science and Technology
376	Materials Engineering
377	Measurement and Control
378	Mechanical (Computer Aided Design, Manufacture and Engineering)
379	Mechanical (Computer integrated Manufacturing)
380	Mechanical (I.C. Engine and Automobile Engineering)
381	Mechanical and Automation Engineering
382	Mechanical Engineering
383	Mechanical Engineering (CAD/CAM)
384	Mechanical Engineering (Energy System and Management)
385	Mechanical Engineering (Industry Integrated)
386	Mechanical Engineering (Manufacturing Technology)
387	Mechanical Engineering (Production)
388	Mechanical Engineering (Thermal Engineering)
389	Mechanical Engineering Automobile
390	Mechanical Engineering Design
391	Mechanical Engineering Production
392	Mechanical Engineering (CAD)
393	Mechanical Engineering-Product Design and Development
394	Mechanical- Product Life Cycle Management



Sl. No.	Name of the Course
395	Mechanical System Design
396	Mechanical Welding and Sheet Metal Engineering
397	Mechanical-Manufacturing Engineering
398	Mechatronics
399	Medical Electronics
400	Metallurgical and Materials Engineering
401	Metallurgical Engineering
402	Metallurgy
403	Metallurgy and Material Technology
404	Micro and Nano Electronics
405	Micro Electronics
406	Micro Electronics and Control Systems
407	Micro Electronics and VLSI Design
408	Micro Electronics and VLSI Technology
409	Micro Electronics Engineering
410	Microelectronics and VLSI Design
411	Microwave and Communication Engineering
412	Microwave and Millimeter Engineering
413	Microwave and Optical Communication
414	Microwave and Radar Engineering
415	Microwave and TV Engineering
416	Microwave Engineering
417	Microwaves
418	Mining Engineering
419	Mobile Communication and Network Technology
420	Mobile Computing Technology
421	Mobile Technology
422	Modeling and Simulation
423	Modern Communication Engineering
424	Multimedia and Software Engineering
425	Multimedia Technology
426	Nano Science and Technology
427	Nano Technology
428	Network Engineering
429	Network infrastructure Management
430	Network Security and Management
431	Networking
432	Networking and internet Engineering
433	Neural Networks
434	New Material Process and Technology
435	Nuclear Engineering
436	Nuclear Science and Technology
437	Ocean Technology
438	Oil Technology
439	Oils, Oleochemicals and Surfactants Technology
440	Optical Engineering
441	Optics and Optoelectronics
442	Opto Electronics and Communication Systems
443	Optoelectronics and Communication
444	Optoelectronics and Laser Technology
445	Opto-Electronics Engineering
446	Optoelectronics -Optical Communication
447	Packaging Technology
448	Paint Technology
449	Parallel Distributed Systems
450	Perfumery and Flavour Technology
451	Pervasive Computing Technology
452	Petrochem and Petroleum Refinery Engineering
453	Petrochemical Engineering
454	Petrochemical Technology
455	Petroleum Engineering
456	Petroleum Refining and Petrochemicals
457	Petroleum Technology
458	Pharmaceuticals and Fine Chemical Technology
459	Pharmaceuticals Chemistry and Technology
460	Physical Metallurgy
461	Plant Design
462	Plastic Engineering
463	Plastics Engineering
464	Plastics Processing and Testing
465	Plastics Technology
466	Polymer Engineering
467	Polymer Nanotechnology

Sl. No.	Name of the Course
468	Polymer Science and Engineering
469	Polymer Science and Technology
470	Polymer Technology
471	Power and Energy Engineering
472	Power and Energy System
473	Power and Industrial Drives
474	Power Control and Drives
475	Power Electronics
476	Power Electronics and Control
477	Power Electronics and Drives
478	Power Electronics and Drives in Electrical Engineering
479	Power Electronics and Electrical Drives
480	Power Electronics and Machine Drives
481	Power Electronics and Power Systems
482	Power Electronics and Systems
483	Power Electronics Engineering
484	Power Engineering
485	Power Engineering and Energy Systems
486	Power Plant Engineering and Energy Management
487	Power System and Control
488	Power System and Control Automation
489	Power System Control and Automation
490	Power System with Emphasis H. V. Engineering
491	Power Systems
492	Power Systems and Automation
493	Power Systems and Power Electronics
494	Power Systems and Renewable Energy
495	Power Systems Control and Automation Engineering
496	Power Systems Engineering
497	Pre Stressed Concrete
498	Printing Engineering and Graphics Communication
499	Printing Technology
500	Process and Food Engineering
501	Process Control
502	Process Control instrumentation
503	Process Dynamics and Control
504	Process instrumentation
505	Process Metallurgy
506	Product Design
507	Product Design and Commerce
508	Product Design and Development
509	Product Design and Manufacturing
510	Production and Industrial Engineering
511	Production Design and Manufacturing
512	Production Engineering
513	Production Engineering and Engineering Design
514	Production Engineering System Technology
515	Production Management
516	Production Technology
517	Production Technology and Management
518	Project Management
519	Propulsion Engineering
520	Public Health Engineering
521	Quality Engineering and Management
522	Radar and Communication
523	Radio Frequency and Microwave Engineering
524	Radio Physics and Electronics
525	Refrigeration and Air Conditioning
526	Reliability Engineering
527	Remote Sensing
528	Remote Sensing and GIS
529	Remote Sensing and Wireless Sensor Networks
530	Renewable Energy
531	Robotics and Automation
532	Robotics and Mechatronics
533	Rocket Propulsion
534	Rubber Technology
535	Rural Technology
536	Science in Software Engineering
537	Scientific Computing
538	Seismic Design and Earthquake Engineering



Sl. No.	Name of the Course
539	Sensor Technology
540	Signal Processing
541	Signal Processing and Communications
542	Signal Processing and Embedded Systems
543	Software Engineering
544	Software Systems
545	Soil and Water Conservation Engineering
546	Soil Mechanics
547	Soil Mechanics and Foundation Engineering
548	Solar Power Systems
549	Spatial information Technology
550	Sports Technology
551	Structural and Foundation Engineering
552	Structural Design
553	Structural Dynamics and Earthquake Engineering
554	Structural Engineering
555	Structural Engineering and Construction
556	Structural Engineering and Construction Management
557	Surface Coating Technology
558	System and Network Security
559	System Management
560	System Software
561	Systems and Signal Processing
562	Technical Textile
563	Technology Management
564	Telecommunication Engineering
565	Telematics
566	Textile Chemistry
567	Textile Engineering
568	Textile Processing
569	Textile Processing Technology
570	Textile Technology
571	Textile Technology (Design and Manufacturing)
572	Thermal and Fluid Engineering
573	Thermal Engineering
574	Thermal Power Engineering
575	Thermal Science Engineering
576	Thermal Sciences and Energy Systems
577	Thermal Systems and Design

Sl. No.	Name of the Course
578	Tool Design
579	Tool Engineering
580	Town and Country Planning
581	Traffic and Transporting Engineering
582	Transportation Engineering
583	Translational Engineering
584	Transportation Engineering and Management
585	Transportation System Engineering
586	Tribology and Maintenance
587	Turbo Machinery
588	Urban Engineering
589	Virtual Prototyping and Digital Manufacturing
590	VLSI
591	VLSI and Embedded Systems
592	VLSI and Embedded Systems Design
593	VLSI and Microelectronics
594	VLSI Design
595	VLSI Design and Embedded Systems
596	VLSI Design and Signal Processing
597	VLSI Design and Testing
598	VLSI System Design
599	VLSI Systems
600	Waste Water Management, Health and Safety Engineering
601	Water and Environmental Technology
602	Water Resource Engineering
603	Water Resource Management
604	Water Resources and Environmental Engineering
605	Water Resources and Hydraulic Engineering
606	Water Resources and Hydro informatics
607	Weapons Engineering
608	Web Technologies
609	Wired and Wireless Communication
610	Wireless and Mobile Communications
611	Wireless Communication and Computing
612	Wireless Communication Technology
613	Wireless Communications
614	Wireless Networks and Applications
615	Wireless Technology

2.6

Diploma in Pharmacy

Sl. No.	Name of the Course
1	Pharmacy

2.7

Under Graduate Degree in Pharmacy

Sl. No.	Name of the Course
1	Pharmacy

2.8

Post Graduate Degree in Pharmacy

Sl. No.	Name of the Course
1	Industrial Pharmacy
2	Pharmaceutical Analysis
3	Pharmaceutical Biotechnology
4	Pharmaceutical Chemistry
5	Pharmaceutical Quality Assurance
6	Pharmaceutical Technology

Sl. No.	Name of the Course
7	Pharmaceutics
8	Pharmacognosy
9	Pharmacology
10	Pharmacy Practice
11	Phytopharmacy and Phytomedicine
12	Regulatory Affairs

2.9

Diploma in Architecture

Sl. No.	Name of the Course
1	Architecture Assistantship
2	Interior Design



2.10 Under Graduate Degree in Architecture

Sl. No.	Name of the Course
1	Architecture

2.11 Post Graduate Degree in Architecture

Sl. No.	Name of the Course
1	Advanced Architecture
2	Advanced Design
3	Architecture and Construction Project Management
4	Architectural Conservation
5	Architectural Design
6	Architecture and Settlement Conservation
7	Architecture Education
8	Building Management
9	Built Heritage
10	City Design
11	Computer Application
12	Construction Management
13	Energy Efficient and Sustainable Architecture

14	Environmental Architecture
15	Habitat Design
16	Housing
17	Interior Architecture
18	Interior Design
19	Landscape Architecture
20	Project Management
21	Real Estate Development
22	Sustainable Architecture
23	Theory and Design
24	Urban Conservation
25	Urban Design
26	Urban Design and Development

2.12 Under Graduate Degree in Planning

Sl. No.	Name of the Course
1	Planning

2.13 Post Graduate Degree in Planning

Sl. No.	Name of the Course
1	City and Regional Planning and Management
2	City Planning
3	City Planning and Management
4	Community Planning
5	Conservation Planning
6	Environmental Planning
7	Environmental Planning and Management
8	Housing
9	Industrial Area Planning and Management
10	Infrastructure Planning
11	Infrastructure Planning and Management
12	Land-Use Planning
13	Regional and Rural Development Planning

Sl. No.	Name of the Course
14	Regional Planning
15	Rural Planning and Development
16	Rural Planning and Management
17	Town and Country Planning
18	Town Planning
19	Transport Planning and Management
20	Transportation Planning
21	Urban and Regional Planning
22	Urban and Rural Planning
23	Urban Design
24	Urban Development
25	Urban Planning

2.14 Diploma in Applied Arts and Crafts

Sl. No.	Name of the Course
1	Apparel Design and Fabrication Technology
2	Apparel Design and Fashion Technology
3	Art for Drawing Teacher
4	Beauty and Hair Dressing
5	Beauty Culture
6	Beauty Culture and Cosmetology
7	Commercial Art
8	Commercial Practice
9	Commercial Practice (KAN and ENG)
10	Cosmetology
11	Costume Design and Dress Making
12	Costume Design and Garment Technology

Sl. No.	Name of the Course
13	Craft Technology
14	Fashion and Apparel Design
15	Fashion Design and Garment Technology
16	Fashion Designing
17	Fashion Technology
18	Fine Arts
19	Garment Technology
20	Home Science
21	Interior Decoration
22	Textile Design
23	Textile Designing
24	Travel and Tourism

2.15 Post Diploma in Applied Arts and Crafts

Sl. No.	Name of the Course
1	Fine Arts
2	Textile Designing

2.16 Under Graduate Degree in Applied Arts and Crafts

Sl. No.	Name of the Course
1	Applied Arts

Sl. No.	Name of the Course
2	Applied Arts and Crafts (Fashion and Apparel Design)



Sl. No.	Name of the Course
3	Commercial Art
4	Fashion and Apparel Design
5	Fine Arts

Sl. No.	Name of the Course
6	Painting
7	Textile Design

2.17 Post Graduate Degree in Applied Arts and Crafts

Sl. No.	Name of the Course
1	Applied Arts
2	Advertisement and Public Relation
3	Customer Service Management
4	Fashion Technology

Sl. No.	Name of the Course
5	Fine Arts
6	Painting

2.18 Under Graduate Degree in Design

Sl. No.	Name of the Course
1	Design

2.19 Post Graduate Degree in Design

Sl. No.	Name of the Course
1	Design

2.20 Diploma in Hotel Management and Catering Technology

Sl. No.	Name of the Course
1	Food Technology
2	Hospitality and Tourism Administration
3	Hotel Management

Sl. No.	Name of the Course
4	Hotel Management and Catering Technology
5	Travel and Tourism

2.21 Under Graduate in Hotel Management and Catering Technology

Sl. No.	Name of the Course
1	Culinary Arts
2	Hospitality and Tourism Administration
3	Hotel Management

Sl. No.	Name of the Course
4	Hotel Management and Catering Technology

2.22 Post Graduate Degree in Hotel Management and Catering Technology

Sl. No.	Name of the Course
1	Food and Beverage Management
2	Hospitality and Tourism Administration

Sl. No.	Name of the Course
3	Hotel Management

2.23 Post Graduate Degree in MCA

Sl. No.	Name of the Course
1	Computer Applications

2.24 Post Graduate Certificate in Management

Sl. No.	Name of the Course
1	Finance
2	Home Textiles
3	Marketing and Finance
4	Management

Sl. No.	Name of the Course
5	Retail Management
7	Transport and Logistics Management

2.25 Diploma in Management

Sl. No.	Name of the Course
1	Commercial and Computer Practice
2	Modern Office Management
3	Modern Office Management and Secretarial Practices

Sl. No.	Name of the Course
4	Modern Office Practice
5	Stenography and Secretariat Practice

2.26 Post Graduate Diploma in Management

Sl. No.	Name of the Course
1	Accountancy with Computerized Account and Taxation
2	Advertising Communication
3	Agri Business Management
4	Agriculture Business
5	Apparels

Sl. No.	Name of the Course
6	Aviation Management
7	Banking and Financial Services
8	Banking and Insurance Service
9	Banking Insurance and Financial Service
10	Banking Insurance Finance and Allied Services
11	Big Data Analytics



Sl. No.	Name of the Course
12	Biotechnology
13	Business Administration
14	Business Design
15	Business Design and innovation
16	Business Economics
17	Business Entrepreneurship
18	Business Management
19	Commercial and Computer Practice
20	Communications
21	Corporate Social Responsibility
22	Development Studies
23	Dietetics
24	Dual Country Program
25	E-Business
26	Energy Management
27	Entrepreneurship
28	Environment Management
29	Executive Marketing
30	Family Managed Business
31	Fashion Retail Management
32	Finance
33	Finance and Marketing
34	Finance Control
35	Financial Management
36	Financial Services
37	Foreign Trade
38	Forestry Management
39	General
40	Global Business
41	Global Management
42	Government Accounting and Internal Audit
43	Healthcare
44	Healthcare and Hospital Management
45	Hospital and Health Management
46	Hospital Management
47	Human Resource and International Business
48	Human Resource Management
49	Human Resources
50	Industrial Management
51	Industrial Safety and Environmental Management
52	Information Communication Technology in Securities Market
53	Information Technology
54	Information Technology and Management
55	Information Technology and Marketing
56	Information Technology Management
57	Infrastructure Management
58	Innovation, Entrepreneurship and Venture Development
59	Insurance and Risk Management

Sl. No.	Name of the Course
60	Insurance Business Management
61	International Business
62	International Management
63	Jute Technology and Management
64	Law
65	Logistics and Supply Chain Management
66	Management
67	Marketing
68	Marketing and Finance
69	Marketing and Information Technology
70	Marketing and International Business
71	Marketing and Sales Management
72	Marketing Management
73	Mass Communication
74	Media and Entertainment
75	Media Management
76	Modern Office Management
77	Modern Office Management and Secretarial Practices
78	Modern Office Practice
79	National Management Programme
80	Personal Management and Human Resource Development
81	Personal Management and Human Resource Management
82	Pharma and Healthcare Management
83	Pharmaceutical Management
84	Fashion Technology
85	Project Management
86	Public Financial Management
87	Public Policy and Management
88	Research and Business Analytics
89	Retail and Fast Moving Consumer Goods
90	Retail Management
91	Retail Marketing
92	Rural Management
93	Rural Planning and Management
94	Service Management
95	Services
96	Sustainable Development Practices
97	Sustainability Management
98	Telecom
99	Telecom and Information Technology
100	Telecom and Marketing
101	Telecom Management
102	Textiles
103	Tourism and Cargo
104	Tourism and Leisure
105	Tourism and Travel
106	Tourism Management
107	Travel and Tourism

2.27

Post Graduate Degree in Management

Sl. No.	Name of the Course
1	Administrative Management
2	Advertising and Public Relation
3	Agri Business Management/ Entrepreneurship
4	Applied Management
5	Business Administration
6	Business Economics
7	Business Management
8	Business Studies
9	Communication and Media Technology
10	Computer Management
11	Entrepreneurship
12	Environment
13	Finance Management
14	Finance Marketing
15	Finance Marketing and Human Resource Management
16	Financial Administration
17	Financial and Personnel Management
18	Financial Management

Sl. No.	Name of the Course
19	Foreign Trade
20	General Management
21	Health Care Administration
22	Hospital Administration
23	Human Resource Development
24	Human Resource Development and Management
25	Human Resource Management
26	Industrial Management
27	Industrial Relations and Personnel Management
28	Information Management
29	Information Technology
30	International Business
31	Innovation, Entrepreneurship and Venture Development
32	Logistics and Supply Chain Management
33	Management Studies
34	Marketing and Finance
35	Marketing and Sales Management



Sl. No.	Name of the Course
36	Marketing Management
37	Marketing
38	Mass Communication
39	Media Management
40	Personnel Administration
41	Personnel Management
42	Personnel Management and Human Resource Development
43	Public Health

Sl. No.	Name of the Course
44	Retail Management
45	Rural Management
46	Rural Planning and Management
46	SEM
47	Textiles
48	Tourism Management

2.28

Fellowship in Management

Sl. No.	Name of the Course
1	Business Management
2	Human Resource Management

Sl. No.	Name of the Course
3	Management

2.29

Stream Based Sector Specific Specializations

Sl. No.	Sector	Sl. No.	Specialization
1	Automobiles	1	Engine Testing
		2	Vehicle Testing
		3	Vehicle Quality
		4	Auto Electrical and Electronics
		5	Farm Equipment and Machinery
2	Entertainment	6	Theatre and Stage Craft
3	Information Technology	7	Software Development
4	Economics and Finance	8	NIELIT Certified IT Professional
		9	Retail
		10	Banking
		11	Financial Planning
		12	Financial Services
		13	Logistics
		14	Mobile Communication
		15	Mobile Telecom System
5	Communications	16	Digital Switching Systems and Next Generation Networks
		17	Telecom Support Infrastructure
		18	Microwave Stations
		19	Broadband Networks
		20	Optical Fiber Networks
6	Agriculture	21	Farm Machinery and Power Engineering
		22	Soil and Water Conservation
		23	Green House Technology
		24	Renewable Energy
		25	Processing and Food Engineering
7	Construction	26	Building Technology
		27	Ceramic Tiles
		28	Refractory Technology
8	Applied Arts	29	Fashion Technology
		30	Interior Design
		31	Jewellery Design
9	Travel and Tourism	32	Tourism
10	Printing and Publishing	33	Printing Technology
11	Paramedical and Healthcare	34	Cardiology
		35	Neurology
		36	Radiography
		37	Emergency Medical Services
		38	Laboratory
		39	Operation Theatre
		40	Optometry
		41	Medical Record Science and Health Information
		42	Endoscopy
		43	Anesthesia and Critical Care
		44	Renal Dialysis
		45	Blood Bank
		12	Apparel and Textile
47	Textile Design		
48	Apparel Manufacturing		
49	Fashion Management		
13	Culture	50	Knowledge Heritage: A Model of Sanskrit Studies
		51	Intangible Cultural Heritage
		52	Museum Techniques



		53	Conservation
		54	Traditional Design
		55	Archaeology
		56	Expressive Culture
		57	Cultural Informatics
		58	Holistic Sciences in Sanskrit
14	Adventure Sports	59	Water Based Adventure
		60	Winter Sports and Skiing
		61	Land Based Adventure
		62	Aero Sports
		63	Disaster Management
		64	Medical and First Aid
		65	Environment
15	Mining and Excavation	66	Excavation Machinery
		67	Opencast Mining
		68	Dimensional Stone
		69	Underground Coal Mining
		70	Underground Metalliferous Mining
16	Metallurgy	71	Casting Development and Quality Assurance
		72	Foundry Technology
17	Service	73	Electronic Security
18	Manufacturing	74	Machining
19	Leather and Life Style Product Design and Development	75	Foot Wear Design and Production
		76	Retail and Fashion Merchandise
		77	Business and Entrepreneurship
		78	Fashion Leather Accessories Design
		79	Creative Design – CAD/CAM
		80	Fashion Design



Appendix 3

3.0 Norms for Intake and Number of Courses/ Divisions in a new Technical Institution

3.1 Diploma/ Post Diploma Level

Sl. No.	Programme	Intake per Division	Maximum number of Diploma/ Post Diploma Certificate Course(s)/ Division(s) allowed in an Technical Institution (First Shift only)	
			Course(s)/ Division(s)	Maximum Intake allowed
i	Engineering and Technology	60	5	300
ii	Pharmacy	60	1	60
iii	Architecture and Planning			
	a. Architecture	40	2	80
iv	Applied Arts, Crafts and Design			
	a. Applied Arts and Crafts	30	3	90
	b. Design	30	3	90
v	Hotel Management and Catering Technology	60	3	180

3.2 Under Graduate Level

Sl. No.	Programme	Intake per Division	Maximum number of Under Graduate Course(s)/ Division(s) allowed in an Technical Institution (First Shift only)	
			Course(s)/ Division(s)	Maximum Intake allowed
i	Engineering and Technology	60	5	300
ii	Pharmacy	60	2	100
iii	Architecture and Planning			
	a. Architecture	40	4	160
	b. Planning	40	3	120
iv	Applied Arts, Crafts and Design			
	a. Applied Arts and Crafts	30	3	90
	b. Design	30	5	150
v	Hotel Management and Catering Technology	60	3	180

3.3 Post Graduate Diploma/ Post Graduate Degree Level

Sl. No.	Programme	Intake per Division	Maximum number of Post Graduate Division(s) allowed in an Institution (First Shift only)	
			Course(s)/ Division(s)	Maximum Intake allowed
i	Engineering and Technology	30*	1	30
ii	Pharmacy			
	a. M.Pharm.	15**	1	15
	b. Pharm.D.	30	1	30
	c. Pharm.D. (Post Baccalaureate)	10	1	10
iii	Architecture and Planning			
	a. Architecture	20	3	60
	b. Planning	30*	1	30



iv	Applied Arts, Crafts and Design			
	a. Applied Arts and Crafts	30	3	90
	b. Design	15	3	45
v	Hotel Management and Catering Technology	30	3	90
vi	MCA	60	3	180
vii	Management	60	5	300

* 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

Note: One Division with Collaboration and Twinning is permissible in each Programme

3.4 Private Limited or Public Limited Company/ Industry Establishing Diploma/ Under Graduate Degree/ Post Graduate Degree (MCA/ Management) Institution

- a. New Technical Institution in Engineering and Technology/ Pharmacy/ Architecture and Planning/ Applied Arts, Crafts and Design/ Hotel Management and Catering Technology/ MCA/ Management 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 specified in the Approval Process Handbook.
- b. The Institution set up by such a Private Limited or Public Limited Company/ Industry shall be governed by the norms as specified in Chapter I of Approval Process Handbook.
- c. Private Limited or Public Limited Company/ Industry Establishing Diploma/ Under Graduate Degree/ Post Graduate Degree Institution shall choose any Course from Appendix 2 with Intake not exceeding the maximum as above and in any combination in the same Programme.
- d. Built-up area, Faculty: Student ratio and other requirements shall be fulfilled as specified in the Approval Process Handbook.



4.0 Norms for Land requirement and Built-up Area for the Technical Institutions

4.1 Land Requirements for the Technical Institutions

Programme	Land Area requirement in Acre								
	Diploma/ Post Diploma Programmes			Under Graduate Programmes			Institutions offering ONLY Post Graduate Programmes (MCA/ Post Graduate Diploma/ MBA)		
	Mega and Metro*	Urban	Rural	Mega and Metro*	Urban	Rural	Mega and Metro*	Urban	Rural
Engineering and Technology	\$	1.5	4.0	\$	2.5#	7.5#	-	-	-
Pharmacy	\$	0.75	2.0	\$	0.75	2.0	-	-	-
Architecture and Planning									
a. Architecture	\$	1.0	2.0	\$	1.0	2.0	-	-	-
b. Planning	-	-	-	\$	1.0	2.0	-	-	-
Applied Arts, Crafts and Design									
a. Applied Arts and Crafts	\$	0.5	1.5	\$	0.5	1.5	-	-	-
b. Design	-	-	-	\$	1.0	2.0	-	-	-
Hotel Management and Catering Technology	\$	1.0	2.0	\$	1.0	2.0	-	-	-
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 (UA- Urban Agglomeration).

\$For the Land area requirements the following conditions need to be adhered:

- The Built-up area requirements as specified in the Approval Process Handbook (which is in-force) are adhered to.
- The Built-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 Bye-Laws be made available by the Applicant Institution. Copy of the approved Plan from local statutory body and the completion Plan along with the Completion Certificate from the same body, be also provided. The provisional Occupancy Certificate shall be considered only for 2 consecutive Academic Years; after two years the only afore-mentioned Completion Certificate and Completion Plan shall be considered for continuance of approval.
- Fire and life Safety Certificate from Fire Department of the concerned State is to be taken before submitting the application at AICTE.
- Additional Course(s)/Programme(s), in future can be allowed subject to the availability of Built-up areas as per 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 a Master's Degree with specialization in Structural Engineering.
- Competent Authority has to certify that the place is located in Mega and Metro/ Urban/ 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 Bye-Laws. 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.

#The Land area required in Urban/ Rural shall be in a maximum of TWO plots. The Academic, Instructional, Administrative and Amenities area shall be in one plot not less than 1.5 Acre. The aerial distance between the plots shall not exceed 2 km. The remaining Land shall only be utilized for sporting Infrastructure/ Hostel/ Staff accommodation and related educational activities of the Institution.

Considering the hilly nature of Land in North Eastern States and the hilly regions of States such as Himachal Pradesh, Uttarakhand and Jammu and Kashmir or any area in any State declared as hilly by the concerned Government, 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 Course(s)/ Institutions (Technical/ Non-Technical) in the surplus Land arising out of the prevailing/ reduced norms of Land requirement is permissible. Further such surplus Land shall be used as per the Land use Certificate given to the Trust/ Society/ Company by the concerned authority, subject to such Course(s)/ 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 Programme 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 Programme(s)/ Course(s)/ 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 AICTE norms existing at the time of establishment of the Institution for the Programme(s)/ Course(s)/ 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 Programme(s)/ Course(s)/ Divisions later, the Land requirements as per the corresponding AICTE norms should be fulfilled. Annexure 12 of Approval Process Handbook gives Land Requirements as per AICTE norms during the previous years.

4.2 Minimum Built-up Area Requirements

- a. The Institution area is divided into, Instructional area (INA, carpet area in m²), Administrative area (ADA, carpet area in m²), Amenities area (AMA, carpet area in m²).
- b. Access and Circulation Area (ACA) is around 25% of Built-up Area.
- c. Total Built-up area in m² is equal to (INA+ADA+AMA) + (ACA).
- d. For Post Graduate Programmes, Administrative area of Under Graduate Programmes may be shared.
- e. Institutions shall have the Barrier free environment and Sports facilities as specified in the Chapter VI of Approval Process Handbook.



4.2.1 Instructional Area (Carpet Area) in m²

A. Engineering and Technology (Under Graduate/ Post Graduate Degree) Institutions

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	Total Number of Divisions x 0.75	66/ 33*
Tutorial Rooms ⁺	25% of total Class Room	33
Laboratory for First Year	4 (which includes 2 Laboratories for Basic sciences)	66
Laboratory other than First Year	2 per Course per Year	66
Laboratory for Post Graduate Courses	1 per Course	66
	1 Research Laboratory	66
Workshop [#]	1	200
Additional Laboratory/ Workshop for "X" Category Courses	1	200
Drawing Hall [#]	1	132
Computer Centre [#]	1	150
Seminar Hall	1	132
Library ⁺⁺	1	400
Language Laboratory ⁺	1	66

For Courses having more than 2 Divisions, additional Laboratories equivalent to the required number on pro rata basis for the said Courses shall be created.

* Applicable for Post Graduate Course only.

+ Language Laboratory shall have a minimum of 20 Computers with appropriate Software. Additional Laboratory required, if number of Divisions >5.

++ Additional Library area of 50 m² per 60 Students beyond 420 "Approved Intake".

"X" Category Courses such as Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and Allied Courses shall require an Additional Laboratory/ Workshop.

Drawing Halls, Computer Centres and Workshops to be created as given below:

Approved Intake	Computer Centre	Workshop	Drawing Hall
Up to 600	1	1	1
601-1200	2	2	2
Infrastructure Requirement shall be calculated on pro rata basis for "Approved Intake" greater than 1200			

Additional Laboratories to be created (if required) as per Curriculum of the concerned affiliating University.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart Board, PA system and Executive Chairs.

Institutions shall have MOOCS Facility Centre and Innovation/ Fab Laboratory.



B. Engineering and Technology (Diploma/ Post Diploma) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	Total Number of Divisions x 0.75	66
Tutorial Rooms ⁺	25% of total Class Room	33
Laboratory for First Year	4 (which includes 2 Laboratories for Basic sciences)	66
Laboratory other than First Year	2 per Course per Year	66
Workshop [#]	1	200
Additional Laboratory/ Workshop for “X” Category Courses	1	150
Drawing Hall [#]	1	132
Computer Centre [#]	1	150
Seminar Hall	1	132
Library ⁺⁺	1	300
Language Laboratory ⁺	1	66

For Courses having more than 2 Divisions, additional Laboratories equivalent to the required number on pro rata basis for the said Courses shall be created.

⁺Language Laboratory shall have a minimum of 20 Computers with appropriate Software. Additional Laboratory required, if number of Divisions >5.

⁺⁺ Additional Library area of 50 m² per 60 Students beyond 420 “Approved Intake”.

“X” Category Courses such as Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and Allied Courses shall require an Additional Laboratory/ Workshop.

[#] Drawing Halls, Computer Centres and Workshops to be created as given below:

Approved Intake	Computer Centre	Workshop	Drawing Hall
Up to 600	1	1	1
601-1200	2	2	2

Infrastructure Requirement shall be calculated on pro rata basis for “Approved Intake” greater than 1200.

Diploma Laboratories, if shared with the Under Graduate Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.

Additional Laboratories to be created (if required) as per Curriculum of the concerned University/ Board.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Institutions shall have Idea Implementation Centre/ Tinkering Laboratory/ Innovation Centre.



C. Pharmacy (Diploma/ Under Graduate/ Post Graduate Degree) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	Total Number of Divisions x 0.75	66/33**
Tutorial Rooms ⁺	25% of total Class Room	33
Laboratory (for First Year UG)	4	75
Laboratory (for First Year Diploma)	3	75
Laboratory (other than First Year)	1 per Course per year	75
Laboratory for Post Graduate	1 per Specialization	75
Machine Room	1	75
Instrument Room (Second Year)	1	75
Animal House**	1	75
Computer Centre inclusive of Language Laboratory	1	75
Seminar Hall	1 per Under Graduate Institution	132
	1 per Diploma Institution	132
Library	1	150

** Applicable for Post Graduate Course only.

+ No Tutorial Rooms required for Post Graduate Courses.

Not required for Diploma Institutions.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

Seminar Hall may be shared, if Diploma and Degree Pharmacy are offered in the same Institution.

For Post Graduate Programmes, Seminar Hall of respective Under Graduate Programme may be shared.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum.

Diploma Laboratories, if shared with Under Graduate Courses shall be upgraded to meet requirements of Under Graduate Curriculum.

Research Laboratory is to be provided with an area of 66 m² for each Institution offering Post Graduate Courses.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart board, PA system and Executive Chairs.

Institutions shall have MOOCS Facility Centre and Innovation/ Fab Laboratory.



D. Architecture/ Planning (Diploma/ Under Graduate/ Post Graduate Degree) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	Total Number of Divisions x 0.75	60/ 30**
Resource Centre	1	80
Computer Laboratory (for First Year)	1	60
Studio (other than First Year)	1 per Course per Year	120
Post Graduate Studio	2	60
Model making and Carpentry Workshop	1	120
Art Court	1	100
Multi-Purpose Hall	1	150
Research Laboratory+	1	60
Computer Centre	1	75
Seminar Hall	1 per Under Graduate Institution	132
	1 per Diploma Institution	132
Library	1	150
Language Laboratory	1	60

** Applicable for Post Graduate Course only.

+ Only for Institutions offering Post Graduate Courses.

For Post Graduate Courses, Seminar Hall of respective Under Graduate Course may be shared.

For Courses having more than 2 Divisions, ONE Additional Studio for each Division need to be created.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be up graded to meet requirements of Post Graduate Curriculum.

Diploma Laboratories, if shared with the Under Graduate Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

The Institutions shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart board, PA system and Executive Chairs.

Institutions shall have MOOCS Facility Centre and Innovation/ Fab Laboratory.



E. Applied Arts and Crafts (Diploma/ Under Graduate / Post Diploma/ Post Graduate Degree) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	1 Room per Division per Year	66/ 33**
Tutorial Rooms ⁺	25% of total Class Room	33
Workshop/ Studio	1 per Course per Year	66
Common Workshop/ Studio	1	90
Workshop/Studio (Post Graduate Courses)	1 per specialization	66
Studio/Display Room	1	132
Craft Centre	1	66
Computer Centre	1	75
Seminar Hall	1	100
Library	1	150
Language Laboratory	1	66

+ No Tutorial Rooms Required for Post Graduate Programme.

** Applicable for Post Graduate Course only.

For Post Graduate Courses, Seminar Hall of respective Under Graduate Course may be shared.

For Courses having more than 2 Divisions, one Additional Studio for each Division need to be created.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be up graded to meet requirements of Post Graduate Curriculum.

Diploma Laboratories, if shared with the Under Graduate Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.

Research Laboratory is to be provided with an area of 66 m² for each Institution offering Post Graduate Courses.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart board, PA system and Executive Chairs.

Institutions shall have MOOCS Facility Centre and Innovation Laboratory.



F. Design (Under Graduate/ Post Graduate Degree) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	1 Room per Division per Year	100/ 50**
Tutorial Rooms ⁺	1 per Year	33
Studio/ Workshop	1 per specialization per Year	66
Photography Laboratory	1	66
Computer Centre	1	75
Seminar Hall	1	100
Library	1	150
Language/ Audio Visual Laboratory	1	66

+ No Tutorial Rooms Required for Post Graduate Course.

** Applicable for Post Graduate Course only.

For Post Graduate Courses, Seminar Hall of respective Under Graduate Course may be shared.

For Courses having more than 2 Divisions, one Additional Studio/Workshop for each Division need to be created.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be up graded to meet requirements of Post Graduate Curriculum.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart Board, PA system and Executive Chairs.

Institutions shall have MOOCS Facility Centre and Innovation/ Fab Laboratory.



G. Hotel Management and Catering Technology (Diploma/ Under Graduate/ Post Graduate Degree) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	Total Number of Divisions x 0.75	66/33**
Tutorial Rooms ⁺	25% of total Class Room	33
Laboratory (Guest Room/House Keeping/ Front Office/ Kitchen) for First Year	3	66
Laboratory (Guest Room/ House Keeping/ Front Office/ Kitchen) other than First Year	2 per Course per Year	66
Laboratory/ Guest Room for Post Graduate Programme	1 per Specialization	66
Kitchen with Dining Hall	1	132
Restaurant	2	66
Computer Centre	1	75
Seminar Hall	1	132
Library	1	150
Language Laboratory	1	66

⁺For Post Graduate Course, Tutorial Rooms not required.

** Applicable for Post Graduate Course only.

For Post Graduate Courses, Seminar Hall of respective Under Graduate Course may be shared.

For Courses having more than 2 Divisions, ONE Additional Laboratory for each Division need to be created.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be up graded to meet requirements of Post Graduate Curriculum.

Diploma Laboratories, if shared with the Under Graduate Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

Research Laboratory shall be provided with an area of 66 m² for each Institution offering Post Graduate Courses.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart board, PA system and Executive Chairs.

Institutions shall have MOOCS Facility Centre.



H. MCA Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	1 per Division per Year	66
Tutorial Rooms	25% of total Class Room	33
Computer Laboratory	1	66
Computer Centre	1	150
Seminar Hall	1	132
Library	1	100

If the Institution has more than 2 Divisions, one Additional Laboratory for each Division need to be created.

Each Class Room shall be equipped with LCD projector, Smart Board, Internet Connection, etc.

Seminar Hall shall have proper furnishing and equipment such LCD projector, Smart Board, PA system and Executive Chairs.

Institutions shall have MOOCS Facility Centre and Innovation Laboratory.

I. Management (PGDM/ MBA) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	1 per Division per Year	66
Tutorial Rooms	25% of total Class Room	33
Computer Laboratory	1	66
Computer Centre	1	150
Seminar Hall	1	132
Library	1	100

Each Class Room shall be equipped with LCD projector, Smart Board, Internet Connection, etc.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart Board, PA system and Executive Chairs.

Institutions shall have MOOCS Facility Centre and Innovation Laboratory.

4.2.2 Administrative Area (Carpet Area) in m²

	Principal/ Director Office	Board Room	Office all inclusive	Cabin for Head of Department and Department Office	Faculty Rooms	Central Stores	Maintenance	Security	Housekeeping	Pantry for Staff	Examinations Control Office	Placement Office
Carpet Area in m ² per Room	30	20	150* 300 ^s	20	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/Department	One per Faculty (as per norms) in the Institution	1	1	1	1	1	1	1

^sTechnical Institution having more than one Programme

* 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 and Reprography	First Aid cum Sick Room	Principal's quarter	Guest House	Sports Club/ Gymnasium	Auditorium/ Amphi Theatre	Boys Hostel	Girls Hostel
Carpet Area in m ² per Room for the Technical Campus having more than one Program	350*	100	100	150	10	10	150	30	200	400	Adequate	Adequate
Carpet Area in m ² per Room for Technical Campus having one Program	150 [§]	75	75	150	10	10	150	30	100	250		
Number of Rooms required for the new Technical Institution	Adequate	1	1	1	1	1	,	,	,	,	,	,
Total Number of Rooms	Adequate	1	1	1	1	1	Desirable	Desirable	Desirable	Desirable	Desirable	Desirable

* Total area for the Technical Institution having more than one Programme

§ Total area for the Technical Institution 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 walkways, staircases and entrance lobby.

5.0 Norms for Books, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment for the Technical Institutions

5.1 Computers, Software, Internet and Printers

Programme		Number of PCs/ Laptop to student ratio (Minimum 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 and Technology	Diploma	1:6	03	20	All	Desirable	5%
	Under Graduate	1:6					
	Post Graduate	1:4					
Pharmacy	Diploma	1:8	01	10	All	Desirable	5%
	Under Graduate	1:8					
	Post Graduate	1:6					
Architecture and Planning							
a. Architecture	Diploma	1:6	01	10	All	Desirable	5%*
	Under Graduate	1:6					
	Post Graduate	1:4					
b. Planning	Under Graduate	1:6	01	10	All	Desirable	5%*
	Post Graduate	1:4					
Applied Arts, Crafts and Design							
a. Applied Arts and Crafts	Diploma	1:6	01	10	All	Desirable	5%
	Under Graduate	1:6					
	Post Graduate	1:4					
b. Design	Under Graduate	1:6	01	10	All	Desirable	5%
	Post Graduate	1:4					
Hotel Management and Catering Technology	Diploma	1:6	01	10	All	Desirable	5%
	Under Graduate	1:6					
MCA	Post Graduate	1:4	03	20	All	Desirable	5%
Management	Post Graduate	1:6	01	10	All	Desirable	5%

*At least one printer to be A1 Size Color Printer/ Plotter

** Includes Plagiarism checking Software

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

At least 4Mbps Wi-Fi connectivity at 4 or 5 hotspots shall be made available.

Arrangement to view NPTEL/ SWAYAM etc. shall be made available.



- a. Utilization of Open Source Software shall be encouraged
- b. Secured Wi-Fi facility is highly recommended
- c. Purchase of the most recent hardware is desirable
- 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 students 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 the number of experimental set-up be so arranged that maximum four students shall work on one set.

5.3 Books and Library facilities

Programme	Total Number of Divisions	Titles	Volumes	Reading Room Seating	Multimedia PCs for Digital Library/ internet Surfing located in the reading room
				% of Total Students	% of Total Students
Engineering and Technology/ Pharmacy/ Architecture/ Applied Arts and Crafts/ Hotel Management and Catering Technology (Diploma)	B	Half the number as required for Under Graduate Course in the same Programme	Half the number as required for Under Graduate Course in the same Programme	15 % (Max 150)	Minimum 10
Engineering and Technology (Under Graduate)	B	100#	500xB#	15 % (Maximum 150)	Minimum 10
Pharmacy (Under Graduate)	B	50 per* Course	250 per* Course		
Architecture/ Planning (Under Graduate)	B	100#	500xB#		
Applied Arts and Crafts/ Design (Under Graduate)	B	50*	400xB#		
Hotel Management and Catering Technology (Under Graduate)	B	100#	500xB#		
	B	50*	500xB*		
Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts/ Design/ Hotel Management and Catering Technology (Post Graduate)	B	50#	200#		
	B	As\$ Required	100\$		
MCA/ PGDM/ MBA (Post Graduate)	B	100#	500xB#		
	B	50*	500xB*		



B - Number of Divisions at First year (First and Second Shifts)

1#	Book Titles and Volumes required at the time of starting a new Technical Institution equally distributed per subject.
2*	Annual Increment equally distributed per subject.
3	Total number 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 an annual increment of Books based on the changes in Curriculum and Syllabus from time to time by the affiliating University/Board.
4 ^s	Component for additional Division/ Course.
5	Books shall also include subjects of Science, Humanities, Management and Social Science as per the requirements of the Curriculum and Syllabus.
6	Digital Library facility with multimedia facility is essential.
7	Reprographic facility in the Library is essential.
8	Document scanning facility in the Library is essential.
9	Library Books/ non Books processing as per the standard classification and cataloging system is essential.
10	Facilities to access the Online Courses is essential.
11	Library automation software including Bar coding is desirable.
12	50% of the total number of Titles and Volumes shall be in the form of e-books with intranet access is mandatory in case of Post Graduate Level Programme(s) and shall be desirable in case of UG/ Diploma Programme(s).
13	The Institution shall be a member of National Digital Library. Aggregators shall also be used.



6.0 Norms for Essential and Desirable requirements of the Technical Institutions

6.1 Essential requirements of the Technical Institutions

1	Establishment of Online Grievance Redressal Mechanism as specified in the Approval Process Handbook	Essential*
2	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*
3	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*
4	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 vide No. F. AICTE/ WH/ 2016/ 01 dated 10th June, 2016.	Essential*
5	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*
6	Internal Quality Assurance Cell	Essential*
7	Barrier Free Built Environment for disabled and elderly persons (as per Chapter VI of Approval Process Handbook)	Essential
8	Fire and Safety Certificate	Essential
9	Implementation of mandatory Internship policy for students	Essential
10	Implementation of teacher training policy	Essential
11	Implementation of examination reforms	Essential
12	Implementation of student Induction Programme	Essential
13	Atleast 5 MoUs with Industries	Essential
14	Compliance of the National Academic Depository (NAD) as per MHRD directives, applicable to PGCM/ PGDM Institutions and University Departments	Essential
15	Safety and Security measures in the Campus (as per Chapter VI of Approval Process Handbook)	Essential
16	Implementation of Food Safety and Standards Act, 2006 at the Institution	Essential
17	Digital payment for all financial transactions as per MHRD directives	Essential
18	Display of information submitted to AICTE (including the accreditation status and Board of Governors) along with mandatory disclosures in the Web site of the Institution	Essential
19	Standalone Language Laboratory	Essential
20	Potable Water supply and outlets for drinking water at strategic locations	Essential
21	Electrical Grid Power Supply Connection	Essential
22	Backup Electric Supply	Essential
23	Sports facilities	Essential
24	Sewage Disposal System	Essential
25	Display board within the premises as well as on the Web site of the of Institution indicating the feedback facility of students and Faculty available in AICTE Web-Portal	Essential
26	First aid, Medical and Counselling Facilities	Essential
27	Students Safety Insurance	Essential
28	Group Accident Policy to be provided for the employees	Essential
29	General Insurance provided for assets against fire, burglary and other calamities	Essential
30	Provision to watch MOOCS Course(s) through SWAYAM	Essential
31	Road suitable for use by Motor vehicle- Motorized Road	Essential
32	Institution-Industry Cell	Essential

33	Applied for membership of National Digital Library	Essential
34	Copies of AICTE approvals (LoA and EoA of subsequent years) obtained since inception of the Institution till date shall be placed on the Web site of the Institution	Essential
35	Appointment of Student Counsellor	Essential
36	Telephone	Essential
37	Vehicle Parking	Essential
38	General Notice Board and Departmental Notice Boards	Essential

* **Appointment of Committees/ IQAC/ Grievance Mechanism should be made before commencement of the session, however, an Affidavit⁴ to that effect need to be submitted by the new Technical Institution at the time of inspection by Expert Visit Committee**

6.2 Desirable requirements of the Technical Institutions

1	Implementation of the schemes announced by Government of India	Desirable
2	Offering of Skill development Courses approved by the Council	Desirable
3	Fabrication facility Laboratory (FABLAB)/ Tinkering Laboratory/ Innovation Laboratory	Desirable
4	Availability of at least ONE Smart Class Room per Department	Desirable
5	Rain Water Harvesting and installation of grid connected solar rooftops/ Power Systems	Desirable
6	Waste Management and environment improvement measures to ensure a sustainable Green Campus	Desirable
7	Public announcement system at strategic locations for general announcements/ paging and announcements in emergency.	Desirable
8	Enterprise Resource Planning (ERP) Software for Student-Institution-Parent interaction	Desirable
9	Efforts to encourage Final Year students to appear GATE examination	Desirable
10	Transport	Desirable
11	Post Office, Banking Facility/ ATM	Desirable
12	LCD (or similar) projectors in Class Rooms	Desirable
13	Auditorium	Desirable
14	Staff Quarters	Desirable
15	Display of Course(s) and “Approved Intake” in the Institution at the entrance of the Institution. Course(s) taken through duly recognized MOOCs shall be used as Supplementary Course(s)	Desirable
16	Intellectual Property Right Cell	Desirable
17	Implementation of Unnat Bharat Abhiyan/ Saansad Adarsh Gram Yojana (SAGY)	Desirable
18	Implementation of Startup Policy	Desirable
19	Innovation Cell/Club	Desirable
20	Social Media Cell	Desirable
21	Participation in the National Institutional Ranking Framework (NIRF)	Desirable
22	Participation in the National Innovation Ranking	Desirable
23	Availability of quality sanitary napkins through sanitary napkin vending machines and ensuring safe and environmental friendly disposal of used sanitary napkin through sanitary napkin incinerator	Desirable

6.3 Structure of the Committees

6.3.1 Anti-Ragging Committee

Every Institution/ University including Institution Deemed to be University imparting Technical Education shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the Institution, and consisting of representatives of Civil and Police Administration, Local Media, Non-Government Organizations involved in youth activities, representatives of Faculty members, representatives of parents, representatives of students belonging to the freshers’ category as well as senior students, non-teaching staff and shall have a diverse mix of membership in term of level as well as gender.



6.3.2 Grievance Redressal Mechanism

Each University shall appoint an Ombudsman for redressal of grievances of students. The Ombudsman shall be a person who has been a judge not below the rank of District Judge or a Retired Professor who has at least 10 years of experience. The Ombudsman shall not, at the time of appointment, during one year before appointment, or in the course of his tenure as Ombudsman, be in a conflict of interest with the University where his personal relationship, professional affiliation or financial interest may compromise or reasonably appear to compromise, the independence of judgement toward the University.

The Ombudsman, or any member of his immediate family shall not:

- hold or have held at any point in the past, any post, employment in office or profit in the University,
- have any significant relationship including personal, family, professional or financial, with the University,
- hold any University position, called by whatever name, under the administration or governance structure of the university.

The Ombudsman in the State Technical University shall be appointed by the University on a part time basis from a panel of three names suggested by the search committee consisting of the following members:

- Nominee of the Governor of concerned State - Chairman
- Two Vice Chancellors by rotation from Public Universities of the State Concerned
- One Vice Chancellor by rotation from Private Universities of the State Concerned
- Secretary (Higher Technical Education) of the State concerned - Convenor

The Ombudsman in a Central Technical University shall be appointed by the Central Technical University concerned on a part time basis from a panel of three names suggested by the search committee consisting of the following members:

- Chairman AICTE - Chairman
- One Vice Chancellor from Central Technical Universities by rotation
- Joint Secretary Higher Technical Education, MHRD, Government of India
- Member Secretary, AICTE - Convenor

The Ombudsman shall be a part time Officer appointed for a period of three years or till 70 years of age whichever is earlier from the date he resumes the Office and may be reappointed for another one term in the same University.

In case of Technical Institution, the Vice Chancellor of the affiliating University shall constitute a Grievance Redressal Committee consisting of five members for an individual Technical Institution or a group of Technical Institutions, keeping in view the location of the Technical Institution(s) concerned. Ombudsman shall be appointed by the concerned Directorate of Technical Education for Diploma Institutions and by AICTE for PGDM Institutions.

Every Technical Institution shall constitute an Internal Complaints Committee (ICC) with an inbuilt mechanism for gender sensitization against sexual harassment. The ICC shall have the following composition:

- A Presiding Officer who shall be a woman Faculty member employed at a senior level (not below a Professor in case of a University, and not below an Associate Professor or Reader in case of an Institution) at the Educational Institution, nominated by the Executive Authority
- Two Faculty members and two non-teaching employees, preferably committed to the cause of women or who have had experience in social work or have legal knowledge, nominated by the Executive Authority
- Three students (comprising of at least one girl student) of Pre-Final/Final year at Undergraduate/ Diploma Level Institution, as the case may be.
- One member from amongst Non-Government Organisation or Associations committed to the cause of women or a person familiar with the issues relating to sexual harassment, nominated by the Executive Authority.
- At least one-half of the total members of the ICC shall be women.



- Persons in senior positions such as Chairman/ Secretary of the Society, Principal/ Director of the Institution, etc. shall not be the members of the ICCs in order to ensure autonomy of their functioning.
- The term of office of the members of the ICC shall be for a period of three years. Institutions may also employ a system whereby one-third of the members of the ICC may change every year.

6.3.3 Committee for SC/ ST

Committee shall consists of five members, out of which atleast 2 members shall be SC/ST and one member shall be a women.



7.0 Norms for Faculty requirements and Cadre Ratio for the Technical Institutions

7.1 Diploma/ Post Diploma Certificate Programme

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/ Architecture/ Applied Arts and Crafts/ Design/ Hotel Management and Catering Technology/ Management	1:25	1	1 per Department	$(S/25) - (A+B)$	$S/25$
Pharmacy	1:20	1	1 per Department	$(S/20) - (A+B)$	$S/20$

S - Sum of the number of students as per "Approved Intake" at all years

7.2 Under Graduate Degree Programme

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						
a. Architecture	1:10	1	$\frac{S}{10xR} - 1$	$\frac{S}{10xR} \times 2$	$\frac{S}{10xR} \times 6$	$\frac{S}{10}$
b. Planning	1:16	1	$\frac{S}{16xR} - 1$	$\frac{S}{16xR} \times 2$	$\frac{S}{16xR} \times 6$	$\frac{S}{16}$
Applied Arts Crats and Design						
a. Applied Arts and Crafts	1:10	1	$\frac{S}{10xR} - 1$	$\frac{S}{10xR} \times 2$	$\frac{S}{10xR} \times 6$	$\frac{S}{10}$
b. Design	1:10	1	$\frac{S}{10xR} - 1$	$\frac{S}{10xR} \times 2$	$\frac{S}{10xR} \times 6$	$\frac{S}{10}$
Hotel Management and Catering Technology	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$

S - Sum of the number of students as per "Approved Intake" for all years, R = (1+2+6)

7.3 Post Graduate Degree Programme

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	~	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12}$
*Pharmacy						
M.Pharm.	1:10	~	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
Pharm. D.	1:15	~	$\frac{S}{15xR}$	$\frac{S}{15xR}$	$\frac{S}{15xR}$	$\frac{S}{15}$
*Architecture and Planning						
a. Architecture	1:8	~	$\frac{S}{8xR}$	$\frac{S}{8xR}$	$\frac{S}{8xR}$	$\frac{S}{8}$
b. Planning	1:10	~	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*Applied Arts Crafts and Design						
a. Applied Arts and Crafts	1:10	~	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
b. Design	1:7.5	~	$\frac{S}{7.5xR}$	$\frac{S}{7.5xR}$	$\frac{S}{7.5xR}$	$\frac{S}{7.5}$
*Hotel Management and Catering Technology	1:12	~	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12}$
#MCA	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$
#MBA/ PGDM	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$
S - Sum of the number of students as per "Approved Intake" for all years *R = (1+1+1), In case of non-availability of qualified Professor, an Associate Professor may be considered. #R = (1+2+6)						

In Integrated Planning Course, Faculty requirement is 1:16 for the first three years and 1:10 for the next two years.

Cadre Ratio shall be 1:2:6 (Not applicable to Diploma Level).

However, Institutions Deemed to be Universities/ Institutions having Accreditation/ Autonomy status shall maintain a better Cadre ratio.



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.

9.0 Norms for PGDM Programme

- 9.1** Post Graduate Certificate in Management (PGCM) Programme shall be of duration more than 1 year and not exceeding 2 years.
- 9.2** The duration of the Post Graduate Diploma in Management (PGDM) Programme shall not be less than 21 months.
- 9.3** Executive PGDM Programme shall be of duration of 15/ 18 Months.
- 9.4** The Academic calendar for admission of students shall be followed as prescribed by AICTE. The admission shall be started from 1st March and end by 30th June every year.
- 9.5** Admission to PGDM Institutions shall be made only from the candidates qualified from any one of the six All India tests, i.e.; CAT, XAT, CMAT, ATMA, MAT, GMAT or the common entrance examinations (if any) conducted by the respective State Governments for all Institutions other than Minority Institutions.
- The candidates shall be short listed on the basis of the overall rank computed taking into account of the following components and their weights:
- Score in the Common Admission test - 35 to 60%
 - Score for academic performance in X Std., XII Std., Under Graduate Degree/ Post Graduate Degree - 5 to 25%
 - Group discussion/interview - 20 to 45%
 - Weightage for participation in Sports, Extra-Curricular activities, Academic diversity and Gender diversity – 5 to 20%
- 9.6** PGDM Institutions shall publish the information regarding the name of the Common Admission test, from which the candidates are selected for admission, the percentage of scores of the above components on its website, admission Brochure and well before the admission process initiated and inform the Applicants through specific communications.
- 9.7** The Institution shall inform AICTE and clearly display on the Institution Web site the eligibility criteria, selection procedure and the merit list of the candidates who have applied for the Programme. The selection of the students shall be strictly on the basis of merit only.
- 9.8** PGDM Institutions shall upload students' enrolment data in the prescribed format on AICTE Web-Portal since its establishment before December every year. Thereafter students' enrolment data shall be uploaded to AICTE Web-Portal within one month from the last date for admission every year.
- 9.9** The Institutions shall mandatorily mention the enrolment number allotted to each student by AICTE in their Diploma Certificate and mark sheets.
- 9.10** PGCM/ PGDM Institutions may devise their own Curriculum for the Programme, however it shall be in conformity with the Model Curriculum developed by AICTE and incorporate significant part of academic components in their Curriculum. To introduce any new Course, the nomenclature and Syllabus of the same shall be submitted to the Policy and Academic Planning Bureau, AICTE for approval of the concerned Board.

- 9.11** Board of Governors is to be constituted as per Appendix 18 of Approval Process Handbook for Standalone PGDM Institutions. The minutes of the meetings of the Board of Governors shall be uploaded periodically in the website of the Institutions.
- 9.12** PGCM/ PGDM Institutions shall refund the fee collected, after deducting an amount of ₹1000/- (One Thousand only) as processing fee and return the Certificates to the students withdrawing the admission before the last date of admission, irrespective of the reasons for withdrawal of admission. The last date for withdrawal of admission for the purpose of refund of fees shall be 30th June of every year.
- 9.13** PGCM/ PGDM Institutions shall publish the fee being charged in its website and admission Brochure well before the admission process is initiated and inform the Applicants through specific communications.
- 9.14** PGCM/ PGDM Institutions shall follow norms and standards and conditions prescribed by the Council from time to time.
- 9.15** All PGDM Institutions should upload both the transcripts and Certificates on National Academic Depository (NAD).
- 9.16** The rules with respect to matters relating to examinations and arbitration shall be decided by the All India Board of Management, AICTE.
- 9.17** Institutions shall appoint OMBUDSMAN 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.
- 9.18** The academic session shall normally be from 1st July to 30th June of the succeeding year.



10.0 Subscription of Journals

Programme	Total number of Courses	Journals Published in India	Journals Published at Abroad
Engineering and Technology/ Pharmacy/ Architecture/ Applied Arts and Crafts/ Hotel Management and Catering Technology (Diploma)	B	Half the number as required for Under Graduate Course in the same Programme	Desirable
Engineering and Technology (Under Graduate)	B	6xB#	
Pharmacy (Under Graduate)	B	6xB#	
Architecture/ Planning (Under Graduate)	B	6xB#	
Applied Arts and Crafts/ Design (Under Graduate)	B	6xB#	
Hotel Management and Catering Technology (Under Graduate)	B	6xB#	
Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts/ Design/ Hotel Management and Catering Technology (Post Graduate)	B	6xB#	6xB#
MBA/ PGDM/ MCA (Post Graduate)	B	6xB#	

All the Journals in the Library are to be “subscribed” and at least 25% are to be indexed by Scopus/ Web of Science/ Medline (Pharmacy).

It is desirable to procure the hard copy of Journals published abroad. However, subscription to Journals published in India is essential. E-journals are recommended.

#As per the Programme(s)/Course(s) offered by the Institution, relevant e-journals from Web of Science or Scopus shall be subscribed.

The e-Shodh Sindhu is providing support in negotiating the prices of e-resources to AICTE approved Technical Institutions. The same shall be explored by the Institutions.

Journals shall also include subjects of Science, Humanities, Management and Social Science.

11.0 Format for Detailed Project Report (DPR) for establishment of a new Technical Institution**11.1 Preamble**

Detailed Project Report (DPR) is expected to cover the genesis of the proposal with respect to the background of the Technical Education and Industrial scenario of the State where the proposed Institution is being located and the credentials of the Consultants, if any, engaged by the Promoters.

- a. Introduction
- b. Background of the Consultants
- c. Technical Education and Industry Scenario

11.2 The Promoting Body

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 shall be described as follows:

- 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

The goal of the proposed Institution, Scope and Justification of its establishment in the light of the prevailing Technical Education and Industrial scenario in the State, availability of students for admission, particularly the number of students passing the qualifying examination viz., +2 Science with First Class and the number of seats already available in the particular Course (B.E./ B. Pharm./ B. Arch./ B.HMCT./ MBA/ MCA/ Diploma, etc.) in the State, and the genesis of the proposal with respect to the technical manpower requirement of the State, if available shall be described as follows:

- 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 Institution vis-à-vis the Industrial Scenario and Educational Facilities already available in the State

11.4 Academic Programmes

The basic Academic Philosophy of the Institution and to list the identified Programmes, targets, and various facilities shall be described as follows:

- 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 of Approval Process Handbook.

11.6 Salient Features of Academic Programmes

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 shall be described as follows:

- 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

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 shall be described as follows:

- 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

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 the contribution of the Institutions to Society at large, as follows:

- 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

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 shall be described as follows:

- 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

The details of the Master Plan for Campus Development starting from the selection of a 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 are expected to be taken up in consonance with the Master Plan keeping in view various aspects of convenience, safety, sustainability and utility of the facilities shall be described as follows:

- a. The Site
- b. Proposed Land Use Pattern
- c. Design Concept with proof of sustainability (As per Green Building Code 2017 is mandatory)
- 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

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, as follows:

- 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

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 outlay shall be described as follows:

- a. Activity Chart
- b. Constraints
- c. Financial Outlay
- d. Strategy for Implementation



11.13 Executive Summary of the Detailed Project Report

A Summary of the DPR as per the following Format for ready reference shall be given:

- Details about the Promoting Body
- Name and Address of the Promoting Body
- Date of Registration/ Establishment of the Promoting Body
- Nature of the Promoting Body
- Activities of the Promoting Body since inception
- Constitution of the Promoting Body

11.14 Faculty Data

Name	Academic Qualifications	Nature of Association with the Promoting Body	Experience in Academic Institutions (in years)		
	Technical	Non-Technical	Promotional	Management	Organizational

11.15 Proposed Institution

- Details about the Proposed Institution
- Development Plan for the Proposed Institution

11.16 Graphical Representation

- 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.
- 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.
- 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.
- 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	Course(s)/ Intake Proposed (I)	Built-up area/ Investment to be made (m ² / ₹) (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 the 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 Representative	Others
		Technical	Non-Technical		

11.22 Industry Linkages (at the time of establishment, and next five years)

Atleast minimum 5 MoUs and proof of relevance have to be produced. Purpose and outcomes of MoU shall be documented.

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.

Place:

Date:

(Authorized Signatory of the Applicant)

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](http://www.aicte-india.org/anti.htm)>download. All AICTE approved Technical Institutions have to comply with the provision made in the above Regulations. Any violation of above AICTE Regulations for the prevention and prohibition of ragging, shall call for punitive action against erring Institutions as per the 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, student 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 8'x6'.

The Institution may be requested to submit an 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 to 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”.

13.0 Structure of Various Committees

13.1 The Council

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 Council comprises of 51 members of which following 33 members have been nominated by MHRD.	1/ 3 members
Chairman, AICTE	
Vice Chairman, AICTE	
Secretary, Department of Higher Education, MHRD	
Additional Secretary, Technical Education, Department of Higher Education, MHRD	
Chairman, Central Regional Committee, AICTE	
Chairman, North Western Regional Committee, AICTE	
Chairman, South Central Regional Committee, AICTE	
Chairman, South Western Regional Committee, AICTE	
Chairman, All India Board of Hospitality and Tourism Management, AICTE	
Chairman, All India Board of Architecture, AICTE	
Chairman, All India Board of Information and Technology, AICTE	
Chairman, All India Board of Pharmacy, AICTE	
Chairman, All India Board of Town and Country Planning, AICTE	
Joint Secretary & Financial Advisor (MHRD)	
Secretary, Ministry of Skill Development & Entrepreneurship	
Secretary, Ministry of Electronics and Information Technology	
Secretary, Ministry of Micro, Small & Medium Enterprises	
Secretary, Ministry of Housing & Urban Affairs	
Secretary, Technical Education/ Higher Education, Telengana	
Secretary, Technical Education/ Higher Education, Tripura	
Secretary, Technical Education/ Higher Education, Uttar Pradesh	
Secretary, Technical Education/ Higher Education, Uttarakhand	
Secretary, Technical Education/ Higher Education, West Bengal	
Secretary, Technical Education/ Higher Education, Andhra Pradesh	

Secretary, Technical Education/ Higher Education, Andaman and Nicobar Islands	
Secretary, Technical Education/ Higher Education, Arunachal Pradesh	
Smt. Shalini Sharma, Senior Consultant and Head, Higher Education, CII	
Smt. Shobha Mishra Ghosh, Assistant Secretary General, FICCI	
Dr. Sandhya Chintala, Vice President, IT ITeS Sector Skills Council, NASSCOM	
Shri. T.V.Mohandas Pai, President, AIMA	
President, Association of Indian Universities	
Executive Secretary, Indian Society for Technical Education	
President, Pharmacy Council of India	
Vice President, Council of Architecture	
Director General, National Productivity Council	
President, Indian Institute of Metals	
President, The Institution of Electronics and Telecommunication Engineers	
President, Institute of Chemical Engineers	
Dr.K.Balaveera Reddy, Former Vice Chancellor, Visvesvaraya Technological University	
Chairman, University Grants Commission, New Delhi	
Director, Institution of Applied Manpower Research, New Delhi	
Director General, Indian Council of Agricultural Research, New Delhi	
Director General, Council of Scientific and Industrial Research, New Delhi	
Member Secretary, AICTE - Member Secretary	

13.2 The Executive Committee

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)	



<p>(Four out of eight members of the Council representing the States and Union Territories on rotation)</p> <p>Four Members with expertise and distinction in areas relevant to Technical Education to be nominated by the Chairman of the Council</p> <p>The Chairman, UGC (Ex-Officio)</p> <p>The Director, IAMR (Ex-Officio)</p> <p>The Director, ICAR (Ex-Officio)</p> <p>Member Secretary, AICTE - Member Secretary</p>	
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13.3 Regional Committee

Composition	Quorum
<p>Chairman to be nominated by the Chairman, AICTE</p> <p>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</p> <p>Four eminent persons in the field of Industry, Labour, Commerce and Professional representatives from the Pharmacy Council of India, Council of Architecture, Confederation of Indian Industries and Professional Societies to be nominated by the Chairman, AICTE</p> <p>One member representing the Board of Apprenticeship Training to be nominated by the Board</p> <p>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.</p> <p>One Vice Chancellor or his/ her nominee not below the level of Dean/ Principal) of the University/ Institution Deemed to be University dealing with Technical Education by rotation in alphabetical order of the State, UT in the region.</p> <p>One Officer of Bureau of Technical Education, not below the rank of Deputy Secretary, Department of Education, GoI (Ex-Officio)</p> <p>One Advisor of the Bureau, Regional Committees, AICTE (Ex-Officio)</p> <p>Regional Officer of the Regional Office (Ex-Officio) – Member Secretary</p>	<p>1/ 3 members</p>

13.4 Scrutiny/ Re-Scrutiny Committee under Chapter I of Approval Process Handbook

Composition	Quorum
<p>Professor/ Associate Professor of IIT/ IIM/ NIT/ Government/ Government aided Institutions</p> <p>An advocate registered with Bar Council</p> <p>An Architect registered with Council of Architecture</p>	<p>One Professor/ Associate Professor</p> <p>An advocate registered with Bar Council</p> <p>An Officer not below the rank of Deputy Director of the revenue Department of the concerned State Government/ UT to be</p>



	nominated by the concerned State Government/ UT or an Architect registered with Council of Architecture.
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13.5 Scrutiny/ Re-Scrutiny Committee under Chapter II of Approval Process Handbook

Composition	Quorum
Two Professors/ Associate Professors of IIT/ IIM/ NIT/ Government/ Government aided Institutions	Two Professors/ Associate Professors

13.6 Expert Visit Committee

Composition	Quorum
<p>An academican 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</p> <p>One Expert member, not below the level of Associate Professor or an Industry expert to be selected from the panel of Experts approved by the Executive Committee, AICTE</p> <p>An Officer not below the rank of Deputy Director of the revenue Department of 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 Engineering) 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</p>	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 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 Engineering) 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

Note:

Depending on the requirement, concerned State Government/ UT/ affiliating University/ Board nominee not below the level of Associate Professor may be added in the EVC.

In case of Institutions Deemed to be Universities, a Vice Chancellor/ Former Vice Chancellor/ Director of IIT/ NIT nominated by AICTE shall be the Chairman of the Expert Visit Committee.

13.7 Standing Hearing Committee/ Standing Appellate Committee

Composition	Quorum
A retired High Court Judge or an Educationist/ academican 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	One Member



Land and revenue matters to be nominated by the Chairman, AICTE	
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	

13.8 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.	
Directorate of Technical Education/ Registrar (Serving or Retired of Technical Institution/ University)	

13.9 Role and Responsibilities of Various Committees

Committee	Role and Responsibilities
The Council	To perform such functions as specified in Section 10 of AICTE Act, 1987
The Executive Committee	To perform such functions as assigned to it by the Council as specified in Section 10 of AICTE Act, 1987
Regional Committee	Providing recommendations about the issuance of approval for the new/ existing Technical Institutions based on the observations of Scrutiny/ Expert Visit Committee (as applicable).
Scrutiny Committee	Verify the authenticity of the documents submitted by the Applicant as specified in Appendix 16/ 17 (as applicable) of Approval Process Handbook.
Expert Visit Committee (EVC)	Visit the premises of the Institution to verify the availability of Infrastructural facilities and Faculty with respect to the norms specified in Approval Process Handbook.
Standing Hearing Committee (SHC)	To assess the compliance of the deficiencies observed in the report of the Expert Visit Committee/ for Show Cause Notice issued to the Institution.
Standing Appellate Committee (SAC)	To assess the compliance of the deficiencies observed in Standing Hearing Committee while considering the appeals of Institutions
Standing Complaint Scrutiny Committee (SCSC)	Processing of any Complaint(s) received about an Institution.



14.0 Regional Offices of AICTE

Region	Regional Offices	STD	Telephone	Jurisdiction
Central	Airport Bypass Road, Gandhi Nagar, Bhopal-462036 E-mail: cro@aicte-india.org	0755	2744314 2744315 2744316	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	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	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	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	Tamil Nadu, Puducherry
South Central	Hermitage Office complex 5 th Floor 503/504 opposite to Kalanjali, Saifabad, Khairatabad Hyderabad, Telangana E-mail: scro@aicte-india.org	044	2334 0113 23341036 23345071	Andhra Pradesh, Telengana
South-West	P.K. Block, Palace Road, Bangalore – 560 009 E-mail: swro@aicte-india.org	080	22205919 22205979 22208407 22253232	Karnataka, Lakshadweep, Kerala
Western	Industrial Assurance Building, Second Floor, Nariman Road, Mumbai - 400 020 E-mail: wro@aicte-india.org	022	22821093 22855412 22851551	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
Thiruvananthapuram 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

15.0 Grievance Redressal Mechanism

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 AICTE approved Technical Institutions vide No. 37-3/ Legal/ 2012 dated 25.05.2012. Non-Compliance of the above Regulations shall call for punitive action.

Guidelines for establishment of Grievance Redressal Mechanism

The Ministry of Human Resource Development (MHRD), Government of India has emphasized that there is a need for a structured mechanism for online registration as well as disposing 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. The Grievance Committee may include one female member, one member from SC/ ST/ Minority/ OBC and two other members.
- 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 Web Site of the Institution resulting in more number of Grievances being registered on the pg.portal of the 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 Redressal Mechanism at the point of arising of the Grievance, i.e. the Institution may be taken into account by the Accreditation Agencies.
- vi. The Council shall 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.

16.0 Documents to be submitted for

- Setting up a new Technical Institution offering a Technical Programme at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level
- Change of Site/ Location
- Conversion of Women's Institution into Co-ed Institution and vice-versa
- Conversion of Diploma Level into Degree Level and vice-versa
- To Start new Programme(s)/ Level(s) in the existing Institutions

16.1 Documents to be submitted at the time of the Scrutiny Committee

The 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 Affidavit⁴ supporting documents other than Affidavits shall be made and duly authenticated by the authorized signatory of Applicant or by the Head of the Institution.

- 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 Affidavit⁴ 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 of the Applicant Organization in a Format³ as prescribed on the Web-Portal.
- In Metro and Mega Cities, Certificate of Occupancy Certificate/ Completion Certificate/ Building License/ Form D (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.
- Fire Safety Certificate issued by the Competent Authority.
- Certificate¹ issued by an Advocate regarding Land related documents.
- Certificate² issued by an Architect regarding approved Building Plans.
- Certificate³ issued by the Bank Manager regarding financial status of the Applicant.
- A hard copy of the complete application as uploaded to AICTE Web-Portal, printed thereon.
- A receipt with the Official Seal from the authorized signatory of the State Government/ UT as proof of submission of these documents.
- A receipt with the Official Seal from the authorized signatory of the affiliating University as proof of submission of these documents **exempted for Institution applying for PGDM.**
- A 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 Competent Authority.

- For Standalone PGDM Institutions, details of the recommended composition of the Board of Governors of the Institution constituted as per Appendix 18 of Approval Process Handbook.
- In the case of a Company established under Section 8 of the 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, the 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 the PPP/ BOT in the said area with the Applicant Trust/ Society/ Company.
- Resolution of 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 Format³ prescribed on the Web-Portal.
- Documents showing ownership of Land/ Building as per the provisions of Section 8 of the Transfer of Property Act, 1882 or any other Law for the time being in force relating to transfer of property to or by Companies, Associations or bodies of individuals, in the name of the Applicant in the form of Registered Sale Deed/ Irrevocable Gift Deed (Registered)/ Irrevocable Government/ Private Lease Deed (Registered) (for a period of minimum 30 years with at least 25 years of live lease at the time of submission of application).

That Joint Affidavit¹¹ by the parties that the lease of Land is irrevocable for 30 years of which 25 years is still live shall have to be given on a Non-Judicial stamp/ e-stamp paper of ₹100/- duly sworn before a First Class Judicial Magistrate/Notary/Oath Commissioner. The ownership of the Land shall remain with the lessor but as long as the promoter uses that Land, within the conditions imposed by the Lessor, the ownership shall deem to be that of the lessee.

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 an Educational purpose to establish an Institution, 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 Classification Certificate of the Competent Authority indicating whether the Land for the proposed new Technical Institution/ Technical Campus falls in the rural area or otherwise.
- 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 the concerned Municipal Corporation or the local authority that approves Building Plans or the State Government/ UT.
- Site Plan, Building Plan of proposed Technical Institution prepared by an Architect registered with Council of Architecture (CoA)/ Licensed Surveyor and duly approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT.
- Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use for the proposed Institution at the permanent site with a table clearly mentioning all rooms, with



carpet area of each in m², 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 Course(s) from the first to final year. This shall be certified by Architect registered with the Council of Architecture.
- Proof of the availability of nomenclature of the applied Course(s) in the affiliating University/ Board.
- Proof of working capital (funds) as stated in Clause 1.5.3 of Approval Process Handbook, 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.
- Certificate regarding Minority Status, if applicable at the time of application. Any claim thereafter shall not be entertained.
- Detailed Project Report (DPR).
- 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 the Building/ students/ Faculty/ Staff etc. is required.
- In case of Buildings constructed by Government Departments before 50 years, for Government/ Government aided Institutions/ State or Central University/ Defence Institutions where the documents could not be submitted, a letter from the Competent Authority that the Building norms of AICTE are fulfilled shall be produced to this effect.

16.2 Documents to be submitted at the time of the Expert Visit Committee

The 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 the Library.
- Copy of Invoice/ Cash Memo for Equipment and Library Books.
- List and details of hard copy of National Journals subscribed.
- List and details of hard copy of International Journals subscribed.



- Details of subscription of Journals as per Appendix 10 of Approval Process Handbook.
- 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 roads.
- Details and proof of telephone connections available at the proposed Technical Institution.
- 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 Trust/ Society/ Company or by any other Trust/ Society/ Company to which the Chairman/ Secretary of the Applicant 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 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 Class Rooms, 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 Technical 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 Faculty members 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 AICTE Web-Portal.
- In no circumstance, unless the appointment of all Faculty members and other Staff is in place, the Institutions shall start the approved Technical Course(s).
- Faculty and non-teaching Staff data shall be entered as per the prescribed Format.



16.4 Additional documents to be submitted for approval of an existing Institution applied for Closure of the Institution for starting of a New Technical Institution in the same premises in the same year/ Change of Site/ Location/ Conversion of Women's Institution into Co-ed Institution/ Conversion of Diploma Level into Degree Level and vice-versa/ To Start new Programme(s)/ Level(s) in the existing Institutions at the time of Scrutiny

- No Objection Certificate from Concerned State Government/ UT in the Format¹.
- No Objection Certificate from affiliating University/ Board in the Format².
- Resolution of the Trust/ Society/ Company approving the Institution for Closure of the Institution for starting of a New Technical Institution in the same premises in the same year/ Change of Site/ Location/ Conversion of Women's Institution into Co-ed Institution and vice-versa/ Conversion of Diploma Level into Degree Level and vice-versa/ To Start new Programme(s)/ Level(s) in the existing Institutions, as applicable, duly signed by the Chairman/ Secretary in the Format³.

Note: No Land relaxation and refund of additional FDR/ Security Deposit allowed in case of Conversion of Co-ed Institution to Women's Institution.

16.5 Additional documents to be submitted for approval of the establishment of the Institution set up by a Private Limited or Public Limited Company/ Industry at the time of Scrutiny

- 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 the last 3 years clearly indicating turnover through operations

16.6 Documents expected to be presented to the Scrutiny/ Expert Committee are specified in Annexure 13 of Approval Process Handbook.



17.0 Documents to be submitted/uploaded for

- Extension of Approval of existing Institutions based on Self-Disclosure
- Extension of Approval to the existing Institutions after a break in the preceding Academic Year/ Restoration of Intake
- Extended EoA
- Increase in Intake/ Additional Course(s)
- Introduction of Integrated/ Dual Degree Course
- To start Diploma in Degree Pharmacy Institutions and vice-versa
- Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus
- Closure of the Institution
- Conversion of Management Institutions running PGDM Course into MBA Course
- Conversion of Second Shift Course(s) into First Shift Course(s)
- Closing of MBA Programme and Introduction of MCA Programme and vice-versa
- Introduction/ Continuation of Fellowship Programme in Management
- Introduction/ Continuation of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries
- Introduction/ Continuation of seats for Non Resident Indian(s)
- Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses
- Change in the Name of the Institution or affiliating University/Board
- Change in the Name of the Trust/ Society/ Company
- Change in the Name of the Bank
- Collaboration and Twinning Programme(s)

17.1 Documents to be uploaded for the issuance of Extension of Approval of existing Institutions based on Self-Disclosure/ after a break in the preceding Academic Years/ Restoration of Intake

Supporting documents including the Affidavits shall be duly authenticated by the Chairman/ 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.

In case of Buildings constructed by Government Departments before 50 years, for Government/ Government aided Institutions/ State or Central University/ Defence Institutions where the documents could not be submitted, a letter from the Competent Authority that the Building norms of AICTE are fulfilled shall be produced to this effect.

- An e-Affidavit⁴ with digital signature of the Chairman/ Secretary of the Trust/ Society/ Company on an e-stamp paper of ₹100/-, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.
- Copy of pay receipt print made on AICTE Web-Portal if any, in respect of Extension of Approval for the Academic Year 2019-20.
- As per Clause 6.4 of Approval Process Handbook, valid Occupancy/ Completion Certificate/ Building License/ Form D issued by the Competent Authority.

- Valid Structural Stability Certificate from the registered Structural Engineer, if the Building is more than thirty years from the issue of Completion Certificate that the Building is fit for human habitation.
- A valid Fire Safety Certificate issued by the Competent Authority.
- Satellite map, using suitable Web site, showing geographical location of the Land with latitude and longitude mentioned on it.
- Show Cause Notice issued by AICTE, if any, during the last two years.
- Details of the Court cases filed against AICTE and the order of the Court, if any.
- 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.
- Audited statement of accounts of the Trust/ Society/ Company for the previous year.
- 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 Course(s), has been entered as per the prescribed Format on the Web-Portal.

17.2 Additional documents to be submitted at the time of Scrutiny Committee for approval of Extended EoA/ Increase in Intake/ Additional Course(s)/ Introduction of Integrated/ Dual Degree Course/ Institutions having total “Approved Intake” less than the “Maximum Intake Allowed”/ Introduction of Fellowship Programme in Management

Additional documents shall be necessary while seeking approval for increase in the Intake in existing Programme

- An Affidavit⁶ 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 beyond 10th April of the next Calendar Year (not applicable for Institutions having total “Approved Intake” less than the “Maximum Intake Allowed”) for Institutions in existence for more than SEVEN YEARS/ FIVE YEARS for Institutions offering ONLY MCA/ MBA Programmes, from the date of establishment of the Institution or UGC Autonomy letter beyond 10th April of the next Calendar Year and the conferment letter from the affiliating University (as applicable as per the application).
- No Objection Certificate from affiliating University for Introduction of Integrated/ Dual Degree Course(s) in the Format².
- Proof for the existence of Faculty with Ph.D./ Fellow qualification as per the number of seats, in case of Introduction of Fellowship Programme in Management.
- Resolution of the Trust/ Society/ Company approving the Institution for starting additional Course(s)/ Division(s) in existing Programme and allocation of Land/ Building/ funds for the proposed activities duly signed by the Chairman/ Secretary in the Format³.

17.3 Additional documents to be submitted at the time of Scrutiny Committee for approval of the Institutions to start Diploma in Degree Pharmacy Institutions and vice-versa

- No Objection Certificate from affiliating University and Board in the Format².



- For introduction of Pharm. D., PCI approval for running Pharm. D., Valid NBA accreditation letter and Affidavit⁶.
- Resolution of the Trust/ Society/ Company approving the Institution to start Diploma in Degree Pharmacy Institution and vice-versa, duly signed by the Chairman/ Secretary in the Format³.

17.4 Additional documents to be submitted at the time of Scrutiny Committee for approval of the Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus

- No Objection Certificate from Concerned State Government/ UT in the Format¹
- No Objection Certificate from affiliating University and Board in the Format².
- Resolution of the Trust/ Society/ Company approving the Institution Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus, duly signed by the Chairman/ Secretary in the Format³.

Documents as specified in Appendix 16.1 of Approval Process Handbook have to be submitted in addition to that mentioned above.

17.5 Additional documents to be submitted at the time of Scrutiny Committee for approval of Progressive Closure/ Complete Closure of the Institution

- No Objection Certificate from Concerned State Government/ UT in the given Format¹.
- No Objection Certificate from affiliating University/ Board in the Format² with clear mention about the provisions/ alternative arrangements made to take care of Education of existing students studying in the Institution.
- Latest salary sheet giving details, such as, scale of pay, gross pay, PF deduction, TDS for all Faculty members and non-teaching Staff and Faculty: Student ratio.
- Details of the RPGF/ Joint FDR made with AICTE/ State Government/ UT/ University/ Board for the establishment of the Institution.
- Status of Students already studying in the Institution.
- Status of Faculty and Staff in the Institution and liabilities thereon.
- Affidavit² 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.
- Resolution of the Trust/ Society/ Company approving the Closure of the Institution, duly signed by the Chairman/ Secretary in the Format³.

17.6 Additional documents to be submitted at the time of Scrutiny Committee for approval of the Conversion of Management Institutions running PGDM Course into MBA Course

- Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use for the proposed Institution at the permanent site with a table clearly mentioning all rooms, with carpet area of each in m², as specified in Instructional, Administrative and Amenities requirements certified by the Architect registered with the Council of Architecture. Safety and hygiene



precautions ensured during occupation, if any, certified by the Architect registered with the Council of Architecture (Applicable, if applied intake is more than “Approved Intake”).

- An Affidavit⁶ 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 (Applicable, if applied intake is more than “Approved Intake”).
- Resolution of the Trust/ Society/ Company approving the Management Institution for Conversion of PGDM Course into MBA Course, duly signed by the Chairman/ Secretary in the Format³.

17.7 Additional documents to be submitted at the time of Expert Visit Committee for approval of the Conversion of Second Shift Course(s) into First Shift Course(s)

- Resolution of the Trust/ Society/ Company approving the Institution for Conversion of Second Shift Course(s) into First Shift Course(s) duly signed by the Chairman/ Secretary in the Format³.

17.8 Additional documents to be submitted at the time of Scrutiny Committee for approval of the Closing of MBA Programme and Introduction of MCA Programme and vice-versa

- Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use for the proposed Institution at the permanent site with a table clearly mentioning all rooms, with carpet area of each in m², as specified in Instructional, Administrative and Amenities requirements certified by the Architect registered with the Council of Architecture. Safety and hygiene precautions ensured during occupation, if any, certified by the Architect registered with the Council of Architecture (Applicable, if applied intake is more than “Approved Intake”).
- No Objection Certificate from affiliating University/ Board in the Format².
- Resolution of the Trust/ Society/ Company approving the Institution for Closing of MBA Programme and Introduction of MCA Programme and vice-versa, duly signed by the Chairman/ Secretary in the Format³.

17.9 Additional documents to be submitted at the time of Expert Visit Committee for approval of the Introduction of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries in existing Institutions

- Valid NBA Accreditation Certificate beyond 10th April of the next Calendar Year.
- Details regarding hostel facilities and hostel administration.
- Resolution of the Trust/ Society/ Company approving the Institution for Introduction of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries duly signed by the Chairman/ Secretary in the Format³.

17.10 Additional documents to be uploaded for approval of the Introduction of seats for Non Resident Indian(s)

- Resolution of the Trust/ Society/ Company approving the Institution for Introduction of seats for Sons/ Daughters of Non Resident Indian(s) duly signed by the Chairman/ Secretary in the Format³.



17.11 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the Name of Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses

- 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 Format² as prescribed on the Web-Portal.
- NOC shall not be required for closing of the Second Shift or reduction of Non-Zero Intake of Course(s)/ Programme(s)/ Reduction in number of Division(s)/ Merger of the Courses/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses.
- Resolution of the Trust/ Society/ Company approving the Institution for Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses duly signed by the Chairman/ Secretary in the Format³.

17.12 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the Name of the Institution

- No Objection Certificate from affiliating University/ Board in the Format².
- Resolution of the Trust/ Society/ Company approving the Institution for Change in the Name of the Institution duly signed by the Chairman/ Secretary in the Format³.

17.13 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the Name of the affiliating University/ Board

- No Objection Certificate (NOC) from the University/ Board where the Institution is affiliated in the Format².
- No Objection Certificate (NOC) from the University/ Board where the Institution seeks affiliation in the Format².
- Resolution of the Trust/ Society/ Company approving the Institution for Change in the Name of the affiliating University/ Board duly signed by the Chairman/ Secretary in the Format³.

17.14 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the Name of the Bank

- A notarized Affidavit⁹ of the Chairman/ Secretary of the Trust/ Society/ Company stating the reasons for the Change in the Name of the Bank.
- Resolution of the Trust/ Society/ Company approving the Institution for Change in the Name of the Bank duly signed by the Chairman/ Secretary in the Format³.

17.15 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the 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 for Change in the Name of the Trust/ Society/ Company or merger of Trusts/ Societies/ Companies
- No Objection Certificate from Concerned State Government/ UT in the Format¹.



- No Objection Certificate from affiliating University/ Board in the Format².
- A notarized Affidavit⁷ of the Chairman/ Secretary of the Trust/ Society/ Company stating that there is no commercial or business angle for such change.
- A 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 the recommended Board of Governors of the Institution constituted as per Appendix 18 of Approval Process Handbook.
- In case of a Company established under Section 8 of the 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 Trust/ Society/ Company, the transferor Trust/ Society/ Company should transfer its Land, assets and Infrastructure by a registered transfer/conveyance deed in the Name of the transferee Trust/ Society/ Company.
- Proof of working capital (funds) as stated in Clause 1.5.3 of Chapter I of Approval Process Handbook, 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).
- Resolution of the Trust/ Society/ Company approving Change in the Name of the Trust/ Society/ Company, mentioning the reasons for such Change in the Name duly signed by the Chairman/ Secretary in the Format³.

17.16 Additional documents to be submitted at the time of Scrutiny Committee for approval of Collaboration and Twinning Programme(s)

- The Foreign University/ Institution shall furnish an authorized signatory letter declaring therein that the Diploma/Degree/ Post Diploma Certificate awarded to the students in India shall be recognized in the Parent Country and shall be treated equivalent to the corresponding Diploma/ Degree/ Post Diploma Certificate awarded by the University/ Institution at Parent Country.
- 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 Diploma/ Degree/ Post Diploma Certificate.
- 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 Foreign Country as per Clause 3.3.e of Approval Process Handbook.



- Bipartite agreement/ MoU between the Foreign University/ Institution and the Indian Partner Institution for this purpose.
- Bipartite agreement/ MoU between the Indian Institution and the concerned affiliating University/ Board for this purpose.
- Affidavit⁵ clearly mentioning among other provisions that the students failing to get Visa shall be accommodated in a similar Programme and that the University/ Board shall register them for the purpose.
- Attested Proof from Foreign University/ Institution that a similar Degree/ Diploma is offered in the Parent Country.
- Letter of affiliation of the Indian Partner Institution with the University/ Board as applicable.
- 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 the concerned Embassy in India with a mention of genuineness of Foreign Educational Partnering Institution in the Country of origin.
- 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 Course(s) to be offered under Twinning Programme.



18.0 Recommended Composition of Board of Governors for the Technical Institutions

- a. 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.
- b. Chairman to be nominated by the Government/ Registered Trust/ Society/ Company. The Chairman of the Governing Body shall preferably be a technical person either Entrepreneur or an Industrialist or an Educationist of repute who is interested in the development of Technical Education and has demonstrated an interest in promotion of quality Education.
- c. Two to five Members (Industrialist/ Technologist/ Educationist) to be nominated by the Registered Trust/ Society/ Company.
- d. Nominee of the affiliating University/ Board (Not applicable to PGDM Institutions).
- e. Nominee of the All India Council for Technical Education (Ex-officio) (Applicable to PGDM Institutions Only).
- f. Nominee of the State Government/ UT (Ex-officio).
- g. An Industrialist/ Technologist/ Educationist from the Region nominated by the State Government/ UT.
- h. Principal/ Director of the concerned Technical Institution (as nominee of the Trust/ Society/ Company) - Member Secretary.
- i. 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.
- j. 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, however, shall not exceed 21.

19.0 Academic Calendar

19.1 Counselling/ Admission

- a. Last date to grant approval to Technical Institution shall be 30th April of the Calendar Year. Notwithstanding anything contained in any Rules, Regulations, Norms and Standards, Policies, Instructions, Orders, Notifications, Guidelines and the Approval Process Handbook issued or notified by AICTE, 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.
- b. The respective Directorate of Technical Education/ 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 the 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.
- c. 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.
- d. Provided that the Second round of counselling/ admission for allotment of seats shall be completed on or before 10th July of the Calendar Year. Last date upto which students can be admitted against vacancies arising due to any reason (no student should be admitted to any Institution after the last date under any quota) shall be 15th August of the Calendar Year.
- e. Notwithstanding anything contained in these Regulations, all Technical Institutions conducting Post Graduate Diploma Courses shall not initiate the admission process before 1st April of the Calendar Year.

- 19.2 The academic session and the teaching process shall commence on 1st August of the year (except for Post Graduate Degree and PGDM Programmes).

Semester/ Event	Odd Semester	Even Semester
For First year of the Programme		
Commencement of Classes	1 st August	1 st January
End of Classes	30 th November	30 th April
Second year and onwards of the Programme		
Commencement of Classes	15 th July	15 th December
End of Classes	15 th November	15 th 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.

20.0 Fellowship Programme in Management: Conduct and Admission Procedure**20.1 Prospectus****Admission eligibility of students**

- a. Master's Degree or equivalent in Engineering and 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 in 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 deadline 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 Post Graduate 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 an abstract 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 20 candidates in each Academic Year after ensuring availability of the Guide as per 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. In 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 are 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 cease 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	FPO1	Research Methodology	3
	FPO2	Managerial Statistics	3
	FPO3	General Management	3
	FPO4	System Approach to Management	3
Module 2	FPO5	3 Stream specific Course of 3 credits each	9
	FPO6	Credit Seminar (General)	3
Module 3	FPO7	Credit Seminar (Specific)	3
	FPO8	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 above shall 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 shall undergo 4 Courses of the total 12 credits in the first module and during the second module he/ she shall undergo three streams-specific Courses of 9 credits and give three credit Seminar on general management topic in the third module, the candidate shall 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 shall 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 a 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 shall give a pre-registration Seminar before a Committee constituted by the 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 shall submit 5 copies of the pre-registration Report (in about 15-20 pages) 15 days before the date of the Seminar. The Report shall include the 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 shall be accompanied by the following:
- Title and summary of the Thesis proposal approved by the Guide(s)
 - Registration fee of ₹2500/-
- 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 the 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 shall 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. 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 shall 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 ₹25000/- which includes an 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 the 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 shall indicate.



The required modification/ revision involving rewriting of Chapters but not involving further research work OR Complete rewriting of the Thesis with an 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 shall 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 Council 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.



1.0 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/ 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 password for our <user ID>;
3. That I/ We< Name>, Chairman/ Secretary, <Name of the Trust/ Society/ Company>, authorised to submit the present request and there is no misrepresentation;
4. That I/ We< Name>, Chairman/ 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>; and
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 therefrom.

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, 2019 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)

2.0 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 the Institution

I/ We, <Name>, Chairman/ 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 shall 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 AICTE Web-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; and
7. That the FDR was neither mortgaged nor encashed.

Details of RPF/ Joint FDR/ FD

Details of the RPF/ Joint FDR/ FD/ RTGS	Name and Address of the Bank	Date of Issue	Amount (₹)	FDR No./Online Transaction No.	Date of Maturity
Details of RPF/ Joint FDR/ FD/ RTGS made with AICTE/ Board for the 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/ 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, 2019 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



3.0 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 the establishment of new Technical Institution while submitting the Security Deposit

I/ We, <Name>, Chairman/ 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 establishment of Institution <Name and address of proposed Institution>,

1. That in accordance with the norms, procedures and conditions prescribed by 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 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 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, as applicable, by <Name and address of proposed Institution> shall be complied within one month from the date of issuance of the approval letter;
5. That the Land measuring Acre, 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 shall 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, 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 (Society/ Institution); and
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 therefrom.

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, 2019 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)

4.0 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 applications submitted under Chapter I and II except Closure of the Institution

I/ We, <Name>, Chairman/ Secretary, <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)

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 information/ material has been concealed;
2. That the Institution is functioning in the location as approved by the Council;
3. That the Institution has uploaded the Occupancy/ Completion Certificate/ Building License/ Form D issued by the Competent Authority and the Structural Stability Certificate by the Competent Authority;
4. That the Trust/ Society/ Company runs the following other Institutions in the same Campus;

Total Built-Up Area available

Name of the Institution	Programmes/ offered	Courses	Built-Up Area	Approved by AICTE or Not

5. That the Institution has uploaded valid Fire Safety Certificate issued by the Competent Authority;
6. That Principal of the Institution is regular and qualified as per AICTE norms;
7. That the Faculty: Student ratio is maintained as per AICTE norms and the Faculty data uploaded is true and complete;
8. **That the Promoter/ Institution has not demanded/ retained the Original Degree Certificates from the Faculty members;**
9. That the declaration, information and documents submitted/ uploaded as per Appendix 16/ 17 of Approval Process Handbook 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;
10. That the Land is contiguous, there is no dispute pertaining to the said Land and is free from all encumbrances;
11. 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 Trust/ Society/ Company and/ or the Institution;
12. That the Land/ Built-up area details given below in the Table are true and complete;

<Reproduce only appropriate section(s) related to application in the table below>

Sl. No.	Name of the Deed Holder	Document No.	Date of Registration	Plot No.	Address (Village) District	Area in Acre
Total area in Acre						

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

13. That I have submitted/ uploaded all the additional documents/ information regarding resolution/ NOC's/ Certificates/ details of Building completion (partial/full) in AICTE Web-Portal in respect of our application (as applicable) and the same is true and complete;
14. 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;
15. That I have uploaded all the student data of the previous year and the same is true and complete;
16. That no students have been admitted without the approval of concerned regulatory bodies (Applicable for Pharmacy/ Architecture);
17. That the financial transactions have been done only by digital payment;
18. That the declaration, information and documents pertaining to the availability of 50% additional Faculty and adhering to the timing for Second Shift (if applicable) is true and complete. Nothing is false and no information/ material has been concealed;
19. That liabilities, if any, arising out of the 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 the Trust/ Society/ Company/ Technical Institution> ;
20. That liabilities, if any, arising out of Change of Site/ Location shall solely be that of < Name of Trust/ Society/ Company/ Technical Institution>;
21. That liabilities if any, arising out of Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses/ Change of affiliating University/ Board shall solely be that of < Name of the Trust/ Society/ Company/ Technical Institution>;
22. 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 the Trust/ Society/ Company/ Technical Institution>;
23. That Audited statement of accounts of the Trust/ Society/ Company for the previous year has been uploaded;
24. That all Faculty and all non-teaching Staff data and all student data of all years and all Course(s), as entered by the Head of the Institution as per the prescribed Format on the Web-Portal are correct;
25. That the hostel facilities of International Standards for NRI/ PIO/ Foreign Nationals/ Children of Indian workers in Gulf Countries/ Collaboration and established an Office and Student Counselor to take care of the issues of such students admitted are provided. Further, their entry and exit shall be adhered to the norms specified under Ministry of External Affairs, Government of India;
26. That the Sports facilities are provided to the students;
27. That the Internal Quality Assurance Cell as per Appendix 6 of Approval Process Handbook before commencement of the Academic Session 2019-20 in respect of <application number><Name and address of Institution> is constituted (in case of existing Institutions)/ will be constituted (in case of New Institutions);
28. That the following Committees as per Appendix 6 of Approval Process Handbook before commencement of the Academic Session 2019-20 in respect of <application number><Name and address of Institution> are constituted (in case of existing Institutions)/ will be constituted (in case of New Institutions); and
 - 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)

29. 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/ 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, 2019 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)**



5.0 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> for 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(s) and Course(s) 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 fees 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 the two years Programme and two Semesters for four years 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 the 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; and
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, 2019 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)**



6.0 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/ Introduction of Pharm.D. Course

I/ We, <Name>, Chairman/ 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/ Introduction of Pharm.D. Course 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/ Introduction of Pharm.D. Course 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 the Intake/ Introduction of Pharm.D. Course;
3. That liabilities, if any, arising out of additional Course/ increase in the Intake/ Introduction of Pharm.D. Course of <Name and address of Institution> shall be solely that of <Name of the Trust/ Society/ Company>; and
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/ 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, 2019 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)**

7.0 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 the Name of the Trust/ Society/ Company

I/ We, <Name>, Chairman/ 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 the 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 the old Trust/ Society/ Company> to < Name of the 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, 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 the new Trust/ Society/ Company;
7. That liabilities, if any, arising out of change of Name of the Trust/ Society/ Company shall be solely that of new <Name of the Trust/ Society/ Company>; and
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, 2019 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)**

8.0 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 the release of Security Deposit

I/ We, <Name, Chairman/ Secretary <Name of Trust/ Society/ Company, Son of aged Resident of Do hereby state on the affirmation that Institution viz., had created Cumulative Fixed Deposit Receipt No. Dated for ₹..... for the maturity period of 8 years from to..... in the joint name of the Secretary, <Name of the Trust and the Regional Officer,, AICTE, maturity of said FDR deposited towards Programme was due on <date >

Or

I/ We, <Name, Chairman/ Secretary <Name of Trust/ Society/ Company, Son of aged..... Resident of Do hereby state on the affirmation that Institution viz., had created a Security Deposit with a transaction number..... on for ₹..... for a period of 10 years from to..... with AICTE towards Programme

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 on a temporary site;
5. The Institution has not been put under no admission category;
6. No inquiry 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/ sexual harassment against Women 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; and
11. The said FDR was not mortgaged/ renewed (not applicable to RTGS).

Further, in case if any violation is found, the Security Deposit will be resubmitted to AICTE by the Trust.

Name of the authorized person executing the undertaking along with his/ her Official Position with
(SEAL)

VERIFICATION

I/ We, the above name 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, 2019 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)**

9.0 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 the Name of the Bank

I/ We, <Name>, Chairman/ 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 the Bank 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 the old Bank> to < Name of the new Bank>;
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, 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 Banks;
5. That there are no financial liabilities in the <Name of the old Bank>;
6. That liabilities, if any, arising out of change of Name of the Bank shall be solely that of the <Name of the Trust/ Society/ Company>; and
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 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, 2019 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)**

10.0 Format of the Affidavit to be submitted by the Category I and II Universities notified by UGC 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 the compliance of AICTE norms

I/ We, <Name>, Vice Chancellor/ Registrar, <Name of the University>, son of aged years and, resident of, in connection with our application dated made to AICTE for,

Do here by solemnly affirm, state and declare as under:

1. That the <Name> University is fulfilling AICTE norms as specified in the Approval Process Handbook. If any complaint arises, AICTE has the right to inspect the premises and if the complaint is found to be true, the Council shall take any action, including Withdrawal of Approval.
2. That the information given by <Name of the University> in the application made to AICTE is true and complete. Nothing is false and no information/ material has been concealed.
3. That if any of the information is found to be false, incomplete, misleading and/ or that the <Name of the University> fail(s) to disclose all the information and/ or suppress any information and/ or misrepresent the information, the Council shall take any action, including Withdrawal of Approval.

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, 2019 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)**

11.0 Format of the Joint Affidavit by the Lessor and Lessee 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 transfer of private Property/ Building under the Transfer of Property Act, 1882 to be submitted by the Applicant

I/ We, <name>, Chairman/ Secretary, <name of the Trust/Company>, son ofaged....., resident of, (Lessor)do hereby solemnly affirm, state and undertake to hand over the possession of my/ our Property/ Building No.....(detailed address of the Property/ Building) to (Lessee), <name>, Chairman/ Secretary,<name of the Trust/Society/Company>, to run a Technical Institution (name and address) as under:-

1. I/We will abide by all the provisions contained in the Transfer of Property Act, 1882 or any other Law for the time being in force relating to transfer of Property/ Building to or by Companies, Associations or bodies of individuals while transferring the aforesaid Property/ Building to the Lessee;
2. That there are no legal issues pending with regard to this property before any court of Law hampering the transfer of this Property/ Building to the Lessee;
3. That the lease of Property/ Building is irrevocable for 30 years of which 25 years us still live ;
4. That there are no financial liabilities against this Property/ Building before transfer of the same to the Lessee;
5. That the Property/ Building is free from all encumbrances;
6. That both the Lessor and Lessee shall abide by the Local Municipal Laws and other Laws of the Land relating to this Property/ Building;
7. That the Lessee shall not have any right to sub-lease this Property/ Building to any other entity/person;
8. That henceforth, the Lessee shall be liable to pay all the taxes of this Property/ Building under the different Local Municipal Laws and other Laws of the Land; and
9. That the facts stated in this Affidavit are true to our knowledge. No part of the same is false and no material has been concealed there from.

Names of both the parties (Lessor and Lessee) or their authorized persons executing the undertaking.

LESSOR

LESSEE
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>.

LESSOR

LESSEE
DEPONENTS

Solemnly affirmed and signed before me by the deponents on this – day of – month, 2019 at my office. (Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)

Certificate 1

1.0 Certificate of an Advocate (To be produced in the Letterhead of Advocate)

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 Programme(s) 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 the 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.	Name of the Deed Holder	Document No.	Survey No.	Registration No. and Date	Land Area in Acre
				Total Area (in Acre)	

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 registered at the Sub Registrar Office <place>
3. The above-mentioned Land documents are authentic.
4. The above-mentioned Land documents are in the name of the Applicant.
5. The title of the Land pertaining to the above-mentioned Land documents are clear.
6. The Applicant is 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 has issued the Land Use Certificate respect of Land under reference for the proposed Institution mentioned above is
2. It has 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 authentic.
5. It has 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 has issued the Land Conversion Certificate respect of Land under reference for the proposed Institution mentioned above is
2. It has 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 authentic.
5. It has 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 has issued the Land Classification Certificate respect of Land under reference for the proposed Institution mentioned above is
2. It has 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 authentic.
5. It has been issued for the full extent of Land.

Signature of the Advocate

Name of the Advocate

Registration No.

Practicing at

Date:

Place:

Seal/ Stamp of the Advocate

*Strike off whichever is not applicable



Certificate 2

2.0 Certificate of an Architect registered with Council of Architecture (To be produced in the Letterhead of Architect)

The copies of the 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 has approved 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 been approved by the Competent Authority.
4. The above-mentioned site Plan and Building Plans are 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 has approved the Occupancy/ Completion Certificate/ Building License/ Form D and the Structural Stability Certificate, if applicable, mentioned above is
2. I have verified the above-mentioned Certificates from the Office of <Competent Authority>.
3. The above-mentioned Certificates have been approved by the Competent Authority.
4. The above-mentioned Certificates are authentic.

Signature of the Architect

Name of the Architect

Registration No.

Date:

Place:

Seal/ Stamp of the Architect

*Strike off whichever is not applicable



3.0 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)

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 the records of <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
 Name of the Bank Manager
 Date:
 Place:
 Seal/ Stamp of the Bank Manager

*Strike off whichever is not applicable

1.0 No Objection Certificate from the State Government/ UT

The <Name of the Trust/ Society/ Company>vide its Executive meeting held onat vide item no. have passed a resolution for the

- i. Institution applied for Closure of the Institution for starting of a New Technical Institution in the same premises in the same year
- ii. Change of Site/ Location of the Institution from <Name of the Institution>at<address>, (Old) to<Name of the Institution>at<address>, (new)
- iii. Conversion of Women's Institution into Co-ed Institution/ Co-ed Institution to Women's Institution
- iv. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- v. Merger of Institutions <Name of the Institution>at<address>, <Name of the Institution>at<address>, <Name of the Institution>at<address>, under the same Trust/ Society/ Company operating in the same Campus
- vi. Starting of new Programme(s)/ Level (s) Programme(s) <Course1..... (Intake.....), Course2 (Intake.....),>in the Institution
- vii. Closure of the Institution
- viii. 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>

<Name of the Institution>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 the

- i. Institution applied for Closure of the Institution for starting of a New Technical Institution in the same premises in the same year
- ii. Change of Site/ Location of the Institution from <Name of the Institution>at<address>, (Old) to<Name of the Institution>at<address>, (new)
- iii. Conversion of Women's Institution into Co-ed Institution/ Co-ed Institution to Women's Institution
- iv. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- v. Starting of new Programme(s)/ Level (s) Programme(s) <Course1..... (Intake.....), Course2 (Intake.....),>in the Institution
- vi. Merger of Institutions <Name of the Institution>at<address>, <Name of the Institution>at<address>, <Name of the Institution>at<address>, under the same Trust/ Society/ Company operating in the same Campus
- vii. Closure of the Institution
- viii. 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>

<Name of the Institution> 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>

Note:
Formats given by the Institutions reflecting the content of the concerned Format shall be accepted

*Strike off whichever is not applicable



2.0 No Objection Certificate from the affiliating University/ Board

The <Name of the Trust/ Society/ Company>vide its Executive meeting held onatvide item no.have passed a resolution for the

- i. Institution applied for Closure of the Institution for starting of a New Technical Institution in the same premises in the same year
- ii. Change of Site/ Location of the Institution from <Name of the Institution>at<address>, (Old) to<Name of the Institution>at<address>, (new)
- iii. Conversion of Women's Institution into Co-ed Institution/ Co-ed Institution to Women's Institution
- iv. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- v. Starting of Diploma in Degree Pharmacy Institution/ Degree in Diploma Pharmacy Institution
- vi. Starting of new Programme(s)/ Level (s) Programme(s) <Course1..... (Intake.....), Course2 (Intake.....),>in the Institution
- vii. Introduction of Integrated/ Dual Degree Course <Name of the Course>
- viii. Merger of Institutions <Name of the Institution>at<address>, <Name of the Institution>at<address>, <Name of the Institution>at<address>, under the same Trust/ Society/ Company operating in the same Campus
- ix. Closure of the Institution
- x. Conversion of Second Shift Course(s) into First Shift Course(s)
- xi. Closing of MBA Programme and Introduction of MCA Programme/ Closing of MBA Programme and Introduction of MBA Programme
- xii. Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses <Course1..... (Intake.....), Course2 (Intake.....),>
- xiii. Change in the Name of the Institution from<Name of the Institution>at<address>to<Name of the Institution>at<address>
- xiv. Change in the Name of the affiliating University/ Board from <Name of the present University/ Board> at <address> to <Name of the new University/ Board> at <address>
- xv. Change the Name of the Trust from <Name of the present Trust> at <address> to <Name of the new Trust> at <address>
- xvi. Starting of the Vocational Degree/Diploma Programme under NSQF

<Name of the Institution>at<address>, Vide application ref. No. Date: made by the Trust/ Society/ Company Name Address as at

This is to confirm that the <affiliating University/ Board >..... has no objection for the



- i. Institution applied for Closure of the Institution for starting of a New Technical Institution in the same premises in the same year
- ii. Change of Site/ Location of the Institution from <Name of the Institution>at<address>, (Old) to<Name of the Institution>at<address>, (new)
- iii. Conversion of Women’s Institution into Co-ed Institution/ Co-ed Institution to Women’s Institution
- iv. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- v. Starting of Diploma in Degree Pharmacy Institution/ Degree in Diploma Pharmacy Institution
- vi. Merger of Institutions <Name of the Institution>at<address>, <Name of the Institution>at<address>, <Name of the Institution>at<address>, under the same Trust/ Society/ Company operating in the same Campus
- vii. Starting of new Programme(s)/ Level (s) Programme(s) <Course1..... (Intake.....), Course2 (Intake.....),>in the Institution
- viii. Closure of the Institution, <Course1..... (Intake.....), Course2 (Intake.....),>

Mention Programme(s) and Course(s) where Closure of the Institution/ Programme is applied for:

Programme	Shift	Level	Course	Year of Establishment	d-4		d-3		d-2		d-1		Current Academic Year e		Total No. of students studying in the Institution as on date
					a		b		c		d		e		
					“Approved Intake”	Actual Admission	“Approved Intake”	Actual Admission	“Approved Intake”	Actual Admission	“Approved Intake”	Actual Admission	“Approved Intake”	Actual Admission	

- ix. Conversion of Second Shift Course(s) into First Shift Course(s)
- x. Closing of MBA Programme and Introduction of MCA Programme/ Closing of MCA Programme and Introduction of MBA Programme
- xi. Introduction of Integrated/ Dual Degree Course <Name of the Course>. Also it is confirmed that the said Integrated/ Dual Degree Course is available in the approved nomenclature of the University
- xii. Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses <Course1..... (Intake.....), Course2 (Intake.....),>

Re-arrangement of current students/ students who were admitted in these Courses in the previous years and who are trailing due to failures, etc. are mentioned in the following table:

Course requested for Closure	Number of current students	Number of students admitted in these Course(s) in the previous years and who are trailing due to failures	Details about re-arrangements of students



Current Staff strength, re-arrangements and dues, if any, shall be settled as per existing norms and Regulations on that behalf.

- xiii. Change in the Name of the Institution from<Name of the Institution>at<address>to<Name of the Institution>at<address>
- xiv. Change in the Name of the affiliating University/ Board from <Name of the present University/ Board> at <address> to <Name of the new University/ Board> at <address>
- xv. Change in the Name of the Trust from <Name of the present Trust> at <address> to <Name of the new Trust> at <address>
- xvi. Starting of the Vocational Degree/Diploma Programme under NSQF. Also, it is confirmed that the said Vocational Degree/Diploma Program under NSQF has been granted affiliation in year and has been included in the approved nomenclature of the University.

<Name of the Institution> 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.

Registrar/ Director
<Affiliating University/ Board >

Note:

Formats given by the Institutions reflecting the content of the concerned Format shall be accepted

*Strike off whichever is not applicable



3.0 Resolution of the Trust/ Society/ Company

That the Trust/ Society/ Company vide its Executive meeting held onat vide item no..... have resolved, for the

- i. Establishment of new Technical Institution and 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 Acre, earmarked for the proposed <Name of the Technical Institution> at <full address> required funds for creation of carpet and Built-up area
- ii. Institution applied for Closure of the Institution for starting of a New Technical Institution in the same premises in the same year
- iii. Change of Site/ Location of the Institution from <Name of the Institution> at <address>, (Old) to <Name of the Institution> at <address> (new)
- iv. Conversion of existing Women's Institution into Co-ed Institution/ Co-ed Institution to Women's Institution in the Name of <proposed <Name of the Institution
- v. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- vi. Starting of new Programme(s)/ Level (s) Programme(s) <Course1..... (Intake.....), Course2 (Intake.....),>
- vii. Increase in Intake in ... Course(s)/ Additional Course(s)/ Additional Programme(s)/ Introduction of Integrated/ Dual Degree Course/ Fellowship Programme in Management
- viii. Starting of Diploma in Degree Pharmacy Institution/ Degree in Diploma Pharmacy Institution
- ix. Merger of Institutions <Name of the Institution> at <address>, <Name of the Institution> at <address>, <Name of the Institution> at <address>, under the same Trust/ Society/ Company operating in the same Campus
- x. Closure of the Institution
- xi. Conversion of Management Institutions running PGDM Course into MBA Course
- xii. Conversion of Second Shift Course(s) into First Shift Course(s)
- xiii. Closing of MBA Programme and Introduction of MCA Programme/ Closing of MCA Programme and Introduction of MBA Programme
- xiv. Introduction of OCI/ PIO/ Foreign Nationals/ Children of Indian workers in Gulf Countries in the following Programme(s)/ Course(s)
- xv. Introduction of NRIs in the following Programme(s)/ Course(s)
- xvi. Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses
- xvii. Change the Name of the Institution from <Name of the Institution> (Old) at <address> to <Name of the Institution> (new)

- xviii. Change in the Name of the affiliating University/ Board from <present University/ Board > to the new University/ Board. Also it is resolved that, < Name of the Trust/ Society/ Company > shall apply for NOC to both the Universities
- xix. Change in the Name of the Bank
- xx. Change in the Name of the Trust/ Society/ Company from <Name of the Trust/ Society/ Company> (Old) at <address> to <Name of the Trust/ Society/ Company> (new)
- xxi. Application wrongly submitted for and to be changed from <Application for > to <Application for >/ Not interested in applying for
- xxii. Starting of the Vocational Degree/Diploma Programme under NSQF

< Name of the Institution>at<address>.

<Name of the Trust/ Society/ Company>shall also allocate required funds for the creation of the requisite facilities such as procurement of Acre of Land, additional carpet and Built-up area, appointment of required Faculty, procurement of Equipment, furniture, for creation of suitable hostel/ residential accommodation for the students of Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries and other required entities as applicable for the smooth functioning of the same.

<Name of the Institution>shall apply for,

1. Change in the Name of the Course(s) in <Course1..... (Intake.....), Course2 (Intake.....),>
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>.
5. Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses <Course1>, <Course2>.

(Signature and Name of the Chairman/ Secretary of the Trust/ Society/ Company),
(Designation), (Name of the Organization)

Note:

Formats given by the Institutions reflecting the content of the concerned Format shall be accepted

*Strike off whichever is not applicable



Agreement

Under the National Skill Qualification Framework (NSQF) of the All India Council for Technical Education

This Agreement is entered into and executed on this day of, 20.. at New Delhi.

By and Between

<Name of the Trust/ Society/ Company> running <Name of the Institution> represented by its Chairman.....which expression shall, where the context so admits, be deemed to include its successors, executors and administrators of the ONE PART

AND

<Name of the SKP> (hereinafter referred to as the “.....”) a Company registered under the Company Act, 1956, through its <Name and Designation of the Signing Authority> having its registered/approved Office at (which expression, unless it be repugnant to the context or meaning thereof, shall be deemed to mean and include their executors, administrators and assigns), party of the SECOND PART.

WHEREAS, the All India Council for Technical Education has initiated a scheme to provide competency based skills under the National Skill Qualification Framework (Here in after to be referred as NSQF)

WHEREAS, in terms of the said scheme launched by All India Council for Technical Education, AICTE has extended invitation to various Institutions/ Organisations to join as Vocational Educational Institutions to provide education component and Skill Knowledge Providers to provide Competency Based Skills.

WHEREAS under the scheme a Skill Knowledge Provider is required to perform the role and function of providing hands on skill training in a specific sector i.e. in the Automobiles Sector, Skill Knowledge Provider shall be the service centre of authorized automobile manufacturers located preferably all over the Country or in the IT Sector, the Skill Knowledge Provider shall be the training sector of authorized IT Company located preferably all over the Country. The Skill Knowledge Provider could also be one who is established for imparting hands on skills or training in a respective sector;

WHEREAS the First Party is to participate as an Institution to register students under the National Skill Qualification Framework (NSQF);

WHEREAS the Second Party has expressed its keen interest and desire to be a key Partner in the execution of the National Vocational Educational Qualification Framework in terms of the objectives of the scheme and policy as highlighted and specified in the said framework and particularly in view of the desire and interest of <NAME OF SKP> to join and Partner with <Name of the Institution> in providing competency based skills through its centres which shall act as Skill Knowledge Provider for the purposes of the scheme;

WHEREAS Both parties have held discussions and agreed for collaboration for conducting Vocational Education Programme(s) under the education scheme of the NSQF, whereby <Name of the Institution> will impart and award credits for the “Academic’ content” of the Curriculum and <Name of the SKP> will provide skill training through its training centres called <Name of the SKP> - SKP’s and will impart and award credits for such ‘Skill oriented training’ content of the Curriculum to the registered students.

WHEREAS The Second Party has registered itself with the All India Council for Technical Education (AICTE)/ Concerned Authority and obtained approval thereof to participate as <Name of the SKP> under the National Skill Qualification Framework (NSQF);

THEREFORE, both the parties hereby agree to conduct Vocational Educational Programme initiated by AICTE under NSQF, on the following terms and conditions:

1. The <Name of the SKP> agrees that centres approved and recognized by <Name of SKP> (herein after to be referred as “<Name of SKP> -SKP”), shall act and perform the role of Skill Knowledge Provider to provide hands on skill training in specific sectors such as <Name of Sector Specific Skill>.

2. The <Name of the SKP> agrees and undertakes that its <Name of the SKP> shall register with AICTE for conduct of training modules under the Vocational Stream and shall perform following functions:
 - a. Announce the schedule of module for the calendar year.
 - b. Register students for the modules.
 - c. Conduct the modular training.
 - d. Conduct examination/ evaluate the student, award the grade indicating the Level of skill acquired.
 - e. The <Name of the SKP> - SKP shall Register students for evaluation the Skill Modules, who have acquired skills on their own.

3. The Second Party agrees that the following responsibilities shall be undertaken by the <Name of the Institution> Academic Training centres:
 - a. The <Name of the Institution> Academic centres shall plan the Vocational Education Programme(s) to be offered in the Academic Year concerned and inform the <Name of the SKP> - SKP's about the same at least two months prior to the date of commencement of the Programme(s).
 - b. The <Name of the Institution> Academic Centre shall announce and inform through its prospectus and information on its Web site, the Vocational Education Programme(s) it plans to offer in the Academic Year concerned for the information of the prospective students and invite applications for admission from interested candidates at least two months prior to the date of commencement of the Programme(s).
 - c. The <Name of the Institution> Academic Centre shall follow the admission norms of AICTE and the State Govt. concerned. The admission shall be made strictly on the merits. The <Name of the Institution> - Academic Centre will then upload the names and details of the selected students on AICTE Web-Portal.
 - d. The <Name of the Institution> Academic Centre will have the right to collect fees from the students towards:
 - Registration
 - Course/ Skill conduct
 - Evaluation of the Academic/ Skill portion of each Level of the Programme. A portion of the fees as agreed upon by the <Name of the Institution> Academic Centre and the <Name of the SKP> - SKP's shall be turned over to the <Name of the SKP> - SKP's.
 - e. The <Name of Institution> Academic Centre will send to the <Name of the SKP> - SKP the Level-wise and Sector-wise lists of students registered for Vocational Education Program(s) in the Sectors.
 - f. The <Name of the Institution> Academic Centre will conduct appropriate Classes for the Academic content of the Curriculum of the Vocational Education Programme(s) so as to complete the Academic portion within prescribed time.
 - g. The <Name of the Institution> Academic Centre will conduct final examinations and evaluate the students for the Academic portion of the Programme(s) as per the rules and regulations of the Technical Board or University as the case may be.
 - h. After receiving a 'Statement of Credits for the Vocational/ Skill portion of the students from the <Name of SKP> - SKP, the <Name of the Institution> Academic Centre will send the combined Academic and Vocational/ Skill portion credits of the students to the Technical Board or University as the case may be.
 - i. Wherever such provisions are made by the Technical Board or the University, as the case may be, the <Name of the Institution> Academic Centre will award a 'Level Certificate' to the student who has successfully completed both the Academic and the Vocational/ Skill portions of the particular Level.
 - j. The <Name of the Institution> Academic Centre shall maintain a record of the registered students and Certificates issued and upload the same on AICTE Web-Portal.



- k. The <Name of the Institution> Academic Centre shall submit details of students registered, evaluation conducted and results to the Technical Board or the University, as the case may be, and also upload the same on AICTE Web-Portal.

4. General:

Fees to be charged to students:

- a. The Level wise fees to be charged by the <Name of the Institution> Academic Centre will be informed to the student by the <Name of Institution> Academic Centre as well as the <Name of the SKP> - SKP before his/her registration for the Programme;
- b. The <Name of the Institution> Academic Centre will collect from the student and retain with itself the 'Academic Portion Fees' and the <Name of the SKP> - SKP will be given the 'Vocational/Skill Portion Fees' by the <Name of the SKP> – Academic Centre;
- c. The <Name of the Institution> Academic Centre will collect the total fees for the Programme from the students and will transfer the 'Vocational/Skill Portion Fees' against the number of students to be sent for training at least one month before the onset of training. Any delay in transferring the fees will entail interest @ <to be mutually decided by the Institution and SKP> calculated on the basis of delay a number of days. After receiving the fees <Name of the SKP> - SKP will issue Registration cards to the students at least 7 days before the onset of training.

5. No Confidentiality:

There shall not be any confidentiality of any information disclosed by both parties to each other, either in operationalizing this agreement or for the purposes of implementing this agreement. The information sought under the Right to Information Act or otherwise by any student, shall be promptly made available.

6. Effective Date:

This agreement is effective from the date signed by both the parties shall be valid for a period of three years until determined, suspended or terminated earlier.

IN WITNESS WHEREOF, the parties hereto, each acting under due and proper authority have executed this mutually binding Memorandum of Understanding as of the date first written above.

For Institution:

For <Name of the SKP>

Signed: _____
Name: _____
Title: _____
Date: _____

Signed: _____
Name: _____
Title: _____
Date: _____

Witnessed by:

- 1) Signature: _____
Name: _____
Date: _____
- 2) Signature: _____
Name: _____
Date: _____

*Strike off whichever is not applicable



1.0 Recommended Short and Medium Term Perspectives for Engineering Education in India by the Committee to provide National Perspective Plan

Technology and Globalization have turned Countries into knowledge-driven economies. They are radically accelerating the pace of change in the world and raising the long-term risks. Success in knowledge-driven and innovation-driven world order depends largely on the capabilities of the people, and higher education, especially Engineering education, is the key to building those requisite capabilities. India has done phenomenally well in creating large infrastructure across the Country to disseminate Engineering education to lakhs of aspirants in every State year after year. However, to be able to cater to the next-generation of Engineering skill requirements, we need to facilitate quality and accredited Technical Education at scale. In our efforts to support the reforms in Engineering education, we have studied the current state of Engineering education and present, in this report, our short and medium term perspectives and recommendations.

Recommendations:

1. Current (2017-18) capacity utilization in Under Graduate and Post Graduate Level is as low as 49.8% (Capacity Vs Enrolment). Creating any further capacity is a big drain on investments since, at the very basic level, it involves the creation of physical infrastructure like Buildings and Laboratory infrastructure. **We recommend that we do not create any new capacity starting from the Academic Year 2020.** The creation of new capacity can be reviewed every two years after that.
2. While we take such a serious decision, we also recognize that there could be some applications in the pipeline for additional/ new capacity applied in the last one or two years. These may be pending for want of some minor clearances. So, applications made in the current year and the past two years may be considered for starting Institutions, if the infrastructure is already in place.
3. We recommend that AICTE should take capacity utilization as a key consideration while granting additional capacities in different States.
4. Traditional Engineering disciplines such as Mechanical, Electrical, Civil and Electronics Engineering capacity utilization around 40% as opposed to Computer Science and Engineering, Aerospace Engineering, Mechatronics, being in the high 60%. This is clear pointer that the demand lies in emerging technologies as opposed to traditional Engineering. We recommend that no additional seats are approved in traditional Engineering areas, but Institutions need to be encouraged to convert current capacity in traditional disciplines to emerging new technologies.
5. The poor employability of Engineering graduates is reflecting poorly on the Faculty-shortage and quality, and pedagogy. It may be very important to take immediate steps to improve the quality of our teachers.
 - a. Competencies of the Faculty need to be developed, especially in the areas of new age technologies and research through rigorous Faculty development programs. Training of existing teachers at Teachers Training Institutes, using quality improvement programs (QIP) and using IIT/ NIT Faculty and Infrastructure are some of the immediate interventions we recommend.
 - b. To bring about the desired change in the pedagogy in the immediate term, we recommend focused Industry visits for Faculty for hands-on exposure to the latest technologies. Industry associations could be leveraged in facilitating this.
 - c. To improve pedagogy, we recommend Engineering Faculty to mandatorily have Certification/ Diploma/ Degree in education.
6. Also, we may have to seek more technology interventions such as MOOCs to circumvent some of the constraints with Faculty shortage and the quality of pedagogy. Students should be given more flexibility to use MOOCs in their core and optional curricula. Universities and Autonomous Institutions should be mandated to use MOOCs in the short term.



7. The low enrolment, lower placements, and low employability are causes for concern. Employment generation is very critical to a Nation's economic development. While we are making certain recommendations on the role that academic Institutes can play in improving the quality of education and indirectly contribute to the employment generation, all other stakeholders including Government and Industry should also start putting in place corrective measures to improve the employment generation.
8. As research becomes democratized, funds would need to be spent most optimally. Institutions need to build project management capabilities around research to ensure quick turnarounds, reduce cost and schedule overruns, and better collaborations across Industry and Academia.
9. Academic Institutions have to continuously monitor the future skill requirements and make suitable changes to content and pedagogy so that the graduating students have the right capabilities for the job-in-demand. Hence, an Institutional mechanism for periodic Industry feedback on the technology upgradation and its impact on job roles needs to be put in place.
10. There is evidence to point out that the current Industry-Academia interaction requires improvement. We recommend the following interventions:
 - a. Analytical tools should be used to understand the impact of various teaching methods and identify the best methods of executing coursework and apprenticeship - tightly integrate apprenticeship with pedagogy.
 - b. Apprenticeship should be made mandatory on Industry (in some ways it exists but needs rigorous implementation) and also progressively mandatory on educational Institutions (starting with 25% moving to 100% in five years).
 - c. Two industry representatives to be part of the Advisory Board of each Institution.
 - d. Deepening of Industry-Academia partnerships in applied research needs to be encouraged.
 - e. Establish 20 National Knowledge Functional Hubs (NKFH) as a pilot in AICTE approved Institutions to create an ecosystem of sustained Industry-Academia engagement.
 - f. We recommend that AICTE takes the local Industry ecosystem requirements (For instance, Aerospace and IT Engineering in Bangalore vicinity, Automotive in Chennai and Pune) into consideration while creating new capacities or increasing the existing capacities to deepen domain knowledge and to meet the Industry requirements.
 - g. Simultaneously, we recommend that AICTE balances this step with the National and Global needs by introducing courses in new and disrupting technologies which are fungible across the Country.
11. We have evidence to show that innovation, incubation and start-up eco system is lacking in educational Institutions. As has been rightly recognized by GoI, start-ups are a key driver for employment generation and wealth creation. Every education Institution should be mandated for the following:
 - a. Entrepreneurship should be a minor elective for Under Graduates.
 - b. Tinkering Laboratories similar to Atal Innovation Laboratories to be setup in every educational Institution.
 - c. To promote start-ups, educational Institutions need to setup incubation centres, mentoring clubs, and accelerator programs.
12. Proxy indicators such as venture capital investments and Engineering R&D investments by large Companies for forecasting future technology shows a clear trend towards software and internet Industries, healthcare services, and medical devices and semiconductor Industry. They also clearly



indicate that **Artificial Intelligence (AI), Internet of Things (IoT), Embedded SW, Internet SW, Mobility, Analytics, and Cloud** are growing at a rapid pace as compared to traditional technologies. The results of the NASSCOM - BCG study and FICCI-NASSCOM-EY study also concur with this analysis.

- a. Across all Engineering disciplines, we recommend, that courses in these emerging technologies are made part of the curricula and made mandatory for Computer Science, Electrical, and Electronics Engineering.
 - b. Specifically, we recommend introducing Under Graduate Engineering programs exclusively focused in AI, IoT, Blockchain, Robotics, Quantum Computing, Data Sciences, Cyber Security, 3D Printing and Design, AR/VR.
 - c. Also, we recommend that, we put greater focus on multi-disciplinary Engineering courses, especially in Computational Biology, Biotechnology, Biomedical, Mechatronics, Space, Aerospace, Agriculture, and Environmental Engineering, by reducing the seats in conventional disciplines and converting some of the existing seats into these areas.
13. Research on future trends in education indicates student-centric learning needs to be given precedence.
- a. We recommend students should be encouraged on design thinking and practical approaches to learning.
 - b. Students should also be made aware of real life socio-economic problems for them to solve using technology learnings.
 - c. Technology should be used for individual learning paths for each student.
 - d. MHRD/ AICTE should make investments in innovation in education and incubate education start-ups.
 - e. Open book examinations should be introduced wherever applicable to move students to higher order cognitive skills.
14. Finally, developing a Perspective Plan for Engineering education should be an ongoing exercise. In the backdrop of rapidly-changing technology environment, Engineering education needs continuous monitoring. We recommend that one of the Industry bodies or a smaller group of Industry bodies with the help of Consultants who have a focus on education be tasked with this periodic planning exercise once every two years.



2.0 Districts under Sub-Mission Scheme

Sl. No.	Districts
ANDHRA PRADESH	
1	Ranga Reddy
ARUNCHAL PRDESH	
2	Anjaw
3	Changlang
4	East Kameng
5	East Siang
6	Kurung Kumey
7	Lohit
8	Lower Dibang Valley
9	Lower Subansiri
10	Tirap
11	West Kameng
ASSAM	
12	Barpeta
13	Baska
14	Chirrang
15	Darrang
16	Dhemaji
17	Dhubri
18	Goalpara
19	Golaghat
20	Hailakandi
21	Kamrup Rural
22	Karbi Anglong
23	Karimganj
24	Lakhimpur
25	Marigaon
26	Nagaon
27	Nalbari
28	North Cachar Hills
29	Sibsagar
30	Sonitpur
31	Tinsukia
32	Udalgiri
BIHAR	
33	Araria
34	Arwal
35	Aurangabad
36	Banka
37	Begusarai
38	Bhagalpur
39	Bhojpur
40	Buxar
41	Darbhanga
42	Gaya
43	Gopalgaj
44	Jamui
45	Jehanabad
46	Kaimur (Bhabua)
47	Katihar
48	Khagaria
49	Kishanganj
50	Lakhisaraj
51	Madhepura
52	Madhubani

Sl. No.	Districts
53	Munger
54	Nalanda
55	Nawada
56	Pashchim Champaran
57	Purab Champaran
58	Rohtas
59	Samastipur
60	Saran
61	Sheikhpura
62	Sheohar
63	Sitamarhi
64	Siwan
65	Supaul
66	Vaishali
CHHATISGARH	
67	Bastar
68	Bijapur
69	Bilaspur
70	Dantewada
71	Janjgir – Champa
72	Jashpur
73	Kanker
74	Koriya
75	Narayanur
76	Raipur
77	Surguja
DAMAN and DIU	
78	Diu
GUJARAT	
79	Junagadh
80	Kheda
81	Narmada
82	Navsari
83	Tapi
HARYANA	
84	Fatehabad
85	Kaithal
86	Kuruksheetra
87	Panchkula
88	Panipat
89	Rewari
90	Yamuna Nagar
HIMACHAL PRADESH	
91	Bilaspur
92	Kinnaur
93	Kullu
94	Lahul and Spiti
95	Sirmour
JAMMU AND KASHMIR	
96	Anantnag
97	Badgam
98	Bandipora
99	Baramula
100	Doda
101	Ganderbal
102	Kathua



Sl. No.	Districts
103	Kishtawar
104	Kulgam
105	Kupwara
106	Pulwama
107	Punch
108	Rajauri
109	Ramban
110	Reasi
111	Samba
112	Shopian
113	Udhampur
JHARKHAND	
114	Chatra
115	Deoghar
116	Dumka
117	Garhwa
118	Giridih
119	Godda
120	Gumla
121	Hazaribagh
122	Jamtara
123	Khunti
124	Lohardang
125	Pakaur
126	Palamau
127	Pashchimi Singhbhum
128	Ramgarh
129	Sahibgani
130	Simdega
LAKSHADWEEP	
131	Lakshadweep
MADHYA PRADESH	
132	Alirajpur
133	Anoopur
134	Barwani
135	Bhind
136	Datia
137	Dewas
138	Dindori
139	Hoshangabad
140	Katni
141	Mandsaur
142	Panna
143	Raisen
144	Rajgarh
145	Rewa
146	Sehore
147	Shajapur
148	Sheopur
149	Shivpuri
150	Sidhi
151	Tikamgarh
152	Umariya
MAHARASHTRA	
153	Akola
154	Hingoli
MANIPUR	
155	Bishnupur
156	Chandel
157	Churachandpur
158	Imphal East

Sl. No.	Districts
159	Senapati (Excl. 3 sub-divisions)
160	Tamenglon
161	Thoubal
162	Ukhrul
MEGHALAYA	
163	East Garo Hills
164	Ri Bhoi
165	South Garo Hills
166	West Khasi Hills
MIZORAM	
167	Champhai
168	Kolasib
169	Lawngtlai
170	Mamit
171	Saiha
172	Serchhip
NAGALAND	
173	Dimapur
174	Mon
175	Peren
176	Phek
177	Tuensang
178	Wokha
ORISSA	
179	Angul
180	Balasore
181	Baragarh
182	Baudh
183	Bhadrak
184	Bolangir
185	Debagarh
186	Gajapati
187	Jagatsinghapur
188	Jajapur
189	Kalahandi
190	Kendrapara
191	Khandmal
192	Koraput
193	Malkangiri
194	Mayurbhanj
195	Nabarangapur
196	Nayagarh
197	Nuapada
198	Puri
199	Sambalpur
200	Sonapur
PUNJAB	
201	Barnala
202	Faridkot
203	Fatehgarh Sahib
204	Kapurthala
205	Mansa
206	Muktsar
207	Nawanshehr
RAJASTHAN	
208	Banswara
209	Baran
210	Bhilwara
211	Bundi
212	Dausa
213	Dholpur



Sl. No.	Districts
214	Dungarpur
215	Hanumangarh
216	Jaisalmer
217	Jalor
218	Jhunjhunu
219	Karauli
220	Nagaur
221	Pratapgarh
222	Tonk
SIKKIM	
223	North District
224	West District
TAMIL NADU	
225	Dharmapuri
226	Karur
227	Perambalur
228	Theni
229	Thiruvananthamalai
230	Thiruvallur
231	Villupuram
TRIPURA	
232	Dhalai
233	North Tripura
234	South Tripura
UTTAR PRADESH	
235	Agra
236	Ambedkar Nagar
237	Auraiya
238	Azamgarh
239	Bahraich
240	Balia
241	Balrampur
242	Barabanki
243	Basti
244	Bijnor
245	Budaun
246	Chitrakoot
247	Deoria
248	Etah
249	Fatehpur

Sl. No.	Districts
250	Firozabad
251	Ghazipur
252	Gonda
253	Hamirpur
254	Hardoi
255	Jyotiba Phule Nagar
256	Kannauj
257	Kanpur Dehat
258	Kaushambi
259	Kheri
260	Kushinagar
261	Mahrajganj
262	Mainpuri
263	Mirzapur
264	Moradabad
265	Pilibhit
266	Pratapgarh
267	Rampur
268	Sant Kabir Nagar
269	Sant Ravidas Nagar (Bhadohi)
270	Shahjahanpur
271	Shrawasti
272	Siddharthnagar
273	Sonbhadra
274	Unnao
275	Varanasi
UTTRAKHAND	
276	Pithoragarh
WEST BENGAL	
277	Bankura
278	Birbhum
279	Dakshin Dinajpur
280	Jalpaiguri
281	Maldah
282	Medinipur
283	Nadia
284	North Twenty Four Parganas
285	Puruliya
286	South Twenty Four Parganas
287	Uttar Dinajpur

EDUCATIONALLY BACKWARD (ASPIRATIONAL) DISTRICTS

Sl. No.	Districts
ANDAMAN AND NICOBAR ISLANDS	
1	Andamans
2	Nicobars
ANDHRA PRADESH	
3	Adilabad
4	Anantapur
5	East Godavari
6	Kurnool
7	Mahabubnagar
8	Medak
9	Nizamabad
10	Prakasam
11	Srikakulam
12	Vizianagaram
13	West Godavari

Sl. No.	Districts
ARUNACHAL PRADESH	
14	Changlang
15	Dibang Valley
16	East Kameng
17	Lohit
18	Lower Subansiri
19	Tawang
20	Tirap
21	Upper Siang
22	Upper Subansiri
23	West Siang
24	West Kameng
ASSAM	
25	Bongaigaon
26	Cachar



Sl. No.	Districts
27	Darrang
28	Dhubri
29	Goalpara
30	Hailakandi
31	KarbiAnglong
32	Karimganj
33	Marigaon
34	Nagaon
35	Sonitpur
36	Tinsukia
BIHAR	
37	Araria
38	Aurangabad
39	Banka
40	Begusarai
41	Darbhanga
42	Gopalganj
43	Jamui
44	Kaimur(Bhabua)
45	Katihar
46	Khagaria
47	Kishanganj
48	Lakhisarai
49	Madhepura
50	Madhubani
51	Nawada
52	Pashchim Champaran
53	Purba Champaran
54	Purnia
55	Saharsa
56	Samastipur
57	Sheohar
58	Sitamarhi
59	Siwan
60	Supaul
61	Vaishali
CHATTISGARH	
62	Bastar
63	Bilaspur
64	Dantewada
65	Dhamtari
66	Durg
67	Janjgir - Champa
68	Jashpur
69	Kanker
70	Kawardha (Kabirnagar)
71	Koriya
72	Mahasamund
73	Raigarh
74	Raipur
75	Rajnandgaon
76	Surguja
DADAR AND NAGAR HAVELI	
77	Dadar and Nagar Havelli
DAMAN AND DIU	
78	Daman
79	Diu
GUJARAT	
80	Amreli
81	Banas Kantha
82	Bharuch

Sl. No.	Districts
83	Bhavnagar
84	Dohad
85	Jamnagar
86	Junagadh
87	Kachchh
88	Kheda
89	Mahesana
90	Narmada
91	PanchMahals
92	Patan
93	Porbandar
94	Rajkot
95	Sabar Kantha
96	Surat
97	Surendranagar
98	TheDangs
99	Valsad
HARYANA	
100	Fatehabad
101	Gurgaon
102	Jind
103	Kaithal
104	Karnal
105	Panipat
106	Sirsa
HIMACHAL PRADESH	
107	Chamba
108	Kinnaur
109	Lahul andSpiti
110	Sirmaur
JAMMU AND KASHMIR	
111	Anantnag
112	Badgam
113	Baramula
114	Doda
115	Kargil
116	Kathua
117	Kupwara
118	Leh (Ladakh)
119	Punch
120	Rajauri
121	Udhampur
JHARKHAND	
122	Chatra
123	Deoghar
124	Dumka
125	Garhwa
126	Giridih
127	Godda
128	Gumla
129	Kodarma
130	Pakaur
131	Palamu
132	Pashchimi Singhbhum
133	Sahibganj
KARNATAKA	
134	Bagalkot
135	BangaloreRural
136	Belgaum
137	Bellary
138	Bijapur



Sl. No.	Districts
139	Chamarajanagar
140	Chikmagalur
141	Chitradurga
142	Dakshina Kannada
143	Gadag
144	Hassan
145	Haveri
146	Kodagu
147	Kolar
148	Koppal
149	Mandya
150	Raichur
151	Tumkur
152	Udupi
153	UttaraKannada
KERALA	
154	Kasaragod
155	Malappuram
156	Palakkad
157	Wayanad
LAKSHADWEEP	
158	Lakshadweep
MADHYA PRADESH	
159	Balaghat
160	Barwani
161	Betul
162	Bhind
163	Chhatarpur
164	Chhindwara
165	Damoh
166	Datia
167	Dewas
168	Dhar
169	Dindori
170	East Nimar
171	Guna
172	Harda
173	Jhabua
174	Katni
175	Mandla
176	Mandsaur
177	Morena
178	Narsimhapur
179	Neemuch
180	Panna
181	Raisen
182	Rajgarh
183	Ratlam
184	Sagar
185	Satna
186	Sehore
187	Seoni
188	Shahdol
189	Shajapur
190	Sheopur
191	Shivpuri
192	Sidhi
193	Tikamgarh
194	Ujjain
195	Umariya
196	Vidisha

Sl. No.	Districts
197	WestNimar
MAHARASHTRA	
198	Buldana
199	Gadchiroli
200	Hingoli
201	Jalna
202	Raigarh
203	Ratnagiri
204	Sindhudurg
MEGHALAYA	
205	East Garo Hills
206	Jaintia Hills
207	Ri Bhoi
208	South Garo Hills
209	WestKhasiHills
MIZORAM	
210	Champhai
211	Kolasib
212	Lawngtlai
213	Lunglei
214	Mamit
215	Saiha
216	Serchhip
NAGALAND	
217	Mon
ORISSA	
218	Anugul
219	Balangir
220	Bargarh
221	Baudh
222	Debagarh
223	Dhenkanal
224	Gajapati
225	Ganjam
226	Kalahandi
227	Kandhamal
228	Kendujhar
229	Koraput
230	Malkangiri
231	Nabarangapur
232	Nayagarh
233	Nuapada
234	Rayagada
235	Sonapur
PONDICHERY	
236	Yanam
PUNJAB	
237	Amritsar
238	Bathinda
239	Faridkot
240	FatehgarhSahib
241	Firozpur
242	Gurdaspur
243	Kapurthala
244	Mansa
245	Moga
246	Muktsar
247	Nawanshahr
248	Patiala
249	Sangrur
RAJASTHAN	



Sl. No.	Districts
250	Ajmer
251	Alwar
252	Banswara
253	Baran
254	Barmer
255	Bharatpur
256	Bhilwara
257	Bikaner
258	Bundi
259	Chittaurgarh
260	Churu
261	Dausa
262	Dhaulpur
263	Dungarpur
264	Ganganagar
265	Hanumangarh
266	Jaisalmer
267	Jalor
268	Jhalawar
269	Jhunjhunun
270	Jodhpur
271	Karauli
272	Nagaur
273	Pali
274	Rajsamand
275	Sawai Madhopur
276	Sikar
277	Sirohi
278	Tonk
279	Udaipur
SIKKIM	
280	East Sikkim
281	North Sikkim
282	South Sikkim
283	West Sikkim
TAMIL NADU	
284	Ariyalur
285	Coimbatore
286	Cuddalore
287	Dharmapuri
288	Dindigul
289	Erode
290	Kancheepuram
291	Kanniyakumari
292	Karur
293	Madurai
294	Nagapattinam
295	Perambalur
296	Pudukkottai
297	Ramanathapuram
298	Salem
299	Sivaganga
300	Thanjavur
301	Theni
302	The Nilgiris
303	Thiruvallur
304	Thiruvarur
305	Thoothukkudi
306	Tirunelveli
307	Tiruvannamalai
308	Vellore

Sl. No.	Districts
309	Viluppuram
310	Virudhunagar
TRIPURA	
311	Dhalai
312	North Tripura
313	South Tripura
314	West Tripura
UTTAR PRADESH	
315	Bahraich
316	Balrampur
317	Banda
318	Barabanki
319	Bareilly
320	Basti
321	Bijnor
322	Budaun
323	Bulandshahr
324	Chitrakoot
325	Etah
326	Farrukhabad
327	Fatehpur
328	Gonda
329	Hamirpur
330	Hardoi
331	Hathras
332	Jyotiba Phule Nagar
333	Kannauj
334	Kanpur Dehat
335	Kaushambi
336	Kheri
337	Kushinagar
338	Lalitpur
339	Maharajganj
340	Mahoba
341	Mathura
342	Moradabad
343	Muzaffarnagar
344	Pilibhit
345	Rae Bareilly
346	Rampur
347	Saharanpur
348	Sant Kabir Nagar
349	Shahjahanpur
350	Shrawasti
351	Siddharthnagar
352	Sitapur
353	Sonbhadra
354	Sultanpur
355	Unnao
UTTARANCHAL	
356	Bageshwar
357	Champawat
WEST BENGAL	
358	Bankura
359	Bardhaman
360	Birbhum
361	Dakshin Dinajpur
362	Darjiling
363	Haora
364	Hugli
365	Jalpaiguri



Sl. No.	Districts
366	KochBihar
367	Maldah
368	Medinipur
369	Murshidabad
370	Nadia

Sl. No.	Districts
371	NorthTwenty Four Parganas
372	Puruliya
373	South Twenty FourParganas
374	UttarDinajpur



3.0 Closest available Nomenclature of Under Graduate Degrees for the Diploma in Engineering and Technology

Existing Nomenclature of Diploma	Closest Nomenclature of Under Graduate Degree	
Aero Space Engineering	Aeronautical Engineering	
Aeronautical Engineering		
Aircraft Maintenance Engineering (Avionics)		
Aircraft Maintenance Engineering		
Agricultural Engineering	Agriculture Engineering	
Agricultural Technology		
Architectural Assistantship	Architecture Engineering	
Interior Decoration		
Interior Design		
Automobile Engineering	Automobile Engineering	
Automobile Engineering (Automobile Fitter)		
Automotive Engineering		
Mechanical Engineering (Automobile)		
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 (Petro Chemical)		
Chemical Engineering (Plastic and Polymer)		
Chemical Engineering (Sugar Technology)		
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 (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 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	
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	
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 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 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	
Electronics Technology	
Embedded Systems	
Industrial Electronics	
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 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	
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	
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	
Foundry Technology	
Heat Power Engineering	
Machine Engineering	
Mechanical (Computer Aided Design, Manufacture and Engineering)	
Mechanical CAD/CAM	
Mechanical Engineering(Industry Integrated)	
Mechanical Engineering	
Mechanical Engineering (Auto)	



Mechanical Engineering (Maintenance)	
Mechanical Engineering (Refrigeration and Air Conditioning)	
Mechanical Engineering (Tool and Die)	
Mechanical Engineering Automobile	
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)	
Mechanical Engineering (Machine Tool Maintenance and Repairs)	
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
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		
Plastic Technology		
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 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		
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)		



Mechanical Engineering (Machine Tool Maintenance and Repairs)	
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	
Handloom and Textile Technology	
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 (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
Medical Electronics Engineering	
Medical Electronics	
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 Recording 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 Practice	*
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 Course(s) have to continue at the same Level or may opt for the Closure of the Course.

4.0 Closest available Nomenclature of Diploma for the Under Graduate Degree in Engineering and Technology

Existing Nomenclature of Under Graduate 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	
Oil and Paint Technology	Surface Coating Technology
Oil Technology	
Oils, Oleochemicals and Surfactants Technology	
Paint Technology	Chemical Engineering (Oil Technology)
Building and 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 Engineering	
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		
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	
Dairy Technology		
Electrical and Computer Engineering	Electrical Engineering	
Electrical and Electronics (Power System)	Electrical and Electronics Engineering	
Electrical and Electronics Engineering		
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 Engineering Industrial Control	Electrical and Power Engineering	
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		
Electronic Engineering	Digital Electronics	



Electronic Science and Engineering	Electronics and Communication 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 (Technological 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		
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	
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	
Power Engineering	
Mechanical Engineering (Automobile)	Mechanical Engineering (Automobile)
Mechanical Engineering Automobile	
Mechanical Engineering (Repair and Maintenance)	
Precision Manufacturing	Mechatronics
Mechatronics	
Mechatronics Engineering	
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	

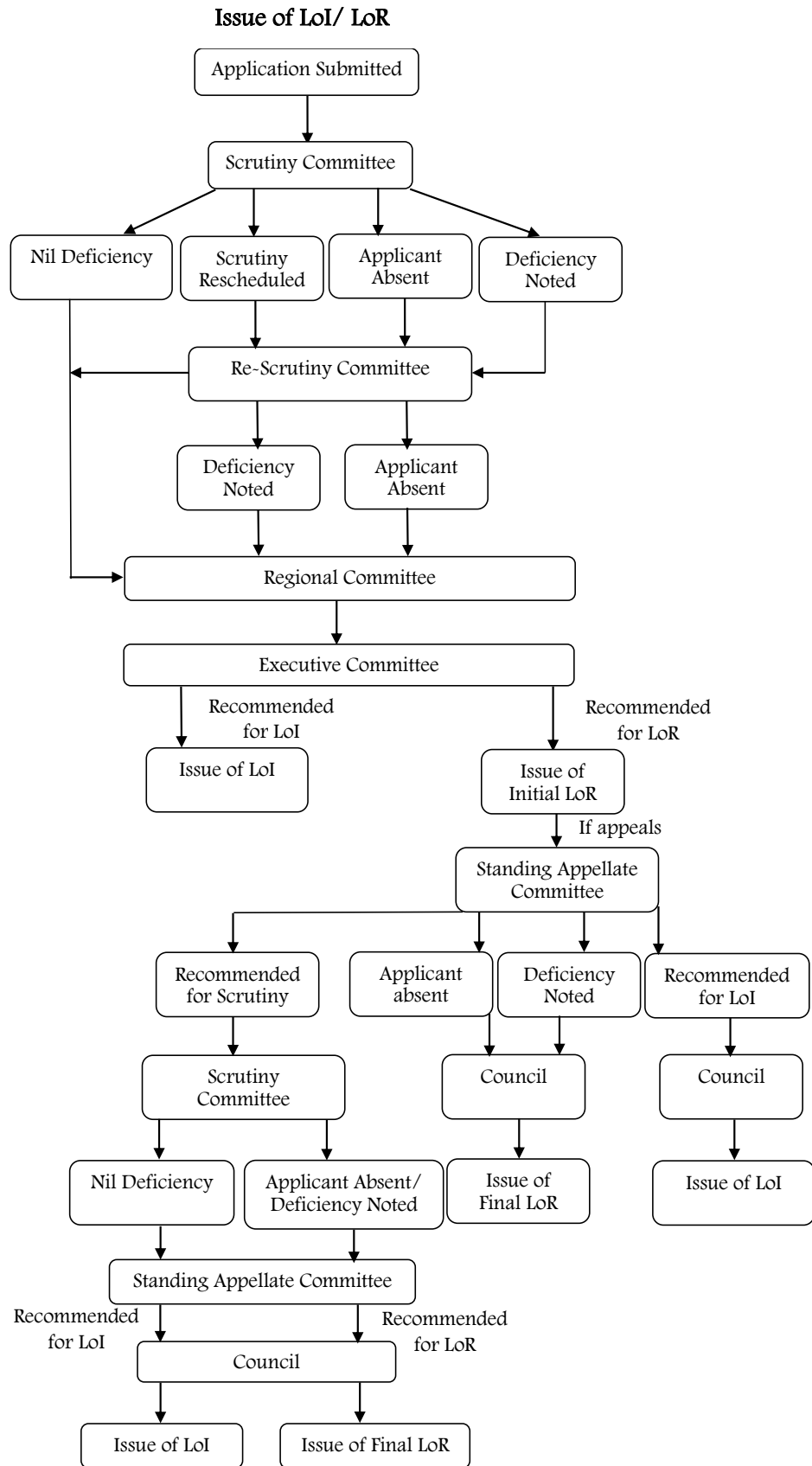


Pulp Technology	Pulp Technology
Apparel and Production Management	Apparel Manufacture and Design
Fashion and Apparel Technology	Fashion and Apparel Design
Fashion and Apparel Engineering	
Fashion Technology	
Fibres and Textiles Processing Technology	Textile Processing Technology
Jute and Fibre Technology	
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	*

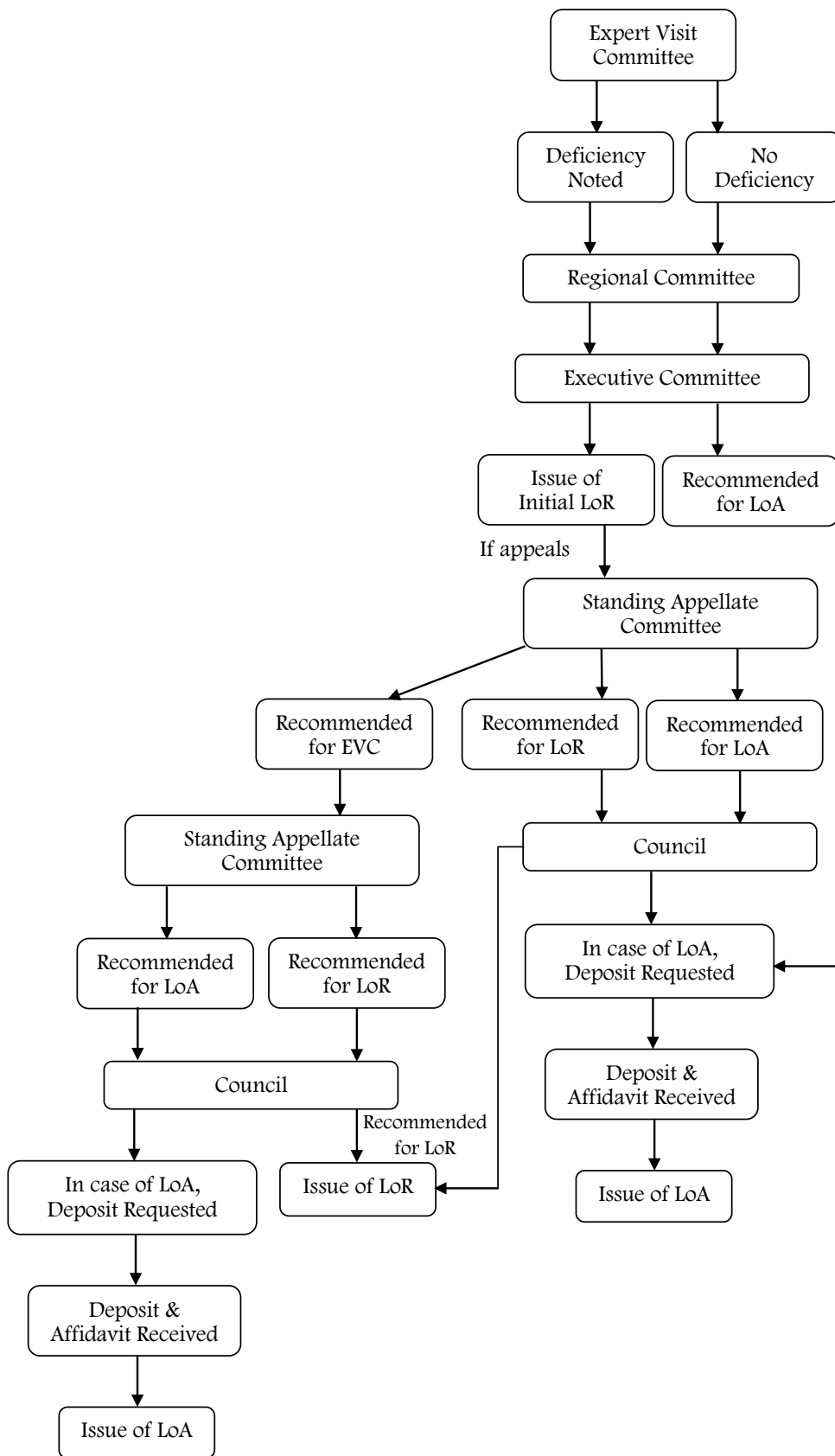
Note: The Institutions running * Degree Course(s) have to continue at the same Level or may opt for the Closure of the Course.



5.0 Process Flow Chart for establishment of a new Technical Institution



Issue of LoA/ LoR



6.0 Major Disciplines, their corresponding Courses and Relevant/ Appropriate Branch of Under Graduate Degree in Engineering and Technology

Major Disciplines	Corresponding Course(s)	Under Graduate Courses permissible for merger
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
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
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
		Dairy Technology
Electrical Engineering	Electrical Engineering	Electrical and Computer Engineering
		Electrical and Electronics (Power System)
		Electrical and Electronics Engineering
		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, 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 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	
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
		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 (Production)
		Precision Manufacturing
		Production and Industrial Engineering
		Production Engineering
	Tool Engineering	
	Automobile Engineering	Automobile Engineering
		Automobile Maintenance Engineering
		Automotive Technology
		Mechanical Engineering (Automobile)
		Mechanical Engineering Automobile
	Industrial Engineering	Industrial and Production Engineering
		Industrial Engineering
Industrial Engineering and Management		
Mechatronics Engineering	Mechanical and Automation Engineering	
	Mechatronics	
	Mechatronics Engineering	
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

7.0 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 merger	
Aeronautical Engineering		Aero Space Engineering	
		Aeronautical Engineering	
		Aircraft Maintenance Engineering (Avionics)	
		Aircraft Maintenance Engineering	
Agriculture Engineering		Agricultural Engineering	
		Agricultural Technology	
Architecture		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 (Petro Chemical)	
		Chemical Engineering (Plastic and Polymer)	
		Chemical Engineering (Sugar Technology)	
		Chemical Engineering	
		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 Mould Technology	

	Plastic and Polymer Technology	Plastic and Polymer Engineering
		Plastic Engineering
		Plastic Mould Technology
		Plastic Technology
		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 Technology
		Construction Engineering
		Construction Technology
		Construction Technology and Management
		Geoinformatics and Surveying Technology
		Geographic Information System 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
		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 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
		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
		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 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
		Electronics and Instrumentation Engineering
		Electronics (Robotics)
		Electronics Communication and Instrumentation Engineering
		Electronics Robotics
		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		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 (Automobile)
		Mechanical Engineering Auto Mobile



		Energy Systems Engineering
		Heat Power Engineering
		Maintenance Engineering
		Mechanical Engineering (Industry Integrated)
		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
	Design and Drafting	
	Fabrication Technology	
	Fabrication Technology and Erection Engineering	
	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 (Automobile)	
	Mechanical Engineering (Tool and Die)	
	Mechanical Engineering Automobile	
	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)		
Mechanical Welding and Sheet Metal Engineering		
Precision Manufacturing		
Production and Industrial Engineering		
Production Engineering		
Production Technology		
Tool and Die Making		

		Tool and Die Engineering
		Tool and Die Under Mechanical Engineering
		Tool Die and Mould Making
	Mechatronics	Mechatronics
		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
		Handloom and Textile Technology
		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 (Textile Design and Weaving)
		Textile Technology (Manmade Fibre)
		CDDM (Costume Design and Dress Making)
Biomedical Engineering		Biomedical Engineering
		ECG Technology
		Health Care Technology
		Instruments and Medical Equipment
		Medical Laboratory Technology
		Ophthalmic Technology
		Technician X-Ray Technology
Multimedia Technology		3-D Animation and Graphics
		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 Recording 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 8

8.0 State Wise Competent Authorities to issue Certificates with respect to the Land/ Building

State	Landuse Certificate	Land Conversion Certificate	Khasra Plan/ Master Plan	Land Classification (Urban/ Rural)	Site Plan	Building Plan	Occupation Certificate
Central Region							
Chhattisgarh	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 and Rural - Town and Country Planning	Urban - Municipal Corporation; Rural - Town and Country Planning	Town and Country Planning, Municipal Corporation
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	Nagar Palika, Town Planner, Nagar Panchayat, Commissioner of Municipal Corporation, Collector
Madhya Pradesh	Urban and Rural - Town and Country Planning	Urban and Rural - Sub Divisional Magistrate/ Tahsildar	Urban - Tahsildar; Rural - Patwari/ Tahsildar	Urban - Collector/ Nagar Nigam/ Nagarpalika; Rural - Gram Panchayat/ Jila Panchayat	Urban and Rural - Town and Country Planning	Urban - Municipal Corporation/ Nagar Palik Nigam; Rural - Gram Panchayat/ Jila Panchayat	Nagar Palika, Town Planner, Nagar Panchayat, Commissioner of Municipal Corporation, Collector, Village Panchayat
Eastern Region							
Andaman and Nicobar	Chief Engineer, APWD for notified Area	SDM, Deputy Commissioner Office	SDM, Deputy Commissioner Office	Chief Engineer, APWD for notified Area	Chief Engineer, APWD for notified Area	Rural - Panchayat Urban - Andaman Public Works Department for Govt. Institutions/ Port Blair Municipal Council for Private Institutions	Andaman Public Works Department
Arunachal Pradesh	Deputy Commissioner, Govt. of Arunachal Pradesh	Department of Land Management, Govt. of Arunachal Pradesh	Deputy Commissioner, Govt. of Arunachal Pradesh	Deputy Commissioner, Govt. of Arunachal Pradesh	Prepared by various Engineering Departments and approved by the Directorate of Higher and Technical Education		The Deputy Commissioner of the respective Districts
Assam	Urban and Rural - Revenue Circle Office	Urban and Rural - Revenue Circle Office	Urban and Rural - Public Works Department (Building)	Urban and Rural - Revenue Circle Office	Urban and Rural - Public Works Department (Building)	Urban and Rural - Public Works Department (Building)	The Chief Executive Officer, Guwahati Metropolitan Development Authority (GMDA), Bangagarh Guwahati or The Chief Executive



							Officer, Guwahati Municipal Corporation (GMC) Bhagagarh, Guwahati
Jharkhand	Urban and Rural - Officer authorized by Deputy Commissioner	Not applicable in 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	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)	Urban: Municipal Corporation under whose jurisdiction the Building is situated Rural: Panchayat
Manipur	Department of Settlement and Land Records, Govt. of Manipur	Department 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	1. District Settlement Officer, Department of Settlement and Land Records Government of Manipur, Lamphelpat, Imphal 2. Sub Divisional Officer, Department of Settlement and Land Records Government of Manipur, Lamphelpat, Imphal 3. District Collector Department of Settlement and Land Records Government of Manipur, Lamphelpat, Imphal
Meghalaya	Local Revenue/ Education Authority	-	PWD/ Urban Development Authority	Urban Development Authority	PWD Building Division	PWD Building Division	Meghalaya Urban Development Authority
Mizoram	Aizawal Urban: Secretary, Land Revenue & Settlement Outside Aizwal: Secretary, Land Revenue & Settlement	All districts in the State : Settlement Officer of the Concerned District	Aizawal Urban: Aizwal Municipal Corporation Outside Aizwal: Head of the Concerned Department	Aizawal Urban: Secretary, Land Revenue and Settlement Outside Aizwal: Secretary, Land Revenue and Settlement	Aizawal Urban: Aizwal Municipal Corporation Outside Aizwal: Head of the Concerned Department	Aizawal Urban: Aizwal Municipal Corporation Outside Aizwal: Head of the Concerned Department	Aizawl Municipal Council



Nagaland	Local Revenue Authority	-	Local Revenue Authority	Local Revenue Authority	Executive Engineer, PWD Housing (EDN)	Architect, PWD/ Housing (EDN)	Urban Development Department Nagaland, Kohima
Orissa	Revenue and Disaster Management Department, Govt. of Odisha	Revenue and Disaster Management Department, Govt. of Odisha	Revenue and Disaster Management Department, Govt. of Odisha	Revenue and Disaster Management Department, Govt. of Odisha	Rural - Block Development Officer Urban - Housing and Urban Development Department/ Town Planning/ Development Authority	Rural - Block Development Officer Urban - Housing and Urban Development Department/ Town Planning/ Development Authority	Rural - Panchayat Samiti Urban - Municipality
Sikkim	Land Revenue Department of the District	Land Revenue Department of the District	District Collectorate of respective District	District Collectorate of respective District	Divisional Engineer of the HRDD of respective District	Divisional Engineer Building and Housing/ Urban Development Department	Urban Development and Housing Department, Sikkim
Tripura	Local Revenue Authority	NA	Local Revenue Authority	Local Revenue Authority	Executive Engineer, PWD	Architect, PWD/ THCB	Agartala Municipal Council
West Bengal	Rural - BL and LRO Urban - ADM (Land & LR) Metro/ Mega - ADM (Land & LR)	Rural - BL and LRO Urban - ADM (Land & LR) Metro/ Mega - ADM (Land & LR)	Rural - Gram Panchayet/ Panchayat Samiti/ Zilla Parishad/ DM and Executive Officer, Zilla Parishad Urban - Corporation/ Municipality/ Development Authority Metro/ Mega - Corporation/ Municipality/ Development Authority	Rural - BL and LRO Urban - ADM (Land & LR) Metro/ Mega - ADM (Land & LR)	Rural - Gram Panchayet/ Panchayat Samiti/ Zilla Parishad/ DM and Executive Officer, Zilla Parishad Urban - Corporation/ Municipality/ Development Authority Metro/ Mega - Corporation/ Municipality/ Development Authority		Rural - Pradhan of the concerned Gram Panchayat with Registered Architect Urban, Mega/Metro - Corporation/ Municipality/ Development Authority/ Registered Architect
Northern Region							
Bihar	1. For construction of state Government owned Institutions on Government Land, the State Government allocates Land through is cabinet decision, so Certificates, regarding Land use/ conversion/ encumbrance and advocate Certificates are not required. 2. In case of private Institutions, where Land is registered in the Name of the society/trust/company those Certificates are issued by the respective Circle Officer of the block.					1. Building of all Government owned Institutions are compulsorily designed and constructed by the Building Construction Department, Government of Bihar. The Senior Architect (Chief Architect I/C), Building Construction Department is Competent Authority to issue Certificates in all matters related to Buildings of Government owned Institutions. 2. In the matter of private Institutions, the approval of Building design and its permission is given by the local bodies such as Gram Panchayat/ Nagar panchayat/ Municipal Corporation/ Regional Development Authority	
Uttarakhand	Concerned SDM	Concerned SDM	Rural - Village Panchayat Officer/ Village Development Officer Urban - EP of Local Bodies i.e. Nagar Panchayat/ Nagar Parishad/ Nagar Palika/ Nagar Nigam as per their Jurisdiction	Rural - Village Panchayat Officer/ Village Development Officer Urban - EP of Local Bodies i.e. Nagar Panchayat/ Nagar Parishad/ Nagar Palika/ Nagar Nigam as per their Jurisdiction	Rural - Village Panchayat Officer/ Village Development Officer Urban - EP of Local Bodies i.e. Nagar Panchayat/ Nagar Parishad/ Nagar Palika/ Nagar Nigam as per their Jurisdiction	Concerned Construction Agency	For Self Finance/Private Institution Urban - Development Authority Rural - Sub Divisional Magistrate/ Tehsildar For Government Institution Principal/Director of Institution



Uttar Pradesh	Town and Country Planning Department/ Development Authority/ Municipal Authority/ Housing and Urban Planning Department	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Department/ 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	Chief Executive Officer/ Executive Officer or Nominated Officer by District Development Authority Chief Executive Officer/ Executive Officer or Nominated Officer by District Municipal Corporation, Nagar Palika Parishad/ Jila Panchayat Nagar Panchayat
Northwestern Region							
Chandigarh	Town and Country Planning Department/ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Department/ Development Authority/ Revenue Authority	Town and Country Planning Department/ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Chief Administrator, Commissioner, Department of Town & Country Planning
Haryana	Competent Authority for grant of CLU permissions for setting up of Educational Institutions in the state of Haryana. Such CLU permissions are required to be obtained only for the sites, which are located within controlled area declared under the provision of act 41 of 1963. The part of the controlled area, which falls within urbanizable zone of development Plan can be classified area, whereas, part of the controlled area falling within the agriculture zone may be classified as rural area. The Change of Land use permission for setting up of Educational Institutions in the confirming zone of urban areas is granted by Director, Town & County Planning Haryana, whereas in the agricultural zone such permission are granted by the Govt. after relaxing the zoning regulation of respective development Plans (there is no provision in the zoning regulation to grant CLU permission for setting up of Educational Institutions in agriculture zone). It is also worth mentioned here that powers to grant permission for the areas falling within the Municipal limits, vests with Director, Urban Local Bodies, Haryana Panchkula. The Competent Authority for sanction of Building Plans for such CLU granted sites is respective District Town Planner, Senior Town Planner and Director Town & Country Planning, depending upon on the site in question.						The Director General, Technical Education Department, Govt. of Haryana, Panchkula, Haryana
Himachal Pradesh	Town & Country Planning Department/ Development Authority/ Municipal Authority of Concerned area	Revenue Authority/ Development Authority/ Municipal Authority of Concerned area	Town & Country Planning Department/ Development Authority/ State Revenue Authority of Concerned area	Town & Country Planning Department/ Development Authority/ State Revenue Authority of Concerned area	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat of Concerned area	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat of Concerned area	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
J&K	Urban - Municipality Rural - Assistant Commissioner Revenue	Urban - Deputy Commissioner Rural - Assistant Commissioner Revenue	Urban - Assistant Commissioner Revenue Rural - Assistant Commissioner Revenue	Urban - Municipality Rural - Assistant Commissioner Revenue	Urban - Prepared by Architect and approved by Municipal Authority/Revenue Authority Rural - Prepared by Architect &	Urban - Prepared by Architect and approved by Municipal Authority/Revenue Authority Rural - Prepared by	Urban - Municipality Rural - Deputy Commissioner



					approved by Revenue Authority/BDO	Architect & approved by Revenue Authority/BDO	
New Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Joint Director (Planning), DTTE
Punjab	Respective District Town Planner of Department, Town and Country Planning	Respective Senior Town Planner of Department Town and Country Planning, Punjab for a project measuring an area of 25 acres, if the site falls within notified Master Plan. For a project measuring an area up to 25 acres, if site falls within the draft Master Plan/ Notified Local Planning Area - Government. For a project measuring an area above 25 acre - Government	Respective District Town Planner of Department, Town and Country Planning	Respective District Town Planner of Department, Town and Country Planning	Respective Senior Town Planner of Department, Town and Country Planning, for an area of Building measuring upto 5000 m ² Chief Town Planner, Punjab for an area of Building above 5000 m ²	Respective Senior Town Planner of Department, Town and Country Planning, for an area of the Building measuring up to 5000 m ² Chief Town Planner, Punjab for an area of the Building above 5000 m ²	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
Rajasthan	Local Bodies	Local Bodies	Local Bodies	Local Bodies	Local Bodies	Local Bodies	Tehsildar of Tehsil in which area the concerned village fall and in the Urban area Executive Officer of local body in whose area the property fall
South Central Region							
Andhra Pradesh	DTCP RDO (MRC) 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 in other areas	DTCP Remarks: as per Census	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. DTCP Remarks: Andhra area Town Planning Act issued on 7 th September 1920 is applicable for both the states of Andhra and Telangana	Commissioner, Vijayawada (UA), Greater Visakhapatnam, Guntur (UA) Nellore (UA) and Director, Directorate of Town and Country Planning is the Competent Authority for other areas



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 in other areas	DTCP Remarks: as per Census	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 Panchayat Remarks: Municipal Commissioner for GHMC area wherever Urban Development Authority Gram Panchayat (Gram Panchayat is not applicable to Government Building, subject to the conditions laid down by Andhra Pradesh (Andhra area Town Planning Act issued on 7 th September 1920 is applicable for both the states of Andhra and Telangana)	Commissioner for Hyderabad, Warangal (UA) and Director, Directorate of Town and Country Planning for areas other than Hyderabad
Southern Region							
Pondicherry	Revenue Divisional Officer/ Tahilsdar	Revenue Divisional Officer/ Tahilsdar	Village Administrative Officer	Tahsildar	Department of Town and Country Planning	Department of Town and Country Planning	Town and Country Planning Department – Pondicherry, Karaikal, Yanam and Mahe
Tamil Nadu	Revenue Divisional Officer/ Tahilsdar	Revenue Divisional Officer/ Tahilsdar	Village Administrative Officer	Tahsildar	Department of Town and Country Planning	Department of Town and Country Planning	Member Secretary, CMDA for Chennai and Directorate of Town and Country Planning for areas other than Chennai
Southwestern Region							
Karnataka	Urban - Urban Development Authority/ Planning Authority/ Municipal Planning Authority Rural - Urban Development Authority/ Planning Authority	Urban - Revenue Department Rural - Revenue Department	Urban - Urban Development Authority/ Planning Authority/ Municipal Planning Authority Rural - Urban Development Authority/ Planning Authority/ Municipal Planning Authority	Urban - Urban Development Authority/ Planning Authority/ Municipal Planning Authority Rural : Urban Development Authority/ Planning Authority/ Municipal Planning Authority	Urban - Urban Development Authority/ Planning Authority/ Municipal Planning Authority Rural - Planning Authority/ Municipal Planning Authority	Urban - Urban Local Body/ Rural Local Body Rural : Urban Local Body/ Gram Panchayat	Urban - Urban Local Body/ Rural Local Body Local - Gram Panchayat (Building Completion Certificate)
Kerala	Tahsildar	District Collector	Head, Local Body	Town Planning Officer/ Local Body	Head, Local Body	Head, Local Body/ Town Planning	Secretary of the Concerned Local Body



Western Region							
Daman and Diu	Deputy Collector, Daman	Mamlatdar, Daman	Associate Town Planner, Daman		Associate Town Planner, Daman	Associate Town Planner, Daman	
Goa	Town & Country Planning Department	Collector of respective District	Land Survey Department/ Town & Country Planning Department	Planning Development Authority/ Town & Country Planning Department	Town & Country Planning Department Office of concerned area	Town & Country Planning Department Office of concerned area	Municipality/ Village Panchayat of concerned area
Maharashtra - Metro	Collector/Municipal Corporation	Collector/Municipal Corporation	Municipal Corporation	Municipal Corporation	Municipal Corporation	Municipal Corporation	Municipal Corporation
Maharashtra - Urban and Rural Area	Collector/Municipal Corporation/Nagar Palika/Nagar Panchayat	Collector/Municipal Corporation/Nagar Palika/Nagar Panchayat	Municipal Corporation/Nagar Palika/Nagar Panchayat/Tahsildar	Municipal Corporation/Nagar Palika/Nagar Panchayat	Municipal Corporation/Nagar Palika/Nagar Panchayat	Municipal Corporation/Nagar Palika/Nagar Panchayat	Municipal Corporation/Nagar Palika/Nagar Panchayat
DTCP Directorate of 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 to be produced for the same.

1 Hectare = 10000 m²; 1 Acre = 4046.86 m²; 1 Bigha = 1338 m²; 1 Pari = 10117.14 m²



9.0 Guidelines for the Appointment of Adjunct Faculty/ Resource Persons from Industry in AICTE approved Technical Institutions

- 1 **INTRODUCTION:** To improve the employability of students, industrial exposure shall be provided by appointing Adjunct Faculty/ Resource persons in Technical Institutions. However, for computing the Faculty deficiency only regular Faculty shall be counted.
- 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 the 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 an Institution to teach but is not a 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 full-time appointment with the Institution, but shall contribute to teaching in the Technical Institutions/ academic Programmes. The Adjunct Faculty shall be an eminent Professional/ Scientist/ Engineer having recognition at the national/ international level and having outstanding published work.
- 4 **QUALIFICATIONS AND EXPERIENCE:** An Adjunct Faculty/ Resource person shall be a Faculty retired from Technical Institution or a person of eminence, with or without a Post Graduate or Ph.D. qualifications having 10 to 15 years of experience from Industry/ Organization. There shall be no upper age limit for Adjunct Faculty/ Resource Person as long as he/ she add value to the Education and academic activities of the Institution. He/ She 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 shall 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 grants under “Adjunct Faculty Scheme” from AICTE cannot work as Adjunct Faculty in other Institutions.
- 6 **STRENGTH OF ADJUNCT FACULTY:** In case of Architecture -25%, Planning - 30% and Design - 20%, Adjunct Faculty/ Resource Persons are permissible, since the Programme requires exhaustive practical field exposure. In all other Programmes, ONLY under exigent conditions such as relieving/retirement of Faculty members/ delay in Faculty recruitment, Institutions may avail the services of Adjunct Faculty/ Resource Persons up to a maximum of 10% of the required Faculty members as per the “Approved Intake”, for a period not exceeding one Academic Session.

7 **FUNCTIONS:** Functions of Adjunct Faculty/ Resource person from Industry are:

Teaching Technical Course(s): Adjunct Faculty shall be expected to teach Course(s) 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 Under Graduate 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 ₹1000/- only (Rupees One Thousand Only) per lecture up to a maximum of ₹4000/- (Rupees Four Thousand only) per day of service, subject to a maximum ceiling of ₹80000/- (Rupees Eighty Thousand only) per month.

Other facilities such as Office Room, Secretarial Services, depending on their involvement in academic activities, shall be considered.

9 **APPOINTMENT:** Their appointment shall be made 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 the assignment based on the "Performance Report" submitted to the host Institution for continuation/ renewal of tenure.



10.0 Mandatory Disclosures

The following information shall be given in the information Brochure besides being hosted on the Institution's official Website.

The onus of the authenticity of the information lies with the Institution ONLY and not on AICTE.

- 1. Name of the Institution**
 - Address including Telephone, Mobile, E-Mail
- 2. Name and address of the Trust/ Society/ Company and the Trustees**
 - Address including Telephone, Mobile, E-Mail
- 3. Name and Address of the Vice Chancellor/ Principal/ Director**
 - Address including Telephone, Mobile, E-Mail
- 4. Name of the affiliating University**
- 5. Governance**
 - Members of the Board and their brief background
 - Members of Academic Advisory Body
 - Frequently of the Board Meeting and Academic Advisory Body
 - Organizational chart and processes
 - Nature and Extent of involvement of Faculty and students in academic affairs/improvements
 - Mechanism/ Norms and Procedure for democratic/ good Governance
 - Student Feedback on Institutional Governance/ Faculty performance
 - Grievance Redressal mechanism for Faculty, staff and students
 - Establishment of Anti Ragging Committee
 - Establishment of Online Grievance Redressal Mechanism
 - Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University
 - Establishment of Internal Complaint Committee (ICC)
 - Establishment of Committee for SC/ ST
 - Internal Quality Assurance Cell
- 6. Programmes**
 - Name of Programmes approved by AICTE
 - Name of Programmes Accredited by AICTE
 - Status of Accreditation of the Courses
 - Total number of Courses
 - No. of Courses for which applied for Accreditation
 - Status of Accreditation – Preliminary/ Applied for SAR and results awaited/ Applied for SAR and visits completed/ Results of the visits awaited/ Rejected/ Approved for Courses
 - For each Programme the following details are to be given:
 - Name
 - Number of seats
 - Duration
 - Cut off marks/rank of admission during the last three years
 - Fee
 - Placement Facilities
 - Campus placement in last three years with minimum salary, maximum salary and average salary

- Name and duration of programme(s) having Twinning and Collaboration with Foreign University(s) and being run in the same Campus along with status of their AICTE approval. If there is Foreign Collaboration, give the following details:
Details of the Foreign University
 - Name of the University
 - Address
 - Website
 - Accreditation status of the University in its Home Country
 - Ranking of the University in the Home Country
 - Whether the degree offered is equivalent to an Indian Degree? If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and job both within and outside the country
 - Nature of Collaboration
 - Conditions of Collaboration
 - Complete details of payment a student has to make to get the full benefit of Collaboration
- For each Programme Collaborated provide the following:
 - Programme Focus
 - Number of seats
 - Admission Procedure
 - Fee
 - Placement Facility
 - Placement Records for last three years with minimum salary, maximum salary and average salary
- Whether the Collaboration Programme is approved by AICTE? If not whether the Domestic/Foreign University has applied to AICTE for approval

7. Faculty

- Branch wise list Faculty members:
 - Permanent Faculty
 - Adjunct Faculty
 - Permanent Faculty: Student Ratio
- Number of Faculty employed and left during the last three years

8. Profile of Vice Chancellor/ Director/ Principal/ Faculty

For each Faculty give a page covering with Passport size photograph

- i. Name
- ii. Date of Birth
- iii. Unique id
- iv. Education Qualifications
- v. Work Experience
 - Teaching
 - Research
 - Industry
 - others
- vi. Area of Specialization
- vii. Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level
- viii. Research guidance
 - No. of papers published in National/ International Journals/ Conferences
 - Master
 - Ph.D.
- ix. Projects Carried out
- x. Patents
- xi. Technology Transfer
- xii. Research Publications



xiii. No. of Books published with details

9. Fee

- Details of fee, as approved by State Fee Committee, for the Institution
- Time schedule for payment of fee for the entire programme
- No. of Fee waivers granted with amount and name of students
- Number of scholarship offered by the Institution, duration and amount
- Criteria for fee waivers/scholarship
- Estimated cost of Boarding and Lodging in Hostels

10. Admission

- Number of seats sanctioned with the year of approval
- Number of Students admitted under various categories each year in the last three years
- Number of applications received during last two years for admission under Management Quota and number admitted

11. Admission Procedure

- Mention the admission test being followed, name and address of the Test Agency and its URL (website)
- Number of seats allotted to different Test Qualified candidate separately (AIEEE/ CET (State conducted test/ University tests/ CMAT/ GPAT)/ Association conducted test)
- Calendar for admission against Management/vacant seats:
 - Last date of request for applications
 - Last date of submission of applications
 - Dates for announcing final results
 - Release of admission list (main list and waiting list shall be announced on the same day)
 - Date for acceptance by the candidate (time given shall in no case be less than 15 days)
 - Last date for closing of admission
 - Starting of the Academic session
 - The waiting list shall be activated only on the expiry of date of main list
 - The policy of refund of the fee, in case of withdrawal, shall be clearly notified

12. Criteria and Weightages for Admission

- Describe each criterion with its respective weightages i.e. Admission Test, marks in qualifying examination etc.
- Mention the minimum level of acceptance, if any
- Mention the cut-off levels of percentage and percentile score of the candidates in the admission test for the last three years
- Display marks scored in Test etc. and in aggregate for all candidates who were admitted

13. List of Applicants

- List of candidate whose applications have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidate who have applied along with percentage and percentile score for Management quota seats

14. Results of Admission Under Management seats/Vacant seats

- Composition of selection team for admission under Management Quota with the brief profile of members (This information be made available in the public domain after the admission process is over)
- Score of the individual candidate admitted arranged in order or merit
- List of candidate who have been offered admission
- Waiting list of the candidate in order of merit to be operative from the last date of joining of the first list candidate



- List of the candidate who joined within the date, vacancy position in each category before operation of waiting list

15. **Information of Infrastructure and Other Resources Available**

- Number of Class Rooms and size of each
- Number of Tutorial rooms and size of each
- Number of Laboratories and size of each
- Number of Drawing Halls with capacity of each
- Number of Computer Centres with capacity of each
- Central Examination Facility, Number of rooms and capacity of each
- Barrier Free Built Environment for disabled and elderly persons
- Occupancy Certificate
- Fire and Safety Certificate
- Hostel Facilities
- **Library**
 - Number of Library books/ Titles/ Journals available (program-wise)
 - List of online National/ International Journals subscribed
 - E- Library facilities
- **Laboratory and Workshop**
 - List of Major Equipment/Facilities in each Laboratory/ Workshop
 - List of Experimental Setup in each Laboratory/ Workshop
- **Computing Facilities**
 - Internet Bandwidth
 - Number and configuration of System
 - Total number of system connected by LAN
 - Total number of system connected by WAN
 - Major software packages available
 - Special purpose facilities available
- Innovation Cell
- Social Media Cell
- Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments
- **List of facilities available**
 - Games and Sports Facilities
 - Extra-Curricular Activities
 - Soft Skill Development Facilities
- **Teaching Learning Process**
 - Curricula and syllabus for each of the programmes as approved by the University
 - Academic Calendar of the University
 - Academic Time Table with the name of the Faculty members handling the Course
 - Teaching Load of each Faculty
 - Internal Continuous Evaluation System and place
 - Student's assessment of Faculty, System in place
- **For each Post Graduate Courses give the following:**
 - Title of the Course



- Curricula and Syllabi
- Laboratory facilities exclusive to the Post Graduate Course
- **Special Purpose**
 - Software, all design tools in case
 - Academic Calendar and frame work

16. Enrollment of students in the last 3 years

17. List of Research Projects/ Consultancy Works

- Number of Projects carried out, funding agency, Grant received
- Publications (if any) out of research in last three years out of masters projects
- Industry Linkage
- MoUs with Industries (minimum 3)

18. LoA and subsequent EoA till the current Academic Year

19. Accounted audited statement for the last three years

20. Best Practices adopted, if any

Note: Suppression and/or misrepresentation of information shall invite appropriate penal action.

The Website shall be dynamically updated with regard to Mandatory Disclosures



11.0 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 Programmes			
4 Year Engineering Degree	1,58,300	1,50,500	1,44,900
5 Year Architectural Degree	2,25,300	2,13,500	2,05,050
4 Year Town Planning Degree	2,25,600	2,13,750	2,05,350
5 Year Applied Arts and Crafts Degree	2,25,600	2,13,750	2,05,350
4 Year Pharmaceutical Degree	1,55,125	1,47,250	1,41,650
4 Year Hotel Management and Catering Technology Degree	1,55,125	1,47,250	1,41,650
Post Graduate Degree Programmes			
2 Year Engineering Degree	2,51,350	2,39,950	2,31,350
2 Year Architectural Degree	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 Hotel Management and Catering Technology Degree	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 Programmes			
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 Hotel Management and Catering Technology	98,000	93,000	89,700
3/ 4 Year Diploma Pharmacy	97,975	93,000	89,700
Post Diploma Programmes			
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 Hotel Management and Catering Technology	98,750	93,775	90,475

Type X/ Y/ Z cities as per VI Central Pay Commission Classification of Cities

12.0 Land requirement as specified in the Approval Process Handbook Norms during the Previous Years

DEGREE LEVEL INSTITUTIONS

Year	Engineering and Technology			Architecture/ Planning/ Hotel Management and Catering Technology			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/ Hotel Management and Catering Technology			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
2017-18	1.5	2.5	7.5	1	1	2.5	0.5	0.5	1.5	0.75	0.75	2	0.5	0.5	1	0.5	0.5	1
2018-19	#	2.5	7.5	#	1	2	#	0.5	1.5	#	0.75	2	#	0.5	1	#	0.5	1

As per FSI/FAR

DIPLOMA LEVEL INSTITUTIONS

Year	Engineering and Technology			Architecture/ Planning			Applied Arts and Crafts			Pharmacy			Hotel Management and Catering Technology (Deg. + Dip)			Hotel Management and Catering Technology		
	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/ Hotel Management and Catering Technology	Applied Arts and Crafts	Pharmacy	Hotel Management and Catering Technology (Degree + Diploma)	Hotel Management and Catering Technology
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	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	1.5	5	1	2.5	2.5	0.75	0.75	2	0.75	0.75	2	-	-	-	1	2.5	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
2017-18	1.5	1.5	4	1	1	2.5	0.5	0.5	1.5	0.75	0.75	2	-	-	-	1	1	2.5
2018-19	#	1.5	4	#	1	2	#	0.5	1.5	#	0.75	2	-	-	-	#	1	2

As per FSI/FAR

INSTITUTIONS OFFERING ONLY POST GRADUATE COURSES

Year	Engineering and Technology			Arch/ Planning/ Hotel Management and Catering Technology			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

Discontinued after 2015

Note: The above Table consolidates the extent of the 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 Hectare



Chapter I - Scrutiny Committee

Original Documents for Verification by Academic Expert

Sl. No.	Documents	Compliance document to be submitted in case of Deficiencies
1	Proof of availability of Nomenclature of Course(s) applied by the Applicant in the affiliating University/ Board	Documents showing the Approved Nomenclature of the University/ Board for the Courses Applied
2	Audited statement of accounts of Applicant organization for last three years (Not applicable for new Trust/ Society/ Company)	Audited statement of accounts of Applicant organization for last three years
3	Proof of working capital (funds) (Refer Approval Process Handbook)	Funds (as specified in the Approval Process Handbook) in Fixed Deposits or Liquid funds available in the Bank in the Name of the Trust
4	Certificate issued by Bank Manager regarding financial status of the Applicant (Refer Approval Process Handbook)	Certificate issued by Bank Manager regarding financial status of the said Trust/ Society/ Company
5	Hard Copy of the Application as uploaded in AICTE Web-Portal.	Application Part I and Part II (if applicable) downloaded from AICTE Web Portal
6	Receipt from an authorized signatory with seal from the State Government as proof of submission of the application.	Receipt from an authorized signatory as proof of submission of the application with seal from the State Government
7	Receipt from an authorized signatory and seal of the affiliating body as proof of submission of the application. (Not Applicable for PGDM Institutions)	Receipt from an authorized signatory and seal of the affiliating body as proof of submission of the application
8	Detailed Project Report (DPR)	Detailed Project Report
9	Details of Board of Governors as specified in the Approval Process Handbook (Applicable only for PGDM Institutions)	Document mentioning the formation of BoG along with the name of the Members

Original Documents for Verification by Advocate

Sl. No.	Documents	Compliance document to be submitted in case of Deficiencies
1	Affidavit (Refer Approval Process Handbook)	Affidavit (Refer Approval Process Handbook)
2	A Registration document of the Society/Trust/ Company under Section 8/ PPP/ BOT indicating its members, objectives and Memorandum of Associations and Rules, duly attested/ certified by the concerned Authority	Trust/ Society/ Company Deed along with Amendments if any mentioning all the Bye-Laws approved/registered by the Competent Authority
3	Resolution by the Applicant organization for starting the new Technical Institution and allocation of Land/ Building/ Funds for the proposed activities as prescribed in Approval Process Handbook	Resolution by the Applicant as applicable as specified in the Approval Process Handbook
4	Certificate regarding Minority Status, if applicable at the time of application	Concerned State Government GO indicating Minority status of the Applicant
5	Certificate issued by an Advocate in a format as prescribed	Certificate issued by an Advocate as specified in the Approval Process Handbook
6	Classification of Land (Mega/ Metro/ Urban/ Rural) Certificate by the Competent Authority	Classification of Land (Mega/ Metro/ Urban/ Rural) Certificate by the Competent Authority
7	Documents showing possession of the Land in the Name of the Trust/ Society/ Company	Khasara - Khatauni/ Patta/ Chitta/143 and Registered Document for the said Land in the Name of the Trust/ Society/ Company
8	Land Conversion Certificate	Land Conversion Certificate issued by the Competent Authority of the concerned State Government
9	Land Use Certificate	Land Use Certificate issued by the Competent Authority of the concerned State Government

10	Khasra Plan (Master Plan) Demarcating the entire Land area to show that the Land is contiguous, issued by the Competent Authority	Khasra Plan (Master Plan) Demarcating the entire Land area issued by the Competent Authority
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Original Documents for Verification by Architect

Sl. No.	Documents	Compliance document to be submitted in case of Deficiencies
1	Site Plan of the proposed Technical Institution prepared by an Architect registered with Council of Architecture (CoA)/ Licensed Surveyor and duly approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT	Site Plan of the proposed Technical Institution approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT
2	Complete Building Plan of the proposed Technical Institution prepared by an Architect registered with Council of Architecture (CoA)/ Licensed Surveyor and duly approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT (Plans shall be verified for the entire duration of the Course).	Complete Building Plan of the proposed Technical Institution approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT
3	Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use of 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 CoA. (Plans shall be verified for the entire duration of the Course)	Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use of the proposed Campus approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT
4	Phase-wise Plan of construction to achieve total carpet and built up area as required for the conduct of all applied Courses from the first to final year. This shall be certified by an Architect registered with the CoA	Phase-wise Plan of construction to achieve total carpet and built up area as required for the conduct of all applied Courses from the first to final year. This shall be certified by an Architect registered with the CoA
5	Certificate issued by an Architect regarding approved Building Plans. (Refer Approval Process Handbook)	Certificate issued by an Architect as specified in the Approval Process Handbook
6	FSI/ FAR Certificate obtained from the Competent Authority as designated by the concerned Municipal Corporation or the local authority that approves Building Plans, or the State Government/UT	FSI/ FAR Certificate obtained from the Competent Authority
7	FSI/ FAR applicable as on date	FSI/ FAR Certificate obtained from the Competent Authority
8	Total construction permissible as per FSI/FAR	To be calculated by the Expert
9	Total Built-Up area approved as per approved Plan in m ²	To be calculated by the Expert from the Building Plan
10	Total built up area required as per applied intake in m ² (to be updated by the application submitted by the Trust/ Society/ Company)	To be calculated by the Expert
11	Whether any River, Canals, Rail Tracks, Highways or any other such entity hampering continuity of Land is passing through the Land. (Y/N). If Yes, mention the details/ Whether High Tension Transmission line is passing through the Land (Y/N). If Yes, mention the details	Khasra Plan/ Site Plan
12	Occupancy Certificate from the Competent Authority clearly stating that the Building(s) is/are fully developed and ready in all aspects for the intended use considering the total Built-Up area as required to run the Programme and the Divisions/ Departments for the First Year of the Course	Occupancy Certificate from the Competent Authority



Chapter - I Expert Visit Committee

Sl. No.	Documents	Compliance document to be submitted in case of Deficiencies
1	Details of all other educational Institutions run by the same Trust/ Society/ Company or management or by any other management to which the Chairman of the Applicant Trust/ Society/ Company is a member. (In case of existing Institutions in the same location simultaneous verification of the document and inspection for both existing and new Technical Institution shall be done)	Affidavit to the effect shall be given
2	Copy of the advertisement in at least one National Daily, for recruitment of Principal/ Director and Faculty members	Copy of the advertisement in at least one National Daily, for recruitment of Principal/ Director and Faculty members
3	Stock registers of Laboratory/ Workshop equipment (First Year Laboratories)/ Stock registers of Computers, System software, Application software, Printers/ Stock registers of office equipment	Copy of the stock register(s) with entry regarding Laboratory equipment/ Computers/ Software/ Office equipment
4	Barrier free built environment and toilets created for physically challenged. (Ramp or Working Lift etc.)	Compliance has to be verified physically only, however the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company. Also an Affidavit to the effect be submitted
5	Language Laboratory	Compliance has to be verified physically only, however the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and shall also produce the bills for purchasing equipment for Language Laboratory. Copy of the Stock register after making necessary entry to be produced duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
6	Principal/Director's Office/ Board room/ Office all-inclusive/ Departmental Office/ Cabin for HoDs/ Faculty Room/ Central Store/ Examination Control Office/ Class Rooms/ Tutorial Room/ Drawing Hall/ Seminar Hall/ Library and Reading Room/ Computer Center/ Boys Common Room/ Girls Common Room/ Stationery Store/ First aid cum Sick Room/ Toilets/ Training and Placement Office/ Maintenance/ Housekeeping/ Pantry/Common Room/ Cafeteria	Compliance has to be verified physically only. (However the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and also submit an Architect's Certificate to that effect)
7	Laboratories/ Workshops	Compliance has to be verified physically only. (However the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and also submit an Architect's Certificate to that effect in case of completion of infrastructure and a Certificate from the Principal for the possession of the equipment) Tools and Equipment shall be available as per the norms of the affiliating body, proof of purchasing the same (Bills and proof of payment) and stock register(s) entry has to be submitted
8	Internet Bandwidth	Certificate of the service provider and proof of payment. Bill paid for the last month shall also be submitted
9	Printers/ A1 size Colour Printers/ Legal Application Software/ Legal System Software/ Library Management Software/ PCs to Student ratio/ Multi Media PC/ Provision of backup power supply	The Applicant can submit the bills for purchasing Printers/ Software/ Computer/ Backup power supply and the same shall be certified by the Applicant. Copy of the Stock registers after making necessary entry to be produced
10	Volumes/ Books/ Titles/ National Journals	The Applicant can submit the bills for purchasing Books/ Titles/ National Journals and the same shall be certified by the Applicant. Copy of the Accession register after making necessary entry to be



		produced
11	Safety provisions, including fire and other calamities	The Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and shall also produce the bills for purchasing fire safety equipment
12	General Insurance provided for assets against fire, burglary and other calamities	Copy of General Insurance with the Policy number
13	Details and proof about medical facility and counselling arrangements	MoU with a nearby Hospital or Clinic or Appointment of a Doctor and a Nurse in the Campus and proof for Compliance of first aids
14	Sanction of electrical load by electric supply provider company	Sanction order from Electricity Office and proof for paying the amount towards the bill
15	Availability of Potable water supply	The Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and shall also produce the bills for purchasing potable water supplying equipment
16	A Certificate by an Architect giving details of sewage disposal system	Compliance has to be verified physically only, however, a Certificate by an Architect giving details of sewage disposal system
17	Vehicle Parking/ Display board within the premises as well as in the web site of the Institution indicating the feedback facility of students and Faculty available in AICTE Web-Portal	Compliance has to be verified physically only, however the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
18	All weather approach roads/ General and Departmental notice boards	Compliance has to be verified physically only, however the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
19	Institution website	Print out of the first page and other relevant pages of the Institution website
20	Details and proof of telephone connections available at the proposed Technical Institution	Proof for paying the amount towards bill
21	Stock register	Copy of the Stock registers duly attested by the Chairman/ Secretary of the Trust/ Society/ Company after making all necessary entry to be produced

**Chapter - II Expert Visit Committee
(Documents needed in addition to Chapter I Expert Visit Committee)**

Sl. No.	Deficiencies as per EVC	Compliance document to be submitted
1	Documents related to Land (possession of Land, Land use Certificate, Land conversion Certificate, Khasra Plan etc.)	Concerned Documents/ Certificate issued by the Competent Authority of the concerned State Government and duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
2	Whether any River, Canals, Rail Tracks, Highways or any other such entity hampering continuity of Land is passing through the Land. (Y/N). If Yes, mention the details	Khasra Plan/ Site Plan Certificate issued by the Competent Authority of the concerned State Government duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
3	Whether High Tension Transmission line is passing through the Land (Y/N). If Yes, mention the details	Khasra Plan/ Site Plan Certificate issued by the Competent Authority of the concerned State Government duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
4	Whether any other Institution (AICTE approved/not under AICTE ambit) are being run/proposed to be run in the same patch of Land shown for the present Institution. Also, no other Programmes such as BBA/BCA/B.Sc. (S/W Engineering)/ M.Sc. (S/W Engineering) etc. are being run/ sharing in the premises (Land and Building) of the present Institution	An Affidavit to the effect shall be obtained
5	Occupancy Certificate/Completion Certificate/ Form D/ Structural Stability Certificate	Concerned Certificate issued by the Competent Authority
6	Complete Building Plan of proposed Technical Institution	Copy of Complete Building Plan of the Technical Institution approved by the Competent Plan



		Sanctioning Authority of the concerned State Government/ UT
7	Whether Laboratories and Workshops possess relevant equipment as per the University syllabus/ Whether equipment procured are at the operational stage	Compliance has to be verified physically only. (However the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and also submit an Architect's Certificate to that effect in case of completion of infrastructure and Certificate from the Principal for the possession of the equipment) Tools and Equipment shall be available as per the norms of the affiliating body, proof of purchasing the same (Bills and proof of payment) and stock register(s) entry has to be submitted
8	Appointment of Student Counsellor/ Establishment of Anti Ragging Committee/ Establishment of Committee for SC/ ST/ Establishment of Internal Complaint Committee (ICC) Committee as per section 4 of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013/ Institution Industry Cell/ Innovation Cell	Documents/ Minutes of BoG for the constitution of Student Counsellor/ Committee/ Cell duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
9	Establishment of Grievance Redressal Committee in the Institution and the Appointment of OMBUDSMAN by the University	Documents/ Minutes of BoG for the constitution of the committee along with the list of nominated members duly attested by the Chairman/ Secretary of the Trust/ Society/ Company. In case of OMBUDSMAN, an order from the concerned University for appointment
10	Establishment of online Grievance Redressal Mechanism	Print out from the Institution website for the establishment of the Grievance Redressal Mechanism duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
11	Number of Faculty	TDS Certificate for the previous year/ copy of selection minutes for the appointment of Faculty/ acquaintance register/ Audited Bank Statement for the payment of salaries for the past 6 months through Nationalized banks
12	Whether the salary for all the Faculty members are paid as per sixth pay commission recommendations/ Whether the payment of salaries is through RTGS/ NEFT/ Online	Digital Payment for payment of salaries
13	Whether hostel facilities are available for accommodating students of FN/PIO/OCI category	Compliance has to be verified physically only. (However the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and also submit an Architect's Certificate to that effect)
14	Implementation of Food Safety and Standards Act, 2006 in the Institution	Certificate from Food Corporation of India
15	Digital Payment for all Financial Transactions as per MHRD Directives	Proof for payment of salaries and other transactions for procurement of equipment through banks
16	Copies of AICTE approvals (LoA and EoA of subsequent years) obtained since inception of the Institution till date shall be placed on the web site of the Institution	Copies of AICTE approvals for all the years to be submitted
17	CCTV Installation at prominent locations	The Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and shall also produce the bills for purchasing CCTV
18	Provision to watch MOOCS Courses through SWAYAM	Documents obtained from the University
19	National Academic Depository (NAD) as per MHRD directives (Applicable only for PGDM and University departments)	Documents showing the registration with NAD
20	General insurance provided for assets against fire, burglary and other calamities/ Group Accident Policy/ Students safety Insurance	Copy of the Insurance from the Insurance Agency duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
21	Availability of vouchers and payment receipts indicating proof of purchase	Digital Payment for all Financial Transactions to be submitted

14.0 Ready Reckoner for Frequent Queries

1. No need to submit the hard copy of the application to the Regional Office.
2. In case of applications under Chapter II, NOC from the State Government/ UT is required only for Change of Name of the Trust/ Merger of the Trust/ Society/ Company and Closure of the Institution.
3. If the Applicant/ Institution is invited to appear before the Scrutiny/ Re-Scrutiny to verify the documents/ to present their case before the Standing Hearing Committee/ Standing Appellate Committee for compliance of the deficiencies, the representative(s) shall also bring the documents presented to the Scrutiny/ Expert Visit Committee to make use of the opportunity given effectively.
4. If an Institution intends to utilise a Building constructed earlier, the Building approvals obtained from the then authorities shall be produced, else the approval for the same shall be obtained from the current approving authorities.
5. If the Institution intend to modify the Non-Editable fields such as name of the Trustee, Land details, etc. shall contact AICTE HQ with supporting documents.
6. To include new nomenclatures in the Diploma/ Under Graduate/ Post Graduate Degree Courses, approval from the University/ Board as applicable shall be sent to the Policy and Academic Planning Bureau, AICTE.
7. If the status of an Institution changes to Minority Institution category, the same shall be represented to AICTE HQ by attaching the approval letter from Minority Commission.
8. Student admission is the subject of State Authorities.
9. AICTE does not insist on separate boundary walls for Institutions running in the same Campus by the same Trust/ Society/ Company, provided the Land and Built-up norms shall be fulfilled for the Programmes/ Courses approved.
10. An Institution requesting for any modification in the Extension of Approval and if the same is approved by the Council, a corrigendum shall be issued.
11. EVC shall check the facilities only for "Approved Intake", not based on admitted students.
12. Certificate verification for PGDM Programme, for employment/ higher Education shall be obtained from the concerned Institution.
13. Excess payment shall be refunded, not adjusted in future transactions.
14. TER charges are accepted only by digital payment through the Portal, Demand Draft is not accepted under any circumstance.
15. Once the application is processed as per the stipulated procedure, TER charges are not refundable (other than those mentioned in the Approval Process Handbook), if the application is rejected.
16. For the release of Security Deposits through FDR/RTGS, only online applications are accepted. The status of processing shall be viewed through the portal.
17. To submit any documents to the AICTE HQ/ Regional Office, use the following mail ids:

Region	Head Quarter	Regional Office
Eastern	ero.hq@aicte-india.org	ero@aicte-india.org
Central	cro.hq@aicte-india.org	cro@aicte-india.org
Northern	nro.hq@aicte-india.org	nro@aicte-india.org
Northwestern	nwro.hq@aicte-india.org	nwro@aicte-india.org
South Central	scro.hq@aicte-india.org	scro@aicte-india.org
Southern	sro.hq@aicte-india.org	sro@aicte-india.org
Southwestern	swro.hq@aicte-india.org	swro@aicte-india.org
Western	wro.hq@aicte-india.org	wro@aicte-india.org

18. Any Queries/ Clarifications shall be sent ONLY to helpdeskab@aicte-india.org

Process involved in various applications are as follows:

Sl. No.	Chapter	Applied for	Process	Process
1	II	EoA to the existing Institutions	EC	
2	II	Introduction of seats for Non Resident Indian(s)	EC	
3	I	Setting up a new Technical Institution	Scrutiny	EVC
4	I	Change of Site/ Location	Scrutiny	EVC
5	I	Conversion of Women's Institution into Co-Ed Institution and vice-versa	Scrutiny	EVC
6	I	Conversion of Diploma Level into Degree Level	Scrutiny	EVC
7	I	To start new Programme(s)/ Level(s) in the existing Institutions	Scrutiny	EVC
8	II	Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus	Scrutiny	EVC
9	III	Collaboration and Twinning Programme	Scrutiny	EVC
10	I	Conversion of Degree Level into Diploma Level	Scrutiny	
11	II	Extended EoA	Scrutiny	
12	II	Increase in Intake/ Additional Course(s) including Institutions having total "Approved Intake" less than the "Maximum Intake Allowed"	Scrutiny	
13	II	Introduction of Integrated/ Dual Degree Course	Scrutiny	
14	II	Introduction of Pharm.D.	Scrutiny	
15	II	Closure of the Institution	Scrutiny	
16	II	Conversion of Management Institutions running PGDM Course into MBA Course	Scrutiny	
17	II	Closing of MBA Programme and Introduction of MCA Programme and vice-versa	Scrutiny	
18	II	Introduction of Fellowship Programme in Management	Scrutiny	
19	II	Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Merger of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA to First Year Regular Courses	Scrutiny	
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APPROVAL PROCESS HANDBOOK

2020 - 21

**ALL INDIA COUNCIL
FOR TECHNICAL EDUCATION**

**All India Council for Technical Education
Approval Process Handbook
(2020–21)**

This Handbook is a Legal Document as per

All India Council for Technical Education Act, 1987 (52 of 1987)

and

All India Council for Technical Education (Mandatory Accreditation of all Programmes/ Courses in Technical Education Institution and University Departments and Institutions Deemed to be Universities imparting Technical Education) Regulations, 2014 Notified on 29th January, 2014

and

All India Council for Technical Education (Grant of Approval for conducting Vocational Education Program, Community College Course(s) and Skill Knowledge Provider under National Skill Qualification Framework) Regulations, 2012 Notified on 5th December, 2012 and amended on 3rd February, 2016

and

All India Council for Technical Education (Norms and Standards for the Conduct of Post Graduate Diploma in Management) Regulations, 2017 Notified on 14th December, 2017

and

UGC (Categorisation of Universities (Only) for Grant of Graded Autonomy) Regulations, 2018 Notified on 12th February, 2018

and

All India Council for Technical Education (Categorisation of Standalone Institutions (SIs) for Grant of Graded Autonomy) Regulations, 2019 Notified on 18th January, 2019

and

All India Council for Technical Education (Categorisation of Standalone Institutions (SIs) for Grant of Graded Autonomy) Guidelines, 2019 Notified on 10th October, 2019

and

All India Council for Technical Education (Open and Distance Learning Education) Guidelines for Standalone Institutions, 2019 Notified on 10th October, 2019

and

All India Council for Technical Education (Open and Distance Learning Education) Guidelines for Institutions - Deemed to be Universities, 2019 Notified on 10th October, 2019

and

All India Council for Technical Education (Grant of Approvals for Technical Institutions) Regulations, 2020 Notified on 4th February, 2020



FOREWORD

The aim of higher Education in India is to provide access, equity, quality with accountability at affordable cost to all aspiring Citizens with utmost transparency to ensure sustainable economic development of the nation. It is achieved through creation, dissemination and application 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. 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/2020 of AICTE dated 4th February, 2020. 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, NDF, Margdarshan, Adjunct Faculty and Unnat Bharat Abhiyan, launching of Student Start-up Policy 2016, Smart India Hackathon 2018, 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 the revision of all Under Graduate and Post Graduate Curricula, teacher training Programmes for both new teachers and in service teachers, student Induction Programme, mandatory Internship for students, Examination reforms, 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, Start-ups for supporting students and Institutions in getting internship opportunities. The Introduction of National Academic 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 handbook 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 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 D. 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
ATMA	Association of Indian Management Schools (AIMS) Test For Management Admission
BCA	Bachelor of Computer Application
B.Des.	Bachelor of Design
B.E.	Bachelor of Engineering
B.HMCT.	Bachelor of Hotel Management and Catering Technology
BoG	Board of Governors
BoM	Board of Management
BOT	Built Operate and Transfer
B.Sc.	Bachelor of Science
B.Tech.	Bachelor of Technology
B.Voc.	Bachelor of Vocation
CABE	Central Advisory Board of Education
CAT	Common Admission Test
CBSE	Central Board of Secondary Education
CCTV	Close Circuit Television
CoA	Council of Architecture
CMAT	Common Management Admission Test
CPWD	Central Public Works Department
DELNET	Developing Library Network
DDA	Delhi Development Authority
DME	Directorate of Medical Education
DPR	Detailed Project Report
DTE	Directorate of Technical Education
D.Skill.	Diploma of Skills
D.Voc.	Diploma of Vocation
EC	Executive Committee of AICTE
EoA	Extension of Approval
ERP	Enterprise Resource Planning
EVC	Expert Visit Committee
EWS	Economically Weaker Section
FAR	Floor Area Ratio
FDR	Fixed Deposit Receipt
FSI	Floor Space Index
GATE	Graduate Aptitude Test in Engineering
GMAT	Graduate Management Aptitude Test
GoI	Government of India
GPAT	Graduate Pharmacy Aptitude Test
GPS	Global Positioning System
GRC	Grievance Redressal Cell
HMCT	Hotel Management and Catering Technology
ICCR	Indian Council for Cultural Relation
IIM	Indian Institute of Management
IISc	Indian Institute of Science
IIT	Indian Institute of Technology
J&K	Jammu & Kashmir
LCD	Liquid Crystal Display
LoA	Letter of Approval
LoI	Letter of Intent
LoR	Letter of Rejection
LWE	Left Wing Extremism
m ²	Square meter
MAT	Management Aptitude Test



M.Arch.	Master of Architecture
MBA	Master of Business Administration
Mbps	Megabits per Second
MCA	Master of Computer Application
M.Des.	Master of Design
M.E.	Master of Engineering
M.HMCT.	Master of Hotel Management and Catering Technology
MHRD	Ministry of Human Resource and Development, Government of India
MMS	Master of Management Studies
MoA	Memorandum of Association
MODROBS	Modernization and Removal of Obsolescence Scheme by the Council
MOOCs	Massive Open Online Courses
MoU	Memorandum of Understanding
M.Pharm.	Master of Pharmacy
M.Tech.	Master of Technology
NAAC	National Assessment and Accreditation Council
NAD	National Academic Depository
NATA	National Aptitude Test in Architecture
NBA	National Board of Accreditation
NBC	National Building Code
NBCC	National Buildings Construction Corporation
NDL	National Digital library of India
NEQIP	North East Quality Improvement Programme
NIRF	National Institutional Ranking Framework
NIT	National Institute of Technology
NITTTR	National Institute of Technical Teachers Training and Research
NOC	No Objection Certificate
NPTTEL	National Programme on Technology Enhanced Learning
NRI	Non Resident Indian
NSDA	National Skill Development Agency
NSQF	National Skills Qualifications Framework
OCI	Overseas Citizen of India
PC	Personal Computer
PCI	Pharmacy Council of India
PF	Provident Fund
PG	Post Graduate
PGCM	Post Graduate Certificate in Management
PGDBM	Post Graduate Diploma in Business Management
PGDCA	Post Graduate Diploma in Computer Application
PGDM	Post Graduate Diploma in Management
Ph.D.	Doctor of Philosophy
PIO	Persons of Indian Origin
PMKVY	Pradhan Mantri Kaushal Vikas Yojana
PMSSS	Prime Minister's Special Scholarship Scheme
PPP	Public Private Partnership
PwD	Persons with Disability
QP	Qualification Packs
R&D	Research and Development
RBI	Reserve Bank of India
RC	Regional Committee
RF	Radio Frequency
RO	Regional Office
RPGF	Refundable Performance Guaranty Fund
RPS	Research Promotion Schemes
SAC	Standing Appellate Committee
SAGY	Saansad Adarsh Gram Yojana



SAMVAY	Skills Assessment Matrix for Vocational Advancement of Youth
SCSC	Standing Complaint Scrutiny Committee
SHC	Standing Hearing Committee
SKP	Skill Knowledge Providers/ Trainers
SWAYAM	Study Webs of Active-Learning for Young Aspiring Minds
TDS	Tax Deduction at Source
TELNET	Terminal Emulation Programme for TCP/ IP Networks
TER	Technical Education Regulatory
TFW	Tuition Fee Waiver
UA	Urban Agglomeration
UG	Under Graduate
UGC	University Grants Commission
UT	Union Territory
Wi-Fi	Wireless Fidelity
XAT	Xavier's Aptitude Test



Definitions	
1	“Academic Year” means academic activities of the concerned affiliating University/ Board/ Technical Institution in a Year (Odd Semester followed by Even Semester).
2	“Act” means the All India Council for Technical Education Act, 1987 (52 of 1987).
3	“Adjunct Faculty” means resource person as per the guidelines given in Annexure 9 of the Approval Process Handbook.
4	“Advocate” means an Advocate registered with the Bar Council of India.
5	“Affidavit” is a written sworn statement of fact voluntarily made by a deponent under an oath or affirmation administered by a person authorized to do so by Law. Such statement is witnessed as to the authenticity of the deponent's signature by a taker of oaths, such as a Notary Public or Commissioner of Oaths.
6	“AICTE Web-Portal” means the Web site hosted by the Council at URL www.aicte-india.org .
7	“Applicant” is the one who makes an application to the Council for seeking any kind of approval under these Regulations.
8	“Approval Process Handbook (APH)” is a Handbook published by AICTE, prescribing norms and procedures for processing of applications submitted for grant of various approvals from time to time.
9	“Approved Institution” means an Institution offering Technical Programmes approved by the Council.
10	“Approved Intake” means the maximum number of students that can be admitted in a Course (excluding the Supernumerary Seats) as approved by the Council.
11	“Architect” means an Architect registered with the Council of Architecture established under the Architects Act, 1972.
12	“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 or by AICTE to Standalone Institutions.
13	“Bandwidth Contention” means the contention ratio, the ratio of the potential maximum demand to the actual bandwidth.
14	“Break in EoA” means break in obtaining Extension of Approval by an Institution on their own in the previous year(s).
15	“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.
16	“Chairman” means the Chairman of AICTE as described under sub-section 4(a) of Section 3 of the Act.
17	“Co-ed Institution” means the Institution admitting male, female and transgender students.
18	“Commission” means the University Grants Commission established under Section 4 of the UGC Act, 1956.
19	“Company” means a Company established/ registered under Section 8 of the Companies Act, 2013.
20	“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 Government/ UT concerned.
21	“Compliance Report” means the Report submitted by the Technical Institution complying with the requirements as specified in the Approval Process Handbook for the deficiencies observed by Expert Visit Committee/ issues mentioned in the Show Cause Notice/ Speaking Order.
22	“Constituent College” means an Institution/ Department/ College/ School which forms a part of the University.
23	“Council” means All India Council for Technical Education established under Section 3 of the Act.
24	“Course” means one of the branches of learning in a Programme such as Civil Engineering, Mechanical Engineering, etc.
25	“Division” means <ul style="list-style-type: none"> • A batch of a maximum of Sixty (60) seats in Diploma/ Under Graduate Degree Courses in Engineering and Technology/ Hotel Management and Catering Technology/ Post



	<p>Graduate Courses in MCA/ PGDM/ MBA Programme, excluding supernumerary seats, if any;</p> <ul style="list-style-type: none"> • A batch of a maximum of Sixty (60) seats in Diploma/ Under Graduate Degree Courses and restricted to Hundred (100) seats in Under Graduate Degree Course in Pharmacy Programme, excluding supernumerary seats, if any; • A batch of a maximum of Forty (40) seats in Diploma/ Under Graduate Degree Courses in Architecture/ Planning Programme, excluding supernumerary seats, if any; • A batch of a maximum of Thirty (30) seats in Diploma/ Under Graduate Degree Courses in Applied Arts and Crafts Programme, excluding supernumerary seats, if any; • A batch of a maximum of Thirty (30) seats in Diploma/ Under Graduate Degree Courses in Design Programme, excluding supernumerary seats, if any; • A batch of a maximum of Thirty (30) seats in Post Graduate Courses in Engineering and Technology/ Planning/ Applied Arts and Crafts/ Hotel Management and Catering Technology Programme, excluding supernumerary seats, if any; • A batch of a maximum of Twenty (20) seats in Post Graduate Courses in Architecture Programme, excluding supernumerary seats, if any; • A batch of a maximum of Fifteen (15) seats in Post Graduate Courses in Design Programme, excluding supernumerary seats, if any; • A batch of a maximum of Fifteen (15) seats in Post Graduate Courses in Pharmacy, Thirty (30) seats in Pharm.D., Ten (10) seats in Pharm.D. (Post Baccalaureate) in Pharmacy Programme, excluding supernumerary seats, if any; • A batch of a maximum of Sixty (60) seats in Integrated Degree Courses in Engineering and Technology/ Hotel Management and Catering Technology/ MCA Programme and Integrated/ Dual Degree Course in MBA Programme, excluding supernumerary seats, if any; • A batch of a maximum of Forty (40) seats in an Integrated Degree Course in Planning Programme, excluding supernumerary seats, if any; and • A maximum of Twenty (20) seats per year in Fellow Program in Management Programme.
26	<p>“EoA” means Extension of Approval granted by AICTE for the conduct of Technical Programme(s)/ Course(s) to an Institution for that Academic Year. “Extended EoA” means Extension of Approval granted by AICTE for the conduct of Technical Programme(s)/ Course(s) to an Institution for more than one Academic Year.</p>
27	<p>“Executive Committee” means the Committee constituted by the Council under Section 12 of AICTE Act.</p>
28	<p>“Expert Visit Committee (EVC)” means the Committee constituted by the Regional Officer as per the composition specified in the Approval Process Handbook to verify physically the availability of Infrastructural facilities of an Institution.</p>
29	<p>“Faculty member” means an individual qualified as per AICTE Regulations, working on Full Time basis in an Institution/ University.</p>
30	<p>“First Shift timing” means educational activities of the Technical Institution are conducted from 8 am to 3 pm.</p>
31	<p>“Foreign National” means the Citizen of the Countries other than India who are not of Indian origin as defined under OCI/ PIO.</p>
32	<p>“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.</p>
33	<p>“Government Institution” means Technical Institution established and/ or fully maintained by the Government.</p>
34	<p>“Head of the Institution” means the Vice-Chancellor in case of a University or an Institution Deemed to be University, the Principal/ Director/ such other designation as the administrative Head of the Institution of the Technical Institution referred.</p>
35	<p>“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 UGC Act, 1956.</p>



36	“Lateral Entry” means admission of students into the second year of Diploma/ Under Graduate Degree Courses as per Chapter VII of the Approval Process Handbook.
37	“Level” means Diploma, Post Diploma Certificate, Under Graduate Degree, Post Graduate Diploma and Post Graduate Degree Programmes.
38	“Minority Institution” means an Educational Institution established and administered by a minority Trust/ Society/ Company and recognized by Competent Authority as Minority Institution upto the duration specified.
39	“NBA” means the National Board of Accreditation, an autonomous body initially set up by AICTE, registered under Societies Registration Act, 1860.
40	“Non-Resident Indian (NRI)” means an Indian Citizen who is ordinarily residing outside India and holds an Indian Passport.
41	“Open and Distance Learning (ODL)” mode means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using a variety of media, including print, electronic, MOOCs, online and occasional interactive face-to-face meetings arranged by an Institution through Learner Support Services to deliver teaching-learning experience, including practical or work experience.
42	“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.
43	“Part Time timing” means educational activities of the Technical Institution are conducted from 5.30 pm to 9.30 pm and are meant only for working professionals or professionals with at least two years of work experience. Duration of the Course shall be a minimum of one/ two Semester(s) in excess than the Courses conducted in Regular Shift timing.
44	“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.
45	“Private University” means a University duly 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 8 of the Companies Act, 2013.
46	“Programme” means the field of Technical Education, i.e. Engineering and Technology, Pharmacy, Architecture and Planning, Applied Arts and Crafts, Design, Hotel Management and Catering Technology, MCA, Management (PGCM/ PGDM/ MBA) and such other Programmes/ areas as notified by the Act.
47	“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.
48	“Regional Committee (RC)” means a Committee established for each region under Section 14 of the Act.
49	“Regular Shift timing” means educational activities of the Technical Institution are conducted from 9 am to 5 pm.
50	“Restoration of Intake” means restoring back to the “Approved Intake” of the Institution that was existing prior to any penal action.
51	“Second Shift timing” means educational activities of the Technical Institution are conducted from 12 Noon to 7 pm.
52	“Self-Financing Institution” means an Institution started by a Trust/ Society/ Company and does not receive grant/ fund from Central/ State Government/ UT for meeting its recurring expenditure.
53	“Society” means a Society registered under Societies Registration Act, 1860.
54	“Standalone Institutions” means those Institutions which are not affiliated to any of the University/ Board, but are imparting education by means of conducting regular Courses leading to Diploma/ Post Diploma Certificate/ Post Graduate Certificate/ Post Graduate



	Diploma Levels in Management, Travel and Tourism, Innovation and Entrepreneurship, Computer Applications and Design.
55	“Standing Appellate Committee (SAC)” means a Committee constituted by the Chairman as per the composition specified in the Approval Process Handbook for considering the appeals of the Technical Institutions.
56	“Standing Complaint Scrutiny Committee (SCSC)” means a Committee constituted by the Chairman as per the composition specified in the Approval Process Handbook for the Scrutiny of Complaints received against the Technical Institutions.
57	“Standing Hearing Committee (SHC)” means a Committee constituted by the Chairman as per the composition specified in the Approval Process Handbook to review the Reports of the Expert Visit Committee/ replies received for Show Cause Notices.
58	“State Level Fee Committee” means a Committee notified by the concerned State Government/ UT for Regulation of Fee to be charged by the Technical Institutions.
59	“Supernumerary seats” means Intake over and above the “Approved Intake” which includes TFW, OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries, Lateral Entry, PwD and PMSSS seats notified from time to time.
60	“Technical Institution” means an Institution set up by the Government or Trust/ Society/ Company for conducting Course(s)/ Programme(s) in the field of Technical Education, Training and Research in Engineering and Technology, Pharmacy, Architecture and Planning, Applied Arts, Crafts and Design, Hotel Management and Catering Technology, MCA, Management, and such other Programmes and areas as notified by the Act.
61	“Total Approved Intake” includes Intake approved in all the Programme(s)/ Course(s) of an Institution.
62	“Trust” means a Trust registered under the Indian Trust Act, 1882 as amended from time to time or any other relevant Acts.
63	“University Department” means a Department established and maintained by the University.
64	“University” means a University defined under Clause (f) of Section 2 of the UGC Act, 1956.
65	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

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 the 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, Institute for Sugar, Textile and Leather Technology in Kanpur, National Council of Education 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.

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, a mandate of AICTE 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 Institute 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, Crafts and Design has also undergone similar developments during the post-independence period. Programmes for Technical Education, during the first three Five Year Plans, were devoted to the 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 the eighties towards involvement of Private and Voluntary Organizations in the setting up of the 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 AICTE Act of Parliament in 1987, with a view to ensure the proper planning and coordinated development of the Technical Education System throughout the Country. Technical Education in this context includes fields of Engineering and Technology, Pharmacy, Architecture, Planning, Applied Arts, Crafts and Design, Hotel Management and Catering Technology and Management.

2 AICTE Act, 1987

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 the planned quantitative growth and the Regulation and proper maintenance of norms and standards in the Technical Education System and for matters connected therewith.

3 Important Provisions of AICTE Act, 1987 in 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 with 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).



4 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.

5 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.

6 Objectives

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

7 Responsibilities

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

8 Functions and Quality Initiatives of AICTE

- Approval of Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level Programme(s) in Technical Institutions/ Institutions Deemed to be Universities
- Approval of variation/ increase in the Intake, additional Course(s)/ Programme(s) in Technical Institutions
- Approval for Foreign Collaboration and Twinning Programme
- Approval for Skill and Vocational Courses
- Participation in the process of granting Institution Deemed to be University status by MHRD
- Development of Model Curricula through All India Boards of Studies



- Share and Mentor Institutions (Margdarshan and Margadarshak)
- Modernisation and Removal of Obsolescence (MODROBS)
- Community Colleges under NSQF
- e-Shodh Sindhu
- Unnat Bharat Abhiyan
- Saansad Adarsh Gram Yojana (SAGY)
- Seminar Grant
- Travel Grant
- Faculty Development Programme (FDP)
- Induction Programme to the students
- Mandatory Internships
- Teacher Training Policy
- Exam Reforms
- Study in India
- Start-up Policy
- National Doctoral Fellowship (NDF)
- Innovation Cell
- Quality Improvement Programme
- AICTE-Adjunct Faculty
- Research Promotion Scheme (RPS)
- AICTE-INAE-DVP (Distinguished Visiting Professor)
- AICTE-INAE-TRF (Teaching Research Fellowship)
- AICTE-INAE-TG (Travel Grant for students)
- Post Graduate scholarships for GATE/ GPAT Qualified Post Graduate students
- Hostel for SC/ ST Students
- Scholarship Scheme for Girl Child (SSGC) – PRAGATI
- Scholarship Scheme for Divyang – SAKSHAM
- Skill and Personality development Programme Centre for SC/ ST Students

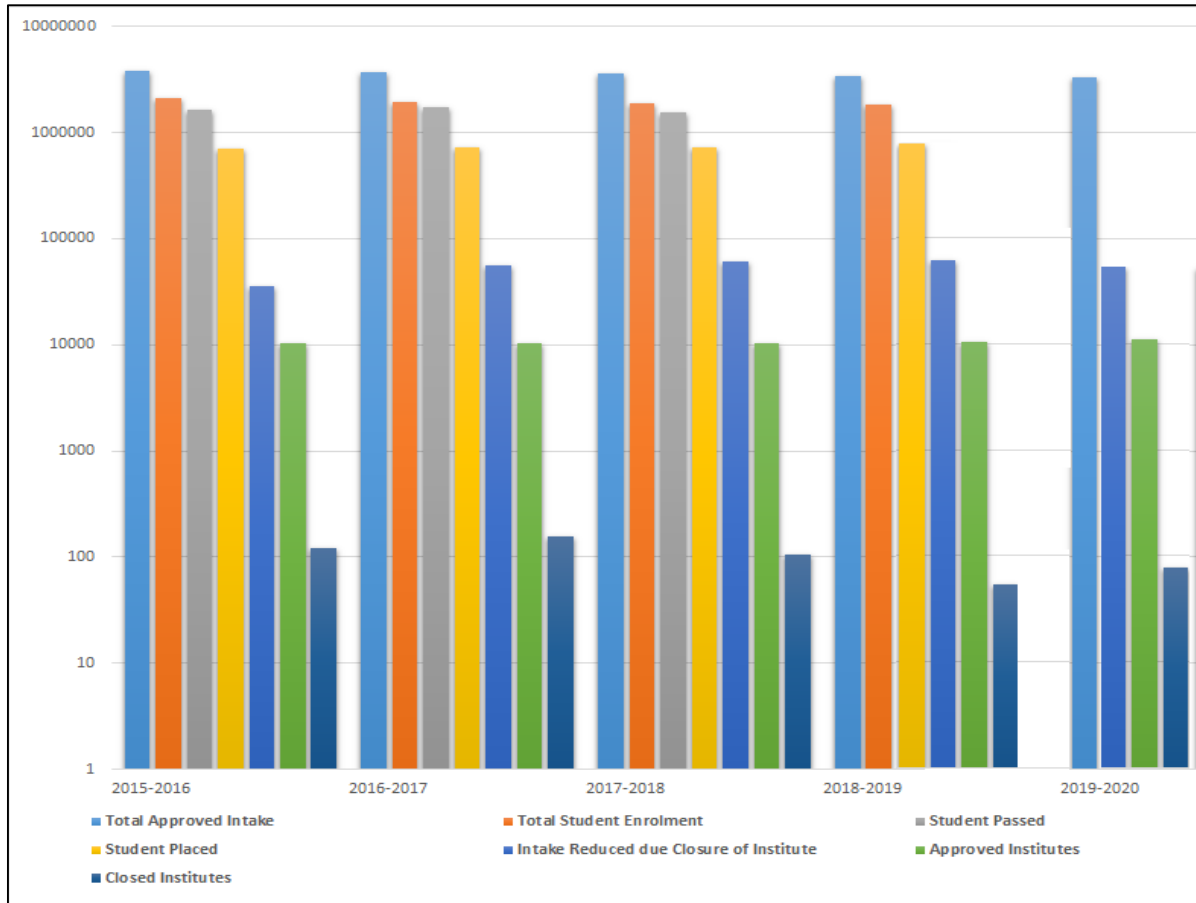
9 Status of Technical Education

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 the 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.

Technical Education at all Levels in the Country is witnessing a consistent growth pattern marked by the setting up of new Technical Institutions and the improvement of the existing ones in tune with the quality assurance norms set by the regulating and accreditation agencies.





Status of Technical Institutions in India

Approved Institutions with Intake in 2019-20

Region/State/UT	Approved Institutions			Approved Intake			Approved Institutions	Approved Intake
	Diploma	UG	PG	Diploma	UG	PG		
Chhattisgarh	97	65	43	14105	18024	4323	136	36452
Gujarat	153	203	222	66100	64149	23167	415	153416
Madhya Pradesh	290	323	387	44181	83484	53961	629	181626
Central Total	540	591	652	124386	165657	81451	1180	371494
Andaman and Nicobar Islands	2	1	0	480	90	0	2	570
Arunachal Pradesh	8	1	2	918	360	228	10	1506
Assam	29	23	25	4425	5170	1939	60	11534
Jharkhand	59	22	18	14998	6710	3189	85	24897
Manipur	3	1	1	360	150	36	4	546
Meghalaya	3	1	2	370	420	150	6	940
Mizoram	3	2	3	240	180	122	5	542
Nagaland	9	2	1	555	420	30	12	1005
Odisha	165	109	132	46852	39394	15854	302	102100
Orissa	0	0	1	0	0	90	1	90
Sikkim	2	4	2	525	840	225	6	1590
Tripura	7	3	3	1150	623	120	13	1893
West Bengal	189	115	104	42260	37090	9867	302	89217
Eastern Total	479	284	294	113133	91447	31850	808	236430
Bihar	85	66	42	18893	15385	2901	162	37179
Uttar Pradesh	1252	607	522	172633	123430	60251	1688	356314
Uttarakhand	146	57	64	18286	11910	5694	201	35890
Northern Total	1483	730	628	209812	150725	68846	2051	429383
Chandigarh	5	7	11	960	1821	1055	16	3836
Delhi	20	24	55	5654	10427	11239	79	27320
Haryana	201	180	184	43477	39193	18858	382	101528
Himachal Pradesh	39	36	25	6215	5408	1338	70	12961
Jammu and Kashmir	30	11	19	5245	3600	1464	53	10309
Punjab	225	151	163	48961	36315	14986	384	100262
Rajasthan	226	157	136	38428	44110	12037	387	94575
North-West Total	746	566	593	148940	140874	60977	1371	350791
Andhra Pradesh	318	422	582	72430	165749	86088	784	324267
Telangana	187	340	519	46905	123357	80112	627	250374
South-Central Total	505	762	1101	119335	289106	166200	1411	574641
Puducherry	10	17	10	2482	7393	1433	25	11308
Tamil Nadu	507	596	694	188231	287842	81214	1316	557287
Southern Total	517	613	704	190713	295235	82647	1341	568595
Karnataka	333	296	378	82610	116327	50211	754	249148
Kerala	108	217	223	25152	57224	20768	386	103144
South-West Total	441	513	601	107762	173551	70979	1140	352292
Dadra and Nagar Haveli	1	1	2	390	60	90	3	540
Daman and Diu	2	1	0	660	180	0	3	840
Goa	9	8	5	2896	1610	735	17	5241
Maharashtra	804	690	703	140857	161818	81023	1610	383698
Western Total	816	700	710	144803	163668	81848	1633	390319
Grand Total	5527	4759	5283	1158884	1470263	644798	10935	3273945



Approved Institutions Deemed to be Universities with Intake in 2019-20

Region/State/UT	Institutions Deemed to be Universities			Approved Intake			Approved Institutions Deemed to be Universities	Approved Intake
	Diploma	UG	PG	Diploma	UG	PG		
Chhattisgarh	1	2	1	60	400	150	2	610
Gujarat	2	3	1	360	1260	264	4	1884
Madhya Pradesh	4	5		240	360		5	600
Central Total	7	10	2	660	2020	414	11	3094
Assam	1	1	1	180	530	199	1	909
Jharkhand		1	1		300	60	1	360
Nagaland		1			300		1	300
Odisha		2	3		3660	1266	3	4926
West Bengal	2	6	3	360	2350	300	8	3010
Eastern Total	3	11	8	540	7140	1825	14	9505
Bihar	1		1	300		120	1	420
Uttar Pradesh	4	4	3	240	3000	990	7	4230
Uttarakhand	1	2	1	60	1050	480	2	1590
Northern Total	6	6	5	600	4050	1590	10	6240
Delhi		1	2		420	480	2	900
Haryana	1	4	4	60	2180	824	4	3064
Punjab		4	2		3025	620	4	3645
Rajasthan	2	5	3	600	3660	822	6	5082
North-West Total	3	14	11	660	9285	2746	16	12691
Andhra Pradesh		3	4		8340	2369	4	10709
Telangana		3	3		3130	1636	3	4766
South-Central Total		6	7		11470	4005	7	15475
Tamil Nadu	8	32	28	360	48435	12903	34	61698
Southern Total	8	32	28	360	48435	12903	34	61698
Karnataka		13	20		13990	8218	21	22208
Kerala		3	3		900	1180	3	2080
South-West Total		16	23		14890	9398	24	24288
Maharashtra	3	10	9	100	3525	4443	13	8068
Western Total	3	10	9	100	3525	4443	13	8068
Grand Total	30	105	93	2920	100815	37324	129	141059

Variations of Intake in AICTE approved Institutions (Diploma/ Post Diploma Certificate and Under Graduate Degree/ Post Graduate Degree)

Year	Diploma/ Post Diploma Certificate	Engineering and Technology	Pharmacy	Architecture	Hotel Management and Catering Technology	MCA	Management	Approved Intake
2015-16	1310414	1844642	139622	10986	6430	103048	350161	3765303
2016-17	1293843	1752296	130926	9936	6109	94159	329273	3616542
2017-18	1261059	1662488	130903	9187	6031	85104	393055	3547827
2018-19	1199401	1586341	137322	10587	5883	73851	371813	3385198
2019-20	1158884	1496139	163384	10555	6638	64084	370310	3273945



1.1 Introduction

- a. A new Technical Institution shall be established by providing Infrastructure and other requirements as per the norms specified in 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. Admission Authority/ Body/ Institution shall not admit students to any Technical Programme of an Institution, which do not have requisite prior approval of the Council.
- d. The applications received shall be processed as per the norms and procedures specified in the Approval Process Handbook. The Institution shall also have to adhere to the existing Central, State and Local Laws and norms of other Regulatory Body, if applicable.
- e. In view of the large number of vacant seats in various Programmes during the last few years and the likely future demand, the Council shall not grant approval to the new Technical Institutions at the Diploma/ Under Graduate/ Post Graduate Level in Engineering and Technology in line with the recommendations of the Committee (Annexure 1) set up by AICTE to provide the National Perspective Plan for Technical Programmes. However, establishment of new Technical Institutions in Engineering and Technology shall be permitted only in cases where
 - Government of India is providing financial assistance to State Government/ UT in un-served/underserved Districts where no Government/ Government Aided Technical Institution offering the same Level in Engineering and Technology is already available.
 - Institutions established through State Legislature where no Government/ Government Aided Technical Institution offering the same Level in Engineering and Technology is already available.
 - Applicants whose application were rejected and issued Final LoR in the previous year i.e. 2019-20.
- f. Establishment of New Pharmacy Institutions for offering Diploma/ Degree Courses in Pharmacy shall not be permitted for a period of Two years beginning from the Academic Year 2020-21. This moratorium shall not be applicable to
 - Government Institutions/ North Eastern region.
 - State or Union Territory (Arunachal Pradesh, Assam, Bihar, Chandigarh, Chhattisgarh, Delhi, Dadar & Nagar Haveli, Goa, Jammu & Kashmir, Manipur, Mizoram, Meghalaya, Pudducherry, Sikkim, Tripura and Himachal Pradesh) where the number of D.Pharm. and B.Pharm. Institutions (both combined) is less than 50.
 - The applications submitted for establishing New Pharmacy Institutions/ Existing Institutions applied to start New Programme/ Level (in Pharmacy) in 2019-20 either to the Pharmacy Council of India or to the AICTE and rejected.
 - In view of the orders dated 16.12.2019 and 7.1.2020 passed by the High Court of Delhi to PCI, AICTE also shall allow the applicants to submit applications for New Pharmacy



Institutions which thereafter shall be processed. However, no final decision shall be taken till the Court gives the final Order in this matter.

- g. In compliance to the order dated 08.11.2019 passed by the Hon'ble Supreme Court of India in CA No.364/ 2005, for the Institutions intending to offer Courses in Architecture Programme, approval by the Council of Architecture is mandatory, however interested Institutions may apply to the AICTE for approval.

1.2 Time Schedule for processing of the applications

- a. AICTE shall notify through a Public Notice in the leading newspapers and through AICTE Web-Portal from time to time, inviting applications with cut-off dates for various categories and processing thereof. **The time schedule mentioned in the Public Notice shall be final and binding.** To grant approval for establishment of a Technical Institution, online application is mandatory. Applications submitted offline are not valid.
- b. The submission of an application on AICTE Web-Portal and payment shall not be later than the last date as notified in the Public Notice.

1.3 Seeking approval of the Council

1.3.1 Application for

Setting up a new Technical Institution proposed to offer a Programme in

- a. Engineering and Technology/ Architecture and Planning/ Applied Arts, Crafts and Design/ Hotel Management and Catering Technology (Diploma/ Under Graduate Degree Level)
- b. Pharmacy (Diploma/ Under Graduate Level or for both Levels)
- c. MCA
- d. Management (Post Graduate Certificate/ Post Graduate Diploma/ Post Graduate Degree Level)

1.3.2 Eligibility of the Promoter

- a. A Society, registered under the Societies Registration Act, 1860 through the Chairman/ 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/ Secretary of the Trust or
- c. A Company established under Section 8 of the Companies Act, 2013 or
- d. Central/ State Government/ UT Administration or by a Society/ Trust registered with them.
- e. The above bodies shall apply individually or under Public Private Partnership (PPP)/ Build-Operate-Transfer (BOT) mode through an Officer authorized by Central/ State Government/ UT.
- f. A Company having any foreign equity directly or indirectly as shareholding shall not be permitted to apply for setting up a Technical Institution.

1.3.3 New Institutions are not eligible to apply for the Introduction of NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ Twinning/ Fellow Programs. However, the Applicants shall be eligible to apply for the same, on fulfilment of the requirements as per the respective Clauses of the Approval Process Handbook.



1.3.4 Institutions applying under MHRD Schemes

- a. MHRD, Government of India for the promotion of Technical Education in un-served/ underserved Districts across the Country has initiated the Scheme of "Sub-Mission on Polytechnics" for the opening of Polytechnics by the respective State Government/ UT. The list of Districts identified under this scheme is given in Annexure 2 of the Approval Process Handbook. 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 have been taken by MHRD to establish a Technical Institution by the respective State Government/ UT in "Educationally Backward (Aspirational) Districts/ Left Wing Extremism (LWE) affected" as notified by the Central Government from time to time (or) in a District where there is no Technical Institution. The list of Districts identified as Higher Educationally Backward (Aspirational) Districts is given in Annexure 2 of the Approval Process Handbook. If any of the mentioned Districts are carved out administratively, then those carved out Districts shall also be considered under the Educationally Backward (Aspirational) Districts/ Left Wing Extremism 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 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/ UT under the above mentioned Schemes initiated by the MHRD.
- d. Such application shall be processed through Scrutiny/ Re-Scrutiny Committee for the proposed location. Applications which are found to be in order in all respects by the Scrutiny/ Re-Scrutiny Committee shall be forwarded to the Regional Committee and further to Executive Committee for the grant of approval.
- e. The Institutions shall function in a temporary Campus and shall move to their permanent Campus within 2 years from the date of the Letter of Approval (LoA). Further, AICTE shall send Expert Visit Committee to such Institutions to assess the status of readiness of the State Government/ UT for operationalization of these Institutions in the permanent Location as per the procedure for Change of Site/ Location. In case of the Institutions not shifting to the permanent location even after 2 years and fulfilling the norms of the Approval Process Handbook, the "Approved Intake" in the Course(s) shall be reduced to 50%. If an Institution has not shifted even after 4 years, the Council shall take appropriate action.

1.3.5 The existing Institutions approved by other Regulatory Bodies, seeking approval for the first time from AICTE for conducting Technical Programme(s)

- a. The existing Institutions approved by the Council of Architecture/ Pharmacy Council of India in the previous Academic Years without having approval from AICTE.
- b. The existing Institutions offering Course(s) in Applied Arts and Crafts/ Vocational (Technical) Programme without having approval from AICTE.
- c. Non-Technical Institutions seeking approval for conducting MCA/ MBA Courses. Further, for such Institutions, exclusive Building and Principal are not required. However, the Institutions should fulfil all other norms (as specified in the Approval Process Handbook) such as separate Head of the Department, Faculty, Infrastructure, Built-up area, etc.



- 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 Programme(s) and Course(s).

1.4 Submission of Application by the Promoter

1.4.1 User ID and Password

- a. An unique USER ID shall be allotted to each new application for setting up of a new Technical Institution on payment of ₹5000/- (Five Thousand Only), through the payment gateway on AICTE Web-Portal www.aicte-india.org.
- b. If any existing Institution has forgotten the Password, the Institution shall apply online. A Technical Education Regulatory (TER) Charges of ₹5000/- (Five Thousand Only) shall be made through the payment gateway on AICTE Web-Portal. The proof of payment and an Affidavit¹ for “Forgotten Password” shall be submitted to the concerned Regional Office. Regional Officer shall verify and upload on the Web-Portal for allotment of Password to the Applicants.
- c. Using the USER ID, the application in the prescribed Format shall be filled and submitted on AICTE Web-Portal www.aicte-india.org. Using this USER ID, the Applicant shall be able to track the status of the application at various stages of processing.

1.4.2 Technical Education Regulatory (TER) Charges

- a. Technical Education Regulatory (TER) Charges ₹ in Lakh for Setting up a new Technical Institution offering a Technical Programme at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level are given below:

Sl. No.	Type of Institution	TER Charges ₹ in Lakh
i	Minority Institution/ Institution set up in J&K/ North Eastern States/ Institution set up exclusively for Women/ PwD	6.0
ii	Government/ Government aided Institutions	Nil
iii	All other Institutions	8.0
iv	ALL Applicants under (i) and (iii) whose applications were rejected and issued Final LoR in the previous year i.e. 2019-20*	3.0
v	Existing Institutions seeking approval for the first time from AICTE under Clause 1.3.5.a, b and c	2.0
vi	ALL Applicants issued LoI and rejected for LoA in the previous year i.e. 2019-20*	2.0

* Not applicable for Application which was rejected in 2019-20 and TER Charges refunded under Clauses 1.4.2.h and 1.4.7.b of this Chapter.

Applicants under (iv) are not eligible for refund of TER Charges as per Clauses 1.4.2.h and 1.4.7.b of this Chapter.

- b. In an extraordinary circumstance, if an additional Scrutiny Committee has to be conducted **(inclusive of the Court directions to any type of Institutions)**, then the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
- c. In an extraordinary circumstance, if an additional Expert Visit Committee has to be conducted **(inclusive of the Court directions to any type of Institutions)**, the Applicant has to remit ₹2.0 Lakh through online as an additional TER Charges.



- d. In an extraordinary circumstance, if an additional Standing Hearing Committee/ Standing Appellate Committee has to be conducted **based on the Court directions to any type of Institutions**, then the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
- e. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal within the deadline failing which, the application shall not be considered.
- f. Only those applications submitted within the cut-off date, including payment shall be considered for processing.
- g. In case of eligible refund/ excess payment, if any, after processing, the amount shall be refunded to the Applicant.
- h. Applications submitted under Clause 1.3.1, if rejected at the Level of Scrutiny/ Re-Scrutiny without availing the appeal provision, the TER Charges after a deduction of ₹50000/- (Rupees Fifty Thousand only) shall be refunded to the Applicant/ Institution.
- i. Applicants issued Letter of Intent (LoI), if not interested in processing for Letter of Approval, shall submit the resolution of the Trust/ Society/ Company to that effect for consideration of the Council. Such applicants are eligible for a refund of TER Charges after a deduction of ₹ 50,000/- (Rupees Fifty Thousand only).
- j. In case of rejection of an application submitted under Clause 1.5.2, if opted for the issue of Extension of Approval of the existing Programme(s), refund shall be made after deducting the applicable TER Charges.

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 application by pressing the “submit” tab.

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

Application should be submitted on AICTE Web-Portal on or before the last date as notified in the Public Notice.

1.4.4 All Applicants shall submit an Affidavit² 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 Applicant shall submit a copy of the application to the State Government/ UT and affiliating University/ Board and get a receipt with the Official Seal from the authorized signatory for the same.

1.4.6 A printout of the complete online application as submitted on AICTE Web-Portal, along with the proof of payment, and documents mentioned as per Appendix 16 of the Approval Process Handbook duly attested by the Chairman/ Secretary of the Trust/ Society/ Company shall be submitted on the date of Scrutiny at the Regional Office.

Applications complete in all respects 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 their views on the application received by them to the concerned Regional Office, not later than one week from the last date of submission of application as per the Public Notice.



- b. Based on the views (if any) of the State Government/ UT and the affiliating University/ Board for setting up of new Technical Institution, the Regional Committee shall take a decision about the processing of application or to reject the same. If the application is not processed further, the TER Charges after a deduction of ₹50000/- (Rupees Fifty thousand only) shall be refunded to the Applicant.
- c. In the absence of the receipt of views from the State Government/ UT/ affiliating University/ Board on the application, the Council shall proceed for further processing.

1.5 Establishment of a new Technical Institution

1.5.1 Requirements and Eligibility

- a. The Promoter Trust/ Society/ Company shall have the Land as required and its Lawful possession with clear title in the name of the Promoter Trust/ Society/ Company on or before the date of submission of application.
- b. Requirements for Technical Institution shall be as per the norms specified in Chapter VII of the Approval Process Handbook.
- c. 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. In case of the Applicant seeking LoA, Buildings for the **First Year** should be completed in all respects as per the Infrastructure requirements.
- d. The Head of the “Technical Institution” shall be named as the “Principal/ Director” having qualifications as per AICTE norms as defined for Principal in a Programme of the Technical Institution.

1.5.2 The existing Institution applied for Closure of the Institution are also eligible to apply for starting a new Technical Institution in the same premises in the same year.

Technical Institutions applying under this Clause shall have to apply for Progressive/ Complete Closure of the Institution for the existing Programme(s) and shall apply for a different Programme.

However, the Applicant has to make Material/ Non-Material amendment of the Building Plan, Site Plan, etc. duly approved by the concerned Competent Authority to suit the requirements of the new Programme.

- In case of such application being approved, the existing Institution shall be considered as CLOSED (Progressive/ Complete Closure, as applicable) and the liabilities, if any, arising out of this, shall solely be that of Trust/ Society/ Company/ Technical Institution.
- In case of the application being rejected, the same shall be processed for the Closure of the Institution/ issue of Extension of Approval as per the choice mentioned in the application.



- 1.5.3 The fund position of the Applicant (except Government/ Government aided Institution/ Central/ State University) in the form of FDRs and/ or Bank accounts in the Nationalized Bank or Scheduled Commercial Banks recognized by Reserve Bank of India shall be as under on the date of Scrutiny.

Sl. No.	Programme proposed (Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree)	Total minimum funds required as proof of operational expenses at the time of Scrutiny in the Name of the Trust/ Society/ Company (₹ in Lakh)
i	Engineering and Technology	100
ii	Pharmacy	50
iii	Architecture and Planning	
	a. Architecture	50
	b. Planning	50
iv	Applied Arts, Crafts and Design	
	a. Applied Arts and Crafts	50
	b. Design	50
v	Hotel Management and Catering Technology	50
vi	MCA	50
vii	Management	50

- 1.5.4 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 the Government of India or its name is approved by the Government of India.
- 1.5.5 Applicants shall not use the names of the existing Institutions within the State. The existing Institutions having the same names run by the same/different Society/Trust/Company within the State/UT shall at least add the name of the Village/ Town/ City where it is located as an integral part of the name of the Institution.
- 1.5.6 All Institutions shall use the same font and size for the full name of the Institutions, wherever it is displayed.
- 1.5.7 The Courses as per Appendix 2 of the Approval Process Handbook shall be approved for a new Technical Institution at Diploma/ Under Graduate/ Post Graduate Level, a combination of Diploma, Under Graduate and Post Graduate Levels shall not be approved. However, the “Maximum Intake allowed” for the Programmes shall be as per Appendix 3 of the Approval Process Handbook.
- 1.5.8 **Procedure**
- The application shall be processed as per the Procedure of Scrutiny/ Re-Scrutiny Committee as per Clause 1.6 and thereon of this Chapter for the issue of Letter of Intent (LoI)/ Letter of Rejection (LoR).
 - The application under Clause 1.5.2 of this Chapter shall be processed first for Closure of the existing Institution by Scrutiny/ Re-Scrutiny Committee, if found in order, then only the application shall be processed further for the establishment of new Technical Institution following the respective procedures specified in the Approval Process Handbook.



1.6 Evaluation of the application by the Scrutiny/ Re-Scrutiny Committee

- a. The applications submitted under this Chapter shall be evaluated by a Scrutiny/ Re-Scrutiny Committee constituted as per Appendix 13.4 of the Approval Process Handbook by the Regional Officer by the selection of members through the automated selection process provided on AICTE Web-Portal. However, if any member of the Scrutiny/ Re-Scrutiny Committee is unable to attend or refuses or incapacitated to take part in the Committee, then Regional Officer with prior or post-facto approval of the Competent Authority, AICTE, shall opt to choose another expert from the approved panel of the experts manually. Under extraordinary circumstances, the Scrutiny/ Re-Scrutiny Committee shall also be constituted manually by the Regional Officer with prior approval of the Chairman.
- b. The date and time for Scrutiny/ Re-Scrutiny Committee shall be informed by the concerned Regional Office.
- c. The 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 the conduct of the meetings, however, he/ she shall not be part of the Committee.
- d. Two representatives of the Applicant (Chairman/ Secretary of the Trust/ Society/ Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along with Self-attested Photo ID proof shall present their case along with the supporting documents before the Scrutiny/ Re-Scrutiny Committee.
- e. Applicants shall present their application and **ALL** original documents along with self-attested copies as per Appendix 16 of the Approval Process Handbook, before the Scrutiny Committee. Applicants shall adhere to Scrutiny/ Re-Scrutiny schedule and not to remain absent at the time of Scrutiny/ Re-Scrutiny.

In the event of the Applicant getting Letter of Intent (LoI) and if the Applicant is interested in getting Letter of Approval (LoA) in the current Academic Year itself, the Applicant shall submit the resolution of the Trust/ Society/ Company to the Scrutiny/ Re-Scrutiny Committee for **processing the same for the Current Academic Year**.

- f. The Scrutiny Committee shall verify the authenticity of the documents submitted by the Applicant as mentioned above and shall countersign all the documents that are accepted.
- g. Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the Applicant Trust/ Society/ Company through the Web-Portal.
- h. 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.
- i. 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.
- j. The Regional Officer shall ensure and certify that all the fields of the Scrutiny/ Re-Scrutiny Committee Report are filled completely.
- k. The attested copies of original documents shall be retained by the Regional Office.

1.7 Evaluation of the application by the Expert Visit Committee

- a. The Expert Visit Committee shall be constituted as per Appendix 13.6 of the Approval Process Handbook by the Regional Officer by the selection of members through the automated selection process provided in AICTE Web-Portal. However, if any member of an



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 Competent Authority, AICTE shall opt to choose another expert from the 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. The Expert Visit Committee shall verify physically the Infrastructural facilities of the Institution.

- b. Additional experts, if required, may be co-opted in any of the Committee for processing of applications, Complaints, etc.
- c. An Expert Visit Committee shall visit the proposed premises of the Institution to verify the following:
 - Readiness with respect to Appendix 4 of the Approval Process Handbook, i.e. Instructional, Administrative and Amenities area requirements for the First Year of the Technical Institution as per the Building Plan duly accepted and counter-signed by the Scrutiny/ Re-Scrutiny Committee members.
 - Readiness with respect to Appendix 5 of the Approval Process Handbook, i.e. Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals and Library facilities of the Technical Institution.
 - Readiness with respect to Appendix 6 of the Approval Process Handbook, i.e. Essential and Desirable requirements of the Technical Institution.
 - Progress related to appointment of Principal/ Director and Faculty with respect to the norms, standards and conditions prescribed by the Council.
- d. The concerned Regional Officer shall make necessary arrangements for the conduct of the Expert Visit Committee, however, he/ she shall not be a part of the Committee. Experts shall carry the Identity Card of their Organization.
- e. The Expert Visit Committee shall have access to the Report of the Scrutiny/ Re-Scrutiny Committee.
- f. The Expert Visit Committee shall verify actual availability of Equipment as per the Curriculum and Syllabus of the affiliating University/ Board and Computers, Software, Internet, Printers, Book Titles, Book Volumes, subscription of National and International Journals and entry in the Stock Registers as specified in the Approval Process Handbook. The mere presentation of Purchase Orders/ Payment records for subscription, etc. without actual availability shall not be considered.
- g. The Expert Visit Committee shall also verify documents in original as mentioned in Appendix 16 of the Approval Process Handbook with respect to actual Infrastructure visited.
- h. The Applicant shall arrange for Video recording at his/ her own expense with the date and time of the entire proceedings of the Expert Visit Committee and shall hand over the same to the Committee which shall form a part of the Expert Visit Committee Report.
- i. The video recording with briefing by one of the Experts for not less than 30 minutes shall cover the entry and exit of the Committee with time, the Building Plan approved and signed by the Scrutiny/ Re-Scrutiny Committee, GPS Coordinates at the entrance of the main Building, Class rooms, Laboratories, Workshops, Office Room, Barrier free environment facilities such as ramp/ lift/ toilets, Library, Computer Centre, meeting with Students and Faculty members (in case of existing Institutions), in addition to the recording of other details.



- j. The Applicant shall also arrange Laptop/ Desktop with Internet facility, Scanner and Printer to the Expert Visit Committee.
- k. The Expert Visit Committee shall submit the following to the Regional Office:
 - Its visit Report in the prescribed format
 - Attested Copies of documents (as applicable) as mentioned in Appendix 16 of the Approval Process Handbook
 - Video recording of the Expert Visit Committee during visit
 - Attendance sheet duly signed/ digitally authenticated by the members of the Expert Visit Committee and representatives of Applicant Trust/ Society/ Company present during the visit
- l. The Regional Officer shall ensure and certify that all the fields of the Expert Visit Committee Report are filled completely.
- m. The scanning and uploading of the Scrutiny/ Re-Scrutiny Committee Report and Expert Visit Committee Report including the Video recording shall be done by the concerned Regional Office.

1.8 Evaluation of the application by Regional Committee

- a. The Reports of Scrutiny/ Re-Scrutiny Committee and Expert Visit Committee, as applicable, shall be made available to the Regional Committee. The Regional Committee shall consider these Reports along with the views of concerned State Government/ UT and affiliating University/ Board, if any, and recommends the application for further processing. The Regional Officer shall ensure and certify that all the fields of the Regional Committee Report are filled completely.
- b. Applications which are found to be in order in all respects by the Scrutiny/ Re-Scrutiny Committee ONLY be recommended for the issue of Letter of Intent (LoI) and the rest be recommended for the issue of Letter of Rejection (LoR).
- c. Applications which are found to have NIL deficiencies in the Expert Visit Committee ONLY be recommended for the issue of Letter of Approval (LoA) and the rest be recommended for the issue of Letter of Rejection (LoR).
- d. Regional Officer concerned, while forwarding the recommendations of the Regional Committee for further processing of issuance of LoI/ LoA (as applicable) or otherwise to AICTE Headquarters shall verify that the procedures and parameters prescribed under these Regulations and Approval Process Handbook are followed by the Scrutiny/ Re-Scrutiny Committee, Expert Visit Committee and Regional Committee.
- e. The Approval Bureau at AICTE Headquarters 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. If not, the same shall be brought to the notice of the Council.

1.9 Grant of Approval

- a. The Executive Committee after considering the recommendations of the Regional Committee and views of the Approval Bureau shall take decision either to grant of approval or otherwise. The decisions of the Executive Committee shall be ratified by the Council.



- b. In case of new Technical Institutions, the Council if deems fit shall grant approval to issue Letter of Intent (LoI) for the given Academic Year, the same shall be valid for two Academic Years. Within the validity period, after the establishment of Infrastructure facilities as per the requirements, **the Applicant shall apply on AICTE Web-Portal for the Letter of Approval anytime in the year.** On expiry of the validity, the LoI issued stands cancelled and the Applicant shall make a fresh application for the issuance of Letter of Intent.
- c. The decision of the Executive Committee shall be uploaded on the Web-Portal in the form of a Letter of Intent (LoI) (in case of Scrutiny/ Re-Scrutiny)/ Letter of Approval (LoA) (in case of Expert Visit Committee) or Letter of Rejection (LoR) with specific reasons for rejection of the application.
- d. In case of the applications recommended for Letter of Intent (LoI) and expressed their interest in getting Letter of Approval (LoA) in the current Academic Year itself, shall be processed further by an Expert Visit Committee.
- e. The Report of Expert Visit Committee shall be processed further as per Clauses 1.8 and 1.9.a of the Approval Process Handbook.
- f. Applicants for starting new Technical Institutions other than Government/ Government aided Institutions whose applications are recommended for Letter of Approval (LoA) by the Executive Committee shall be informed for the creation of Security Deposit.
 - Existing Institutions applied under Clause 1.3.5 and in existence for more than 10 years with the respective Regulatory Bodies are exempted from the payment of Security Deposit.
 - Applicants, whose applications (under Clause 1.5.2) are recommended for starting new Technical Institutions shall create the Security Deposit for the balance amount of the Security Deposit created earlier, as per the requirements of the Approval Process Handbook for the remaining period of 10 years, as applicable. No deposit is required where NOC was already issued to the Institution for the release of the earlier FDR.
 - The Applicant shall submit the payment proof of the Security Deposit along with an Affidavit³ within 15 days from the date of intimation to the concerned Regional Office, else a penalty of 10% and 50% of the value of the Security Deposit shall be imposed upto 31st May and 31st July of the Calendar Year respectively, beyond which the approval shall be withdrawn.
 - In case of the Technical Institutions granted Letter of Approval that failed to admit the students in the current Academic Year due to Non-affiliation by the University/ Board or Non-Fulfilment of State Government/ UT requirements shall submit an Affidavit for the same within 7 days from the date of intimation to the concerned Regional Office. Such Applicants are permitted to pay the Security Deposit in the next Academic Year as per the above deadlines.
 - Applicants 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

Sl. No.	Programme	Diploma/ Post Diploma		Under Graduate		Post Graduate Diploma/ Post Graduate Degree	
		Minority/ Women's/ PwD/ J&K/ North Eastern States	Others	Minority/ Women's/ PwD/ J&K/ North Eastern States	Others	Minority/ Women's/ PwD/ J&K/ North Eastern States	Others
i	Engineering and Technology	12	15	28	35	28	35
ii	Pharmacy	12	15	12	15	12	15
iii	Architecture and Planning						
	a. Architecture	12	15	12	15	12	15
	b. Planning	12	15	12	15	12	15
iv	Applied Arts, Crafts and Design						
	a. Applied Arts and Crafts	12	15	12	15	12	15
	b. Design	-	-	12	15	12	15
v	Hotel Management and Catering Technology	12	15	12	15	12	15
vi	MCA	-	-	-	-	12	15
vii	Management	12	15	-	-	12	15

- g. The amount deposited by the Institution shall remain with the Council for 10 years. The interest accrued on this deposit shall be utilized by the Council for Institutional Development activities, Quality Improvement Programme for Faculty, giving Scholarships to students, etc.
- h. The Principal amount shall be returned to the Trust/ Society/ Company on completion of the term. However, the term of the deposited amount could be extended for a further period as shall be decided on a case to case basis and/ or forfeited in case of any violation of norms, conditions, and requirements/ Non-Performance by the Institution/ Complaints against the Institution.
- i. **Validity of the Letter of Approval for the new Technical Institutions, 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 Academic Year.**

ALL the Applicants issued LoA for starting the new Technical Institutions shall apply on AICTE Web-Portal for Extension of Approval as specified in the Approval Process Handbook from the **next Academic Year onwards, irrespective of the admission of the students or otherwise.**

On expiry of the validity of two years, the LoA issued stands cancelled, if no students were admitted in the Institution and the Applicant shall make a fresh application for the issuance of Letter of Intent.

- j. An Expert Visit Committee may be conducted any time before the first batch of students has passed out, to verify the fulfilment of the norms as specified in the Approval Process Handbook.
- k. **The Council shall normally not grant Conditional Approval to any Institution.**
- l. Applications for an existing Institution for the Closure of the Institution and starting a new Technical Institution in the same premises in the same year rejected by Council shall be



processed for the Closure of the Programme/ Institution (as applicable)/ Extension of Approval, as per the choice mentioned in the application following the procedure specified in Chapter II of the Approval Process Handbook. **However, it is the responsibility of the Institutions to inform the rejection of the Council to the concerned authorities who had given the NOC for the Closure of the Institution in view of their application.**

- m. A final Letter of Intent/ Letter of Approval/ Letter of Rejection with the reasons for rejection of the application shall be issued to the Institution through Web-Portal, on or before 30th April of the Calendar Year.
- n. An Institution/ Applicant, if aggrieved by the decision of the Executive Committee, shall **appeal** as per Clause 1.10 of this Chapter and the final decision of the Council shall be uploaded on or before 30th April of the Calendar Year.
- o. LoI/ LoA shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA No.9048/ 2012.

1.10 Appeal Procedure

- a. As per the provision laid down in Clause 1.9.n of this Chapter, an Institution/ Applicant, if aggrieved by the decision of the Executive Committee shall have the right to **appeal once** to the Council **within 7 days from the date of uploading of LoR.**
- b. The appeal of the Institution shall be considered by 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 limit given by the Hon'ble Supreme Court. Hence, the Applicants are instructed to be prepared with the supporting documents in proof of the compliance of deficiencies and present the same to the Committee, even in case of short notice.
- d. The Report of the Scrutiny/ Re-Scrutiny Committee and Expert Visit Committee (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. An Officer of the Council concerned shall assist the Committee and place relevant records and documents before the Committee and make necessary arrangements for the conduct of the meetings; however, he/ she shall not be a part of the Committee.
- e. Two representatives of the Applicant (Chairman/ Secretary of the Trust/ Society/ Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along with Self-attested Photo ID proof shall present their case along with the supporting documents before the Scrutiny/ Re-Scrutiny Committee.
- f. The Standing Appellate Committee shall either Recommend/ Not Recommend the case to the Council or recommend for Scrutiny (in case of LoI)/ Expert Visit Committee (in case of LoA). Accordingly, Scrutiny/ Expert Visit Committee shall be conducted as per Clause 1.6/ 1.7 of this Chapter and the reports of the same shall be placed before another Standing Appellate Committee inviting the representatives of the Institution along with the compliance and supporting documents for taking a final decision as to Recommend/ Not Recommend.
- g. The concerned Officer in Approval Bureau shall ensure and certify that all the fields of all the Reports are filled completely.
- h. 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.



- i. Applicants, whose applications are recommended for grant of approval by the Council shall be informed for submission of Security Deposit along with an Affidavit³ as per Clause 1.9.f of this Chapter.

1.11 Appointment of Principal/ Director and Faculty in newly approved Institution/ Programme

- a. New Technical Institutions granted Letter of Approval shall comply with the appointment of Faculty/ Principal/ Director as the case may be, as per Policy regarding minimum qualifications pay scales etc., as specified in the Approval Process Handbook.
- b. Institutions shall appoint Faculty/ Principal/ Director, 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 Hon'ble 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. Without the appointment of all the Faculty members and other Staff, an Institution shall not commence the Courses.

1.12 Process Flowchart for the establishment of a new Technical Institution is given in Annexure 5 of the Approval Process Handbook.

1.13 Applicants issued Letter of Intent (LoI) but rejected after the Expert Visit Committee shall inform the Council about their readiness of infrastructure after making the payment of TER Charges as per Clause 1.4.2 of this Chapter through online for the conduct of another Expert Visit Committee, the same shall be processed for the next Academic Year as per Clause 2.29 of Approval Process Handbook. However, One EVC per year ONLY shall be permissible within the validity period of Letter of Intent (LoI).



Grant of Approval through online application for the following:

- Extension of Approval based on Self-Disclosure
- Introduction/ Continuation of seats for Non Resident Indian(s)
- Change of Site/ Location
- Conversion of Diploma Level into Degree Level and vice-versa
- To start new Programme/ Level in the existing Institutions
- Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus
- Extension of Approval of the existing Institutions after a break in the preceding Academic Year/ Restoration of Intake
- To start Diploma/ Degree in Pharmacy in existing Institutions
- Introduction/ Continuation of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries
- Conversion of Women's Institution into Co-ed Institution and vice-versa
- Increase in Intake/ Additional Course(s)
- Introduction of Integrated/ Dual Degree Course
- Closure of the Institution
- Conversion of PGDM Course(s) into MBA Course(s) and vice-versa
- Closing of MCA Course and Introduction of MBA/ PGDM Course and vice-versa
- Conversion of Courses into allied Vocational Courses
- Introduction/ Continuation of Fellow Program in Management
- Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)
- Change in the Name of the Institution or affiliating University/ Board or Type of Institution (Institution(s) converted into a University)
- Change in the Minority Status of the Institution
- Change in the Name of the Bank
- Change in the Name of the Trust/ Society/ Company
- Extended EoA

2.1 Introduction

- a. Institution offering Technical Programme(s)/ Course(s) shall not admit students without prior approval of the Council.
- b. Each Institution offering Technical Programme at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level shall submit an application to the Council every year for Extension of Approval of Course(s).
- c. **In view of the National Perspective Plan, the existing Institutions applying for New Programme/ Level/ Increase in Intake/ Additional Course(s) in Engineering and Technology shall be permitted ONLY in EMERGING AREAS.**
- d. **Existing approved Institutions offering Pharmacy Programme ONLY shall be permitted to apply for Increase in Intake/ additional Pharmacy Courses as per the norms specified in the Approval Process Handbook.**
- e. In compliance to the order dated 08.11.2019 passed by the Hon'ble Supreme Court of India in CA No.364/ 2005, for the existing Institutions offering Courses in Architecture



Programme, approval by the Council of Architecture is mandatory, however interested Institutions may apply to the AICTE for approval.

- f. The applications received shall be processed as per the norms and procedures specified in the Approval Process Handbook. The Institution shall also have to adhere to the existing Central, State and Local Laws and norms of other Regulatory Body, if applicable.
- g. In case of Institutions having Lease agreement for Land, the Council shall not issue EoA from the Year in which the Live Lease is equal to the number of years of the Course having the maximum duration. However, if such Institutions submit the Lease extended for further 30 years with atleast 25 years of Live Lease, EoA shall be considered.

2.2 Time Schedule for processing of applications

- a. AICTE shall notify through a Public Notice in the leading newspapers and through AICTE Web-Portal from time to time inviting applications with cut-off dates for various categories and processing thereof. The time schedule mentioned in the Public Notice shall be final and binding. To process any request from the Institutions regarding approval, online application is mandatory. Applications submitted offline are not valid.
- b. The submission of an application on AICTE Web-Portal and payment of TER Charges shall not be later than the last date as notified in the Public Notice.

2.3 Submission of application by the Promoter

2.3.1 Allotment of USER ID

- a. If the Institution has not obtained a USER ID/ Password previously, a unique USER ID shall be allotted to Applicant Institutions on payment of ₹5000/- (Five Thousand Only), through the payment gateway on AICTE Web-Portal www.aicte-india.org.
- b. If any existing Institution has forgotten the Password, the Institution shall apply online. A Technical Education Regulatory (TER) Charges of ₹5000/- (Five Thousand Only) shall be made through the payment gateway on AICTE Web-Portal. The proof of payment and an Affidavit¹ for “Forgotten Password” shall be submitted to the concerned Regional Office. Regional Officer shall verify and upload on the Web-Portal for allotment of Password to the Applicants.
- c. The existing Institutions using their Login credentials shall enter/ edit data as required.

The application in the prescribed Format shall be submitted on AICTE Web-Portal and a unique identification number is allotted to each application for further reference.

The status of the application shall be tracked at various stages of processing.

2.3.2 Seeking approval of the Council for

- a. Extension of Approval based on Self-Disclosure
- b. Introduction/ Continuation of seats for Non Resident Indian(s)
- c. Change of Site/ Location
- d. Conversion of Diploma Level into Degree Level and vice-versa
- e. To start new Programme/ Level in the existing Institutions



- f. Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus
- g. Extension of Approval of the existing Institutions after a break in the preceding Academic Year/ Restoration of Intake
- h. To start Diploma/ Degree in Pharmacy in existing Institutions
- i. Introduction/ Continuation of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries
- j. Conversion of Women's Institution into Co-ed Institution and vice-versa
- k. Increase in Intake/ Additional Course(s)
- l. Introduction of Integrated/ Dual Degree Course
- m. Closure of the Institution
- n. Conversion of PGDM Course(s) into MBA Course(s) and vice-versa
- o. Closing of MCA Course and Introduction of MBA/ PGDM Course and vice-versa
- p. Conversion of Courses into allied Vocational Courses
- q. Introduction/ Continuation of Fellow Program in Management
- r. Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)
- s. Change in the Name of the Institution or affiliating University/ Board or Type of Institution (Institution(s) converted into a University)
- t. Change in the Minority Status of the Institution
- u. Change in the Name of the Bank
- v. Change in the Name of the Trust/ Society/ Company
- w. Extended EoA



2.3.3 Technical Education Regulatory (TER) Charges

- a. TER Charges ₹ in Lakh for various applications of (Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree) Institutions are given below:

Type of Institution	Extension of Approval based on Self-Disclosure			Penalty for Late Submission	Break in EoA/ Restoration of Intake	Introduction of OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats	Continuation of OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats per Course	Introduction of Fellow Program in Management
	per Division							
	All Programmes (except PGDM/ MBA)	PGDM / MBA	Vocational Courses					
Minority Institution/ Institution set up in J&K/ North Eastern States/ Institution set up exclusively for Women/ PwD	0.10	0.25	0.05	2.0	2.0	4.0	0.25	1.0
Government/ Government aided Institutions/ Central State University/ University**	Nil	Nil	Nil	0.10	Nil	Nil	Nil	Nil
All other Institutions	0.15	0.30	0.05	2.0	2.0	5.0	0.25	1.0

Type of Institution	Change in Site/ Location/ Conversion of Diploma Level into Degree Level/ To start new Programme/ Level in the existing Institutions/ Diploma in Degree Pharmacy and vice-versa/ Change in the Name of the Trust/ Society/ Company/ Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus#	Conversion of Degree Level into Diploma Level/ Conversion of Women's Institution into Co-ed Institution and vice-versa/ Closing of MCA Course and Introduction of MBA/ PGDM Course and vice-versa/ Introduction or Continuation of NRI seats/ Increase in Intake/ additional Course(s) including "Maximum Intake Allowed"/ Introduction of Integrated/ Dual Degree Course(s)	Closure of the Institution/ Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Change in the Name of the Institution/ affiliating University/ Board* or Type of Institution (Institution(s) converted into a University)/ Change in the Minority Status of the Institution/ Conversion of Courses into allied Vocational Courses
Minority Institution/ Institution set up in J&K/ North Eastern States/ Institution set up exclusively for Women/ PwD	2.0	0.75	0.40
Government/ Government aided Institutions**	Nil	Nil	Nil
All other Institutions	3.0	1.0	0.50

TER charges for EoA based on Self-Disclosure and Continuation of OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats are considered **for the number of Divisions and Courses respectively of the Applied Intake**. No TER Charges shall be levied for Post Graduate Degree Courses (other than MCA and Management).

In case of Institutions in Rural areas, a concession of ₹ 5000/- (Rupees Five Thousand only) per Division is granted for EoA based on Self-Disclosure (Not applicable to Vocational Courses). The concession is also not applicable to the Institutions in Rural areas falling under Minority Institution/ Institution set up in J&K/ North Eastern States/ Institution set up exclusively for Women/ PwD, where the concession is already given.

No TER Charges shall be levied for Conversion of PGDM Course(s) into MBA Course(s) and vice-versa/ if the applicant is intending to offer PGDM Course as a new Technical Institution with the same "Approved Intake". However, if the applicant is intending to apply for increase in Intake, the applicable TER Charges shall be paid. Further, if the applicant is intending to offer PGDM Course as a new Technical Institution with an increase in Intake, TER Charges to be paid is ₹ 3 Lakh (Rupees Three Lakh only).

* No TER Charges shall be levied, if the State Government/ UT changes the jurisdiction of the affiliating University.



** If self-financing Courses are offered at Government aided Institutions, TER charges as per the number of Divisions of self-financing Courses shall be paid.

If the Parent and Child Institution(s) are located in the same Campus within an aerial distance of 1km and fulfil the Land Norms (without any relaxation as per Clause 2.10.1.e), TER Charges to be paid is ₹ 1 Lakh (Rupees One Lakh only).

Note:

- TER Charges for Change in the Name of the Bank is ₹ 5000/-.
 - Above TER Charges (other than EoA based on Self-Disclosure and Continuation of OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats) are applicable irrespective of number of Divisions/ Courses. No TER Charges shall be levied for Post Graduate Courses other than MCA and Management.
 - TER Charges shall not be refunded in any case, if the application is processed and rejected as specified in the Approval Process Handbook.
 - b. In an extraordinary circumstance, if an additional Scrutiny Committee has to be conducted **(inclusive of the Court directions to any type of Institutions)**, then the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
 - c. In an extraordinary circumstance, if an additional Expert Visit Committee has to be conducted **(inclusive of the Court directions to any type of Institutions)**, the Applicant has to remit ₹2.0 Lakh through online as an additional TER Charges.
 - d. In an extraordinary circumstance, if an additional Standing Hearing Committee/ Standing Appellate Committee has to be conducted **based on the Court directions to any type of Institutions**, then the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
 - e. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal within the deadline failing which, the application shall not be considered.
 - f. Only those applications submitted within the cut-off date shall be considered for processing, subject to realization of the Payment.
 - g. Applications submitted under Change of Site/ Location/ Conversion of Diploma Level into Degree Level/ To start new Programme/ Level in the existing Institutions/ Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus, if rejected at the Level of Scrutiny/ Re-Scrutiny without availing the appeal provision, the TER Charges after a deduction of ₹ 50000/- (Rupees Fifty Thousand only) shall be refunded to the Applicant.
- 2.3.4 All Applicants shall ensure that the data entered/ edited are correct. Facility to edit the data is available until the submission of the application by pressing the “submit” tab.
- 2.3.5 AICTE Web-Portal permits the generation of Deficiency Report for the applications.
- 2.3.6 After pressing the “submit” tab, the data shall not be allowed for any further editing, till the processing of application is completed. Hence, Applicants shall exercise utmost caution before pressing the “submit” tab.
- 2.3.7 Application should be submitted on AICTE Web-Portal on or before the last date as notified in the Public Notice.



- 2.3.8** If an Applicant/ Institution has wrongly submitted an application, the same shall be represented to AICTE, Headquarters along with the Resolution of the Trust/ Society/ Company, duly signed by the Chairman/ Secretary to that effect in the Format³, atleast 7 days before the last date as notified in the Public Notice. With the approval of the Competent Authorities, the application shall be reopened ONE TIME to enable the Applicant/ Institution to rectify the same and resubmit with necessary TER Charges along with the Penalty for Late Submission, as applicable.

After the submission of the application, if an Applicant intends to revoke the application for a specific purpose (other than Extension of Approval), the same shall be represented by the Institution to AICTE, Headquarters along with the Resolution of the Trust/ Society/ Company, duly signed by the Chairman/ Secretary to that effect in the Format³, atleast 7 days from the last date as notified in the Public Notice. Such requests shall be processed and placed before the Executive Committee for approval. The decision of the Executive Committee shall be communicated to the Institution through the Web-Portal. If approved, the TER Charges after a deduction of ₹25000/- (Rupees Twenty Five Thousand only) shall be refunded to the Applicant and if the Closure of the Course(s)/ Programme(s)/ Institution is revoked as per the approval of the Council, the necessary TER Charges for Extension of Approval along with the Penalty for Late Submission, as applicable, shall be paid.

If an Applicant intends to withdraw the application for Closure of the Institution/ Programme(s)/ Course(s) which is pending while processing for non-submission of documents, the same shall be revoked **on or before 10th April of the Calendar Year**, only if the concerned University/ Board/ State Government/ UT gives consent to withdraw the application for Closure, else the application shall be processed ONLY for the Closure of the Institution/ Programme(s)/ Course(s). In case, the Closure of the Institution/ Programme(s)/ Course(s) is revoked as per the approval of the Council, the necessary TER Charges for Extension of Approval along with the Penalty for Late Submission, as applicable, shall be paid.

- 2.3.9** An Affidavit² sworn before First Class Judicial Magistrate or Notary or an Oath Commissioner on ₹100/- Non-Judicial stamp paper/ e-stamp paper shall be uploaded. In case of any false information, AICTE shall invoke the provisions, both civil and/ or criminal as per the Regulations in place.

- 2.3.10** All Institutions shall upload the documents as per Appendix 17 of the Approval Process Handbook in the Web-Portal. **HARD COPIES OF THE APPLICATION/ ADDITIONAL DOCUMENTS NEED NOT BE SUBMITTED TO THE REGIONAL OFFICE.**

Applications other than Extension of Approval to be processed by the Scrutiny/ Re-Scrutiny Committee shall present their application and **ALL** original documents along with self-attested copies before the Committee.

- 2.3.11** Institution/ Trust/ Society/ Company or a member belonging to these, if charge-sheeted, Extension of Approval to such Institution shall not be withheld on the basis of charge-sheet filed by the CBI. AICTE shall consider the grant of Extension of Approval 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.

- 2.3.12** Applications complete in all respects shall only be processed.

The applications received shall be processed as per the norms and procedures specified in the Approval Process Handbook. The Institution shall also have to adhere to the existing Central, State and Local Laws.

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



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

2.4 The Institution shall be given an opportunity to comply the deficiencies, if any, before the Scrutiny/ Re-Scrutiny Committee, to fulfil the criteria of “Zero Deficiency” based on Self-Disclosure, for processing the application, as applicable.

2.5 Extension of Approval based on Self-Disclosure

2.5.1 Requirements and Eligibility

The Institution seeking approval for EoA shall apply on AICTE Web-Portal along with the documents as per Appendix 17 of the Approval Process Handbook.

2.5.2 Procedure

a. Grant of Extension of Approval is based on Self-Disclosure of required facilities and Infrastructure availability as submitted online on AICTE Web-Portal. The Council shall grant the desired approval, only after confirming that the Applicant had fulfilled all the norms and standards specified in the Approval Process Handbook.

b. The Council shall monitor for fulfilment of all norms by the Institution and in the event of Non-Fulfilment, the Council shall initiate penal action as per the Regulations.

c. In case of The Technical Institutions granted Letter of Approval that failed to admit the students due to Non-affiliation by the University/ Board or Non-Fulfilment of State Government/ UT requirements, the deficiency/ requirement of Faculty and infrastructural facilities shall be calculated from the year of the admission of the students.

2.6 Introduction/ Continuation of seats for Non Resident Indian(s)

2.6.1 Requirements and Eligibility

a. The existing Institutions are eligible to apply for the Introduction of NRI after one batch of students pass out.

b. The existing Institution seeking approval for admitting Sons/ Daughters of Non Resident Indian(s), Institutions shall apply on AICTE Web-Portal.

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

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

e. The existing Institutions seeking approval for the Introduction of Non Resident Indian(s) shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of the Approval Process Handbook.

2.6.2 Procedure

a. 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.

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



2.6.3 The Institution shall submit an application for Continuation of approval for NRI seats, as a part of application of Extension of Approval, every year, giving details of Faculty and other facilities.

2.6.4 Fee and Admission

- a. Competent Authority for admission shall be the same as for regular admission and shall fetch a list of Technical Institutions who have sought approval from the Council.
- b. The Competent Authority for admission shall display the 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 the Course(s)/ Division.
- c. Competent Authority for admission shall prepare a merit list of Applicants by inviting applications from eligible NRI students and effect admission strictly on merit basis.
- d. 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.
- e. The Institutions shall also display information regarding admitted candidates in their Web sites for information to the students and other stakeholders.
- f. The concerned State Government/ UT shall notify the tuition and other Fee for candidates to be admitted under NRI seats.

2.7 Change of Site/ Location

2.7.1 Requirements and Eligibility

- a. The existing Institution seeking for approval for Change of Site/ Location shall apply on AICTE Web-Portal along with the Extension of Approval as per norms.
- b. The additional documents to be submitted for Change of Site/ Location shall be as per Appendix 17 of the Approval Process Handbook.
- c. The Change of Site/ Location shall be allowed within the jurisdiction of the affiliating University/ Board. For PGDM Institutions, the Change in Site/ Location shall be allowed within the City/Town. However, the convenience/ approachability of all stakeholders of the Institution to the new Site/ Location shall also be taken care.

2.7.2 Procedure

- a. The application shall be processed as per Clause 1.6 of the Approval Process Handbook (Scrutiny/ Re-Scrutiny Committee) followed by an Expert Visit Committee. The date of visit shall be communicated through e-mail. It shall be necessary to provide Built-up area as per norms required for the conduct of all the existing Programme(s) and Course(s) at the new Site/ Location. The Expert Visit Committee shall verify the completeness of Infrastructure ONLY to ensure that academic and other activities be initiated at the new Site/ Location.
- b. The Equipment, Library and other movable property in the existing Institution shall be shifted to the new Site/ Location, only after approval by the Council for Change of Site/ Location.
- c. After shifting of the Equipment, Library and other movable property from the existing Institution to the 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 availability of facilities at the new Site/ Location.



- d. 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.
- e. On approval of new Location, all activities of the Institution shall necessarily be carried out at newly approved Location only.
- f. Any violation in this respect shall lead to Withdrawal of Approval and Institution shall not be allowed to continue its activities in either of the Locations.
- g. Request for approval for partial shifting of the Programme(s) and Course(s) in the Institution shall not be considered.

2.7.3 If any Institution is found to function in an unauthorized/ temporary location, violating the norms as specified in the Approval Process Handbook, the Council shall take appropriate action.

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

2.8.1 Requirements and Eligibility

- a. The existing Institutions shall be eligible for Conversion of Degree Level into Diploma Level and vice-versa in the same Specialization in ONE Programme only.
- b. The Institutions which are in existence for a minimum period of 5 years ONLY are eligible.
- c. The existing Institutions applying for Conversion of Degree Level into Diploma Level and vice-versa in any Programme shall have to apply for Progressive/ Complete Closure of ALL the existing Courses including Post Graduate Course(s) in the corresponding discipline, if any.

If the application for Conversion is being rejected, the same shall be processed for the Closure of the Institution/ issue of Extension of Approval as per the choice mentioned in the application.

- d. The additional documents to be submitted for Conversion of Diploma Level into Degree Level and vice-versa shall be as per Appendix 17 of the Approval Process Handbook.
- e. **Merger of the Courses is not permitted.**
- f. The Conversion shall be permitted for all the Courses in the said Level, however, partial conversion of few Courses in the said Level is not permissible. In case, closest available nomenclature does not exist in Annexure 3 or 4 of the Approval Process Handbook, then such Course(s) shall not be permitted for Conversion.
- g. Applicant shall submit a copy of the application to the affiliating University/ Board and their views on the same shall be forwarded to the concerned Regional Office, not later than one week from the last date of submission of application as per the Public Notice.

In the absence of the receipt of the views from the affiliating University/ Board on the application, the Council shall proceed for further processing.

- h. The Institution may also seek change in the Name of the Institution.

2.8.2 Procedure

- a. The existing Institution seeking approval for Diploma Level into Degree Level and vice-versa shall apply for the Course(s) corresponding to the existing one as per Annexure 3 or 4 of the Approval Process Handbook (as applicable) on AICTE Web-Portal as per the norms. In



case, the closest available nomenclature does not exist as per Annexure 3 or 4 of the Approval Process Handbook, then such Course(s) shall have to be applied for Closure.

The application for Conversion of Diploma Level into Degree Level shall be processed as per Clause 1.6 of the Approval Process Handbook (Scrutiny/ Re-Scrutiny Committee) followed by an Expert Visit Committee. The date of visit shall be communicated through e-mail.

Conversion of Degree Level into Diploma Level shall be processed through Scrutiny/ Re-Scrutiny Committee only.

- b. It shall be necessary to provide adequate Infrastructural facilities as specified in the Approval Process Handbook to conduct all Programme(s) and Course(s).
- c. The Conversion of Diploma Level into Degree Level and vice-versa shall be effected only after the grant of approval by the Council and the intake shall be fixed as that of the “Approved Intake” of the Courses.
- d. If the application for Conversion of Diploma Level into Degree Level and vice-versa is not approved, EoA to the Institution shall be issued, however, the deficiencies noted by the Scrutiny/ Re-Scrutiny/ Expert Visit Committee shall be fulfilled before the issue of EoA for the next Academic Year.

2.8.3 Applications for the Conversion of Diploma Level into Degree Level and vice-versa, rejected by Council shall be processed for the Closure of the Programme/ Institution (as applicable)/ Extension of Approval, as per the choice mentioned in the application following the procedure specified in Chapter II of the Approval Process Handbook. **However, it is the responsibility of the Institutions to inform the rejection of the Council to the concerned authorities who had given the NOC for the Closure of the Institution in view of their application.**

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

2.9 To start new Programme/ Level in the existing Institutions

2.9.1 Requirements and Eligibility

- a. The existing Institutions seeking approval to start new Programme/ Level shall apply on AICTE Web-Portal along with the Extension of Approval for the existing Programme(s) and Course(s) with the additional documents as per Appendix 17 of the Approval Process Handbook. However, the Institutions shall be permitted to apply for the same only after one batch of students pass out.

New Course(s) in Under Graduate Degree in Engineering and Technology shall be permissible in EMERGING AREAS ONLY.

Existing Institutions shall be permitted to start Degree/ Diploma Level in Engineering and Technology/ Pharmacy Programme, ONLY if the Institution is already conducting Diploma/ Degree Level in the same.

- b. The Institutions applying under Break in EoA/ Restoration of Intake are not eligible to apply.
- c. The Institutions applying under this category shall not be eligible to apply for other categories listed under Chapter II/ III of the Approval Process Handbook except Extension of Approval/ Continuation of NRI/ supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries for the existing Course(s).



- d. The Institutions shall be permitted to apply for **ANYONE Level** (Diploma/ Under Graduate Degree) in an existing Programme/ a new Programme, not exceeding THREE Division(s)/ Course(s). However, the norms of the concerned Regulatory Authorities shall also be fulfilled.
- e. To start additional/ new Courses at Post Graduate Level, the same shall be processed as per Clause 2.15 of the Approval Process Handbook wherever corresponding/ allied Under Graduate Level is available. However, the Constituent Colleges of State/ Central Universities shall be permitted to start Post Graduate Level without corresponding/ allied Under Graduate Level.
- f. The Built-Up area requirement for the entire duration for all the Programme(s)/ Level(s) shall be fulfilled in all respects and shall maintain Faculty: Student ratio as specified in the Approval Process Handbook. Common facilities shall cater the need of the total “Approved Intake” with total Built-up area equal to the sum total of the area requirement of each Programme(s)/ Level(s).
- g. The total Land shall be the sum of the highest Land required among the Programme(s) and 50% of the Land required for each of the other Programme(s)/ Level(s) including the new Programme(s).
- h. The Principal of the Institution shall have the qualifications (satisfying AICTE norms) preferably corresponding to the Programme having the maximum “Approved Intake”.
- i. The Institution may also seek for change in the Name of the Institution.

2.9.2 Procedure

- a. The application shall be processed as per Clause 1.6 of the Approval Process Handbook (Scrutiny/ Re-Scrutiny Committee) followed by an Expert Visit Committee. The date of visit shall be communicated through e-mail.
- b. If the application for the new Programme/ Level is not approved, EoA of the Institution shall be issued, however, the deficiencies noted by the Scrutiny/ Re-Scrutiny/ Expert Visit Committee shall be fulfilled before the issue of EoA for the next Academic Year.

2.10 Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus

Parent Institution - An Institution where prospective learning takes place after Merger.

Child Institution(s) - Institution(s) from which the Courses are to be shifted to the Parent Institution and cease to exist upon approval of merger of the Institutions.

2.10.1 Requirements and Eligibility

- a. The existing Institutions of the same Trust/ Society/ Company operating in the same location within an aerial distance of 2km shall be permitted to merge into a single Institution with all the facilities at the proposed Parent Institution and/ or part/ full facilities of the Child Institution(s), if necessary.
- b. If all the required facilities are available exclusively in the Parent Institution (without depending on the facilities of the Child Institution(s)), then the distance of 2km shall be waived off, as the Child Institution(s) shall be considered for Complete Closure. However, the convenience/ approachability of all stakeholders of the Child Institution(s) to the Site/ Location of the Parent Institution shall also be taken care.
- c. The Institution shall also select the Parent Institution’s PID and may seek change in the Name of the Institution.



- d. The Built-Up area requirement for the entire duration for all the Programmes shall be fulfilled in all respects and shall maintain Faculty: Student ratio as specified in the Approval Process Handbook.
- e. The total Land after the Merger shall be the sum of the highest Land required among the Programme(s) and 50% of the Land required for each of the other Programme(s) that are to be merged.
- f. The Institutions shall apply on AICTE Web-Portal along with their individual application for Extension of Approval as per the norms, with the additional documents as per Appendix 17 of the Approval Process Handbook. However, the norms of the concerned Regulatory Authorities shall also be fulfilled.
- g. All or selected Courses of Child Institution(s) shall be merged with the Parent Institution. However, the rest of the AICTE approved Courses, if any, in the Child Institution(s) shall be considered as closed and due procedure for closure of the same shall be followed.
- h. The Parent Institution shall have all infrastructure and other facilities to run ALL the Courses for the entire duration of both Parent and Child Institution(s).
- i. If Merger of Institutions is approved, the (Child) Institutions that are merged with the (Parent) Institutions are considered as **cease to exist** and the liabilities, if any, arise out of this merger for the Child Institution(s), shall solely be that of Trust/ Society/ Company/ Parent Institution ONLY.
- j. The Principal of the Institution shall have the qualifications (satisfying AICTE norms) preferably corresponding to the Programme having the maximum “Approved Intake”.
- k. In case of Merger of Institutions is approved, eligible refund/ additional TER Charges may be refunded/ collected, as applicable.

2.10.2 Procedure

- a. The application shall be processed as per Clause 1.6 of the Approval Process Handbook (Scrutiny/ Re-Scrutiny Committee) followed by an Expert Visit Committee. The date of visit shall be communicated through e-mail.
- b. The application shall be processed as per Clause 1.6 of the Approval Process Handbook (Scrutiny/ Re-Scrutiny Committee), if the Parent and Child Institution(s) are located in the same Campus within an aerial distance of 1km and fulfil the Land (without any relaxation as above, Clause 2.10.1.e), Built-Up area requirement and Faculty: Student ratio for the entire duration for all the Programmes as specified in the Approval Process Handbook.

Affidavit² shall be submitted to the effect that the Land and Built-up area remains the same before/ after the merger of the Institutions and shall not be utilized for other purposes.

- c. If anyone of the Institution is Women’s Institution, then the application shall be processed first for the Conversion of Women’s Institution into Co-ed Institution by Scrutiny/ Re-Scrutiny Committee, if found in order, then only the application shall be processed further for Merger of Institutions following the respective procedure specified in the Approval Process Handbook.
- d. The intake shall be fixed as that of the “Approved Intake” of the Course. “Approved Intake” for the Courses of the Institution after the merger shall be based on the admission status of the last five years of all the Institutions that are to be merged, rounded off to the size of the Division. In any case, the total number of Divisions after merger per Course shall not exceed THREE Divisions or as per Appendix 3 of the Approval Process Handbook.



- e. If the application for merger of Institutions is not approved, EoA of the individual Institutions shall be issued.

2.10.3 The Council reserves its right to reject the application for merger of Institutions under the same Trust/ Society/ Company operating in the same Campus, if it finds the reasons given are not justified or Commercial or Business angle is suspected, or to defeat the provisions of any Law.

Disclaimer:

It is the responsibility of the Promoter to take approval from the other Regulatory Bodies, if applicable, in view of merger of the Institutions.

2.11 Extension of Approval of the existing Institutions after a break in the preceding Academic Year/ Restoration of Intake

2.11.1 Requirements and Eligibility

- a. The Institution seeking approval for Break in EoA/ Restoration of Intake shall apply on AICTE Web-Portal along with the documents as per Appendix 17 of the Approval Process Handbook. However, Institutions that have not applied for EoA for SIX YEARS consecutively shall not be eligible to apply under Break in EoA and such Institutions shall apply as a new Technical Institution following appropriate procedure for Closure of the Programmes/ Courses approved.
- b. The Institutions applying under this category shall not be permitted to apply for other categories listed under Chapter II/ III/ V/ VI of the Approval Process Handbook.

2.11.2 Procedure

- a. Institutions which had not applied for Extension of Approval in the preceding Academic Years shall be considered as “Break in EoA” and shall be processed for Extension of Approval upon verification of adequate Infrastructural facilities as specified in the Approval Process Handbook by an Expert Visit Committee.
- b. Restoration of Intake for an Institution shall be processed upon verification of the availability of adequate Infrastructural and other facilities as specified in the Approval Process Handbook by an Expert Visit Committee.
- c. The Council shall monitor the fulfilment of all norms by the Institution and in the event of Non-Fulfilment, the Council shall initiate penal action as per the Regulations.

2.12 To start Diploma/ Degree in Pharmacy in existing Institutions

2.12.1 Requirements and Eligibility

- a. The existing Institutions offering Diploma in Pharmacy shall **ONLY** be permitted to start Degree in Pharmacy and vice-versa in the same Institution provided that the Built-up area, Faculty: Student ratio and other requirements shall be fulfilled as specified in the Approval Process Handbook.
- b. The Institutions shall apply on AICTE Web-Portal along with their individual application for Extension of Approval as per the norms, with the additional documents as per Appendix 17 of the Approval Process Handbook. However, the norms of the concerned Regulatory Authority shall also be fulfilled.



2.12.2 Procedure

The application shall be considered upon verification of the availability of adequate Infrastructural and other facilities as specified in the Approval Process Handbook by an Expert Visit Committee.

2.13 Introduction/ Continuation of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries

2.13.1 Requirements and Eligibility

- a. The existing Institution having at least 50% of **eligible Course(s)** accredited by NBA, and if the valid accreditation period is beyond 10th April of the next Calendar Year, seeking approval for the Introduction of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of the Approval Process Handbook.
- b. Institutions selected for Study in India Programme by the Government of India are eligible for the grant of introduction of PIO in ALL Programmes/ Courses without Expert Visit Committee and TER Charges. If the Institution is providing Fee waiver to the selected students as per their commitment to the Government, the TER Charges for continuation of supernumerary seats for FN/ OCI/ PIO/ Children of Indian Workers in Gulf Countries shall be waived. However, the Institution shall upload the selection letter for Study in India Programme and the document for the Fee waiver provided to the students.
- c. 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.
- d. The Institutions shall provide suitable Hostel/ Residential accommodation to the Foreign Students/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO) and Children of Indian workers in Gulf Countries. Further the Institutions shall also establish an Office with a Student Counselor to take care of the needs of the students admitted. An Induction Programme shall be arranged for such students to get acquainted to the Indian condition.
- e. The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Report generated.
- f. The Institution was not enforced any punitive action previously by AICTE.
- g. Fifteen percent (15%) supernumerary seats over and above the “Approved Intake” per Course shall be approved in AICTE approved Institutions and University Departments, for admitting students from Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ 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.
- h. 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 seats of 2/ 3rd meant for OCI/ PIO/ Foreign Nationals and vice-versa. **Further, any vacant seat in the “Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (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 seats, subject to the approval from AICTE for the NRI seats and fulfilment of requisite norms as specified in the Approval Process Handbook.**
- i. **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 (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian**



Workers in the Gulf Countries, subject to the approval from AICTE for the above seats and fulfilment of requisite norms as specified in the Approval Process Handbook.

2.13.2 Procedure

- a. The Institution having at least 50% of **eligible Course(s)** accredited by NBA with valid accreditation period beyond 10th April of the next Calendar Year, availability of adequate Infrastructural facilities and other requirements as per the Norms of the Approval Process Handbook shall be verified by Expert Visit Committee.
- b. Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ 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.

2.13.3 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.

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

2.13.5 Institutions admitting Foreign Nationals should ensure registration of foreign students with concerned Foreigners Regional Registration Officer (FRRO) as well as with the local police station about their entry and exit in India. Further the Institutions shall adhere to the norms specified by the Ministry of External Affairs, Government of India.

2.13.6 Fee and Admission

- a. The concerned State Government/ UT shall notify the tuition and other Fee for candidates admitted under Foreign Nationals/ OCI/ PIO seats. The children of Indian workers in the Gulf Countries shall be treated at par with resident Citizens if admitted to seats reserved for them i.e. One Third (1/3) of 15% supernumerary seats. The Fee prescribed for NRI seats shall not be applicable to this admission.
- b. Admission to these seats shall be made on merit basis among Applicants of these categories.

2.14 Conversion of Women's Institution into Co-ed Institution and vice-versa

2.14.1 Requirements and Eligibility

- a. The existing Institution seeking approval for the Conversion of Women's Institution into Co-ed Institution and vice-versa shall apply on AICTE Web-Portal along with the Extension of Approval as per the norms.
- 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 17 of the Approval Process Handbook.
- c. The Institution may also seek change in the Name of the Institution.

2.14.2 Procedure

- a. The Scrutiny/ Re-Scrutiny Committee (as per Clause 1.6 of the Approval Process Handbook) shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for Conversion of Women's Institution into Co-ed Institution and vice-versa.



- b. It shall be necessary to provide Built-up area as per the norms required to conduct all the existing Course(s). However, all the exclusive facilities for Women only Institution shall also be maintained.
- c. If the application for Conversion of Women’s Institution into Co-ed Institution and vice-versa is not approved, EoA to the Institution shall be issued, however, the deficiencies noted by the Scrutiny/ Re-Scrutiny Committee shall be fulfilled before the issue of EoA for the next Academic Year.
- d. The Conversion of Women’s Institution into Co-ed Institution and vice-versa shall be effected only after the grant of approval by the Council.

2.15 Increase in Intake/ Additional Course(s)

2.15.1 The existing Institutions shall expand its activities by the Addition of new/ additional Course(s)/ Divisions, provided they have a valid National Board of Accreditation (NBA) in place for following reasons.

- a. Increased demand in certain domains as per the industrial need for technical personnel
- b. To increase the utilization of Infrastructure available at the Technical Institutions
- c. Ensure quality of Technical Education being imparted

2.15.2 Requirements and Eligibility

- a. The Institution shall have valid NBA accreditation for the existing Course(s) as deemed necessary.
- b. The Institution applied for NBA and awaiting for the results of the visit is also eligible to apply, but a valid NBA Certificate shall be produced at the time of Scrutiny.
- c. **Increase in Intake/ Additional Course in Under Graduate Degree/ Post Graduate Degree Level in Engineering and Technology shall be permissible only in EMERGING AREAS.**
- d. The Institution seeking approval for Increase in Intake/ Additional Course(s) shall apply on AICTE Web-Portal along with the additional documents as per Appendix 17 of the Approval Process Handbook.
- e. The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Deficiency Report generated through Web-Portal.
- f. No punitive action is pending against the Institution or FIR is filed by CBI or any other agency.
- g. Action taken on those Institutions based on the Chapter VIII for the non-fulfilment of the norms specified in the Approval Process Handbook shall not be eligible for **Increase in Intake/ Additional Course(s), even if the Course(s) are having valid NBA accreditation.**

2.15.3 Institutions shall be eligible for new Course(s)/ expansion of existing Course(s), equal to the number of valid NBA accredited Course(s), limited to a maximum of **FOUR** within the definition of Division/ Programme/ Level, subject to the following conditions:

- a. A maximum of two Divisions shall be allowed to be added in the existing valid NBA accredited Diploma/ Under Graduate/ Post Graduate Course(s), subject to the condition that total number of Divisions after expansion per Course shall not exceed the “Maximum Intake Allowed” as specified in Appendix 3 of the Approval Process Handbook.



- b. New Diploma/ Under Graduate Degree Course(s) in the same Programme with only ONE Division shall be allowed at the respective Level. Further increase in intake of such Course(s) shall be permissible, if the Course(s) are accredited.
- c. New Post Graduate Course(s) in the same Programme with only ONE Division shall be allowed in specializations where corresponding or relevant Under Graduate Degree Course(s) is accredited (except MCA and Management).
- d. The existing Institutions offering Degree Pharmacy Programme shall only be permitted to introduce Pharm.D. Course based on a valid NBA accredited Course. However, for the Institutions already offering Pharm.D. with the approval of PCI (prior to 2018), the same shall be processed without NBA accreditation.
- e. Institutions with any accredited Course shall be permitted to utilize the benefit of accreditation **only once** for increase in the Intake/ additional Course(s) etc.
- f. If an Institution is having more than FOUR accredited Courses, the accredited Course(s) above FOUR shall be utilized for increase in the Intake/ additional Course(s) in the subsequent years subject to the validity of accreditation.
- g. Institution getting approval for new Course(s) 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 the Approval Process Handbook.
- h. **An existing Course having a valid NBA accreditation shall be used for an increase in the Intake/ Introduction of a new Course ONLY ONCE within a span of 6 years.**

However, if the accreditation of any Course is renewed after the Inspection by NBA, the Institutions shall utilize the benefit of such accreditation once again for an increase in the Intake/ Introduction of a new Course.

- i. No increase in the 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 inquiries 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.

2.15.4 For an Institution, atleast two batches of students (three batches for Management Programme) shall have graduated for a Course to be eligible for NBA accreditation.

- a. The existing Institutions having total “Approved Intake” equal to/ less than the “Maximum Intake Allowed”/ Institutions not eligible to apply for NBA accreditation, shall be permitted to increase (without NBA accreditation) in the same Level in the same Programme (Diploma/ Under Graduate/ MCA/ Management) upto the “Maximum Intake Allowed” in each Programme as that of a new Technical Institution, as per Appendix 3 of the Approval Process Handbook, subject to “Zero Deficiency” based on Self-Disclosure on AICTE Web-Portal.
- b. The existing Institutions having total “Approved Intake” exceeding the “Maximum Intake Allowed” seeking for approval for Increase in Intake/ Additional Course(s) (without NBA accreditation) in the same Level in the same Programme (Diploma/ Under Graduate/ MCA/ Management) shall have to apply for the Closure of Course(s) as per the Procedure and shall apply for increase in Intake/ Additional Course(s) in lieu of the same, without exceeding the total “Approved Intake” as well as the number of Courses/ Divisions as specified in Appendix 3 of the Approval Process Handbook, subject to “Zero Deficiency” based on Self-Disclosure on AICTE Web-Portal.

Increase in Intake/ Additional Course in Under Graduate Degree in Engineering and Technology shall be permissible only in EMERGING AREAS.



- c. However, in lieu of ONE Course with 60 Intake, TWO Courses in the same Level each with 30 Intake shall also be permitted.
- d. Under any circumstances, new Post Graduate Degree Course(s) (except MCA and Management) shall not be permitted in the above Clauses (a), (b) and (c).
- e. NBA accredits the Courses in Engineering and Technology, Pharmacy, Hotel Management and Catering Technology, MCA and Management Programmes. Further, Part Time Courses and Courses in Architecture, Applied Arts and Crafts and Design are not considered for accreditation.

The Institutions offering the Courses in Architecture, Applied Arts and Crafts and Design shall be eligible to apply for new Course(s) at the Post Graduate Level only after two batches of students pass out and the same shall be permitted for a maximum of FIVE Courses/ Divisions, subject to “Zero Deficiency” based on Self-Disclosure on AICTE Web-Portal. However, for every Post Graduate Course, there should be at least one Professor with Ph.D. qualification. In case of non-availability of qualified Professor, an Associate Professor may be considered.

As and when accreditation for the above Courses is started by the NBA, such Institutions who have been approved by the AICTE to run Course(s) at the Post Graduate Level shall obtain NBA accreditation within two years.

- f. Existing Post Graduate Courses **in Engineering and Technology** shall be permitted to convert to Courses in EMERGING AREAS for the same “Approved Intake” within the Major Discipline specified in Annexure 6 of the Approval Process Handbook.
- g. An Expert Visit Committee may be conducted, any time before the first batch of students has passed out, to verify the fulfilment of the norms as specified in the Approval Process Handbook.
- h. In all the above cases, the Institution shall apply on AICTE Web-Portal along with the additional documents as per Appendix 17 of the Approval Process Handbook.

2.15.5 Procedure

- a. Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for increase in the Intake/ additional Course(s).
- b. An appeal shall be allowed for submitting NBA/ UGC Autonomy Certificate, if it was not issued by the NBA/ UGC at the time of the Scrutiny.

2.15.6 Institutions having an “Approved Intake” less than a Division size in any of the Course(s) 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 AICTE Web-Portal. However, this is not applicable in case of Institutions under penal action.

2.16 Introduction of Integrated/ Dual Degree Course

2.16.1 In respect of Integrated/ Dual Degree Course(s), UGC norms shall be applicable, as per Section 4 of PART III of UGC Gazette Notification, 2014 and amended time to time.

- a. Five Years Integrated Degree in Engineering and Technology leading to Master of Technology (M.Tech.), nomenclature shall be as per Major Disciplines of Engineering and Technology given in Annexure 6 of the Approval Process Handbook.



- b. Five Years Integrated Degree in Planning leading to Master of Planning.
- c. Five Years Integrated Degree in Computer Applications leading to Master of Computer Application.
- d. Five Years Integrated/ Dual Degree in Management leading to Master of Business Administration (MBA).
- e. Five and half Years Integrated Degree in Hotel Management and Catering Technology leading to a Master in Hotel Management and Catering Technology.

2.16.2 Requirements and Eligibility

- a. The existing Institutions where Course(s) in Engineering and Technology/ Planning/ Hotel Management and Catering Technology/ MCA/ Management Programme are already in existence shall be eligible to apply on AICTE Web-Portal for approval of respective Integrated Degree. It is mandatory for the existing Engineering and Technology/ Planning/ Hotel Management and Catering Technology/ MCA/ Management Course to be accredited by NBA to start the respective Integrated Degree Course.

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

Not eligible for the Introduction of NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ Twinning Programmes. However, the Applicants shall be eligible to apply for the same as per respective Clauses of the Approval Process Hand book.

- c. Collaboration and Twinning Programme shall not be permitted for these Course(s).
- d. Applicants shall submit relevant documents as per Appendix 17 of the Approval Process Handbook to the Regional Office along with the application.
- e. University affiliation for these Course(s) shall be necessary before effecting admission.
- f. Only one Division of 60 students (40 students in case of Planning) shall be approved for Institutions applying for Integrated Degree in Engineering and Technology/ Planning/ Management/ MCA where University affiliated Course(s) in Engineering and Technology/ Planning/ Management/ MCA Programme respectively are already in existence.

In case of Hotel Management and Catering Technology, approval shall be given 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.

2.16.3 Procedure

The Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for the addition of respective Integrated/ Dual Degree Course.

2.17 Closure of the Institution

2.17.1 Requirements and Eligibility

- a. The existing Institution seeking for Progressive Closure or Complete Closure shall apply on AICTE Web-Portal as per norms.



- b. In case of Progressive Closure, Closure at the First Year Level shall be allowed in the current Academic Year and the subsequent years of working shall lapse at the end of each Academic Year progressively.

However, final Closure order shall be issued after completion of the Programme(s) and submission of Affidavit⁴ by the Institution.

- c. In case of Complete Closure, the Institution shall be closed completely in one instance.
- d. Progressive Closure or Complete Closure is subject to no pending Court case filed against the Institution by AICTE and no Charge sheet filed against the Institution.
- e. The Institutions shall not be eligible to apply for other categories listed under Chapter II/ III/ V/ VI of the Approval Process Handbook.
- f. The additional documents to be submitted for Closure of the Institution shall be as per Appendix 17 of the Approval Process Handbook.
- g. For Closure of PGCM/ PGDM Institution, NOC from affiliating University/ Board/ State Government/ UT is not applicable.

2.17.2 Procedure

- a. The Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook.
- b. The Closure of the Institution shall be effected only on receipt of approval by the Council.

2.17.3 Applications of existing Institutions which have applied for Closure of the Institution, and if such application is not approved by the Council due to certain deficiencies; the Institution shall be given Extension of Approval with ZERO Intake for the current Academic Year. However, the Institution shall not be eligible for any refund of TER 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.

2.17.4 The application for the Closure of the Institution shall be 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. In case of such Institutions where Security Deposits are to be released, a penalty of 10% of the value of the Security Deposit shall be imposed before the release of Security Deposit.

2.18 Conversion of PGDM Course(s) into MBA Course(s) and vice-versa

Institutions offering both PGDM and MBA Courses could not be considered as Standalone Institutions, as some of the Courses are being offered with the University affiliation. Further, in some States, while fixing the Fee by the State Regulatory authorities, autonomous Courses and Courses affiliated to a University/ Board are considered to be the same.

The Council shall not permit the conduct of PGDM and MBA Courses in the same Institution, instead the Institutions are permitted to run all the Courses as either PGDM or MBA completely. Further the Trust/ Society/ Company intending to run both the Courses shall apply for a new Technical Institution to offer PGDM Course under Chapter I of the Approval Process Handbook.



2.18.1 Requirements and Eligibility

- a. The Institution shall have to apply for Progressive/ Complete Closure of the existing PGDM/ MBA Course(s).
- b. Conversion of PGDM Course(s) into MBA Course(s) and vice-versa is permissible, provided that the Intake after conversion shall not exceed the total “Approved Intake”, subject to the fulfilment of the Built-up area, Faculty: Student ratio and other requirements as specified in the Approval Process Handbook.
- c. The existing Management Institutions seeking approval for the Conversion of PGDM Course into MBA Course and vice-versa shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of the Approval Process Handbook.
- d. In case of the application being rejected, the same shall be processed for the Closure of the PGDM/ MBA Course(s) (as applicable).
- e. No TER Charges shall be levied for Conversion of PGDM Course(s) into MBA Course(s) and vice-versa/ if the applicant is intending to offer PGDM Course as a new Technical Institution with the same “Approved Intake”. However, if the applicant is intending to apply for increase in Intake, the applicable TER Charges shall be paid. Further, if the applicant is intending to offer PGDM Course as a new Technical Institution with an increase in Intake, TER Charges to be paid is ₹ 3 Lakh (Rupees Three Lakh only).

2.18.2 Procedure

- a. The Scrutiny/ Re-Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for Conversion of Management Institutions offering PGDM Course into MBA Course.
- b. The Conversion of PGDM Course into MBA Course shall be effected only after the grant of approval by the Council and the intake shall be fixed as that of the “Approved Intake” of the Course and the same shall not exceed “Total Approved Intake”.

2.18.3 An Expert Visit Committee may be conducted, any time before the first batch of students has passed out, to verify the fulfilment of the norms as specified in the Approval Process Handbook.

2.19 Closing of MCA Course and Introduction of MBA/ PGDM Course and vice-versa

2.19.1 Requirements and Eligibility

- a. The Institution shall have to apply for Progressive/ Complete Closure of the existing MCA/ MBA/ PGDM (as applicable) Course(s).
- b. Institutions offering MCA Course shall be permitted to introduce MBA/ PGDM Course and vice-versa with the same “Approved Intake” which shall not exceed the “Maximum Allowed Intake”, upon closure of the existing Programme, subject to the fulfilment of the Built-up area, Faculty: Student ratio and other requirements based on the “Approved Intake” as specified in the Approval Process Handbook.

The Council shall not permit the conduct of PGDM and MBA Courses in the same Institution.

- c. The existing Institution seeking approval for Closing of MCA Course and Introduction of MBA/ PGDM Course and vice-versa shall apply on AICTE Web-Portal along with the additional documents as per Appendix 17 of the Approval Process Handbook.



- d. In case of the application being rejected, the same shall be processed for the Closure/ issue of Extension of Approval of the MBA/ PGDM/ MCA Course(s), as applicable, as per the choice mentioned in the application.
- e. The Institution may also seek change in the Name of the Institution.

2.19.2 Procedure

- a. The Scrutiny/ Re-Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for Closing of MCA Course and Introduction of MBA/ PGDM Course and vice-versa.
- b. The Closing of MCA Course and Introduction of MBA/ PGDM Course and vice-versa shall be effected only after the grant of approval by the Council and the intake shall be fixed as that of the “Approved Intake” of the Course and the same shall not exceed “Maximum Allowed Intake”.

2.19.3 An Expert Visit Committee may be conducted, any time before the first batch of students has passed out, to verify the fulfilment of the norms as specified in the Approval Process Handbook.

2.20 Conversion of Courses into allied Vocational Courses

2.20.1 Requirements and Eligibility

- a. The Institution shall have to apply for Progressive/ Complete Closure of the existing Course(s).
- b. Institutions shall be permitted to conduct Vocational Course within the “Approved Intake”, subject to the fulfilment of the Built-up area, Faculty: Student ratio and other requirements based on the “Approved Intake” as specified in the Approval Process Handbook.
- c. The existing Institution seeking approval for the Conversion of Courses into allied Vocational Courses shall apply on AICTE Web-Portal along with the additional documents as per Appendix 17 of the Approval Process Handbook.
- d. In case of the application being rejected, the same shall be processed for the Closure/ issue of Extension of Approval of the Course(s), as applicable, as per the choice mentioned in the application.

2.20.2 Procedure

- a. The Scrutiny/ Re-Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for Conversion of Courses into allied Vocational Courses.
- b. The Conversion of Courses into allied Vocational Courses shall be effected only after the grant of approval by the Council and the intake shall be fixed as that of the “Approved Intake” of the Course and the same shall not exceed “Maximum Allowed Intake”.

2.20.3 An Expert Visit Committee may be conducted, any time before the first batch of students has passed out, to verify the fulfilment of the norms as specified in the Approval Process Handbook.

2.21 Introduction/ Continuation of Fellow Program in Management

- a. The existing Institutions are eligible to apply for the Introduction of Fellow Program in Management after one batch of students pass out.



- b. The approval shall be granted for the complete duration of the Fellow Program in Management.
- c. The minimum duration of the Course shall be 2 years, but shall not exceed 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.

2.21.1 Requirements and Eligibility

- a. Institutions where Course(s) in Management Programme (MBA/ PGDM/ MMS) are already in existence shall be eligible to apply for approval of Fellow Program in Management. It is mandatory for the existing Management Course (as applicable) to be accredited by NBA to start Fellow Program in Management.
- b. The Institution should have a valid accreditation by NBA.
- c. The existing Institution seeking approval for Introduction of Fellow Program in Management shall apply on AICTE Web-Portal.
- d. The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Report generated.
- e. Since inception, the Institution should have been free from serious Complaints regarding the CBI investigation, ragging, Non-Payment of dues to Council and other punitive actions.
- f. The Institution should have the required number of Full Time Faculty members as per AICTE norms for offering MBA/ MMS/ PGDM Programme.
- g. The Institutions should have at least 50% and 25% of the Full Time Faculty members with Ph.D./ Fellow from AICTE approved Institutions/ AIU recognized University/ reputed University from abroad/ IIM, if the Institutions apply for 20 seats and 10 seats (inclusive of Executive Fellow Program) respectively. These Faculty members should have at least two papers published in refereed indexed cited International/ National Journals in the last 3 years. Each Professor and Associate Professor shall not guide more than FOUR and TWO research scholars respectively at a time.
- h. The Institution should have subscribed Journals in Business Management area of Organizational Behaviour/ Human Resource, Finance and Accounts, Marketing, Operations, IT Systems, Economics, etc.
- i. The existing Institutions seeking approval for the Introduction of Fellow Program shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of the Approval Process Handbook.

2.21.2 Procedure

- a. The Scrutiny/ Re-Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for Introduction of Fellow Program in Management.
- b. The eligible Institution shall be allotted a maximum of 20 seats for Fellow Program in Management. However, the Institution may apply for 10 seats also.
- c. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per Clause 2.31 of the Approval Process Handbook.

2.21.3 Student’s eligibility, procedure for admission and conduct of the Programme shall be as per details given in Appendix 20 of the Approval Process Handbook.



2.21.4 The Institution shall submit an application for Continuation of approval for Fellow Program in Management, as a part of application of Extension of Approval, every year, giving details of Faculty and other facilities.

2.22 Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)

2.22.1 Requirements and Eligibility

- a. The existing Institutions seeking approval for Change in the Name of the Course(s) (Refer Annexure 6 or 7 of the Approval Process Handbook)/ Reduction in Intake/ Closure of Programme/ Course shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of the Approval Process Handbook.
- b. Change in the name of the Course is permissible, ONLY in case of the mentioned nomenclature not offered in the affiliating body.
- c. Merger of certain Course(s) in **Engineering and Technology** in Under Graduate Degree and Diploma Course(s) as per the guidelines given in Annexure 6 or 7 of the Approval Process Handbook as well as different specializations of MBA is permitted, so that the Intake after merger shall be equal to the sum total of the individual Course(s) and Divisions, subject to the condition that total number of Divisions after merger per Courses shall not exceed THREE Divisions, provided the Faculty student ratio be maintained. Partial merger of few Divisions is permissible. For example, if an Institution offering Courses such as Computer Science and Engineering and Software Engineering, both the Courses shall be merged either to Computer Science and Engineering or Software Engineering.
- d. Institutions may apply for reduction in Intake in any of the Course(s) within a Division by themselves in AICTE Web-Portal and maintain Faculty: Student ratio accordingly without NOC from affiliating University/ Board/ State Government/ UT and the reinstatement shall be permitted within a Division without NBA. Institutions may apply for reinstatement for the same by themselves in AICTE Web-Portal.

Illustration for Reduction/ Reinstatement in Intake

No. of Divisions	Approved Intake	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 Post Graduate	Permissible Reduction in Intake	Permissible Intake for Restoration
1	30	18	30
1	30	24	30

2.22.2 Procedure

- a. The Scrutiny/ Re-Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s), as applicable.
- b. Applications of the existing Institutions which have applied for Closure of the Programme(s)/ Course(s), and if such application is not approved by the Council due to certain deficiencies, the Institution shall be given Extension of Approval with ZERO Intake



in such Courses for the current Academic Year. However, the Institution shall not be eligible for any refund of TER Charges.

The application for the Closure of the Programme(s)/ Course(s) shall be valid for the duration of the respective Course offered by the Institution within which the Institution should submit the required mandatory documents. Else, AICTE shall initiate appropriate action to close the Programme(s)/ Course(s).

2.23 Change in the Name of the Institution or affiliating University/ Board or Type of Institution (Institution(s) converted into a University)

2.23.1 Requirements and Eligibility

- a. The existing Institution seeking approval for Change in the Name of the Institution or affiliating University/ Board or Type of Institution (Institution(s) converted into a University) shall apply on AICTE Web-Portal along with the relevant documents as per Appendix 17 of the Approval Process Handbook.
- b. Institutions applying for Change in the Name of the Institution shall follow the conditions specified in Clauses 1.5.4 and 1.5.5 of the Approval Process Handbook.
- c. Applicant shall submit a copy of the application to the affiliating University/ Board and their views on the same shall be forwarded to the concerned Regional Office, within one month from the date of receipt of the application.

In the absence of the receipt of the views from the affiliating University/ Board on the application, the Council shall proceed for further processing.

- d. Institution(s) of the same Trust/ Society/ Company applying for Change of Type of Institution (Institution(s) converted into a University) shall apply separately for EoA based on Self-Disclosure/ any other categories mentioned in Chapter II/ III and pay the TER Charges, as applicable. The Institution may also seek for Change in the Name of the Institution.

2.23.2 Procedure

The Scrutiny/ Re-Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for Change in the Name of the Institution or affiliating University/ Board or Type of Institution (Institution(s) converted into a University), as applicable.

However, in the application submitted for Change of Type of Institution (Institution(s) converted into a University), if the Institution(s) applying for additional Intake than the “Approved Intake”, the requirements, eligibility and procedure shall be as per the concerned Clauses of Chapter II/ III of the Approval Process Handbook.

2.24 Change in the Minority Status of the Institution

2.24.1 Requirements and Eligibility

The existing Institution seeking approval for Change in the Minority status of the Institution shall apply on AICTE Web-Portal along with the relevant documents as per Appendix 17 of the Approval Process Handbook.

2.24.2 Procedure

- a. The Scrutiny/ Re-Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for Change in the Minority status of the Institution.



- b. The Institution may also seek for Change in the Name of the Institution.
- c. The Change in the Minority status of the Institution shall be effected only after the grant of approval by the Council.

2.24.3 Refund of TER Charges/ Security Deposit in excess shall not be allowed for Institutions applying for the Change in the Minority status of the Institution.

2.25 Change in the Name of the Bank

2.25.1 Requirements and Eligibility

- a. The existing Institution seeking approval for Change in the Name of the Bank shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of the Approval Process Handbook.
- b. The Change in the Bank shall be applicable, only if it is a Scheduled Bank.

2.25.2 Procedure

The Scrutiny/ Re-Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for Change in the Name of the Bank.

2.26 Change in the Name of the Trust/ Society/ Company

2.26.1 Requirements and Eligibility

- a. The existing Institution seeking approval for Change in the Name of the Trust/ Society/ Company including merger of the Trusts/ Societies/ Companies shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of the Approval Process Handbook.
- b. The merger/ conversion shall be permitted only for those Trusts/ Societies/ Companies having the same common objects of education, etc. and either of which have not been disqualified by AICTE/ Court of Law/ any Statutory Body in the past.
- c. Merger of the Trust/ Society/ Company shall be processed as per the respective Laws laid down in the Acts.
- d. In case of any dispute among the members of merged Trusts/ Societies/ Companies is of such nature that it would affect the standard of the Institution, then AICTE shall withhold the approval as long as it may deem fit.
- e. Further, AICTE shall have the 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/ Society/ Company document, by virtue of which amalgamation took place.
- f. A Trust/ Society may create a new Company to hold their assets, and once the transfer of assets is complete, the Trust/ Society may be dissolved and the ownership may be transferred to the Company. Such viability shall vary depending on the jurisdiction and context.

2.26.2 Procedure

- a. The Scrutiny/ Re-Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for Change of Trust/ Society/ Company.



- b. Composition of the Scrutiny/ Re-Scrutiny Committee for Change of Trust/ Society/ Company shall be as per Chapter I of the Approval Process Handbook.
- c. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per Clause 2.31 of the Approval Process Handbook.

2.26.3 The Council reserves its right to reject the application for Change in the 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.

2.27 Extended EoA

2.27.1 Requirements and Eligibility

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

In case of Institutions having at least 50% of **eligible Course(s)** accredited by NBA, and if the valid accreditation period is beyond 10th April of the next Calendar Year, the period of approval for such Institutions for the existing Course(s) shall be for a minimum period of **THREE** years or for the Academic Year up to which the NBA accreditation is valid, whichever is more.

(OR)

In case of Institutions having Academic Autonomous status given by UGC and conferred by the affiliating University or Graded Autonomy given by AICTE to Standalone Institutions, and if the live Autonomy period is valid beyond 10th April of the next Calendar Year, the period of approval for such Institutions for the existing Course(s) shall be for a minimum period of **THREE** years or for the Academic Year up to which the Autonomy is valid, whichever is more.

- b. The Institution seeking approval for Extended EoA shall apply on AICTE Web-Portal along with the additional documents as per Appendix 17 of the Approval Process Handbook.
- c. The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Deficiency Report generated through Web-Portal.
- d. No punitive action shall be pending against the Institution or FIR filed by CBI or any other agency.

2.27.2 Procedure

- a. The Scrutiny/ Re-Scrutiny Committee shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for Extended EoA.
- b. Institutions approved for extended EoA are waived from paying TER Charges for Extension of Approval (EoA) ONLY for the extended years. However, such Institutions are required to submit the application for EoA and maintain ALL the norms and standards as specified in the Approval Process Handbook.
- c. The Council shall monitor for fulfilment of all norms by the Institution and in the event of Non-Fulfilment, 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 TER Charges in the subsequent years.

2.28 Evaluation of the application by the Scrutiny/ Re-Scrutiny Committee

- a. The applications submitted under this Chapter shall be evaluated by a Scrutiny/ Re-Scrutiny Committee constituted as per Appendix 13.5 of the Approval Process Handbook Regional



Officer by the selection of members through the automated selection process provided on AICTE Web-Portal. However, if any member of the Scrutiny/ Re-Scrutiny Committee is unable to attend or refuses or incapacitated to take part in the Committee, then Regional Officer with prior or post-facto approval of the Competent Authority, AICTE, shall opt to choose another expert from the approved panel of the experts manually. Under extraordinary circumstances, the Scrutiny/ Re-Scrutiny Committee shall also be constituted manually by the Regional Officer with prior approval of the Chairman.

- b. The date and time for Scrutiny Committee shall be informed by the concerned Regional Office.
- c. The 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 the conduct of the meetings, however, he/ she shall not be part of the Committee.
- d. Two representatives of the Applicant (Chairman/ Secretary of the Trust/ Society/ Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along with Self-attested Photo ID proof shall present their case along with the supporting documents before the Scrutiny/ Re-Scrutiny Committee.
- e. Applicants shall present their application and **ALL** original documents along with self-attested copies as per Appendix 17 of the Approval Process Handbook, before the Scrutiny Committee. Applicants shall adhere to Scrutiny/ Re-Scrutiny schedule and not to remain absent at the time of Scrutiny/ Re-Scrutiny.
- f. The Scrutiny Committee shall verify the authenticity of the documents submitted by the Applicant as mentioned above and shall countersign all the documents that are accepted.
- g. Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the Applicant through the Web-Portal.
- h. 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.
- i. 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.
- j. The Regional Officer shall ensure and certify that all the fields of the Scrutiny/ Re-Scrutiny Committee Report are filled completely.
- k. The scanning and uploading of the Scrutiny/ Re-Scrutiny Committee Report shall be done by the concerned Regional Office.
- l. Applications which are found to be in order in all respects by the Scrutiny/ Re-Scrutiny Committee shall be processed further to incorporate the necessary changes in the issue of Extension of Approval.
- m. The attested copies of original documents shall be retained by the Regional Office.

2.29 Evaluation of the application by the Expert Visit Committee

- a. The Expert Visit Committee shall be constituted as per Appendix 13.6 of the Approval Process Handbook by the Regional Officer by the selection of members through the automated selection process provided in AICTE Web-Portal. However, if any member of an 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 Competent Authority, AICTE, shall opt to choose another expert from the 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. The Expert Visit Committee shall verify physically the Infrastructural facilities of the Applicant Institution.

- b. Expert Visit Committee wherever applicable, shall verify actual availability of Faculty, Equipment, Computers, Software, Internet, Printers, Book Titles, Book Volumes and subscription of National and International Journals etc. as specified in the Approval Process Handbook. Further, Expert Visit Committee members should interact with students and Faculty members, in the absence of Institution authorities. The Expert Visit Committee shall also verify the facts relating to Complaints, if forwarded by the Regional Office and give specific remarks in the Report. Experts shall carry the Identity Card of their Organization.
- c. Additional experts, if required, may be co-opted in any of the Committee for processing of applications, Complaints, etc.
- d. The concerned Regional Officer shall make necessary arrangements for the conduct of the Expert Visit Committee, however, he/ she shall not be a part of the Committee.
- e. The Expert Visit Committee shall have access to the Report of the Scrutiny/ Re-Scrutiny Committee, if applicable.
- f. The Applicant shall arrange for Video recording at his/ her own expense with the date and time of the entire proceedings of the Expert Visit Committee and shall hand over the same to the Committee which shall form a part of the Expert Visit Committee Report.
- g. The video recording with briefing by one of the Experts for not less than 30 minutes shall cover the entry and exit of the Committee with time, the Building Plan approved and signed by the Scrutiny/ Re-Scrutiny Committee, GPS Coordinates at the entrance of the main Building, Class rooms, Laboratories, Workshops, Office Room, Barrier free environment facilities such as ramp/ lift/ toilets, Library, Computer Centre, meeting with Students and Faculty members (in case of existing Institutions), in addition to the recording of other details.
- h. The Applicant shall also arrange Laptop/ Desktop with Internet facility, Scanner and Printer to the Expert Visit Committee.
- i. The Expert Visit Committee shall submit the following to the Regional Office:
 - Its visit Report in the prescribed format
 - Attested Copies of all documents (as applicable) as mentioned in Appendix 17 of the Approval Process Handbook
 - Video recording of the Expert Visit Committee during visit
 - Attendance sheet duly signed/ digitally authenticated by the members of the Expert Visit Committee 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 Expert Visit Committee Report including the Video recording shall be done by the concerned Regional Office.



- l. The report of the Expert Visit Committee/ Show Cause notice, if issued shall be placed before the Standing Hearing Committee. The schedule of the Standing Hearing Committee shall be notified on the Web-Portal.

2.30 Verification of Compliance through Standing Hearing Committee

- a. Two representatives of the Applicant (Chairman/ Secretary of the Trust/ Society/ Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along with Self-attested Photo ID proof shall present their case along with the compliance and supporting documents before the Standing Hearing Committee.
- b. The recommendations of the Standing Hearing Committee shall be placed before the Executive Committee for approval. The decision of the Executive Committee shall be uploaded in the Web-Portal by a detailed Speaking Order.
- c. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to **appeal once** as per Clause 2.31 of the Approval Process Handbook.

2.31 Appeal Procedure

- a. As per the provision laid down in Clause 2.30.c of this Chapter, an Institution/ Applicant, if aggrieved by the decision of the Executive Committee shall have the right to **appeal once** to the Council **within 7 days from the date of uploading of the decision of the Council**.
- b. The Appeal of the Institution shall be considered by 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 limit given by the Hon'ble Supreme Court. Hence, the Applicants are instructed to be prepared with the supporting documents in proof of the compliance of deficiencies and present the same to the Committee, even in case of short notice.
- d. The Report of the Standing Hearing Committee shall be placed along with the observations of the Approval Bureau, if any, before the Standing Appellate Committee on the date and time scheduled by AICTE. An Officer of the Council concerned shall assist the Committee and place relevant records and documents before the Committee and make necessary arrangements for the conduct of the meetings; however, he/ she shall not be a part of the Committee.
- e. Two representatives of the Applicant (Chairman/ Secretary of the Trust/ Society/ Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along with Self-attested Photo ID proof shall present their case along with the compliance and 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.
- g. 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.

2.32 Grant of Approval

- 2.32.1** The applications submitted under Clause 2.3.2 of the Approval Process Handbook shall be processed as per the procedure specified in the Approval Process Handbook. The consolidated list of all the Institutions with the "Approved Intake" shall be placed by the Approval Bureau before the Executive Committee/ Council for the grant of Extension of Approval as applicable for the Technical Institutions to continue to conduct Technical



Programme(s) and Course(s). The decisions taken by the Executive Committee are ratified by the Council.

The same shall be notified on the Web-Portal. Further the Institution shall download the Extension of approval letter along with “Approved Intake” through the Institution login.

2.32.2 Applications for Conversion of Diploma Level into Degree Level and vice versa/ Conversion of Women’s Institution into Co-ed Institution and vice-versa/ To start new Programme/ Level in the existing Institutions, if rejected by Council shall be processed for Extension of Approval. However, the deficiencies noted by the Scrutiny/ Re-Scrutiny/ Expert Visit Committee shall be fulfilled before the issue of EoA for the next Academic Year.

2.32.3 Applicants, whose applications are recommended for the Conversion of Diploma Level into Degree Level/ Conversion of Women’s Institution into Co-ed Institution/ Closing one Programme and starting another Programme shall create the Security Deposit for the balance amount of the Security Deposit created earlier, as per the requirements of the Approval Process Handbook for the remaining period of 10 years, as applicable. No deposit is required where NOC was already issued to the Institution for the release of the earlier FDR.

Applicants for starting new Programme/ Level (except Government/ Government aided Institutions) whose applications are recommended for Approval by the Executive Committee shall be informed for the creation of Security Deposit.

Existing **Pharmacy Institutions** offering Diploma/ Degree in Pharmacy starting Degree/ Diploma Level shall not require to create Security Deposit.

2.32.4 Applicants shall deposit the prescribed amount to AICTE as applicable as per Clause 1.9.f of the Approval Process Handbook. The Applicant shall submit the payment proof of the Security Deposit along with an Affidavit³ within 15 days from the date of intimation to the concerned Regional Office, else a penalty of 10% and 50% of the value of the Security Deposit shall be imposed upto 31st May and 31st July of the Calendar Year respectively, beyond which the approval shall be withdrawn.

The amount deposited by the Institution shall remain with the Council for 10 years. The interest accrued on this deposit shall be utilized by the Council for Institutional Development activities, Quality Improvement Programme for Faculty, giving Scholarships to students, etc.

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

2.32.5 All approvals shall be uploaded by 30th April of the Calendar Year and the detailed speaking orders (in case of reduction in intake, No Admission, etc.) shall be uploaded in the Web-Portal not later than 15th May of the Calendar Year.

2.32.6 Extension of Approval shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon’ble Supreme Court of India in CA No.9048/ 2012.

2.32.7 Institutional information shall be updated on AICTE Web-Portal by the Institution for downloading the Extension of Approval letter.

2.32.8 Student’s eligibility for admission shall be as per Appendix 1 of the Approval Process Handbook.



2.32.9 Institutions shall follow the Academic Calendar as per Appendix 19 of the Approval Process Handbook.

2.32.10 Student enrolment details shall be uploaded in the Web-Portal before 30th September of the Calendar Year.

2.33 Submission of applications

Category	Submission of Application
Extension of Approval based on Self-Disclosure	Public Notice
Introduction/ Continuation of seats for Non Resident Indian(s)	Public Notice
Change of Site/ Location	Year round
Conversion of Diploma Level into Degree Level and vice-versa	Public Notice
To start new Programme/ Level in the existing Institutions	Public Notice
Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus	Public Notice
Extension of Approval of the existing Institutions after a break in the preceding Academic Year/ Restoration of Intake	Public Notice
To start Diploma/ Degree in Pharmacy in existing Institutions	Public Notice
Introduction/ Continuation of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries	Public Notice
Conversion of Women's Institution into Co-ed Institution and vice-versa	Year round
Increase in Intake/ Additional Course(s)	Public Notice
Introduction of Integrated/ Dual Degree Course	Public Notice
Closure of the Institution	Year round
Conversion of PGDM Course(s) into MBA Course(s) and vice-versa	Public Notice
Closing of MCA Course and Introduction of MBA/ PGDM Course and vice-versa	Public Notice
Conversion of Courses into allied Vocational Courses	Public Notice
Introduction/ Continuation of Fellow Program in Management	Public Notice
Change in the Name of the Course(s)/ Closure of Programme(s)/ Course(s)	Year round
Merger of the Courses/ Reduction in Intake	Public Notice
Change in the Name of the Institution or affiliating University/ Board or Type of Institution (Institution(s) converted into a University)	Year round
Change in the Minority Status of the Institution	Year round
Change in the Name of the Bank	Year round
Change in the Name of the Trust/ Society/ Company	Year round
Extended EoA	Year round
Introduction/ Continuation of Collaboration and Twinning Programme	Public Notice
Vocational Courses	Public Notice
Open and Distance Learning Courses	Public Notice

Note: Public Notice shall have a specified deadline for the submission of application.

Institutions Deemed to be Universities shall also submit the application as applicable.

The applications eligible to submit “Year round” shall also make payment of the TER Charges as per the Approval Process Handbook through online.

The applications submitted after the cutoff date mentioned in the Public Notice shall not be processed during the current Academic Year, but shall be processed for the successive Academic Year only.

Shifting of the Campus in case of “Change of Site/ Location” shall be done only during vacation time.

2.34 No Institution shall offer Technical Programme(s)/ Course(s) without approval of the Council



If any Institution offering Technical Programmes without the approval of the Council shall be declared as unapproved Institution.

2.34.1 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 a new Technical Institution. For such purpose, it shall apply as per the provisions of Chapter I of the Approval Process Handbook.
- b. The legal date of starting of the Institution shall be from the date of issue of the Letter of Approval from AICTE.
- c. Students, who are admitted prior to approval by the Council, shall not have any right for re-admission and shall have to fulfil all the requirements for admission as prescribed by the Competent Authority for admission.

2.34.2 The Institutions conducting Course(s)/ Programme(s) 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 Trust/ Society/ Company/ associated Individuals as the case may be.

2.34.3 The Council shall inform respective State Government/ UT to initiate appropriate penal, civil/ criminal action against such defaulting Institutions/ Trust/ Society/ Company/ Associated Individuals as the case may be.

2.34.4 In case, if such Institutions make a representation, then hearing shall be given to these Institutions by the Policy and Academic Planning Bureau, AICTE and decision shall be taken as per the provisions in the Approval Process Handbook.

2.35 Annexure 14 describes the initiatives of AICTE to improve the quality of Technical Education.

2.36 Annexure 15 clarifies a few of the common doubts arising to the Stakeholders.



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 the 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 Requirements and Eligibility

- a. Foreign Universities/ Institutions interested in imparting Technical Education in Collaboration or through a Twinning Programme in India leading to the award of Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree.
- b. A Department of an Indian University or Institution which is already in existence and duly approved by the Council, interested in imparting Technical Education leading to the award of Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree of a Foreign University/ Institution through Collaborative/ Twinning arrangements, provided there is "Zero Deficiency" based on Self-Disclosure.
- c. A Department of an Indian University or Institution should have a valid NBA accreditation beyond 10th April of the next Calendar Year in the Programme/ Course for which Twinning is sought.
- d. No Foreign University/ Institution shall establish/ operate its educational activity in India leading to the award of Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree without specific approval of the Council.
- e. Accreditation by the authorized agency in the Parent Country shall be the pre-requisite condition for any Foreign University or Institution to start its operation for imparting Technical Education in India.
- f. The Educational Programmes to be conducted in India by Foreign Universities or Institutions leading to the award of Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level (ONLY for Courses conducted in the timing of Regular/ First Shift) 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 Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree should be fully recognized in their Parent Country.
- g. Any Course or Programme, which jeopardizes the National interest shall not be allowed to be offered in India.



- h. 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.
- i. The Indian Partner Institution shall be affiliated to the University/ Board (Not applicable to PGDM Institutions).
- j. The Foreign University/ Institution and the Indian Partner Institution shall enter into a bipartite agreement/ MoU for this purpose.
- k. The Indian Institution and the concerned affiliating University/ Board shall also enter into a bipartite agreement/ MoU for this purpose.
- l. For Course(s) where University/ Board approval is not mandatory, the Foreign University/ Institution and the Indian Partner Institution shall enter into a bipartite agreement/ MoU for this purpose.
- m. **The students admitted under the Twinning Programme should spend at least one Semester for the two years Programme and two Semesters for four years of the Course in the Foreign University/ Institution in its Parent Country.**
- n. The students failing to secure Visa should be enrolled in a similar Programme being conducted by the Indian Partner Institution, affiliated to a University/ Board. The Intake of such students shall be over and above the “Approved Intake” of the Programme being conducted by the Indian Partner Institution.
- o. The Degree shall be awarded by the Foreign University/ Institution and in its Parent Country.
- p. The existing Institutions seeking approval for the Introduction of Collaboration and Twinning Programme shall apply on AICTE Web-Portal along with additional documents as per Appendix 17 of Approval Process Handbook.

3.3 TER Charges

- a. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal www.aicte-india.org failing which, the application shall not be considered. Applications shall be accepted subject to realization of the Payment.
- b. TER Charges for different type of Institutions for Introduction and Continuation of Twinning Programme(s) is as follows:

Sl. No.	Type of Institution	Introduction ₹ in Lakh	Continuation ₹ in Lakh
i	Minority Institution/ Institution set up in J&K/ North Eastern States/ Institution set up exclusively for Women/ PwD	7.5	3.0
ii	Government/ Government aided Institutions/ Central/ State University	Nil	Nil
iii	All other Institutions	10.0	5.0



3.4 Procedure

The Scrutiny/ Re-Scrutiny Committee as per Clause 1.6 shall verify the additional documents as per Appendix 17 of the Approval Process Handbook submitted for Collaboration and Twinning Programme.

3.5 Lateral Entry and supernumerary seats shall not be allowed in Foreign Collaboration and Twinning Programme.

3.6 The Institution shall submit an **Annual Report** giving details of the number of students admitted, Programme(s) conducted, total Fee collected, amount transferred to the Parent Country, investment made, number of students awarded Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree and any other information that the Council shall ask for.

3.7 The Council shall cause an **Inspection**, whenever necessary, with or without prior notice, to assess the Infrastructural and other facilities available/ to verify the compliance of conditions, Norms, Standards etc. prescribed by the Council from time to time.



4.1 Introduction

- a. The higher Education system in India includes both Private and Public Universities. Public Universities are supported by the Government of India and the State Governments, while Private Universities are mostly supported by various bodies and Societies. Universities in India are recognized by the University Grants Commission (UGC), which draws its power from the UGC Act, 1956. The types of Universities include:
 - **Central Universities** are established by an Act of Parliament and are under the purview of the Department of Higher Education in the Union Human Resource Development Ministry.
 - **State Universities** are run by the concerned State Government/ Union Territories of India and are usually established by a local legislative assembly act. University shall also have “Constituent College”, an Institution/ Department/ College/ School as a part of the University.
 - **Institution Deemed to be University** is an Institution for Higher Education so declared on the recommendations of the Commission by the Central Government, under Section 3 of the UGC Act.
 - **Private Universities** are established by State/ Central legislature and approved by the UGC. They can grant degrees but they are not allowed to have Off-Campus/ Affiliated Colleges.
- b. All categories of Universities shall maintain standards, higher than the minimum infrastructure, Faculty and other norms specified in the Approval Process Handbook.
- c. Central, State and Private Universities may apply for approval by providing Infrastructure and other requirements as specified in the Approval Process Handbook.
- d. Institutions Deemed to be Universities offering Technical Course(s)/ Programme(s) shall not admit students without prior approval of the Council.
- e. Off-Campus of the University is a Campus established by it and approved by UGC, outside the main campus (within or outside the State) operated and maintained as its constituent unit, having the University’s compliment of facilities, Faculty and staff.
- f. Area of operation of State Universities/ Private Universities shall be as approved by the UGC/ State jurisdiction.
- g. Applicants shall submit the application on AICTE Web-Portal www.aicte-india.org.
- h. The applications received shall be processed as per the norms and procedures specified in the Approval Process Handbook. The Applicant shall also adhere to the existing Central, State and Local Laws.

4.2 Time Schedule for processing of applications

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



- b. The submission of an application on AICTE Web-Portal and payment shall not be later than the last date as notified in the Public Notice.

4.3 Seeking approval of the Council

4.3.1 Application for the various categories mentioned in Chapter I, II and III of the Approval Process Handbook, for Universities offering Technical Programme(s) at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level for conducting Programmes in Engineering and Technology, Pharmacy, Architecture and Planning, Applied Arts, Crafts and Design, Hotel Management and Catering Technology, MCA and Management.

4.3.2 Requirements and Eligibility

- a. Notification issued by the Government under Central/ State Act declaring an Institution as a Central/ State/ Private University or section 3 of UGC Act declaring an Institution as a Deemed to be University.
- b. The Central/ State/ Private/ Institution Deemed to be University shall be a registered Society under the Societies Registration Act, 1860 through the Chairman/ Secretary of Society or a Trust registered under the Indian Trust Act, 1882 as amended from time to time or any other relevant Acts through the Chairman/ Secretary of the Trust or a Company established under Section 8 of Companies Act, 2013 or Central or State Government/ UT Administration or by a Society or a Trust registered with them.
- c. Provided that the members/ Trustees/ promoters of a managing Trust/ Society/ Company of an Institution Deemed to be University, not being controlled by Government/ UT, shall not be directly or indirectly connected with the members/ Trustees/ promoters of a managing Trust/ Society/ Company.

4.3.3 In all the above cases, Universities seeking approval for the first time from AICTE shall submit an application as a new Technical Institution for all their existing Technical Programme(s) and Course(s). University having Multiple Campuses/ Off Campuses/ Constituent Colleges shall apply separately for approval. Universities shall be processed for Letter of Approval (LoA) instead of Letter of Intent (LoI), as they are already in existence.

4.3.4 Universities in existence seeking approval for the first time from AICTE shall be processed without applying the recommendations of National Perspective Plan for Technical Programmes, as they are already functioning.

4.4 Submission of Application

4.4.1 User ID and Password

- a. A unique USER ID shall be allotted to each new application on payment of ₹5000/- (Five Thousand Only), through the payment gateway on AICTE Web-Portal www.aicte-india.org.
- b. The Universities already approved by AICTE shall use the USER ID's allotted to them previously.
- c. If any University has forgotten the Password, the University shall apply online. A Technical Education Regulatory (TER) Charges of ₹5000/- (Five Thousand Only) shall be made through the payment gateway on AICTE Web-Portal. The proof of payment and an Affidavit¹ for "Forgotten Password" shall be submitted to the concerned Regional Office. Regional Officer shall verify and upload on the Web-Portal for allotment of Password to the Applicants.



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

4.4.2 Technical Education Regulatory (TER) Charges

- a. Existing Universities offering Technical Programme(s) at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree applying for the grant of approval for the first time:

Sl. No.	Type of University	TER Charges ₹ in Lakh
i	Central University/ State University/ Institution Deemed to be University (Government)	Nil
ii	Institution Deemed to be University (Private)/ Private University	8.0
iii	University set up in J&K/ North Eastern States/ University set up exclusively for Women	6.0
iv	ALL Applicants under (ii) whose application was rejected and issued Final LoR in the previous year i.e. 2019-20*	3.0

* Not applicable for Application which was rejected in 2019-20 and TER Charges refunded under Clauses 1.4.2.h and 1.4.7.b of Chapter I of the Approval Process Handbook.

- b. In an extraordinary circumstance, if an additional Scrutiny Committee has to be conducted **(inclusive of the Court directions to any type of Institutions)**, then the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
- c. In an extraordinary circumstance, if an additional Expert Visit Committee has to be conducted **(inclusive of the Court directions to any type of Institutions)**, the Applicant has to remit ₹2.0 Lakh through online as an additional TER Charges.
- d. In an extraordinary circumstance, if an additional Standing Hearing Committee/ Standing Appellate Committee has to be conducted **based on the Court directions to any type of Institutions**, then the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
- e. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal within the deadline failing which, the application shall not be considered.
- f. Only those applications submitted within the cut-off date including payment shall be considered for processing.

- 4.4.3 All Applicants shall ensure that the data entered/ edited are correct. Facility to edit the data is available until the submission of the application by pressing the “submit” tab.

After pressing the “submit” tab, the data entered is not allowed for any further editing till the processing of application is completed. Hence, Applicants shall exercise utmost caution before pressing the “submit” tab.

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

- 4.4.4 An Affidavit² sworn before First Class Judicial Magistrate or Notary or an Oath Commissioner on ₹100/- Non-Judicial stamp paper/ e-stamp paper shall be uploaded. In case of any false information, AICTE shall invoke the provisions, both civil and/ or criminal as per the Regulations in place.



4.4.5 A printout of the complete online application (for categories falling under Chapter I of the Approval Process Handbook) as submitted on AICTE Web-Portal, along with the proof of payment, and documents mentioned as per Appendix 16 of the Approval Process Handbook duly attested by the Chairman/ Secretary of the Trust shall be submitted on the date of Scrutiny at the Regional Office failing which the Scrutiny shall not be conducted.

4.4.6 Applications submitted for the categories mentioned under Chapter II and III shall submit the documents as applicable in Appendix 17 of the Approval Process Handbook.

4.4.7 Applications complete in all respects shall only be processed.

4.5 Grant of Approval

4.5.1 Requirements and Eligibility

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

Further to that it shall be open for the Promoter Trust/ Society/ Company of the proposed University 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 University situated on that Land.

b. University shall fulfil ALL the norms as specified in the Approval Process Handbook.

Further that, the Institution Deemed to be Universities shall also have to fulfil the norms as per UGC Regulations.

c. Buildings for the First Year of the Programme(s) should be completed in all respect as per the Infrastructure requirements as specified in the Approval Process Handbook. Building Plan for the entire duration of the Programme(s) of the University 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. The Head of the “University” shall be named as “Vice Chancellor” having qualifications as per UGC norms.

4.5.2 The Applicants shall not use name of the University in such a way that the abbreviated form of the name of the University 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 University 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 University is established by Government of India or its name is approved by the Government of India.

4.5.3 The Applicant shall apply in AICTE Web-Portal for all the Technical Programme(s) as approved by UGC for Approval.

4.5.4 Procedure

The application shall be processed as per Clauses 4.6 and 4.7 of the Approval Process Handbook (Scrutiny/ Re-Scrutiny Committee followed by an Expert Visit Committee). The date of visit shall be communicated through e-mail. It shall be necessary to provide Built-up area as per the norms required to conduct all the existing Course(s).



4.6 Evaluation of the application by Scrutiny/ Re-Scrutiny Committee

- a. The applications shall be evaluated by a Scrutiny/ Re-Scrutiny Committee constituted as per Appendix 13.4 of the Approval Process Handbook by the Regional Officer by the selection of members through automated selection process provided on AICTE Web-Portal. However, if any member of the Scrutiny/ Re-Scrutiny Committee is unable to attend or refuses or incapacitated to take part in the Committee, then Regional Officer with prior or post-facto approval of the Competent Authority, AICTE, shall opt to choose another expert from approved panel of the experts manually. Under extraordinary circumstances, the Scrutiny/ Re-Scrutiny Committee shall also be constituted manually by the Regional Officer with prior approval of the Chairman.
- b. The date and time for Scrutiny shall be informed by the concerned Regional Office.
- c. 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 the conduct of the meetings; however, he/ she shall not be part of the Committee.
- d. Two representatives of the Applicant shall be invited to present their case along with the supporting documents before the Scrutiny/ Re-Scrutiny Committee.

Self-attested Photo ID proof and an authorization letter from the Chairman/ Secretary of the Trust/ Society/ Company shall be produced to the Committee.

- e. The Applicants are classified into THREE categories, as Category I, II and III. Universities with a NAAC score more than 3.51 and above; 3.26 to 3.50 and notified by UGC as Category I/ II respectively as per the UGC (Categorization of Universities (Only) for grant of Graded Autonomy) Regulations, 2018 are considered as Category I and II respectively. University shall be in Category III, if it does not come either under Category I or Category II.

For Category I/ II Universities applying for other domains for e.g. Medical University, applying for Engineering and Technology Programme shall be processed similar to a new Technical Institution.

- f. To consider the Off Campuses/ Constituent Colleges of Category I/ II Universities, UGC Letter mentioning to that effect shall be produced, else the applications shall be processed as per Clause 4.5.4 of the Approval Process Handbook.
- g. For Applicants falling under Category I/ II, the Scrutiny/ Re-Scrutiny Committee shall verify
 - NAAC Certificate having scores more than 3.26
 - Notification issued by the Government under Central/ State Act declaring an Institution as a Central/ State/ Private University or section 3 of UGC Act declaring an Institution as a Deemed to be University
 - UGC approval letter(s) for the main Campus and Off Campuses, if any
 - Such Universities shall have to adhere to norms and standards specified by AICTE from time to time and an Affidavit⁵ to this effect shall be submitted to the UGC
- h. Applicants falling under Category III shall present their application and **ALL** original documents along with self-attested copies as per Appendix 16 (as applicable) of the Approval Process Handbook and UGC approval Letter(s) for the Main Campus and Off Campuses, if any, before the Scrutiny/ Re-Scrutiny Committee. Applicants shall adhere to Scrutiny/ Re-Scrutiny schedule and not to remain absent at the time of Scrutiny/ Re-Scrutiny.



- i. The Scrutiny Committee shall verify the authenticity of the documents submitted by the Applicant as mentioned above and shall countersign in all the documents that are accepted.
 - j. Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the Applicant Trust/ Society/ Company through Web-Portal.
 - k. 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.
 - l. 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.
 - m. The Regional Officer shall ensure and certify that all the fields of the Scrutiny/ Re-Scrutiny Committee Report are filled completely.
 - n. Applications which are found to be in order in all respects by the Scrutiny/ Re-Scrutiny Committee in case of Applicants falling under Category I/ II shall be placed before Regional Committee for issue of LoA and in case of Category III, the same shall be processed further by an Expert Visit Committee. The date of visit shall be communicated through Web-Portal.
 - o. The attested copies of original documents shall be retained by the Regional Office.
- 4.7** Application shall be processed by Expert Visit Committee as per Clause 1.7 of the Approval Process Handbook. An academic expert shall be the nominated by the UGC. However, a Vice Chancellor/ Former Vice Chancellor/ Director of IIT/ NIT nominated by AICTE shall be the Chairman of the Expert Visit Committee.
- 4.8** Application shall be processed by Regional Committee as per Clause 1.8 of the Approval Process Handbook.
- 4.9** Grant of Approval shall be as per Clause 1.9 of the Approval Process Handbook.
- a. The Executive Committee after considering the recommendations of the Regional Committee and views of the Approval Bureau shall take decision to grant of approval or otherwise. The decisions of the Executive Committee shall be ratified by the Council.
 - b. The decision of the Executive Committee shall be uploaded on 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.
 - c. Applicants (except Central University/ State University/ Institution Deemed to be University (Government)) whose applications are recommended for Letter of Approval (LoA) by the Executive Committee shall be informed for submission of Security Deposit as applicable as per Clause 1.9.f of the Approval Process Handbook.
 - State University/ Central University/ Institution Deemed to be University (Government)/ are not required to pay the Security Deposit.
 - Institution Deemed to be University (Private)/ Private Universities which were in existence for more than 10 years with UGC are exempted from the payment of Security Deposit, else the University shall pay the Security Deposit for 10 years as per Approval Process Handbook.
 - If any University starting a new Programme/ Level shall create the Security Deposit as per the requirements of the Approval Process Handbook, even if the University is in existence for more than 10 years with UGC.



- Universities which were granted approval from AICTE earlier as a Technical Institution and created Security Deposit and got released after the maturity period are not required to pay the Security Deposit, else the University shall pay the Security Deposit for the remaining period of 10 years, as applicable.
 - d. The amount deposited by the University shall remain with the Council. The interest accrued on this deposit shall be utilized by the Council for Institutional Development activities, Quality Improvement Programme for Faculty and giving Scholarships to students.
 - e. The Principal amount shall be returned to the Trust/ Society/ Company on completion of the term. However, the term of the deposited amount could be extended for a further period as shall be decided on a case to case basis and/ or forfeited in case of any violation of norms, conditions, and requirements and/ or Non-Performance by the University and/ or Complaints against the University.
 - f. An Expert Visit Committee may be conducted any time before the first batch of students has passed out, to verify the fulfilment of the norms as specified in the Approval Process Handbook.
 - g. If the application for the new Technical Institution is rejected at the Level of Scrutiny/Re-Scrutiny and not availed the appeal provision, the TER Charges after a deduction of ₹50000/- (Rupees Fifty Thousand only) shall be refunded to the Applicant.
 - h. **The Council shall normally not grant Conditional Approval to any University.**
 - i. The University/ Applicant, if aggrieved by the decision of Executive Committee, shall **appeal** as per Clause 1.10 of the Approval Process Handbook and the final decision of the Council shall be uploaded on or before 30th April of the Calendar Year.
 - j. Faculty shall be made available as per the norms, standards and conditions prescribed by the Council.
 - k. A final Letter of Approval/ Letter of Rejection with the reasons for rejection of the application shall be issued to the University through Web-Portal, on or before 30th April of the Calendar Year.
 - l. LoA shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA No.9048/ 2012.
- 4.10** Universities granted approval for offering Technical Programme at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level shall submit an application to the Council every year for Extension of Approval of Course(s) offered by the University.
- 4.11** Applications submitted for other Categories in Chapter II/ III of the Approval Process Handbook
- a. The requirements, eligibility and procedure shall be as per the concerned Clauses of Chapter II/ III of the Approval Process Handbook. However, Expert Visit Committee for the Introduction of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries for Category I/ II Universities shall be exempted.



b. Details of Technical Education Regulatory (TER) Charges

Sl. No.	Type of University	TER Charges ₹ in Lakh
i	Central University/ State University/ Institution Deemed to be University (Government)*	Nil
ii	Institution Deemed to be University (Private)/ Private University	Corresponding TER Charges as mentioned in Chapter I/ II/ III

* TER Charges is applicable, if self-financing Courses are offered

- c. In an extraordinary circumstance, if an additional Scrutiny Committee has to be conducted **(inclusive of the Court directions to any type of Institutions)**, then the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
- d. In an extraordinary circumstance, if an additional Expert Visit Committee has to be conducted **(inclusive of the Court directions to any type of Institutions)**, the Applicant has to remit ₹2.0 Lakh through online as an additional TER Charges.
- e. In an extraordinary circumstance, if an additional Standing Hearing Committee/ Standing Appellate Committee has to be conducted **based on the Court directions to any type of Institutions**, then the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
- f. The applications shall be processed as per the procedure specified in the Approval Process Handbook and the Executive Committee/ Council shall grant Extension of Approval as applicable for Universities to continue for conduct of Technical Programme(s) and Course(s). The decisions taken by the Executive Committee shall be ratified by the Council.
- g. The decision of the Council shall be included in the issuance of Extension of Approval and uploaded in the Web-Portal and the Universities shall download the same through their login. Speaking orders (in case of reduction in Intake, No Admission, etc.) shall be uploaded in the Web-Portal not later than 10th May of the Calendar Year.

- 4.12 Increase in Intake/ New Course shall be processed as per Clause 2.15 of Chapter II of the Approval Process Handbook. The Scrutiny/ Re-Scrutiny Committee shall verify the additional documents as specified in Appendix 17 of the Approval Process Handbook.

Institutions Deemed to be Universities offering Technical Programme(s) approved by the Council, falling under Category I/ II as declared by UGC shall have to submit an application to the Council indicating the increase in Intake in the Courses/ New Course(s) in emerging areas. The Council shall be granting approval to those Courses. However, such Universities shall have to update the data in AICTE Web-Portal on annual basis and comply the norms and standards as specified by AICTE from time to time. The University shall annually submit Affidavit² to AICTE and Affidavit³ to UGC to this effect. If any complaints are received about the violation of the norms, AICTE shall inspect the University and inform the UGC to take appropriate action. In case of Institution Deemed to be University, the action as specified in the Approval Process Handbook shall be initiated and informed to the UGC.

- 4.13 **Extension of Approval shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA No.9048/ 2012.**
- 4.14 Institutional information shall be updated on AICTE Web-Portal by the Institution for downloading the Extension of Approval letter.
- 4.15 Student's eligibility for admission shall be as per Appendix 1 of the Approval Process Handbook.



- 4.16 Institutions shall follow the Academic Calendar as per Appendix 19 of the Approval Process Handbook.
- 4.17 Student enrolment details shall be uploaded in the Web-Portal before 30th September of the Calendar Year.
- 4.18 Board of Governors (BoG)/ Board of Management (BoM) shall be constituted for Institution Deemed to be University (Private)/ Private University. **BoM of Universities shall be as per Acts and Statutes of UGC.** The minutes of the meetings shall be uploaded periodically in the website of the Universities.
- 4.19 The Universities shall display in their web site the mandatory disclosure including students admitted, their Fee structure, Time schedule for payment of Fee for the entire Programme, Refund Policy etc.
- 4.20 To maintain a high standard in Technical Education, the Universities shall adopt quality measures such as revision of Curricula in tune with the changing trends in the industrial development, performing Academic Audit, conducting innovative academic and sponsored research, publishing papers in refereed journals and apply for the granting Patents.
- 4.21 Universities that have been recognized as an Institute of Eminence by the Ministry of HRD, Government of India shall be exempted from the annual approval Process and accorded approvals for offering Technical Programmes/ Courses. However, such Universities shall have to update the data in AICTE Web-Portal on annual basis and comply the norms and standards as specified by AICTE from time to time. The University shall annually submit Affidavit² to AICTE and Affidavit⁵ to UGC to this effect. If any complaints are received about the violation of the norms, AICTE shall inspect the University and inform the MHRD and UGC to take appropriate action. In case of Institution Deemed to be University, the action as specified in the Approval Process Handbook shall be initiated and informed to the MHRD and UGC.



5.1 Introduction

- a. All India Council for Technical Education (Open and Distance Learning Education) Guidelines for Standalone Institutions, 2019 shall apply to Standalone Institutions for all Courses of learning at the Diploma/ Post Diploma Certificate/ Post Graduate Certificate/ Post Graduate Diploma Levels in Management, Computer Applications and Travel and Tourism.
- b. All India Council for Technical Education (Open and Distance Learning Education) Guidelines for Institutions Deemed to be Universities, 2019 shall apply to Institutions Deemed to be Universities for all Courses of learning at the Diploma/ Post Diploma Certificate/ Post Graduate Certificate/ Post Graduate Diploma/ Post Graduate Degree Levels in Management, Computer Applications and Travel and Tourism.
- c. The Council shall not allow Open and Distance Learning Courses in Engineering and Technology, Pharmacy, Architecture and Planning, Hotel Management and Catering Technology, Applied Arts and Crafts, and Design Programmes.
- d. The Standalone Institution/ Institution Deemed to be University in respect of which approval for Courses in Open and Distance Learning mode has not been granted by the Council shall discontinue the Courses with immediate effect, provided that such Courses of an Institution which were approved by the UGC till 2017-18 shall be considered to be a valid Open and Distance Learning Course for the Academic Year 2018-19 and 2019-20. Accordingly, students admitted in such Open and Distance Learning Courses during the Academic Year 2017-18, 2018-19 and 2019-20 are able to complete their academic studies.

Further, the Institution shall submit an undertaking to the effect that it will attain a National Assessment and Accreditation Council (NAAC) Score of 3.26 on a 4 point scale or NBA accreditation with atleast 700 points on a scale of 1000 or equivalent before the end of the academic session July 2019 - June 2020 and which has completed five years of existence, failing which the Council shall not accord approval to the Open and Distance Learning Courses of the Institution.

- e. **Approved Standalone Institutions for Open and Distance Learning Mode with Intake for 2019-20**

Region	State	Institutions	Approved Intake in PGDM/ PGCM
Northern	Uttar Pradesh	1	4350
North-West	Delhi	4	6400
South-Central	Telangana	1	500
South-West	Karnataka	1	350
Western	Maharashtra	4	32600
Grand Total		11	44200

5.2 Norms and Requirements

- 5.2.1 The Standalone Institutions/ Institutions Deemed to be Universities intending to run Courses in Open and Distance Learning mode shall submit an application to the Council for the approval and subsequent years for the Extension of Approval for the Courses approved/ Increase/ reduction in Approved Intake in the Courses/ Introduction of new Course(s)/ Closure of Course(s).



5.2.2 No Standalone Institution/ Institution Deemed to be University shall offer a Course in Open and Distance Learning mode and admit students without the approval by the Council.

5.2.3 No NRI/ Supernumerary seats shall be allotted to Courses in Open and Distance Learning mode. However, candidates from abroad shall also register to these Courses, subject to the fulfilment of the norms specified in the Guidelines and register with the Learner Support Centre of the concerned Standalone Institution/ Institution Deemed to be University.

Candidate obtained School Leaving Certificate/ Diploma/ Degree in a Foreign Institution shall produce an Equivalency Certificate issued by the Association of Indian Universities for admission to a Standalone Institution/ Institution Deemed to be University in India.

5.2.4 Academic and Administrative Requirements

a. A Standalone Institution/ Institution Deemed to be University shall have a designated Centre of Distance Education at Headquarters for operationalising the Courses in Open and Distance Learning mode, which shall be headed by a regular functionary not below the rank of a Professor and shall have the following positions on Full Time and dedicated basis, excluding the designated positions in the Open Universities as per their respective Act(s), along with the infrastructural facilities. In addition to the Headquarters, an Institution may have Learner Support Center(s).

If an Institution is intending to operate the Headquarters as Learner Support Center, an intake upto 10000 Learners shall be permitted. In case, the enrolment is higher than 10000 at Headquarters, the number of positions and Infrastructure shall be increased on prorata basis.

Academic and Administrative Requirements at Headquarters (upto 10000 students)		
	Staff requirements	Number
1	Head for each discipline at Professor Level	1
2	Minimum Academic staff strength per discipline or specialization or Course	
	Associate Professor	1
	Assistant Professor	2
3	Administrative staff strength at the Institution	
	Deputy Registrar	1
	Assistant Registrar	1
	Section Officer	1
	Assistants	3
	Computer Operator	2
	Multi-Tasking Staff	2

b. The total number of Learners admitted at any Learner Support Centre shall not exceed 1000 at any time, subject to fulfilment of other conditions as described as per the respective Annexure IX of AICTE (Open and Distance Learning Education) Guidelines. In case the enrolment is higher than 1000 at a Learner Support Centre, the number of positions and Infrastructure shall be increased on prorata basis.

Academic and Administrative Requirements of each Learning Supporting Centre (upto 1000 students)		
	Staff requirements	Number
1	Assistant Professor (Coordinator)	1
2	Counsellor per Theory Course of 4 Credits	2
3	Supervisor per Practical Course of 2 Credits	1
4	Computer Operator	1

c. Teacher: Non Teaching Staff ratio 1: 2 shall be maintained.



5.2.5 Infrastructure Requirements

The Institution has necessary infrastructure and support system for offering the Courses in Open and Distance Learning mode.

Minimum Infrastructure Requirements (For both Institution Headquarters and Learner Support Centre)				
Sl. No.	Type of Built-up Area	Percentage (%)	Headquarters in m ²	Learner Support Centre in m ²
1	Academic Area	50%	696.8	66
2	Administrative Area	10%	139.4	13.2
3	Academic support such as Library, Reading Room, Computer Centre, Informational and Communication Technology Laboratories, Video and Audio Laboratories, etc.	30%	418.0	39.6
4	Amenities or other support facilities Area	10%	139.4	13.2
Minimum Built-up area for Open and Distance Learning activity			1393.6	132

Note: Built-up area for toilets shall be separate.

The Institution shall use additional Laboratory facilities of the parent Institution or any other AICTE approved Institution offering similar Course/ Programme.

Each Learner Support Centre shall have a minimum Built-up area of 132 m², on the basis that it shall have at least one Class room for the interaction with the Learners.

Minimum Internet Speed required at Headquarters/ Learner Support Centre is 64 Mbps.

- a. The Institution should provide appropriate facilities to take care of the physically challenged students and elderly persons comprising of Teaching/ Non-Teaching/ Others including parents of the students visiting the Institution. Barrier Free Built Environment for disabled/ elderly persons shall be available in the Buildings, including the 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.

Every Building should have at least one entrance accessible to the physically challenged and shall be indicated with a 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. (Refer Handbook on Barrier free and Accessibility <http://cpwd.gov.in>).

- All teaching-learning facilities for physically challenged Learners shall be provided in the Ground Floor itself.
 - Unisex toilets with all facilities shall be provided in each floor or atleast in the Ground Floor at Headquarters as well as Learner Support Centres as specified by the National Building Code.
- b. Safety and security measures at all the Learner Support Centres and Headquarters to safeguard Students, Staff and the general Campus community from the threat of violence, and to provide appropriate interventions to support individuals in crisis shall be ensured.



c. The minimum requirement for Built-up Area shall be fulfilled as specified in the Approval Process Handbook as amended from time to time.

5.2.6 Maintenance of infrastructural, academic and other quality standards by Standalone Institution/ Institution Deemed to be University shall be as per the respective Part III of AICTE (Open and Distance Learning Education) Guidelines.

5.2.7 Admission, Examinations and Learner Support shall be as per the respective Part IV of AICTE (Open and Distance Learning Education) Guidelines.

5.2.8 Assessment, Accreditation, Audit, Inspection and Monitoring shall be as per the respective Part V of AICTE (Open and Distance Learning Education) Guidelines.

5.2.9 Norms for Intake

The Standalone Institution shall apply for the Courses (Appendix 2 of the Approval Process Handbook) at Diploma/ Post Diploma Certificate/ Post Graduate Certificate/ Post Graduate Diploma Levels with the proposed Intake in Headquarters and/ or each Learner Support Centre.

Institution Deemed to be University shall apply for the Courses (Appendix 2 of the Approval Process Handbook) at Diploma/ Post Diploma Certificate/ Post Graduate Certificate/ Post Graduate Diploma/ Post Graduate Degree levels with the proposed Intake in Headquarters and/ or each Learner Support Centre.

The Council shall grant approval for the Courses along with their Approved Intake in each Learner Support Centre, subject to the fulfilment of AICTE (Open and Distance Learning Education) Guidelines by the Headquarters and the number of Learner Support Centres through the Procedure specified in this Chapter.

5.2.10 The Headquarters and each Learner Support Centre of Standalone Institution/ Institution Deemed to be University shall establish Online Grievance Redressal Mechanism, Anti Ragging Committee, Grievance Redressal Committee and Internal Complaint Committee (ICC) as specified in the Approval Process Handbook.

5.2.11 All Standalone Institutions/ Institutions Deemed to be Universities shall upload the Transcripts and Certificates of all students enrolled, Year wise and Course wise for all Learner Support Centres including Headquarters (if applicable), on National Academic Depository (NAD).

5.2.12 In the event of a student withdrawing before the start 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.

In case, if a student leaves 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 Fee, where applicable.

The same shall be effected to the students admitted in July/ January session, as applicable.

5.2.13 The Standalone Institutions/ Institutions Deemed to be Universities shall display in their Website the mandatory disclosure as specified in the Guidelines including the nomenclature of the Courses and Approved Intake, students admitted, their Fee structure, Time schedule for payment of Fee for the entire Course, Refund Policy, etc. in each Learner Support Centre.



5.3 Documents as specified in Appendix 16.1 of the Approval Process Handbook, as applicable to the Headquarters and each Learner Supporting Centre shall be submitted at the time of the Scrutiny Committee.

5.4 Documents as specified in Appendix 16.2 of the Approval Process Handbook, as applicable to the Headquarters and each Learner Supporting Centre shall be submitted at the time of the Expert Visit Committee.

5.5 Time Schedule for processing of applications

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

b. The submission of an application on AICTE Web-Portal and payment of TER Charges shall not be later than the last date as notified in the Public Notice.

5.6 Seeking approval of the Council

5.6.1 Requirements and Eligibility

The Standalone Institutions/ Institutions Deemed to be Universities offering Courses in Open and Distance Learning mode in Management, Computer Applications and Travel and Tourism in pursuance of an approval granted to it till 2017-18 for the purpose by the University Grants Commission (UGC) shall make an online application to the AICTE Web-Portal

OR

Standalone Institutions/ Institutions Deemed to be Universities intending to offer a Course in ODL mode having NBA accreditation with at least 700 points on a scale of 1,000 or equivalent shall make an online application to the AICTE Web-Portal, subject to the fulfilment of the following conditions:

a. The Institution has necessary Infrastructure, Faculty and Support System for offering the Courses in Open and Distance Learning mode in Management, Computer Applications and Travel and Tourism.

b. The Institution is already offering similar Course with the approval of the AICTE in the conventional mode of classroom teaching and has completed five years of existence or from where at least two batches of students have passed out.

5.6.2 The existing Standalone Institution/ Institution Deemed to be University shall use their existing Login ID and Password for submission of online application in the format specified by the AICTE.

5.6.3 TER Charges

a. Technical Education Regulatory (TER) Charges ₹ in Lakh for Standalone Institutions/ Institutions Deemed to be Universities offering a Courses at Diploma/ Post Diploma Certificate/ Post Graduate Diploma/ Post Graduate Degree Level in Open and Distance Education Learning are given below:

Sl. No.	Standalone Institutions/ Institution Deemed to be University	TER Charges ₹ in Lakh
i	New application for the conduct of Open and Distance Learning Courses from Standalone Institution/ Institution Deemed to be University (Headquarters and upto 2 Learner Support Centres for the total Intake upto 10000)	8.0
ii	Each additional Learner Support Centre (Intake upto 1000)	3.0



iii	Extension of Approval (Intake upto 1000)	0.50
iv	Increase in Approved Intake in the Courses/ Introduction of new Course(s)	2.0 for each Learner Support Centre concerned or Headquarters
v	Closure of Course(s)/ Reduction in Intake/ Change in the Name of the Course(s)	0.10 for each Learner Support Centre or Headquarters

Note: The total number of Learners admitted at any Learner Support Centre shall not exceed 1000 at any time. In case of applied/ Approved Intake (as applicable) is higher than 1000 at a Learner Support Centre, accordingly the number of Learner Support Centre (Intake in multiples of 1000) shall be considered for calculating TER Charges.

- b. In an extraordinary circumstance, if an additional Scrutiny Committee has to be conducted **(inclusive of the Court directions to any type of Institutions)**, then the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
- c. In an extraordinary circumstance, if an additional Expert Visit Committee has to be conducted **(inclusive of the Court directions to any type of Institutions)**, the Applicant has to remit ₹2.0 Lakh through online as an additional TER Charges.
- d. In an extraordinary circumstance, if an additional Standing Hearing Committee/ Standing Appellate Committee has to be conducted **based on the Court directions to any type of Institutions**, then the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
- e. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal within the deadline failing which, the application shall not be considered.
- f. Only those applications submitted within the cut-off date, including payment shall be considered for processing.
- g. In case of eligible refund/ excess payment, if any, after processing, the amount shall be refunded to the Applicant.
- h. Applications rejected at the Level of Scrutiny/ Re-Scrutiny without availing the appeal provision, the TER Charges after a deduction of ₹50000/- (Rupees Fifty Thousand only) shall be refunded to the Applicant/ Institution.

5.6.4 All Applicants shall ensure that the data entered/ edited are correct. Facility to edit the data is available until the submission of the application by pressing the “submit” tab.

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

Application should be submitted on AICTE Web-Portal on or before the last date as notified in the Public Notice.

5.6.5 A copy of such application shall be displayed on the Website of the Standalone Institution/ Institution Deemed to be University by way of Self-Disclosure.

- a. The application is accompanied by evidence of having prepared the self-learning materials required for the Courses of study, duly approved by the statutory bodies of the Standalone Institution/ Institution Deemed to be University empowered to decide on academic matters.
- b. The application is accompanied by evidence of availability of Open and Distance Learning resources adequate for effective delivery of all the proposed Courses of study and the expected enrolment of students.
- c. The application is accompanied by evidence of the preparedness for establishing Learner



Support Centres, providing Learning Support Services, establishing Centre for Internal Quality Assurance, availability of the academic and other staff in the Unit and Learner Support Centres of the Institution, availability of qualified Counsellors in the Learner Support Centres meeting such standards of competence as specified in Annexure IV (AICTE (Open and Distance Learning Education) Guidelines), Examination Centres and the administrative arrangements for supportive services for effective delivery of Open and Distance Learning.

5.6.6 All Applicants shall submit an Affidavit¹³ 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.

5.6.7 A printout of the complete online application as submitted on AICTE Web-Portal, along with the proof of payment and documents mentioned duly attested by the Chairman/ Secretary of the Trust/ Society/ Company shall be submitted on the date of Scrutiny at the Regional Office.

5.6.8 Procedure

a. The application for establishment of Headquarters/ Learner Support Centres shall be processed as per Clause 1.6 (Scrutiny/ Re-Scrutiny Committee) followed by an Expert Visit Committee to as per Clause 2.29 of the Approval Process Handbook. The date of visit shall be communicated through e-mail.

Standalone Institutions and Institutions Deemed to be Universities offering Technical Programme(s) approved by the Council, falling under Category I as declared by AICTE and UGC respectively shall have to submit an application to the Council indicating the Open and Distance Learning Courses/ increase in Intake in the Courses/ New Course(s). The Council shall be granting approval to those Courses. However, such Standalone Institutions and Institutions Deemed to be Universities shall have to update the data in AICTE Web-Portal on annual basis and comply the norms and standards as specified by AICTE from time to time. The University shall annually submit Affidavit¹³ to AICTE and Affidavit⁵ to UGC to this effect. Standalone Institutions shall have to submit an Affidavit¹³ annually to AICTE. If any complaints are received about the violation of the norms, AICTE shall inspect the Institution/ University and the action as specified in the Approval Process Handbook shall be initiated and informed to the UGC about the Institution Deemed to be University.

The Standing Hearing Committee shall recommend the Applied Intake or appropriate Intake/ reject the application, based on the observation of the Expert Visit Committee and the compliance of the deficiencies by the Institution.

b. Where the Standalone Institution/ Institution Deemed to be University has made an application for offering Courses in Open and Distance Learning mode, notwithstanding that in respect of such Courses the Distance Education Council (DEC) or UGC had caused the inspection of the Institution in the past or prior to coming into force of the Guidelines, the AICTE may cause an inspection, in respect of such Courses, of the Standalone Institutions/ Institution Deemed to be University at its discretion through an Expert Visit Committee.

c. The consolidated list of all the Standalone Institutions/ Institutions Deemed to be Universities with the “Approved Intake” shall be placed by the Approval Bureau before the Executive Committee/ Council for the grant of Letter of Approval/ Extension of Approval, as applicable. The decisions taken by the Executive Committee are ratified by the Council. The same shall be notified on the Web-Portal. Further, the Institution shall download the Letter of Approval/ Extension of approval letter along with “Approved Intake” through the Institution login.



- d. Applicants shall deposit the prescribed amount to AICTE as applicable as per Clause 1.9.f of the Approval Process Handbook. The Applicant shall submit the payment proof of the Security Deposit along with an Affidavit³ within 15 days from the date of intimation to the concerned Regional Office, else a penalty of 10% and 50% of the value of the Security Deposit shall be imposed upto 31st May and 31st July of the Calendar Year respectively, beyond which the approval shall be withdrawn.

The amount deposited by the Institution shall remain with the Council for 10 years. The interest accrued on this deposit shall be utilized by the Council for Institutional Development activities, Quality Improvement Programme for Faculty, giving Scholarships to students, etc.

The Principal amount shall be returned to the Trust/ Society/ Company on completion of the term. However, the term of the deposited amount could be extended for a further period as shall be decided on a case to case basis and/ or forfeited in case of any violation of norms, conditions, and requirements/ Non-Performance by the Institution/ Complaints against the Standalone Institution/ Institution Deemed to be University.

Provided that while passing an order, where the AICTE does not grant approval in respect of one or more Courses, the AICTE shall specify the grounds of such refusal in the order.

Provided further that before passing an order, the AICTE shall provide a reasonable opportunity to the concerned Standalone Institution/ Institution Deemed to be University of being heard including an appeal as specified in the Clause 5.8 of the Approval Process Handbook.

- e. The decision of the Executive Committee shall be uploaded on the Web-Portal in the form of a Letter of Approval (LoA) (in case of First approval) or Extension of Approval (in case of already approved) or Letter of Rejection (LoR) with specific reasons for rejection of the application.
- f. The Council shall normally not grant Conditional Approval to any Institution.
- g. An Applicant, if aggrieved by the decision of the Executive Committee, shall **appeal** as per Clause 2.31 of the Approval Process Handbook and the same shall be processed as per the procedure specified therein.
- h. 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.
- i. All approvals shall be uploaded by 30th April of the Calendar Year and in case of already approved Courses, if reduction in intake, No Admission, etc. are recommended, then the detailed speaking orders shall be uploaded in the Web-Portal not later than 15th May of the Calendar Year.
- j. LoA/ EoA shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA No.9048/ 2012.

5.7 Penal Action in case of Violations of the Guidelines

- a. Where the Council, on its own motion or on any representation received from any person, or any information received from any authority or a statutory body, or on the basis of any enquiry or inspection conducted by it, satisfied that a Standalone Institution/ Institution Deemed to be University has contravened any of the provisions of the Guidelines and orders made or issued thereunder, or has submitted or produced any information and documentary evidence which is found to be false at any stage or any condition subject to which recognition has been granted, it may withdraw the approval of such Standalone Institution/ Institution Deemed to be University in respect of such Courses as it may specify, for reasons to be recorded in writing.



Provided that no such order against the Standalone Institution/ Institution Deemed to be University shall be passed unless a reasonable opportunity for making representation against the proposed order has been given to such Standalone Institution/ Institution Deemed to be University as per the Approval Process Handbook.

Provided further that, the order withdrawing or refusing approval passed by the AICTE shall come into force with immediate effect.

- b. If a Standalone Institution/ Institution Deemed to be University offers any Course in Open and Distance Learning mode after the coming into force of the order withdrawing approval or where a Standalone Institution/ Institution Deemed to be University offering a Course in Open and Distance Learning before the commencement of the Guidelines, fails to obtain approval under the Guidelines for offering Courses in Open and Distance Learning mode for academic session immediately after the notification of Guidelines and subsequent academic sessions, the Diploma/ Post Diploma/ Post Graduate Certificate/ Post Graduate Diploma obtained pursuant to such Courses shall not be treated as a valid qualification.
- c. In the event of any Standalone Institution/ Institution Deemed to be University found offering Courses in Open and Distance Learning mode without the approval of the AICTE or in violation of any of the provisions of these Guidelines or orders made thereunder, shall be liable to any one or more of the following punitive actions by the Council.
 - Issue Show Cause Notice or withdraw the approval for an Academic Year/ upto a maximum of next five Academic Years/ permanently.
 - In case an Learner Support Centre fails to adhere to the prescribed norms or guidelines, the Standalone Institution/ Institution Deemed to be University shall initiate action for closure of the centre by following due procedures, so that interest of learners is taken care through some alternative arrangement.
 - The Institution shall be declared as unapproved Institution and the same shall be displayed in the AICTE Web Portal and communicated to the respective State Government.
 - Lodge a First Information Report against the officials or management of the errant Standalone Institution/ Institution Deemed to be University to take action as per law.
 - Withhold or debar from receiving funding from AICTE.
 - In case of Institution Deemed to be University, the action as specified in the Approval Process Handbook shall be initiated and informed to UGC and MHRD.
- d. In case of any violation of the above said norms, the same shall be processed as per Chapter VIII of the Approval Process Handbook.

5.8 Appeal Procedure

- a. Any Standalone Institution/ Institution Deemed to be University aggrieved by an order of withdrawal of approval under Clause 4.1 of Guidelines may prefer an appeal to the AICTE within a period of 7 days.
- b. The Appeal of the Institution shall be considered by the Standing Appellate Committee.
- c. Two representatives of the Applicant (Chairman/ Secretary of the Trust/ Society/ Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along with Self-attested Photo ID proof shall present their case along with the compliance and supporting documents before the Standing Appellate Committee.



- d. 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.

5.9 The Duration and Entry Level Qualifications for the Courses at Post Graduate Diploma/ Degree Levels shall be as follows:

Sl. No.	Level	Duration	Eligibility
i	Diploma	3 OR 4 years	Passed 10 th Std./ SSC examination.
ii	Post Diploma	18 Months OR 2 years	Passed Diploma examination.
iii	Post Graduate Diploma in Computer Application	2 years	Passed Bachelor's Degree of minimum 3 years duration.
iv	MCA	2 years	Passed Bachelor's Degree of minimum 3 years duration.
v	Post Graduate Certificate in Management (PGCM)	More than 1 year and not exceeding 2 years	Passed Bachelor's Degree of minimum 3 years duration.
vi	Post Graduate Diploma in Management	Not less than 21 Months	Passed Bachelor's Degree of minimum 3 years duration.
vii	MBA	2 years	Passed Bachelor's Degree of minimum 3 years duration.

Note: A candidate shall register for only ONE Course in Open and Distance Learning mode in any Learner Support Centre at a time and shall not be permitted to register for another Course until he/ she successfully completes the Course requirement/ discontinue the Course officially.

A student who is pursuing any Course in the Conventional mode shall be permitted to register for ONE Course at the Lower Level in Open and Distance Learning mode in any Learner Support Centre at a time and shall not be permitted to register for another Course until he/ she successfully completes the Open and Distance Learning Course requirement/ discontinue the Course officially.

5.10 The students shall be admitted twice (July and January) in an Academic Year within the Approved Intake for each Course.

5.11 Students' enrolment data in all the Learner Support Centres shall be uploaded to AICTE Web-Portal within one month from the last date for admission every year. If it is not uploaded, the Council shall not grant approval to the Standalone Institution/ Institution Deemed to be University in the next Academic Year.

5.12 The Standalone Institution/ Institution Deemed to be University shall create a separate Department/ School/ Centre as Headquarters for offering Courses in Open and Distance Learning mode.

The Institutions shall mandatorily mention the details of Headquarters, enrolment number allotted to each student by AICTE and the mode of study as Open Distance Learning Education in their Diploma/ Degree Certificate and mark sheets as per the format available in AICTE Portal.

5.13 As per the UGC (Open and Distance Learning) Regulations, 2017 dated 23rd June, 2017, the definition of "Professional Programmes" means a Programme other than Programmes in Engineering, Medicine, Dental, Pharmacy, Nursing, Architecture, Physiotherapy and Programmes not permitted to be offered in distance mode by any Statutory Councils or Regulatory Authorities to be conducted by the Higher Educational Institutions under Open and Distance Learning mode or Distance Education mode for the purpose of these Regulations, if any, should be considered **only if the same are approved by the respective Statutory Councils or Regulatory Authorities.**



Accordingly, if any State/ Central/ Private University approaches the Council for offering Technical Courses in Open and Distance Learning mode, their application shall be processed as per the norms and procedure specified in this Chapter and the All India Council for Technical Education (Open and Distance Learning Education) Guidelines for Institutions Deemed to be Universities, 2019 and the decision of the Council shall forward to the UGC.

5.14 Extension of Approval/ increase/ reduction in Intake/ Introduction of new Course(s)/ Closure of Course(s)/ Change in the Name of the Course(s)

- a. The Standalone Institution/ Institution Deemed to be University shall submit an application to the Council every year for the Extension of Approval of the Courses.

In case of increase in Approved Intake in the Courses/ Introduction of new Course(s)/ exceeding the maximum number of Learners admitted at any Learner Support Centre, the application shall be considered upon verification of adequate facilities in the concerned Learner Support Centre(s) by an Expert Visit Committee as per Clause 2.29 of the Approval Process Handbook.

In case of Closure of Course(s) at any Learner Support Centre, the application shall be considered by a Scrutiny Committee as per Clause 2.28 of the Approval Process Handbook.

The applicable TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal within the deadline failing which, the application shall not be considered.

- b. The Institutions may apply for non-zero reduction in Intake by themselves in AICTE Web-Portal and maintain the norms accordingly (No TER Charges shall be levied).
- c. The Institutions shall apply for increase in Approved Intake in the Courses/ Introduction of new Course(s) upto the maximum number of Learners permitted at any Learner Support Centre by themselves in AICTE Web-Portal and maintain the norms accordingly (No TER Charges shall be levied).

- 5.15** Provided that, if any Institution propose to start a new Course whose nomenclature is not available in Appendix 2 of the Approval Process Handbook, 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/ Technical Institution shall submit detailed Syllabus and Curriculum and its nomenclature to the Policy and Academic Planning Bureau, AICTE before 31st August of the Calendar Year, to process the same in the respective Board.



Vocational Education prepares individuals for job, makes them perform better by honouring their skills, thus specializing them at their own Level. Vocational education provides an intensive **training** and certification Programme and support the **youth** in gaining appropriate employment, becoming entrepreneurs and creating appropriate knowledge.

6.1 National Skills Qualifications Framework (NSQF)

- a. The National Skills Qualifications Framework (NSQF) is a competency-based framework that organizes all qualifications according to a series of Levels of knowledge, skills and aptitude. These Levels, graded from one to ten, are defined in terms of learning outcomes which the learners must possess regardless of whether they are obtained through formal, Non-Formal or informal learning.
- b. Vocational Courses may be affiliated with existing University or any Skill University/ National University having jurisdiction for affiliation/ Board of Technical Education as the case may be.
- c. The D.Voc. /B.Voc. Programmes provides Diploma/ Undergraduate studies which would also incorporate specific job roles and their Qualification Packs (QFs)/ National Occupational Standards (NOSs) along with general education.
- d. The Fee for the Vocational Courses shall be regulated by the respective state bodies/ Technical Boards/ Universities or the case may be.
- e. Any AICTE approved Technical Institution which is, affiliated to respective State Technical Educational Boards and/ or Universities and which has produced at least two batches successfully **in the relevant branch (Allied domain)**, is eligible for offering the Vocational Courses.
- f. The Institution shall have to apply online on AICTE Web-Portal as per the calendar of AICTE for seeking approval.
- g. An Institution shall be allowed to seek up to 120 seats, with a Division size of 30 each. The minimum numbers of students on roll should be at least 10 to start each vocational program. Institution may choose one specialisation with four (04) Divisions or four (04) specialisations with one Division of each specialisation or such other combination.
- h. The institutions offering D.Voc./ B.Voc. Degree Courses will have to be in constant dialogue with the industry and respective Sector Skill Council(s) so that they remain updated on the requirements of the workforce for the local economy.
- i. There will be essentially credit-based modular Programmes, where the credits for skill and general education components will be permitted so as to enable multiple exit and entry. This would enable the learner to seek employment after any Level of Award and join back as and when feasible to upgrade his/her qualification/ skill competency either to move higher in his/her job or in the higher educational system.
- j. The curriculum in each of the years of the Programme would be a suitable mix of general education and skill development components. The General Education Component shall have 40% of the total credits and balance 60% credits will be of Skill Component or as amended by the MHRD/ Ministry from time to time.

- k. The Curriculum details should be developed and approved by the respective Technical Board/ University.
- l. Education component shall be taught by the Institution and the skill component shall be covered either by AICTE approved Skill Knowledge Provider (SKP) OR Training Provider/ Sector Skill Council approved by National Skill Development Corporation (NSDC) or Government Agency.
- m. If an approved SKP/ Training Provider is not located near the vicinity of College/ Institution, in such case Institution can sign a MoU with the nearby SKP/ Training Provider (TP)/ Industry.
- n. For skills component, the Institution/ University may adapt the model curriculum developed by the concerned Sector Skill Councils, wherever available, in consultation with the industry. Wherever the curriculum is not available, the same may be developed in consultation with the relevant Sector Skill Councils and industry. While doing so, they may work towards aligning the curriculum with the National Occupational Standards (NOS's) being developed by the respective/allied Sector Skill Councils. This would promote national and global mobility of the learners, as well as higher acceptability by the industry for employment purposes.
- o. Institution should focus in:
 - i. The overall design of the skill development component along with the job roles selected should be such that it leads to a comprehensive specialization in one or two domains.
 - ii. In case NOS is not available for a specific area/ job role, the university/college should get the curriculum for this developed in consultation with industry experts.
 - iii. The curriculum should also focus on work-readiness in terms of skills in each of the three years.
 - iv. Adequate attention needs to be given in curriculum design to practical work, on the job training, development of student portfolios and project work.
- p. The general education component of the curriculum will also be decided by the Board of Studies of the concerned affiliating University/ Board. This should adhere to the normal university standards. It should emphasis and offer Courses which provide holistic development. This may also include the Course(s) which are supportive to core trade in addition to soft skills, IT skills, and language proficiency and literature.
- q. The curriculum should be designed in a manner that at the end of year-1, year-2 and year-3, students are able to meet knowledge and skills for Level 3, 4 and 5 of NSQF Level respectively, for award of Diploma of Vocation (D.Voc.). Similarly, at the end of year-1, year-2 and year-3, students are able to meet knowledge and skills for Level 5, 6 and 7 of NSQF, for the award of a Bachelor in Vocation (B.Voc.).
- r. A student shall register with an AICTE approved Technical Institution for Diploma in Vocation (D.Voc.) or Bachelor in Vocation (B.Voc.) to acquire formal education credits. (For credit framework, refer to SAMVAY document).
- s. The student completes the skill modules as required at various certification Levels, one Level at a time, acquires the necessary credits from the Skill Knowledge Provider/Trainers (SKP), and gives them on to the Institution where he/she is registered for Diploma in Vocation (D.Voc.) or Bachelor in Vocation (B.Voc.).
- t. These credits, along with the education component credits are transferred to the Technical Board or the University as the case may be, which compiles the Vocational Skill credits and the formal education credits. If all such credits are available as required



by the certification Level, then the Technical Board or the University shall award the certification at that Level.

- u. The candidates may enter the job market after each certification Level or may continue to acquire additional credits to complete the requirements of Diploma of Vocation (D.Voc.) or Bachelor of Vocation (B.Voc.).
- v. In all certification Levels of ‘Knowledge and Skill’ have been identified (as per 1.10 of Appendix 1 of Approval Process Handbook).
- w. Each Level requires notifying hours of education and training per annum (refer syllabus structure). For the Vocational stream leading to a Degree/ Diploma/ Post Diploma, these hours shall have both Vocational and academic component as notified by MHRD/AICTE/ UGC. The Skill modules or the Vocational content at a certification Level could be a single skill or a group of skills of the number of hours prescribed.
- x. A candidate shall have freedom to move from Vocational stream to current formal higher education stream or vice versa at various stages. This multi-Level entry and exit system shall allow the candidate to seek employment after any Level and re-join the education as and when feasible to upgrade qualifications/ skill competency.
- y. A student entering a Vocational stream from general stream can enter at a certain Level provided the skills required at that Level are acquired, from a registered SKP. A suitable bridge Course where necessary may be run by the Institution for imparting the knowledge to the student seeking Lateral Entry.
- z. A student who has acquired the skills through work experience, can also enter the Vocational stream at an appropriate Level provided he/she is assessed for the skills acquired from a registered SKP. The qualification with upward mobility is given in SAMVAY Document accessible at https://www.aicte-india.org/sites/default/files/SAMVAY_1_.pdf.

6.2 Registration for Seeking Vocational Education Course(s)

The pre-conditions for seeking approval for Vocational Education Programme(s) leading to Degree or Diploma in Vocational Education under National Skill Qualification Framework is as given under:

6.2.1 Requirements and Eligibility

- a. Vocational Education Programme(s) shall be conducted in an AICTE approved Institutions in the existing Infrastructure as per the norms of Council.
- b. The Institution shall have to apply online on AICTE Web-Portal as per the calendar of AICTE for seeking approval.
- c. Few of the Skill based Course(s) for which the AICTE has prepared the model curriculum that shall be started by AICTE approved Institutions are given below. Additional specialisation if any shall be added and updated on the website.

Sl. No.	Specialization	Relevant Sector
i.	Automotive Manufacturing Technology	Mechanical or any allied branches
ii.	Automobile Servicing	
iii.	Production Technology	
iv.	Industrial Tool Manufacturing (ITM)	
v.	Refrigeration and Air Conditioning	Electronics/ Mechanical or any allied Branch
vi.	Software Development	Computer Science/ Information Technology/ MCA or any allied Branch
vii.	Graphics and Multimedia	
viii.	BFSI	MBA/ PGDM or any allied Branch



ix.	Travel and Tourism	MBA/ Hotel Management or any allied Branch
x.	Food Processing	Agriculture/ Hotel Management or any allied Branch
xi.	Electronic Manufacturing Services	Electronics/ Electrical or any allied Branch
xii.	Medical Image Technology	Pharmacy or any allied Branch
xiii.	Printing and Packing Technology	Printing Technology or any allied Branch
xiv.	Interior Design	Architecture or any allied Branch
Only B.Voc.		
xv.	Mobile Communication	Electronics/ Electronics and Telecommunication or any allied Branch
Only D.Voc.		
xvi.	Architecture Assistantship	Architecture or any allied Branch

- d. An AICTE approved Institution can select either from above 16 specialization or may opt for any other Technical Vocational Courses, provided the curriculum of the same is approved by the concerned University and the relevant branch is approved by the Council.
- e. Resolution of the Trust/ Society/ Company approving the Institution to start Diploma/ Degree in Vocational Courses, duly signed by the Chairman/ Secretary in the Format³.
- f. The NOC (as per Format²) of the respective State Technical Education Boards/ affiliating Universities for curriculum, evaluation, practical etc. is taken before taking approval from Council/ starting the Course.
- g. The Head of the Institution conducting “Vocational Education Programme” shall be the “Principal” of the Parent Institution where Vocational Education Programme(s) are conducted.
- h. All Institutions initially shall be eligible for a maximum of four (4) Sectors/ Specializations per location, consisting of a maximum 120 students with a batch size of 30 students.
- i. If there are no deficiencies, then the Council shall allot the intake applied for, as specified in the Approval Process Handbook, provided AICTE approval had been granted for same or allied sector for regular Courses for the Academic Year 2020-21.
- j. The existing resources of the Institution including Faculties, Library, Class Rooms, Laboratories, Computer Centre, etc. shall be used for offering the Vocational Courses.
- k. A MoU shall be signed between the Institution and the SKP as per Format⁴.
- l. In case, the approved SKP is not located in the vicinity of College/ Institution, then the Institution can sign a MoU with the nearby SKP/ Training Provider (TP)/ Industry and a court affidavit of the same, has also to be signed by both the parties. The MoU along with court affidavit shall be submitted to AICTE at the time of approval.

6.2.2 Admission, Curriculum and Fee

- a. The Institution shall publish in their Brochure and website the details of this scheme and the specialization offered and approved intake in respective specialization.
- b. The Institution shall also display the tuition and other Fee charged by the Institution for the approved specialization on their brochure & website.
- c. The Institution shall invite applications, giving advertisement in newspapers and publishing the same in the Institution’s website.



- d. The Procedure, Rules and Regulations for admission shall be as prescribed by the affiliating University or Board of Technical Education.
- e. The Institution shall upload the student information on AICTE web portal and also display information regarding admitted candidates in their website for information to the students and other stakeholders.
- f. Admission of students to these seats shall be done on merit basis as per the State Reservation Policy. Admission will be done as per the academic calendar prescribed by AICTE in APH 2019- 20 (Appendix 19 of the AICTE Approval Process Handbook 2019-20).
- g. The concerned state bodies/ Technical Boards/ Universities shall notify the tuition and other Fee for candidates to be admitted.
- h. Model Structure of the Curricula is available on AICTE Web-Portal. It shall be used as a guideline and the Institutions may adopt the same with suitable changes as approved by the affiliating bodies.

6.2.3 Procedure

- a. Existing AICTE approved Institution, which has produced at least two batches, shall apply for Vocational Education Programme on AICTE Web-Portal.
- b. The Scrutiny Committee shall verify the eligibility of the Institution for the Programme and give its recommendation for intake in applied sector and specialization based on available facility in the Institution.
- c. The Scrutiny Committee report shall be placed before the respective Regional Committee.
- d. Recommendation of the Regional Committee shall be uploaded on Web-Portal by the Regional Officer and forwarded to AICTE HQ's for further processing and approval as per rules.
- e. The final approval of Council will be communicated along with the EOA for 2020-21. In case the applying Institution is not granted EoA for Academic Year 2020-21, the Institution will not be considered for Vocational Courses.

6.3 Norms for Extension for Approval (EoA)

- a. The approval for Vocational Courses shall be valid for TWO years.
- b. In case Institution started the Course in the initial year, they have to apply for EoA in the next year. The procedure for Extension of approval (EoA) shall be same as mentioned in the APH.
- c. If approved Institution wishes to change the existing Vocational Courses, the Institution shall have to apply again for approval.

6.4 Norms for Vocational Education Provider

- a. The existing resources of the Institution including Faculty, Library, Class Room, Laboratories, Computer Centre, etc. shall be used for offering the Vocational Courses subject to the condition that AICTE approval had been granted for same or allied sector for regular Courses and has successfully produced two batches.
- b. The Faculty student ratio shall be 1:30 or whatever application by the respective Board/ University.



- c. Industry experts or Guest Faculty may be called for supplementing the curriculum as required.
 - d. Further detailed guidelines to Institutions for offering Vocational Courses is available at: <https://www.aicte-india.org/education/vocational-education>.
- 6.5** In case of any violation of the above said norms, the same shall be processed as per Chapter VIII of the Approval Process Handbook.



- 7.1 The **Duration and Entry Level Qualifications** for the Technical Programme such as Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Levels shall be as provided in the Appendix 1 of the Approval Process Handbook.

Any Foreign National who had obtained School Leaving Certificate/ Diploma/ Degree in a Foreign Institution shall produce an Equivalency Certificate issued by the Association of Indian Universities for admission to an Institution/ University in India.

A Faculty/ Employee working on Full Time basis in an Institution/ Organisation and pursuing/ pursued any Course conducted in the timing of Regular/ First Shift for the same duration as that of Regular Shift shall be considered as invalid for the purpose of employment/ higher studies.

However, the Faculty/ Employee shall pursue a Course in the timing of Part Time for longer duration than the same Course in Regular/ Full Shift, in the same City.

- 7.2 The concerned State Government/ UT Admission Authority shall decide modalities for the admission.
- 7.3 The **list of approved nomenclature of Courses** at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Programmes in Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts/ Design/ Hotel Management and Catering Technology/ MCA/ Management shall be as provided in the Appendix 2 of the Approval Process Handbook.

Sandwich Courses are Under Graduate Degree/ Diploma Courses offered by an Institution that include a set period of time working in a related Industry so that students get practical experience.

- 7.3.1 Provided that, if any Institution proposes to start a new Course whose nomenclature is not available in Appendix 2 of the Approval Process Handbook, 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 and Curriculum and its nomenclature to the Policy and Academic Planning Bureau, AICTE before 30th September of the Calendar Year, to process the same in the respective Board.
- 7.3.2 All branches of Engineering and Technology shall offer Elective Courses in the EMERGING AREAS viz., Artificial Intelligence (AI), Internet of Things (IoT), Blockchain, Robotics, Quantum Computing, Data Sciences, Cyber Security, 3D Printing and Design, Augmented Reality/ Virtual Reality (AR/VR), as specified in Annexure 1 of the Approval Process Handbook.
- a. Under Graduate Degree Courses in EMERGING AREAS shall be allowed as specialization from the same Department. The minimum additional Credits for such Courses shall be in the range of 18-20 and the same shall be mentioned in the degree, as specialization in that particular area. For example, doing extra credits for Robotics in Mechanical Engineering shall earn B.E./ B.Tech. (Hons.) Mechanical Engineering with specialization in Robotics.
- b. Minor specialization in EMERGING AREAS in Under Graduate Degree Courses may be allowed where a student of another Department shall take the minimum additional Credits in the range of 18-20 and get a degree with minor from another Department.

- c. Universities are free to evolve their own Syllabus for any Minor Degree / Hons. for which Model Syllabus is not available on AICTE's Website.
- d. If an Institution is having the required Infrastructure facilities, Faculty and other requirements as per the Approval Process Handbook, for conducting the Core (Under Graduate Degree) Courses, the specialization in EMERGING AREAS shall be permitted **WITHIN THE APPROVED INTAKE WITHOUT HAMPERING THE GENERIC COURSE.**
- e. The Institutions/ Universities shall adopt the following important instruction while offering the **Minor Degrees/Hons. in Emerging Areas:**

Sl. No.	Minor Degree / Hons.	To be offered as Hons., Only for following Major Disciplines (For any other Major Disciplines which is not mentioned, it may be offered as Minor Degree)
1	Artificial Intelligence and Machine Learning	Computer Science and Engineering; Electronics and Communication Engineering; Electronics Engineering
2	Blockchain	Computer Science and Engineering; Electronics and Communication Engineering; Electronics Engineering
3	Cyber Security	Computer Science and Engineering; Electronics and Communication Engineering; Electronics Engineering
4	Data Science	Computer Science and Engineering; Electronics and Communication Engineering; Electronics Engineering
5	Internet of Things (IoT)	Computer Science and Engineering; Electronics and Communication Engineering; Electronics Engineering
6	Virtual and Augmented Reality	Computer Science and Engineering; Electronics Engineering
7	Systems Engineering	Electronics Engineering; Mechanical Engineering
8	Control Systems and Sensors Technology	Electronics Engineering; Instrumentation and Control Engineering
9	GIS and Remote Sensing	Electronics Engineering; Civil Engineering
10	Sustainability Engineering	Civil Engineering
11	Green Technology and Sustainability Engineering	Civil Engineering; Chemical Engineering
12	Strategic Civil Infrastructure	Civil Engineering
13	Coastal & Offshore Engineering	Civil Engineering
14	Smart Cities	Civil Engineering; Electronics Engineering
15	Construction Technology	Civil Engineering
16	Underground Space Utilization	Civil Engineering
17	Computer Science & Biology	Biotechnology; Computer Science
18	Biosimilar Technology	Biotechnology; Chemical Engineering
19	Genome Engineering and Technology	Biotechnology
20	Precision Health Technology	Biotechnology
21	Waste Technology	Chemical Engineering
22	Energy Engineering	Mechanical Engineering
23	Electrical and Computer Engineering	Electrical Engineering; Computer Science and Engineering
24	Mining and Mineral Processing	Mining Engineering
25	Robotics	Mechanical Engineering;



		Electronics and Communication Engineering; Electronics Engineering;
26	3D Printing	Mechanical Engineering; Civil Engineering
27	Electric Vehicles	Mechanical Engineering; Electrical Engineering
28	Sensors Technology	Electronics and Communication Engineering; Electronics Engineering; Computer Science and Engineering; Instrumentation Engineering
29	Microgrid Technologies	Electrical Engineering
30	Infrastructure Engineering	Civil Engineering
31	Environmental Geotechnology	Civil Engineering
32	Earthquake Engineering	Civil Engineering
33	Waterways Transport Engineering	Civil Engineering
34	Lean Construction Technology	Civil Engineering
35	Organ Printing Technology	Biotechnology
36	Nutrition Technology	Biotechnology
37	Drug Engineering	Biotechnology
38	Aqua-food Technology	Chemical Engineering; Biotechnology
39	Cellular Agriculture	Biotechnology

Disclaimer:

Areas in which Minor Degree/Hons. may be offered are numerous. It is up to the Universities with the help of their Academic Board/Council to decide whether Minor Degree/Hons. is to be offered or not in any particular area, which is not mentioned above. **AICTE approval is not required for offering Minor Degree/Hons. in any such area**, however the criteria that “Minor Degree or Hons. will cumulatively require additional 18 to 20 credits in the specified area in addition to the credits essential for obtaining the Under Graduate Degree in Major Discipline (i.e. 160 credits)”.

- 7.4 To maintain the quality of Education, 60% of the eligible Courses in any Technical Institution shall be accredited in the next 3 years’ time, else EoA shall not be issued by the Council.**
- 7.5** The “Maximum Intake Allowed” in a new Technical Institution offering Technical Programme(s) at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level shall be as per the Appendix 3 of the Approval Process Handbook. The same shall also be applicable to an existing Institution **WITHOUT NBA.**
- 7.6 The Council shall permit the Introduction/ Continuation of NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats ONLY in the Courses conducted in the timing of Regular/ First Shift.**
- 7.7** Course(s) conducted in the timing of Part time are permitted with the rationale that the existing facilities of the same Course(s) offering in the timing of Regular/ First Shift shall be utilized. Therefore, Course(s) shall not be conducted in the timing of Part Time, if the Institution is not offering the same Course(s) in the timing of Regular/ First Shift or other Level (Diploma/ Under Graduate Degree) of the same Programme.
- 7.8** The Council shall not permit the Post Graduate Course(s) (except MCA and Management), if the Institution is not offering an Under Graduate (Core) Course in the same Programme. However, the same is permitted to State/ Central Universities or Autonomous Government Institutions offering Only Post Graduate Courses in Engineering and Technology.
- 7.9** The Council shall not permit the conduct of PGDM and MBA Courses in the same Institution.



- 7.10 In general, the teaching learning process shall take place either in the form of “face to face” mode in a class room (Regular Course) or “Open and Distance Learning” mode by providing flexible learning using a print, electronic, MOOCs, online and occasional interactive face-to-face meetings.

The Courses offered in the timings of Regular Shift, First Shift, Second Shift and Part Time shall be considered as Regular Courses. The Institutions shall have to fulfil all facilities such as Infrastructure, Faculty and other requirements to offer the Regular Courses as per the norms specified in the Approval Process Handbook for the Total Approved Intake and the Institutions may conduct the Courses in the timings of Regular Shift, First Shift, Second Shift and Part Time not exceeding the “Approved Intake” of each Course, as per the convenience of all stakeholders. All such Institutions shall create the necessary Faculty, Infrastructure and other facilities WITHIN 2 YEARS to fulfil the norms. Student enrolment details shall be uploaded in the Web-Portal.

The Institutions shall run Skill Development Courses, student developmental activities such as Research Park, Start-up Centre, Innovation Club, Entrepreneurship, etc. in the excess Built-up area.

- 7.11 The AICTE approved Institutions shall be permitted to collaborate with each other for Student Exchange Programme so that the students admitted in an Institution may spend one Semester in another Institution.
- 7.12 An Institution shall only allow up to 20% of the total Courses being offered in a particular Programme in a Semester through the Online Learning Courses provided through SWAYAM platform as per the AICTE (Credit Framework for online learning Course through SWAYAM) Regulations, 2016.
- 7.13 **Institutions having Course(s) where admission is less than or equal to 30% of the initial “Approved Intake” for the past 5 years consistently (from the year of admission of the students), the Council shall reduce 50% of the “Approved Intake” in such Course(s) in the current Academic Year with the approval of the Council.**

In the Courses approved by the Council, if the Institution fails to admit the students/ not started the Course(s) due to Non-affiliation by the University/ Board or Non-Fulfilment of State Government/ UT requirements in the year of establishment, the same shall be informed to the Council, else ALL the Courses shall be considered for implementing the above Clause.

The Institution falling under this category need not apply for restoration in the next Academic Year and the Intake shall be automatically reinstated by the Council, if the enrolment becomes more than 30% based on the student enrolment data provided by the Institution. However, such Institutions shall not be eligible to apply for other categories listed under Chapter II/ III/ V/ VI of the Approval Process Handbook except Extension of Approval.

Further, if such Institutions apply for restoration of Intake against the punitive action if any, in the previous Academic Year(s) and if the earlier “Approved Intake” being restored through EVC followed by SHC/ SAC, then this Clause shall be applied after five years.

7.14 Admission to Lateral Entry to Second Year Course(s)

- a. Lateral Entry to Second Year Diploma Course(s) shall be permissible up to a maximum of 10% of the “Approved Intake” which shall be over and above, supernumerary to the “Approved Intake”, plus the unfilled vacancies of the First year as specified in the Approval Process Handbook.
- b. Lateral Entry to Second Year Under Graduate Degree Course(s) in Engineering and Technology/ Pharmacy Programme shall be permissible up to a maximum of 10% of the “Approved Intake” which shall be over and above, supernumerary to the “Approved



Intake”, plus the unfilled vacancies of the First year as specified in the Approval Process Handbook.

- c. The Institution applied for Closure (if the same is under process/ approved for Progressive Closure) are eligible for admission to the Lateral Entry in the current Academic Year, as Extension of Approval was issued in the previous Academic Year and students were admitted during that year.
 - d. The Institutions where "No Admission" have been issued for the current Academic Year are eligible for admission to the Lateral Entry in the current Academic Year, as Extension of Approval was issued in the previous Academic Year and students were admitted during that year. However, in the Institutions where "No Admission" have been issued for the previous Academic Year are not eligible for admission to the Lateral Entry in the current Academic Year.
 - e. Institutions applied for the Conversion of Degree Level into Diploma Level and vice-versa/ Conversion of Women’s Institution to Co-ed Institution and vice-versa and approved for the conversion are eligible for admission to the Lateral Entry as per the approval that of the previous Academic Year.
 - f. Any Foreign National obtained Diploma in a Foreign Institution (having an equivalency Certificate issued by the Association of Indian Universities) or Diploma in an Indian Institution shall also be eligible for Lateral Entry into the Second Year Under Graduate Degree Course(s). The Institutions having approval for the supernumerary seats in such Course(s) as per Clause 2.13 of the Approval Process Handbook are ONLY eligible to admit the Foreign Nationals as per the norms, else the Institution shall apply for the same on AICTE Web-Portal. However, the total Foreign Nationals admitted under supernumerary seats and the Lateral Entry shall not exceed the 15% of the “Approved Intake” in an Academic year.
 - g. NRI candidates shall also be permitted for admission in Lateral Entry to Second Year, **subject to the approval from AICTE for the NRI seats and fulfilment of requisite norms as specified in the Approval Process Handbook.**
 - h. Vacant seats arising out of the students withdrawing the admission in the First Year shall also be considered for Lateral Entry.
 - i. **The Council shall not permit the Introduction or Continuation of Lateral Entry Separate Division in Second Year Engineering and Technology/ MCA Courses.**
- 7.15 The Technical Institutions shall follow **Norms for Faculty requirements and Cadre ratio** at Diploma/ Under Graduate/ Post Graduate Level as provided in the Appendix 7 of the Approval Process Handbook.

The Institutions shall ensure the timely and complete payment of the salary of Faculty by Electronic Clearing Service through Nationalized Banks. Expert Visit Committee shall ensure the Faculty availability by the annual salary paid statements of the faculty in addition to their physical presence.

The Institution should not demand for the Original Degree Certificates from the Faculty members at the time of joining the Institution. The Faculty members shall avoid the practice of leaving an Institution in the midst of the semester without completing the Courses assigned in the Semester.



a. In the following Programmes, the Adjunct Faculty/ Resource Person as per guidelines given in Annexure 9 of the Approval Process Handbook is permissible (up to a maximum), as the Programmes require more practical exposure.

- Design - 20%
- Architecture - 25%
- Planning - 30%

In all other Programmes, ONLY under exigent conditions such as relieving/retirement of Faculty members/ delay in Faculty recruitment, Institutions may avail the services of Adjunct Faculty/ Resource Person up to a maximum of 10% of the required Faculty members as per the “Approved Intake”, for a period not exceeding one Academic Session. The Institutions may appoint more number of Adjunct Faculty for the benefit of the students to get the Industrial exposure. Adjunct Faculty shall not be engaged in not more than two Institutions at the same time.

- b. The contractual faculty who have taught for 2 consecutive semesters in the preceding Academic Year on Full Time basis ONLY shall be considered for the purpose of calculation of Faculty.
- c. The Faculty norms as specified in Appendix 7 of Approval Process Handbook shall be fulfilled for the Course(s) conducted in the timing of Second Shift.
- d. The Faculty norms as specified in Appendix 7 of Approval Process Handbook shall be fulfilled for the Course(s) conducted in the timing of Part Time (shall have 50% Regular Faculty and 50% additional Faculty).
- e. For every Post Graduate Course, there should be at least one Professor with Ph.D. qualification.
- f. Faculty requirement for a Course may comprise of Faculty of Science and Humanities and other interdisciplinary specialisation depending on the University Curriculum.
- g. Number of Technical and Non-Teaching Staff depends on the Institution/ University/ concerned Government norms.
- h. Aadhaar seeding has to be provided for the Faculty.
- i. The Technical Institutions shall introduce Biometric attendance for regular Faculty members.
- j. Each Institution shall have appropriate Grievance Redressal mechanism/ Internal Complaint Committee (ICC) to address the issues of the Faculty.

Disclaimer:

Annexures 6 and 7 of the Approval Process Handbook provide the major domains and the corresponding possible nomenclatures under each domain which is applicable to AICTE approved Institutions. Inter disciplinary Courses are numerous and more firmly entrenched in the academy than ever. Such Courses are being offered at various Universities, IITs, NITs, IISERs, NISERs and other Institutes of National importance, other than the nomenclatures listed in the Approval Process Handbook and AICTE cannot update all the existing nomenclatures. However, the recruiting authorities shall decide the equivalent Course(s) based on the curricula and syllabus, without taking approval from AICTE, depending on the needs of their Programme(s)/ Course(s).



- 7.16 The Technical Institutions shall follow **Faculty Cadre and Qualifications** as provided in the Appendix 8 of the Approval Process Handbook.

The age of superannuation of all faculty members and Principal / Director of the Institutions shall be 65 years. An extension of 5 years (till the attainment of 70 years of age) may be given to those faculty members who are physically fit, have written Technical Books, published papers and has average 360° feedback of more than 8 out of 10 indicating them being active during last 3 preceding years of service.

The pay related issues of the Faculty shall be suitably addressed by the concerned State Government.

- 7.17 The Technical Institutions shall follow **Norms for Land and Built-up requirements** as provided in the Appendix 4 of the Approval Process Handbook.

- a. Land as required with clear title shall be in the Name of the Trust/ Society/ Company, in case of Institutions. However, in case of the Institution Deemed to be Universities (Private)/ Private Universities, Land shall be under the undisputed ownership and possession of the University.
- b. Documents showing ownership of Land/ Building as per the provisions of Section 8 of the Transfer of Property Act, 1882 or any other Law for the time being in force relating to transfer of property to or by Companies, Associations or bodies of individuals, in the name of the Applicant in the form of Registered Settlement Deed/ Registered Sale Deed/ Irrevocable Gift Deed (Registered)/ Irrevocable Government/ Private Lease Deed (Registered) (for a period of minimum 30 years with at least 25 years of live Lease at the time of submission of application). However, Private Lease of Building is permissible ONLY for Mega/ Metro Cities due to the scarcity of Land.
- c. It shall be open for the Promoter Trust/ Society/ Company of the proposed Institution to mortgage the Land with the prior intimation to AICTE after the issue of the Letter of Approval (LoA), only for raising the resources for the purpose of development of the Technical Institution situated on that Land.
- d. 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 the obstacles come later, connectivity shall be ensured and proper Safety Certificate should be produced from Competent Authority.
- e. The Land Use Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.
- f. The Land Conversion Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.
- g. The Land Classification Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.
- h. The Buildings has to be constructed as per the approved Building plan. In the existing Institutions, the outer dimensions and outer envelope of the building, setbacks, vertical circulation position of the toilets and circulation areas are to be kept intact, the minor internal changes made in the plan may be accepted. However, major changes/ alterations that affect the structural stability of the Building are not permitted.
- i. Occupancy Certificate/ Completion Certificate/ Building License/ Form D (as applicable) shall be obtained from the Competent Authority (as per standard format prescribed by the issuing Authority). For Government Buildings, the Government Building Act, 1899 is applicable.



- j. After the expiry of a period of thirty years from the issue of Completion Certificate, a Structural Stability Certificate from the registered Structural Engineer for the purpose of certifying that the Building is fit for human habitation shall be produced. Structural Stability Certificate is valid for a period of FIVE years from the date of issue.
- k. In case of any modifications are done in existing Building, stability of entire construction needs to be checked and also Building Plan need to be re-validated, in case of major changes.
- l. A valid Fire Safety Certificate shall be obtained from the Competent Authority. The Fire Safety Certificate is valid for a period THREE years for Non-Residential Buildings from the date of issue.
- m. State wise Competent Authorities for issuing the Certificates pertaining to the Land/ Building including Occupancy Certificate are given in Annexure 8 of the Approval Process Handbook.

7.18 The Technical Institutions shall follow **Norms for Books, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment** as provided in the Appendix 5 of the Approval Process Handbook.

7.19 The Technical Institutions shall follow **Norms for Essential and Desirable requirements** as provided in the Appendix 6 of the Approval Process Handbook.

- a. The Language Laboratory shall be 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 aim 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 an area of 66 m² and to be provided with 25 Computers for every 1000 students for each Institution offering Diploma/ Under Graduate Degree Courses.
- b. The Institution should provide appropriate facilities to take care of the physically challenged students and elderly persons comprising of Teaching/ Non-Teaching/ Others such as parents of the students visiting the Institution. Barrier Free Built Environment for disabled/ elderly persons shall be available on all the floors and in ALL the Buildings, including the 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.

Every Building should have at least one entrance accessible to the physically challenged and shall be indicated with a 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 (Refer Handbook on Barrier free and Accessibility <http://cpwd.gov.in>). Unisex toilets with all facilities shall be provided in each floor as specified by the National Building Code.

Condition A: for Building up to 3 or 4 floors (for Buildings of height <15 m)

- The Lift may be provided, but not essential.
- The ramp shall be provided as per National Building Code.



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. Lift shall be accessible to all disabled/ elderly persons and ramps may be provided, if needed, for the same.
- Special reserved car parking facilities are to be provided.
- c. Other types of Barrier Free Environment
 - Stair lifts: All Stair Lifts come standard with a switch or button at the armrest and a call/send button mounted on the wall at the top or bottom of the stair case this allows multiple user household's access to the unit as necessary.
 - Platform Lifts also known as “porch lifts” come in all shapes and sizes: Platform Lifts are ideal for individuals that rely on wheelchairs, power chairs and scooters. Vertical Platform Lifts also provide access to raised porches and decks for the wheel chair, power chair or scooter.
 - There are several types of hoisting systems such as Overhead Hoists, Portable Ceiling Lifts, Mobile Floor Hoists and Wall Lift Hoists are also available.
 - Safety Certificate is essential.
- d. 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.
- All Inhabitants/ Students/ Faculty/ Staff shall be issued Identity Cards by the Institution and the same may be checked by the security personnel during their entry. Outsiders may be permitted to enter into the Campus with the temporary photo ID generated at the entrance.
- The 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.
- Special needs of students, Faculty and Staff with disabilities have to be taken care in the event of an emergency.
- Counselling arrangements for the affected individuals shall be provided.
- e. Multiple Institutions in the same premises run by the same Trust/ Society/ Company shall be permitted to share internet band width/ e-journals, but the sum total shall be equivalent to the requirement of each of the Individual Institutions.

7.20 Induction training for 3 weeks is mandatory for First Year Students.

7.21 Model Structure of the Curricula/ Syllabus for different Course(s) are proposed by the Council and available in AICTE Web-Portal shall be used as a guideline and Institutions/ Universities may adopt the same with suitable changes.



- 7.22 The Technical Institutions shall initiate MoUs with the Industries for the internships of the students and report the outcomes of the same in their website.
- 7.23 The PGDM Institutions shall follow **Norms for PGDM Programmes** as provided in the Appendix 9 of the Approval Process Handbook.
- 7.24 The Technical Institutions shall follow **Subscription of Journals** as provided in the Appendix 10 of the Approval Process Handbook.
- 7.25 Format for **Detailed Project Report (DPR)** for the establishment of a new Technical Institution shall be as provided in the Appendix 11 of the Approval Process Handbook.
- 7.26 The Technical Institutions shall follow **Prevention and Prohibition of Ragging** as provided in the Appendix 12 of the Approval Process Handbook.
- 7.27 **Structure of Various Committees** is given in the Appendix 13 of the Approval Process Handbook.
- 7.28 **Regional Offices of AICTE** are given in the Appendix 14 of the Approval Process Handbook.
- 7.29 The Technical Institutions shall follow **Grievance Redressal for Students** as provided in the Appendix 15 of the Approval Process Handbook.
- 7.30 **Documents to be submitted** for applications under Chapter I are given in Appendix 16 of the Approval Process Handbook.
- 7.31 **Documents to be submitted** for applications under Chapter II/ III are given in Appendix 17 of the Approval Process Handbook.
- 7.32 **Recommended Composition of Board of Governors (BoG)/ Board of Management (BoM)** in the Technical Institutions is given in the Appendix 18 of the Approval Process Handbook. Institutions Deemed to be Universities shall fulfil the composition of Board of Governors/ Board of Management (BoM) as specified by the AICTE and UGC.
- 7.33 The Technical Institutions shall follow **Academic Calendar** as specified in the Appendix 19 of the Approval Process Handbook.
- 7.34 The Technical Institutions shall conduct the **Fellow Program in Management** as specified in the Appendix 20 of the Approval Process Handbook.
- 7.35 Starting other academic Course(s)/ Institutions (Technical/ Non-Technical) in the excess Built-up area arising out of the Courses approved for Closure, not started, etc., is permissible. However, the Applicant has to make Material/ Non-Material amendment of the Building Plan, Site Plan, etc. approved by the concerned Competent Authority to suit the requirements of the new Programme.

The Institutions may also conduct any academic Course(s) of other Regulatory Body 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. In such cases, a Scrutiny/ Re-Scrutiny Committee shall be conducted for the issue of NOC on receipt of ₹1.0 Lakh through online as TER Charges by the Applicant. The Promoter has to provide an Affidavit¹² that the Institution(s) approved by AICTE in the Campus has/ have all the facilities such as Infrastructure, hostel (if applicable), Faculty, etc. for meeting the ALL the Courses, in addition to the proposed academic Course(s).



- 7.36** Ample space shall be made available for playground in an Institution. Institutions shall provide owned/ hired facilities for indoor and outdoor sports for the students either in the Campus or through arrangements with other adjacent Institutions, Corporation grounds, private facilities, etc.
- 7.37** Total Built-Up area under each sub-categories such as Instructional area, Administrative area, Amenities area and Circulation area for each Programme shall be fulfilled. Built-Up area in excess than the total Built-up area required to run the Programme(s) and Course(s) for the entire duration shall be utilized for the student developmental activities such as Hostel, Research Park, Start-up Centre, Innovation Club, Entrepreneurship, etc.
- 7.38** Mandatory disclosures as given in the Annexure 10 shall be displayed in the website of each Technical Institution.
- 7.39** The Institutions shall adopt the minimum standards and qualifications as specified in the Approval Process Handbook. However, Institutions Deemed to be Universities/ Institutions having Accreditation/ Autonomy status shall surpass the minimum standard and qualifications specified.
- 7.40** In National Defence/ Security areas, the maximum Divisions or Intake over and above specified in Appendix 3 of the Approval Process Handbook shall be considered as the case may be, subject to the fulfilment of other norms of the Approval Process Handbook. However, the details of such Institutions may not be shared to the public.
- 7.41** Recommendations of National Fee Committee for the maximum Tuition and Development Fee for the Programme(s) as given in Annexure 11 of the Approval Process Handbook have been accepted by the Council and shall have to be followed. The Institutions shall adopt the Fee fixed by the concerned State Fee Regulatory authority. However, the authorities shall take into account the Central Pay Commission emoluments, increase in DA from time to time, etc. while fixing the Fee for various Courses. Institutions Deemed to be Universities shall comply the UGC norms for Fee in Professional Education.

The Institutions shall not directly or indirectly, demand or charge or accept, Capitation Fee or demand any donation, by way of consideration for admission to any seat in any Course.

- 7.42** Those Institutions applied for the NBA having Extension of Approval with full “Approved Intake” for consecutive six years and granted a 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 the Approval Process Handbook and on fulfilment, the NBA shall be intimated suitably.
- 7.43** AICTE does not recognize the Programme(s)/ Course(s) in Technical Education offered through distance mode except Management, MCA and Diploma/ Degree in Travel and Tourism Programmes, with the explicit approval of AICTE.
- 7.44** The State Government/ UT/ Directorate of Technical Education/ Directorate of Medical Education shall ensure that 10% of reservation for Economically Weaker Section (EWS) as per the reservation policy for admission, operational from the Academic year 2019-20 without affecting the reservation percentages of SC/ ST/ OBC/ General. However, this would not be applicable in the case of Minority Institutions referred to the Clause (1) of Article 30 of Constitution of India.

Such Institution shall be permitted to increase the annual permitted strength over a maximum period of two years beginning with the Academic Year 2019-20.

EWS vacant seats shall be considered for the Lateral Entry to Second Year Course(s) with the same reservation policy for admission.



- 7.45 Supernumerary seats (25 Nos.) are granted by the Council, for the Institutions falling under the Centrally Supported Scheme of “Upgrading existing Polytechnics to integrate Persons with Disability (PwD)” in the mainstream of Technical and Vocational Education.
- 7.46 Affidavit² specified in the Approval Process Handbook shall be uploaded in the Web-Portal in e-stamp paper with digital signature of the authorized signatories.
- 7.47 In case of any litigation pertaining to the penal action initiated by the Council for an Institution, for the contravention of any of the relevant Regulations, such Institution shall have to apply as per Clause 8.1.b/ 8.19 of the Approval Process Handbook, as applicable in the next Academic Year in AICTE Web-Portal, in the absence of any specific court order to the contrary.
- 7.48 Clause 1.5.4 of the Approval Process Handbook does not permit Self-financing Institutions to use ‘Indian’, ‘National’, etc. in the Name of the Institution. The Institutions which were already given approval with those words shall be instructed to change/ drop the word from the Name of the Institution, as the Stake holders may misinterpret them to be Government/ Government Aided Institutions.

If any Institution (other than Government/ Government Aided) continue to use ‘Indian’, ‘National’, etc. in the Name of the Institution, the Council shall remove such words while issuing EoA.

7.49 Tuition Fee Waiver scheme (TFW)

- a. Scheme shall be applicable to all approved Technical Institutions offering Diploma, Post Diploma, Under Graduate Programme(s), MCA, PGDCA, MBA Programme(s) and Lateral Entry provisions of these Programme(s).

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

c. Requirements and Eligibility

- Sons/ Daughters of parents whose annual income from all sources does not exceed ₹8.00 Lakh.
- 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/ Government aided Institutions. All other Fees except Tuition Fee shall have to be paid by the beneficiary.

d. Admission Procedure

- Under this Scheme, up to a maximum of 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 Course(s) 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 candidates.
- The 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 the Institution/ Course under any circumstances.
- The Institutions shall also display information regarding admitted candidates in their Web site for information to the students and other stakeholders.

7.50 Supernumerary seats for J&K under Prime Minister's Special Scholarship Scheme (PMSSS)

- a. Scheme shall be applicable to selected approved Technical Institutions having NIRF ranking and offering Bachelor Programme(s). Diploma holders in Engineering are eligible for Lateral Entry under the provisions of these Programme(s).
- b. 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 Course(s) in an Institution.
- c. The scheme shall be mandatory for all Institutions approved by the Council subject to, the changes suggested by the Inter-Ministerial Committee of MHRD from time to time.

d. Requirements and Eligibility

- All students domicile of J&K are eligible for seats under this scheme.
- The student passed Higher Secondary Examination (12th Std.) from the schools located in J&K.
- Sons/ Daughters of parents whose annual income from all sources does not exceed ₹8.00 Lakh.

e. Admission Procedure

- AICTE shall invite applications under this category, make a separate merit list for this category and effect admission based on the merit list as 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 the Institution/ Course under any circumstances without permission from AICTE.

7.51 Release of Security Deposit

7.51.1 Procedure

- a. The Trust/ Society/ Company shall upload/ submit the following documents in AICTE Web-Portal for the release of the FDR/ RTGS.
 - Application/ request letter of the Institution for FDR/ RTGS release



- Affidavit⁶ with details of the Institution and Name of the Trust/ Society/ Company, FDR/ RTGS details (as per the standard format)
 - Copy of FDR to be released, in a corpus fund made by RPGF, copy (ies) of the Demand Draft (if any) submitted to AICTE for creation of RPGF/ Online payment proof for Security Deposit
- 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 the release of the FDR.
 - c. In case of FDR/ RPGF, upon clearance from all the above, NOC shall be issued to the Institution by the RO.
 - d. In case of RTGS, the sanction order shall be issued by the Council.
- 7.51.2** Renewal of FDR after maturity is not permitted. However, in case of auto renewal, the remarks of the concerned Bank should be obtained for the release of the FDR.
- 7.51.3** If an Institution has any financial embezzlement with Government Bodies/ Banks, then Security Deposit shall not be released till the NOC from such body is received.
- 7.51.4** In case an Institution/ Trust/ Society/ Company violates the Security Deposit related norms, the Council shall initiate appropriate penal action.
- 7.51.5** For the Institutions approved by AICTE and later converted into a Private University/ Institution Deemed to be University by appropriate State/ Central Act, the release of Security Deposit shall be subject to no pending Complaints or Disciplinary Proceedings against such Institutions in addition to the submission of the above documents.
- 7.51.6** For the Institutions approved for Progressive Closure, Security Deposit shall be released upon the request from the Trust/ Society/ Company, subject to the submission of a Certificate from the affiliating University/Board stating that no students are studying in the Institution. Such Certificate is not needed, if the Security Deposit is already matured.



8.1 Introduction

- a. An Institution offering any Programme/ Course in Technical Education in violation of Regulations/ Approval Process Handbook, shall be liable to appropriate Penal action including fine/ no admission/ reduction in “Approved Intake”/ Withdrawal of Approval/ criminal action by the Council against defaulting Trust/ Society/ Company/ Associated Individuals/ 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 of the Institution, the Technical Institution/ Trust/ Society/ Company shall apply afresh for approval after completion of two Academic Years for setting up a new Technical Institution with a different name as per the procedure defined in the 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 Course(s) in the previous Academic Year(s), if any, to such Institution against which the admitted students shall be treated as AICTE approved Course(s) only.
- d. If any of the information mentioned in the Affidavit is proved as false, penal action shall be initiated on the Deponent.

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

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

- a. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- b. Reduction in “Approved Intake”
- c. No admission in one/ more Course(s) for one Academic Year
- d. Withdrawal of approval for Programme(s)/ Course(s)
- e. Withdrawal of approval of the Institution

8.3 Non-Fulfilment of requirement of qualified Principal/ Director

An 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. For the non-Fulfilment of requirement of qualified Principal/ Director, the actions initiated by the Trust/ Society/ Company/ affiliating Body/ State Government/ UT, process of recruitment not followed, temporary arrangements made and satisfactory reasons for non-appointment, if any, have to be ascertained. Accordingly, the Institution shall be liable to any one or more of the following punitive actions by the Council.

- a. Reduction in “Approved Intake”
- b. No admission for one Academic Year
- c. Not eligible to receive any grant from AICTE

8.4 Non-Fulfilment of Faculty: Student ratio, not adhering to the Pay Scales and/ or qualifications prescribed for Faculty

Institutions not adhering to the Pay scales, or qualifications prescribed for Faculty members 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.

- a. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- b. Reduction in “Approved Intake”
- c. No admission in respective Course(s) for one Academic Year
- d. Not eligible to receive any grant from AICTE
- e. Withdrawal of approval in the respective Course(s)
- f. Withdrawal of approval of the Institution

The Council may initiate penal action for not regularizing and ensuring the timely and full payment of the salary of the Staff through Electronic Clearing Service (ECS) by nationalized banks.

8.5 Non-Fulfilment of Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals, Library facilities requirements, etc.

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

- a. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- b. Reduction in “Approved Intake”
- c. No admission in one/ more Course(s) for one Academic Year
- d. Withdrawal of approval for Programme(s)/ Course(s)
- e. Withdrawal of approval of the Institution



8.6 Non-Fulfilment of Essential requirements

Institutions not maintaining essential requirements as per Appendix 6 of the Approval Process Handbook shall be liable to any one or more of the following punitive actions by the Council.

- a. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- b. Reduction in “Approved Intake”
- c. No admission in one/ more Course(s) for one Academic Year
- d. Not eligible to receive any grant from AICTE

8.7 Non-Fulfilment of Location/ Built-up Area/ Land as specified in the Approval Process Handbook at the time of year of establishment or the current Academic Year

Institutions working in a 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.

- a. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- b. Reduction in “Approved Intake”
- c. No admission in one/ more Course(s) for one Academic Year
- d. Withdrawal of approval for Programme(s)/ Course(s)
- e. Withdrawal of approval of the Institution

8.8 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.

- a. Five times the total Fee collected per student shall be levied against each excess admission
- b. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- c. Reduction in “Approved Intake”
- d. No admission in one/ more Course(s) for one Academic Year
- e. Withdrawal of approval for Programme(s)/ Course(s)
- f. Withdrawal of approval of the Institution
- g. Not eligible to receive any grant from AICTE

8.9 Charging excess Fee than the Fee prescribed by the concerned State/ Fee Regulatory Committee

The Institutions shall have to announce all Fees such as Tuition Fee, Examination Fee, etc. on their Web Site transparently and adhere to the same strictly. No Technical Institution shall collect any other Fee (Payment/ Amount) from the students, 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:

- a. Twice the total Fee collected per student and the excess Fee collected shall be refunded to the student
- b. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- c. Reduction in “Approved Intake”
- d. No admission status in one/ more Course(s) for one Academic Year
- e. Withdrawal of approval for Programme(s)/ Course(s)
- f. Withdrawal of approval of the Institution
- g. Not eligible to receive any grant from AICTE

8.10 Institutions not allowing Expert Visit Committee for physical verification of Infrastructural facilities/ Institutions not having Occupancy Certificate/ Completion Certificate/ Building License/ Form D/ Barrier free environment/ Institutions Deemed to be Universities not having NAD/ Institutions demanding for the Original Degree Certificates from the Faculty members at the time of joining the Institution

In the event, a Faculty member intends to leave the Institution amidst of the Semester without sufficient notice to the Institution to make a suitable alternate arrangement, he/ she may complete the syllabus of the Course(s) allotted to him/ her keeping in view of the academic interests of students. In any case, the Original Degree Certificates from the Faculty members shall not be retained by the Institution.

Institutions not allowing Expert Visit Committee for physical verification of Infrastructural facilities/ Institutions not having Occupancy Certificate/ Completion Certificate/ Building License/ Form D/ Barrier free environment/ Institutions Deemed to be Universities not having NAD/ Institutions demanding for the Original Degree Certificates from the Faculty members at the time of joining the Institution shall be liable for any one or more of the following punitive actions by the Council:

- a. Not eligible to receive any grant from AICTE
- b. No admission for one Academic Year
- c. Withdrawal of approval of the Institution

8.11 Violation of norms of admission by the Institutions/ Universities conducting PGDM/ PGCM Courses/ PGDM Institutions not having NAD or Institutions offering PGDM Course(s) in Regular or ODL mode not uploading student enrollment data and list of students completed the Course(s) successfully along with their CGPA/ % of marks in the AICTE Web-Portal

Norms for conducting PGDM/ PGCM Courses shall be as per Appendix 9 of the Approval Process Handbook. If any Institution/ Institution Deemed to be University fails to comply with any of the conditions specified therein/any violation in the admission procedure specified in the Approval Process Handbook for the PGDM/ PGCM Courses/ PGDM Institutions not having NAD or Institutions offering PGDM Course(s) not uploading student enrollment data in the AICTE Web-Portal, the Council after giving reasonable opportunity of being heard through Standing Appellate Committee shall be liable for any one or more of the following punitive actions by the Council:

- a. No admission for one Academic Year



- b. Withdrawal of approval of the Institution
- c. Withdrawal of graded autonomy granted by the Council

8.12 Violation of norms in case of Collaboration and Twinning Programme

- a. If a Foreign University/ Institution fails to comply with any of the conditions as contained in the Approval Process Handbook, the Council 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 Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree 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 offering Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree 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, cheating, etc.
- d. Once the approval of the Twinning Programme is withdrawn, the Council shall make an attempt in co-ordination with concerned State Government/ UT to re-allocate the students enrolled in such Programme to other approved Institutions of the Council. The Institution shall have to return the entire Fee collected from such students to the Institutions in which the students are accommodated.
- e. Such Foreign University/ Institution 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.

8.13 Refund cases

- 8.13.1** In the event of a student withdrawing before the start 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.
- 8.13.2** In case, if a student leaves 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 hostel rent, where applicable.
- 8.13.3** The last date for withdrawal of PGDM admission for the purpose of refund of Fee shall be 30th June of every year.



8.13.4 In case the vacated seat is not filled, the Institution should refund the Security Deposit and return the original documents.

8.13.5 The 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.

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

- a. Fine for Non-Compliance of refund rules of the Fee levied against each case shall be five times the total Fee collected per student
- b. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- c. Reduction in “Approved Intake”
- d. No admission in one/ more Course(s) for one Academic Year
- e. Withdrawal of approval for Programme(s)/ Course(s)

8.14 AICTE shall initiate appropriate penal action, if Plagiarism is found in the academic, research, project work, journal publication, etc. of the Institutions. Each Institution should have a Plagiarism Software to check the integrity of the work of the students and Faculty by ensuring that all content is unique.

8.15 Security Deposit

In case of Institutions where FDRs are encashed before the date of maturity or not depositing the required Security Deposit at the time of LoA, a penalty of 10% of the value of the FDR shall be imposed. However, Institutions that had not created FDR/created FDR for lesser duration/ lesser amount than prescribed at the time of LoA have to create the same accordingly as specified in the Approval Process Handbook.

8.16 Complaints regarding the use of fake Certificates of SC/ ST/ OBC to be investigated in time bound manner and if found guilty, such admission should be cancelled. Further, appropriate action shall be initiated accordingly with due intimation to AICTE.

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

8.18 Complaint Cases

All Institutions shall have Grievance Redressal mechanism as notified by the Council.

- 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 complainant 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. The report of the Expert Visit Committee/ Show Cause notice, if issued shall be placed before the Standing Hearing Committee.
- d. Two representatives of the Institution (Chairman/ Secretary of the Trust/ Society/ Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along



with Self-attested Photo ID proof shall present their case along with the compliance and 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.

- e. The recommendations of the Standing Hearing Committee shall be placed before the Executive Committee for approval.
- f. The decision of the Executive Committee shall be uploaded in the Web-Portal 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 Clause 1.10 of the Approval Process Handbook.
- g. As per CVC guidelines, Anonymous/ Pseudonymous Complaints shall not be processed.
- h. Each Institution shall upload the number of Complaints and Grievances received and action taken in their Web site and update AICTE through the monthly online status report.

8.19 Procedure for restoration against punitive action

- a. The Applicant shall make an application for restoration on AICTE 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 specified in the Approval Process Handbook.
- c. The Expert Visit Committee Report shall be placed before the Standing Hearing Committee.
- d. Recommendations of the Standing Hearing Committee shall be placed before the Executive Committee for necessary Approval.
- e. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per Clause 1.10 of the Approval Process Handbook. 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.
- f. In case of restoration, Extension of Approval with restored Intake shall be uploaded in AICTE Web-Portal, or otherwise Speaking Order shall be also be uploaded in the Web-Portal.

8.20 Under extraordinary circumstances, if restoration/ Punitive action (except fine) is approved by the Council beyond 30th April of the Calendar Year in compliance to 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.

In an extraordinary circumstance, to implement the withdrawal of approval in the current Academic Year, students admitted shall be shifted to the nearby AICTE approved Institutions in consultation with the concerned University/ Board/ State Government/ UT.



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

1.1 Diploma

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	3 OR 4 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
ii	Pharmacy	2 years	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with Mathematics/ Biology subject.
iii	Architectural Assistantship	3 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
iv	Applied Arts and Crafts	3 OR 4 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
v	Design	3 OR 4 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
vi	Hotel Management and Catering Technology	3 years OR 4 years after 10 th Std. where same exists	Passed 10+2 examination. Obtained at least 35% marks in the qualifying examination. OR Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
vii	All Programmes except Pharmacy (Lateral Entry to Second Year Diploma)	2 years	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with Mathematics/ Biology subject. OR 10+2 Science (with Mathematics as one of the Subject) or 10+2 Science with Technical Vocational subject. OR 10 th + (2 years ITI) with appropriate Trade in that order shall be eligible for admission to Second Year Diploma Course(s) of appropriate Programme.
viii	Vocational (NSQF Level 5)	3 years	Passed 10 th Std./ SSC examination.

Note:

- D.Skills is purely to provide skills (and not formal education), hence there shall be no equivalence for the same.
- There shall be no vertical mobility for D.Skills.



- D.Skills will be provided by the State Technical Board.

In case a student exits after the First/ Second year, s/he shall be provided with Certificate Skills 1/ 2 Certificate respectively.

1.2 Post Diploma

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	18 Months OR 2 years	Passed Diploma examination. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.
ii	Applied Arts and Crafts	18 Months OR 2 years	Passed Diploma examination. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.
iii	Hotel Management and Catering Technology	18 Months OR 2 years	Passed Diploma examination. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.

1.3 Under Graduate Degree

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/ Computer Science/ Information Technology/ Informatics Practices/ Agriculture/ Engineering Graphics/ Business Studies. Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the above subjects taken together. OR Passed Diploma (in Engineering and Technology) examination with at least 45% marks (40% marks in case of candidates belonging to reserved category) subject to vacancies in the First Year, in case the vacancies at lateral entry are exhausted.
ii	Pharmacy	4 years	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with Mathematics/ Biology subject.
iii	Architecture	5 years	Passed 10+2 examination with Physics, Chemistry and Mathematics as mandatory subjects with 50% marks in aggregate and also atleast 50% marks in aggregate of the 10+2 examination. OR Passed 10+3 Diploma examination with Mathematics as compulsory subject having obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the 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% marks in case of candidates belonging to reserved category) marks in the above subjects taken together.
v	Applied Arts and Crafts	4 years	Passed 10+2 examination. Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the qualifying Examination.
vi	Design	4 years	Passed 10+2 examination. Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the qualifying Examination.
vii	Hotel Management and Catering Technology	4 years	Passed 10+2 examination. Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the qualifying Examination.
viii	Engineering and Technology (Lateral Entry to Second year)	3 years	a. Passed Diploma examination with at least 45% marks (40% marks in case of candidates belonging to reserved category) in ANY branch of Engineering and Technology. b. Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40% marks in case of candidates belonging to reserved category) and passed 10+2 examination 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. e. Passed D.Voc. Stream in the same or allied sector. f. In the above cases, a suitable bridge Courses, if required such as in Mathematics may be conducted.
ix	All Programmes other than	Lateral Entry to	Passed Diploma examination in a Programme with at least 45% marks (40% marks in case of candidates



	Engineering and Technology/ Architecture/ Planning/ Design	Second year	belonging to reserved category) in appropriate Programme.
x	Vocational (NSQF Level 7)	3 years	Passed 10+2 examination.

1.4 Post Graduate Diploma/ Post Graduate Degree

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	2 years	Passed Bachelor's Degree or equivalent in the relevant field. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.
ii	Pharmacy M.Pharm.	2 years	Passed Bachelor Degree in Pharmacy. Obtained at least 55% marks (50% marks in case of candidates belonging to reserved category) in the qualifying Examination.
iii	Pharmacy Pharm.D.	6 years	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with Mathematics/ Biology subject. OR Passed Diploma in Pharmacy.
iv	Pharmacy Pharm.D. (Post Baccalaureate)	3 years	Passed Bachelor Degree in Pharmacy. Obtained at least 55% marks (50% marks in case of candidates belonging to reserved category) in the qualifying Examination.
v	Architecture	2 years	Passed Bachelor Degree in Architecture. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.
vi	Planning	2 years	Passed Bachelor Degree in Planning/ Architecture/ Civil Engineering/ Geography/ Economics/ Social Sciences or equivalent Degree. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.
vii	Applied Arts and Crafts	2 years	Passed Bachelor Degree in Fine Arts or equivalent Degree. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.
viii	Design	2 years	Passed Bachelor Degree of minimum 4 years duration. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.



ix	Hotel Management and Catering Technology	2 years	<p>Passed Bachelor Degree in Hotel Management and Catering Technology/ Hotel Management of minimum 4 years duration or equivalent Degree.</p> <p>Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.</p>
x	MCA	2 years	<p>Passed BCA/ Bachelor Degree in Computer Science Engineering or equivalent Degree.</p> <p>OR</p> <p>Passed B.Sc./ B.Com./ B.A. with Mathematics at 10+2 Level or at Graduation Level (with additional bridge Courses as per the norms of the concerned University).</p> <p>Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.</p>
xi	Management (MBA)	2 years	<p>Passed Bachelor Degree of minimum 3 years duration.</p> <p>Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.</p>
xii	Management (PGCM)	More than 1 year and not exceeding 2 years	<p>Passed Bachelor's Degree of minimum 3 years duration.</p> <p>Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.</p>
xiii	Management (PGDM)	Not less than 21 Months	<p>Passed Bachelor's Degree of minimum 3 years duration.</p> <p>Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.</p>
xiv	Management (Executive PGDM)	15 Months or 18 Months	<p>Passed any Bachelors Degree of minimum 3 years duration and a minimum of 5 years relevant managerial/ supervisory experience.</p> <p>Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.</p>
xv	Lateral Entry to Vocational	2 years	<p>Passed Bachelor's Degree in Vocation (Level 7) qualified in related sector with minimum 2 years of industrial experience.</p> <p>Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.</p>

1.5 Integrated Courses

Sl. No.	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% marks in case of candidates belonging to reserved category) in the above subjects taken together.
ii	Planning	5 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% marks in case of candidates belonging to reserved category) marks in the above subjects taken together.
iii	Hotel Management and Catering Technology	5 and ½ years	Passed 10+2 examination. Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the qualifying Examination.
iv	MCA	5 years	Passed 10+2 examination with Mathematics/ Statistics/ Accountancy as compulsory subjects. Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the above subjects taken together.
v	MBA	5 years	Passed 10+2 examination. Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the above subjects taken together.

1.6 Diploma (Part Time timing)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology, Hotel Management and Catering Technology	Duration of the Course shall be a minimum of one/ two Semester(s) in excess than that of the duration of the Regular Course	Passed 10 th Std./ SSC examination and 2 year ITI after 10 th Std. OR Passed 10 th 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.

1.7 Post Diploma (Part Time timing)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology, Hotel Management and Catering Technology	Duration of the Course shall be a minimum of one/ two Semester(s) in excess	Passed Diploma in the relevant Discipline/ Field/ Programme. Minimum of Two years Full Time work experience in a registered Firm/ Company/ Industry/ Educational and/ Government, Autonomous



		than that of the duration of the Regular Course	Organizations in the relevant field in which admission is sought.
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1.8 Under Graduate Degree (Part Time timing)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology, Hotel Management and Catering Technology	Duration of the Course shall be a minimum of one/ two Semester(s) in excess than that of the duration of the Regular Course	Diploma in the 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 Post Graduate Diploma/ Post Graduate Degree (Part Time timing)

Sl. No.	Programme	Duration	Eligibility
i	Management (PGCM/ PGDM)	Duration of the Course shall be a minimum of one/ two Semester(s) in excess than that of the duration of the Regular Course	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.
ii	Management (Executive PGDM)	15/ 18 Months	Passed any Bachelors Degree of minimum 3 years duration and a minimum of 5 years relevant managerial/ supervisory experience.
iii	Engineering and Technology, Hotel Management and Catering Technology, MCA, Management (MBA)	Duration of the Course shall be a minimum of one/ two Semester(s) in excess than that of the duration of the Regular Course	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.



1.10 Certification Levels of Skill Courses

Certification Level	Normal Qualification	Case I		Case II	
		Vocational Qualification	Certifying Body	Vocational Qualification	Certifying Body
1	Secondary School Grade IX	Grade IX (Vocational)	School	Grade IX (Vocational)	School
2	Secondary School Grade X	Grade X (Vocational)	School	Grade X (Vocational)	School
3	Higher Secondary School Grade XI	Diploma (Vocational)	Board of Technical Education	Grade XI (Vocational)	School
4	Higher Secondary School Grade XII			Grade XII (Vocational)	School
5	1 st Year Bachelor's			Degree (Vocational)	University
6	Second Year Bachelor's				
7	Third Year Bachelor's				

1.11 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)

1.12 The concerned State Government/ UT Admission Authority shall decide modalities of admission

- a. The admission for Integrated/ Dual Degree Course in Management shall be effected on the basis of separate merit lists of students passed in various streams at 12th 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 an 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.

- b. In case of Integrated Hotel Management and Catering Technology, selection of the students for this Course shall be done at the start of the 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.
- c. For integrating vocational and conventional education, the Skill Assessment Matrix for Vocational Advancement of Youth (SAMVAY) had been launched by MHRD in November, 2014. The credit framework (as per the following) is now in operation which allows lateral and vertical mobility within the vocational educational system and between current education systems. It defines the rules for credit allotment and follows the National Skills Qualification Framework.

The detailed SAMVAY document is available at https://www.aicte-india.org/sites/default/files/SAMVAY_1_.pdf



Credit and Awards

Certifying Body		Cumulative Number of Credits and Awards		
		School Education	Higher education	
NSQF Level	Equivalent Academic Standard	Recognized Board	Recognized Technical/ Skill/ Vocational Board	UGC Recognized University
1	9 th Std.	35-40 Certificate Level 1	Entry Level HSLC (for Diploma in Vocational)	Entry Level SSLC (for Bachelor in Vocational)
2	10 th Std.	70-80 Certificate Level 2/ SSLC/ High School		
3	11 th Std.	105-120 Certificate Level 3		
4	12 th Std.	140-160 Certificate Level 4/ HSLC/ Intermediate	90-120 Certificate Level 4	25-30 Higher Certificate
5	First Year Under Graduate Degree		135-180 Certificate Level 5	45-60 Diploma Level 5
6	Second Year Under Graduate Degree			90-120 Advanced Diploma Level 6
7	Third Year Under Graduate Degree			135-180 B.Voc. Level 7
8	First Year Post Graduate Degree			180-240 PG Diploma Level 8
9	Second Year Post Graduate Degree			225-300 M. Voc. Level 9
10	Post Master/ Research Level			Post Master Diploma/ Research Degree may be awarded based on the compliance of UGC regulations



Appendix 2

2.0 Approved Nomenclature of Courses

2.1 Diploma in Engineering and Technology

Sl. No.	Name of The Course
1	3-D Animation and Graphics
2	Administration Services
3	Advanced Electronics and Communication Engineering
4	Aero Space Engineering
5	Aeronautical Engineering
6	Agricultural Engineering
7	Agricultural Technology
8	Agriculture Engineering
9	Aircraft Maintenance Engineering
10	Aircraft Maintenance Engineering (Avionics)
11	Aircraft Maintenance Engineering (Helicopter and Power Plants)
12	Animation and Multimedia Technology
13	Apparel Design and Fabric
14	Apparel Design and Fabrication Technology
15	Apparel Design and Fashion Technology
16	Apparel Manufacture and Design
17	Apparel Technology
18	Applied Electronics
19	Applied Electronics and instrumentation Engineering
20	Applied Videography
21	Armament Engineering
22	Armament Engineering (Gun Fitter)
23	Artificer Training (Electrical)
24	Artificer Training (Electronics)
25	Artificer Training (Mechanical)
26	Audiography and Sound Engineering
27	Automation and Robotics
28	Automobile Engineering
29	Automobile Engineering (Automobile Fitter)
30	Automotive Engineering
31	Beauty and Hair Dressing
32	Beauty Culture and Cosmetology
33	Biomedical Electronics
34	Biomedical Engineering
35	Biomedical instrumentation
36	Biotechnology
37	CAD CAM
38	Campus Wide Network Design and Maintenance
39	Carpet Technology
40	CDDM
41	Cement Technology
42	Ceramic Engineering and Technology
43	Ceramic Technology
44	Ceramics
45	Ceramics Engineering
46	Chemical Engineering
47	Chemical Engineering (Fertilizer)
48	Chemical Engineering (Oil Technology)
49	Chemical Engineering (Petro Chemical)
50	Chemical Engineering (Petrochemical)
51	Chemical Engineering (Plastic and Polymer)
52	Chemical Engineering (Sugar Technology)
53	Chemical Engineering Specialization in Petrochemicals
54	Chemical Technology
55	Chemical Technology (Paint Technology)
56	Chemical Technology (Rubber and Plastic Technology)
57	Chemical Technology (Rubber/ Plastic)
58	Chemical Technology Fertilizer
59	Cinematography
60	Civil (Construction)
61	Civil (Public Health and Environment) Engineering

Sl. No.	Name of The Course
62	Civil and Environmental Engineering
63	Civil and Rural Engineering
64	Civil Draftsman
65	Civil Engineering
66	Civil Engineering (Construction Technology)
67	Civil Engineering (Environment and Pollution Control)
68	Civil Engineering (Environmental and Pollution Control)
69	Civil Engineering (Environmental Engineering)
70	Civil Engineering (Public Health Engineering)
71	Civil Engineering (Rural Engineering)
72	Civil Engineering and Planning
73	Civil Engineering Environment and Pollution Control
74	Civil Environmental Engineering
75	Civil Technology
76	Combat Armament and Weapon Technology
77	Combat Driving and Maintenance Technology
78	Combat Radio and Communication Technology
79	Commercial and Computer Practice
80	Commercial Practice
81	Commercial Practice (KAN and ENG)
82	Computer Aided Costume Design and Dress Making
83	Computer and information Science
84	Computer Application and Business Management
85	Computer Applications
86	Computer Engineering
87	Computer Engineering and Application
88	Computer Hardware and Maintenance
89	Computer Hardware and Networking
90	Computer Hardware Engineering
91	Computer Hardware Maintenance
92	Computer Networking
93	Computer Science
94	Computer Science and Engineering
95	Computer Science and information Technology
96	Computer Science and Technology
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 Technology
109	Digital Electronics
110	Digital Electronics and Communication Engineering
111	Digital Electronics and Microprocessor
112	Digital Systems
113	Direction Screen Play Writing and TV Production
114	Dress Designing and Garment Manufacturing
115	Drilling Engineering
116	Drilling Technology
117	ECG Technology
118	Electrical and Electronics (Power System)
119	Electrical and Electronics Engineering
120	Electrical and instrumentation Engineering
121	Electrical and Mechanical Engineering
122	Electrical Engineering



Sl. No.	Name of The Course
123	Electrical Engineering (Electronics and Power)
124	Electrical Engineering (Industrial Control)
125	Electrical Engineering (Instrumentation and Control)
126	Electrical Engineering industrial Control
127	Electrical Power System
128	Electrical Power Systems
129	Electronic instrumentation and Control Engineering
130	Electronic Science and Engineering
131	Electronics Engineering
132	Electronics (Fiber Optics)
133	Electronics (Robotics)
134	Electronics and Avionics
135	Electronics and Communication Engineering
136	Electronics and Communication Engineering (Industry Integrated)
137	Electronics and Communication Engineering (Microwaves)
138	Electronics and Communication Technology
139	Electronics and Communications Engineering
140	Electronics and Computer Engineering
141	Electronics and Electrical Engineering
142	Electronics and instrumentation Engineering
143	Electronics and Production
144	Electronics and Telecommunication
145	Electronics and Telecommunication Engineering
146	Electronics and Tele-Communication Engineering
147	Electronics and Telecommunication Engineering (Radio and System)
148	Electronics and Telecommunication Engineering (Technoynician Electronic Radio)
149	Electronics and Telecommunications Engineering
150	Electronics and Video Engineering
151	Electronics Communication and instrumentation Engineering
152	Electronics Engineering
153	Electronics Engineering (Digital Electronics)
154	Electronics Engineering (Industry integrated)
155	Electronics Engineering (Micro Electronics)
156	Electronics Engineering (Specialization in Consumer Electronics)
157	Electronics Engineering Modern Consumer Electronics
158	Electronics Engineering with Microprocessor
159	Electronics instrument and Control
160	Electronics instrumentation and Control Engineering
161	Electronics Production and Maintenance
162	Electronics Robotics
163	Electronics Technology
164	Electronics Tele Communication
165	Embedded Systems
166	Engineering Education
167	Environmental Engineering
168	Fabrication Technology
169	Fabrication Technology and Erection Engineering
170	Fabrication Technology and Erection Engineering
171	Fashion and Apparel Design
172	Fashion and Clothing Technology
173	Fashion and Design
174	Fashion Designing
175	Fashion Designing and Garment Technology
176	Fashion Technology
177	Film and Video Editing
178	Film Editing and TV Production
179	Film Technology (Animation and Visual Effects)
180	Film Technology and TV Production (Cinematography)
181	Film Technology and TV Production (Digital intermediate)

Sl. No.	Name of The Course
182	Film Technology and TV Production (Film Processing)
183	Film Technology and TV Production (Sound Recording and Sound Engineering)
184	Finance Account and Auditing
185	Fire Technology and Safety
186	Fisheries Technology
187	Food Processing and Preservation
188	Food Processing Technology
189	Food Technlogy
190	Footwear Technology
191	Foundry Technology
192	Garment and Fashion Technology
193	Garment Design and Fashion Technology
194	Garment Fabrication
195	Garment Manufacturing Technology
196	Garment Technology
197	Geographic information System (G.I.S.) and Global Positioning System
198	Geoinformatics
199	Glass and Ceramics Engineering
200	Handloom and Textile Technology
201	Heat Power Engineering
202	Home Science
203	Hotel Management and Catering Technology
204	Industrial and Production Engineering
205	Industrial Electronics
206	Industrial Production Engineering
207	Information and Communication Technology
208	Information Engineering
209	Information Science
210	Information Science and Engineering
211	Information Science and Technology
212	Information Technology
213	Information Technology and Engineering
214	Information Technology Enabled Services and Management
215	Instrument Technology
216	Instrumentation and Control Engineering
217	Instrumentation and Process Control
218	Instrumentation Engineering
219	Instrumentation Technology
220	Instruments and Medical Equipment
221	Interior Decoration
222	Interior Design
223	Jewellery Design and Manufacture Technology
224	Knitting and Garment Technology
225	Knitting Technology
226	Leather and Fashion Technology
227	Leather Goods and Footwear Tech
228	Leather Technology
229	Leather Technology Footwear Computer Aided Shoe Design
230	Leather Technology Tanning
231	Library and information Science
232	Machine Engineering
233	Machine Tools and Maintenance Engineering
234	Machine Tools Technology
235	Maintenance Engineering
236	Manufacturing Engineering
237	Manufacturing Technology
238	Marine Engineering
239	Marine Engineering and Systems
240	Marine Engineering and Systems (Artificer Training)
241	Mass Communication
242	Material Management
243	Mechanical CAD/CAM
244	Mechanical Engineering
245	Mechanical Engineering (Production)
246	Mechanical Engineering (Automobile)
247	Mechanical Engineering (CAD/CAM)
248	Mechanical Engineering (Foundry)
249	Mechanical Engineering (Industry Integrated)
250	Mechanical Engineering (Machine Tool Maintenance and Repairs)



Sl. No.	Name of The Course
251	Mechanical Engineering (Maintenance)
252	Mechanical Engineering (Refrigeration and Air Conditioning)
253	Mechanical Engineering (Repair and Maintenance)
254	Mechanical Engineering (Tool and Die)
255	Mechanical Engineering Automobile
256	Mechanical Engineering Power Plant Engineering
257	Mechanical Engineering Production
258	Mechanical Engineering, Refrigeration and Air Conditioning
259	Mechanical Engineering (CAD)
260	Mechanical Engineering Tool Engineering
261	Mechanical Engineering Tube Well Engineering
262	Mechanical Welding and Sheet Metal
263	Mechanical Welding and Sheet Metal Engineering
264	Mechanical Engineering Computer Aided Design/Computer Aided Manufacturing
265	Mechatronics
266	Medical Electronics Engineering
267	Medical Laboratory Technology
268	Metallurgical Engineering
269	Metallurgy
270	Metallurgy and Material Technology
271	Micro Electronics
272	Mine Engineering
273	Mine Surveying
274	Mining and Mine Surveying
275	Mining Engineering
276	Multimedia Technology
277	Navy Entry Artificer/ Diploma in Mechanical and Electrical
278	Network Engineering
279	Office Management and Computer Application
280	Ophthalmic Technology
281	Opto-Electronics Engineering
282	Packaging Technology
283	Paint Technology
284	Paper Technology
285	Paper and Pulp Technology
286	Petrochemical Engineering
287	Petrochemical Refinery
288	Petrochemical Technology
289	Petroleum Engineering
290	Petroleum Technology
291	Photography
292	Plastic and Mould Technology
293	Plastic and Polymer Engineering
294	Plastic Engineering
295	Plastic Mould Technology
296	Plastic Technology
297	Plastics Engineering
298	Plastics Mould Technology
299	Plastics Processing and Testing
300	Plastics Technology
301	Polymer Technology

Sl. No.	Name of The Course
302	Post Plastic Mould Design
303	Post Plastic Process and Testing
304	Power Electronics
305	Power Systems Engineering
306	Precision Manufacturing
307	Printing and Packing Technology
308	Printing Technology
309	Production and Industrial Engineering
310	Production Engineering
311	Production Technology
312	Pulp Technology
313	Quantity Surveying and Construction Management
314	Refrigeration and Air Conditioning
315	Renewable Energy
316	Robotics and Mechatronics
317	Rubber Technology
318	Saddlery Technology and Export Management
319	Shipbuilding Engineering
320	Small Arms Engineering
321	Sound Recording and Engineering
322	Sugar Technology
323	Surface Coating Technology
324	Survey Engineering
325	Technical Chemistry
326	Technician X-Ray Technology
327	Telecommunication Engineering
328	Telecommunication Technology
329	Textile Chemistry
330	Textile Design
331	Textile Designing
332	Textile Designing Printing
333	Textile Engineering
334	Textile Manufactures
335	Textile Manufacturing and Technology
336	Textile Manufacturing Technology
337	Textile Marketing and Management
338	Textile Processing
339	Textile Processing Technology
340	Textile Technology
341	Textile Technology (Manmade Fibre)
342	Textile Technology (Textile Design and Weaving)
343	Tool and Die Engineering
344	Tool and Die Making
345	Tool Die and Mould Making
346	Transportation Engineering
347	Transportation Engineering and Management
348	Travel and Tourism
349	TV and Sound Engineering
350	Water Technology and Health Science
351	Weapons Engineering
352	Web Designing
353	Wood and Paper Technology
354	Wood Technology

2.2

Post Diploma in Engineering and Technology

Sl. No.	Name of the Course
1	Advanced Die and Mould Making
2	Advanced Electrical Power System
3	Advanced Electronics and Communication Engineering
4	Advanced Mechatronics and Industrial Automation
5	Advanced Refrigeration and Air Conditioning
6	Automobile Engineering
7	Biotechnology Tissue Culture
8	CAD/CAM
9	Computer Aided Design and Manufacture
10	Computer Aided Design Manufacture and Engineering

Sl. No.	Name of the Course
11	Computer Applications
12	Computer Hardware and Networking
13	Computer Hardware Maintenance and Networking
14	Electrical Engineering
15	Electronics Communication and Instrumentation Engineering
16	Environmental Engineering
17	Fire Technology and Safety
18	Food Technology
19	Forge Technology
20	Foundry Technology



Sl. No.	Name of the Course
21	Geographic information System (G.I.S.) and Global Positioning System
22	Industrial Safety
23	Industrial Safety and Engineering
24	Information Technology
25	Knitting and Garment Technology
26	Mechanical Engineering
27	Medical Electronics
28	Petrochemical Engineering
29	Plant Engineering
30	Plastic Mould Design
31	Plastic Mould Design (CAD/CAM)
32	Plastic Mould Technology
33	Plastic Technology
34	Plastics Processing and Testing

Sl. No.	Name of the Course
35	Polymer Science and Rubber Technology
36	Post Plastic Mould Design
37	Post Plastic Process and Testing
38	Power Plant Engineering and Energy Management
39	Production Engineering System Technology
40	Refrigeration and Air Conditioning
41	Rubber Technology
42	Software Testing
43	Textile Processing
44	Thermal Power Engineering
45	Tool and Die Engineering
46	Tool Design
47	Town Planning and Architecture
48	Web Designing

2.3

Under Graduate Degree in Engineering and Technology

Sl. No.	Name of the Course
1	3-D Animation and Graphics
2	Advanced Mechatronics and industrial Automation
3	Aero Space Engineering
4	Aeronautical Engineering
5	Aerospace Engineering
6	Agricultural Engineering
7	Agricultural Technology
8	Agriculture Engineering
9	Aircraft Maintenance Engineering
10	Airline Management
11	Apparel and Production Management
12	Applied Electronics and Communications
13	Applied Electronics and instrumentation Engineering
14	Architectural Assistantship
15	Architecture and Interior Decoration
16	Artificial Intelligence and Data Science
17	Automation and Robotics
18	Automation Engineering
19	Automobile Engineering
20	Automobile Maintenance Engineering
21	Automotive Technology
22	Biochemical Engineering
23	Bioelectronics Engineering
24	Bioinformatics
25	Biomedical Engineering
26	Biomedical and Robotic Engineering
27	Biomedical instrumentation
28	Biotechnology
29	Biotechnology and Biochemical Engineering
30	Building and Construction Technology
31	Carpet and Textile Technology
32	Cement and Ceramic Technology
33	Ceramic Engineering and Technology
34	Ceramic Technology
35	Ceramics Engineering
36	Chemical Engineering (Desalination and Water Treatment)
37	Chemical and Biochemical Engineering
38	Chemical and Electro Chemical Engineering
39	Chemical Engineering
40	Chemical Engineering (Plastic and Polymer)
41	Chemical Technology
42	Civil and Environmental Engineering
43	Civil and infrastructure Engineering
44	Civil and Rural Engineering
45	Civil and Water Management Engineering
46	Civil Engineering
47	Civil Engineering with Computer Application
48	Civil Engineering (Construction Technology)
49	Civil Engineering (Environmental Engineering)
50	Civil Engineering and Planning
51	Civil Engineering Environment and Pollution Control

Sl. No.	Name of the Course
52	Civil Environmental Engineering
53	Civil Technology
54	Computer and Communication Engineering
55	Computer Engineering
56	Computer Engineering (Software Engineering)
57	Computer Engineering and Application
58	Computer Networking
59	Computer Science and Applied Mathematics
60	Computer Science and Biosciences
61	Computer Science and Business Systems
62	Computer Science and Engineering (Cyber Security)
63	Computer Science and Design
64	Computer Science and Engineering
65	Computer Science and Engineering (Artificial Intelligence)
66	Computer Science and Engineering (Artificial Intelligence and Machine Learning)
67	Computer Science and Engineering (Data Science)
68	Computer Science and Engineering (Internet of Things and Cyber Security Including Block Chain Technology)
69	Computer Science and Engineering (IoT)
70	Computer Science and Engineering (Networks)
71	Computer Science and Engineering and Business Systems
72	Computer Science and information Technology
73	Computer Science and Medical Engineering
74	Computer Science and Social Sciences
75	Computer Science and Systems Engineering
76	Computer Science and Technology
77	Computer Technology
78	Computing in Multimedia
79	Computing in Software
80	Construction Engineering
81	Construction Engineering and Management
82	Construction Technology
83	Construction Technology and Management
84	Cyber Physical Systems
85	Dairy Engineering
86	Dairy Technology
87	Digital Techniques For Design and Planning
88	Dyestuff Technology
89	Electrical and Computer Engineering
90	Electrical and Electronics (Power System)
91	Electrical and Electronics Engineering
92	Electrical and instrumentation Engineering
93	Electrical and Power Engineering
94	Electrical Engineering
95	Electrical Engineering (Electronics and Power)
96	Electrical instrumentation and Control Engineering
97	Electrical Power Engineering
98	Electrical, Electronics and Power Engineering



Sl. No.	Name of the Course
99	Electronic Engineering
100	Electronic instrumentation and Control Engineering
101	Electronic Science and Engineering
102	Electronics and Biomedical Engineering
103	Electronics and Communication (Communication System Engineering)
104	Electronics and Communication Engineering
105	Electronics and Communication Engineering (Bio-Medical Engineering)
106	Electronics and Communication Engineering (Industry Integrated)
107	Electronics and Communication Engineering (Microwaves)
108	Electronics and Communication Technology
109	Electronics and Computer Engineering
110	Electronics and Computer Science
111	Electronics and Control Systems
112	Electronics and Electrical Engineering
113	Electronics and Instrumentation Engineering
114	Electronics and Power Engineering
115	Electronics and Telecommunication
116	Electronics and Telecommunication Engineering
117	Electronics and Tele-Communication Engineering
118	Electronics and Telecommunication Engineering (Technognician Electronic Radio)
119	Electronics and Telecommunications Engineering
120	Electronics and Telematics Engineering
121	Electronics Communication and Instrumentation Engineering
122	Electronics Design Technology
123	Electronics Engineering
124	Electronics Instrument and Control
125	Electronics Instrumentation and Control Engineering
126	Electronics System Engineering
127	Electronics Technology
128	Energy and Environmental Management
129	Energy Engineering
130	Environment Engineering
131	Environmental Engineering
132	Environmental Science and Engineering
133	Environmental Science and Technology
134	Facilities and Services Planning
135	Fashion and Apparel Engineering
136	Fashion Technology
137	Fibres and Textiles Processing Technology
138	Fire Engineering
139	Fire Technology and Safety
140	Fisheries Engineering
141	Food Engineering and Technology
142	Food Processing and Preservation
143	Food Processing Technology
144	Food Technology
145	Food Technology and Management
146	Footwear Technology
147	Geo informatics
148	Handloom and Textile Technology
149	Industrial and Production Engineering
150	Industrial Biotechnology
151	Industrial Engineering
152	Industrial Engineering and Management
153	Industrial Production Engineering
154	Information and Communication Technology
155	Information Engineering
156	Information Science and Engineering
157	Information Science and Technology
158	Information Technology
159	Information Technology and Engineering
160	Instrument Technology
161	Instrumentation and Control Engineering
162	Instrumentation and Electronics
163	Instrumentation Engineering
164	Instrumentation Technology

Sl. No.	Name of the Course
165	Jute and Fibre Technology
166	Leather Technology
167	Man Made Fibre Technology
168	Man-Made Textile Technology
169	Manufacturing Engineering
170	Manufacturing Engineering and Technology
171	Manufacturing Process and Automation Engineering
172	Manufacturing Science and Engineering
173	Manufacturing Technology
174	Marine Engineering
175	Marine Technology
176	Material Science and Technology
177	Mechanical and Automation Engineering
178	Mechanical and Mechatronics Engineering (Additive Manufacturing)
179	Mechanical and Smart Manufacturing
180	Mechanical Engineering
181	Mechanical Engineering (Automobile)
182	Mechanical Engineering (Industry Integrated)
183	Mechanical Engineering (Manufacturing Engineering)
184	Mechanical Engineering (Production)
185	Mechanical Engineering (Welding Technology)
186	Mechanical Engineering Automobile
187	Mechanical Engineering Design
188	Mechatronics Engineering
189	Medical Electronics Engineering
190	Medical Lab Technology
191	Metallurgical and Materials Engineering
192	Metallurgical Engineering
193	Metallurgy
194	Metallurgy and Material Technology
195	Mine Engineering
196	Mining Engineering
197	Nano Science and Technology
198	Nano Technology
199	Naval Architecture and Ship Building Engineering
200	Nuclear Science and Technology
201	Oil and Paint Technology
202	Oil Technology
203	Oils, Oleochemicals and Surfactants Technology
204	Optics and Optoelectronics
205	Packaging Technology
206	Paint Technology
207	Petrochem and Petroleum Refinery Engineering
208	Petrochem Engineering
209	Petrochemical Engineering
210	Petrochemical Technology
211	Petroleum Engineering
212	Petroleum Technology
213	Pharmaceutical Engineering
214	Pharmaceuticals and Fine Chemical Technology
215	Pharmaceuticals Chemistry and Technology
216	Plastic and Polymer Engineering
217	Plastic Technology
218	Plastics Engineering
219	Polymer Engineering
220	Polymer Engineering and Technology
221	Polymer Science and Chemical Technology
222	Polymer Science and Technology
223	Polymer Technology
224	Poultry Technology
225	Power Electronics
226	Power Electronics and instrumentation Engineering
227	Power Electronics Engineering
228	Power Engineering
229	Precision Manufacturing
230	Printing and Packing Technology
231	Printing Technology
232	Printing, Graphics and Packaging
233	Production and industrial Engineering
234	Production Engineering



Sl. No.	Name of the Course
235	Pulp Technology
236	Radio Physics and Electronics
237	Robotics and Automation
238	Rubber and Plastics Technology
239	Rubber Technology
240	Safety and Fire Engineering
241	Shipbuilding Engineering
242	Silk Technology
243	Software Engineering

Sl. No.	Name of the Course
244	Structural Engineering
245	Surface Coating Technology
246	Telecommunication Engineering
247	Textile Chemistry
248	Textile Engineering
249	Textile Plant Engineering
250	Textile Processing
251	Textile Technology
252	Tool Engineering

2.4 Post Graduate Diploma in Engineering and Technology

Sl. No.	Name of the Course
1	Cement Technology
2	Chemical Engineering (Sugar Technology)
3	Computer Applications
4	Computer Engineering and Application
5	Computer Hardware and Networking
6	Food, Drug and Cosmetics

Sl. No.	Name of the Course
7	Industrial Engineering
8	Mechanical Engineering (Production)
9	Networking
10	Plastics Processing and Testing
11	Sugar Technology
12	Web Designing

2.5 Post Graduate Degree in Engineering and Technology

Sl. No.	Name of the Course
1	Advanced Communication and information System
2	Advanced Computer Aided Design
3	Advanced Design and Manufacturing
4	Advanced Electrical Power System
5	Advanced Electronics
6	Advanced Electronics and Communication Engineering
7	Advanced Manufacturing and Mechanical Systems Design
8	Advanced Manufacturing Systems
9	Advanced Manufacturing Technology
10	Advanced Materials Technology
11	Advanced Production Systems
12	Aero Dynamic Engineering
13	Aero Space Engineering
14	Aerospace Technology
15	Aeronautical Engineering
16	Agricultural Engineering
17	Agricultural Science and Technology
18	Air Armament
19	Apparel Technology
20	Applied Electronics
21	Applied Electronics and Communication System
22	Applied Electronics and Communications
23	Applied Electronics and instrumentation Engineering
24	Applied instrumentation
25	Applied Mechanics
26	Armament Engineering (Gun Fitter)
27	Artificial intelligence
28	Artificial Intelligence and Data Science
29	Atmospheric Science
30	Automated Manufacturing Systems
31	Automation
32	Automation and Control Power Systems
33	Automation and Robotics
34	Automobile Engineering
35	Automobile Technology
36	Automotive Electronics
37	Automotive Engineering
38	Automotive Systems
39	Automotive Technology
40	Avionics
41	Aviation Technology
42	Bio Electronics
43	Biochemical Engineering
44	Biochemical Engineering and Biotechnology
45	Bioinformatics
46	Biomedical Electronics

Sl. No.	Name of the Course
47	Biomedical Engineering
48	Biomedical instrumentation
49	Biomedical Instrumentation and Signal Processing
50	Biomedical Signal Processing and instrumentation
51	Biometrics and Cyber Security
52	Bioprocess Engineering
53	Bioprocess Technology
54	Biotechnology
55	Biotechnology and Biochemical Engineering
56	Building Construction Technology
57	CAD/CAM
58	CAD/CAM Engineering
59	CAD/CAM/CAE
60	CAD/ CAM Robotics
61	Ceramic Engineering and Technology
62	Ceramics Engineering
63	Chemical and Biotechnology
64	Civil and Environmental Technology
65	Chemical Engineering
66	Chemical Processing in Textiles
67	Chemical Reaction Engineering
68	Chemical Science and Technology
69	Chemical Technology
70	Chemical Technology (Rubber/ Plastic)
71	Civil (Construction Engineering and Management)
72	Civil (Public Health and Environment) Engineering
73	Civil (Structural Engineering)
74	Civil (Water Resource Engineering)
75	Civil Engineering
76	Civil Engineering (Computer Aided Structural Engineering)
77	Civil Engineering (Construction Technology)
78	Civil Engineering (Environmental and Pollution Control)
79	Civil Engineering (Environmental Engineering)
80	Civil Engineering (Transportation Engineering)
81	Civil Engineering (Water Management)
82	Civil Environmental Engineering
83	Cloud Computing
84	Combat Equipment Technology
85	Combat Vehicles (Mechanical Engineering)
86	Communication and Information Systems
87	Communication and Networking
88	Communication and Signal Process
89	Communication Control and Networking
90	Communication Engineering



Sl. No.	Name of the Course
91	Communication Engineering and Signal Processing
92	Communication Networks
93	Communication Systems
94	Communication Technology and Management
95	Communications Engineering
96	Computational Analysis in Mechanical Science
97	Computational Biology
98	Computational Engineering and Networking (Data Science)
99	Computational Mechanics
100	Computational Mechanics (Mechanical Engineering)
101	Computer Aided Analysis and Design
102	Computer Aided Design
103	Computer Aided Design and Computer Aided Manufacture
104	Computer Aided Design and Manufacture
105	Computer Aided Design Manufacture and Automation
106	Computer Aided Design Manufacture and Engineering
107	Computer Aided Design of Structures
108	Computer Aided Process Design
109	Computer Aided Structural Analysis and Design
110	Computer Aided Structural Engineering
111	Computer and Communication
112	Computer and Communication Engineering
113	Computer and information Science
114	Computer and Information Technology
115	Computer Applications
116	Computer Applications in Industrial Drives
117	Computer Cognition and Technology
118	Computer Engineering
119	Computer Engineering (Software Engineering)
120	Computer Engineering and Application
121	Computer Engineering and Networking
122	Computer Hardware and Networking
123	Computer integrated Manufacturing
124	Computer Network Engineering
125	Computer Networking
126	Computer Networking and Engineering
127	Computer Networks
128	Computer Networks and information Security
129	Computer Networks and internet Security
130	Computer Science
131	Computer Science and Engineering
132	Computer Science and Engineering (Artificial Intelligence and Machine Learning)
133	Computer Science and Engineering (Cyber Security)
134	Computer Science and Engineering (Networks)
135	Computer Science and Engineering (Operations Research)
136	Computer Science and Information Security
137	Computer Science and Information System
138	Computer Science and Information Technology
139	Computer Science and Systems Engineering
140	Computer Science and Technology
141	Computer Systems and Technology
142	Computer Science Engineering (Big Data Analytics)
143	Computer Technology
144	Computer Technology and Applications
145	Computer Vision and Image Processing
146	Computing in Computing
147	Construction and Project Management
148	Construction Engineering
149	Construction Engineering and Management
150	Construction Management
151	Construction Planning and Management
152	Construction Project Management
153	Construction Technology
154	Construction Technology and Management
155	Control and Instrument
156	Control and Instrumentation

Sl. No.	Name of the Course
157	Control Engineering
158	Control System Engineering
159	Control Systems
160	Cryogenic Engineering
161	Cyber Forensics
162	Cyber Forensics and information Security
163	Cyber Security
164	Cybersecurity Systems and Networks
165	Data Engineering
166	Data Sciences
167	Design and Production
168	Design and Thermal Engineering
169	Design Engineering
170	Design for Manufacturing
171	Design of Mechanical Equipment
172	Design of Mechanical Systems
173	Digital Communication
174	Digital Communication Engineering
175	Digital Communications
176	Digital Communications and Networking
177	Digital Electronics
178	Digital Electronics and Communication
179	Digital Electronics and Communication Engineering
180	Digital Electronics and Communication Systems
181	Digital Electronics Engineering
182	Digital Image Processing
183	Digital Instrumentation
184	Digital Signal Processing
185	Digital Systems
186	Digital Systems and Communications Engineering
187	Digital Systems and Computer Electronics
188	Digital Techniques and instrumentation
189	Distributed and Mobile Computing
190	Distributed Computing Systems
191	Distributed Systems
192	Drugs and Pharmaceuticals
193	Dyestuff Technology
194	Earthquake Engineering
195	E-Learning Technologies
196	Electric Power System
197	Electrical and Electronics (Power System)
198	Electrical and Electronics Engineering
199	Electrical and Mechanical Engineering
200	Electrical and Power Engineering
201	Electrical Devices and Power Systems
202	Electrical Drives and Control
203	Electrical Energy Systems
204	Electrical Engineering
205	Electrical Engineering (Electronics and Power)
206	Electrical Engineering (Instrumentation and Control)
207	Electrical instrumentation and Control Engineering
208	Electrical Machines
209	Electrical Machines and Drives
210	Electrical Power Engineering
211	Electrical Power System
212	Electronic Circuits and System Design
213	Electronic Engineering
214	Electronic instrumentation and Control Engineering
215	Electronics and Communication (Communication System Engineering)
216	Electronics and Communication (Signal Processing and Communication)
217	Electronics and Communication (Signal Processing and VLSI Technology)
218	Electronics and Communication (VLSI Design)
219	Electronics and Communication (VLSI System Design)
220	Electronics and Communication (Wireless Communication Systems and Networks)
221	Electronics and Communication (Wireless Communication Technology)



Sl. No.	Name of the Course
222	Electronics and Communication Engineering
223	Electronics and Communication Engineering (Industry integrated)
224	Electronics and Electrical Technology
225	Electronics and Instrumentation Engineering
226	Electronics and Tele-Communication Engineering
227	Electronics and Telecommunication Engineering (Radio and System)
228	Electronics and Telecommunication Engineering (Technologist Electronic Radio)
229	Electronics and Telecommunications Engineering
230	Electronics Communication and Instrumentation Engineering
231	Electronics Design and Technology
232	Electronics Design Technology
233	Electronics Engineering
234	Electronics Product Design and Technology
235	Electronics Systems and Communication
236	Electronics Technology
237	Electronics Tele Communication
238	Embedded and Real Time Systems
239	Embedded Control and Automation
240	Embedded Control Systems
241	Embedded System and Computing
242	Embedded System and VLSI
243	Embedded System and VLSI Design
244	Embedded Systems
245	Embedded Systems Technologies
246	Energetic Materials and Polymers
247	Energy and Environmental Engineering
248	Energy and Environmental Management
249	Energy Engineering
250	Energy Management
251	Energy Science and Technology
252	Energy Systems
253	Energy Systems Analysis and Design
254	Energy Systems and Management
255	Energy Systems Engineering
256	Energy Technology
257	Energy Technology and Management
258	Engineering Analysis and Design
259	Engineering and Management
260	Engineering Design
261	Engineering Education
262	Engineering Statistics
263	Environment and Water Resource Engineering
264	Environment Engineering
265	Environmental Biotechnology
266	Environmental Engineering
267	Environmental Engineering and Management
268	Environmental Management
269	Environmental Science and Engineering
270	Environmental Science and Technology
271	E-Security
272	Farm Machinery
273	Fashion and Apparel Engineering
274	Fashion Technology
275	Financial Engineering
276	Food Biotechnology
277	Food Engineering and Technology
278	Food Plant Operations Management
279	Food Process Engineering and Management
280	Food Processing Technology
281	Food Safety and Quality Management
282	Food Supply Chain Management
283	Food Technology
284	Food Technology and Management
285	Footwear Science and Engineering
286	Foundation Engineering
287	Foundry and Forge Technology
288	Fracture Mechanics
289	Fuel and Combustion
290	Future Studies and Planning

Sl. No.	Name of the Course
291	Gas Turbine Technology
292	Geo Informatics
293	Geoinformatics and Earth Observation
294	Geo Informatics and Surveying Technology
295	Geomachines and Structures
296	Geomechanics and Structures
297	Geotechnical and Geoenvironmental Energy
298	Geotechnical Earthquake Engineering
299	Geotechnical Engineering
300	Geotechnology
301	Green Energy Technology
302	Green Technology
303	Guidance and Navigation Control
304	Guided Missiles
305	Health Science and Water Engineering
306	Heat and Power
307	Heat Power and Thermal Engineering
308	Heat Power Engineering
309	Heat Ventilation and Air Conditioning
310	High Voltage and Power Systems Engineering
311	High Voltage Engineering
312	Highway Engineering
313	Highway Technology
314	Hill Area Development Engineering
315	Hydraulics and Flood Control
316	Hydraulics Engineering
317	Hydrology and Water Resources Engineering
318	Industrial Intelligent Systems
319	I.T. (Courseware Engineering)
320	Illumination Engineering
321	Illumination Technology and Design
322	Image Processing
323	Industrial and Production Engineering
324	Industrial Automation and RF Engineering
325	Industrial Automation and Robotics
326	Industrial Biotechnology
327	Industrial Catalysis
328	Industrial Design
329	Industrial Drives and Control
330	Industrial Electronics
331	Industrial Engineering
332	Industrial Engineering and Management
333	Industrial Instrumentation and Control
334	Industrial Mathematics
335	Industrial Metallurgy
336	Industrial Pollution Control
337	Industrial Power Control and Drives
338	Industrial Refrigeration and Cryogenics
339	Industrial Safety
340	Industrial Safety and Engineering
341	Industrial Structures
342	Industrial System and Drives
343	Industrial Systems Engineering
344	Information and Communication Technology
345	Information Engineering
346	Information Science and Technology
347	Information Security
348	Information Security Management
349	Information Systems
350	Information Technology
351	Information Technology (Artificial Intelligence and Robotics)
352	Information Technology (Information and Cyber Warfare)
353	Information Technology (Multimedia)
354	Information Technology and Engineering
355	Infrastructure Engineering
356	Infrastructure Engineering and Management
357	Infrastructure Engineering and Technology
358	Infrastructure Management
359	Instrumentation and Control (Applied Instrumentation)
360	Instrumentation and Control Engineering
361	Instrumentation and Electronics
362	Instrumentation Engineering



Sl. No.	Name of the Course
363	Instrumentation Technology
364	Integrated Circuits Technology
365	Integrated Power Systems
366	Integrated Water Resources Management
367	Intelligent Systems
368	Internal Combustion and Automobiles
369	Internal Combustion Engineering
370	Internal Combustion Engines and Turbo Machinery
371	Internet of Things
372	IoT and Sensor Systems
373	Irrigation and Drainage Engineering
374	Irrigation Engineering
375	Irrigation Water Management
376	Laser and Electro Optics
377	Laser Technology
378	Lean Manufacturing Engineering
379	Leather Technology
380	Machine Design
381	Machine Design and Robotics
382	Maintenance Engineering
383	Man-Made Textile Technology
384	Manufacturing and Automation
385	Manufacturing Engineering
386	Manufacturing Engineering and Automation
387	Manufacturing Engineering and Management
388	Manufacturing Engineering and Technology
389	Manufacturing Process
390	Manufacturing Process and Automation Engineering
391	Manufacturing Science and Engineering
392	Manufacturing Systems and Management
393	Manufacturing Systems Engineering
394	Manufacturing Technology
395	Manufacturing Technology and Automation
396	Marine Engineering
397	Marine Technology
398	Material Engineering
399	Material Engineering (Nanotechnology)
400	Material Handling
401	Material Science and Chemical Technology
402	Material Science and Engineering
403	Material Science and Technology
404	Materials Engineering
405	Measurement and Control
406	Mechanical (Computer Aided Design, Manufacture and Engineering)
407	Mechanical (Computer integrated Manufacturing)
408	Mechanical (I.C. Engine and Automobile Engineering)
409	Mechanical and Automation Engineering
410	Mechanical and Materials Technology
411	Mechanical Engineering
412	Mechanical Engineering (CAD/CAM)
413	Mechanical Engineering (Cyber Physical Systems)
414	Mechanical Engineering (Energy System and Management)
415	Mechanical Engineering (Industry Integrated)
416	Mechanical Engineering (Manufacturing Technology)
417	Mechanical Engineering (Production)
418	Mechanical Engineering (Thermal Engineering)
419	Mechanical Engineering Automobile
420	Mechanical Engineering Design
421	Mechanical Engineering Production
422	Mechanical Engineering (CAD)
423	Mechanical Engineering-Product Design and Development
424	Mechanical- Product Life Cycle Management
425	Mechanical System Design
426	Mechanical Welding and Sheet Metal Engineering
427	Mechanical-Manufacturing Engineering
428	Mechatronics

Sl. No.	Name of the Course
429	Medical Electronics
430	Metallurgical and Materials Engineering
431	Metallurgical Engineering
432	Metallurgy
433	Metallurgy and Material Technology
434	Micro and Nano Electronics
435	Micro Electronics
436	Micro Electronics and Control Systems
437	Micro Electronics and VLSI Design
438	Micro Electronics and VLSI Technology
439	Micro Electronics Engineering
440	Microelectronics and VLSI Design
441	Microwave and Communication Engineering
442	Microwave and Millimeter Engineering
443	Microwave and Optical Communication
444	Microwave and Radar Engineering
445	Microwave and TV Engineering
446	Microwave Engineering
447	Microwaves
448	Mining Engineering
449	Mobile Communication and Network Technology
450	Mobile Computing
451	Mobile Computing Technology
452	Mobile Technology
453	Modeling and Simulation
454	Modern Communication Engineering
455	Multimedia and Software Engineering
456	Multimedia Technology
457	Nano Science and Technology
458	Nano Technology
459	Network Engineering
460	Network infrastructure Management
461	Network Security and Management
462	Networking
463	Networking and internet Engineering
464	Neural Networks
465	New Material Process and Technology
466	Non-Sewered Sanitation
467	Nuclear Engineering
468	Nuclear Science and Technology
469	Ocean Technology
470	Oil Technology
471	Oils, Oleochemicals and Surfactants Technology
472	Optical Engineering
473	Optics and Optoelectronics
474	Opto Electronics and Communication Systems
475	Optoelectronics and Communication
476	Optoelectronics and Laser Technology
477	Opto-Electronics Engineering
478	Optoelectronics -Optical Communication
479	Packaging Technology
480	Paint Technology
481	Parallel Distributed Systems
482	Perfumery and Flavour Technology
483	Pervasive Computing Technology
484	Petrochem and Petroleum Refinery Engineering
485	Petrochemical Engineering
486	Petrochemical Technology
487	Petroleum Engineering
488	Petroleum Refining and Petrochemicals
489	Petroleum Technology
490	Pharmaceutical Biotechnology
491	Pharmaceuticals and Fine Chemical Technology
492	Pharmaceuticals Chemistry and Technology
493	Physical Metallurgy
494	Plant Design
495	Plastic Engineering
496	Plastics Engineering
497	Plastics Processing and Testing
498	Plastics Technology
499	Polymer Engineering
500	Polymer Nanotechnology
501	Polymer Science and Engineering
502	Polymer Science and Technology



Sl. No.	Name of the Course
503	Polymer Technology
504	Power and Energy Engineering
505	Power and Energy System
506	Power and Industrial Drives
507	Power Control and Drives
508	Power Electronics
509	Power Electronics and Control
510	Power Electronics and Drives
511	Power Electronics and Drives in Electrical Engineering
512	Power Electronics and Electrical Drives
513	Power Electronics and Machine Drives
514	Power Electronics and Power Systems
515	Power Electronics and Systems
516	Power Electronics Engineering
517	Power Engineering
518	Power Engineering and Energy Systems
519	Power Plant Engineering and Energy Management
520	Power System and Control
521	Power System and Control Automation
522	Power System Control and Automation
523	Power System with Emphasis H. V. Engineering
524	Power Systems
525	Power Systems and Automation
526	Power Systems and Power Electronics
527	Power Systems and Renewable Energy
528	Power Systems Control and Automation Engineering
529	Power Systems Engineering
530	Pre Stressed Concrete
531	Printing Engineering and Graphics Communication
532	Printing Technology
533	Process and Food Engineering
534	Process Control
535	Process Control instrumentation
536	Process Dynamics and Control
537	Process instrumentation
538	Process Metallurgy
539	Product Design
540	Product Design and Commerce
541	Product Design and Development
542	Product Design and Manufacturing
543	Production and Industrial Engineering
544	Production Design and Manufacturing
545	Production Engineering
546	Production Engineering and Engineering Design
547	Production Engineering System Technology
548	Production Management
549	Production Technology
550	Production Technology and Management
551	Project Management
552	Propulsion Engineering
553	Public Health Engineering
554	Quality Engineering and Management
555	Radar and Communication
556	Radio Frequency and Microwave Engineering
557	Radio Physics and Electronics
558	Refrigeration and Air Conditioning
559	Reliability Engineering
560	Remote Sensing
561	Remote Sensing and GIS
562	Remote Sensing and Wireless Sensor Networks
563	Renewable Energy
564	Robotics and Automation
565	Robotics and Mechatronics
566	Rocket Propulsion
567	Rubber Technology
568	Rural Technology
569	Science in Software Engineering
570	Scientific Computing
571	Seismic Design and Earthquake Engineering
572	Sensor Technology
573	Signal Processing

Sl. No.	Name of the Course
574	Signal Processing and Communications
575	Signal Processing and Embedded Systems
576	Smart Sensing Communication and Networking Technologies
577	Software Engineering
578	Software Systems
579	Soil and Water Conservation Engineering
580	Soil Mechanics
581	Soil Mechanics and Foundation Engineering
582	Solar Energy
583	Solar Power Systems
584	Spatial information Technology
585	Sports Technology
586	Structural and Construction Engineering
587	Structural and Foundation Engineering
588	Structural Design
589	Structural Dynamics and Earthquake Engineering
590	Structural Engineering
591	Structural Engineering and Construction
592	Structural Engineering and Construction Management
593	Surface Coating Technology
594	System and Network Security
595	System Management
596	System Software
597	Systems and Signal Processing
598	Technical Textile
599	Technology Management
600	Telecommunication Engineering
601	Telematics
602	Textile Chemistry
603	Textile Engineering
604	Textile Processing
605	Textile Processing Technology
606	Textile Technology
607	Textile Technology (Design and Manufacturing)
608	Thermal and Fluid Engineering
609	Thermal Engineering
610	Thermal Engineering (Refrigeration and Air Conditioning)
611	Thermal Power Engineering
612	Thermal Science Engineering
613	Thermal Sciences and Energy Systems
614	Thermal Systems and Design
615	Tool Design
616	Tool Engineering
617	Town and Country Planning
618	Traffic and Transporting Engineering
619	Transport Science and Technology
620	Transportation Engineering
621	Translational Engineering
622	Transportation Engineering and Management
623	Transportation System Engineering
624	Tribology and Maintenance
625	Turbo Machinery
626	Urban Engineering
627	Virtual Prototyping and Digital Manufacturing
628	VLSI
629	VLSI and Embedded Systems
630	VLSI and Embedded Systems Design
631	VLSI and Microelectronics
632	VLSI Design
633	VLSI Design and Embedded Systems
634	VLSI Design and Signal Processing
635	VLSI Design and Testing
636	VLSI System Design
637	VLSI Systems
638	Waste Water Management, Health and Safety Engineering
639	Water and Environmental Technology
640	Water Engineering and Management
641	Water Resource Engineering
642	Water Resource Management



Sl. No.	Name of the Course
643	Water Resources and Environmental Engineering
644	Water Resources and Hydraulic Engineering
645	Water Resources and Hydro informatics
646	Weapons Engineering
647	Web Technologies
648	Wired and Wireless Communication
649	Wireless and Mobile Communications
650	Wireless Communication and Computing

Sl. No.	Name of the Course
651	Wireless Communication Technology
652	Wireless Communications
653	Wireless Networks and Applications
654	Wireless Technology

2.6 Diploma in Pharmacy

Sl. No.	Name of the Course
1	Pharmacy

2.7 Under Graduate Degree in Pharmacy

Sl. No.	Name of the Course
1	Pharmacy

2.8 Post Graduate Degree in Pharmacy

Sl. No.	Name of the Course
1	Industrial Pharmacy
2	Pharmaceutical Analysis
3	Pharmaceutical Biotechnology
4	Pharmaceutical Chemistry
5	Pharmaceutical Quality Assurance
6	Pharmaceutical Technology

Sl. No.	Name of the Course
7	Pharmaceutics
8	Pharmacognosy
9	Pharmacology
10	Pharmacy Practice
11	Phytopharmacy and Phytomedicine
12	Regulatory Affairs

2.9 Diploma in Architecture

Sl. No.	Name of the Course
1	Architecture Assistantship
2	Interior Design

2.10 Under Graduate Degree in Architecture

Sl. No.	Name of the Course
1	Architecture

2.11 Post Graduate Degree in Architecture

Sl. No.	Name of the Course
1	Advanced Architecture
2	Advanced Design
3	Architectural and Construction Project Management
4	Architectural Conservation
5	Architectural Design
6	Architecture and Settlement Conservation
7	Architecture Education
8	Building Management
9	Built Heritage
10	City Design
11	Computer Application
12	Construction Management
13	Energy Efficient and Sustainable Architecture

14	Environmental Architecture
15	Habitat Design
16	Housing
17	Interior Architecture
18	Interior Design
19	Landscape Architecture
20	Project Management
21	Real Estate Development
22	Sustainable Architecture
23	Theory and Design
24	Urban Conservation
25	Urban Design
26	Urban Design and Development

2.12 Under Graduate Degree in Planning

Sl. No.	Name of the Course
1	Planning



2.13 Post Graduate Degree in Planning

Sl. No.	Name of the Course
1	City and Regional Planning and Management
2	City Planning
3	City Planning and Management
4	Community Planning
5	Conservation Planning
6	Environmental Planning
7	Environmental Planning and Management
8	Housing
9	Industrial Area Planning and Management
10	Infrastructure Planning
11	Infrastructure Planning and Management
12	Land-Use Planning
13	Regional and Rural Development Planning

Sl. No.	Name of the Course
14	Regional Planning
15	Rural Planning and Development
16	Rural Planning and Management
17	Town and Country Planning
18	Town Planning
19	Transport Planning and Management
20	Transportation Planning
21	Urban and Regional Planning
22	Urban and Rural Planning
23	Urban Design
24	Urban Development
25	Urban Planning

2.14 Diploma in Applied Arts and Crafts

Sl. No.	Name of the Course
1	Apparel Design and Fabrication Technology
2	Apparel Design and Fashion Technology
3	Art for Drawing Teacher
4	Beauty and Hair Dressing
5	Beauty Culture
6	Beauty Culture and Cosmetology
7	Commercial Art
8	Cosmetology
9	Costume Design and Dress Making
10	Costume Design and Garment Technology
11	Craft Technology
12	Fashion and Apparel Design

Sl. No.	Name of the Course
13	Fashion Design and Garment Technology
14	Fashion Designing
15	Fashion Technology
16	Fine Arts
17	Garment Technology
18	Home Science
19	Interior Decoration
20	Interior Design
21	Textile Design
22	Textile Designing
23	Travel and Tourism

2.15 Post Diploma in Applied Arts and Crafts

Sl. No.	Name of the Course
1	Fine Arts
2	Textile Designing

2.16 Under Graduate Degree in Applied Arts and Crafts

Sl. No.	Name of the Course
1	Accessory Design
2	Animation
3	Applied Arts
4	Applied Arts and Crafts (Fashion and Apparel Design)
5	AR and CR for Films
6	Audiography
7	Cinematography
8	Commercial Art
9	Digital Imaging
10	Fashion and Apparel Design
11	Film and Media
12	Film and Television
13	Film Direction
14	Film Editing
15	Fine Arts

Sl. No.	Name of the Course
16	Fine Art (Sculpture)
17	Fine Art (Animation)
18	Fine Art (Ceramics)
19	Fine Art (Metal Craft)
20	Fine Art (Photography)
21	Media Production Management
22	Painting
23	Product Design
24	Screen Acting
25	Script Writing
26	Sound Recording and Sound Design
27	Television
28	Textile Design
29	Visual Effects

2.17 Post Graduate Degree in Applied Arts and Crafts

Sl. No.	Name of the Course
1	Advertisement and Public Relation
2	Applied Arts
3	Applied Art (Visual Communication Design)
4	Applied Art (Communication Design)
5	Applied Art (Illustration)
6	Customer Service Management
7	Direction
8	Electronic Cinematography
9	Fashion Technology

Sl. No.	Name of the Course
10	Feature Film Screenplay Writing
11	Film Archiving
12	Film Studies
13	Fine Art (Painting)
14	Fine Art (Mural)
15	Fine Art (Sculpture)
16	Fine Art (Photography and Media Communication)
17	Fine Arts



Sl. No.	Name of the Course
18	Sound Recording and Television Engineering
19	Video Editing

2.18 Diploma in Design

Sl. No.	Name of the Course
1	Design

2.19 Under Graduate Degree in Design

Sl. No.	Name of the Course
1	Communication Design
2	Design

Sl. No.	Name of the Course
3	Industrial Design

2.20 Post Graduate Degree in Design

Sl. No.	Name of the Course
1	Animation Design
2	Animation Film Design
3	Apparel Design
4	Business Design
5	Business Services and System Design
6	Ceramic & Glass Design
7	Creative and Applied Computation
8	Design Computation
9	Design Education
10	Design for Retail Experience
11	Design Led Innovation
12	Design Management
13	Digital Game Design
14	Digital Humanities
15	Earth Education and Communication
16	Exhibition Design
17	Experimental Media Arts
18	Fashion Management & Marketing
19	Film and Video Communication
20	Film and Video Design
21	Graphic Design

Sl. No.	Name of the Course
22	Heritage Design
23	Human Centered Design
24	Immersive Media Design
25	Industrial Arts and Design Practices
26	Information Arts & Information Design Practice
27	Information Design
28	Interaction Design
29	Lifestyle Accessory Design
30	Media Arts
31	New Media Design
32	Photography Design
33	Product Design
34	Public Space Design
35	Textile Design
36	Toy & Game Design
37	Transportation & Mobility Design
38	Universal Design
39	User Experience Design
40	Visual Communication and Strategic Branding

2.21 Diploma in Hotel Management and Catering Technology

Sl. No.	Name of the Course
1	Food Technology
2	Hospitality and Tourism Administration
3	Hotel Management

Sl. No.	Name of the Course
4	Hotel Management and Catering Technology
5	Travel and Tourism

2.22 Under Graduate in Hotel Management and Catering Technology

Sl. No.	Name of the Course
1	Culinary Arts
2	Hospitality and Tourism Administration
3	Hotel Management

Sl. No.	Name of the Course
4	Hotel Management and Catering Technology

2.23 Post Graduate Degree in Hotel Management and Catering Technology

Sl. No.	Name of the Course
1	Food and Beverage Management
2	Hospitality and Tourism Administration

Sl. No.	Name of the Course
3	Hotel Management

2.24 Post Graduate Degree in Computer Application

Sl. No.	Name of the Course
1	Computer Applications



2.25 Post Graduate Certificate in Management

Sl. No.	Name of the Course
1	Aviation and Airport Management
2	Finance
3	Home Textiles
4	Hospital and Health Care Management

Sl. No.	Name of the Course
5	Marketing and Finance
6	Management
7	Retail Management
8	Transport and Logistics Management

2.26 Post Graduate Diploma/ Degree/ Fellow Program in Management

Sl. No.	Name of the Course
1	Accountancy with Computerized Account and Taxation
2	Administrative Management
3	Advertising Communication
4	Agri Business Management
5	Apparels
6	Artificial Intelligence, Machine Learning and Deep Learning
7	Aviation Management
8	Banking and Financial Services
9	Banking and Insurance Service
10	Banking Insurance and Financial Service
11	Banking Investment and Insurance
12	Big Data Analytics
13	Biotechnology
14	Business Administration
15	Business Analytics
16	Business and Corporate Law
17	Business Design
18	Business Design and innovation
19	Business Economics
20	Business Management
21	Business Simulation
22	Consulting
23	Corporate Social Responsibility
24	Customer Relationship Management
25	Cyber Law
26	Data Science
27	Design Thinking
28	Development Studies
29	Digital Marketing
30	E-Business
31	E-Business Management
32	Energy Management
33	Engineering Management
34	Entrepreneurship
35	Environment Management
36	Event Management
37	Export and Import Management
38	Family Managed Business
39	Fashion Technology
40	Financial Management
41	Financial Services
42	Foreign Trade
43	Forestry Management
44	General
45	Geospatial Technology Applications in Rural Development
46	Government Accounting and Internal Audit
47	Health Care Management
48	Heritage Management
49	Hospital Management
50	Hospitality Management
51	Human Resource Management

Sl. No.	Name of the Course
52	Industrial Safety and Environmental Management
53	Information Communication Technology in Securities Market
54	Information Technology
55	Infrastructure Management
56	Innovation, Entrepreneurship and Venture Development*
57	Innovation Management
58	Insurance and Risk Management
59	Insurance Business Management
60	International Business
61	Law
62	Leadership Development
63	Legal Management
64	Logistics and Supply Chain Management
65	Management Information System
66	Manufacturing Management
67	Marketing Management
68	Mass Communication
69	Materials Management
70	Media and Entertainment
71	Multi-Model Transport (containerization) and Logistics Management (MMT)
72	Operations Management
73	Organizational Behaviour
74	Personnel and Human Resource Management
75	Pharmaceutical Management
76	Project Management
77	Public Financial Management
78	Public Health Management
79	Public Policy and Management
80	Rail Transport and Management
81	Real Estate Management
82	Research and Business Analytics
83	Retail and Fast Moving Consumer Goods
84	Retail Management
85	Rural Management
86	Service Management
87	Small Enterprise Management
88	Social Enterprise Management
89	Sports Management
90	Strategy
91	Supply Chain Management
92	Sustainability Management
93	Technology Management
94	Telecom Management
95	Textiles
96	Tourism and Cargo
97	Transport Economics and Management
98	Travel and Tourism
99	Tribal Development Management
100	Waste Management and Social Entrepreneurship

* Approval shall be based on the fulfillment of eligibility criteria specified by the MHRD's Innovation Cell



Sl. No.	Sector	Sl. No.	Specialization
1	Automobiles	1	Engine Testing
		2	Vehicle Testing
		3	Vehicle Quality
		4	Auto Electrical and Electronics
		5	Farm Equipment and Machinery
2	Entertainment	6	Theatre and Stage Craft
3	Information Technology	7	Software Development
		8	NIELIT Certified IT Professional
4	Economics and Finance	9	Retail
		10	Banking
		11	Financial Planning
		12	Financial Services
		13	Logistics
5	Communications	14	Mobile Communication
		15	Mobile Telecom System
		16	Digital Switching Systems and Next Generation Networks
		17	Telecom Support Infrastructure
		18	Microwave Stations
		19	Broadband Networks
		20	Optical Fiber Networks
6	Agriculture	21	Farm Machinery and Power Engineering
		22	Soil and Water Conservation
		23	Green House Technology
		24	Renewable Energy
		25	Processing and Food Engineering
7	Construction	26	Building Technology
		27	Ceramic Tiles
		28	Refractory Technology
8	Applied Arts	29	Fashion Technology
		30	Interior Design
		31	Jewellery Design
9	Travel and Tourism	32	Tourism
10	Printing and Publishing	33	Printing Technology
11	Paramedical and Healthcare	34	Cardiology
		35	Neurology
		36	Radiography
		37	Emergency Medical Services
		38	Laboratory
		39	Operation Theatre
		40	Optometry
		41	Medical Record Science and Health Information
		42	Endoscopy
		43	Anesthesia and Critical Care
		44	Renal Dialysis
		45	Blood Bank
		12	Apparel and Textile
47	Textile Design		
48	Apparel Manufacturing		
49	Fashion Management		
13	Culture	50	Knowledge Heritage: A Model of Sanskrit Studies
		51	Intangible Cultural Heritage
		52	Museum Techniques
		53	Conservation
		54	Traditional Design
		55	Archaeology
		56	Expressive Culture
		57	Cultural Informatics
		58	Holistic Sciences in Sanskrit
14	Adventure Sports	59	Water Based Adventure
		60	Winter Sports and Skiing
		61	Land Based Adventure
		62	Aero Sports
		63	Disaster Management
		64	Medical and First Aid
		65	Environment
15	Mining and Excavation	66	Excavation Machinery
		67	Opencast Mining
		68	Dimensional Stone
		69	Underground Coal Mining
		70	Underground Metalliferous Mining
16	Metallurgy	71	Casting Development and Quality Assurance
		72	Foundry Technology
17	Service	73	Electronic Security



18	Manufacturing	74	Machining
19	Leather and Life Style Product Design and Development	75	Foot Wear Design and Production
		76	Retail and Fashion Merchandise
		77	Business and Entrepreneurship
		78	Fashion Leather Accessories Design
		79	Creative Design – CAD/CAM
		80	Fashion Design
20	Others	81	Commercial and Computer Practice
		82	Commercial Practice
		83	Commercial Practice (KAN and ENG)
		84	Modern Office Management
		85	Modern Office Management and Secretarial Practices
		86	Modern Office Practice
		87	Stenography and Secretariat Practice



Appendix 3

3.0 Norms for Intake and Number of Courses/ Divisions in a new Technical Institution

3.1 Diploma/ Post Diploma Level

Sl. No.	Programme	Intake per Division	Maximum number of Diploma/ Post Diploma Certificate Course(s)/ Division(s) allowed in a Technical Institution	
			Course(s)/ Division(s)	Maximum Intake allowed
i	Engineering and Technology	60	5	300
ii	Pharmacy	60	1*	60
iii	Architecture and Planning			
	a. Architecture	40	2*	80
iv	Applied Arts, Crafts and Design			
	a. Applied Arts and Crafts	30	3	90
	b. Design	30	3	90
v	Hotel Management and Catering Technology	60	3	180

*Number of Divisions

For other Programmes, a MAXIMUM OF THREE DIVISIONS PER COURSE is permissible, without exceeding the “Maximum Intake Allowed”

3.2 Under Graduate Level

Sl. No.	Programme	Intake per Division	Maximum number of Under Graduate Degree Course(s)/ Division(s) allowed in a Technical Institution	
			Course(s)/ Division(s)	Maximum Intake allowed
i	Engineering and Technology	60	5	300
ii	Pharmacy	60/100	1*	100
iii	Architecture and Planning			
	a. Architecture	40	4*	160
	b. Planning	40	3*	120
iv	Applied Arts, Crafts and Design			
	a. Applied Arts and Crafts	30	3	90
	b. Design	30	5	150
v	Hotel Management and Catering Technology	60	3	180

*Number of Divisions

For other Programmes, a MAXIMUM OF THREE DIVISIONS PER COURSE is permissible, without exceeding the “Maximum Intake Allowed”



3.3 Post Graduate Diploma/ Post Graduate Degree Level

Sl. No.	Programme	Intake per Division	Maximum number of Post Graduate Division(s) allowed in a Technical Institution	
			Course(s)/ Division(s)	Maximum Intake allowed
i	Engineering and Technology	30 [#]	5	150
ii	Pharmacy			
	a. M.Pharm.	15 ^{##}	1*	15
	b. Pharm.D.	30	1*	30
	c. Pharm.D. (Post Baccalaureate)	10	1*	10
iii	Architecture and Planning			
	a. Architecture	20	3	60
	b. Planning	30*	1*	30
iv	Applied Arts, Crafts and Design			
	a. Applied Arts and Crafts	30	3	90
	b. Design	15	3	45
v	Hotel Management and Catering Technology	30	3	90
vi	MCA	60	3*	180
vii	Management	60	5	300

*Number of Divisions

For other Programmes, a MAXIMUM OF THREE DIVISIONS PER COURSE is permissible, without exceeding the “Maximum Intake Allowed”

Minimum of 6 seats in steps of 6 up to maximum 30

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

Note:

One Division with Collaboration and Twinning is permissible in each Programme

State/ Central Universities or Autonomous Government Institutions offering Only Post Graduate Courses in Engineering and Technology shall be granted a MAXIMUM of 5 Courses. Any additional Course(s) shall be granted to such Institutions based on the valid National Board of Accreditation (NBA). The Institution shall have “Zero Deficiency” based on Self-Disclosure as per the Deficiency Report generated through Web-Portal.

In Management Programme, the “Maximum Intake Allowed” shall comprise of various combinations of Intake in PGCM/ PGDM/ MBA without exceeding 3 DIVISIONS in any single Course in any Level.



3.4 Private Limited or Public Limited Company/ Industry Establishing Diploma/ Under Graduate Degree/ Post Graduate Degree (MCA/ Management) Institution

- a. New Technical Institution in Engineering and Technology/ Pharmacy/ Architecture and Planning/ Applied Arts, Crafts and Design/ Hotel Management and Catering Technology/ MCA/ Management 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 specified in the Approval Process Handbook.
- b. The Institution set up by such a Private Limited or Public Limited Company/ Industry shall be governed by the norms as specified in Chapter I of the Approval Process Handbook.
- c. Private Limited or Public Limited Company/ Industry Establishing Diploma/ Under Graduate Degree/ Post Graduate Degree Institution shall choose any Course from Appendix 2 with Intake not exceeding the maximum as above and in any combination in the same Programme.
- d. Built-up area, Faculty: Student ratio and other requirements shall be fulfilled as specified in the Approval Process Handbook.



4.0 Norms for Land and Built-up Area requirements of the Technical Institutions

4.1 Land Requirements for the Technical Institutions

Programme	Land Area requirement in Acre								
	Diploma/ Post Diploma Programmes			Under Graduate Programmes			Institutions offering ONLY Post Graduate Programmes (MCA/ Post Graduate Diploma/ MBA)		
	Mega and Metro*	Urban	Rural	Mega and Metro*	Urban	Rural	Mega and Metro*	Urban	Rural
Engineering and Technology	\$	1.5	4.0	\$	2.5#	7.5#	-	-	-
Pharmacy**	\$	0.75	2.0	\$	0.75	2.0	-	-	-
Architecture and Planning									
a. Architecture	\$	1.0	2.0	\$	1.0	2.0	-	-	-
b. Planning	-	-	-	\$	1.0	2.0	-	-	-
Applied Arts, Crafts and Design									
a. Applied Arts and Crafts	\$	0.5	1.5	\$	0.5	1.5	-	-	-
b. Design	\$	1.0	2.0	\$	1.0	2.0	-	-	-
Hotel Management and Catering Technology	\$	1.0	2.0	\$	1.0	2.0	-	-	-
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 (UA- Urban Agglomeration).

** Institutions offering only Pharmacy Programme shall fulfil the Land requirements of AICTE or PCI.

\$ For the Land area requirements the following conditions need to be adhered:

- The Built-up area requirements as specified in the Approval Process Handbook (which is in-force) are adhered to.
- The Built-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 Bye-Laws be made available by the Applicant Institution. Copy of the approved Plan from local statutory body and the completion Plan along with the Completion Certificate from the same body, be also provided. The provisional Occupancy Certificate shall be considered only for 2 consecutive Academic Years; after two years the only afore-mentioned Completion Certificate and Completion Plan shall be considered for continuance of approval.
- Fire and life Safety Certificate from Fire Department of the concerned State is to be taken before submitting the application at AICTE.
- Additional Course(s)/Programme(s), in future can be allowed subject to the availability of Built-up areas as per 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 a Master's Degree with specialization in Structural Engineering.

- e. Competent Authority has to certify that the place is located in Mega and Metro/ Urban/ 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 Bye-Laws. 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.

#The Land area required in Urban/ Rural shall be in a maximum of TWO plots. The Academic, Instructional, Administrative and Amenities area shall be in one plot not less than 1.5 Acre. The aerial distance between the plots shall not exceed 2 km. The remaining Land shall only be utilized for sporting Infrastructure/ Hostel/ Staff accommodation and related educational activities of the Institution.

Considering the hilly nature of Land in North Eastern States and the hilly regions of States such as Himachal Pradesh, Uttarakhand and Jammu and Kashmir or any area in any State declared as hilly by the concerned Government, 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 Course(s)/ Institutions (Technical/ Non-Technical) in the surplus Land arising out of the prevailing/ reduced norms of Land requirement is permissible. Further such surplus Land shall be used as per the Land use Certificate given to the Trust/ Society/ Company by the concerned authority, subject to such Course(s)/ 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 Administrative infrastructure, Canteen, Auditorium, Playground, Parking, etc. may be shared, provided it caters to all the students of all the Programmes.
- b. Diploma and Degree Pharmacy Programme 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 Programme(s)/ Course(s)/ 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 AICTE norms existing at the time of establishment of the Institution for the Programme(s)/ Course(s)/ 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 Programme(s)/ Course(s)/ Divisions later, the Land requirements as per the corresponding AICTE norms should be fulfilled. Annexure 12 of the Approval Process Handbook gives Land Requirements as per AICTE norms during the previous years.
- f. For Change of Site/ Location or To start new Programme/ Level in the existing Institutions, mortgage of land is acceptable.



4.2 Minimum Built-up Area Requirements

- a. The Institution area is divided into, Instructional area (INA, carpet area in m²), Administrative area (ADA, carpet area in m²), Amenities area (AMA, carpet area in m²).
- b. Access and Circulation Area (ACA) is around 25% of Built-up Area.
- c. Total Built-up area in m² is equal to (INA+ADA+AMA) + (ACA).
- d. In case of allied branches in Engineering and Technology, a maximum of 30% of Laboratories may be shared.
- e. For Post Graduate Programmes, Administrative area of Under Graduate Programmes may be shared.
- f. Institutions shall have the Barrier free environment and Sports facilities as specified in the Chapter VII of the Approval Process Handbook.



4.2.1 Instructional Area (Carpet Area) in m²

A. Engineering and Technology (Under Graduate/ Post Graduate Degree/ Integrated Degree) Institutions

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	Total Number of Divisions x 0.75	66/ 33*
Tutorial Rooms ⁺	25% of total Class Room	33
Laboratory for First Year	4 (which includes 2 Laboratories for Basic sciences)	66
Laboratory other than First Year	2 per Course per Year	66
Laboratory for Post Graduate Courses	1 per Course	66
	1 Research Laboratory	66
Workshop [#]	1	200
Additional Laboratory/ Workshop for "X" Category Courses	1	200
Drawing Hall [#]	1	132
Computer Centre [#]	1	150
Seminar Hall	1	132
Library ⁺⁺	1	400
Language Laboratory ⁺	1	66

For Courses having more than 2 Divisions, additional Laboratories equivalent to the required number on pro rata basis for the said Courses shall be created.

* Applicable for Post Graduate Course only.

+ Language Laboratory shall have a minimum of 20 Computers with appropriate Software. Additional Laboratory required, if number of Divisions >5.

++ Additional Library area of 50 m² per 60 Students beyond 420 "Approved Intake".

"X" Category Courses such as Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and Allied Courses shall require an Additional Laboratory/ Workshop.

Drawing Halls, Computer Centres and Workshops to be created as given below:

Approved Intake	Computer Centre	Workshop	Drawing Hall
Up to 600	1	1	1
601-1200	2	2	2

Infrastructure Requirement shall be calculated on pro rata basis for "Approved Intake" greater than 1200

Additional Laboratories to be created (if required) as per Curriculum of the concerned affiliating University.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart Board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre and Innovation/ Fab Laboratory.



B. Engineering and Technology (Diploma/ Post Diploma) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	Total Number of Divisions x 0.75	66
Tutorial Rooms ⁺	25% of total Class Room	33
Laboratory for First Year	4 (which includes 2 Laboratories for Basic sciences)	66
Laboratory other than First Year	2 per Course per Year	66
Workshop [#]	1	200
Additional Laboratory/ Workshop for "X" Category Courses	1	150
Drawing Hall [#]	1	132
Computer Centre [#]	1	150
Seminar Hall	1	132
Library ⁺⁺	1	300
Language Laboratory ⁺	1	66

For Courses having more than 2 Divisions, additional Laboratories equivalent to the required number on pro rata basis for the said Courses shall be created.

⁺Language Laboratory shall have a minimum of 20 Computers with appropriate Software. Additional Laboratory required, if number of Divisions >5.

⁺⁺ Additional Library area of 50 m² per 60 Students beyond 420 "Approved Intake".

"X" Category Courses such as Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and Allied Courses shall require an Additional Laboratory/ Workshop.

[#] Drawing Halls, Computer Centres and Workshops to be created as given below:

Approved Intake	Computer Centre	Workshop	Drawing Hall
Up to 600	1	1	1
601-1200	2	2	2

Infrastructure Requirement shall be calculated on pro rata basis for "Approved Intake" greater than 1200.

Diploma Laboratories, if shared with the Under Graduate Degree Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.

Additional Laboratories to be created (if required) as per Curriculum of the concerned University/ Board.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Institutions shall have Idea Implementation Centre/ Tinkering Laboratory/ Innovation Centre.



C. Pharmacy (Diploma/ Under Graduate/ Post Graduate Degree) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	Total Number of Divisions x 0.75	66/ 75#/ 33**
Tutorial Rooms ⁺	25% of total Class Room	33
Laboratory (for First Year UG)	4	75
Laboratory (for First Year Diploma)	3	75
Laboratory (other than First Year)	1 per Course per year	75
Laboratory for Post Graduate	1 per Specialization	75
Machine Room	1	75
Instrument Room (Second Year)	1	75
Animal House**	1	75
Computer Centre inclusive of Language Laboratory	1	75
Seminar Hall	1 per Under Graduate Institution	132
	1 per Diploma Institution	132
Library	1	150

66 and 75 m² for 60 and 100 Intake respectively.

** Applicable for Post Graduate Course only.

+ No Tutorial Rooms required for Post Graduate Courses.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

Seminar Hall may be shared, if Diploma and Degree Pharmacy are offered in the same Institution.

For Post Graduate Programmes, Seminar Hall of respective Under Graduate Programme may be shared.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum.

Diploma Laboratories, if shared with Under Graduate Degree Courses shall be upgraded to meet requirements of Under Graduate Curriculum.

Research Laboratory is to be provided with an area of 66 m² for each Institution offering Post Graduate Courses.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre and Innovation/ Fab Laboratory.

Wherever the animal experiments are being conducted using simulations, the requirement of animal house and registration with the Committee for the Purpose of Control And Supervision of Experiments on Animals (CPCSEA) is not required for such institutions, else the same shall be in conformity with the provisions of the Prevention of Cruelty to Animals Acts, 1960 and the Breeding and Experiments on Animals (Control and Supervision) Rules 1998.



D. Architecture/ Planning (Diploma/ Under Graduate/ Post Graduate Degree/ Integrated Degree) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	Total Number of Divisions x 0.75	60/ 30**
Resource Centre	1	80
Computer Laboratory (for First Year)	1	60
Studio (other than First Year)	1 per Course per Year	120
Post Graduate Studio	2	60
Model making and Carpentry Workshop	1	120
Art Court	1	100
Multi-Purpose Hall	1	150
Research Laboratory+	1	60
Computer Centre	1	75
Seminar Hall	1 per Under Graduate Institution	132
	1 per Diploma Institution	132
Library	1	150
Language Laboratory	1	60

** Applicable for Post Graduate Course only.

+ Only for Institutions offering Post Graduate Courses.

For Post Graduate Courses, Seminar Hall of respective Under Graduate Degree Course may be shared.

For Courses having more than 2 Divisions, ONE Additional Studio for each Division need to be created.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be up graded to meet requirements of Post Graduate Curriculum.

Diploma Laboratories, if shared with the Under Graduate Degree Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

The Institutions shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre and Innovation/ Fab Laboratory.



E. Applied Arts and Crafts (Diploma/ Under Graduate/ Post Diploma/ Post Graduate Degree) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	1 Room per Division per Year	66/ 33**
Tutorial Rooms ⁺	25% of total Class Room	33
Workshop/ Studio	1 per Course per Year	66
Common Workshop/ Studio	1	90
Workshop/Studio (Post Graduate Courses)	1 per specialization	66
Studio/Display Room	1	132
Craft Centre	1	66
Computer Centre	1	75
Theatre/ Seminar Hall	1	100
Library	1	150
Language Laboratory	1	66

+ No Tutorial Rooms Required for Post Graduate Programme.

** Applicable for Post Graduate Course only.

For Post Graduate Courses, Seminar Hall of respective Under Graduate Degree Course may be shared.

For Courses having more than 2 Divisions, one Additional Studio for each Division need to be created.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be up graded to meet requirements of Post Graduate Curriculum.

Diploma Laboratories, if shared with the Under Graduate Degree Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.

Research Laboratory is to be provided with an area of 66 m² for each Institution offering Post Graduate Courses.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre and Innovation Laboratory.



F. Design (Diploma/ Under Graduate/ Post Graduate Degree) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	1 Room per Division per Year X 0.75	66/ 33*
Tutorial Rooms ⁺	1 per Year	33
Laboratory/ Workshop	04 per Division (Upto an Intake of 60)	66
Studio	1 per Division per Year	100
Computer Centre	1	75
Seminar Hall	1	100
Library	1	150
Language/ Audio Visual Laboratory	1	66

+ No Tutorial Rooms Required for Post Graduate Course.

* Applicable for Post Graduate Course only.

50% of Laboratory/ Workshop to be increased for next 60 per Division.

For Post Graduate Courses, Seminar Hall of respective Under Graduate Degree Course may be shared.

For Courses having more than 1 Division, one Additional Laboratory/ Workshop for each Division need to be created.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be up graded to meet requirements of Post Graduate Curriculum.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart Board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre and Innovation/ Fab Laboratory.



G. Hotel Management and Catering Technology (Diploma/ Under Graduate/ Post Graduate Degree/ Integrated Degree) Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	Total Number of Divisions x 0.75	66/33**
Tutorial Rooms ⁺	25% of total Class Room	33
Laboratory (Guest Room/House Keeping/ Front Office/ Kitchen) for First Year	3	66
Laboratory (Guest Room/ House Keeping/ Front Office/ Kitchen) other than First Year	2 per Course per Year	66
Laboratory/ Guest Room for Post Graduate Programme	1 per Specialization	66
Kitchen with Dining Hall	1	132
Restaurant	2	66
Computer Centre	1	75
Seminar Hall	1	132
Library	1	150
Language Laboratory	1	66

⁺For Post Graduate Course, Tutorial Rooms not required.

** Applicable for Post Graduate Course only.

For Post Graduate Courses, Seminar Hall of respective Under Graduate Degree Course may be shared.

For Courses having more than 2 Divisions, ONE Additional Laboratory for each Division need to be created.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be up graded to meet requirements of Post Graduate Curriculum.

Diploma Laboratories, if shared with the Under Graduate Degree Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

Research Laboratory shall be provided with an area of 66 m² for each Institution offering Post Graduate Courses.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre.



H. MCA/ Integrated MCA Institution

	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	1 per Division per Year	66
Tutorial Rooms	25% of total Class Room	33
Computer Laboratory	1	66
Computer Centre	1	150
Seminar Hall	1	132
Library	1	100

If the Institution has more than 2 Divisions, one Additional Laboratory for each Division need to be created.

Each Class Room shall be equipped with LCD projector, Smart Board, Internet Connection, etc.

Seminar Hall shall have proper furnishing and equipment such LCD projector, Smart Board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre and Innovation Laboratory.

I. Management (PGDM/ MBA/ Integrated Degree) Institution

	Number of Rooms required	Carpet Area in m² per Room
Class Rooms	1 per Division per Year	66
Tutorial Rooms	25% of total Class Room	33
Computer Centre	1	150
Seminar Hall	1	132
Library	1	100

Each Class Room shall be equipped with LCD projector, Smart Board, Internet Connection, etc.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart Board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre and Innovation Laboratory.



4.2.2 Administrative Area (Carpet Area) in m²

	Principal/ Director Office	Board Room	Office all inclusive	Cabin for Head of Department and Department Office	Faculty Rooms	Central Stores	Maintenance	Security	Housekeeping	Pantry for Staff	Examinations Control Office	Placement Office
Carpet Area in m ² per Room	30	20	150* 300 [§]	20	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/Department	One per Faculty (as per norms) in the Institution	1	1	1	1	1	1	1

[§]Technical Institution having more than one Programme

* 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 and Reprography	First Aid cum Sick Room	Principal's quarter	Guest House	Sports Club/ Gymnasium	Auditorium/ Amphi Theatre	Boys Hostel	Girls Hostel
Carpet Area in m ² per Room for the Technical Campus having more than one Program	350*	100	100	150	10	10	150	30	200	400	Adequate	Adequate
Carpet Area in m ² per Room for Technical Campus having one Program	150 [§]	75	75	150	10	10	150	30	100	250	Adequate	Adequate
Number of Rooms required for the new Technical Institution	Adequate	1	1	1	1	1	-	-	-	-	-	-
Total Number of Rooms	Adequate	1	1	1	1	1	Desirable	Desirable	Desirable	Desirable	Desirable	Desirable

* Total area for the Technical Institution having more than one Programme

[§] Total area for the Technical Institution 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 walkways, staircases and entrance lobby.



5.0 Norms for Books, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment of the Technical Institutions

5.1 Computers, Software, Internet and Printers

Programme		Number of PCs/ Laptop to student ratio (Minimum 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 and Technology	Diploma	1:6	03	20	All	Desirable	5%
	Under Graduate	1:6					
	Post Graduate	1:4					
Pharmacy	Diploma	1:8	01	10	All	Desirable	5%
	Under Graduate	1:8					
	Post Graduate	1:6					
Architecture and Planning							
a. Architecture	Diploma	1:6	01	10	All	Desirable	5%*
	Under Graduate	1:6					
	Post Graduate	1:4					
b. Planning	Under Graduate	1:6	01	10	All	Desirable	5%*
	Post Graduate	1:4					
Applied Arts, Crafts and Design							
a. Applied Arts and Crafts	Diploma	1:6	01	10	All	Desirable	5%
	Under Graduate	1:6					
	Post Graduate	1:4					
b. Design	Under Graduate	1:6	01	10	All	Desirable	5%
	Post Graduate	1:4					
Hotel Management and Catering Technology	Diploma	1:6	01	10	All	Desirable	5%
	Under Graduate	1:6					
MCA	Post Graduate	1:4	03	20	All	Desirable	5%
Management	Post Graduate	1:6	01	10	All	Desirable	5%

*At least one printer to be A1 Size Color Printer/ Plotter

** Includes Plagiarism checking Software

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

At least 4Mbps Wi-Fi connectivity at 4 or 5 hotspots shall be made available.

Arrangement to view NPTEL/ SWAYAM etc. shall be made available.

- a. Utilization of Open Source Software shall be encouraged
- b. Secured Wi-Fi facility is highly recommended



- c. Purchase of the most recent hardware is desirable
- 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 students 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 the number of experimental set-up be so arranged that maximum four students shall work on one set.

5.3 Books and Library facilities

Programme	Total Number of Divisions	Titles	Volumes	Reading Room Seating	Multimedia PCs for Digital Library/ internet Surfing located in the reading room
				% of Total Students	% of Total Students
Engineering and Technology/ Pharmacy/ Architecture/ Applied Arts and Crafts/ Hotel Management and Catering Technology (Diploma)	B	Half the number as required for Under Graduate Degree Course in the same Programme	Half the number as required for Under Graduate Degree Course in the same Programme	15 % (Max 150)	Minimum 10
Engineering and Technology (Under Graduate)	B	100 [#]	500xB [#]	15 % (Maximum 150)	Minimum 10
Pharmacy (Under Graduate)	B	50 [*]	250 per [*] Course		
Architecture/ Planning (Under Graduate)	B	100 [#]	500xB [#]		
Applied Arts and Crafts/ Design (Under Graduate)	B	50 [*]	400xB [#]		
Hotel Management and Catering Technology (Under Graduate)	B	100 [#]	500xB [#]		
	B	50 [*]	500xB [*]		
Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts/ Design/ Hotel Management and Catering Technology (Post Graduate)	B	50 [#]	200 [#]		
	B	As ^{\$} Required	100 ^{\$}		
MCA/ PGDM/ MBA (Post Graduate)	B	100 [#]	500xB [#]		
	B	50 [*]	500xB [*]		



B - Number of Divisions at First year

1#	Book Titles and Volumes required at the time of starting a new Technical Institution equally distributed per subject.
2*	Annual Increment equally distributed per subject.
3	Total number 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 an annual increment of Books based on the changes in Curriculum and Syllabus from time to time by the affiliating University/Board.
4 ^s	Component for additional Division/ Course.
5	Books shall also include subjects of Science, Humanities, Management and Social Science as per the requirements of the Curriculum and Syllabus.
6	Digital Library facility with multimedia facility is essential.
7	Reprographic facility in the Library is essential.
8	Document scanning facility in the Library is essential.
9	Library Books/ non Books processing as per the standard classification and cataloging system is essential.
10	Facilities to access the Online Courses is essential.
11	Library automation software including Bar coding is desirable.
12	Upto 50% of the total number of Titles and Volumes may be in the form of e-books with intranet access is mandatory in case of Post Graduate Level Programme(s) and shall be desirable in case of UG/ Diploma Programme(s). Member in NDL/ Indian National Digital Library in Engineering Sciences and Technology (INDEST) or any other National Consortium is permissible for e-books.
13	The Institution shall be a member of National Digital Library. Aggregators shall also be used.



6.0 Norms for Essential and Desirable requirements of the Technical Institutions

6.1 Essential requirements of the Technical Institutions

1	Establishment of Online Grievance Redressal Mechanism as specified in the Approval Process Handbook*	Essential
2	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
3	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
4	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 vide No. F. AICTE/ WH/ 2016/ 01 dated 10th June, 2016 *	Essential
5	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
6	Internal Quality Assurance Cell*	Essential
7	Barrier Free Built Environment for disabled and elderly persons (as per Chapter VII of the Approval Process Handbook)	Essential
8	Fire and Safety Certificate	Essential
9	Implementation of mandatory Internship policy for students**	Essential
10	Implementation of teacher training policy	Essential
11	Implementation of student Induction Programme***	Essential
12	Atleast 5 MoUs with Industries	Essential
13	Implementation of examination reforms (Applicable for Standalone Institutions and Universities)****	Essential
14	Compliance of the National Academic Depository (NAD) as per MHRD directives, (Applicable for Standalone Institutions and Universities)	Essential
15	Safety and Security measures in the Campus (as per Chapter VII of the Approval Process Handbook)	Essential
16	Implementation of Food Safety and Standards Act, 2006 at the Institution	Essential
17	Digital payment for all financial transactions as per MHRD directives	Essential
18	Display of information submitted to AICTE (including the accreditation status and Board of Governors) along with mandatory disclosures in the Web site of the Institution	Essential
19	Standalone Language Laboratory	Essential
20	Potable Water supply and outlets for drinking water at strategic locations	Essential
21	Electrical Grid Power Supply Connection	Essential
22	Backup Electric Supply	Essential
23	Sports facilities	Essential
24	Rain Water Harvesting	Essential
25	Waste Management and environment improvement measures to ensure a sustainable Green Campus	Essential
26	Sewage Disposal System	Essential
27	Display board within the premises as well as on the Web site of the Institution indicating the feedback facility of students and Faculty available in AICTE Web-Portal	Essential
28	First aid, Medical and Counselling Facilities	Essential
29	Students Safety Insurance	Essential
30	Group Accident Policy to be provided for the employees	Essential



31	General Insurance provided for assets against fire, burglary and other calamities	Essential
32	Provision to watch MOOCs through SWAYAM	Essential
33	Road suitable for use by Motor vehicle- Motorized Road	Essential
34	Institution-Industry Cell	Essential
35	Applied for membership of National Digital Library	Essential
36	Copies of AICTE approvals (LoA and EoA of subsequent years) obtained since inception of the Institution till date shall be placed on the Web site of the Institution	Essential
37	Appointment of Student Counsellor	Essential
38	Telephone	Essential
39	Vehicle Parking	Essential
40	General Notice Board and Departmental Notice Boards	Essential

* **Appointment of Committees/ IQAC/ Grievance Mechanism should be made before commencement of the session, however, an Affidavit² to that effect need to be submitted by the new Technical Institution at the time of inspection by Expert Visit Committee**

** An Affidavit to be uploaded on the Portal for the compliance of Implementation of Internship Policy of AICTE.

*** An Undertaking to be uploaded on the Portal that the Institution shall possess an UHV Induction Programme trained Faculty for every 20 newly joined students before AY 2022-23.

**** An Undertaking to be uploaded on the Portal that the Internal Assessment & Laboratory Work shall be carried out following AICTE Exam Reforms and all the existing Faculty shall be trained for the same.

Note: The above mentioned documents need to be uploaded before downloading the EoA. The Council shall verify their implementation at any point of time.

6.2 Desirable requirements of the Technical Institutions

1	Implementation of the schemes announced by Government of India	Desirable
2	Offering of Skill development Courses approved by the Council	Desirable
3	Fabrication facility Laboratory (FABLAB)/ Tinkering Laboratory/ Innovation Laboratory	Desirable
4	Availability of at least ONE Smart Class Room per Department	Desirable
5	Installation of grid connected solar rooftops/ Power Systems	Desirable
6	Public announcement system at strategic locations for general announcements/ paging and announcements in emergency	Desirable
7	Enterprise Resource Planning (ERP) Software for Student-Institution-Parent interaction	Desirable
8	Efforts to encourage Final Year students to appear GATE examination	Desirable
9	Transport	Desirable
10	Post Office, Banking Facility/ Automated Teller Machine	Desirable
11	LCD (or similar) projectors in Class Rooms	Desirable
12	Auditorium	Desirable
13	Staff Quarters	Desirable
14	Display of Course(s) and “Approved Intake” in the Institution at the entrance of the Institution. Course(s) taken through duly recognized MOOCs shall be used as Supplementary Course(s)	Desirable
15	Intellectual Property Right Cell	Desirable
16	Implementation of Unnat Bharat Abhiyan/ Saansad Adarsh Gram Yojana (SAGY)	Desirable
17	Implementation of Start-up Policy	Desirable
18	Innovation Cell/Club	Desirable
19	Social Media Cell	Desirable
20	Participation in the National Institutional Ranking Framework (NIRF)	Desirable
21	Participation in the National Innovation Ranking	Desirable



22	Plastic Free Campus	Desirable
23	Availability of quality sanitary napkins through sanitary napkin vending machines and ensuring safe and environmental friendly disposal of used sanitary napkin through sanitary napkin incinerator	Desirable

6.3 Structure of the Committees

6.3.1 Anti-Ragging Committee

Every Institution/ University including Institution Deemed to be University imparting Technical Education shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the Institution, and consisting of representatives of Civil and Police Administration, Local Media, Non-Government Organizations involved in youth activities, representatives of Faculty members, representatives of parents, representatives of students belonging to the freshers' category as well as senior students, non-teaching staff and shall have a diverse mix of membership in term of Level as well as gender.

6.3.2 Grievance Redressal Mechanism

Each University shall appoint an Ombudsman for redressal of grievances of students. The Ombudsman shall be a person who has been a judge not below the rank of District Judge or a Retired Professor who has at least 10 years of experience. The Ombudsman shall not, at the time of appointment, during one year before appointment, or in the Course of his tenure as Ombudsman, be in a conflict of interest with the University where his personal relationship, professional affiliation or financial interest may compromise or reasonably appear to compromise, the independence of judgement toward the University.

The Ombudsman, or any member of his immediate family shall not:

- hold or have held at any point in the past, any post, employment in office or profit in the University,
- have any significant relationship including personal, family, professional or financial, with the University,
- hold any University position, called by whatever name, under the administration or governance structure of the university.

The Ombudsman in the State Technical University shall be appointed by the University on a part time basis from a panel of three names suggested by the search committee consisting of the following members:

- Nominee of the Governor of concerned State - Chairman
- Two Vice Chancellors by rotation from Public Universities of the State Concerned
- One Vice Chancellor by rotation from Private Universities of the State Concerned
- Secretary (Higher Technical Education) of the State concerned - Convenor

The Ombudsman in a Central Technical University shall be appointed by the Central Technical University concerned on a part time basis from a panel of three names suggested by the search committee consisting of the following members:

- Chairman AICTE - Chairman
- One Vice Chancellor from Central Technical Universities by rotation
- Joint Secretary Higher Technical Education, MHRD, Government of India
- Member Secretary, AICTE - Convenor

The Ombudsman shall be a part time Officer appointed for a period of three years or till 70 years of age whichever is earlier from the date he resumes the Office and may be reappointed for another one term in the same University.



In case of Technical Institution, the Vice Chancellor of the affiliating University shall constitute a Grievance Redressal Committee consisting of five members for an individual Technical Institution or a group of Technical Institutions, keeping in view the location of the Technical Institution(s) concerned. Ombudsman shall be appointed by the concerned Directorate of Technical Education for Diploma Institutions and by AICTE for PGDM Institutions.

6.3.3 Committee for SC/ ST

Committee shall consist of five members, out of which atleast 2 members shall be SC/ST and one member shall be a woman.

6.3.4 Internal Complaint Committee (ICC)

Responsibilities of the Technical Institution as per Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions (All India Council for Technical Education Regulations, 2016)

Every Technical Institution shall

- a. Publicly notify the provisions against sexual harassment and ensure their wide-dissemination
- b. Include in its Web Site, prospectus and display prominently at conspicuous places or Notice Boards the penalty and consequences of sexual harassment and make all sections of the institutional community aware of the information on the mechanism put in place for redressal of complaints pertaining to sexual harassment, contact details of members of Internal Complaints Committee, complaints procedure and so on
- c. Organise Training Programmes or as the case may be, workshops for the officers, functionaries, faculty and students, to sensitize them and ensure knowledge and awareness of the rights, entitlements and responsibilities enshrined in the Act and under these regulations
- d. Organise regular orientation or training Programmes for the members of the ICC to deal with complaints, steer the process of settlement or conciliation, etc., with sensitivity
- e. Act decisively against all gender based violence perpetrated against employees and students of all sexes recognising that primarily women employees and students and some male students and students of the third gender are vulnerable to many forms of sexual harassment and humiliation and exploitation
- f. Every Technical Institution shall constitute an Internal Complaints Committee (ICC) with an inbuilt mechanism for gender sensitization against sexual harassment. The ICC shall have the following composition:
 - A Presiding Officer who shall be a woman Faculty member employed at a senior Level (not below a Professor in case of a University, and not below an Associate Professor in case of an Institution) at the Educational Institution, nominated by the Executive Authority
 - Two Faculty members and two non-teaching employees, preferably committed to the cause of women or who have had experience in social work or have legal knowledge, nominated by the Executive Authority
 - Three students (comprising of atleast one girl student) of Pre-Final/Final year at Undergraduate/ Diploma Level Institution, as the case may be



- One member from amongst Non-Government Organisation or Associations committed to the cause of women or a person familiar with the issues relating to sexual harassment, nominated by the Executive Authority
 - At least one-half of the total members of the ICC shall be women
 - Persons in senior positions such as Chairman/ Secretary of the Society, Principal/ Director of the Institution, etc. shall not be the members of the ICCs in order to ensure autonomy of their functioning
 - The term of office of the members of the ICC shall be for a period of three years. Institutions may also employ a system whereby one-third of the members of the ICC may change every year
- g. All Technical Institutions approved by AICTE shall upload the Annual Report containing the following details by 30th June of the Calendar Year:
- Number of complaints of sexual harassment received in the year
 - Number of orientation or training Programmes carried out for the members of the ICC to deal with complaints
 - Number of complaints disposed of during the year
 - Number of cases pending for more than 90 days
 - Number of workshops or awareness Programme carried out for the officers, functionaries, faculty and students to sensitize them against sexual harassment
 - Nature of action taken by the Technical Institution against the perpetrator



7.0 Norms for Faculty requirements and Cadre Ratio of the Technical Institutions

7.1 Diploma/ Post Diploma Certificate Programme

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/ Architecture/ Applied Arts and Crafts/ Design/ Hotel Management and Catering Technology	1:25	1	1 per Department	$(S/25) - 1$	$S/25$
Pharmacy	1:20	1	1 per Department	$(S/20) - 1$	$S/20$

S - Sum of the number of students as per "Approved Intake" at all years

7.2 Under Graduate Degree Programme

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						
a. Architecture	1:10	1	$\frac{S}{10xR} - 1$	$\frac{S}{10xR} \times 2$	$\frac{S}{10xR} \times 6$	$\frac{S}{10}$
b. Planning	1:16	1	$\frac{S}{16xR} - 1$	$\frac{S}{16xR} \times 2$	$\frac{S}{16xR} \times 6$	$\frac{S}{16}$
Applied Arts Crafts and Design						
a. Applied Arts and Crafts	1:10	1	$\frac{S}{10xR} - 1$	$\frac{S}{10xR} \times 2$	$\frac{S}{10xR} \times 6$	$\frac{S}{10}$
b. Design	1:10	1	$\frac{S}{10xR} - 1$	$\frac{S}{10xR} \times 2$	$\frac{S}{10xR} \times 6$	$\frac{S}{10}$
Hotel Management and Catering Technology	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$

S - Sum of the number of students as per "Approved Intake" for all years, R = (1+2+6)

7.3 Post Graduate Degree Programme

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	1:15	~	$\frac{S}{15xR}$	$\frac{S}{15xR}$	$\frac{S}{15xR}$	$\frac{S}{15}$
*Pharmacy						
M.Pharm.	1:10	~	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
Pharm.D.	1:15	~	$\frac{S}{15xR}$	$\frac{S}{15xR}$	$\frac{S}{15xR}$	$\frac{S}{15}$
*Architecture and Planning						
a. Architecture	1:8	~	$\frac{S}{8xR}$	$\frac{S}{8xR}$	$\frac{S}{8xR}$	$\frac{S}{8}$
b. Planning	1:10	~	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*Applied Arts Crafts and Design						
a. Applied Arts and Crafts	1:10	~	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
b. Design	1:7.5	~	$\frac{S}{7.5xR}$	$\frac{S}{7.5xR}$	$\frac{S}{7.5xR}$	$\frac{S}{7.5}$
*Hotel Management and Catering Technology	1:12	~	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12}$
#MCA	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$
#MBA/ PGDM	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$

S - Sum of the number of students as per "Approved Intake" for all years
 In case of non-availability of qualified Professor, an Associate Professor may be considered.
 *R = (1+1+1); #R = (1+2+6)

In Integrated Planning Course, Faculty requirement is 1:16 for the first three years and 1:10 for the next two years.

Cadre Ratio shall be 1:2:6 (Not applicable to Diploma Level).

However, Institutions Deemed to be Universities/ Institutions having Accreditation/ Autonomy status shall have **Faculty: Student as 1:15** and maintain a better Cadre ratio in order to achieve excellence in Technical Education.



Faculty Cadre and Qualifications shall be as per:

AICTE Regulations on Pay Scales, Service Conditions and Minimum Qualifications for the Appointment of Teachers and Other Academic Staff such as Library, Physical Education and Training & Placement Personnel in Technical Institutions and Measures for the maintenance of Standards in Technical Education - (Degree) Regulation, 2019 and subsequent amendments/ new Regulations issued by AICTE from time to time.

AICTE Regulations on Pay Scales, Service Conditions and Minimum Qualifications for the Appointment of Teachers and Other Academic Staff such as Library, Physical Education and Training & Placement Personnel in Technical Institutions and Measures for the maintenance of Standards in Technical Education - (Diploma) Regulation, 2019 and subsequent amendments/ new Regulations issued by AICTE from time to time.

9.0 Norms for PGCM/ PGDM Courses

- 9.1** Post Graduate Certificate in Management (PGCM) Course shall be of duration more than 1 year and not exceeding 2 years.
- 9.2** The duration of the Post Graduate Diploma in Management (PGDM) Course shall not be less than 21 months.
- 9.3** Executive PGDM Programme shall be of duration of 15/ 18 Months.
- 9.4** The Academic calendar for admission of students shall be followed as prescribed by AICTE. The admission shall be started from 1st March (subject to the grant of EoA for the current Academic Year by the Council) and end by 30th June every year.
- 9.5** Admission to PGDM Courses shall be made only from the candidates qualified from any one of the six All India tests, i.e.; CAT, XAT, CMAT, ATMA, MAT, GMAT or the common entrance examinations (if any) conducted by the respective State Governments for all Institutions other than Minority Institutions.
- The candidates shall be short listed on the basis of the overall rank computed taking into account of the following components and their weights:
- Score in the Common Admission test - 35 to 60%
 - Score for academic performance in X Std., XII Std., Under Graduate Degree/ Post Graduate Degree - 5 to 25%
 - Group discussion/ interview - 20 to 45%
 - Weightage for participation in Sports, Extra-Curricular activities, Academic diversity and Gender diversity - 5 to 20%
- 9.6** PGDM Institutions shall publish the information regarding the name of the Common Admission test, from which the candidates are selected for admission, the percentage of scores of the above components on its website, admission Brochure and well before the admission process initiated and inform the Applicants through specific communications.
- 9.7** The Institution shall inform AICTE and clearly display on the Institution Web site the eligibility criteria, selection procedure and the merit list of the candidates who have applied for the Programme. The selection of the students shall be strictly on the basis of merit only.
- 9.8** Institutions shall upload PGCM/ PGDCM students' enrolment data in the prescribed format on AICTE Web-Portal since its establishment before December every year. Thereafter students' enrolment data shall be uploaded to AICTE Web-Portal within one month from the last date for admission every year. If it is not uploaded, the Council shall not grant approval to the Institution in the next Academic Year.
- 9.9** The Institutions shall mandatorily mention the enrolment number allotted to each student by AICTE in their Diploma Certificate and mark sheets as per the format available in AICTE Portal.
- 9.10** Institutions may devise their own Curriculum for PGCM/ PGDM Courses, however it shall be in conformity with the Model Curriculum developed by AICTE and incorporate significant part of academic components in their Curriculum. To introduce any new Course, the nomenclature and Syllabus of the same shall be submitted to the Policy and Academic Planning Bureau, AICTE for approval of the concerned Board.



- 9.11** Board of Governors (BoG)/ Board of Management (BoM) is to be constituted as per Appendix 18 of the Approval Process Handbook for Standalone PGDM Institutions. The minutes of the meetings of the Board of Governors (BoG)/ Board of Management (BoM) shall be uploaded periodically in the website of the Institutions.
- 9.12** PGDM Institutions shall refund the Fee collected, after deducting an amount of ₹1000/- (One Thousand only) as processing Fee and return the Certificates to the students withdrawing the admission before the last date of admission, irrespective of the reasons for withdrawal of admission. The last date for withdrawal of admission for the purpose of refund of Fee shall be 30th June of every year.
- 9.13** PGDM Institutions shall publish the Fee being charged in its website and admission Brochure well before the admission process is initiated and inform the Applicants through specific communications.
- 9.14** PGDM Institutions shall follow norms and standards and conditions prescribed by the Council from time to time.
- 9.15** All PGDM Institutions should upload both the transcripts and Certificates on National Academic Depository (NAD).
- 9.16** The rules with respect to matters relating to examinations and arbitration shall be decided by the All India Board of Management, AICTE.
- 9.17** Institutions shall appoint OMBUDSMAN 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.
- 9.18** The academic session shall normally be from 1st July of the Current Calendar Year to 30th June of the next Calendar Year.
- 9.19** The Standalone Institutions are falling under THREE categories, as Category I, II and III based on the All India Council for Technical Education (Categorisation of Standalone Institutions (SIs) for Grant of Graded Autonomy) Regulations, 2019.

Category I/ II Institutions shall have to update the data in AICTE Web-Portal on annual basis and comply the norms and standards as specified by AICTE from time to time. An Affidavit² to this effect shall be submitted annually to AICTE. Student enrolment details shall be uploaded in the Web-Portal within one month from the last date for admission every year.

If any complaints are received about the violation of the norms, AICTE shall inspect the Institution, the action as specified in the Approval Process Handbook shall be initiated.



10.0 Subscription of Journals

Programme	Total number of Courses	Journals Published in India	Journals Published at Abroad
Engineering and Technology/ Pharmacy/ Architecture/ Applied Arts and Crafts/ Hotel Management and Catering Technology (Diploma)	B	Half the number as required for Under Graduate Degree Course in the same Programme	Desirable
Engineering and Technology (Under Graduate)	B	6xB [#]	
Pharmacy (Under Graduate)	B	6xB [#]	
Architecture/ Planning (Under Graduate)	B	6xB [#]	
Applied Arts and Crafts/ Design (Under Graduate)	B	6xB [#]	
Hotel Management and Catering Technology (Under Graduate)	B	6xB [#]	
Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts/ Design/ Hotel Management and Catering Technology (Post Graduate)	B	6xB [#]	6xB [#]
MBA/ PGDM/ MCA (Post Graduate)	B	6xB [#]	

All the Journals in the Library are to be “subscribed” and at least 25% are to be indexed by Scopus/ Web of Science/ Medline (Pharmacy).

It is desirable to procure the hard copy of Journals published abroad. However, subscription to Journals published in India is essential. E-journals are recommended.

#As per the Programme(s)/Course(s) offered by the Institution, relevant e-journals from Web of Science or Scopus shall be subscribed.

The e-Shodh Sindhu is providing support in negotiating the prices of e-resources to AICTE approved Technical Institutions. The same shall be explored by the Institutions.

Journals shall also include subjects of Science, Humanities, Management and Social Science.

11.0 Format for Detailed Project Report (DPR) for the establishment of a new Technical Institution**11.1 Preamble**

Detailed Project Report (DPR) is expected to cover the genesis of the proposal with respect to the background of the Technical Education and Industrial scenario of the State where the proposed Institution is being located and the credentials of the Consultants, if any, engaged by the Promoters.

- a. Introduction
- b. Background of the Consultants
- c. Technical Education and Industry Scenario

11.2 The Promoting Body

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 shall be described as follows:

- 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

The goal of the proposed Institution, Scope and Justification of its establishment in the light of the prevailing Technical Education and Industrial scenario in the State, availability of students for admission, particularly the number of students passing the qualifying examination viz., +2 Science with First Class and the number of seats already available in the particular Course (B.E./ B. Pharm./ B. Arch./ B.HMCT./ MBA/ MCA/ Diploma, etc.) in the State, and the genesis of the proposal with respect to the technical manpower requirement of the State, if available shall be described as follows:

- 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 Institution vis-à-vis the Industrial Scenario and Educational Facilities already available in the State



11.4 Academic Programmes

The basic Academic Philosophy of the Institution and to list the identified Programmes, targets, and various facilities shall be described as follows:

- 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, Staff 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 of the Approval Process Handbook.

11.6 Salient Features of Academic Programmes

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 shall be described as follows:

- 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

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 shall be described as follows:

- 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

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 the contribution of the Institutions to Society at large, as follows:

- 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

The basic Philosophy of Governance and Administrative Management including the structure of its Board of Governors (BoG)/ Board of Management (BoM), 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 shall be described as follows:

- 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

The details of the Master Plan for Campus Development starting from the selection of a 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 are expected to be taken up in consonance with the Master Plan keeping in view various aspects of convenience, safety, sustainability and utility of the facilities shall be described as follows:

- a. The Site
- b. Proposed Land Use Pattern
- c. Design Concept with proof of sustainability (As per Green Building Code 2017 is mandatory)
- 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

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, as follows:

- 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

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 shall be described as follows:

- a. Activity Chart
- b. Constraints
- c. Financial Outlay
- d. Strategy for Implementation



11.13 Executive Summary of the Detailed Project Report

A Summary of the DPR as per the following Format for ready reference shall be given:

- Details about the Promoting Body
- Name and Address of the Promoting Body
- Date of Registration/ Establishment of the Promoting Body
- Nature of the Promoting Body
- Activities of the Promoting Body since inception
- Constitution of the Promoting Body

11.14 Faculty Data

Name	Academic Qualifications	Nature of Association with the Promoting Body	Experience in Academic Institutions (in years)		
	Technical	Non-Technical	Promotional	Management	Organizational

11.15 Proposed Institution

- Details about the Proposed Institution
- Development Plan for the Proposed Institution

11.16 Graphical Representation

- 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.
- 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.
- 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.
- 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	Course(s)/ Intake Proposed (I)	Built-up area/ Investment to be made (m ² / ₹) (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 the 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)

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	Technical	Administrative	Total

11.21 Proposed structure of the governing body

Sl. No.	Trust/ Society/ Company Representative	Academic Background		Industry Representative	Others
		Technical	Non-Technical		

11.22 Industry Linkages (at the time of establishment, and next five years)

Atleast minimum 5 MoUs and proof of relevance have to be produced. Purpose and outcomes of MoU shall be documented.

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:

Name
Designation
Seal

Date:



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 with the provision made in the above Regulations. Any violation of above AICTE Regulations for the prevention and prohibition of ragging, shall call for punitive action against erring Institutions as per the 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, student 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 8'x6'.

The Institution may be requested to submit an 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 to 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”.



13.0 Structure of Various Committees

13.1 The Council

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 Council comprises of 51 members of which following 33 members have been nominated by MHRD.	1/ 3 members
Chairman, AICTE	
Vice Chairman, AICTE	
Secretary, Department of Higher Education, MHRD	
Additional Secretary, Technical Education, Department of Higher Education, MHRD	
Chairman, Central Regional Committee, AICTE	
Chairman, North Western Regional Committee, AICTE	
Chairman, South Central Regional Committee, AICTE	
Chairman, South Western Regional Committee, AICTE	
Chairman, All India Board of Hospitality and Tourism Management, AICTE	
Chairman, All India Board of Architecture, AICTE	
Chairman, All India Board of Information and Technology, AICTE	
Chairman, All India Board of Pharmacy, AICTE	
Chairman, All India Board of Town and Country Planning, AICTE	
Joint Secretary & Financial Advisor (MHRD)	
Secretary, Ministry of Skill Development & Entrepreneurship	
Secretary, Ministry of Electronics and Information Technology	
Secretary, Ministry of Micro, Small & Medium Enterprises	
Secretary, Ministry of Housing & Urban Affairs	
Secretary, Technical Education/ Higher Education, Telengana	
Secretary, Technical Education/ Higher Education, Tripura	
Secretary, Technical Education/ Higher Education, Uttar Pradesh	
Secretary, Technical Education/ Higher Education, Uttarakhand	
Secretary, Technical Education/ Higher Education, West Bengal	
Secretary, Technical Education/ Higher Education, Andhra Pradesh	

Secretary, Technical Education/ Higher Education, Andaman and Nicobar Islands	
Secretary, Technical Education/ Higher Education, Arunachal Pradesh	
Smt. Shalini Sharma, Senior Consultant and Head, Higher Education, CII	
Smt. Shobha Mishra Ghosh, Assistant Secretary General, FICCI	
Dr. Sandhya Chintala, Vice President, IT ITeS Sector Skills Council, NASSCOM	
Shri. T.V.Mohandas Pai, President, AIMA	
President, Association of Indian Universities	
Executive Secretary, Indian Society for Technical Education	
President, Pharmacy Council of India	
Vice President, Council of Architecture	
Director General, National Productivity Council	
President, Indian Institute of Metals	
President, The Institution of Electronics and Telecommunication Engineers	
President, Institute of Chemical Engineers	
Dr.K.Balaveera Reddy, Former Vice Chancellor, Visvesvaraya Technological University	
Chairman, University Grants Commission, New Delhi	
Director, Institution of Applied Manpower Research, New Delhi	
Director General, Indian Council of Agricultural Research, New Delhi	
Director General, Council of Scientific and Industrial Research, New Delhi	
Member Secretary, AICTE - Member Secretary	

13.2 The Executive Committee

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)	



<p>(Four out of eight members of the Council representing the States and Union Territories on rotation)</p> <p>Four Members with expertise and distinction in areas relevant to Technical Education to be nominated by the Chairman of the Council</p> <p>The Chairman, UGC (Ex-Officio)</p> <p>The Director, IAMR (Ex-Officio)</p> <p>The Director, ICAR (Ex-Officio)</p> <p>Member Secretary, AICTE - Member Secretary</p>	
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13.3 Regional Committee

Composition	Quorum
<p>Chairman to be nominated by the Chairman, AICTE</p> <p>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</p> <p>Four eminent persons in the field of Industry, Labour, Commerce and Professional representatives from the Pharmacy Council of India, Council of Architecture, Confederation of Indian Industries and Professional Societies to be nominated by the Chairman, AICTE</p> <p>One member representing the Board of Apprenticeship Training to be nominated by the Board</p> <p>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.</p> <p>One Vice Chancellor or his/ her nominee not below the Level of Dean/ Principal) of the University/ Institution Deemed to be University dealing with Technical Education by rotation in alphabetical order of the State, UT in the region.</p> <p>One Officer of Bureau of Technical Education, not below the rank of Deputy Secretary, Department of Education, GoI (Ex-Officio)</p> <p>One Advisor of the Bureau, Regional Committees, AICTE (Ex-Officio)</p> <p>Regional Officer of the Regional Office (Ex-Officio) – Member Secretary</p>	<p>1/ 3 members</p>

13.4 Scrutiny/ Re-Scrutiny Committee under Chapter I of the Approval Process Handbook

Composition	Quorum
<p>Professor/ Associate Professor of IIT/ IIM/ NIT/ Government/ Government aided Institutions</p> <p>An advocate registered with Bar Council</p> <p>An Architect registered with Council of Architecture</p>	<p>One Professor/ Associate Professor</p> <p>An advocate registered with Bar Council</p> <p>An Officer not below the rank of Deputy Director of the revenue Department of the concerned State Government/ UT to be</p>



	nominated by the concerned State Government/ UT or an Architect registered with Council of Architecture.
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13.5 Scrutiny/ Re-Scrutiny Committee under Chapter II of the Approval Process Handbook

Composition	Quorum
Two Professors/ Associate Professors of IIT/ IIM/ NIT/ Government/ Government aided Institutions	Two Professors/ Associate Professors

13.6 Expert Visit Committee

Composition	Quorum
<p>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</p> <p>One Expert member, not below the Level of Associate Professor or an Industry expert to be selected from the panel of Experts approved by the Executive Committee, AICTE</p> <p>An Officer not below the rank of Deputy Director of the revenue Department of 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 Engineering) 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</p>	<p>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 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 Engineering) 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</p>

Note:

Depending on the requirement, concerned State Government/ UT/ affiliating University/ Board nominee not below the Level of Associate Professor may be added in the Expert Visit Committee.

Expert Visit Committee may comprise of one Academician specialised in the Programme offered at the Institution to be visited and the other Academician having the specialisation in Engineering and Technology Programme.

In case of Institutions Deemed to be Universities, a Vice Chancellor/ Former Vice Chancellor/ Director of IIT/ NIT nominated by AICTE shall be the Chairman of the Expert Visit Committee.

13.7 Standing Hearing Committee/ Standing Appellate 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	One Member



<p>Government Universities or Institutions of National Importance.</p> <p>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</p> <p>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</p>	One Member
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13.8 Standing Complaint Scrutiny Committee (SCSC)

Composition	Quorum
<p>A Retired High Court Judge</p> <p>Two expert members not below the Level of Associate Professor in the fields of Technical Education.</p> <p>An Architect, Registered with Council of Architecture or Professor of Civil Engineering.</p> <p>Directorate of Technical Education/ Registrar (Serving or Retired of Technical Institution/ University)</p>	<p>Chairman</p> <p>Any Two Members</p>

13.9 Role and Responsibilities of Various Committees

Committee	Role and Responsibilities
The Council	To perform such functions as specified in Section 10 of AICTE Act, 1987
The Executive Committee	To perform such functions as assigned to it by the Council as specified in Section 10 of AICTE Act, 1987
Regional Committee	Providing recommendations about the issuance of approval for the new/ existing Technical Institutions based on the observations of Scrutiny/ Expert Visit Committee (as applicable).
Scrutiny Committee	Verify the authenticity of the documents submitted by the Applicant as specified in Appendix 16/ 17 (as applicable) of the Approval Process Handbook.
Expert Visit Committee (EVC)	Visit the premises of the Institution to verify the availability of Infrastructural facilities and Faculty with respect to the norms specified in the Approval Process Handbook.
Standing Hearing Committee (SHC)	To assess the compliance of the deficiencies observed in the report of the Expert Visit Committee/ for Show Cause Notice issued to the Institution.
Standing Appellate Committee (SAC)	To assess the compliance of the deficiencies observed in Standing Hearing Committee while considering the appeals of Institutions
Standing Complaint Scrutiny Committee (SCSC)	Processing of any Complaint(s) received about an Institution.



14.0 Regional Offices of AICTE

Region	Regional Offices	STD Code	Telephone	Jurisdiction
Central	Airport Bypass Road, Gandhi Nagar, Bhopal-462036 E-mail: cro@aicte-india.org	0755	2744314 2744315 2744316	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	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	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	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	Tamil Nadu, Puducherry
South Central	West Block Nos. 201-204 & 221 to 224, 2nd Floor, Swarna Jayanti Commercial Complex, Ameerpet, Hyderabad 500038 E-mail: scro@aicte-india.org	044	2334 0113 23341036 23345071	Andhra Pradesh, Telangana
South-West	P.K. Block, Palace Road, Bangalore – 560 009 E-mail: swro@aicte-india.org	080	22205919 22205979 22208407 22253232	Karnataka, Lakshadweep, Kerala
Western	Industrial Assurance Building, Second Floor, Nariman Road, Mumbai - 400020 E-mail: wro@aicte-india.org	022	22821093 22855412 22851551	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
Thiruvananthapuram 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, e-mail to: helpdeskab@aicte-india.org



15.0 Grievance Redressal Mechanism for Students

In order to provide opportunities for redressal of certain grievances of students already enrolled in any institution, as well as for those seeking admission to such institutions, AICTE has notified All India Council for Technical Education (Redressal of Grievance of Students) Regulation, 2019 vide F. No. 1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019 for establishment of grievance redressal mechanism for all AICTE approved Technical Institutions. Non-compliance of the above Regulations shall call for punitive action.

Guidelines for Establishment of Grievance Redressal Mechanism:

- 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 Principal / Director, 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 Redressal Mechanism / students Grievances Portal.
- iii. A complaint from an aggrieved student relating to the institution shall be addressed to the Chairperson of Student Grievance Redressal Committee (SGRC).
- iv. Every AICTE approved institution shall constitute Student Grievance Redressal Committee (SGRC) with the following composition, namely:
 - Principal of the College - Chairperson;
 - Three senior members of the teaching faculty to be nominated by the Principal as Members and out of three one member shall be female and other from SC/ ST/ OBC category;
 - A representative from among students of the College to be nominated by the Principal based on academic merit/ excellence in sports/ performance in co-curricular activities - Special Invitee.
- v. The term of the members and the special invitee shall be of two years.
- vi. The quorum for the meeting including the Chairperson, but excluding the special invitee, shall be three.
- vii. In considering the grievances before it, the SGRC shall follow principles of natural justice.
- viii. The SGRC shall send its report with recommendations, if any, to the concerned institution and a copy thereof to the aggrieved student, within a period of 15 days from the date of receipt of the complaint.
- ix. Any student aggrieved by the decision of the Student Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

All the Institutions are requested to take necessary steps to implement the above regulation.



16.0 Documents to be submitted for Setting up a new Technical Institution offering a Technical Programme at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level

16.1 Documents to be submitted at the time of the Scrutiny Committee

The 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 Affidavit² supporting documents other than Affidavits shall be made and duly authenticated by the authorized signatory of Applicant or by the Head of the Institution.

- 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 Affidavit² 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 of the Applicant Organization in a Format³ as prescribed on the Web-Portal.
- In Metro and Mega Cities, Certificate of Occupancy Certificate/ Completion Certificate/ Building License/ Form D (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.
- Fire Safety Certificate issued by the Competent Authority.
- Certificate¹ issued by an Advocate regarding Land related documents.
- Certificate² issued by an Architect regarding approved Building Plans.
- Certificate³ issued by the Bank Manager regarding financial status of the Applicant.
- A hard copy of the complete application as uploaded to AICTE Web-Portal, printed thereon.
- A receipt with the Official Seal from the authorized signatory of the State Government/ UT as proof of submission of these documents.
- A receipt with the Official Seal from the authorized signatory of the affiliating University/ Board as proof of submission of these documents **exempted for Institution applying for PGDM.**
- A 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 Competent Authority.
- For Standalone PGDM Institutions, details of the recommended composition of the Board of Governors of the Institution constituted as per Appendix 18 of the Approval Process Handbook.

- In the case of a Company established under Section 8 of the 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, the 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 the PPP/ BOT in the said area with the Applicant Trust/ Society/ Company.
- Resolution of the Applicant Organization, pertaining to start a Technical Institution and allocation of Land/ Building/ funds to proposed activities in the Format³ prescribed on the Web-Portal.
- Documents showing ownership of Land/ Building as per the provisions of Section 8 of the Transfer of Property Act, 1882 or any other Law for the time being in force relating to transfer of property to or by Companies, Associations or bodies of individuals, in the name of the Applicant in the form of Registered Settlement Deed/ Registered Sale Deed/ Irrevocable Gift Deed (Registered)/ Irrevocable Government/ Private Lease Deed (Registered) (for a period of minimum 30 years with at least 25 years of live lease at the time of submission of application). However, Private Lease of Land/ Building is permissible ONLY for Mega/ Metro cities due to the scarcity of Land.

That Joint Affidavit⁷ by the parties that the lease of Land is irrevocable for 30 years of which 25 years is still live shall have to be given on a Non-Judicial stamp/ e-stamp paper of ₹100/- duly sworn before a First Class Judicial Magistrate/Notary/Oath Commissioner. The ownership of the Land shall remain with the lessor but as long as the promoter uses that Land, within the conditions imposed by the Lessor, the ownership shall deem to be that of the lessee.

In case, the Land documents are in vernacular Language, notarized English translation of the documents shall be produced.

Documents to be submitted, in case of Private Lease of Land/ Building:

Private Lease of Land

- Original document of Private Lease registered between the Lessor and Lessee with Competent Authority under the Registration Act (It should have a validity of more than 25 years as on date of the notification issued by the Council)
- Land Conversion Certificate issued by the Competent Authority
- Land Use Certificate issued by the Competent Authority
- Title documents of the Lessor referring to its acquisition of leasehold rights through a lawful transaction
- Encumbrance Certificate relating to the property on a date not later than the date of issue of notification issued by the Council
- Resolution of the Trust/Society/ Company, if the Lessor is either of those
- NOC from the Charity Commissioner if the Lessor is a Trust and NOC from the Registrar of Cooperative Societies, if the Lessor is a Society



- In case of Sub Lease, the Lessor (then Lessee) should have the right to assign the leasehold right in the form of a registered document

Private Lease of Building

Mortgage of Land shall not be permissible.

- Complete Building Plan approved by the Competent Authority
- If the building is multi-storied and certain floors only are leased, then the complete Floor Plan prepared by an Architect clearly indicating the details in addition to the Complete Building Plan approved by the Competent Authority
- Occupancy/ Completion Certificate relating to the property/ floors issued by the Competent Authority
- Building Permission Certificate issued by the Competent Authority. (If the permitted use is Residential, then the application to be rejected)
- Title documents of the Land referring to the acquisition/leasehold right over the said property
- Lease deed registered by the Competent Authority under Registration Act
- Non-agricultural Cess paid receipt for the last three years
- Municipal taxes paid receipt for the last three years
- Fire NOC
- 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 an Educational purpose to establish an Institution, 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 Classification Certificate of the Competent Authority indicating whether the Land for the proposed new Technical Institution/ Technical Campus falls in the rural area or otherwise.
- 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 the concerned Municipal Corporation or the local authority that approves Building Plans or the State Government/ UT.
- Site Plan, Building Plan of proposed Technical Institution prepared by an Architect registered with Council of Architecture (CoA)/ Licensed Surveyor and duly approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT.
- Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use for the proposed Institution at the permanent site with a table clearly mentioning all



rooms, with carpet area of each in m², 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 Course(s) from the first to final year. This shall be certified by Architect registered with the Council of Architecture.
- Proof of the availability of nomenclature of the applied Course(s) in the affiliating University/ Board.
- Proof of working capital (funds) as stated in Clause 1.5.3 of the Approval Process Handbook, 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.
- Certificate regarding Minority Status, if applicable at the time of application.
- Detailed Project Report (DPR).
- 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 the Building/ students/ Faculty/ Staff etc. is required.
- In case of Buildings constructed by Government Departments before 50 years, for Government/ Government aided Institutions/ State or Central University/ Defence Institutions where the documents could not be submitted, a letter from the Competent Authority that the Building norms of AICTE are fulfilled shall be produced to this effect.

16.2 Documents to be submitted at the time of the Expert Visit Committee

The 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 the Library.
- Copy of Invoice/ Cash Memo for Equipment and Library Books.
- List and details of hard copy of National Journals subscribed.
- List and details of hard copy of International Journals subscribed.



- Details of subscription of Journals as per Appendix 10 of the Approval Process Handbook.
- 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 **motorable** approach roads.
- Details and proof of telephone connections available at the proposed Technical Institution.
- 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 Trust/ Society/ Company or by any other Trust/ Society/ Company to which the Chairman/ Secretary of the Applicant is a member.
- Video recording with briefing by one of the Experts 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 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 Class Rooms, 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 Technical 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 Faculty members and Principal/ Director as the case may be, as per Policy regarding minimum qualifications pay scales, norms etc., as specified 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 AICTE Web-Portal.
- In no circumstance, unless the appointment of all Faculty members and other Staff is in place, the Institutions shall start the approved Technical Course(s).
- Faculty and non-teaching Staff data shall be entered as per the prescribed Format.



16.4 Additional documents to be submitted at the time of Scrutiny Committee for approval of an existing Institution applied for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year

- No Objection Certificate from Concerned State Government/ UT in the Format¹.
- No Objection Certificate from affiliating University/ Board in the Format².
- Resolution of the Trust/ Society/ Company approving the Institution for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year/ Change of Site/ Location/ Conversion of Women's Institution into Co-ed Institution and vice-versa/ Conversion of Diploma Level into Degree Level and vice-versa/ To start new Programme/ Level in the existing Institutions, as applicable, duly signed by the Chairman/ Secretary in the Format³.

16.5 Additional documents to be submitted at the time of Scrutiny Committee for approval of the establishment of the Institution set up by 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 the last 3 years clearly indicating turnover through operations

16.6 Documents expected to be presented to the Scrutiny/ Expert Committee are specified in Annexure 13 of the Approval Process Handbook.



17.0 Documents to be submitted/uploaded for

- Extension of Approval based on Self-Disclosure
- Introduction/ Continuation of seats for Non Resident Indian(s)
- Change of Site/ Location
- Conversion of Diploma Level into Degree Level and vice-versa
- To start new Programme/ Level in the existing Institutions
- Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus
- Extension of Approval of the existing Institutions after a break in the preceding Academic Year/ Restoration of Intake
- To start Diploma/ Degree in Pharmacy in existing Institutions
- Introduction/ Continuation of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries
- Conversion of Women's Institution into Co-ed Institution and vice-versa
- Increase in Intake/ Additional Course(s)
- Introduction of Integrated/ Dual Degree Course
- Closure of the Institution
- Conversion of PGDM Course(s) into MBA Course(s) and vice-versa
- Closing of MCA Course and Introduction of MBA/ PGDM Course and vice-versa
- Conversion of Courses into allied Vocational Courses
- Introduction/ Continuation of Fellow Program in Management
- Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)
- Change in the Name of the Institution or affiliating University/ Board or Type of Institution (Institution(s) converted into a University)
- Change in the Minority Status of the Institution
- Change in the Name of the Bank
- Change in the Name of the Trust/ Society/ Company
- Extended EoA
- Collaboration and Twinning Programme(s)

17.1 Documents to be uploaded for the issuance of EoA based on Self-Disclosure/ after a break in the preceding Academic Years/ Restoration of Intake

Supporting documents including the Affidavits shall be duly authenticated by the Chairman/ 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.

In case of Buildings constructed by Government Departments before 50 years, for Government/ Government aided Institutions/ State or Central University/ Defence Institutions where the documents could not be submitted, a letter from the Competent Authority that the Building norms of AICTE are fulfilled shall be produced to this effect.

- An e-Affidavit² with digital signature of the Chairman/ Secretary of the Trust/ Society/ Company on an e-stamp paper of ₹100/-, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.



- Copy of pay receipt print made on AICTE Web-Portal if any, in respect of Extension of Approval for the Academic Year 2020-21.
- As per Clause 7.17 of the Approval Process Handbook, valid Occupancy/ Completion Certificate/ Building License/ Form D issued by the Competent Authority.
- Valid Structural Stability Certificate from the registered Structural Engineer, if the Building is more than thirty years from the issue of Completion Certificate that the Building is fit for human habitation.
- A valid Fire Safety Certificate issued by the Competent Authority.
- Satellite map, using suitable Web site, showing geographical location of the Land with latitude and longitude at the entrance of the main Building mentioned on it.
- Show Cause Notice issued by AICTE, if any, during the last two years.
- Details of the Court cases filed against AICTE and the order of the Court, if any.
- 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.
- Audited statement of accounts of the Trust/ Society/ Company for the previous year.
- 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 Course(s), has been entered as per the prescribed Format on the Web-Portal.

17.2 Additional documents to be uploaded for approval of the Introduction of seats for Non Resident Indian(s)

- Resolution of the Trust/ Society/ Company approving the Institution for Introduction of seats for Sons/ Daughters of Non Resident Indian(s) duly signed by the Chairman/ Secretary in the Format³.

17.3 Additional documents to be submitted at the time of Scrutiny Committee for approval of an existing Institution applied for Change of Site/ Location/ Conversion of Women's Institution into Co-ed Institution/ Conversion of Diploma Level into Degree Level and vice-versa/ To start new Programme/ Level in the existing Institutions

- All Documents as specified in Appendix 16.1 of the Approval Process Handbook (**Not applicable for the Conversion of Degree Level into Diploma Level**).
- No Objection Certificate from Concerned State Government/ UT in the Format¹ (**Not applicable for the existing Institution to Start new Programme(s)/ Level(s)**).
- No Objection Certificate from affiliating University/ Board in the Format².
- In case of Conversion of Diploma Level into Degree Level and vice-versa, a receipt with the Official Seal from the authorized signatory of the (to be) affiliating University/ Board as proof of submission of these documents.
- Resolution of the Trust/ Society/ Company approving the Institution for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year/ Change of Site/ Location/ Conversion of Women's Institution into Co-ed Institution and vice-



versa/ Conversion of Diploma Level into Degree Level and vice-versa/ To start new Programme/ Level in the existing Institutions, as applicable, duly signed by the Chairman/ Secretary in the Format³.

Note: No Land relaxation and refund of additional FDR/ Security Deposit allowed in case of Conversion of Co-ed Institution to Women's Institution.

17.4 Additional documents to be submitted at the time of Scrutiny Committee for approval of an existing Institution applied for Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus

- All Documents as specified in Appendix 16.1 of the Approval Process Handbook (except the Institutions fulfilling Clause 2.10.2.b of the Approval Process Handbook).
- No Objection Certificate from affiliating University/ Board in the Format².
- Resolution of the Trust/ Society/ Company approving the Institution for Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus, as applicable, duly signed by the Chairman/ Secretary in the Format³.

17.5 Additional documents to be submitted at the time of Expert Visit Committee for approval to start Diploma/ Degree in Pharmacy in existing Institutions

- No Objection Certificate from affiliating University/ Board in the Format².
- Resolution of the Trust/ Society/ Company approving the Institution to start Diploma/ Degree in Pharmacy in existing Institutions duly signed by the Chairman/ Secretary in the Format³.

17.6 Additional documents to be submitted at the time of Expert Visit Committee for approval of the Introduction of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries in existing Institutions

- Valid NBA Accreditation Certificate beyond 10th April of the next Calendar Year.
- Details regarding hostel facilities and hostel administration.
- Resolution of the Trust/ Society/ Company approving the Institution for Introduction of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries duly signed by the Chairman/ Secretary in the Format³.

17.7 Additional documents to be submitted at the time of Scrutiny Committee for approval of Increase in Intake/ Additional Course(s)/ Introduction of Integrated/ Dual Degree Course/ Institutions having total "Approved Intake" less than the "Maximum Intake Allowed"/ Introduction of Fellow Program in Management/ Extended EoA, as applicable

- An Affidavit⁸ 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 (Not applicable for Extended EoA).
- In case of increase in Intake/ Additional Course(s), valid NBA Accreditation Certificate shall be beyond 10th April of the current Calendar Year.
- PCI approval (prior to 2018) and Affidavit⁸ for Institutions already offering Pharm.D.
- For introduction of Pharm.D., PCI approval for offering Pharm.D., Valid NBA accreditation letter and Affidavit⁸.



- In case of Extended EoA, valid NBA Accreditation Certificate beyond 10th April of the next Calendar Year for Institutions in existence for more than SEVEN YEARS/ FIVE YEARS for Institutions offering ONLY MCA/ MBA Programmes, from the date of establishment of the Institution or UGC Autonomy Letter or AICTE Graded Autonomy Letter for Standalone Institutions beyond 10th April of the next Calendar Year and the conferment letter from the affiliating University (as applicable as per the application).
- No Objection Certificate from affiliating University for Introduction of Integrated/ Dual Degree Course(s)/ Institutions having total “Approved Intake” less than the “Maximum Intake Allowed” in the Format².
- Proof for the existence of Faculty with Ph.D./ Fellow qualification as per the number of seats, in case of Introduction of Fellow Program in Management.
- Resolution of the Trust/ Society/ Company approving the Institution for starting additional Course(s)/ Division(s) in existing Programme and allocation of Land/ Building/ funds for the proposed activities duly signed by the Chairman/ Secretary in the Format³.

17.8 Additional documents to be submitted at the time of Scrutiny Committee for approval of Progressive Closure/ Complete Closure of the Institution

- No Objection Certificate from Concerned State Government/ UT in the given Format¹.
- No Objection Certificate from affiliating University/ Board in the Format² with clear mention about the provisions/ alternative arrangements made to take care of Education of existing students studying in the Institution.
- Latest salary sheet giving details, such as, scale of pay, gross pay, PF deduction, TDS for all Faculty members and non-teaching Staff and Faculty: Student ratio.
- Details of the RPGF/ Joint FDR made with AICTE/ State Government/ UT/ University/ Board for the establishment of the Institution.
- Status of Students already studying in the Institution.
- Status of Faculty and Staff in the Institution and liabilities thereon.
- Affidavit⁴ 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.
- Resolution of the Trust/ Society/ Company approving the Closure of the Institution, duly signed by the Chairman/ Secretary in the Format³.

17.9 Additional documents to be submitted at the time of Scrutiny Committee for approval of the Conversion of PGDM Course(s) into MBA Course(s) and vice-versa

- Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use for the proposed Institution at the permanent site with a table clearly mentioning all rooms, with carpet area of each in m², as specified in Instructional, Administrative and Amenities requirements certified by the Architect registered with the Council of Architecture.



Safety and hygiene precautions ensured during occupation, if any, certified by the Architect registered with the Council of Architecture (Applicable, if applied intake is more than “Approved Intake”).

- An Affidavit⁸ 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 (Applicable, if applied intake is more than “Approved Intake”).
- Resolution of the Trust/ Society/ Company approving the Management Institution for Conversion of PGDM Course into MBA Course and vice-versa, duly signed by the Chairman/ Secretary in the Format³.

17.10 Additional documents to be submitted at the time of Scrutiny Committee for approval of the Closing of MCA Course and Introduction of MBA/ PGDM Course and vice-versa

- Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use for the proposed Institution at the permanent site with a table clearly mentioning all rooms, with carpet area of each in m², as specified in Instructional, Administrative and Amenities requirements certified by the Architect registered with the Council of Architecture. Safety and hygiene precautions ensured during occupation, if any, certified by the Architect registered with the Council of Architecture (Applicable, if applied intake is more than “Approved Intake”).
- No Objection Certificate from affiliating University/ Board in the Format².
- Resolution of the Trust/ Society/ Company approving the Institution for Closing of MCA Course and Introduction of MBA/ PGDM Course and vice-versa, duly signed by the Chairman/ Secretary in the Format³.

17.11 Additional documents to be submitted at the time of Scrutiny Committee for approval of the Change of Type of Institution (Institution(s) converted into a University)/ Conversion of Courses into allied Vocational Courses

- An Affidavit² 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 (not applicable to Change of type of Institution).
- No Objection Certificate from the affiliating University/ Board in the Format².
- Resolution of the Trust/ Society/ Company approving the Institution for the Change of Type of Institution (Institution(s) converted into a University)/ Conversion of Courses into allied Vocational Courses, duly signed by the Chairman/ Secretary in the Format³.

17.12 Additional documents to be submitted at the time of Scrutiny Committee for approval of the Change in the Name of Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)

- 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 Format² as prescribed on the Web-Portal (Applicable for Closure of Programme(s)/ Course(s)).
- NOC from University/ Board/ State Government/ UT shall not be required for reduction of Non-Zero Intake of Course(s)/ Programme(s)/ Reduction in number of Division(s)/ Merger of the Courses.



- Resolution of the Trust/ Society/ Company approving the Institution for Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ duly signed by the Chairman/ Secretary in the Format³.

17.13 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the Name of the Institution/ Change in the Minority Status of the Institution

- No Objection Certificate from affiliating University/ Board in the Format² or A receipt with the Official Seal from the authorized signatory of the affiliating University/ Board as proof of submission of these documents (Not applicable to Change in the Minority Status of the Institution).
- Resolution of the Trust/ Society/ Company approving the Institution for Change in the Name of the Institution/ Change in the Minority Status of the Institution duly signed by the Chairman/ Secretary in the Format³.
- Government Order of the concerned State/ UT declaring the Society/ Institution as Minority Society/ Institution or approval from the National Commission for Minority Educational Institutions along with the specified duration (if any).

17.14 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the Name of the affiliating University/ Board

- No Objection Certificate (NOC) from the University/ Board where the Institution is affiliated in the Format².
- No Objection Certificate (NOC) from the University/ Board where the Institution seeks affiliation in the Format².
- Resolution of the Trust/ Society/ Company approving the Institution for Change in the Name of the affiliating University/ Board duly signed by the Chairman/ Secretary in the Format³.

17.15 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the Name of the Bank

- A notarized Affidavit⁹ of the Chairman/ Secretary of the Trust/ Society/ Company stating the reasons for the Change in the Name of the Bank.
- Resolution of the Trust/ Society/ Company approving the Institution for Change in the Name of the Bank duly signed by the Chairman/ Secretary in the Format³.

17.16 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the 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 for Change in the Name of the Trust/ Society/ Company or merger of Trusts/ Societies/ Companies
- No Objection Certificate from Concerned State Government/ UT in the Format¹.
- No Objection Certificate from affiliating University/ Board in the Format².
- A notarized Affidavit¹⁰ of the Chairman/ Secretary of the Trust/ Society/ Company stating that there is no commercial or business angle for such change.



- A 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 the recommended Board of Governors of the Institution constituted as per Appendix 18 of the Approval Process Handbook.
- In case of a Company established under Section 8 of the 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 Trust/ Society/ Company, the transferor Trust/ Society/ Company should transfer its Land, assets and Infrastructure by a registered transfer/conveyance deed in the Name of the transferee Trust/ Society/ Company.
- Proof of working capital (funds) as stated in Clause 1.5.3 of Chapter I of the Approval Process Handbook, 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).
- Resolution of the Trust/ Society/ Company approving Change in the Name of the Trust/ Society/ Company, mentioning the reasons for such Change in the Name duly signed by the Chairman/ Secretary in the Format³.

17.17 Additional documents to be submitted at the time of Scrutiny Committee for approval of Collaboration and Twinning Programme(s)

- The Foreign University/ Institution shall furnish an authorized signatory letter declaring therein that the Diploma/Degree/ Post Diploma Certificate awarded to the students in India shall be recognized in the Parent Country and shall be treated equivalent to the corresponding Diploma/ Degree/ Post Diploma Certificate awarded by the University/ Institution at Parent Country.
- 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 Diploma/ Degree/ Post Diploma Certificate.
- 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 Foreign Country as per Clause 3.2 of the Approval Process Handbook.
- Bipartite agreement/ MoU between the Foreign University/ Institution and the Indian Partner Institution for this purpose.



- Bipartite agreement/ MoU between the Indian Institution and the concerned affiliating University/ Board for this purpose.
- Affidavit¹¹ clearly mentioning among other provisions that the students failing to get Visa shall be accommodated in a similar Programme and that the University/ Board shall register them for the purpose.
- Attested Proof from Foreign University/ Institution that a similar Degree/ Diploma is offered in the Parent Country.
- Letter of affiliation of the Indian Partner Institution with the University/ Board as applicable.
- 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 the concerned Embassy in India with a mention of genuineness of Foreign Educational Partnering Institution in the Country of origin.
- 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 Course(s) to be offered under Twinning Programme.
- Resolution of the Trust/ Society/ Company approving the Introduction of Collaboration and Twinning Programme in the Institution duly signed by the Chairman/ Secretary in the Format³.



18.0 Recommended Composition of Board of Governors (BoG)/ Board of Management (BoM) of the Technical Institutions

- a. 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.
- b. Chairman to be nominated by the Government/ Registered Trust/ Society/ Company. The Chairman of the Governing Body shall preferably be a technical person either Entrepreneur or an Industrialist or an Educationist of repute who is interested in the development of Technical Education and has demonstrated an interest in promotion of quality Education.
- c. Two to five Members (Industrialist/ Technologist/ Educationist) to be nominated by the Registered Trust/ Society/ Company.
- d. Nominee of the affiliating University/ Board (Not applicable to PGDM Institutions).
- e. Nominee of the All India Council for Technical Education (Ex-officio) (Applicable to PGDM Institutions Only).
- f. Nominee of the State Government/ UT (Ex-officio).
- g. An Industrialist/ Technologist/ Educationist from the Region nominated by the State Government/ UT.
- h. Principal/ Director of the concerned Technical Institution (as nominee of the Trust/ Society/ Company) - Member Secretary.
- i. 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.
- j. 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, however, shall not exceed 21.

19.0 Academic Calendar**19.1 Counselling/ Admission**

- a. Last date to grant approval to Technical Institution shall be 30th April of the Calendar Year. Notwithstanding anything contained in any Rules, Regulations, Norms and Standards, Policies, Instructions, Orders, Notifications, Guidelines and the Approval Process Handbook issued or notified by AICTE, 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.
- b. The respective Directorate of Technical Education/ 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 the 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.
- c. 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.
- d. Provided that the Second round of counselling/ admission for allotment of seats shall be completed on or before 10th July of the Calendar Year. Last date upto which students can be admitted against vacancies arising due to any reason (no student should be admitted to any Institution after the last date under any quota) shall be 15th August of the Calendar Year.
- e. Notwithstanding anything contained in these Regulations, all Technical Institutions conducting Post Graduate Diploma Courses shall not initiate the admission process before 1st April of the Calendar Year.

19.2 The academic session and the teaching process including Lateral Entry to Second Year Courses shall commence on 1st August of the Calendar Year

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.

19.3 For the PGDM/ PGCM Courses, the academic session shall normally be from 1st July of the Current Calendar Year to 30th June of the next Calendar Year.

The admission shall be started from 1st March (subject to the grant of EoA for the current Academic Year by the Council) and end by 30th June every year.

19.4 For the Open and Distance Learning Courses, the last date upto which students can be admitted against vacancies arising due to any reason shall be 15th August and 15th February of the Calendar Year for the July and January Session respectively.

20.0 Fellow Program in Management: Conduct and Admission Procedure**20.1 Admission eligibility of students**

- a. Master's Degree or equivalent in Engineering and Technology/ Management/ Economics/ Social Science/ Biological Science/ Pure Science/ Commerce/ Humanities with FIRST CLASS shall be considered for admission to Fellow Program.
- 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 in 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 deadline for submitting the final year mark sheet is 31st December.

20.2 Admission procedure

- a. Admission to the Fellow Program 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 Post Graduate 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 an abstract 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 Program in the Institutions approved by AICTE for the Fellow Program 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 Fellow Program in Management can admit only maximum of 20 candidates in each Academic Year after ensuring availability of the Guide as per 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. In 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 are eligible to Guide the Fellow Program 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 cease 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 fulfilment of the requirement of the Fellow Program, a minimum number of Course credits are required to be earned as prescribed below

- a. Credit Requirement

	Code No.	Course Title	Credits
Module 1	FPO1	Research Methodology	3
	FPO2	Managerial Statistics	3
	FPO3	General Management	3
	FPO4	System Approach to Management	3
Module 2	FPO5	3 Stream specific Course of 3 credits each	9
	FPO6	Credit Seminar (General)	3
Module 3	FPO7	Credit Seminar (Specific)	3
	FPO8	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 above shall 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 shall undergo 4 Courses of the total 12 credits in the first module and during the second module he/ she shall undergo three streams-specific Courses of 9 credits and give three credit Seminar on general management topic in the third module, the candidate shall 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 shall 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 a 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 Program.

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 shall give a pre-registration Seminar before a Committee constituted by the 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 shall submit 5 copies of the pre-registration Report (in about 15-20 pages) 15 days before the date of the Seminar. The Report shall include the 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 shall be accompanied by the following:

- Title and summary of the Thesis proposal approved by the Guide(s)
- Registration Fee of ₹2500/-

- 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 the 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 shall 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. 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 shall 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 ₹25000/- which includes an 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 the 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 shall indicate.
The required modification/ revision involving rewriting of Chapters but not involving further research work OR Complete rewriting of the Thesis with an 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 shall 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 Council 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.



1.0 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/ 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 password for our <user ID>;
3. That I/ We< Name>, Chairman/ Secretary, <Name of the Trust/ Society/ Company>, authorised to submit the present request and there is no misrepresentation;
4. That I/ We< Name>, Chairman/ 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>; and
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 therefrom.

Name of the authorized person executing the undertaking along with his/ her Official Position
(SEAL)
DEPONENT(s)

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, 2019 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)

2.0 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 the applications submitted under Chapter I/ II/ IV except Closure of the Institution

I/ We, <Name>, Chairman/ Secretary, <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)

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 information/ material has been concealed;
2. That the Land, Infrastructure and other requirements as per norms and standard specified in the Approval Process Handbook of the New/ Existing Institution will not be shared with other Institution(s).
3. That the Institution is functioning in the location as approved by the Council;
4. That the Institution has uploaded the Occupancy/ Completion Certificate/ Building License/ Form D issued by the Competent Authority and the Structural Stability Certificate by the Competent Authority;
5. That the Trust/ Society/ Company runs the following other Institutions in the same Campus;

Total Built-Up Area available

Name of the Institution	Programmes/ offered	Courses	Built-Up Area	Approved by AICTE or Not

6. That the Institution has uploaded valid Fire Safety Certificate issued by the Competent Authority;
7. That Principal of the Institution is regular and qualified as per AICTE norms;
8. That the Faculty norms as well as Faculty: Student ratio is maintained as per Approval Process Handbook and the Faculty data uploaded is true and complete;
9. That the Institution has fulfilled the norms for Faculty and Infrastructural facilities for Reinstatement of "Reduction in Intake";
10. **That the Promoter/ Institution has not demanded/ retained the Original Degree Certificates from the Faculty members;**
11. That the declaration, information and documents submitted/ uploaded as per Appendix 16/ 17 of the Approval Process Handbook 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;
12. That the Land is contiguous, there is no dispute pertaining to the said Land and is free from all encumbrances;
13. 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 Trust/ Society/ Company and/ or the Institution;
14. That the Land/Built-up area details given below in the Table are true and complete;

<Reproduce only appropriate section(s) related to application in the table below>

Sl. No.	Name of the Deed Holder	Document No.	Date of Registration	Plot No.	Address (Village) District	Area in Acre
					Total area in Acre	



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

15. That I have submitted/ uploaded all the additional documents/ information regarding resolution/ NOC's/ Certificates/ details of Building completion (partial/full) in AICTE Web-Portal in respect of our application (as applicable) and the same is true and complete;
 16. 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;
 17. That I have uploaded all the student data of the previous year and the same is true and complete;
 18. That no students have been admitted without the approval of concerned regulatory bodies (Applicable for Pharmacy/ Architecture);
 19. That the financial transactions have been done only by digital payment;
 20. That the declaration, information and documents pertaining to the availability of Faculty and adhering to the timing for Second Shift (if applicable) is true and complete. Nothing is false and no information/ material has been concealed;
 21. That the Land and Built-up area remains the same before/ after the merger of the Institutions and shall not be utilized for any other purpose (in case application submitted under Clause 2.10.2.b);
 22. That the Institution fulfils all the norms for offering Courses after the Conversion of Courses into allied Vocational Courses;
 23. That liabilities, if any, arise out of the 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 the Trust/ Society/ Company/ Technical Institution> ;
 24. That liabilities, if any, arise out of Change of Site/ Location shall solely be that of < Name of Trust/ Society/ Company/ Technical Institution>;
 25. That liabilities if any, arise out of Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Change of affiliating University/ Board shall solely be that of < Name of the Trust/ Society/ Company/ Technical Institution>;
 26. That admission to NRI/ PIO/ Foreign Nationals/ Children of Indian workers in Gulf Countries/ Collaboration and Fellow Program shall be strictly within the limit and shall be done on Merit basis and liability, if any, arise out of the same shall solely be that of <Name of the Trust/ Society/ Company/ Technical Institution>;
 27. That Audited statement of accounts of the Trust/ Society/ Company for the previous year has been uploaded;
 28. That all Faculty and all non-teaching Staff data and all student data of all years and all Course(s), as entered by the Head of the Institution as per the prescribed Format on the Web-Portal are correct;
 29. That the hostel facilities of International Standards for NRI/ PIO/ Foreign Nationals/ Children of Indian workers in Gulf Countries/ Collaboration and established an Office and Student Counselor to take care of the issues of such students admitted are provided. Further, their entry and exit shall be adhered to the norms specified under Ministry of External Affairs, Government of India;
 30. That the Sports facilities are provided to the students;
 31. That the Internal Quality Assurance Cell as per Appendix 6 of the Approval Process Handbook before commencement of the Academic Session 2020-21 in respect of <application number><Name and address of Institution> is constituted (in case of existing Institutions)/ will be constituted (in case of new Technical Institutions);
 32. That the following Committees as per Appendix 6 of the Approval Process Handbook before commencement of the Academic Session 2020-21 in respect of <application number><Name and address of Institution> are constituted (in case of existing Institutions)/ will be constituted (in case of new Technical Institutions); and
- 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)
33. That, the Institutions uploaded the Annual Report of ICC in the AICTE Web-Portal.
34. 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 of the authorized person executing the undertaking along with his/ her Official Position)
(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, 2020 at my Office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



3.0 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 the establishment of new Technical Institution while submitting the Security Deposit

I/ We, <Name>, Chairman/ 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 establishment of Institution<Name and address of proposed Institution>,

1. That in accordance with the norms, procedures and conditions prescribed by 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 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 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, as applicable, by <Name and address of proposed Institution>shall be complied within one month from the date of issuance of the approval letter;
5. That the Land measuring Acre, 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 shall 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, AICTE shall be free to take appropriate action, including withdrawal of its approval without consideration of any related issues and that all liabilities arise out of such withdrawal shall solely be that of the (Society/ Institution); and
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 therefrom.

Name of the authorized person executing the undertaking along with his/ her Official Position)
(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, 2020 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



4.0 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 the Progressive/ Complete Closure of the Institution

I/ We, <Name>, Chairman/ 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, arise 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 shall 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 AICTE Web-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; and
7. That the FDR has neither mortgaged nor encashed.

Details of RPGF/ Joint FDR

Details of the RPGF/ Joint FDR/ RTGS	Name and Address of the Bank	Date of Issue	Amount (₹)	FDR No./Online Transaction No.	Date of Maturity
Details of RPGF/ Joint FDR/ RTGS made with AICTE/ Board for the establishment of the Institution					

Name of the authorized person executing the undertaking along with his/ her Official Position)
(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, 2020 at my Office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



5.0 Format of the Affidavit to be submitted by the Category I/ II Universities notified by UGC 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 the compliance of AICTE norms

I/ We, <Name>, Vice Chancellor/ Registrar, <Name of the University>, son of aged years and, resident of, in connection with our application dated made to AICTE for,

Do here by solemnly affirm, state and declare as under:

1. That the <Name> University is fulfilling AICTE norms as specified in the Approval Process Handbook. If any complaint arises, AICTE has the right to inspect the premises and if the complaint is found to be true, the Council shall take any action, including Withdrawal of Approval.
2. That the information given by <Name of the University> in the application made to AICTE is true and complete. Nothing is false and no information/ material has been concealed.
3. That if any of the information is found to be false, incomplete, misleading and/ or that the <Name of the University> fail(s) to disclose all the information and/ or suppress any information and/ or misrepresent the information, the Council shall take any action, including Withdrawal of Approval.

Name of the authorized person executing the undertaking along with his/ her Official Position
(SEAL)
DEPONENT(s)

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, 2020 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)

6.0 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 the release of Security Deposit

I/ We, <Name, Chairman/ Secretary <Name of Trust/ Society/ Company, Son of aged Resident of Do hereby state on the affirmation that Institution viz., had created Cumulative Fixed Deposit Receipt No. Dated for ₹..... for the maturity period of 8 years from to..... in the joint name of the Secretary, <Name of the Trust and the Regional Officer,, AICTE, maturity of said FDR deposited towards Programme was due on <date >

Or

I/ We, <Name, Chairman/ Secretary <Name of Trust/ Society/ Company, Son of aged..... Resident of Do hereby state on the affirmation that Institution viz., had created a Security Deposit with a transaction number..... on for ₹..... for a period of 10 years from to..... with AICTE towards Programme

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 on a temporary site;
5. The Institution has not been put under no admission category;
6. No inquiry 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/ sexual harassment against Women 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; and
11. The said FDR was not mortgaged/ renewed (not applicable to RTGS).

Further, in case if any violation is found, the Security Deposit will be resubmitted to AICTE by the Trust.

Name of the authorized person executing the undertaking along with his/ her Official Position)
(SEAL)
DEPONENT(s)

VERIFICATION

I/ We, the above name 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, 2020 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



7.0 Format of the Joint Affidavit by the Lessor and Lessee 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 transfer of private Property/ Building under the Transfer of Property Act, 1882 to be submitted by the Applicant

I/ We, <name>, Chairman/ Secretary, <name of the Society/ Trust/Company>, son ofaged....., resident of, (Lessor) do hereby solemnly affirm, state and undertake to hand over the possession of my/ our Property/ Building No.....(detailed address of the Property/ Building) to (Lessee), <name>, Chairman/ Secretary,<name of the Trust/Society/Company>, to run a Technical Institution (name and address) as under:-

1. I/We will abide by all the provisions contained in the Transfer of Property Act, 1882 or any other Law for the time being in force relating to transfer of Property/ Building to or by Companies, Associations or bodies of individuals while transferring the aforesaid Property/ Building to the Lessee;
2. That there are no legal issues pending with regard to this property before any court of Law hampering the transfer of this Property/ Building to the Lessee;
3. That the lease of Property/ Building is irrevocable for 30 years of which 25 years us still live;
4. That there are no financial liabilities against this Property/ Building before transfer of the same to the Lessee;
5. That the Property/ Building is free from all encumbrances;
6. That both the Lessor and Lessee shall abide by the Local Municipal Laws and other Laws of the Land relating to this Property/ Building;
7. That the Lessee shall not have any right to sub-lease this Property/ Building to any other entity/person;
8. That henceforth, the Lessee shall be liable to pay all the taxes of this Property/ Building under the different Local Municipal Laws and other Laws of the Land; and
9. That the facts stated in this Affidavit are true to our knowledge. No part of the same is false and no material has been concealed there from.

Names of both the parties (Lessor and Lessee) or their authorized persons executing the undertaking.

LESSOR

LESSEE
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>.

LESSOR

LESSEE
DEPONENTS

Solemnly affirmed and signed before me by the deponents on this – day of – month, 2020 at my office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



8.0 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/ Introduction of Pharm.D. Course

I/ We, <Name>, Chairman/ 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/ Introduction of Pharm.D. Course 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/ Introduction of Pharm.D. Course in our Institution <Name and address of Institution> in the Web-Portal and had paid the requisite TER Charges 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 the Intake/ Introduction of Pharm.D. Course;
3. That liabilities, if any, arise out of additional Course/ increase in the Intake/ Introduction of Pharm.D. Course of <Name and address of Institution> shall be solely that of <Name of the Trust/ Society/ Company>; and
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 of the authorized person executing the undertaking along with his/ her Official Position)
(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, 2020 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



9.0 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 the Name of the Bank

I/ We, <Name>, Chairman/ 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 the Bank 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 the old Bank> to < Name of the new Bank>;
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, AICTE shall be free to take appropriate action including withdrawal of its approval without consideration of any related issues and that all liabilities arise 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 Banks;
5. That there are no financial liabilities in the <Name of the old Bank>;
6. That liabilities, if any, arise out of change of Name of the Bank shall be solely that of the <Name of the Trust/ Society/ Company>; and
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)

(SEAL)

DEPONENT(s)

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, 2020 at my Office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)

10.0 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 the Name of the Trust/ Society/ Company

I/ We, <Name>, Chairman/ 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 the 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 the old Trust/ Society/ Company> to < Name of the 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, AICTE shall be free to take appropriate action including withdrawal of its approval without consideration of any related issues and that all liabilities arise 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 the new Trust/ Society/ Company;
7. That liabilities, if any, arise out of change of Name of the Trust/ Society/ Company shall be solely that of new <Name of the Trust/ Society/ Company>; and
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)
(SEAL)
DEPONENT(s)

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, 2020 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)**



11.0 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> for 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(s) and Course(s) 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 the two years Programme and two Semesters for four years 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, arise out of the same shall solely be that of <Name of the 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; and
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)
(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, 2020 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



12.0 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 conducting academic Course(s) of other Regulatory Body

I/ We, <Name>, Chairman/ 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 conducting academic Course(s) of other Regulatory Body

1. That our Trust <Name of the Trust/ Society/ Company> vide resolution..... Resolved to conduct academic Course(s) of other Regulatory Body and had paid the requisite TER Charges as per AICTE norms;
2. The Institution(s) approved by AICTE in the Campus has/ have all the facilities such as Infrastructure, hostel (if applicable), Faculty, etc. for meeting the ALL the Courses, in addition to the proposed academic Course(s).
3. That we are using the excess facilities available/ have created all the additional facilities such asfor meeting the requirements of academic Course(s);
4. That liabilities, if any, arise out of academic Course(s) shall be solely that of <Name of the Trust/ Society/ Company>; and
5. 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)
(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, 2020 at my Office.
(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)**



13.0 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 conducting Open and Distance Learning Courses

I/ We, <Name>, Chairman/ 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 conducting Open and Distance Learning Courses

1. That the information given by in the application made to AICTE is true and complete. Nothing is false and no information/ material has been concealed;
2. That the Institution Headquarters is functioning in the location as approved by the Council;
3. That the Trust/ Society/ Company runs the following other Institutions in the same Campus; Total Built-Up Area available

Name of the Institution	Programmes/ Courses offered	Built-Up Area	Approved by AICTE or Not

4. That the institution has appointed faculty members as per AICTE guidelines.
5. That the information provided regarding the Learner Support Centres are true and complete.
6. That the information provided regarding the Examination Centres are true and complete.
7. That the following Committees as per Appendix 6 of Approval Process Handbook before commencement of the Academic Session 2020-21 in respect of <application number> <Name and address of Institution> are constituted (in case of existing Institutions)/ will be constituted (in case of new Technical Institutions); and
 - 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) 29.
8. 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.
9. 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, 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).

Name of the authorized person executing the undertaking along with his/ her Official Position)

(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, 2020 at my Office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



**1.0 Certificate of an Advocate
(To be produced in the Letterhead of Advocate)**

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 Programme(s) 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 the 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.	Name of the Deed Holder	Document No.	Survey No.	Registration No. and Date	Land Area in Acre
				Total Area (in Acre)	

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 registered at the Sub Registrar Office <place>
3. The above-mentioned Land documents are authentic.
4. The above-mentioned Land documents are in the name of the Applicant.
5. The title of the Land pertaining to the above-mentioned Land documents are clear.
6. The Applicant is 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 has issued the Land Use Certificate respect of Land under reference for the proposed Institution mentioned above is
2. It has 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 authentic.
5. It has 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 has issued the Land Conversion Certificate respect of Land under reference for the proposed Institution mentioned above is
2. It has 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 authentic.
5. It has 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 has issued the Land Classification Certificate respect of Land under reference for the proposed Institution mentioned above is
2. It has 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 authentic.
5. It has been issued for the full extent of Land.

Signature of the Advocate

Name of the Advocate

Registration No.

Practicing at

Date:

Place:

Seal/ Stamp of the Advocate

*Strike off whichever is not applicable



**2.0 Certificate of an Architect registered with Council of Architecture
(To be produced in the Letterhead of Architect)**

The copies of the 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 has approved 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 been approved by the Competent Authority.
4. The above-mentioned site Plan and Building Plans are 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 has approved the Occupancy/ Completion Certificate/ Building License/ Form D and the Structural Stability Certificate, if applicable, mentioned above is
2. I have verified the above-mentioned Certificates from the Office of <Competent Authority>.
3. The above-mentioned Certificates have been approved by the Competent Authority.
4. The above-mentioned Certificates are authentic.

Signature of the Architect

Name of the Architect

Registration No.

Date:

Place:

Seal/ Stamp of the Architect

*Strike off whichever is not applicable



3.0 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)

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 the records of <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
 Name of the Bank Manager
 Date:
 Place:
 Seal/ Stamp of the Bank Manager

*Strike off whichever is not applicable

1.0 No Objection Certificate from the State Government/ UT

The <Name of the Trust/ Society/ Company>vide its Executive meeting held onat vide item no. have passed a resolution for the

- i. Institution applied for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year
- ii. Change of Site/ Location of the Institution from <Name of the Institution>at<address>, (Old) to<Name of the Institution>at<address>, (new)
- iii. Conversion of Women's Institution into Co-ed Institution/ Co-ed Institution to Women's Institution
- iv. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- v. Starting of new Programme/ Level, Programme <Course1..... (Intake.....)> in the Institution
- vi. Closure of the Institution
- vii. 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>

<Name of the Institution>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 the

- i. Institution applied for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year
- ii. Change of Site/ Location of the Institution from <Name of the Institution>at<address>, (Old) to<Name of the Institution>at<address>, (new)
- iii. Conversion of Women's Institution into Co-ed Institution/ Co-ed Institution to Women's Institution
- iv. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- v. Starting of new Programme/ Level, Programme <Course1..... (Intake.....)> in the Institution
- vi. Closure of the Institution
- vii. 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>

<Name of the Institution> 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>

Note:

Formats given by the Institutions reflecting the content of the concerned Format shall be accepted
*Strike off whichever is not applicable



2.0 No Objection Certificate from the affiliating University/ Board

The <Name of the Trust/ Society/ Company>vide its Executive meeting held onatvide item no.have passed a resolution for the

- i. Institution applied for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year
- ii. Change of Site/ Location of the Institution from <Name of the Institution>at<address>, (Old) to<Name of the Institution>at<address>, (new)
- iii. Conversion of Women's Institution into Co-ed Institution/ Co-ed Institution to Women's Institution
- iv. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- v. Starting of new Programme/ Level, Programme <Course1..... (Intake.....)> in the Institution
- vi. Merger of Institutions <Name of the Institution>at<address>, <Name of the Institution>at<address>, <Name of the Institution>at<address>, under the same Trust/ Society/ Company operating in the same Campus
- vii. Starting of Diploma in Degree Pharmacy Institution/ Degree in Diploma Pharmacy Institution
- viii. Introduction of Integrated/ Dual Degree Course <Name of the Course>
- ix. Starting of new Course <Name of the Course>
- x. Closure of the Institution
- xi. Closing of MCA Course and Introduction of MBA/ PGDM Course/ Closing of MBA/ PGDM Course and Introduction of MCA Course
- xii. Change of Type of Institution (Institution(s) converted into a University) from <Name of the Institution>at<address>to<Name of the University>at<address>
- xiii. Conversion of Courses into allied Vocational Courses
- xiv. Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)
- xv. Change in the Name of the Institution from<Name of the Institution>at<address>to<Name of the Institution>at<address>
- xvi. Change in the Name of the affiliating University/ Board from <Name of the present University/ Board> at <address> to <Name of the new University/ Board> at <address>
- xvii. Change the Name of the Trust from <Name of the present Trust> at <address> to <Name of the new Trust> at <address>
- xviii. Starting of the Vocational Degree/Diploma Programme under NSQF

<Name of the Institution>at<address>, Vide application ref. No. Date: made by the Trust/ Society/ Company Name Address as at

This is to confirm that the <affiliating University/ Board >..... has no objection for the



- i. Institution applied for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year
- ii. Change of Site/ Location of the Institution from <Name of the Institution>at<address>, (Old) to<Name of the Institution>at<address>, (new)
- iii. Conversion of Women’s Institution into Co-ed Institution/ Co-ed Institution to Women’s Institution
- iv. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- v. Starting of new Programme/ Level, Programme <Course1..... (Intake.....)> in the Institution
- vi. Merger of Institutions <Name of the Institution>at<address>, <Name of the Institution>at<address>, <Name of the Institution>at<address>, under the same Trust/ Society/ Company operating in the same Campus
- vii. Starting of Diploma in Degree Pharmacy Institution/ Degree in Diploma Pharmacy Institution
- viii. Introduction of Integrated/ Dual Degree Course <Name of the Course>. Also it is confirmed that the said Integrated/ Dual Degree Course is available in the approved nomenclature of the University
- ix. Starting of new Course <Name of the Course>
- x. Closure of the Institution, <Course1..... (Intake.....), Course2 (Intake.....),>

Mention Programme(s) and Course(s) where Closure of the Institution/ Programme is applied for:

Programme	Level	Course	Year of Establishment	e-4		e-3		e-2		e-1		Current Academic Year		Total No. of students studying in the Institution as on date
				a		b		c		d		e		
				Approved Intake	Actual Admission	Approved Intake	Actual Admission	Approved Intake	Actual Admission	Approved Intake	Actual Admission	Approved Intake	Actual Admission	

- xi. Closing of MCA Course and Introduction of MBA/ PGDM Course/ Closing of MBA/ PGDM Course and Introduction of MCA Course
- xii. Change of Type of Institution (Institution(s) converted into a University) from <Name of the Institution>at<address>to<Name of the University>at<address>
- xiii. Conversion of Courses into allied Vocational Courses
- xiv. Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)

Re-arrangement of current students/ students who were admitted in these Courses in the previous years and who are trailing due to failures, etc. are mentioned in the following table:



Course requested for Closure	Number of current students	Number of students admitted in these Course(s) in the previous years and who are trailing due to failures	Details about re-arrangements of students

Current Staff strength, re-arrangements and dues, if any, shall be settled as per existing norms and Regulations on that behalf.

- xv. Change in the Name of the Institution from<Name of the Institution>at<address>to<Name of the Institution>at<address>
- xvi. Change in the Name of the affiliating University/ Board from <Name of the present University/ Board> at <address> to <Name of the new University/ Board> at <address>
- xvii. Change in the Name of the Trust from <Name of the present Trust> at <address> to <Name of the new Trust> at <address>
- xviii. Starting of the Vocational Degree/Diploma Programme under NSQF. Also, it is confirmed that the said Vocational Degree/Diploma Program under NSQF has been granted affiliation in year and has been included in the approved nomenclature of the University.

<Name of the Institution> 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.

Registrar/ Director
<affiliating University/ Board >

Note:

Formats given by the Institutions reflecting the content of the concerned Format shall be accepted

*Strike off whichever is not applicable



3.0 Resolution of the Trust/ Society/ Company

That the Trust/ Society/ Company vide its Executive meeting held onat vide item no..... have resolved, for the

- i. Establishment of new Technical Institution and 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 Acre, earmarked for the proposed <Name of the Technical Institution> at <full address> required funds for creation of carpet and Built-up area
- ii. Institution applied for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year
- iii. Introduction of NRIs in the following Programme(s)/ Course(s)
- iv. Change of Site/ Location of the Institution from <Name of the Institution> at <address>, (Old) to <Name of the Institution> at <address> (new)
- v. Conversion of existing Women's Institution into Co-ed Institution/ Co-ed Institution to Women's Institution in the Name of <proposed <Name of the Institution
- vi. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- vii. Starting of new Programme/ Level, Programme(s) <Course1..... (Intake.....)>
- viii. Merger of Institutions <Name of the Institution> at <address>, <Name of the Institution> at <address>, <Name of the Institution> at <address>, under the same Trust/ Society/ Company operating in the same Campus
- ix. Starting of Diploma in Degree Pharmacy Institution/ Degree in Diploma Pharmacy Institution
- x. Introduction of OCI/ PIO/ Foreign Nationals/ Children of Indian workers in Gulf Countries in the following Programme(s)/ Course(s)
- xi. Increase in Intake in ... Course(s)/ Additional Course(s)/ Introduction of Integrated/ Dual Degree Course/ Fellow Program in Management
- xii. Closure of the Institution
- xiii. Conversion of Management Institutions offering PGDM Course into MBA Course/ MBA Course into PGDM Course
- xiv. Closing of MCA Course and Introduction of MBA/ PGDM Course/ Closing of MBA/ PGDM Course and Introduction of MCA Course
- xv. Change of Type of Institution (Institution(s) converted into a University) from <Name of the Institution> at <address> to <Name of the University> at <address>
- xvi. Conversion of Courses into allied Vocational Courses
- xvii. Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)
- xviii. Change the Name of the Institution from <Name of the Institution> (Old) at <address> to <Name of the Institution> (new)



- xix. Change in the Minority Status of the Institution from <Type of the Institution> to <Type of the Institution>
- xx. Change in the Name of the affiliating University/ Board from <present University/ Board > to the new University/ Board. Also it is resolved that, < Name of the Trust/ Society/ Company > shall apply for NOC to both the Universities
- xxi. Change in the Name of the Bank
- xxii. Change in the Name of the Trust/ Society/ Company from <Name of the Trust/ Society/ Company> (Old) at <address> to <Name of the Trust/ Society/ Company> (new)
- xxiii. Introduction of Collaboration and Twinning Programme with <Name of the University/ Institution>/ Necessary facilities shall be provided to the students of <Name of the University/ Institution>
- xxiv. Application wrongly submitted for and to be changed from <Application for > to <Application for >/ Not interested in applying for/ revoke the application submitted for <.....> . Paid the necessary TER Charges along with the Penalty for Late Submission, as applicable.
- xxv. Starting of the Vocational Degree/Diploma Programme under NSQF

< Name of the Institution>at<address>.

<Name of the Trust/ Society/ Company>shall also allocate required funds for the creation of the requisite facilities such as procurement of Acre of Land, additional carpet and Built-up area, appointment of required Faculty, procurement of Equipment, furniture, for creation of suitable hostel/ residential accommodation for the students of Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries and other required entities as applicable for the smooth functioning of the same.

<Name of the Institution>shall apply for,

1. Change in the Name of the Course(s) in <Course1..... (Intake.....), Course2 (Intake.....),>
2. Reduction in Intake in <Course 1>, 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 the Chairman/ Secretary of the Trust/ Society/ Company),
(Designation), (Name of the Organization)

Note:

Formats given by the Institutions reflecting the content of the concerned Format shall be accepted

*Strike off whichever is not applicable



Agreement

Under the National Skill Qualification Framework (NSQF) of the All India Council for Technical Education

This Agreement is entered into and executed on this day of, 20.. at New Delhi.

By and Between

<Name of the Trust/ Society/ Company> offering <Name of the Institution> represented by its Chairman.....which expression shall, where the context so admits, be deemed to include its successors, executors and administrators of the ONE PART

AND

<Name of the SKP> (hereinafter referred to as the “.....”) a Company registered under the Company Act, 1956, through its <Name and Designation of the Signing Authority> having its registered/approved Office at (which expression, unless it be repugnant to the context or meaning thereof, shall be deemed to mean and include their executors, administrators and assigns), party of the SECOND PART.

WHEREAS, the All India Council for Technical Education has initiated a scheme to provide competency based skills under the National Skill Qualification Framework (Here in after to be referred as NSQF)

WHEREAS, in terms of the said scheme launched by All India Council for Technical Education, AICTE has extended invitation to various Institutions/ Organisations to join as Vocational Educational Institutions to provide education component and Skill Knowledge Providers to provide Competency Based Skills.

WHEREAS under the scheme a Skill Knowledge Provider is required to perform the role and function of providing hands on skill training in a specific sector i.e. in the Automobiles Sector, Skill Knowledge Provider shall be the service centre of authorized automobile manufacturers located preferably all over the Country or in the IT Sector, the Skill Knowledge Provider shall be the training sector of authorized IT Company located preferably all over the Country. The Skill Knowledge Provider could also be one who is established for imparting hands on skills or training in a respective sector;

WHEREAS the First Party is to participate as an Institution to register students under the National Skill Qualification Framework (NSQF);

WHEREAS the Second Party has expressed its keen interest and desire to be a key Partner in the execution of the National Vocational Educational Qualification Framework in terms of the objectives of the scheme and policy as highlighted and specified in the said framework and particularly in view of the desire and interest of <NAME OF SKP> to join and Partner with <Name of the Institution> in providing competency based skills through its centres which shall act as Skill Knowledge Provider for the purposes of the scheme;

WHEREAS Both parties have held discussions and agreed for collaboration for conducting Vocational Education Programme(s) under the education scheme of the NSQF, whereby <Name of the Institution> will impart and award credits for the “Academic’ content” of the Curriculum and <Name of the SKP> will provide skill training through its training centres called <Name of the SKP> - SKP’s and will impart and award credits for such ‘Skill oriented training’ content of the Curriculum to the registered students.

WHEREAS The Second Party has registered itself with the All India Council for Technical Education (AICTE)/ Concerned Authority and obtained approval thereof to participate as <Name of the SKP> under the National Skill Qualification Framework (NSQF);



THEREFORE, both the parties hereby agree to conduct Vocational Educational Programme initiated by AICTE under NSQF, on the following terms and conditions:

1. The <Name of the SKP> agrees that centres approved and recognized by <Name of SKP> (herein after to be referred as “<Name of SKP> -SKP”), shall act and perform the role of Skill Knowledge Provider to provide hands on skill training in specific sectors such as <Name of Sector Specific Skill>.
2. The <Name of the SKP> agrees and undertakes that its <Name of the SKP> shall register with AICTE for conduct of training modules under the Vocational Stream and shall perform following functions:
 - a. Announce the schedule of module for the calendar year.
 - b. Register students for the modules.
 - c. Conduct the modular training.
 - d. Conduct examination/ evaluate the student, award the grade indicating the Level of skill acquired.
 - e. The <Name of the SKP> - SKP shall Register students for evaluation the Skill Modules, who have acquired skills on their own.
3. The Second Party agrees that the following responsibilities shall be undertaken by the <Name of the Institution> Academic Training centres:
 - a. The <Name of the Institution> Academic centres shall plan the Vocational Education Programme(s) to be offered in the Academic Year concerned and inform the <Name of the SKP> - SKP’s about the same at least two months prior to the date of commencement of the Programme(s).
 - b. The <Name of the Institution> Academic Centre shall announce and inform through its prospectus and information on its Web site, the Vocational Education Programme(s) it plans to offer in the Academic Year concerned for the information of the prospective students and invite applications for admission from interested candidates at least two months prior to the date of commencement of the Programme(s).
 - c. The <Name of the Institution> Academic Centre shall follow the admission norms of AICTE and the State Govt. concerned. The admission shall be made strictly on the merits. The <Name of the Institution> - Academic Centre will then upload the names and details of the selected students on AICTE Web-Portal.
 - d. The <Name of the Institution> Academic Centre will have the right to collect Fee from the students towards:
 - Registration
 - Course/ Skill conduct
 - Evaluation of the Academic/ Skill portion of each Level of the Programme. A portion of the Fee as agreed upon by the <Name of the Institution> Academic Centre and the <Name of the SKP> – SKP’s shall be turned over to the <Name of the SKP> - SKP’s.
 - e. The <Name of Institution> Academic Centre will send to the <Name of the SKP> - SKP the Level-wise and Sector-wise lists of students registered for Vocational Education Program(s) in the Sectors.
 - f. The <Name of the Institution> Academic Centre will conduct appropriate Classes for the Academic content of the Curriculum of the Vocational Education Programme(s) so as to complete the Academic portion within prescribed time.
 - g. The <Name of the Institution> Academic Centre will conduct final examinations and evaluate the students for the Academic portion of the Programme(s) as per the rules and regulations of the Technical Board or University as the case may be.



- h. After receiving a ‘Statement of Credits for the Vocational/ Skill portion of the students from the <Name of SKP> - SKP, the <Name of the Institution> Academic Centre will send the combined Academic and Vocational/ Skill portion credits of the students to the Technical Board or University as the case may be.
- i. Wherever such provisions are made by the Technical Board or the University, as the case may be, the <Name of the Institution> Academic Centre will award a ‘Level Certificate’ to the student who has successfully completed both the Academic and the Vocational/ Skill portions of the particular Level.
- j. The <Name of the Institution> Academic Centre shall maintain a record of the registered students and Certificates issued and upload the same on AICTE Web-Portal.
- k. The <Name of the Institution> Academic Centre shall submit details of students registered, evaluation conducted and results to the Technical Board or the University, as the case may be, and also upload the same on AICTE Web-Portal.

4. General:

Fee to be charged to students:

- a. The Level wise Fee to be charged by the <Name of the Institution> Academic Centre will be informed to the student by the <Name of Institution> Academic Centre as well as the <Name of the SKP> - SKP before his/her registration for the Programme;
- b. The <Name of the Institution> Academic Centre will collect from the student and retain with itself the ‘Academic Portion Fee’ and the <Name of the SKP> - SKP will be given the ‘Vocational/Skill Portion Fee’ by the <Name of the SKP> – Academic Centre;
- c. The <Name of the Institution> Academic Centre will collect the total Fee for the Programme from the students and will transfer the ‘Vocational/Skill Portion Fee’ against the number of students to be sent for training at least one month before the onset of training. Any delay in transferring the Fee will entail interest @ <to be mutually decided by the Institution and SKP> calculated on the basis of delay a number of days. After receiving the Fee <Name of the SKP> - SKP will issue Registration cards to the students at least 7 days before the onset of training.

5. No Confidentiality:

There shall not be any confidentiality of any information disclosed by both parties to each other, either in operationalizing this agreement or for the purposes of implementing this agreement. The information sought under the Right to Information Act or otherwise by any student, shall be promptly made available.

6. Effective Date:

This agreement is effective from the date signed by both the parties shall be valid for a period of three years until determined, suspended or terminated earlier.

IN WITNESS WHEREOF, the parties hereto, each acting under due and proper authority have executed this mutually binding Memorandum of Understanding as of the date first written above.

For Institution:

For <Name of the SKP>

Signed: _____
 Name: _____
 Title: _____
 Date: _____

Signed: _____
 Name: _____
 Title: _____
 Date: _____

Witnessed by:



1) Signature: _____
Name:
Date:

2) Signature: _____
Name:
Date:

*Strike off whichever is not applicable



1.0 Recommended Short and Medium Term Perspectives for Engineering Education in India by the Committee to provide National Perspective Plan

Technology and Globalization have turned Countries into knowledge-driven economies. They are radically accelerating the pace of change in the world and raising the long-term risks. Success in knowledge-driven and innovation-driven world order depends largely on the capabilities of the people, and higher education, especially Engineering education, is the key to building those requisite capabilities. India has done phenomenally well in creating large infrastructure across the Country to disseminate Engineering education to lakhs of aspirants in every State year after year. However, to be able to cater to the next-generation of Engineering skill requirements, we need to facilitate quality and accredited Technical Education at scale. In our efforts to support the reforms in Engineering education, we have studied the current state of Engineering education and present, in this report, our short and medium term perspectives and recommendations.

Recommendations:

1. Current (2017-18) capacity utilization in Under Graduate and Post Graduate Level is as low as 49.8% (Capacity Vs Enrolment). Creating any further capacity is a big drain on investments since, at the very basic Level, it involves the creation of physical infrastructure like Buildings and Laboratory infrastructure. **We recommend that we do not create any new capacity starting from the Academic Year 2020.** The creation of new capacity can be reviewed every two years after that.
2. While we take such a serious decision, we also recognize that there could be some applications in the pipeline for additional/ new capacity applied in the last one or two years. These may be pending for want of some minor clearances. So, applications made in the current year and the past two years may be considered for starting Institutions, if the infrastructure is already in place.
3. We recommend that AICTE should take capacity utilization as a key consideration while granting additional capacities in different States.
4. Traditional Engineering disciplines such as Mechanical, Electrical, Civil and Electronics Engineering capacity utilization around 40% as opposed to Computer Science and Engineering, Aerospace Engineering, Mechatronics, being in the high 60%. This is clear pointer that the demand lies in emerging technologies as opposed to traditional Engineering. We recommend that no additional seats are approved in traditional Engineering areas, but Institutions need to be encouraged to convert current capacity in traditional disciplines to emerging new technologies.
5. The poor employability of Engineering graduates is reflecting poorly on the Faculty-shortage and quality, and pedagogy. It may be very important to take immediate steps to improve the quality of our teachers.
 - a. Competencies of the Faculty need to be developed, especially in the areas of new age technologies and research through rigorous Faculty development programs. Training of existing teachers at Teachers Training Institutes, using quality improvement programs (QIP) and using IIT/ NIT Faculty and Infrastructure are some of the immediate interventions we recommend.
 - b. To bring about the desired change in the pedagogy in the immediate term, we recommend focused Industry visits for Faculty for hands-on exposure to the latest technologies. Industry associations could be leveraged in facilitating this.
 - c. To improve pedagogy, we recommend Engineering Faculty to mandatorily have Certification/ Diploma/ Degree in education.
6. Also, we may have to seek more technology interventions such as MOOCs to circumvent some of the constraints with Faculty shortage and the quality of pedagogy. Students should be given more flexibility to use MOOCs in their core and optional curricula. Universities and Autonomous Institutions should be mandated to use MOOCs in the short term.



7. The low enrolment, lower placements, and low employability are causes for concern. Employment generation is very critical to a Nation's economic development. While we are making certain recommendations on the role that academic Institutes can play in improving the quality of education and indirectly contribute to the employment generation, all other stakeholders including Government and Industry should also start putting in place corrective measures to improve the employment generation.
8. As research becomes democratized, funds would need to be spent most optimally. Institutions need to build project management capabilities around research to ensure quick turnarounds, reduce cost and schedule overruns, and better collaborations across Industry and Academia.
9. Academic Institutions have to continuously monitor the future skill requirements and make suitable changes to content and pedagogy so that the graduating students have the right capabilities for the job-in-demand. Hence, an Institutional mechanism for periodic Industry feedback on the technology upgradation and its impact on job roles needs to be put in place.
10. There is evidence to point out that the current Industry-Academia interaction requires improvement. We recommend the following interventions:
 - a. Analytical tools should be used to understand the impact of various teaching methods and identify the best methods of executing Coursework and apprenticeship - tightly integrate apprenticeship with pedagogy.
 - b. Apprenticeship should be made mandatory on Industry (in some ways it exists but needs rigorous implementation) and also progressively mandatory on educational Institutions (starting with 25% moving to 100% in five years).
 - c. Two industry representatives to be part of the Advisory Board of each Institution.
 - d. Deepening of Industry-Academia partnerships in applied research needs to be encouraged.
 - e. Establish 20 National Knowledge Functional Hubs (NKFH) as a pilot in AICTE approved Institutions to create an ecosystem of sustained Industry-Academia engagement.
 - f. We recommend that AICTE takes the local Industry ecosystem requirements (For instance, Aerospace and IT Engineering in Bangalore vicinity, Automotive in Chennai and Pune) into consideration while creating new capacities or increasing the existing capacities to deepen domain knowledge and to meet the Industry requirements.
 - g. Simultaneously, we recommend that AICTE balances this step with the National and Global needs by introducing Courses in new and disrupting technologies which are fungible across the Country.
11. We have evidence to show that innovation, incubation and Start-up eco system is lacking in educational Institutions. As has been rightly recognized by GoI, Start-ups are a key driver for employment generation and wealth creation. Every education Institution should be mandated for the following:
 - a. Entrepreneurship should be a minor elective for Under Graduates.
 - b. Tinkering Laboratories similar to Atal Innovation Laboratories to be setup in every educational Institution.
 - c. To promote Start-ups, educational Institutions need to setup incubation centres, mentoring clubs, and accelerator programs.
12. Proxy indicators such as venture capital investments and Engineering R&D investments by large Companies for forecasting future technology shows a clear trend towards software and internet Industries, healthcare services, and medical devices and semiconductor Industry. They also clearly



indicate that **Artificial Intelligence (AI), Internet of Things (IoT), Embedded SW, Internet SW, Mobility, Analytics, and Cloud** are growing at a rapid pace as compared to traditional technologies. The results of the NASSCOM - BCG study and FICCI-NASSCOM-EY study also concur with this analysis.

- a. Across all Engineering disciplines, we recommend, that Courses in these emerging technologies are made part of the curricula and made mandatory for Computer Science, Electrical, and Electronics Engineering.
 - b. Specifically, we recommend introducing Under Graduate **and Post Graduate** Engineering programs exclusively focused in Artificial Intelligence (AI), Internet of Things (IoT), Blockchain, Robotics, Quantum Computing, Data Sciences, Cyber Security, 3D Printing and Design, Augmented Reality/ Virtual Reality (AR/VR).
 - c. Also, we recommend that, we put greater focus on multi-disciplinary Engineering Courses, especially in Computational Biology, Biotechnology, Biomedical, Mechatronics, Space, Aerospace, Agriculture, and Environmental Engineering, by reducing the seats in conventional disciplines and converting some of the existing seats into these areas.
13. Research on future trends in education indicates student-centric learning needs to be given precedence.
- a. We recommend students should be encouraged on design thinking and practical approaches to learning.
 - b. Students should also be made aware of real life socio-economic problems for them to solve using technology learnings.
 - c. Technology should be used for individual learning paths for each student.
 - d. MHRD/ AICTE should make investments in innovation in education and incubate education Start-ups.
 - e. Open book examinations should be introduced wherever applicable to move students to higher order cognitive skills.
14. Finally, developing a Perspective Plan for Engineering education should be an ongoing exercise. In the backdrop of rapidly changing technology environment, Engineering education needs continuous monitoring. We recommend that one of the Industry bodies or a smaller group of Industry bodies with the help of Consultants who have a focus on education be tasked with this periodic planning exercise once every two years.



2.0 Districts under Sub-Mission Scheme

Sl. No.	Districts
ANDHRA PRADESH	
1	Ranga Reddy
ARUNCHAL PRDESH	
2	Anjaw
3	Changlang
4	East Kameng
5	East Siang
6	Kurung Kumey
7	Lohit
8	Lower Dibang Valley
9	Lower Subansiri
10	Tirap
11	West Kameng
ASSAM	
12	Barpeta
13	Baska
14	Chirrang
15	Darrang
16	Dhemaji
17	Dhubri
18	Goalpara
19	Golaghat
20	Hailakandi
21	Kamrup Rural
22	Karbi Anglong
23	Karimganj
24	Lakhimpur
25	Marigaon
26	Nagaon
27	Nalbari
28	North Cachar Hills
29	Sibsagar
30	Sonitpur
31	Tinsukia
32	Udalgiri
BIHAR	
33	Araria
34	Arwal
35	Aurangabad
36	Banka
37	Begusarai
38	Bhagalpur
39	Bhojpur
40	Buxar
41	Darbhanga
42	Gaya
43	Gopalgaj
44	Jamui
45	Jehanabad
46	Kaimur (Bhabua)
47	Katihar

Sl. No.	Districts
48	Khagaria
49	Kishanganj
50	Lakhisaraj
51	Madhepura
52	Madhubani
53	Munger
54	Nalanda
55	Nawada
56	Pashchim Champaran
57	Purab Champaran
58	Rohtas
59	Samastipur
60	Saran
61	Sheikhpura
62	Sheohar
63	Sitamarhi
64	Siwan
65	Supaul
66	Vaishali
CHHATISGARH	
67	Bastar
68	Bijapur
69	Bilaspur
70	Dantewada
71	Janjgir – Champa
72	Jashpur
73	Kanker
74	Koriya
75	Narayanur
76	Raipur
77	Surguja
DAMAN and DIU	
78	Diu
GUJARAT	
79	Junagadh
80	Kheda
81	Narmada
82	Navsari
83	Tapi
HARYANA	
84	Fatehabad
85	Kaithal
86	Kurukshetra
87	Panchkula
88	Panipat
89	Rewari
90	Yamuna Nagar
HIMACHAL PRADESH	
91	Bilaspur
92	Kinnaur
93	Kullu



Sl. No.	Districts
94	Lahul and Spiti
95	Sirmour
JAMMU AND KASHMIR	
96	Anantnag
97	Badgam
98	Bandipora
99	Baramula
100	Doda
101	Ganderbal
102	Kathua
103	Kishtawar
104	Kulgam
105	Kupwara
106	Pulwama
107	Punch
108	Rajauri
109	Ramban
110	Reasi
111	Samba
112	Shopian
113	Udhampur
JHARKHAND	
114	Chatra
115	Deoghar
116	Dumka
117	Garhwa
118	Giridih
119	Godda
120	Gumla
121	Hazaribagh
122	Jamtara
123	Khunti
124	Lohardang
125	Pakaur
126	Palamau
127	Pashchimi Singhbhum
128	Ramgarh
129	Sahibgani
130	Simdega
LAKSHADWEEP	
131	Lakshadweep
MADHYA PRADESH	
132	Alirajpur
133	Anoopur
134	Barwani
135	Bhind
136	Datia
137	Dewas
138	Dindori
139	Hoshangabad
140	Katni
141	Mandsaur
142	Panna
143	Raisen
144	Rajgarh

Sl. No.	Districts
145	Rewa
146	Sehore
147	Shajapur
148	Sheopur
149	Shivpuri
150	Sidhi
151	Tikamgarh
152	Umaria
MAHARASHTRA	
153	Akola
154	Hingoli
MANIPUR	
155	Bishnupur
156	Chandel
157	Churachandpur
158	Imphal East
159	Senapati (Excl. 3 sub-divisions)
160	Tamenglon
161	Thoubal
162	Ukhrul
MEGHALAYA	
163	East Garo Hills
164	Ri Bhoi
165	South Garo Hills
166	West Khasi Hills
MIZORAM	
167	Champhai
168	Kolasib
169	Lawngtlai
170	Mamit
171	Saiha
172	Serchhip
NAGALAND	
173	Dimapur
174	Mon
175	Peren
176	Phek
177	Tuensang
178	Wokha
ORISSA	
179	Angul
180	Balasore
181	Baragarh
182	Baudh
183	Bhadrak
184	Bolangir
185	Debagarh
186	Gajapati
187	Jagatsinghapur
188	Jajapur
189	Kalahandi
190	Kendrapara
191	Khandmal
192	Koraput
193	Malkangiri



Sl. No.	Districts
194	Mayurbhanj
195	Nabarangapur
196	Nayagarh
197	Nuapada
198	Puri
199	Sambalur
200	Sonapur
PUNJAB	
201	Barnala
202	Faridkot
203	Fatehgarh Sahib
204	Kapurthala
205	Mansa
206	Muktasar
207	Nawanshehr
RAJASTHAN	
208	Banswara
209	Baran
210	Bhilwara
211	Bundi
212	Dausa
213	Dholpur
214	Dungarpur
215	Hanumangarh
216	Jaiselmer
217	Jalor
218	Jhunjhunu
219	Karauli
220	Nagaur
221	Pratapgarh
222	Tonk
SIKKIM	
223	North District
224	West District
TAMIL NADU	
225	Dharmapuri
226	Karur
227	Perambalur
228	Theni
229	Thiruvananthamalai
230	Thiruvarur
231	Villupuram
TRIPURA	
232	Dhalai
233	North Tripura
234	South Tripura
UTTAR PRADESH	
235	Agra
236	Ambedkar Nagar
237	Auraiya
238	Azamgarh

Sl. No.	Districts
239	Bahraich
240	Balia
241	Balrampur
242	Barabanki
243	Basti
244	Bijnor
245	Budaun
246	Chitrakoot
247	Deoria
248	Etah
249	Fatehpur
250	Firozabad
251	Ghazipur
252	Gonda
253	Hamirpur
254	Hardoi
255	Jyotiba Phule Nagar
256	Kannauj
257	Kanpur Dehat
258	Kaushambi
259	Kheri
260	Kushinagar
261	Mahrajganj
262	Mainpuri
263	Mirzapur
264	Moradabad
265	Pilibhit
266	Pratapgarh
267	Rampur
268	Sant Kabir Nagar
269	Sant Ravidas Nagar (Bhadohi)
270	Shahjahanpur
271	Shrawasti
272	Siddharthnagar
273	Sonbhadra
274	Unnao
275	Varanasi
UTTRAKHAND	
276	Pithoragarh
WEST BENGAL	
277	Bankura
278	Birbhum
279	Dakshin Dinajpur
280	Jalpaiguri
281	Maldah
282	Medinipur
283	Nadia
284	North Twenty Four Parganas
285	Puruliya
286	South Twenty Four Parganas
287	Uttar Dinajpur



EDUCATIONALLY BACKWARD (ASPIRATIONAL) DISTRICTS

Sl. No.	Districts
ANDAMAN AND NICOBAR ISLANDS	
1	Andamans
2	Nicobars
ANDHRA PRADESH	
3	Adilabad
4	Anantapur
5	East Godavari
6	Kurnool
7	Mahbubnagar
8	Medak
9	Nizamabad
10	Prakasam
11	Srikakulam
12	Vizianagaram
13	West Godavari
ARUNACHAL PRADESH	
14	Changlang
15	Dibang Valley
16	EastKameng
17	Lohit
18	Lower Subansiri
19	Tawang
20	Tirap
21	UpperSiang
22	UpperSubansiri
23	West Siang
24	WestKameng
ASSAM	
25	Bongaigaon
26	Cachar
27	Darrang
28	Dhubri
29	Goalpara
30	Hailakandi
31	KarbiAnglong
32	Karimganj
33	Marigaon
34	Nagaon
35	Sonitpur
36	Tinsukia
BIHAR	
37	Araria
38	Aurangabad
39	Banka
40	Begusarai
41	Darbhanga
42	Gopalganj
43	Jamui
44	Kaimur(Bhabua)
45	Katihar
46	Khagaria
47	Kishanganj
48	Lakhisarai

Sl. No.	Districts
49	Madhepura
50	Madhubani
51	Nawada
52	Pashchim Champaran
53	Purba Champaran
54	Purnia
55	Saharsa
56	Samastipur
57	Sheohar
58	Sitamarhi
59	Siwan
60	Supaul
61	Vaishali
CHATTISGARH	
62	Bastar
63	Bilaspur
64	Dantewada
65	Dhamtari
66	Durg
67	Janjgir - Champa
68	Jashpur
69	Kanker
70	Kawardha (Kabirnagar)
71	Koriya
72	Mahasamund
73	Raigarh
74	Raipur
75	Rajnandgaon
76	Surguja
DADAR AND NAGAR HAVELI	
77	Dadar and Nagar Haveli
DAMAN AND DIU	
78	Daman
79	DiU
GUJARAT	
80	Amreli
81	Banas Kantha
82	Bharuch
83	Bhavnagar
84	Dohad
85	Jamnagar
86	Junagadh
87	Kachchh
88	Kheda
89	Mahesana
90	Narmada
91	PanchMahals
92	Patan
93	Porbandar
94	Rajkot
95	Sabar Kantha
96	Surat
97	Surendranagar



Sl. No.	Districts
98	TheDangs
99	Valsad
HARYANA	
100	Fatehabad
101	Gurgaon
102	Jind
103	Kaithal
104	Karnal
105	Panipat
106	Sirsa
HIMACHAL PRADESH	
107	Chamba
108	Kinnaur
109	Lahul andSpiti
110	Sirmaur
JAMMU AND KASHMIR	
111	Anantnag
112	Badgam
113	Baramula
114	Doda
115	Kargil
116	Kathua
117	Kupwara
118	Leh (Ladakh)
119	Punch
120	Rajauri
121	Udhampur
JHARKHAND	
122	Chatra
123	Deoghar
124	Dumka
125	Garhwa
126	Giridih
127	Godda
128	Gumla
129	Kodarma
130	Pakaur
131	Palamu
132	Pashchimi Singhbhum
133	Sahibganj
KARNATAKA	
134	Bagalkot
135	BangaloreRural
136	Belgaum
137	Bellary
138	Bijapur
139	Chamarajanagar
140	Chikmagalur
141	Chitradurga
142	Dakshina Kannada
143	Gadag
144	Hassan
145	Haveri
146	Kodagu
147	Kolar

Sl. No.	Districts
148	Koppal
149	Mandya
150	Raichur
151	Tumkur
152	Udupi
153	UttaraKannada
KERALA	
154	Kasaragod
155	Malappuram
156	Palakkad
157	Wayanad
LAKSHADWEEP	
158	Lakshadweep
MADHYA PRADESH	
159	Balaghat
160	Barwani
161	Betul
162	Bhind
163	Chhatarpur
164	Chhindwara
165	Damoh
166	Datia
167	Dewas
168	Dhar
169	Dindori
170	East Nimar
171	Guna
172	Harda
173	Jhabua
174	Katni
175	Mandla
176	Mandsaur
177	Morena
178	Narsimhapur
179	Neemuch
180	Panna
181	Raisen
182	Rajgarh
183	Ratlam
184	Sagar
185	Satna
186	Sehore
187	Seoni
188	Shahdol
189	Shajapur
190	Sheopur
191	Shivpuri
192	Sidhi
193	Tikamgarh
194	Ujjain
195	Umaria
196	Vidisha
197	WestNimar
MAHARASHTRA	
198	Buldana



Sl. No.	Districts
199	Gadchiroli
200	Hingoli
201	Jalna
202	Raigarh
203	Ratnagiri
204	Sindhudurg
MEGHALAYA	
205	East Garo Hills
206	Jaintia Hills
207	Ri Bhoi
208	South Garo Hills
209	WestKhasiHills
MIZORAM	
210	Champhai
211	Kolasib
212	Lawngtlai
213	Lunglei
214	Mamit
215	Saiha
216	Serchhip
NAGALAND	
217	Mon
ORISSA	
218	Anugul
219	Balangir
220	Bargarh
221	Baudh
222	Debagarh
223	Dhenkanal
224	Gajapati
225	Ganjam
226	Kalahandi
227	Kandhamal
228	Kendujhar
229	Koraput
230	Malkangiri
231	Nabarangapur
232	Nayagarh
233	Nuapada
234	Rayagada
235	Sonapur
PONDICHERY	
236	Yanam
PUNJAB	
237	Amritsar
238	Bathinda
239	Faridkot
240	FatehgarhSahib
241	Firozpur
242	Gurdaspur
243	Kapurthala
244	Mansa
245	Moga
246	Muktsar
247	Nawanshahr

Sl. No.	Districts
248	Patiala
249	Sangrur
RAJASTHAN	
250	Ajmer
251	Alwar
252	Banswara
253	Baran
254	Barmer
255	Bharatpur
256	Bhilwara
257	Bikaner
258	Bundi
259	Chittaurgarh
260	Churu
261	Dausa
262	Dhaulpur
263	Dungarpur
264	Ganganagar
265	Hanumangarh
266	Jaisalmer
267	Jalor
268	Jhalawar
269	Jhunjhunun
270	Jodhpur
271	Karauli
272	Nagaur
273	Pali
274	Rajsamand
275	Sawai Madhopur
276	Sikar
277	Sirohi
278	Tonk
279	Udaipur
SIKKIM	
280	East Sikkim
281	North Sikkim
282	South Sikkim
283	WestSikkim
TAMIL NADU	
284	Ariyalur
285	Coimbatore
286	Cuddalore
287	Dharmapuri
288	Dindigul
289	Erode
290	Kancheepuram
291	Kanniyakumari
292	Karur
293	Madurai
294	Nagapattinam
295	Perambalur
296	Pudukkottai
297	Ramanathapuram
298	Salem
299	Sivaganga



Sl. No.	Districts
300	Thanjavur
301	Theni
302	TheNilgiris
303	Thiruvallur
304	Thiruvarur
305	Thoothukkudi
306	Tirunelveli
307	Tiruvannamalai
308	Vellore
309	Viluppuram
310	Virudhunagar
TRIPURA	
311	Dhalai
312	North Tripura
313	South Tripura
314	West Tripura
UTTAR PRADESH	
315	Bahraich
316	Balrampur
317	Banda
318	Barabanki
319	Bareilly
320	Basti
321	Bijnor
322	Budaun
323	Bulandshahr
324	Chitrakoot
325	Etah
326	Farrukhabad
327	Fatehpur
328	Gonda
329	Hamirpur
330	Hardoi
331	Hathras
332	Jyotiba Phule Nagar
333	Kannauj
334	Kanpur Dehat
335	Kaushambi
336	Kheri
337	Kushinagar

Sl. No.	Districts
338	Lalitpur
339	Maharajganj
340	Mahoba
341	Mathura
342	Moradabad
343	Muzaffarnagar
344	Pilibhit
345	Rae Bareli
346	Rampur
347	Saharanpur
348	SantKabir Nagar
349	Shahjahanpur
350	Shrawasti
351	Siddharthnagar
352	Sitapur
353	Sonbhadra
354	Sultanpur
355	Unnao
UTTARANCHAL	
356	Bageshwar
357	Champawat
WEST BENGAL	
358	Bankura
359	Barddhaman
360	Birbhum
361	Dakshin Dinajpur
362	Darjiling
363	Haora
364	Hugli
365	Jalpaiguri
366	KochBihar
367	Maldah
368	Medinipur
369	Murshidabad
370	Nadia
371	NorthTwenty Four Parganas
372	Puruliya
373	South Twenty FourParganas
374	UttarDinajpur



3.0 Closest available Nomenclature of Under Graduate Degrees for the Diploma in Engineering and Technology

Existing Nomenclature of Diploma	Closest Nomenclature of Under Graduate Degree	
Aero Space Engineering	Aeronautical Engineering	
Aeronautical Engineering		
Aircraft Maintenance Engineering (Avionics)		
Aircraft Maintenance Engineering		
Agricultural Engineering	Agriculture Engineering	
Agricultural Technology		
Architectural Assistantship	Architecture Engineering	
Interior Decoration		
Interior Design		
Automobile Engineering	Automobile Engineering	
Automobile Engineering (Automobile Fitter)		
Automotive Engineering		
Mechanical Engineering (Automobile)		
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 (Petro Chemical)		
Chemical Engineering (Plastic and Polymer)		
Chemical Engineering (Sugar Technology)		
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 (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 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	
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	
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 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 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	
Electronics Technology	
Embedded Systems	
Industrial Electronics	
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 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	
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	
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	
Foundry Technology	
Heat Power Engineering	
Machine Engineering	
Mechanical (Computer Aided Design, Manufacture and Engineering)	
Mechanical CAD/CAM	
Mechanical Engineering(Industry Integrated)	
Mechanical Engineering	
Mechanical Engineering (Auto)	



Mechanical Engineering (Maintenance)	
Mechanical Engineering (Refrigeration and Air Conditioning)	
Mechanical Engineering (Tool and Die)	
Mechanical Engineering Automobile	
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)	
Mechanical Engineering (Machine Tool Maintenance and Repairs)	
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
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		
Plastic Technology		
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 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		
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)		



Mechanical Engineering (Machine Tool Maintenance and Repairs)	
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	
Handloom and Textile Technology	
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 (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
Medical Electronics Engineering	
Medical Electronics	
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 Recording 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 Practice	*
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 offering * Diploma Course(s) have to continue at the same Level or may opt for the Closure of the Course.



4.0 Closest available Nomenclature of Diploma for the Under Graduate Degree in Engineering and Technology

Existing Nomenclature of Under Graduate 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	
Oil and Paint Technology	
Oil Technology	Chemical Engineering (Oil Technology)
Oils, Oleochemicals and Surfactants Technology	
Paint Technology	Civil Engineering (Construction Technology)
Building and 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 Engineering	
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		
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	
Dairy Technology		
Electrical and Computer Engineering	Electrical Engineering	
Electrical and Electronics (Power System)	Electrical and Electronics Engineering	
Electrical and Electronics Engineering		
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		



Electronic Science and Engineering	Electronics and Communication 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		
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	



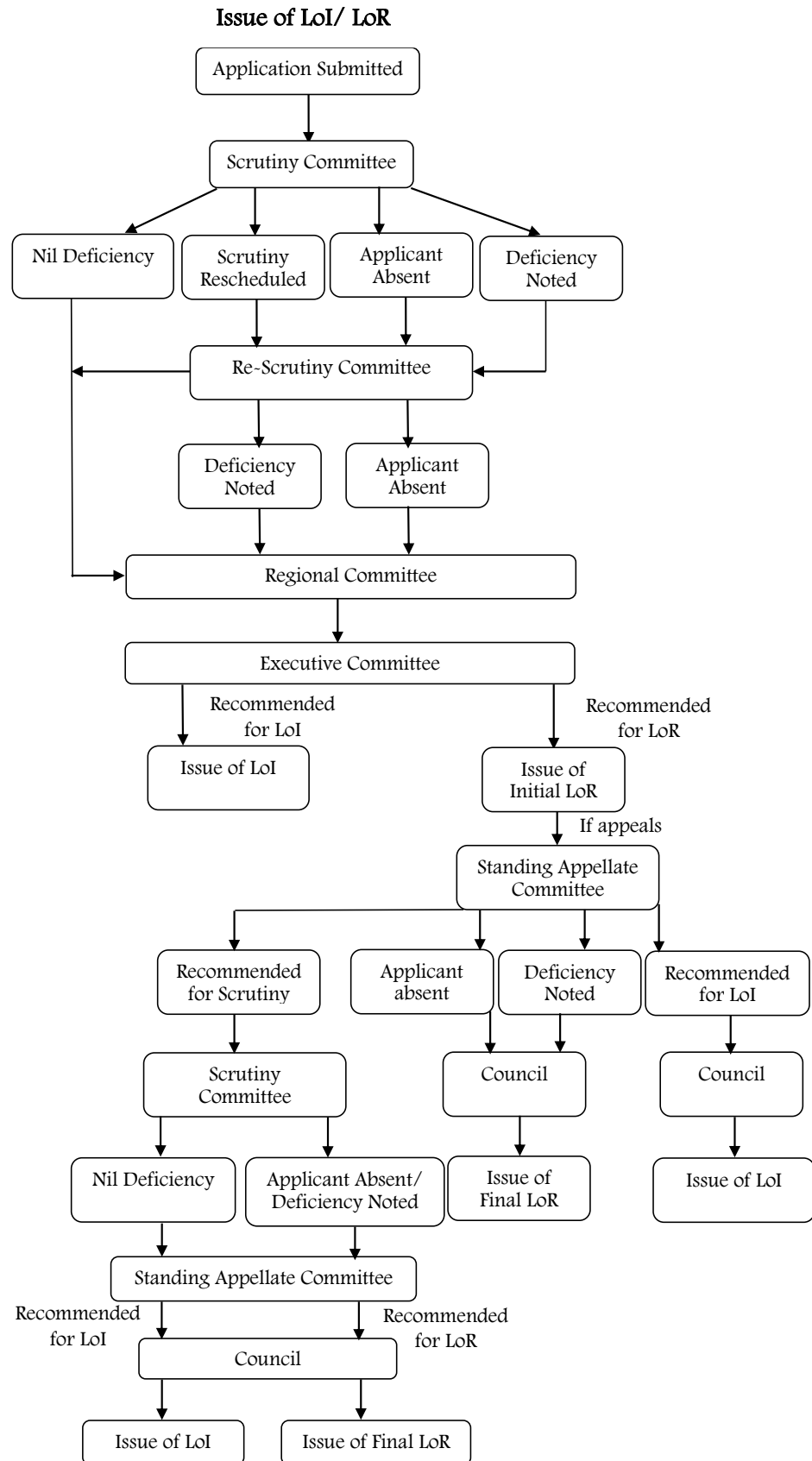
Shipbuilding Engineering	
Marine Engineering	Marine Engineering
Marine Technology	
Industrial and Production Engineering	
Industrial Engineering	Industrial and Production Engineering
Industrial Engineering and Management	
Mechanical Engineering (Production)	
Production and Industrial Engineering	
Production Engineering	
Manufacturing Engineering	
Manufacturing Engineering and Automation	
Manufacturing Engineering and Technology	Manufacturing Engineering
Manufacturing Process and Automation Engineering	
Manufacturing Science and Engineering	
Manufacturing Technology	
Mechanical and Automation Engineering	
Mechanical Engineering (Industry Integrated)	Mechanical Engineering
Mechanical Engineering	
Power Engineering	
Mechanical Engineering (Automobile)	Mechanical Engineering (Automobile)
Mechanical Engineering Automobile	
Mechanical Engineering (Repair and Maintenance)	
Precision Manufacturing	Mechatronics
Mechatronics	
Mechatronics Engineering	
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	



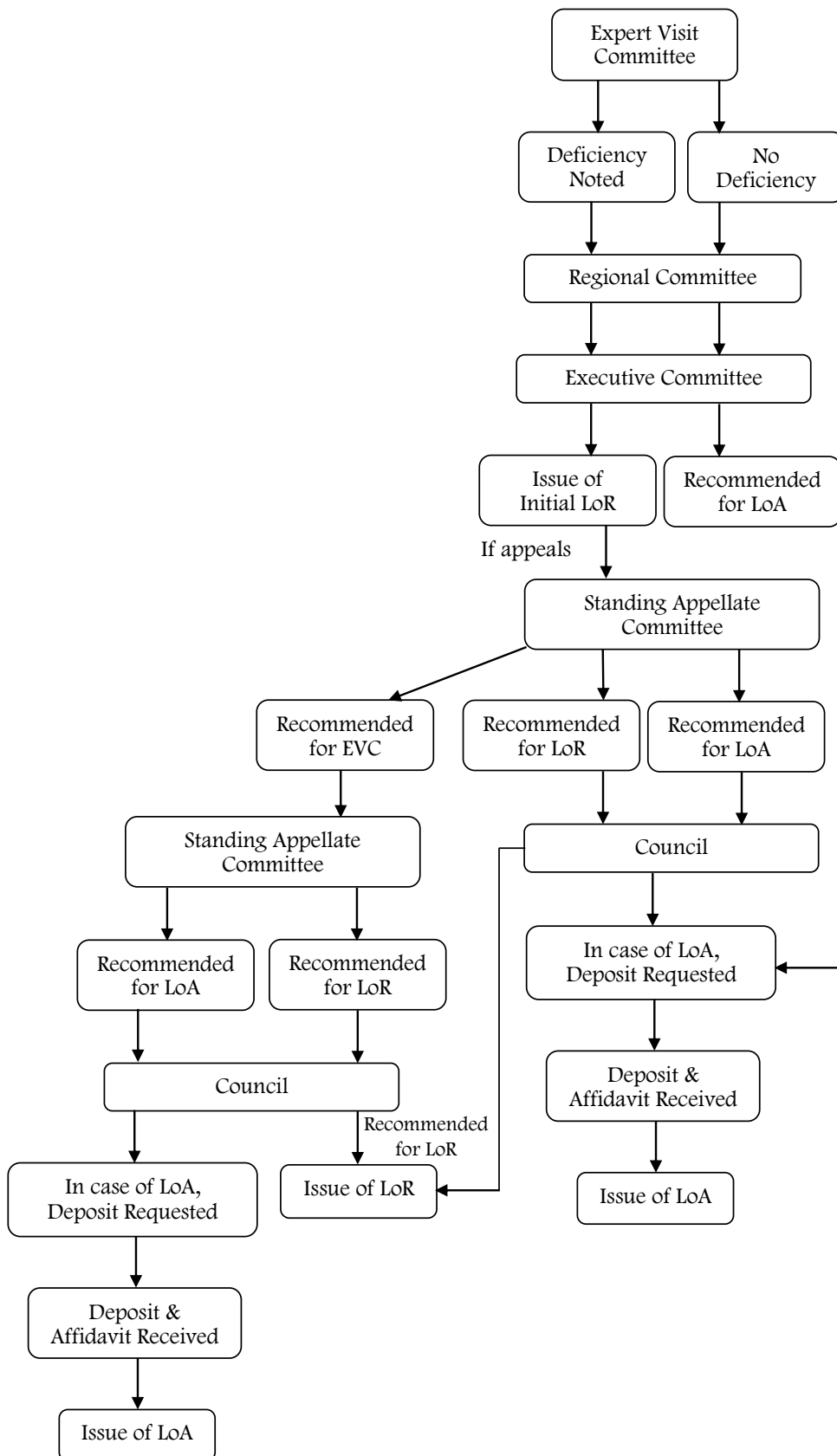
Pulp Technology	Pulp Technology
Apparel and Production Management	Apparel Manufacture and Design
Fashion and Apparel Technology	Fashion and Apparel Design
Fashion and Apparel Engineering	
Fashion Technology	
Fibres and Textiles Processing Technology	Textile Processing Technology
Jute and Fibre Technology	
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 offering * Degree Course(s) have to continue at the same Level or may opt for the Closure of the Course.





Issue of LoA/ LoR



6.0 Major Disciplines, their corresponding Courses and Relevant/ Appropriate Branch of Under Graduate Degree in Engineering and Technology

Major Disciplines	Corresponding Course(s)	Under Graduate Degree Courses permissible for Merger
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
		Dairy Technology
Electrical Engineering	Electrical Engineering	Electrical and Computer Engineering
		Electrical and Electronics (Power System)
		Electrical and Electronics Engineering
		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 Engineering	Electronics Engineering	Biomedical Engineering
		Digital Techniques for Design and Planning
		Electrical and Electronics Engineering
		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
		Biomedical Engineering
		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 Communication and Instrumentation Engineering
		Electronics and Telematics Engineering
		Telecommunication Engineering
		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	
	Medical Electronics Engineering	



	Medical Electronics	Medical Electronics Medical Lab Technology Electronics and Biomedical Engineering			
Mechanical Engineering	Mechanical Engineering	Electrical and Mechanical Engineering Mechanical Engineering (Industry Integrated) 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 (Production) Precision Manufacturing Production and Industrial Engineering Production Engineering Tool Engineering		
			Automobile Engineering	Automobile Engineering Automobile Maintenance Engineering Automotive Technology Mechanical Engineering (Automobile) Mechanical Engineering Automobile	
				Industrial Engineering	Industrial and Production Engineering Industrial Engineering Industrial Engineering and Management
					Mechatronics Engineering
	Fire and Safety 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	
				Material Science and Technology	



Metallurgy Engineering	Metallurgy Engineering	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

7.0 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 Merger	
Aeronautical Engineering		Aero Space Engineering	
		Aeronautical Engineering	
		Aircraft Maintenance Engineering (Avionics)	
		Aircraft Maintenance Engineering	
Agriculture Engineering		Agricultural Engineering	
		Agricultural Technology	
Architecture		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 (Petro Chemical)	
		Chemical Engineering (Plastic and Polymer)	
		Chemical Engineering (Sugar Technology)	
		Chemical Engineering	
		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 Mould Technology	

	Plastic and Polymer Technology	Plastic and Polymer Engineering
		Plastic Engineering
		Plastic Mould Technology
		Plastic Technology
		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 Technology
		Construction Engineering
		Construction Technology
		Construction Technology and Management
		Geoinformatics and Surveying Technology
		Geographic Information System 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 Engineering	Water Resource Management
Civil Engineering (Water Resource and Management)		
Water Technology and Health Science		
Computer Science and Engineering	Computer Science Engineering	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
		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 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 Engineering	Applied Electronics
		Digital Electronics
		Digital Electronics and Microprocessor
		Digital Systems
		Electrical and Electronics (Power System)



		Electrical and Electronics Engineering
		Electrical and Electronics Engineering
		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
		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 Telecommunication Engineering (Radio and System)
		Electronics Communication and Instrumentation Engineering
		Telecommunication Engineering
		Telecommunication Technology
		TV and Sound Engineering
		Information and Communication Technology
		Applied Electronics and Instrumentation Engineering



	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
		Electronics and Instrumentation Engineering
		Electronics (Robotics)
		Electronics Communication and Instrumentation Engineering
		Electronics Robotics
		Industrial Electronics
		Instrument Technology
		Instrumentation
		Instrumentation and Control Engineering
		Instrumentation (E&C)
	Instrumentation Engineering	
	Instrumentation Technology	
	Medical Electronics Engineering	Bio Electronics
		Biomedical Engineering
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		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 (Automobile)



		Mechanical Engineering Auto Mobile
		Energy Systems Engineering
		Heat Power Engineering
		Maintenance Engineering
		Mechanical Engineering (Industry Integrated)
		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
	Design and Drafting	
	Fabrication Technology	
	Fabrication Technology and Erection Engineering	
	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 (Automobile)	
	Mechanical Engineering (Tool and Die)	
	Mechanical Engineering Automobile	
	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)		
Mechanical Welding and Sheet Metal Engineering		
Precision Manufacturing		
Production and Industrial Engineering		
Production Engineering		
Production Technology		



		Tool and Die Making
		Tool and Die Engineering
		Tool and Die Under Mechanical Engineering
		Tool Die and Mould Making
	Mechatronics	Mechatronics
		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
		Handloom and Textile Technology
		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 (Textile Design and Weaving)
		Textile Technology (Manmade Fibre)
		CDDM (Costume Design and Dress Making)
Biomedical Engineering		Biomedical Engineering
		ECG Technology
		Health Care Technology
		Instruments and Medical Equipment
		Medical Laboratory Technology
		Ophthalmic Technology
		Technician X-Ray Technology
Multimedia Technology		3-D Animation and Graphics
		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 Recording 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 8

8.0 State Wise Competent Authorities to issue Certificates with respect to the Land/ Building

State	Landuse Certificate	Land Conversion Certificate	Khasra Plan/ Master Plan	Land Classification (Urban/ Rural)	Site Plan	Building Plan	Occupation Certificate
Central Region							
Chhattisgarh	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 and Rural - Town and Country Planning	Urban - Municipal Corporation; Rural - Town and Country Planning	Town and Country Planning, Municipal Corporation
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	Nagar Palika, Town Planner, Nagar Panchayat, Commissioner of Municipal Corporation, Collector
Madhya Pradesh	Urban and Rural - Town and Country Planning	Urban and Rural - Sub Divisional Magistrate/ Tahsildar	Urban - Tahsildar; Rural - Patwari/ Tahsildar	Urban - Collector/ Nagar Nigam/ Nagarpalika; Rural - Gram Panchayat/ Jila Panchayat	Urban and Rural - Town and Country Planning	Urban -Municipal Corporation/ Nagar Palik Nigam; Rural - Gram Panchayat/ Jila Panchayat	Nagar Palika, Town Planner, Nagar Panchayat, Commissioner of Municipal Corporation, Collector, Village Panchayat
Eastern Region							
Andaman and Nicobar	Chief Engineer, APWD for notified Area	SDM, Deputy Commissioner Office	SDM, Deputy Commissioner Office	Chief Engineer, APWD for notified Area	Chief Engineer, APWD for notified Area	Rural - Panchayat Urban - Andaman Public Works Department for Govt. Institutions/ Port Blair Municipal Council for Private Institutions	Andaman Public Works Department



Arunachal Pradesh	Deputy Commissioner, Govt. of Arunachal Pradesh	Department of Land Management, Govt. of Arunachal Pradesh	Deputy Commissioner, Govt. of Arunachal Pradesh	Deputy Commissioner, Govt. of Arunachal Pradesh	Prepared by various Engineering Departments and approved by the Directorate of Higher and Technical Education		The Deputy Commissioner of the respective Districts
Assam	Urban and Rural - Revenue Circle Office	Urban and Rural - Revenue Circle Office	Urban and Rural - Public Works Department (Building)	Urban and Rural - Revenue Circle Office	Urban and Rural - Public Works Department (Building)	Urban and Rural - Public Works Department (Building)	The Chief Executive Officer, Guwahati Metropolitan Development Authority (GMDA), Bangagarh Guwahati or The Chief Executive Officer, Guwahati Municipal Corporation (GMC) Bhagagarh, Guwahati
Jharkhand	Urban and Rural - Officer authorized by Deputy Commissioner	Not applicable in 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	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 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)	Urban: Municipal Corporation under whose jurisdiction the Building is situated Rural: Panchayat
Manipur	Department of Settlement and Land Records, Govt. of Manipur	Department 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	1. District Settlement Officer, Department of Settlement and Land Records Government of Manipur, Lamphelpat,



							Imphal 2. Sub Divisional Officer, Department of Settlement and Land Records Government of Manipur, Lamphelpat, Imphal 3. District Collector Department of Settlement and Land Records Government of Manipur, Lamphelpat, Imphal
Meghalaya	Local Revenue/ Education Authority	-	PWD/ Urban Development Authority	Urban Development Authority	PWD Building Division	PWD Building Division	Meghalaya Urban Development Authority
Mizoram	Aizawal Urban: Secretary, Land Revenue & Settlement Outside Aizwal: Secretary, Land Revenue & Settlement	All districts in the State : Settlement Officer of the Concerned District	Aizawal Urban: Aizwal Municipal Corporation Outside Aizwal: Head of the Concerned Department	Aizawal Urban: Secretary, Land Revenue and Settlement Outside Aizwal: Secretary, Land Revenue and Settlement	Aizawal Urban: Aizwal Municipal Corporation Outside Aizwal: Head of the Concerned Department	Aizawal Urban: Aizwal Municipal Corporation Outside Aizwal: Head of the Concerned Department	Aizawl Municipal Council
Nagaland	Local Revenue Authority	-	Local Revenue Authority	Local Revenue Authority	Executive Engineer, PWD Housing (EDN)	Architect, PWD/ Housing (EDN)	Urban Development Department Nagaland, Kohima
Orissa	Revenue and Disaster Management Department,	Revenue and Disaster Management Department, Govt. of Odisha	Revenue and Disaster Management Department, Govt. of Odisha	Revenue and Disaster Management Department, Govt. of Odisha	Rural - Block Development Officer Urban - Housing and Urban Development Department/ Town	Rural - Block Development Officer Urban - Housing and Urban	Rural - Panchayat Samiti Urban - Municipality



	Govt. of Odisha				Planning/ Development Authority	Development Department/ Town Planning/ Development Authority	
Sikkim	Land Revenue Department of the District	Land Revenue Department of the District	District Collectorate of respective District	District Collectorate of respective District	Divisional Engineer of the HRDD of respective District	Divisional Engineer Building and Housing/ Urban Development Department	Urban Development and Housing Department, Sikkim
Tripura	Local Revenue Authority	NA	Local Revenue Authority	Local Revenue Authority	Executive Engineer, PWD	Architect, PWD/ THCB	Agartala Municipal Council
West Bengal	Rural - BL and LRO Urban - ADM (Land & LR) Metro/ Mega - ADM (Land & LR)	Rural - BL and LRO Urban - ADM (Land & LR) Metro/ Mega - ADM (Land & LR)	Rural - Gram Panchayet/ Panchayat Samiti/ Zilla Parishad/ DM and Executive Officer, Zilla Parishad Urban - Corporation/ Municipality/ Development Authority Metro/ Mega - Corporation/ Municipality/ Development Authority	Rural - BL and LRO Urban - ADM (Land & LR) Metro/ Mega - ADM (Land & LR)	Rural - Gram Panchayet/ Panchayat Samiti/ Zilla Parishad/ DM and Executive Officer, Zilla Parishad Urban - Corporation/ Municipality/ Development Authority Metro/ Mega - Corporation/ Municipality/ Development Authority	Rural - Pradhan of the concerned Gram Panchayat with Registered Architect Urban, Mega/Metro - Corporation/ Municipality/ Development Authority/ Registered Architect	
Northern Region							
Bihar	<p>1. For construction of state Government owned Institutions on Government Land, the State Government allocates Land through its cabinet decision, so Certificates, regarding Land use/ conversion/ encumbrance and advocate Certificates are not required.</p> <p>2. In case of private Institutions, where Land is registered in the Name of the society/trust/company those Certificates are issued by the respective Circle Officer of the block.</p>					<p>1. Building of all Government owned Institutions are compulsorily designed and constructed by the Building Construction Department, Government of Bihar. The Senior Architect (Chief Architect I/C), Building Construction Department is Competent Authority to issue Certificates in all matters related to Buildings of Government owned Institutions.</p> <p>2. In the matter of private Institutions, the approval of Building design and its permission is given by the local bodies such as Gram Panchayat/ Nagar panchayat/ Municipal Corporation/ Regional Development Authority</p>	



Uttarakhand	Concerned SDM	Concerned SDM	Rural - Village Panchayat Officer/ Village Development Officer Urban - EP of Local Bodies i.e. Nagar Panchayat/ Nagar Parishad/ Nagar Palika/ Nagar Nigam as per their Jurisdiction	Rural - Village Panchayat Officer/ Village Development Officer Urban - EP of Local Bodies i.e. Nagar Panchayat/ Nagar Parishad/ Nagar Palika/ Nagar Nigam as per their Jurisdiction	Rural - Village Panchayat Officer/ Village Development Officer Urban - EP of Local Bodies i.e. Nagar Panchayat/ Nagar Parishad/ Nagar Palika/ Nagar Nigam as per their Jurisdiction	Concerned Construction Agency	For Self Finance/Private Institution Urban - Development Authority Rural - Sub Divisional Magistrate/ Tehsildar For Government Institution Principal/Director of Institution
Uttar Pradesh	Town and Country Planning Department/ Development Authority/ Municipal Authority/ Housing and Urban Planning Department	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Department/ 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	Chief Executive Officer/ Executive Officer or Nominated Officer by District Development Authority Chief Executive Officer/ Executive Officer or Nominated Officer by District Municipal Corporation, Nagar Palika Parishad/ Zila Panchayat Nagar Panchayat
Northwestern Region							
Chandigarh	Town and Country Planning Department/ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Department/ Development Authority/ Revenue Authority	Town and Country Planning Department/ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Chief Administrator, Commissioner, Department of Town & Country Planning



Haryana	Competent Authority for grant of CLU permissions for setting up of Educational Institutions in the state of Haryana. Such CLU permissions are required to be obtained only for the sites, which are located within controlled area declared under the provision of act 41 of 1963. The part of the controlled area, which falls within urbanizable zone of development Plan can be classified area, whereas, part of the controlled area falling within the agriculture zone may be classified as rural area. The Change of Land use permission for setting up of Educational Institutions in the confirming zone of urban areas is granted by Director, Town & County Planning Haryana, whereas in the agricultural zone such permission are granted by the Govt. after relaxing the zoning regulation of respective development Plans (there is no provision in the zoning regulation to grant CLU permission for setting up of Educational Institutions in agriculture zone). It is also worth mentioned here that powers to grant permission for the areas falling within the Municipal limits, vests with Director, Urban Local Bodies, Haryana Panchkula. The Competent Authority for sanction of Building Plans for such CLU granted sites is respective District Town Planner, Senior Town Planner and Director Town & Country Planning, depending upon on the site in question.						The Director General, Technical Education Department, Govt. of Haryana, Panchkula, Haryana
Himachal Pradesh	Town & Country Planning Department/ Development Authority/ Municipal Authority of Concerned area	Revenue Authority/ Development Authority/ Municipal Authority of Concerned area	Town & Country Planning Department/ Development Authority/ State Revenue Authority of Concerned area	Town & Country Planning Department/ Development Authority/ State Revenue Authority of Concerned area	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Pancharyat of Concerned area	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat of Concerned area	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
J&K	Urban - Municipality Rural - Assistant Commissioner Revenue	Urban - Deputy Commissioner Rural - Assistant Commissioner Revenue	Urban - Assistant Commissioner Revenue Rural - Assistant Commissioner Revenue	Urban - Municipality Rural - Assistant Commissioner Revenue	Urban - Prepared by Architect and approved by Municipal Authority/Revenue Authority Rural - Prepared by Architect & approved by Revenue Authority/BDO	Urban - Prepared by Architect and approved by Municipal Authority/Revenue Authority Rural - Prepared by Architect & approved by	Urban - Municipality Rural - Deputy Commissioner



						Revenue Authority/BDO	
New Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Joint Director (Planning), DTTE
Punjab	Respective District Town Planner of Department, Town and Country Planning	Respective Senior Town Planner of Department Town and Country Planning, Punjab for a project measuring an area of 25 acres, if the site falls within notified Master Plan. For a project measuring an area up to 25 acres, if site falls within the draft Master Plan/ Notified Local Planning Area - Government. For a project measuring an area above 25 acre - Government	Respective District Town Planner of Department, Town and Country Planning	Respective District Town Planner of Department, Town and Country Planning	Respective Senior Town Planner of Department, Town and Country Planning, for an area of Building measuring upto 5000 m ² Chief Town Planner, Punjab for an area of Building above 5000 m ²	Respective Senior Town Planner of Department, Town and Country Planning, for an area of the Building measuring up to 5000 m ² Chief Town Planner, Punjab for an area of the Building above 5000 m ²	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
Rajasthan	Urban/ Rural - Collector/ SDO/ State Government (depending on Land area)	Urban/ Rural - Collector/ SDO/ State Government (depending on Land area)	Urban - Collector/ Town Planner Rural - Local Authority	Urban/ Rural - State Government Department	Urban/ Rural - Nagar Nigam/ Nagar Parishad/ Nagar Palika/ UIT/ Local Development Authorities	Urban/ Rural - Nagar Nigam/ Municipal Corporation/ Municipality	



South Central Region

<p>Andhra Pradesh</p>	<p>DTCP RDO (MRO) Remarks: Wherever sanctioned General Town Planning scheme (Master Plan) and Area covered by GRP Schemes proposals in other areas</p>	<p>RDO Remarks: Conversion of Agricultural Land to other Land.(Not applicable to Government Land)</p>	<p>DTCP Municipal Council Remarks: wherever sanctioned General Town Planning scheme (Master Plan) and Area covered by GTP Schemes proposals in other areas</p>	<p>DTCP Remarks: as per Census</p>	<p>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</p>	<p>1. Commissioner in GHMC area 2. Vice Chairman in UDA 3. DTCP Remarks: Andhra area Town Planning Act issued on 7th September 1920 is applicable for both the states of Andhra and Telangana</p>	<p>Commissioner, Vijayawada (UA), Greater Visakhapatnam, Guntur (UA) Nellore (UA) and Director, Directorate of Town and Country Planning is the Competent Authority for other areas</p>
<p>Telangana</p>	<p>DTCP RDO (MRO) Remarks: Wherever sanctioned General Town Planning scheme (Master Plan) and Area covered by GRP Schemes proposals in other areas</p>	<p>RDO Remarks: Conversion of Agricultural Land to other Land.(Not applicable to Government Land)</p>	<p>DTCP Municipal Council Remarks: Wherever sanctioned General Town Planning scheme (Master Plan) and Area covered by GTP Schemes proposals in other areas</p>	<p>DTCP Remarks: as per Census</p>	<p>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</p>	<p>1. Commissioner in GHMC area 2. Vice Chairman in UDA 3. Local body/ Executive Authority of Gram Panchayat Remarks: Municipal Commissioner for GHMC area wherever Urban Development Authority Gram Panchayat (Gram Panchayat is not applicable to Government Building, subject to the conditions laid down by Andhra Pradesh (Andhra area Town Planning Act issued on 7th September 1920 is applicable for both Andhra and Telangana)</p>	<p>Commissioner for Hyderabad, Warangal (UA) and Director, Directorate of Town and Country Planning for areas other than Hyderabad</p>



Southern Region							
Pondicherry	Revenue Divisional Officer/ Tahildar	Revenue Divisional Officer/ Tahildar	Village Administrative Officer	Tahildar	Department of Town and Country Planning	Department of Town and Country Planning	Town and Country Planning Department – Pondicherry, Karaikal, Yanam and Mahe
Tamil Nadu	Revenue Divisional Officer/ Tahildar	Revenue Divisional Officer/ Tahildar	Village Administrative Officer	Tahildar	Department of Town and Country Planning	Department of Town and Country Planning	Member Secretary, CMDA for Chennai and Directorate of Town and Country Planning for areas other than Chennai
Southwestern Region							
Karnataka	Urban ~ Urban Development Authority/ Planning Authority/ Municipal Planning Authority Rural - Urban Development Authority/ Planning Authority/ Municipal Planning Authority	Urban - Revenue Department Rural - Revenue Department	Urban - Urban Development Authority/ Planning Authority/ Municipal Planning Authority Rural - Urban Development Authority/ Planning Authority/ Municipal Planning Authority	Urban ~ Urban Development Authority/ Planning Authority/ Municipal Planning Authority Rural: Urban Development Authority/ Planning Authority/ Municipal Planning Authority	Urban - Urban Development Authority/ Planning Authority/ Municipal Planning Authority Rural - Planning Authority/ Municipal Planning Authority	Urban - Urban Local Body/ Rural Local Body Rural: Urban Local Body/ Gram Panchayat	Urban ~ Urban Local Body/ Rural Local Body Local ~ Gram Panchayat (Building Completion Certificate)
Kerala	Tahildar	District Collector	Head, Local Body	Town Planning Officer/ Local Body	Head, Local Body	Head, Local Body/ Town Planning	Secretary of the Concerned Local Body
Western Region							
Daman and Diu	Deputy Collector, Daman	Mamlatdar, Daman	Associate Town Planner, Daman		Associate Town Planner, Daman	Associate Town Planner, Daman	
Goa	Town & Country Planning Department	Collector of respective District	Land Survey Department/ Town &	Planning Development Authority/ Town & Country	Town & Country Planning Department Office of concerned area	Town & Country Planning Department	Municipality/ Village Panchayat of concerned area



			Country Planning Department	Planning Department		Office of concerned area	
Maharashtra - Metro	Collector/Municipal Corporation	Collector/Municipal Corporation	Municipal Corporation	Municipal Corporation	Municipal Corporation	Municipal Corporation	Municipal Corporation
Maharashtra – Urban and Rural Area	Collector/Municipal Corporation/Nagar Palika/Nagar Panchayat	Collector/Municipal Corporation/Nagar Palika/Nagar Panchayat	Municipal Corporation/Nagar Palika/Nagar Panchayat/Tahsildar	Municipal Corporation/Nagar Palika/Nagar Panchayat	Municipal Corporation/Nagar Palika/Nagar Panchayat	Municipal Corporation/Nagar Palika/Nagar Panchayat	Municipal Corporation/Nagar Palika/Nagar Panchayat
DTCP Directorate of 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 the 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 to be produced for the same.

1 Hectare = 10000 m²; 1 Acre = 4046.86 m²; 1 Bigha = 1338 m²; 1 Pari = 10117.14 m²



9.0 Guidelines for the Appointment of Adjunct Faculty/ Resource Persons from Industry in AICTE approved Technical Institutions

- 1 INTRODUCTION: To improve the employability of students, industrial exposure shall be provided by appointing Adjunct Faculty/ Resource persons in Technical Institutions. However, for computing the Faculty deficiency only regular Faculty shall be counted.
- 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 the 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 an Institution to teach but is not a 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 full-time appointment with the Institution, but shall contribute to teaching in the Technical Institutions/ academic Programmes. The Adjunct Faculty shall be an eminent Professional/ Scientist/ Engineer having recognition at the national/ international Level and having outstanding published work.
- 4 QUALIFICATIONS AND EXPERIENCE: An Adjunct Faculty/ Resource person shall be a Faculty retired from Technical Institution or a person of eminence, with or without a Post Graduate or Ph.D. qualifications having 10 to 15 years of experience from Industry/ Organization. There shall be no upper age limit for Adjunct Faculty/ Resource Person as long as he/ she add value to the Education and academic activities of the Institution. He/ She 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 shall 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 grants under “Adjunct Faculty Scheme” from AICTE cannot work as Adjunct Faculty in other Institutions.

- 6 STRENGTH OF ADJUNCT FACULTY: In case of Architecture -25%, Planning - 30% and Design - 20%, Adjunct Faculty/ Resource Persons are permissible, since the Programme requires exhaustive practical field exposure. In all other Programmes, ONLY under exigent conditions such as relieving/retirement of Faculty members/ delay in Faculty recruitment, Institutions may avail the services of Adjunct Faculty/ Resource Persons up to a maximum of 10% of the required Faculty members as per the “Approved Intake”, for a period not exceeding one Academic Session.



7 **FUNCTIONS:** Functions of Adjunct Faculty/ Resource person from Industry are:

Teaching Technical Course(s): Adjunct Faculty shall be expected to teach Course(s) 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 Under Graduate 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 ₹1000/- only (Rupees One Thousand Only) per lecture up to a maximum of ₹4000/- (Rupees Four Thousand only) per day of service, subject to a maximum ceiling of ₹80000/- (Rupees Eighty Thousand only) per month.

Other facilities such as Office Room, Secretarial Services, depending on their involvement in academic activities, shall be considered.

9 **APPOINTMENT:** Their appointment shall be made 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 the assignment based on the "Performance Report" submitted to the host Institution for continuation/ renewal of tenure.



10.0 Mandatory Disclosures

The following information shall be given in the information Brochure besides being hosted on the Institution's official Website.

The onus of the authenticity of the information lies with the Institution ONLY and not on AICTE.

- 1. Name of the Institution**
 - Address including Telephone, Mobile, E-Mail
- 2. Name and address of the Trust/ Society/ Company and the Trustees**
 - Address including Telephone, Mobile, E-Mail
- 3. Name and Address of the Vice Chancellor/ Principal/ Director**
 - Address including Telephone, Mobile, E-Mail
- 4. Name of the affiliating University**
- 5. Governance**
 - Members of the Board and their brief background
 - Members of Academic Advisory Body
 - Frequency of the Board Meeting and Academic Advisory Body
 - Organizational chart and processes
 - Nature and Extent of involvement of Faculty and students in academic affairs/ improvements
 - Mechanism/ Norms and Procedure for democratic/ good Governance
 - Student Feedback on Institutional Governance/ Faculty performance
 - Grievance Redressal mechanism for Faculty, staff and students
 - Establishment of Anti Ragging Committee
 - Establishment of Online Grievance Redressal Mechanism
 - Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University
 - Establishment of Internal Complaint Committee (ICC)
 - Establishment of Committee for SC/ ST
 - Internal Quality Assurance Cell
- 6. Programmes**
 - Name of Programmes approved by AICTE
 - Name of Programmes Accredited by AICTE
 - Status of Accreditation of the Courses
 - Total number of Courses
 - No. of Courses for which applied for Accreditation
 - Status of Accreditation – Preliminary/ Applied for SAR and results awaited/ Applied for SAR and visits completed/ Results of the visits awaited/ Rejected/ Approved for Courses
 - For each Programme the following details are to be given:
 - Name
 - Number of seats
 - Duration
 - Cut off marks/rank of admission during the last three years
 - Fee
 - Placement Facilities
 - Campus placement in last three years with minimum salary, maximum salary and average salary



- Name and duration of Programme(s) having Twinning and Collaboration with Foreign University(s) and being run in the same Campus along with status of their AICTE approval. If there is Foreign Collaboration, give the following details:
Details of the Foreign University
 - Name of the University
 - Address
 - Website
 - Accreditation status of the University in its Home Country
 - Ranking of the University in the Home Country
 - Whether the degree offered is equivalent to an Indian Degree? If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and job both within and outside the country
 - Nature of Collaboration
 - Conditions of Collaboration
 - Complete details of payment a student has to make to get the full benefit of Collaboration
- For each Programme Collaborated provide the following:
 - Programme Focus
 - Number of seats
 - Admission Procedure
 - Fee
 - Placement Facility
 - Placement Records for last three years with minimum salary, maximum salary and average salary
- Whether the Collaboration Programme is approved by AICTE? If not whether the Domestic/Foreign University has applied to AICTE for approval

7. Faculty

- Branch wise list Faculty members:
 - Permanent Faculty
 - Adjunct Faculty
 - Permanent Faculty: Student Ratio
- Number of Faculty employed and left during the last three years

8. Profile of Vice Chancellor/ Director/ Principal/ Faculty

For each Faculty give a page covering with Passport size photograph

- Name
- Date of Birth
- Unique id
- Education Qualifications
- Work Experience
 - Teaching
 - Research
 - Industry
 - others
- Area of Specialization
- Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level
- Research guidance
 - No. of papers published in National/ International Journals/ Conferences
 - Master
 - Ph.D.
- Projects Carried out



- Patents
- Technology Transfer
- Research Publications
- No. of Books published with details

9. Fee

- Details of Fee, as approved by State Fee Committee, for the Institution
- Time schedule for payment of Fee for the entire Programme
- No. of Fee waivers granted with amount and name of students
- Number of scholarship offered by the Institution, duration and amount
- Criteria for Fee waivers/scholarship
- Estimated cost of Boarding and Lodging in Hostels

10. Admission

- Number of seats sanctioned with the year of approval
- Number of Students admitted under various categories each year in the last three years
- Number of applications received during last two years for admission under Management Quota and number admitted

11. Admission Procedure

- Mention the admission test being followed, name and address of the Test Agency and its URL (website)
- Number of seats allotted to different Test Qualified candidate separately (AIEEE/ CET (State conducted test/ University tests/ CMAT/ GPAT)/ Association conducted test)
- Calendar for admission against Management/vacant seats:
 - Last date of request for applications
 - Last date of submission of applications
 - Dates for announcing final results
 - Release of admission list (main list and waiting list shall be announced on the same day)
 - Date for acceptance by the candidate (time given shall in no case be less than 15 days)
 - Last date for closing of admission
 - Starting of the Academic session
 - The waiting list shall be activated only on the expiry of date of main list
 - The policy of refund of the Fee, in case of withdrawal, shall be clearly notified

12. Criteria and Weightages for Admission

- Describe each criterion with its respective weightages i.e. Admission Test, marks in qualifying examination etc.
- Mention the minimum Level of acceptance, if any
- Mention the cut-off Levels of percentage and percentile score of the candidates in the admission test for the last three years
- Display marks scored in Test etc. and in aggregate for all candidates who were admitted

13. List of Applicants

- List of candidate whose applications have been received along with percentile/percentage score for each of the qualifying examination in separate categories for open seats. List of candidate who have applied along with percentage and percentile score for Management quota seats

14. Results of Admission Under Management seats/Vacant seats

- Composition of selection team for admission under Management Quota with the brief profile of members (This information be made available in the public domain after the admission process is over)
- Score of the individual candidate admitted arranged in order or merit



- List of candidate who have been offered admission
- Waiting list of the candidate in order of merit to be operative from the last date of joining of the first list candidate
- List of the candidate who joined within the date, vacancy position in each category before operation of waiting list

15. **Information of Infrastructure and Other Resources Available**

- Number of Class Rooms and size of each
- Number of Tutorial rooms and size of each
- Number of Laboratories and size of each
- Number of Drawing Halls with capacity of each
- Number of Computer Centres with capacity of each
- Central Examination Facility, Number of rooms and capacity of each
- Barrier Free Built Environment for disabled and elderly persons
- Occupancy Certificate
- Fire and Safety Certificate
- Hostel Facilities
- **Library**
 - Number of Library books/ Titles/ Journals available (program-wise)
 - List of online National/ International Journals subscribed
 - E- Library facilities
- **Laboratory and Workshop**
 - List of Major Equipment/Facilities in each Laboratory/ Workshop
 - List of Experimental Setup in each Laboratory/ Workshop
- **Computing Facilities**
 - Internet Bandwidth
 - Number and configuration of System
 - Total number of system connected by LAN
 - Total number of system connected by WAN
 - Major software packages available
 - Special purpose facilities available
- Innovation Cell
- Social Media Cell
- Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments
- **List of facilities available**
 - Games and Sports Facilities
 - Extra-Curricular Activities
 - Soft Skill Development Facilities
- **Teaching Learning Process**
 - Curricula and syllabus for each of the Programmes as approved by the University
 - Academic Calendar of the University
 - Academic Time Table with the name of the Faculty members handling the Course
 - Teaching Load of each Faculty
 - Internal Continuous Evaluation System and place
 - Student's assessment of Faculty, System in place



- **For each Post Graduate Courses give the following:**
 - Title of the Course
 - Curricula and Syllabi
 - Laboratory facilities exclusive to the Post Graduate Course
- **Special Purpose**
 - Software, all design tools in case
 - Academic Calendar and frame work

16. Enrollment of students in the last 3 years

17. List of Research Projects/ Consultancy Works

- Number of Projects carried out, funding agency, Grant received
- Publications (if any) out of research in last three years out of masters projects
- Industry Linkage
- MoUs with Industries (minimum 3)

18. LoA and subsequent EoA till the current Academic Year

19. Accounted audited statement for the last three years

20. Best Practices adopted, if any

Note: Suppression and/or misrepresentation of information shall invite appropriate penal action.

The Website shall be dynamically updated with regard to Mandatory Disclosures



11.0 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 Programmes			
4 Year Engineering Degree	1,58,300	1,50,500	1,44,900
5 Year Architectural Degree	2,25,300	2,13,500	2,05,050
4 Year Town Planning Degree	2,25,600	2,13,750	2,05,350
5 Year Applied Arts and Crafts Degree	2,25,600	2,13,750	2,05,350
4 Year Pharmaceutical Degree	1,55,125	1,47,250	1,41,650
4 Year Hotel Management and Catering Technology Degree	1,55,125	1,47,250	1,41,650
Post Graduate Degree Programmes			
2 Year Engineering Degree	2,51,350	2,39,950	2,31,350
2 Year Architectural Degree	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 Hotel Management and Catering Technology Degree	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 Programmes			
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 Hotel Management and Catering Technology	98,000	93,000	89,700
3/ 4 Year Diploma Pharmacy	97,975	93,000	89,700
Post Diploma Programmes			
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 Hotel Management and Catering Technology	98,750	93,775	90,475

Type X/ Y/ Z cities as per VI Central Pay Commission Classification of Cities

12.0 Land requirement as specified in the Approval Process Handbook Norms during the Previous Years

DEGREE LEVEL INSTITUTIONS

Year	Engineering and Technology			Architecture/ Planning/ Hotel Management and Catering Technology			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
	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/ Hotel Management and Catering Technology			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
2017-18	1.5	2.5	7.5	1	1	2.5	0.5	0.5	1.5	0.75	0.75	2	0.5	0.5	1	0.5	0.5	1
2018-19	#	2.5	7.5	#	1	2	#	0.5	1.5	#	0.75	2	#	0.5	1	#	0.5	1
2019-20	#	2.5	7.5	#	1	2	#	0.5	1.5	#	0.75	2	#	0.5	1	#	0.5	1

As per FSI/FAR



DIPLOMA LEVEL INSTITUTIONS

Year	Engineering and Technology			Architecture/ Planning			Applied Arts and Crafts			Pharmacy			Hotel Management and Catering Technology (Degree and Diploma)			Hotel Management and Catering Technology		
	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
1985-1990	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/ Hotel Management and Catering Technology			Applied Arts and Crafts			Pharmacy			Hotel Management and Catering Technology (Degree and Diploma)			Hotel Management and Catering Technology		
	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
2017-18	1.5	1.5	4	1	1	2.5	0.5	0.5	1.5	0.75	0.75	2	-	-	-	1	1	2.5
2018-19	#	1.5	4	#	1	2	#	0.5	1.5	#	0.75	2	-	-	-	#	1	2
2019-20	#	1.5	4	#	1	2	#	0.5	1.5	#	0.75	2	-	-	-	#	1	2

As per FSI/FAR

INSTITUTIONS OFFERING ONLY POST GRADUATE COURSES

Year	Engineering and Technology			Arch/ Planning/ Hotel Management and Catering Technology			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

Discontinued after 2015

Note: The above Table consolidates the extent of the 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 Hectare



Chapter I - Scrutiny Committee

Original Documents for Verification by Academic Expert

Sl. No.	Documents	Compliance document to be submitted in case of Deficiencies
1	Proof of availability of Nomenclature of Course(s) applied by the Applicant in the affiliating University/ Board	Documents showing the Approved Nomenclature of the University/ Board for the Courses Applied
2	Audited statement of accounts of Applicant organization for last three years (Not applicable for new Trust/ Society/ Company)	Audited statement of accounts of Applicant organization for last three years
3	Proof of working capital (funds) (Refer Approval Process Handbook)	Funds (as specified in the Approval Process Handbook) in Fixed Deposits or Liquid funds available in the Bank in the Name of the Trust
4	Certificate issued by Bank Manager regarding financial status of the Applicant (Refer Approval Process Handbook)	Certificate issued by Bank Manager regarding financial status of the said Trust/ Society/ Company
5	Hard Copy of the Application as uploaded in AICTE Web-Portal.	Application Part I and Part II (if applicable) downloaded from AICTE Web Portal
6	Receipt from an authorized signatory with seal from the State Government as proof of submission of the application.	Receipt from an authorized signatory as proof of submission of the application with seal from the State Government
7	Receipt from an authorized signatory and seal of the affiliating body as proof of submission of the application. (Not Applicable for PGDM Institutions)	Receipt from an authorized signatory and seal of the affiliating body as proof of submission of the application
8	Detailed Project Report (DPR)	Detailed Project Report
9	Details of Board of Governors (BoG)/ Board of Management (BoM) as specified in the Approval Process Handbook (Applicable only for PGDM Institutions)	Document mentioning the formation of Board of Governors (BoG)/ Board of Management (BoM) along with the name of the Members

Original Documents for Verification by Advocate

Sl. No.	Documents	Compliance document to be submitted in case of Deficiencies
1	Affidavit (Refer Approval Process Handbook)	Affidavit (Refer Approval Process Handbook)
2	A Registration document of the Society/Trust/ Company under Section 8/ PPP/ BOT indicating its members, objectives and Memorandum of Associations and Rules, duly attested/ certified by the concerned Authority	Trust/ Society/ Company Deed along with Amendments if any mentioning all the Bye-Laws approved/registered by the Competent Authority
3	Resolution by the Applicant organization for starting the new Technical Institution and allocation of Land/ Building/ Funds for the proposed activities as specified in the Approval Process Handbook	Resolution by the Applicant as applicable as specified in the Approval Process Handbook
4	Certificate regarding Minority Status, if applicable at the time of application	Concerned State Government GO indicating Minority status of the Applicant
5	Certificate issued by an Advocate in a format as prescribed	Certificate issued by an Advocate as specified in the Approval Process Handbook
6	Classification of Land (Mega/ Metro/ Urban/ Rural) Certificate by the Competent Authority	Classification of Land (Mega/ Metro/ Urban/ Rural) Certificate by the Competent Authority
7	Documents showing possession of the Land in the Name of the Trust/ Society/ Company	Khasara - Khatauni/ Patta/ Chitta/143 and Registered Document for the said Land in the Name of the Trust/ Society/ Company
8	Land Conversion Certificate	Land Conversion Certificate issued by the Competent Authority of the concerned State Government
9	Land Use Certificate	Land Use Certificate issued by the Competent Authority of the concerned State Government

10	Khasra Plan (Master Plan) Demarcating the entire Land area to show that the Land is contiguous, issued by the Competent Authority	Khasra Plan (Master Plan) Demarcating the entire Land area issued by the Competent Authority
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Original Documents for Verification by Architect

Sl. No.	Documents	Compliance document to be submitted in case of Deficiencies
1	Site Plan of the proposed Technical Institution prepared by an Architect registered with Council of Architecture (CoA)/ Licensed Surveyor and duly approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT	Site Plan of the proposed Technical Institution approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT
2	Complete Building Plan of the proposed Technical Institution prepared by an Architect registered with Council of Architecture (CoA)/ Licensed Surveyor and duly approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT (Plans shall be verified for the entire duration of the Course).	Complete Building Plan of the proposed Technical Institution approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT
3	Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use of 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 CoA. (Plans shall be verified for the entire duration of the Course)	Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use of the proposed Campus approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT
4	Phase-wise Plan of construction to achieve total carpet and built up area as required for the conduct of all applied Courses from the first to final year. This shall be certified by an Architect registered with the CoA	Phase-wise Plan of construction to achieve total carpet and built up area as required for the conduct of all applied Courses from the first to final year. This shall be certified by an Architect registered with the CoA
5	Certificate issued by an Architect regarding approved Building Plans. (Refer Approval Process Handbook)	Certificate issued by an Architect as specified in the Approval Process Handbook
6	FSI/ FAR Certificate obtained from the Competent Authority as designated by the concerned Municipal Corporation or the local authority that approves Building Plans, or the State Government/UT	FSI/ FAR Certificate obtained from the Competent Authority
7	FSI/ FAR applicable as on date	FSI/ FAR Certificate obtained from the Competent Authority
8	Total construction permissible as per FSI/FAR	To be calculated by the Expert
9	Total Built-Up area approved as per approved Plan in m ²	To be calculated by the Expert from the Building Plan
10	Total built up area required as per applied intake in m ² (to be updated by the application submitted by the Trust/ Society/ Company)	To be calculated by the Expert
11	Whether any River, Canals, Rail Tracks, Highways or any other such entity hampering continuity of Land is passing through the Land. (Y/N). If Yes, mention the details/ Whether High Tension Transmission line is passing through the Land (Y/N). If Yes, mention the details	Khasra Plan/ Site Plan
12	Occupancy Certificate from the Competent Authority clearly stating that the Building(s) is/are fully developed and ready in all aspects for the intended use considering the total Built-Up area as required to run the Programme and the Divisions/ Departments for the First Year of the Course	Occupancy Certificate from the Competent Authority



Chapter - I Expert Visit Committee

Sl. No.	Documents	Compliance document to be submitted in case of Deficiencies
1	Details of all other educational Institutions run by the same Trust/ Society/ Company or management or by any other management to which the Chairman of the Applicant Trust/ Society/ Company is a member. (In case of existing Institutions in the same location simultaneous verification of the document and inspection for both existing and new Technical Institution shall be done)	Affidavit to the effect shall be given
2	Copy of the advertisement in at least one National Daily, for recruitment of Principal/ Director and Faculty members	Copy of the advertisement in at least one National Daily, for recruitment of Principal/ Director and Faculty members
3	Stock registers of Laboratory/ Workshop equipment (First Year Laboratories)/ Stock registers of Computers, System software, Application software, Printers/ Stock registers of office equipment	Copy of the stock register(s) with entry regarding Laboratory equipment/ Computers/ Software/ Office equipment
4	Barrier free built environment and toilets created for physically challenged. (Ramp or Working Lift etc.)	Compliance has to be verified physically only, however the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company. Also an Affidavit to the effect be submitted
5	Language Laboratory	Compliance has to be verified physically only, however the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and shall also produce the bills for purchasing equipment for Language Laboratory. Copy of the Stock register after making necessary entry to be produced duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
6	Principal/Director's Office/ Board room/ Office all-inclusive/ Departmental Office/ Cabin for HoDs/ Faculty Room/ Central Store/ Examination Control Office/ Class Rooms/ Tutorial Room/ Drawing Hall/ Seminar Hall/ Library and Reading Room/ Computer Center/ Boys Common Room/ Girls Common Room/ Stationery Store/ First aid cum Sick Room/ Toilets/ Training and Placement Office/ Maintenance/ Housekeeping/ Pantry/Common Room/ Cafeteria	Compliance has to be verified physically only. (However the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and also submit an Architect's Certificate to that effect)
7	Laboratories/ Workshops	Compliance has to be verified physically only. (However the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and also submit an Architect's Certificate to that effect in case of completion of infrastructure and a Certificate from the Principal for the possession of the equipment) Tools and Equipment shall be available as per the norms of the affiliating body, proof of purchasing the same (Bills and proof of payment) and stock register(s) entry has to be submitted
8	Internet Bandwidth	Certificate of the service provider and proof of payment. Bill paid for the last month shall also be submitted
9	Printers/ A1 size Colour Printers/ Legal Application Software/ Legal System Software/ Library Management Software/ PCs to Student ratio/ Multi Media PC/ Provision of backup power supply	The Applicant can submit the bills for purchasing Printers/ Software/ Computer/ Backup power supply and the same shall be certified by the Applicant. Copy of the Stock registers after making necessary entry to be produced
10	Volumes/ Books/ Titles/ National Journals	The Applicant can submit the bills for purchasing Books/ Titles/ National Journals, duly certified by the Applicant. Copy of the Accession register after making necessary entry to be produced



11	Safety provisions, including fire and other calamities	The Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and shall also produce the bills for purchasing fire safety equipment
12	General Insurance provided for assets against fire, burglary and other calamities	Copy of General Insurance with the Policy number
13	Details and proof about medical facility and counselling arrangements	MoU with a nearby Hospital or Clinic or Appointment of a Doctor and a Nurse in the Campus and proof for Compliance of first aids
14	Sanction of electrical load by electric supply provider company	Sanction order from Electricity Office and proof for paying the amount towards the bill
15	Availability of Potable water supply	The Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and shall also produce the bills for purchasing potable water supplying equipment
16	A Certificate by an Architect giving details of sewage disposal system	Compliance has to be verified physically only, however, a Certificate by an Architect giving details of sewage disposal system
17	Vehicle Parking/ Display board within the premises as well as in the web site of the Institution indicating the feedback facility of students and Faculty available in AICTE Web-Portal	Compliance has to be verified physically only, however the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
18	All weather motorable approach roads/ General and Departmental notice boards	Compliance has to be verified physically only, however the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
19	Institution website	Print out of the first page and other relevant pages of the Institution website
20	Details and proof of telephone connections available at the proposed Technical Institution	Proof for paying the amount towards bill
21	Stock register	Copy of the Stock registers duly attested by the Chairman/ Secretary of the Trust/ Society/ Company after making all necessary entry to be produced

**Chapter - II Expert Visit Committee
(Documents needed in addition to Chapter I Expert Visit Committee)**

Sl. No.	Deficiencies as per EVC	Compliance document to be submitted
1	Documents related to Land (possession of Land, Land use Certificate, Land conversion Certificate, Khasra Plan etc.)	Concerned Documents/ Certificate issued by the Competent Authority of the concerned State Government and duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
2	Whether any River, Canals, Rail Tracks, Highways or any other such entity hampering continuity of Land is passing through the Land. (Y/N). If Yes, mention the details	Khasra Plan/ Site Plan Certificate issued by the Competent Authority of the concerned State Government duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
3	Whether High Tension Transmission line is passing through the Land (Y/N). If Yes, mention the details	Khasra Plan/ Site Plan Certificate issued by the Competent Authority of the concerned State Government duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
4	Whether any other Institution (AICTE approved/not under AICTE ambit) are being run/proposed to be run in the same patch of Land shown for the present Institution. Also, no other Programmes such as BBA/BCA/B.Sc. (S/W Engineering)/ M.Sc. (S/W Engineering) etc. are being run/ sharing in the premises (Land and Building) of the present Institution	An Affidavit to the effect shall be obtained
5	Occupancy Certificate/Completion Certificate/ Form D/ Structural Stability Certificate	Concerned Certificate issued by the Competent Authority
6	Complete Building Plan of proposed Technical Institution	Copy of Complete Building Plan of the Technical Institution approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT



7	Whether Laboratories and Workshops possess relevant equipment as per the University syllabus/ Whether equipment procured are at the operational stage	Compliance has to be verified physically only. (However the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and also submit an Architect's Certificate to that effect in case of completion of infrastructure and Certificate from the Principal for the possession of the equipment) Tools and Equipment shall be available as per the norms of the affiliating body, proof of purchasing the same (Bills and proof of payment) and stock register(s) entry has to be submitted
8	Appointment of Student Counsellor/ Establishment of Anti Ragging Committee/ Establishment of Committee for SC/ ST/ Establishment of Internal Complaint Committee (ICC) Committee as per section 4 of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013/ Institution Industry Cell/ Innovation Cell	Documents/ Minutes of Board of Governors (BoG)/ Board of Management (BoM) for the constitution of Student Counsellor/ Committee/ Cell duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
9	Establishment of Grievance Redressal Committee in the Institution and the Appointment of OMBUDSMAN by the University	Documents/ Minutes of Board of Governors (BoG)/ Board of Management (BoM) for the constitution of the committee along with the list of nominated members duly attested by the Chairman/ Secretary of the Trust/ Society/ Company. In case of OMBUDSMAN, an order from the concerned University for appointment
10	Establishment of online Grievance Redressal Mechanism	Print out from the Institution website for the establishment of the Grievance Redressal Mechanism duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
11	Number of Faculty	TDS Certificate for the previous year/ copy of selection minutes for the appointment of Faculty/ acquaintance register/ Audited Bank Statement for the payment of salaries for the past 6 months through Nationalized banks
12	Whether the salary for all the Faculty members are paid as per sixth pay commission recommendations/ Whether the payment of salaries is through RTGS/ NEFT/ Online	Digital Payment for payment of salaries
13	Whether hostel facilities are available for accommodating students of FN/PIO/OCI category	Compliance has to be verified physically only. (However the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and also submit an Architect's Certificate to that effect)
14	Implementation of Food Safety and Standards Act, 2006 in the Institution	Certificate from Food Corporation of India
15	Digital Payment for all Financial Transactions as per MHRD Directives	Proof for payment of salaries and other transactions for procurement of equipment through banks
16	Copies of AICTE approvals (LoA and EoA of subsequent years) obtained since inception of the Institution till date shall be placed on the web site of the Institution	Copies of AICTE approvals for all the years to be submitted
17	CCTV Installation at prominent locations	The Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and shall also produce the bills for purchasing CCTV
18	Provision to watch MOOCs Courses through SWAYAM	Documents obtained from the University
19	National Academic Depository (NAD) as per MHRD directives (Applicable only for PGDM and University departments)	Documents showing the registration with NAD
20	General insurance provided for assets against fire, burglary and other calamities/ Group Accident Policy/ Students safety Insurance	Copy of the Insurance from the Insurance Agency duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
21	Availability of vouchers and payment receipts indicating proof of purchase	Digital Payment for all Financial Transactions to be submitted



14.0 Initiatives of AICTE to improve the Quality of Technical Education

AICTE Act 1987 mandates

- ✓ Planned and coordinated development of Technical Education
- ✓ Regulate proper maintenance of norms and standards
- ✓ Expansion of Technical Education with Quality

AICTE is moving ahead in all three mandates so that anyone who is willing to take Technical Education shall be provided with all possible support, finally leading to value based quality education. AICTE in the past few years started the following major funding Schemes to need ensure need based, job oriented education.

I. Institutional Development schemes

- MARGDARSHAN
- Unnat Bharat Abhiyan (for adopting 5 villages by each Institution and provide technology intervention)
- Modernization and Removal of Obsolescence (MODROBS)
- Hostel for SC/ST Students
- Special Schemes for North Eastern States
- Skill and Personality Development Programme Centre for SC/ST Students

II. Staff Development Schemes

- Faculty Development Programme
- Quality Improvement Programme
- Short Term Training Programme (STTP)
- NITTR Training Programs for Faculty
- AICTE – ISTE Orientation/ Refresher Programme
- AICTE-INAIE-Distinguished Visiting Professor
- AICTE - INAE -Teachers Research Fellowship
- Emeritus Professor (Distinguished Practicing Engineer) Fellowship
- Adjunct Faculty
- Seminar Grants
- Scheme of Travel Grants

III. Research & Innovation Development schemes

- Research Promotion Scheme
- E- Shodh Sindhu
- Entrepreneurship Development Cell
- Grant for Organising Conferences
- MOU signed between AICTE and Clarivate Analytics for research excellence

IV. Student Development Schemes

- M.Tech Projects as Internship with Small and Medium Enterprises
- AICTE-INAIE Travel Grant Scheme
- PRERANA – Scheme for Preparing SC/ST Students for Higher Education
- SAMRIDDHI – Scheme for SC/ST Students for Setting Start-ups in the field of deigning/ Launching and offering their own business/ Start-up
- Support to Students for Participating in Competition Abroad (SSPCA)



- Scholarship Schemes
- PG Scholarship
- PMSSS for J & K students
- PRAGATI Scholarship Scheme
- SAKSHAM Scholarship Scheme
- PRERNA Scholarship Scheme
- National Doctoral Fellowship (To promote research culture by admitting full time meritorious research scholars by providing research, in selected Institutions apart from QIP program in IITs and NITs for teachers. Special scholarship for teachers getting PhD admission in global top 500 universities)
- Promoting Student Innovations
- AICTE-Global-link Research Internships - International internships in Canada, Taiwan and incubator support by Canada Carlton University to ten women led tech Start-ups annually
- Start-ups incubation and exchange with Canada and South Korea
- Smart India Hackathon launched

National Student Start-up Policy was launched on 16th November 2016. The Policy aims to Streamline and Strengthen the Innovation & Startup Ecosystem in Technical Institutions. Identifying the innovation and entrepreneurial potential of students, nurture innovations and transform them into startup entrepreneurs by developing an ideal entrepreneurial ecosystem in Technical Institutions and engagement with diversified enablers at national and international Level.

Macro Level Interventions: Ongoing Efforts

- Benchmarking Institutions Efforts on Supporting Student Innovation & Start ups
- Design of AICTE - Institution Innovation Index
- Design of New Academic Track Program on Start-ups
- Design of IPR Guidelines for Technical Institutions
- Promoting Research in Entrepreneurship and Start-ups in Institutions

Smart India Hackathon: A unique initiative to identify new and disruptive digital solutions for solving the challenges faced by our country under the program of Smart India Hackathon. More than 50 Ministries/ Govt. Departments and 20 States had participated for the past two years. Smart India Hackathon in the last three years has become world's largest open innovation model solving problems of both Government and Industry by 2nd and 3rd year UG Engineering students. Give opportunity and they will show the world what they can do.

AICTE also made the following initiatives to improve the quality of Technical Education:

1. **Revision of Curriculum**

Regular revision of curriculum through a committee of experts from well-known academia and industry experts. What is needed today and tomorrow being taught today. Published on website for universities to adopt.

2. **Teacher Training**

Training of teachers in new age technologies mentioned earlier by the following approaches so that they can effectively conduct classes. ATAL academies established in 4 places. Many in the pipeline. 200 FDPs are also planned. Several workshops for faculty conducted. Wherever these workshops were conducted, faculty were charged up and they have taken this seriously and the student workshops have been game changers.

8 module teacher certification program for new age pedagogy and to prepare for 30 to 35 year life cycle of a teacher available both on MOOCs and face to face mode. Teacher training module, curriculum, MOOCs Courses available on SWAYAM. Mandatory for regularization and promotion.

- SWAYAM, MOOCs Courses available on NPTEL



- Winter Internship
- Mentored Teaching

3. **Mandatory Induction program for students of 1st year on joining the Institution**

3 weeks student induction program for creating Level playing field, adjustment to new environment, developing confidence, ownership, sensitisation to society, dignity of individual, human values, teacher student relationship making life in campus smooth and inspirational. The induction manual is available on AICTE website.

- **Student Activity Cell (SAC)**

It is recommended that each Institution should have one Student Activity Cell (SAC) for implementation of Mandatory Student Induction Program, Universal Human Values-I (SIP) & related follow-up activities.

- **UHV trained Faculty**

Institution should ensure that in every department there should be one UHV trained Faculty for every 20 newly joined students.

The link of FDP-SI web portal is <http://www.fdp-si.aicte-india.org>

4. **Promoting Innovation/Start-ups**

Innovation Cell was created with the following emphasis:

- To encourage ideation, creativity amongst school and Technical Institutions students
- Tweaking of India's education system to make it more suited to foster innovation-based economy
- To create mechanism to harness India's ability as a services-led economy for building knowledge-based and innovation-driven economy.
- To facilitate commercialization of celebrated incremental and frugal innovations
- To promote 'Think in India' philosophy
- To invest and reward IP creation

Innovation committee's in 1000 Institutions through MHRDs innovation cell. It is expected to reach to 10000. Regular challenges, ideas for preparing students in innovation leading to Start-ups. India constantly upping it's rating thanks to these initiatives. From 81st place 5 years ago has upgraded to 52nd position this year.

5. **Internship Policy**

All India Council for Technical Education (AICTE) has formulated its Internship policy for students of Technical Education. Which mandates internship for all UG/ Diploma students.

AICTE Internship Policy is available at

<https://www.aicte-india.org/sites/default/files/AICTE%20Internship%20Policy.pdf>

A minimum of 14-20 credits of Internship/ Entrepreneurial activities / Project work/ Seminar and Inter/ Intra Institutional Training / NSQF level 3, 4 & 5 may be counted toward UG Degree programme (Out of total 160 Credits of 4 Year UG Program) and 10-14 credits for three-year Diploma programme (Out of total 120 Credits of 3 Year Diploma Program). One credit is equivalent to a minimum of 40-45 hours of work.

- **AICTE Activity Points Programme**

AICTE has also made it mandatory for students to earn 'AICTE Activity Points', over and above their academic grades for their contribution towards community and allied activities. UG/ Diploma students should earn 100/ 75 AICTE Activity Points respectively. (Detail available in in Chapter 6 of AICTE Internship Policy).



- **AICTE Internship Portal**

TPO should register on AICTE internship portal (<http://www.internship.aicteindia.org/>) and upload details of all your students in the prescribed format.

- **Monitoring of Internships**

AICTE is monitoring the internships and other industry aligned through url: <http://drive.aicteindia.org/InternshipMonitoringForm/>. You are requested to fill-in the required information quarterly. This is mandatory information to be provided for obtaining EoA.

- **Mandatory Training and Placement Cell**

All AICTE-approved institutions are also required to have a dedicated Training and Placement Cell (T&P Cell) headed by a Training and Placement Officer (TPO).

- **5 MoUs with Industry**

To support easy availability of Internships to its students / Industrial Visits / Industrial Projects etc., Every AICTE approved institutions should sign at least 5 MoUs with Industries (preferably nearby industries). The Industries with which MoUs have signed may be requested to register themselves on <http://www.internship.aicte-india.org/> and offer Internship through the portal.

6. **Exam Reforms**

From rote learning question papers to Blooms taxonomy based questions, remembering type being minimum, and focus on understanding, analysis, application, innovation and creativity. The result of this will be visible very soon. Several workshops on exam reforms are held for faculty.

7. **Mandatory Accreditation** (Accreditation has been made compulsory for increase in intake/ starting new Courses)

8. **Perspective Plan**

Based on the Committee's report, two year's holiday for new Engineering Institutions and Pharmacy Institutions and additional seats, except for changing to EMERGING AREAS.

9. **Industry readiness**

Courses in entrepreneurship, business, management, angel funding, etc. to create Start-ups from Campuses. Already 1000s, if Start-ups have started off creating 1 lakh plus jobs from campuses. Entrepreneurship cell in each Institution and wherever possible incubator to create jobs.

Other Initiatives

- Enforcing the Institutions to sign atleast 5 MoUs with Industries
- Indigenous MOOCs platform SWAYAM created by MHRD and AICTE is today one of the largest with 2700 excellent Courses available from anywhere, anytime on any device from any faculty. 3 million users have on boarded. The Courses are free and one can even transfer credits earned from these Courses to their program.
- Vocational Courses
- National Employability Enhancement Mission (NEEM)
- UKIERI (Leadership Development Program)
- Progressive use of Hindi
- Atal Ranking of Institutions on Innovation Achievements (ARIIA) to systematically rank education Institutions and universities primarily on innovation related indicators



- Clean & Green Campus Award

To recognize Institutions that are doing a good job and to spur others into actions that lead to measurable outcomes regarding engaging students in saving water, energy, recycling of waste, less and effective use, etc.

- AICTE-ECI Chhatra Vishwakarma Awards

AICTE & ECI are jointly holding a competition “AICTE-ECI Chhatra Vishwakarma Awards” for innovative projects of the students of AICTE approved Degree & Diploma Level Technical Institutions.



15.0 Ready Reckoner for Frequent Queries

1. No need to submit the hard copy of the application to the Regional Office.
2. University Departments shall apply under the same PID of the University
3. In case of applications under Chapter II, NOC from the State Government/ UT is required only for Change of Name of the Trust/ Merger of the Trust/ Society/ Company and Closure of the Institution.
4. If the Applicant/ Institution is invited to appear before the Scrutiny/ Re-Scrutiny to verify the documents/ to present their case before the Standing Hearing Committee/ Standing Appellate Committee for compliance of the deficiencies, the representative(s) shall also bring the documents presented to the Scrutiny/ Expert Visit Committee to make use of the opportunity given effectively.
5. If an Institution intends to utilise a Building constructed earlier, the Building approvals obtained from the then authorities shall be produced, else the approval for the same shall be obtained from the current approving authorities.
6. If the Institution intending to modify the Non-Editable fields such as name of the Trustee, Land details, etc. shall contact AICTE HQ with supporting documents.
7. To include new nomenclatures in the Diploma/ Under Graduate/ Post Graduate Degree Courses, approval from the University/ Board as applicable shall be sent to the Policy and Academic Planning Bureau, AICTE.
8. TER charge is applicable, if self-financing Courses are offered at Government aided Institutions.
9. Student admission is the subject of State Authorities.
10. AICTE does not insist on separate boundary walls for Institutions existing in the same Campus by the same Trust/ Society/ Company, provided the Land and Built-up norms shall be fulfilled for the Programmes/ Courses approved.
11. An Institution requesting for any modification in the Extension of Approval and if the same is approved by the Council, a corrigendum shall be issued.
12. EVC shall check the facilities only for “Approved Intake”, not based on admitted students.
13. Certificate verification for PGDM Programme, for employment/ higher Education shall be obtained from the concerned Institution.
14. Excess payment shall be refunded, not adjusted in future transactions.
15. TER charges are accepted only by digital payment through the Portal, Demand Draft is not accepted under any circumstance.
16. Once the application is processed as per the stipulated procedure, TER charges are not refundable (other than those mentioned in the Approval Process Handbook), if the application is rejected.
17. For the release of Security Deposits through FDR/RTGS, only online applications are accepted. The status of processing shall be viewed through the portal.
18. To submit any documents to the AICTE HQ/ Regional Office, use the following e-mail ids:

Region	Headquarters	Regional Office
Eastern	ero.hq@aicte-india.org	ero@aicte-india.org
Central	cro.hq@aicte-india.org	cro@aicte-india.org
Northern	nro.hq@aicte-india.org	nro@aicte-india.org
Northwestern	nwro.hq@aicte-india.org	nwro@aicte-india.org
South Central	scro.hq@aicte-india.org	scro@aicte-india.org
Southern	sro.hq@aicte-india.org	sro@aicte-india.org
Southwestern	swro.hq@aicte-india.org	swro@aicte-india.org
Western	wro.hq@aicte-india.org	wro@aicte-india.org

19. Any Queries/ Clarifications shall be sent ONLY to helpdeskab@aicte-india.org

Process involved in various applications are as follows:

Sl. No.	Chapter	Applied for	Process
1	II	Extension of Approval based on Self-Disclosure	EC
2	II	Introduction/ Continuation of seats for Non Resident Indian(s)	
3	I	Setting up a new Technical Institution	Scrutiny followed by EVC
4	II	Change of Site/ Location	
5	II	Conversion of Diploma Level into Degree Level	
6	II	To start new Programme/ Level in the existing Institutions	
7	II	Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus (applied with Land relaxation)	
8	V	Introduction of Open and Distance Learning Courses	
9	II	Extension of Approval of the existing Institutions after a break in the preceding Academic Year/ Restoration of Intake	EVC
10	II	To start Diploma/ Degree in Pharmacy in existing Institutions	
11	II	Introduction of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries	
12	V	Increase in Approved Intake in the Courses/ Introduction of new Courses in Open and Distance Learning mode	
13	II	Conversion of Degree Level into Diploma Level	Scrutiny
14	II	Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus (applied without any Land relaxation)	
15	II	Conversion of Women's Institution into Co-Ed Institution and vice-versa	
16	II	Increase in Intake/ Additional Course(s) including Institutions having total "Approved Intake" less than the "Maximum Intake Allowed"	
17	II	Introduction of Integrated/ Dual Degree Course	
18	II	Closure of the Institution	
19	II	Conversion of PGDM Course(s) into MBA Course(s) and vice-versa	
20	II	Closing of MCA Course and Introduction of MBA/ PGDM Course and vice-versa	
21	II	Conversion of Courses into allied Vocational Courses	
22	II	Introduction of Fellow Program in Management	
23	II	Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)	
24	II	Change in the Name of the Institution or affiliating University/ Board or Type of Institution (Institution(s) converted into a University)	
25	II	Change in the Minority Status of the Institution	
26	II	Change in the Name of the Bank	
27	II	Change in the Name of the Trust/ Society/ Company	
28	II	Extended EoA	
29	V	Closure of Courses in Open and Distance Learning mode	
28	III	Collaboration and Twinning Programme	
29	VI	Vocational Courses	





**ALL INDIA COUNCIL
FOR TECHNICAL EDUCATION**

अखिल भारतीय तकनीकी शिक्षा परिषद
**ALL INDIA COUNCIL FOR
TECHNICAL EDUCATION**



APPROVAL PROCESS HANDBOOK 2021-22



This Handbook is a Legal Document as per

All India Council for Technical Education Act, 1987 (52 of 1987)

and

All India Council for Technical Education (Mandatory Accreditation of all Programmes/ Courses in Technical Education Institution and University Departments and Institutions Deemed to be Universities imparting Technical Education) Regulations, 2014 Notified on 29th January, 2014

and

All India Council for Technical Education (Grant of Approval for conducting Vocational Education Programme, Community College Course(s) and Skill Knowledge Provider under National Skill Qualification Framework) Regulations, 2012 Notified on 5th December, 2012 and amended on 3rd February, 2016

and

All India Council for Technical Education (Norms and Standards for the Conduct of Post Graduate Diploma in Management) Regulations, 2017 Notified on 14th December, 2017

and

UGC (Categorisation of Universities (Only) for Grant of Graded Autonomy) Regulations, 2018 Notified on 12th February, 2018

and

All India Council for Technical Education (Categorisation of Standalone Institutions (SIs) for Grant of Graded Autonomy) Regulations, 2019 Notified on 18th January, 2019

and

All India Council for Technical Education (Categorisation of Standalone Institutions (SIs) for Grant of Graded Autonomy) Guidelines, 2019 Notified on 10th October, 2019

and

All India Council for Technical Education (Grant of Approvals for Technical Institutions) Regulations, 2020 Notified on 4th February, 2020 and amended on 24th February 2021

and

All India Council for Technical Education (Open and Distance Learning Education & Online Education) Guidelines, 2021 Notified on 3rd March, 2021 and amended on 13th April, 2021

and

All India Council for Technical Education (Redressal of Grievance of Faculty/Staff Member) Regulations, 2021 vide F.No.1- 103/ AICTE/ PGRC/Regulation/2021 Notified on 25th March, 2021



FOREWORD

The aim of higher Education in India is to provide access, equity, quality with accountability at affordable cost to all aspiring Citizens with utmost transparency to ensure sustainable economic development of the nation. It is achieved through creation, dissemination and application 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 endeavour is to encourage a meaningful association between the Technical Education system and research and development activities in a concerted effort aimed at nation building.

The third major revamp of the framework of education in India since independence cleared by the Cabinet in the form of new National Education Policy (NEP), 2020 on 29th July 2020 with an aim to introduce several changes in the Indian education system from the school to college level. The major revamp in Higher Education includes:

- India to be a Global Knowledge Superpower
- Multidisciplinary Education and Research Universities (MERUs)
- Multiple Exit and Entry in Higher Education
- Academic Bank of Credits to facilitate Transfer of Credit
- The National Research Foundation for funding Research.
- A single umbrella body for the entire higher education, Higher Education Commission of India (HECI) excluding medical and legal education. HECI to have four councils viz.,
- National Higher Education Regulatory Council (NHERC) for regulation,
- General Education Council (GEC) for standard setting,
- Higher Education Grants Council (HEGC) for funding,
- National Accreditation Council (NAC) for accreditation.
- National Educational Technology Forum (NETF) for use of technology in education
- National Educational Qualification Framework (NEQF).

The National Education Policy aims to facilitate an inclusive, participatory and holistic approach, which takes into consideration field experiences, empirical research, stakeholder feedback, as well as lessons learned from best practices. It is a progressive shift towards a more scientific approach to education. The prescribed structure will help to cater the ability of the child – stages of cognitive development as well as social and physical awareness. If implemented in its true vision, the new structure can bring India at par with the leading countries of the world.

The Cabinet has also approved the renaming of the Ministry of Human Resource Development to the Ministry of Education. Henceforth, The All India Council for Technical Education (AICTE) is now as a statutory body of Ministry of Education, Govt. of India.

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. AICTE has been constantly endeavouring to simplify the procedures and bringing 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 the revised Gazette Policy, Regulation No. F.No: AB /AICTE /REG /2020 of AICTE dated 4th February, 2020 and amended as per F.No: AB /AICTE /REG /2020 (1st Amendment, 2021) of AICTE dated 24th February, 2021. 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, Unnat Bharat Abhiyan, Research Promotion Scheme (RPS), AICTE Doctoral Fellowship (ADF), Short Term Training Programme (STTP), National Initiative for Technical Teachers Training (NITTT), AICTE – IDEALAB, a MOOCs platform SWAYAM, Smart India Hackathons, Start-up Policy 2016 and modified in 2019, Scheme for supporting clubs in institutes (SPICES), are a few of the important initiatives embarked upon by AICTE. Model Curricula Teacher Training Programmes for both new teachers and in service teachers through ATAL academies, Student Induction Programme, mandatory Internship for Students, Examination Reforms, support for Innovation and Entrepreneurship, Industry Interaction Cells, National Perspective Plan for Technical Education are some of the works undertaken. AICTE has signed several MoUs with both Government Departments and private Organizations, NGOs, Start-ups for supporting students and Institutions in getting internship opportunities. The Introduction of National Academic Depository for storing all students' Educational Certificates, all Fee collections and scholarship disbursements through cashless digital means are major changes initiated by the Government of India and implemented by AICTE.

This handbook 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 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 and make "Atmanirbhar Bharat" a reality.

योग: कर्मसु कौशलम्
(Excellence in action is Yoga)

Anil D. Sahasrabudhe
Chairman, AICTE

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Abbreviations	
ACA	Access and Circulation Area
ADF	AICTE Doctoral Fellowship
AICTE	All India Council for Technical Education
AIU	Association of Indian Universities
ATAL	AICTE Training and Learning Academy
ATMA	Association of Indian Management Schools (AIMS) Test For Management Admission
APH	Approval Process Handbook
ARIIA	Atal Ranking of Institutions on Innovation Achievements
BCA	Bachelor of Computer Application
B.Des.	Bachelor of Design
B.E.	Bachelor of Engineering
B.HMCT	Bachelor of Hotel Management and Catering Technology
BoG	Board of Governors
BoM	Board of Management
B. Pharm	Bachelor of Pharmacy
BOT	Built Operate and Transfer
B.Sc	Bachelor of Science
B.Tech	Bachelor of Technology
B.Voc	Bachelor of Vocation
CABE	Central Advisory Board of Education
CAT	Common Admission Test
CBSE	Central Board of Secondary Education
CCTV	Closed Circuit Television
CoA	Council of Architecture
CMAT	Common Management Admission Test
CPWD	Central Public Works Department
DELNET	Developing Library Network
DDA	Delhi Development Authority
DME	Directorate of Medical Education
D. Pharm	Diploma in Pharmacy
DPR	Detailed Project Report
DSC	Digital Signature Certificate
DTE	Directorate of Technical Education
D.Skill	Diploma of Skill
D.Voc	Diploma of Vocation
EC	Executive Committee of AICTE
EoA	Extension of Approval
ERP	Enterprise Resource Planning
EVC	Expert Visit Committee
EWS	Economically Weaker Section
FAR	Floor Area Ratio
FDR	Fixed Deposit Receipt
FPM	Fellow Programme in Management



FSI	Floor Space Index
GATE	Graduate Aptitude Test in Engineering
GMAT	Graduate Management Aptitude Test
Gol	Government of India
GPAT	Graduate Pharmacy Aptitude Test
GPS	Global Positioning System
HEI	Higher Educational Institute
HMCT	Hotel Management and Catering Technology
ICCR	Indian Council for Cultural Relations
IEV	Innovation, Entrepreneurship and Venture Development
IIM	Indian Institute of Management
IISc	Indian Institute of Science
IIT	Indian Institute of Technology
J&K	Jammu & Kashmir
LCD	Liquid Crystal Display
LMS	Learning Management System
LoA	Letter of Approval
LoI	Letter of Intent
LoR	Letter of Rejection
LWE	Left Wing Extremism
MAT	Management Aptitude Test
M.Arch	Master of Architecture
MBA	Master of Business Administration
Mbps	Megabits per Second
MCA	Master of Computer Application
M.Des	Master of Design
M.E	Master of Engineering
M.HMCT	Master of Hotel Management and Catering Technology
MMS	Master of Management Studies
MoA	Memorandum of Association
MODROBS	Modernization and Removal of Obsolescence Scheme
MoE	Ministry of Education
MOOCs	Massive Open Online Courses
MoU	Memorandum of Understanding
M.Pharm	Master of Pharmacy
M.Tech	Master of Technology
NAAC	National Assessment and Accreditation Council
NAD	National Academic Depository
NATA	National Aptitude Test in Architecture
NATS	National Apprenticeship Training Scheme
NBA	National Board of Accreditation
NBC	National Building Code
NBCC	National Buildings Construction Corporation
NDL	National Digital Library of India



NEP	National Education Policy
NEAT	National Education Alliance for Technology
NEQIP	North East Quality Improvement Programme
NHEQF	National Higher Education Qualification Framework
NIRF	National Institutional Ranking Framework
NIT	National Institute of Technology
NITTTR	National Institute of Technical Teachers Training and Research
NMAT	National Management Aptitude Test
NOC	No Objection Certificate
NPTEL	National Programme on Technology Enhanced Learning
NRI	Non Resident Indian
NSDA	National Skill Development Agency
NTA	National Testing Agency
OCI	Overseas Citizen of India
PC	Personal Computer
PCI	Pharmacy Council of India
PF	Provident Fund
PG	Post Graduate
PGCM	Post Graduate Certificate in Management
PGDBM	Post Graduate Diploma in Business Management
PGDCA	Post Graduate Diploma in Computer Application
PGDM	Post Graduate Diploma in Management
PGRC	Public Grievance Redressal Cell
Ph.D.	Doctor of Philosophy
Pharm.D	Doctor of Pharmacy
PMKVY	Pradhan Mantri Kaushal Vikas Yojana
PMSSS	Prime Minister's Special Scholarship Scheme
PPP	Public Private Partnership
PwD	Persons with Disabilities
QP	Qualification Packs
QS*	Quacquarelli Symonds
R&D	Research and Development
RBI	Reserve Bank of India
RC	Regional Committee
RF	Radio Frequency
RO	Regional Office
RPGF	Refundable Performance Guaranty Fund
RPS	Research Promotion Schemes
SAC	Standing Appellate Committee
SAGY	Saansad Adarsh Gram Yojana
SAMVAY	Skills Assessment Matrix for Vocational Advancement of Youth
SCSC	Standing Complaint Scrutiny Committee
SD	Security Deposit
SHC	Standing Hearing Committee



SIH	Singapore India Hackathon
SKP	Skill Knowledge Providers/ Trainers
SWAYAM	Study Webs of Active-Learning for Young Aspiring Minds
SWAYAM PRABHA	Study Webs of Active-Learning for Young Aspiring Minds DTH Channels
TDS	Tax Deduction at Source
TELNET	Terminal Emulation Programme for TCP/ IP Networks
TER	Technical Education Regulatory
TFW	Tuition Fee Waiver
UA	Urban Agglomeration
UG	Under Graduate
UGC	University Grants Commission
UT	Union Territory
Wi-Fi	Wireless Fidelity
XAT	Xavier's Aptitude Test

* British company specialising in the analysis of higher education institutions around the world.



Definitions	
1	“Academic Year” means academic activities of the concerned affiliating University/ Board/Technical Institution in a Year (Odd Semester followed by Even Semester).
2	“Act” means the All India Council for Technical Education Act, 1987 (52 of 1987).
3	“Adjunct Faculty” means resource person as per the guidelines given in Annexure 9 of the Approval Process Handbook.
4	“Advocate” means an Advocate registered with the Bar Council of India.
5	“Affidavit” is a written sworn statement of fact voluntarily made by a deponent under an oath or affirmation administered by a person authorized to do so by Law. Such statement is witnessed as to the authenticity of the deponent's signature by a taker of oaths, such as: a Notary Public or Commissioner of Oaths.
6	“AICTE Web-Portal” means the website hosted by the Council at URL www.aicte-india.org .
7	“Applicant” is the one who makes an application to the Council for seeking any kind of approval under these Regulations.
8	“Approval Process Handbook (APH)” is a Handbook published by AICTE, prescribing norms and procedures for processing of applications submitted for grant of various approvals from time to time.
9	“Approved Institution” means an Institution offering Technical Programmes approved by the Council.
10	“Approved Intake” means the maximum number of students that can be admitted in a Course (excluding the Supernumerary Seats) as approved by the Council.
11	“Architect” means an Architect registered with the Council of Architecture established under the Architects Act, 1972.
12	“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 or by AICTE to Standalone Institutions.
13	“Bandwidth Contention” means the contention ratio, the ratio of the potential maximum demand to the actual bandwidth.
14	“Break in EoA” means break in obtaining Extension of Approval by an Institution on their-own in the previous year(s).
15	“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 Facility stated in the concession contract.
16	“Chairman” means the Chairman of AICTE as described under sub-section 4(a) of Section 3 of the Act.
17	“Co-ed Institution” means the Institution admitting male, female and transgender students.
18	“Commission” means the University Grants Commission established under Section 4 of the UGC Act, 1956.
19	“Company” means a Company established/ registered under Section 8 of the Companies Act, 2013.
20	“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 Government/ UT concerned.
21	“Compliance Report” means the Report submitted by the Technical Institution complying with the requirements as specified in the Approval Process Handbook for the deficiencies observed by Expert Visit Committee/issues mentioned in the Show Cause Notice/Speaking Order.
22	“Constituent College” means an Institution/ Department/ College/ School which forms a Part of the University.
23	“Contractual Faculty” means a resource person as per the guidelines given in Chapter VII of the Approval Process Handbook
24	“Council” means All India Council for Technical Education established under Section 3 of The AICTE Act.
25	“Course” means one of the branches of learning in a Programme such as Civil Engineering, Mechanical Engineering, etc.



26	<p>“Division” means</p> <ul style="list-style-type: none"> • A batch of a maximum of Sixty (60) seats in Diploma/ Under Graduate Degree Courses in Engineering and Technology/Hotel Management and Catering Technology/ Post Graduate Courses in MCA/ PGDM/ MBA Programme, excluding supernumerary seats, if any; • A batch of a maximum of Sixty (60) seats in Diploma/ Under Graduate Degree Courses excluding supernumerary seats, if any; • A batch of a maximum of Forty (40) seats in Diploma/ Under Graduate Degree Courses in Planning Programme, excluding supernumerary seats, if any; • A batch of a maximum of Thirty(30) seats in Diploma / Under Graduate Degree Courses in Applied Arts and Crafts Programme, excluding supernumerary seats, if any; • A batch of a maximum of Thirty(30) seats in Diploma / Under Graduate Degree Courses in Design Programme, excluding supernumerary seats, if any; • A batch of a maximum of Thirty (30) seats in Post Graduate Courses in Engineering and Technology/ Planning/ Applied Arts and Crafts/ Hotel Management and Catering Technology Programme, excluding supernumerary seats, if any; • A batch of a maximum of Fifteen (15) seats in Post Graduate Courses in Design Programme, excluding supernumerary seats, if any; • A batch of a maximum of Sixty (60) seats in Integrated Degree Courses in Engineering and Technology/ Hotel Management and Catering Technology/ MCA Programme and Integrated Degree Course in MBA Programme, excluding supernumerary seats, if any; • A batch of a maximum of Forty (40) seats in an Integrated Degree Course in Planning Programme, excluding supernumerary seats, if any; and • A maximum of Twenty (20) seats per year in Fellow Programme in Management Programme.
27	<p>“EoA” means Extension of Approval granted by AICTE for the conduct of Technical Programme(s)/ Course(s) to an Institution for that Academic Year.</p> <p>“Extended EoA” means Extension of Approval granted by AICTE for the conduct of Technical Programme(s)/ Course(s) to an Institution for more than one Academic Year.</p>
28	<p>“Executive Committee” means the Committee constituted by the Council under Section 12 of AICTE Act.</p>
29	<p>“Expert Visit Committee (EVC)” means the Committee constituted by the Regional Officer as per the composition specified in the Approval Process Handbook to verify offline/ online the availability of Infrastructural facilities of an Institution.</p>
30	<p>“Faculty member” means an individual qualified as per AICTE Regulations, working on Full Time basis in an Institution/ University.</p>
31	<p>“Foreign National” means the Citizen of the Countries other than India who are not of Indian origin as defined under OCI.</p>
32	<p>“Government aided Institution” means a Technical Institution that meets 50% or more of its recurring expenditure out of the grant received from Government or Government Organizations.</p>
33	<p>“Government Institution” means Technical Institution established and/ or fully maintained by the Government.</p>
34	<p>“Head of the Institution” means the Vice-Chancellor in case of a University or an Institution Deemed to be University, the Principal/Director/such other designation as the Administrative Head of the Institution of the Technical Institution referred.</p>
35	<p>“Honours” means degree awarded by a University as per its prevalent norms</p>
36	<p>“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 UGC Act, 1956.</p>



37	“Lateral Entry” means admission of students into the second year of Diploma/ Under Graduate Degree Courses as per Chapter VII of the Approval Process Handbook.
38	“Level” means Diploma, Post Diploma Certificate, Under Graduate Degree, Post Graduate Diploma and Post Graduate Degree Programmes
39	“Minority Institution” means an Educational Institution established and administered by a minority Trust/Society/Company and recognized by Competent Authority as Minority Institution up to the duration specified.
40	“NBA” means the National Board of Accreditation, an autonomous body initially set up by AICTE, registered under Societies Registration Act, 1860.
41	“Non-Resident Indian (NRI)” means an Indian Citizen who is ordinarily residing outside India and holds an Indian Passport.
42	“Open and Distance Learning (ODL)” mode means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using a variety of media, including print, electronic, MOOCs, online and occasional interactive face-to-face meetings arranged by an Institution through Learner Support Services to deliver teaching-learning experience, including practical or work experience.
43	Online Learning (OL) mode means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using a variety of media, including print ,electronic, MOOCs in a totally Online mode
44	“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.
45	“Private University” means a University duly 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 8 of the Companies Act, 2013.
46	“Programme” means the field of Technical Education, i.e. Engineering and Technology, Pharmacy, Architecture and Planning, Applied Arts and Crafts, Design, Hotel Management and Catering Technology, MCA, Management (PGCM/PGDM/MBA) and such other Programmes/ areas as notified by the Act.
47	“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.
48	“Regional Committee (RC)” means a Committee established for each region under Section 14 of the Act.
49	“Regular Shift timing” means educational activities of the Technical Institution are conducted from 9 am to 5 pm.
50	“Restoration of Intake” means restoring back to the “Approved Intake”of the Institution that was existing prior to any penal action.
51	“Self-Financing Institution” means an Institution started by a Trust/ Society/ Section 8 Company and does not receive grant/fund from Central/ State Government/ UT for meeting its recurring expenditure.
52	“Society” means a Society registered under Societies Registration Act, 1860.
53	“Standalone Institutions” means those Institutions which are not affiliated to any of the University/ Board, but are imparting education by means of conducting regular Courses leading to Diploma/Post Diploma Certificate/Post Graduate Certificate/Post Graduate Diploma Levels in Management, Travel and Tourism, Innovation and Entrepreneurship, Computer Applications and Design.
54	“Standing Appellate Committee (SAC)” means a Committee constituted by the Chairman as per the composition specified in the Approval Process Handbook for considering the appeals of the Technical Institutions.



55	“Standing Complaint Scrutiny Committee (SCSC)” means a Committee constituted by the Chairman as per the composition specified in the Approval Process Handbook for the Scrutiny of Complaints received against the Technical Institutions.
56	“Standing Hearing Committee (SHC)” means a Committee constituted by the Chairman as per the composition specified in the Approval Process Handbook to review the Reports of Expert Visit Committee/ replies received for Show Cause Notices.
57	“State Level Fee Committee” means a Committee notified by the concerned State Government/ UT for Regulation of Fee to be charged by the Technical Institutions.
58	“Supernumerary seats” means Intake over and above the “Approved Intake” which includes TFW, OCI / Foreign Nationals/ Children of Indian Workers in the Gulf Countries, Lateral Entry, PwD, Kashmiri Migrants and PMSSS seats notified from time to time.
59	“Technical Institution” means an Institution set up by the Government or Trust/ Society/ Company for conducting Course(s)/Programme(s) in the field of Technical Education, Training and Research in Engineering and Technology, Pharmacy, Architecture and Planning, Applied Arts, Crafts and Design, Hotel Management and Catering Technology, MCA, Management, and such other Programmes and areas as notified by the Act.
60	“Total Approved Intake” includes Intake approved in all the Programme(s)/ Course(s) of an Institution.
61	“Trust” means a Trust registered under the Indian Trust Act, 1882 as amended from time to time or any other relevant Acts.
62	“University Department” means a Department established and maintained by the University.
63	“University” means a University defined under the UGC Act, 1956.
64	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 as assigned to them in the said Act.



PREAMBLE

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

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 the 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, Institute for Sugar, Textile and Leather Technology in Kanpur, National Council of Education in Bengal and Industrial Schools in several provinces. Significant developments include:

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

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, a mandate of AICTE 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 Institute 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, Crafts and Design has also undergone similar developments during the post-independence period. Programmes for Technical Education, during the first three Five Year Plans, were devoted to the 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 the eighties towards involvement of Private and Voluntary Organizations in the setting up of the 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 AICTE Act of Parliament in 1987, with a view to ensure the proper planning and coordinated development of the Technical Education System throughout



the Country. Technical Education in this context includes fields of Engineering and Technology, Pharmacy, Architecture, Planning, Applied Arts, Crafts and Design, Hotel Management and Catering Technology and Management.

2. The AICTE Act, 1987

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 the planned quantitative growth and the Regulation and proper maintenance of norms and standards in the Technical Education System and for matters connected therewith.

3. Important Provisions of AICTE Act, 1987 in 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 with 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).

4. Vision

To be a world class organization leading Technological and Socio-economic development of the country by enhancing the global competitiveness of Technical manpower and by ensuring high quality Technical education to all sections of the society.

5. Mission

1. A true facilitator, enabler and objective regulator.
2. Transparent governance and accountability towards society.
3. Planned and coordinated development of Technical Education in the country by ensuring world class standards of institutions through accreditation.
4. Facilitating World Class Technical Education through:

- Emphasis on developing high quality Institutions, academic excellence and innovative research and development programmes;
- Networking of Institutions for optimum resource utilization;
- Dissemination of knowledge;
- Technology forecasting and manpower planning;
- Promotion of Industry-Institution interaction for developing new products, services, and patents;
- Inculcating innovation and entrepreneurship;
- Encouraging indigenous technology;
- Focusing on Non-Formal Education and Skills;
- Providing affordable Education to all;
- Making Indian Technical Education globally competitive;
- A vision of a forward-looking Organization that has an efficient, flexible and empowered manpower, sensitive to stakeholder's expectations.

6. Objectives

1. Promotion of quality in technical education
2. Planning and coordinated development of technical education system
3. Providing Regulations for maintenance of norms and standards

7. Responsibilities

1. Promotion of quality of technical education
2. Policy directions
3. Review of norms and standards
4. Assessment of man power requirement
5. Liaison with Central/ State Government/ UT, University/ Board and other Statutory bodies
6. Others as provided in the Act

8. Quality Initiatives of AICTE

A gist of Quality initiatives are presented as under

Institutional Development Cell, AICTE

AICTE Grant for Organizing Conference (GOC) - Scheme provides financial support to institutes for organizing conference in offline/ online mode, extending opportunities to the academicians and working professionals for sharing their knowledge, experiences, innovations and inventions. AICTE approved institute with at least 8 years of existence are eligible to apply under this scheme. <https://www.aicte-india.org/schemes/institutional-development-schemes>

AICTE e-Shodh Sindhu Scheme (e-SS)

To serve information and knowledge through e-Resources/ e-Journals (like- ASCE, ASME, WoS, Scopus, Bentham pharma etc.) facilitated by INFLIBNET. AICTE approved Government/Government-aided institute /University Departments offering at least one PG course are eligible to apply under this scheme. <https://www.aicte-india.org/schemes/institutional-development-schemes>



AICTE Scheme for Promoting Interests, Creativity and Ethics among Students (SPICES)

To energize and position students club/ chapters/ societies as facilitating entity for pursuit of individual interests, creative work, showcasing talent, networking and teamwork opportunities, social experience; organization and management skills, exposure to professional ethics etc. AICTE approved institutes with minimum 5 years of existence course are eligible to apply under this scheme. <https://www.aicte-india.org/schemes/institutional-development-schemes>

AICTE Modernisation and Removal of Obsolescence (MODROB) Scheme

To modernize and remove obsolescence in the Laboratory/s, Workshop/s, Computing facilities, to enhance the functional efficiency of technical institutions for teaching, training and research. AICTE approved technical institutions having 10 years of existence (5 years of existence, if the institute is located in rural area) course are eligible to apply under this scheme. The scheme has three variants MODROB (Regular), MODROB (Aspiring institutes) and MODROB (Polytechnic). <https://www.aicte-india.org/schemes/institutional-development-schemes>

AICTE Campus Accommodation & Facilities Enhancing Social experience (CAFES) Scheme

To facilitate continuation of education and also interaction between the students beyond class hours for their all-around development. This scheme also allows expansion of existing hostels in the institute to benefit more students. The scheme has three variants-CAFES (SC/ST students), CAFES (North East Region-NER) and CAFES (Differently abled students). AICTE approved Government/ Government-aided engineering colleges/ University departments/ Polytechnics are entitled for the grant (institutes located in Punjab, Haryana, Arunachal Pradesh, Meghalaya, Mizoram, Nagaland & UTs are not covered under CAFES – SC/ST students scheme). <https://www.aicte-india.org/schemes/institutional-development-schemes>

AICTE Special Scheme for North Eastern Region (NER)

To enhance the functional efficiency of the technical institutes located in far-flung areas of North East India. Government/Government-aided technical/engineering colleges/ University Departments including Polytechnics located in North –Eastern region are eligible to apply under this Scheme. Financial support is provided for solving water problem, procurement of solar energy plant or generator and facilitating proper internet connection. <https://www.aicte-india.org/schemes/institutional-development-schemes>

AICTE IDEA (Idea Development, Evaluation & Application) Lab Scheme

To establish IDEA Labs in institutions with a view to encourage students for application of science, technology engineering and mathematics (STEM) fundamentals towards enhanced hands-on experience and learning by doing. Also training on 21st century skills, like critical thinking, problem solving and design thinking, collaboration and communication. AICTE approved engineering colleges with at least 10 years of existence and live accreditation to one course/programme course are eligible to apply under this scheme. <https://www.aicte-india.org/schemes/institutional-development-schemes>

AICTE Training And Learning (ATAL) Academy

It was felt that training with latest tools and technologies is vital to keep an institute, faculty and students competitive and more productive. Training is required for increasing the knowledge and skills of students to make them more employable to acquire global competencies. Therefore, AICTE through newly announced AICTE Training And Learning (ATAL) Academy started unique Faculty Development Programs in various emerging areas and 1000 such online FDPs were conducted in the year 2020-21. For more details please visit <https://www.aicte-india.org/atal>

Margdarshan Initiative

In order to maintain the quality of Technical education in the Country, it has been made mandatory that 60% of the eligible courses are to be accredited. In the absence of such accreditation, AICTE shall not grant further extension of approval. Accordingly, Margdarshan Initiative has been introduced by AICTE for

facilitating the technical institutes to improve the quality mandate as a whole. The initiative solicits support from senior academicians and well established institutes to hand hold & mentor other institutes who aspire to achieve accreditation.

The senior academicians from IITs/ NITs/ other AICTE approved institutes (serving or superannuated) shall be nominated as Margdarshak (individual mentors) for guiding beneficiary institutes. Their principal role shall be to guide, support and encourage the beneficiary institutions in their development as they work to achieve accreditation in alignment with the broad objectives of quality mandate.

Presently AICTE has already nominated 300 senior academicians as Margdarshaks who have been mapped to 501 beneficiary institutes for mentoring. In a similar manner, well-established AICTE approved institutes are being nominated as Margdarshan Institute or Mentor Institute (MI) who shall adopt/ guide other technical institutes in vicinity for achieving accreditation of NBA.

Presently 40 such institutes have been nominated as Mentor Institutions who are mapped with 462 beneficiary institutes. Thus a total of 970 institutes have been facilitated under the scheme with the overall aim to achieve suitable accreditation status in next few years.

Faculty Development Cell

AICTE Visvesvaraya Best Teachers Awards - 1st Award ceremony held on 05-September 2020 in AICTE, 12 winners were selected after three phases of evaluation. Each awardee was given a certificate, badge of honour and prize money of Rs. 25,000.

360 Degree Feedback - 360 Degree feedback is aimed at benefitting the faculties, Students of Engineering College and Polytechnics recognized by AICTE. A user-friendly app and a portal has also been designed for the same.

AICTE Quality Improvement Programme (QIP) - No. of QIP Centres increased from 83 in 2016 to 114 in 2020. No. of faculty deputed for Ph.D. under QIP increased from 466 in 2016 to 653 in 2018 a growth of 40% in faculty deputation

AICTE Research Promotion Scheme (RPS) - RPS is aimed to create research ambience in the institutes by promoting research in engineering sciences and innovations. More than 550 RPS Projects with total grant of around Rs. 80 Cr has been sanctioned from 2013 to 2020.

AICTE Short Term Training Programme (STTP)(UT-J&K, LADAKH AND NER) - STTP intends to conduct faculty trainings through financial assistance from AICTE to enable faculty members in the field of technical education.

AICTE Training Programme for Physical Education Trainers/ Sport-Games Teachers/ Director of Sports - This scheme promotes participants to develop physical fitness through mass participation in physical activities.

AICTE Technical University Joint Training Programme for Teachers/ Librarians - The objective of this scheme is to conduct training for faculty members to prepare them for being successful in the chosen profession and thereby enabling an improvement in teaching learning methodology.

AICTE-INAE Distinguished Visiting Professorship Scheme - The scheme promotes professors to deliver lectures on the state-of-art of Industry, industrial ambience and R&D needs of the industry to the students and faculty of AICTE approved engineering colleges/ institutions only. Guide student projects/ theses of interest to industry.

AICTE Technical Book Writing & Translation - This scheme has been started by FDC to promote the use of 'Scheduled Regional Language' in Technical Education.

AICTE Emeritus Professor (Distinguished Practicing Engineer) - The scheme intends to utilize the expertise of highly qualified and experienced superannuated Professionals for the benefit of student/ faculty of host institutes & of institutes located in the adjoining areas.



AICTE Professional Development Scheme - The scheme intends to provide financial assistance to regular faculty of the AICTE approved institutes and AICTE officers on regular and deputation basis in order to present research papers at international conferences abroad & within India.

For further information: <https://www.aicte-india.org/schemes/staff-development-schemes>

NEAT (National Educational Alliance for Technology) Scheme- Ministry of Education (MoE) has announced a National Educational Alliance for Technology (NEAT) as a Public-Private partnership model between the Government (through its implementing agency AICTE) and the Education Technology companies of India. Through an open invitation and screening, companies are invited to showcase their products on a National Portal developed for the learners, who may procure them based on their requirements. The aim of NEAT is to bring the best technological Products in education technology on a single platform for the convenience of learners. Technology Products using Artificial Intelligence for customized learning or e-content in niche areas having highly employable skills.

AICTE Internship Portal- An Internship Portal is developed by AICTE and launched on June 4, 2020 by Hon'ble Minister of Education and Hon'ble Minister of Housing and Urban Affairs. Many institutions were facing difficulties in tracing the adequate number of internship opportunities. To eradicate this problem, AICTE Internship enterprise portal was developed. The portal brings together the internship opportunities in the Government sector like MoHUA, NHAI, Railways, MoSJE, MSMEs, Corporates Sector, NGOs, Start-ups, and Research organizations. The URL of the portal is as follows: <https://internship.aicte-india.org/>. It is envisioned to reach a target of 1 crore internships by 2025.

AI Translation Tool- NEAT Cell, AICTE has developed a tool called "AICTE Translation Automation AI Tool" with a vision to translate English language online courses into eight different Indian languages like Hindi, Bengali, Marathi, Telugu, Tamil, Gujarati, Kannada & Malayalam for access to a more significant number of students in the rural area.

The translation tool has the following features:

- Auto converted content in a particular language for reference.
- Edit and typing feature for providing the input in the required language.
- Audio recording facility (with play and pause button)
- Save as draft function
- The mathematical expression input function
- Drag and drop function

ELIS Portal (AICTE Free e-resources) - The outbreak of the COVID pandemic in India has caused extreme distress to the students and is a setback to academic activity. Fortunately, many companies have now come forward and offered their e-learning contents FREE OF COST to learners. In order to foster digital learning and support the student community across the country, the Enhancement in Learning with Improvement In Skills (ELIS) portal (<http://free.aicte-india.org/>) has been designed by NEAT Cell, AICTE. It was formally launched on 12th April 2020 by Prof Anil Sahasrabudhe, Chairman AICTE

AICTE Helpline (<https://helpline.aicte-india.org/>)- AICTE Student College support bridge internet portal launched for students stranded by lockdown. A much-needed internet tool for supporting poor, needy and stranded students in the midst of the lockdown due to COVID19 was launched by the Honourable Minister for Education Shri Ramesh Pokhriyal "Nishank" 4th April 2020. Marginalised and weaker sections of the society always suffer the most when the crisis.

AICTE department wise status portal- AICTE department wise status portal has been developed by NEAT Cell to update status online regular basis.

Indian Knowledge System (IKS) portal- In order to promote interdisciplinary research on all aspects of Indian Knowledge Systems, preserve, and disseminate Indian Knowledge Systems for further research

and societal applications, MoE desires to create a database of individuals and organizations who have contributed by way of Research, Teaching, Publication and Preservation of ancient and contemporary rich Indian Knowledge Systems ranging from art, music, dance, drama, mathematics, astronomy, science, technology, life sciences, environment and natural sciences, health care, yoga, law, jurisprudence, economics, social sciences, psychology, philosophy, management, linguistics, oral traditions of India, knowledge hidden in Sanskrit, Prakrit, Tamil, Pali etc and scrutinize the information, verify, put in context through interdisciplinary scientific investigation; create a portal for archival and dissemination of this rich knowledge. NEAT Cell developed a portal for the same.

Scholarship portal for SC, BC and DNT – (Ministry of Social Justice and Empowerment) Nearly 2 Crore students are in the category of SC / ST / BC; they face many challenges in receiving their Scholarship. To benefit these students development of Portal is under progress to make easy way of receiving scholarship.

Post-Graduation Scholarship

AICTE awards Post Graduate Scholarship of Rs. 12,400/- per month through its Post Graduate Scholarship Scheme to full time GATE/GPAT qualified students admitted to AICTE approved programme Master of Engineering, Master of Technology, and Master of Pharmacy courses in AICTE approved Institutions/ University/ Departments. The total duration of the scholarship is 24 months.

National Doctoral Fellowship Now (AICTE Doctoral Fellowship)

Admitting full time GATE/GPAT qualified research scholar for undergoing Ph.D in AICTE approved Technical Universities/ Institutes under NDF scheme. From the 2020-21 the scheme has been transformed as AICTE Doctoral Fellowship (ADF). The scholars are eligible for fellowship @ Rs. 31000/- per month for first two years and Rs. 35000/- per month for 3rd year. In addition, monthly HRA and annual contingency grant of Rs. 15000/- are also paid.

Skill Development Cell and Induction Programme cell

Vocational Courses:

AICTE introduced the Vocational Degree/ Diploma Programme leading to Degree or Diploma in Vocational Education under National Skill Qualification Framework (NSQF) for AICTE approved institutions from 2018-19. The Council offered sixteen specializations of different sectors under Bachelor of Vocation (B.Voc) and Diploma of Vocation (D.Voc).

For details refer link: - <https://www.aicte-india.org/education/vocational-education>

Unnat Bharat Abhiyan

The Ministry of Human Resource Development has launched a programme called Unnat Bharat Abhiyan with an aim to connect institutions of higher education including (IITs), (NITs) and (IISERs) etc. with local communities to address the development challenges through appropriate technologies. Every Institute has been asked to adopt at least 5 villages each.

National Employability Enhancement Mission (NEEM)

The Council is running NEEM Scheme. The objective of the scheme is to offer on the job practical training to enhance employability of a person either pursuing his or her Post Graduation/graduation/diploma in any technical or non-technical stream or has discontinued studies after Class 10th to enhance his/her employability. Till date 41 Facilitators are registered with AICTE.

For details refer link:- https://www.aicte-india.org/education/vocational-education/neem_agents

UKIERI (Leadership Development Programme)

Council signed an Implementation Agreement under UKIERI Phase III to train 600 aspiring leaders from AICTE approved institutions/ polytechnics till March 2020, under Technical Education Leadership Development Programme. 300 faculties are already trained under LDP programme. Successful participants have been certified by Chartered Management Institute (CMI), UK and will also get a chance for Study Tour to Dudley College, UK.



Jammu & Kashmir Employability Enhancement Training Programme: (JEET)

AICTE has signed a MoU (Jammu & Kashmir Employability Enhancement Training (JEET)) on 06th December, 2020 with ICT Academy for providing Employability Enhancement Training to the final and pre-final year students in the Union Territory of J&K and Ladakh. Through this MoU ICT Academy will enhance the technical skill of 5000 students to make them more employable.

Clean, Green Smart Campus Award

To recognize Institutions that are doing a good job in terms of Cleanliness, Green Cover, Sustainability, Smart Campus etc. and to spur others into action that lead to measurable outcomes regarding engaging students in saving water, Energy, efficient recycling of waste and effective use, etc. The inputs from Indian Knowledge System about traditional practices are incorporated.

For details refer link:- <https://www.aicte-india.org/Initiatives/clean-green-campus>.

AICTE Vishwakarma Awards

All India Council for Technical Education (AICTE), Ministry of Human Resource Development, Govt. of India has been holding a competition “AICTE-Vishwakarma Awards-2020” to identify, recognize and Award innovative projects of the students of AICTE approved Degree & Diploma Level Technical Institutions.

For details refer link: <https://www.aicteindia.org/AICTE%20Vishwakarma%20Award%202020>

Induction Programme Cell

Mandatory Induction programme for students of 1st year on joining the Institution

3 weeks student induction programme for creating Level playing field, adjustment to new environment, developing confidence, ownership, sensitization to society, dignity of individual, human values, teacher student relationship making life in campus smooth and inspirational. The induction manual is available on AICTE website.

- Student Activity Cell (SAC):- It is recommended that each Institution should have one Student Activity Cell (SAC) for implementation of Mandatory Student Induction Programme, Universal Human Values-I (SIP) & related follow-up activities.
- UHV trained Faculty:- Institution should ensure that in every department there should be at least one UHV trained Faculty for every 20 newly joined students.

The link of FDP-SI web portal is <http://www.fdp-si.aicte-india.org>

Faculty Development Programme - Student Induction Programme (SIP-UHV)

A three-week mandatory Induction Programme for students has been designed to be offered right at the commencement of the first year from 2018. The induction programme is to create values, Ethics, Honesty, Level playing field, Spirit of collaboration understanding institute & nearby area etc. and classes will begin after this induction programme. The induction programme is now a part of model AICTE UG curriculum of engineering. The programmes are coordinated through web portal www.fdp-si.aicte-india.org

In order to train the faculty in handling SIP and offering a course in Universal Human Values, a large number of FDPs of one week duration are conducted.

The statistics of workshops are as follows till 25th Feb 2021

Particulars	Total Number of Workshops	No of Faculty Trained
Offline	191	15010
Online	34	21869
Total	225	36879

Prof. Rishi Raj Gaur Award for Excellence for Institutes

An award is instituted from 2021 in honour of Prof. Rishi Raj Gaur for excellence in the conduct of SIP-UHV

Internship opportunities for students of Jammu & Kashmir at premier institutions of the nation through AICTE

To provide internship opportunity to students of J&K in Institutes of Higher learning like IITs and IISERs for inspiring, empowering, and enhancing their employability. AICTE has signed MoUs with IIT Guwahati, IIT Kanpur, IIT Bhubaneswar, IIT Ropar, IISER Kolkata and IISER Pune to provide internship opportunities to students of J&K.

Student Internship Policy

All India Council for Technical Education (AICTE) has formulated its Internship policy for students of Technical Education. Which mandates internship for all UG/ Diploma students.

AICTE Internship Policy is available at

<https://www.aicte-india.org/sites/default/files/AICTE%20Internship%20Policy.pdf>

A minimum of 14-20 credits of Internship/ Entrepreneurial activities / Project work/ Seminar and Inter/ Intra Institutional Training / NSQF level 3, 4 & 5 may be counted toward UG Degree programme (Out of total 160 Credits of 4 Year UG Programme) and 10-14 credits for three-year Diploma Programme (Out of total 120 Credits of 3 Year Diploma Programme). One credit is equivalent to a minimum of 40-45 hours of work.

AICTE Activity Points Programme

AICTE has also made it mandatory for students to earn 'AICTE Activity Points', over and above their academic grades for their contribution towards community and allied activities. UG/ Diploma students should earn 100/ 75 AICTE Activity Points respectively.

Mandatory Training and Placement Cell

All AICTE-approved institutions are also required to have a dedicated Training and Placement Cell (T&P Cell) headed by a Training and Placement Officer (TPO).

MoUs with Industry

To support easy availability of Internships to its students / Industrial Visits / Industrial Projects etc., Every AICTE approved institution should sign at least 5 MoUs with Industries (preferably nearby industries). The Industries with which MoUs have signed may be requested to register themselves on <http://www.internship.aicte-india.org/> and offer Internship through the portal.

Kamdhenu Chair

It is important to Sensitize, Develop creativity and innovative ideas in colleges/University youths about Scientific, Economic, Environment, Spiritual importance. To create Entrepreneurship, Livelihood and Employment opportunities in this sector. It is recommended to establish KAMDHENU CHAIRS in Indian Central, State, Deemed and Private Universities/Colleges of India.

Schemes for Students

AICTE Pragati Scholarship Scheme for Girl Students

Pragati is a MoE Scheme being implemented by AICTE in 2014, to award scholarship of Rs. 50,000/- per annum to meritorious girl students to encourage them to pursue higher education. Under this scheme, every year 10,000 scholarships (5000 for degree and 5000 for diploma) are being released per annum to girl students of 23 States/UTs and all eligible girl students from remaining 13 States/UTs (including North Eastern Region, J&K etc.)



AICTE Saksham Scholarship Scheme for Differently-Abled Students

Saksham is a MoE Scheme being implemented by AICTE in 2014, aimed at providing encouragement and financial support of Rs. 50,000/- to specially-abled children to pursue Technical Education. Under this scheme, every year all eligible students will get the scholarship.

AICTE Lilavati Award-2020

AICTE Lilavati Award-2020 based on the theme 'WOMEN EMPOWERMENT' intends to recognize efforts being made by AICTE approved institutions to treat women with 'equality and fairness' in all spheres of their lives. By means of this initiative, all the stakeholders (especially the girl students) in AICTE approved institutions would get a unique opportunity to present a solution to the prevalent issues of gender discrimination, such as illiteracy, unemployment, economic and nutritional disparities, maternal mortality, human rights, etc.

If anyone has already made a successful effort towards making a mark in the society, in establishing women's emancipation/ empowerment at large, she/ he can showcase their efforts/ contributions under the following sub- themes:

- Women Health
- Self Defence
- Sanitation & Hygiene
- Literacy
- Women Entrepreneurship
- Legal Awareness

AICTE-INAE-TG (Travel Grant for Students)

The scheme works to encourage engineering students to engage in research. It provides partial travel assistance and registration fees to Bachelors and Masters Level engineering students for presenting a research paper in an international scientific event (conference/ seminar/ symposium/ workshop/ exhibition etc.).

Support to Students for Participating in Competition Abroad (SSPCA)

The objective of the scheme is to provide travel assistance registration fees to a team of minimum 2 to 10 Bachelor students for attending competition on scientific event at international level in order to encourage engineering students to improve their field of technical education.

AICTE-MITACS Globalink Research Internship (GRI) Scheme (UG)

Scheme aims to provide internship to students from non-affluent families in India the opportunity to engage in research collaboration with Canadian universities, and promote in them a research oriented career.

Accelerate International Implementation Plan (Mobility for research with an industry partner in Canada)

AICTE had extended the scope of MoU by adding an **Annexure-I** into the existing MoU, signed between MITACS, Canada and AICTE on 21 September 2020. The Accelerate International programme will support 30 students studying in the Masters programme from India to participate in advanced research projects with a Canadian industry partner for 4 to 6 months under the supervision of their home university academic supervisor and, where applicable, a host university academic supervisor. This is applicable for 3 years, starting January 1, 2021 and ending December 31, 2023.

Swayam Cell

Annual Refresher Programme in Teaching (ARPIT)

AICTE has been nominated as National Coordinator for Annual Refresher Programme in Teaching (ARPIT). So far, AICTE has coordinated for smooth completion of ARPIT 2018 & ARPIT 2019. Under ARPIT 2018, a number of 71 online Courses were developed for faculty and 1980 faculty were awarded certificate. Similarly under ARPIT 2019, a number of 48 online Courses were developed for faculty and 12,486 faculty were awarded certificate.

Re-Run of ARPIT Courses of 2019 in 2020

Keeping in view the current COVID 19 crisis and the time constraint, Ministry of Education has decided to re-run all 48 ARPIT-2019 courses in the year 2020 (which includes six (6) courses that were postponed due to non-adherence of timelines). The exam would be conducted by NTA on 30th April, 2021.

Translation of “SWAYAM” Online Engineering Courses by AICTE into Eight (8) Different Indian Regional Languages

MOE vide OM No.17-8/2020-TEL, dated 28th April, 2020 has fixed a Target of 80 online Courses for translation into 8 different Indian regional languages i.e. Hindi, Tamil, Malayalam, Kannada, Telugu, Marathi, Bengali and Gujarati by IITM/AICTE. In the first phase, 48 courses are under process for translation. Out of these 48 Courses, IITM has undertaken the translation of 27 SWAYAM/NPTEL online Engineering Courses and 21 Engineering Courses have been allocated to AICTE for translation into eight different Indian regional languages.

AICTE has undertaken translation of Four Courses through Offline into Eight (8) different Indian Regional Languages and translation of 17 (seventeen) courses is on-going through TRANSLATION PORTAL

9. Current Status of Technical Education

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

Due to the 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. Technical Education at all Levels in the Country is witnessing a consistent growth pattern marked by the setting up of new Technical Institutions and the improvement of the existing ones in tune with the quality assurance norms set by the regulating and accreditation agencies.

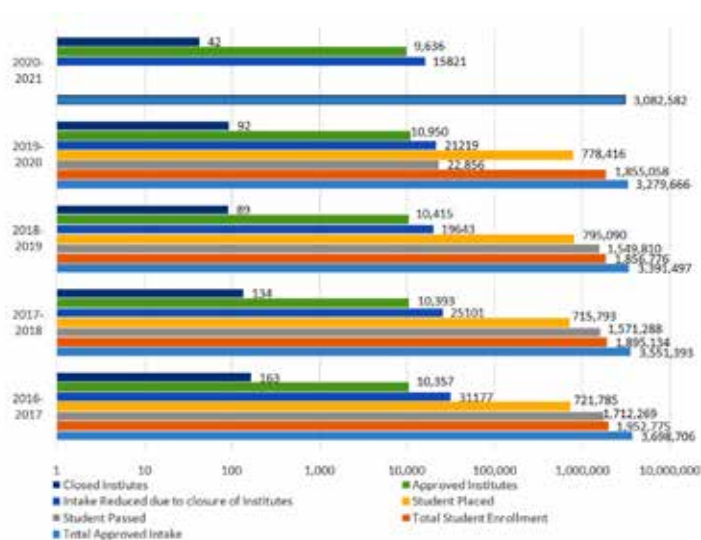


Fig. 1: Status of Technical Institutions in India

Institutions with Intake in 2020-21

Region/State/UT	Approved Institutions			Approved Intake			Approved Institutions	Approved Intake
	Diploma	UG	PG	Diploma	UG	PG		
Chhattisgarh	71	49	40	11204	14703	4048	111	29955
Gujarat	149	189	205	57368	55870	22502	396	135740
Madhya Pradesh	258	300	426	43786	83286	72201	644	199273
Central Total	478	538	671	112358	153859	98751	1151	364968
Andaman and Nicobar Islands	2	1		480	90		2	570
Arunachal Pradesh	8	1	2	888	360	228	10	1476
Assam	36	26	25	5430	5585	1924	68	12939
Jharkhand	59	23	18	15222	6710	3143	86	25075
Manipur	2	1	1	210	150	36	3	396
Meghalaya	3	2	2	370	630	150	7	1150
Mizoram	3	2	2	270	180	92	5	542
Nagaland	9	2	1	525	180	30	12	735
Odisha	168	110	141	47684	39393	19111	316	106188
Sikkim	2	4	2	525	840	225	6	1590
Tripura	9	3	4	1330	660	261	14	2251
West Bengal	193	122	99	41690	37720	9820	302	89230
Eastern Total	494	297	297	114624	92498	35020	831	242142
Chandigarh	5	7	12	960	1815	930	16	3705
Delhi	19	22	57	5595	10756	11529	79	27880
Haryana	146	139	165	36741	33608	17024	309	87373
Himachal Pradesh	29	27	17	5000	3920	974	57	9894
Jammu & Kashmir	31	12	17	5425	3780	1404	55	10609
Punjab	165	126	146	39384	31642	13665	309	84691
Rajasthan	159	126	116	33810	38771	11629	313	84210
North-West Total	554	459	530	126915	124292	57155	1138	308362
Bihar	82	63	41	20045	15196	3227	162	38468
Uttar Pradesh	707	414	463	139135	104611	52052	1116	295798
Uttarakhand	130	54	60	15617	10648	5670	185	31935
Northern Total	919	531	564	174797	130455	60949	1463	366201
Andhra Pradesh	303	396	540	71732	161488	81667	749	314887
Telangana	155	277	444	42075	119188	70354	559	231617
South-Central Total	458	673	984	113807	280676	152021	1308	546504
Karnataka	322	263	365	81944	118204	51487	743	251635
Kerala	110	185	196	27281	54370	18626	353	100277
South-West Total	432	448	561	109225	172574	70113	1096	351912
Puducherry	9	18	8	2392	7683	1463	27	11538
Tamil Nadu	496	522	619	184371	268144	71671	1243	524186
Southern Total	505	540	627	186763	275827	73134	1270	535724
Dadra and Nagar Haveli	1	1	2	390	60	90	3	540
Daman and Diu	2	1		660	300		3	960
Goa	9	8	6	2923	1170	729	17	4822
Maharashtra	597	566	698	124565	152684	83198	1346	360447
Western Total	609	576	706	128538	154214	84017	1369	366769
Grand Total	4449	4062	4940	1067027	1384395	631160	9626	3082582

Approved Institutions Deemed to be Universities with Intake in 2020-21

Region/State/UT	Institutions Deemed to be Universities			Approved Intake			Approved Institutions Deemed to be Universities	Total Approved Intake
	Diploma	UG	PG	Diploma	UG	PG		
Chhattisgarh	0	2	2	0	480	100	3	580
Gujarat	4	6	12	830	1090	1237	16	3157
Madhya Pradesh	1	9	18	180	2300	1489	24	3969
Central Total	5	17	32	1010	3870	2826	43	7706
Arunachal Pradesh	0	1	1	0	360	210	1	570
Assam	1	3	5	180	800	327	6	1307
Jharkhand	0	1	1	0	210	60	2	270
Odisha	0	3	4	0	3820	1291	4	5111
West Bengal	0	3	8	0	560	593	8	1153
Eastern Total	1	11	19	180	5750	2481	21	8411
Chandigarh	0	3	3	0	1415	400	3	1815
Delhi	1	3	6	60	800	1065	6	1925
Haryana	0	13	14	0	4400	2115	16	6515
Himachal Pradesh	0	1	0	0	300	0	1	300
Jammu & Kashmir	0	2	4	0	540	264	6	804
Punjab	1	6	4	360	3398	780	6	4538
Rajasthan	2	4	5	600	2085	1032	8	3717
North-West Total	4	32	36	1020	12938	5656	46	19614
Bihar	0	1	11	0	120	675	11	795
Uttar Pradesh	0	10	13	0	4200	1599	17	5799
Uttarakhand	0	2	1	0	1260	570	2	1830
Northern Total	0	13	25	0	5580	2844	30	8424
Andhra Pradesh	0	7	4	0	8802	1955	7	10757
Telangana	0	10	11	0	4759	2868	13	7627
South-Central Total	0	17	15	0	13561	4823	20	18384
Karnataka	1	11	25	60	6920	6451	26	13431
Kerala	0	10	16	0	2668	1399	18	4067
South-West Total	1	21	41	60	9588	7850	44	17498
Puducherry	0	1	0	0	300	0	1	300
Tamil Nadu	4	53	39	240	58081	15260	58	73581
Southern Total	4	54	39	240	58381	15260	59	73881
Maharashtra	3	17	29	410	3778	5002	33	9190
Western Total	3	17	29	410	3778	5002	33	9190
Grand Total	18	182	236	2920	113446	46742	296	163108

Variations of Intake in AICTE Approved Institutions in last Five Years (Diploma/ Post Diploma Certificate and Under Graduate Degree/ Post Graduate Degree)

Year	Diploma/ Post Diploma Certificate	Engineering and Technology	Pharmacy	Architecture	Hotel Management & Catering Technology	MCA	Management	Approved Intake
2016-17	1293843	1752296	130926	9936	6109	94159	329273	3616542
2017-18	1261059	1662488	130903	9187	6031	85104	393055	3547827
2018-19	1199401	1586341	137322	10587	5883	73851	371813	3385198
2019-20	1158884	1496139	163384	10555	6638	64084	370310	3269994
2020-21	1067027	1432157	111196	8991	7096	66478	385680	3078625

Approved Intake for Standalone Institutions for Open and Distance Learning Mode in 2020-21

Region	State	Institutions	Approved Intake in PGDM/ PGCM
Northern	Uttar Pradesh	1	10000
Northern	Uttarakhand	1	10000
North-West	Delhi	3	5050
South-Central	Telangana	2	11500
Southern	Tamil Nadu	1	1300
South-West	Karnataka	3	15550
Western	Maharashtra	7	68300
Grand Total		18	121700

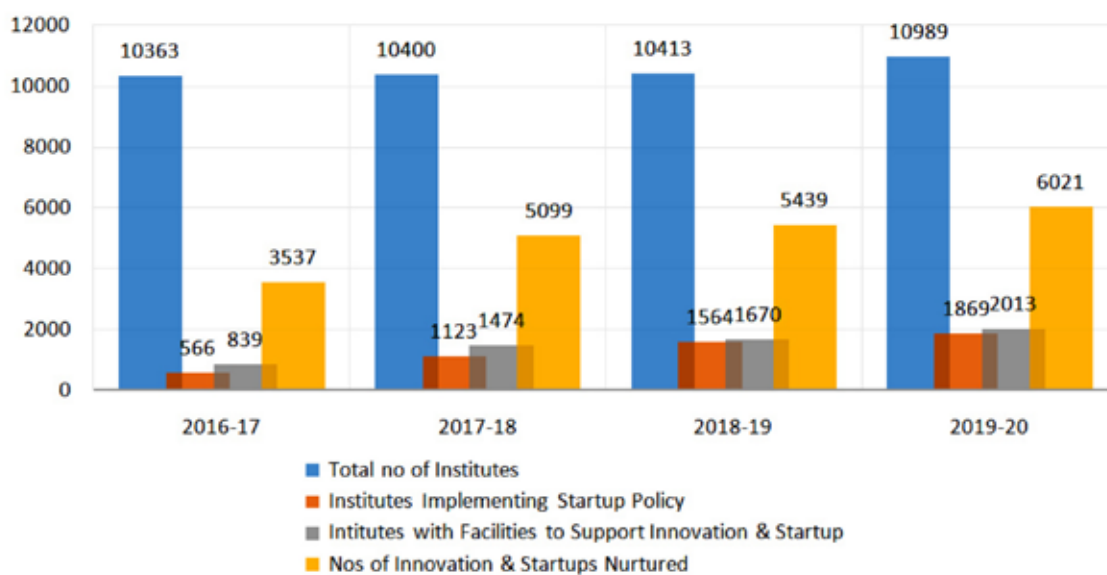


Fig. 2. Implementation of Start-up Policy in AICTE Approved Institutions

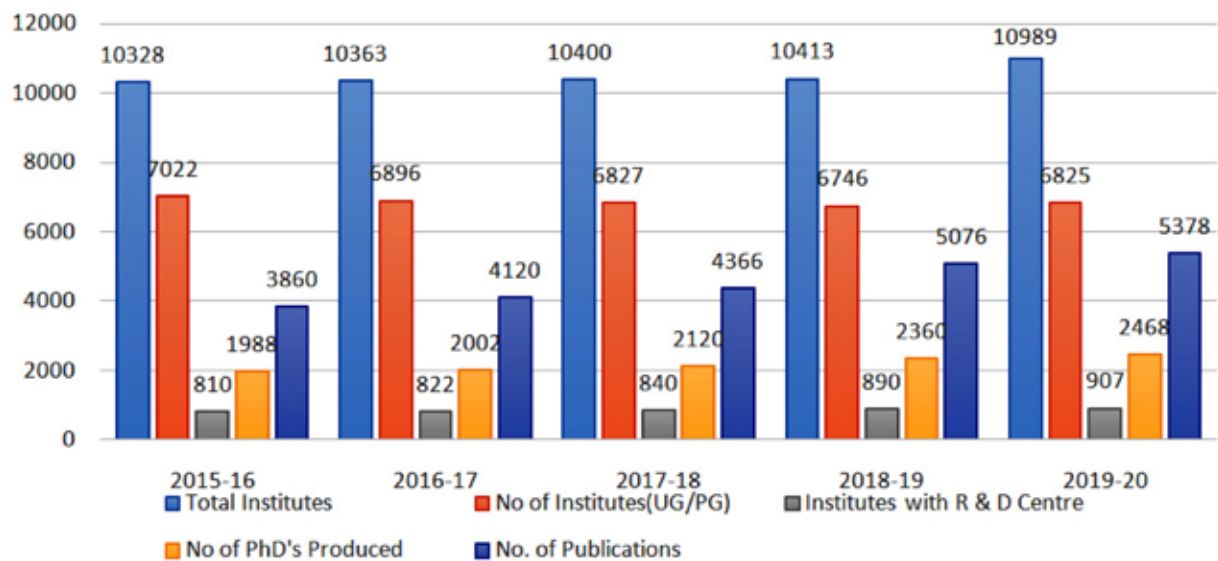


Fig. 3. Research and Development Centres and Publications in AICTE Approved Institutions

10. NEP 2020 Perspectives and Future of Technical Education in India

The year 2019-2020 and the period till date has been a year of great transformation in the educational scenario. The Council has undertaken major activities during this year. NEP 2020, The New Education Policy approved by the Union Cabinet is set to bring a slew of major changes. One of the stated aims of the policy is to instil a “deep-rooted pride” in being Indian, not only in thought, but also in spirit, intellect, and deeds, as well as to develop knowledge, skills, values, and dispositions that support responsible commitment to human rights, sustainable development and living, and global well-being.

Certain activities which AICTE is already focused towards the changes as proposed in the NEP 2020 since last three years by means of various initiatives and activities such as preparation of ‘Short & Medium Term’ Perspective Plans for Engineering Education in India which focusses on the demand for courses on Artificial Intelligence (AI), Internet of Things (IoT), Machine Learning, Block Chain, Robotics, Quantum Computing, Data Sciences, Cyber Security, 3D Printing & Design and other emerging technological areas.

AICTE has a mantra for a transparent and a robust system of governance with portals for approval process, vocational programme, internship and other activities and initiatives. The vision of the organization is to see itself as a world class body in technological and socioeconomic development of the Country by enhancing the worldwide competitiveness of technical manpower

AICTE is receptive to the technological changes happening across the global scenario and believes in framing new policies & initiatives and augment the existing ones by scheduling workshops, conferences etc. providing a platform of discussion and inputs from stakeholders. It has been and shall always be the endeavor of AICTE to bring the best educational system for its students and be the epitome of developing bright, noble and humble brains in light of the NEP 2020.



CHAPTER-I

New Institution

Grant of Approval for Setting up a New Technical Institution offering a Technical Programme at Diploma/Post Diploma Certificate/Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level

1.1 Introduction

- a. The New Technical Institution shall be established by providing Infrastructure and other requirements as per the norms specified in 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. Admission Authority/ Body/ Institution shall not admit students to any Technical Programme of an Institution, which do not have requisite prior approval of the Council.
- d. The applications received shall be processed as per the norms and procedures specified in the Approval Process Handbook. The Institution shall also have to adhere to the existing Central, State and Local Laws and norms of other Regulatory Bodies also, if applicable.
- e. In view of the large number of vacant seats in various Programmes during the last few years and the likely future demand, the Council shall not grant approval to the new Technical Institutions at the Diploma/ Under Graduate/ Post Graduate Level in Engineering and Technology in line with the recommendations of the Committee **Annexure 1** set up by AICTE to provide the National Perspective Plan for Technical Programmes. However, establishment of new Technical Institutions in Engineering and Technology shall be permitted only in cases where
 - Government of India is providing financial assistance to State Government/ UT in Un-served/ Underserved / Aspirational Districts where NO Government/ Government Aided Technical Institution offering the same Level in Engineering and Technology is already available.
 - State Government / UT (based on their perspective plan) is providing financial assistance for establishment of Technical institutions in order to offer the Engineering and Technology Programme / Courses at DIPLOMA/UG/PG level where NO Government /Government Aided Technical Institution offering the same level in Engineering & Technology is already available in that particular district.
- f. Applicants whose application were rejected and issued Final LoR in the previous academic year 2020-21.

1.2 Time Schedule for Processing of the Applications

- a. AICTE shall notify through a Public Notice in the leading newspapers and through AICTE Website from time to time, inviting applications with cut off dates for various categories and processing thereof. The time schedule mentioned in the Public Notice/AICTE Website shall be final and binding. To grant approval for establishment of a Technical Institution, online application on AICTE Web Portal is mandatory. Applications submitted offline shall NOT be accepted.
- b. The submission of an application on AICTE Web Portal and payment shall not be later than the last date as notified in the Public Notice/ AICTE Website.

1.3 Application for Seeking Approval of the Council

- 1.3.1 For Setting up a New Technical Institution proposed to offer a Programme in
 - a. Engineering and Technology/ Planning/ Applied Arts, Crafts and Design/ Hotel Management and Catering Technology (Diploma/ Under Graduate Degree Level)
 - b. MCA
 - c. Management (Post Graduate Certificate/ Post Graduate Diploma/ Post Graduate Degree Level)

1.3.2 Eligibility of the Promoter

- a. A Society, registered under the Societies Registration Act, 1860 through the Chairman/ 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/ Secretary of the Trust;

OR

- c. A Company established under Section 8 of the Companies Act, 2013;

OR

- d. Central/ State Government/ UT Administration or by a Society/ Trust registered with them.
 e. The above bodies shall apply individually or under Public Private Partnership (PPP)/ Build- Operate-Transfer (BOT) mode through an Officer authorized by Central/ State Government/UT.
 f. A Company having any foreign equity directly or indirectly as shareholding shall NOT be permitted to apply for setting up a Technical Institution.

1.3.3 New Institutions are NOT eligible to apply for the Introduction of NRI/ OCI / FN/ Children of Indian Workers in the Gulf Countries/ Twinning/ Fellow Programs.

1.3.4 Institutions applying under various Schemes of MoE:

- a. MoE, Government of India for the promotion of Technical Education in un-served/ underserved Districts across the Country has initiated the Scheme of "Sub-Mission on Polytechnics" for the opening of Polytechnics by the respective State Government/ UT. The scheme shall be applicable to the Districts 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 have been taken by MoE, to establish a Technical Institution by the respective State Government/ UT in "Educationally Backward (Aspirational) Districts/ Left Wing Extremism (LWE) affected" as notified by the Central Government from time to time (or) in a District where there is NO Technical Institution. The list of Districts identified as Higher Educationally Backward (Aspirational) Districts is given in **Annexure 2** of the Approval Process Handbook. If any of the mentioned Districts are carved out administratively, then those carved out Districts shall also be considered under the Educationally Backward (Aspirational) Districts/ Left Wing Extremism 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 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/UT under the abovementioned Schemes initiated by the MoE.
- d. Such application shall be processed through Scrutiny/ Re-Scrutiny Committee for the proposed location. Applications which are found to be in order in all respects by the Scrutiny/Re-Scrutiny Committee shall be forwarded to the Regional Committee (RC) and further to Executive Committee (EC) for the grant of approval.
- e. The Institutions shall function in a temporary Campus and shall move to their permanent Campus within 2 years from the date of issue of the Letter of Approval (LoA). Further, AICTE shall inspect such Institutions through Expert Visit Committee (EVC) to assess the status of readiness of the State Government/ UT for operationalization of these Institutions in the permanent Location as per the procedure for Change of Site/ Location. In case of the Institutions not shifting to the permanent location even after 2 years and fulfilling the norms of the Approval Process Handbook, the "Approved Intake" in the Course(s) shall be

reduced to 50%. Similarly, if an Institution has not shifted even after 4 years, the Council shall take appropriate action.

- 1.3.5 The existing Institutions approved by other Regulatory Bodies, seeking approval for the first time from AICTE for conducting Technical Programme(s):
- a. Offering Course(s) in Applied Arts and Crafts/ Vocational (Technical) Programme without having approval from AICTE.
 - b. Non-Technical Institutions already running MBA/MCA courses without approval of AICTE (for such Institutions, exclusive building and Director/Principal are not required. However, the Institutions should fulfil all other norms as specified in the Approval Process Handbook such as separate Head of the Department, Faculty, Infrastructure, Built-up area, etc).

NOTE: In all the above cases, Institutions seeking approval for the first time from AICTE shall submit an online application through the AICTE web portal @ www.aicte-india.org as a New Technical Institution for all their existing Technical Programme(s) and Course(s).

1.4 Submission of Application by the Promoter

1.4.1 Allotment of USER ID

- a. An unique USER ID with password shall be allotted to each new application for setting up of a new Technical Institution on payment of ₹5000/- (Five Thousand Only), through the payment gateway on AICTE Web-Portal @ www.aicte-india.org
- b. If any existing Institution has forgotten the Password, the Institution shall apply online for a new password. Technical Education Regulatory (TER) Charges of ₹5000/- (Five Thousand Only) shall be made through the payment gateway on AICTE Web-Portal @ www.aicte-india.org. The proof of payment and an **Affidavit 1** for “Forgotten Password” shall be submitted to the concerned Regional Office. Regional Officer shall verify and upload on the Web-Portal and make necessary recommendations on the portal for allotment of Password to the Applicants.
- c. Using the USER ID, Online application in the prescribed Form shall be filled and submitted on AICTE Web-Portal @ www.aicte-india.org and a unique identification number is allotted to each application for further reference. The Applicant shall be able to track the status of the application at various stages of processing using this unique identification number.

1.4.2 Technical Education Regulatory (TER) Charges

- a. Technical Education Regulatory (TER) Charges ₹ in Lakh for Setting up a new Technical Institution offering a Technical Programme at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level are given below:

Sl. No.	Type of Institution	TER Charges ₹ in Lakh
i	Minority Institution/ Institution setup in J&K/ Ladakh/ North Eastern States/ Institution set up exclusively for Women/ PwD	6.0
ii	Government/ Government Aided Institutions	Nil
iii	All other Institutions	8.0
iv	ALL Applicants under (i) and (iii) whose applications were rejected and issued Final LoR in the previous year i.e. 2020-21*	2.0
v	Existing Institutions seeking approval for the first time from AICTE under Clause 1.3.5.	1.0
vi	ALL Applicants issued Lol and rejected for LoA in the previous year i.e. 2020-21*	1.0

*Not applicable for Applications which were rejected in 2020-21 and TER Charges refunded under **Clauses 1.4.2. (g) and 1.4.7. (b)** of this Chapter.

NOTE: Applicants under (iv) are not eligible for refund of TER Charges as per **Clauses 1.4.2. (g) and 1.4.7.(b)** of this Chapter.



- b. In an extraordinary circumstance, if an additional Scrutiny Committee and Standing Hearing Committee/ Standing Appellate Committee (including Court directions to any type of Institutions) has to be conducted, then the Applicant has to remit ₹0.5 Lakh through online as an additional TER Charges.
 - c. In an extraordinary circumstance, if an additional Expert Visit Committee (Online /Offline) has to be conducted (inclusive of the Court directions to any type of Institutions), the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
 - d. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal @ www.aicte-india.org within the deadline failing which, the application shall not be considered.
 - e. Only those applications submitted within the cut-off date, including payment shall be considered for processing.
 - f. In case of eligible refund/ excess payment, if any, after processing, the amount shall be refunded to the Applicant.
 - g. Applications submitted under **Clause 1.3.1** and **1.3.5**, if rejected at the Level of Scrutiny/ Re-Scrutiny without availing the appeal provision, the TER Charges after a deduction of ₹0.5 lakh shall be refunded to the Applicant/Institution.
 - h. In case of rejection of an application submitted under **Clause 1.5.2**, if opted for the issue of Extension of Approval of the existing Programme(s), refund shall be made after deducting the applicable TER Charges.
- 1.4.3 All Applicants shall ensure that the data entered/edited in their online application on AICTE web portal @ www.aicte-india.org are correct. Facility to edit the data will be available until the final submission of the application. After the final submission, the data entered is not allowed for any further editing till the processing of the application is completed. Applicants shall exercise utmost caution before pressing the "SUBMIT" tab. All the online applications should be DIGITALLY SIGNED (using Digital Signature Certificate-DSC) and submitted on AICTE Web-Portal on or before the last date as notified in the Public Notice /AICTE web-portal.
- NOTE: Institutions shall NOT be Permitted to Submit Applications without DSC.**
- 1.4.4 All Applicants shall submit an **Affidavit 2** sworn before First Class Judicial Magistrate or Public Notary or an Oath Commissioner on ₹100/- Non-Judicial stamp paper/ e-stamp paper (Digitally Signed).In case of any false information, AICTE shall invoke the provisions, civil and/or criminal as per the Regulations in place.
- 1.4.5 All the Applicants shall submit a copy of the application (as submitted on AICTE portal) to the State Government/UT and affiliating University/ Board immediately and get a receipt with the Official Seal from the authorized signatory for the same.
- 1.4.6 All the Applicants shall upload one set of documents as per **Appendix 16** of APH (Digitally Signed by Chairman /Secretary of the Trust /Society /Company) on AICTE web portal. Any document uploaded on AICTE web portal without Digital Signature shall not be considered as valid document.
- NOTE: 1)** In case of Government Institutions, all the documents to be uploaded on AICTE Web portal shall be Digitally Signed by Director/Principal/Designated Officer Appointed for the Approval purpose.
- 2)** Online Applications complete in all respects (including processing fee, if applicable) shall ONLY be processed as per the procedure defined in this Approval Process Handbook.
- 1.4.7 Views of State Government/ UT and affiliating University/Board
- a. The State Government/ UT and the Affiliating University/ Board shall forward their views on the application received by them to the concerned Regional Office of AICTE NOT later than one week from the last date specified for submission of application as per the Public Notice / AICTE Web portal.



- b. Based on the views (if any) of the State Government/ UT and the affiliating University/ Board for setting up of new Technical Institution, the Regional Committee shall take a decision about the processing of application or to reject the same. If the application is not processed further, the TER Charges after a deduction of ₹0.5 Lakh (Rupees Fifty thousand only) shall be refunded to the Applicant.
- c. In the absence of the receipt of views from the State Government/ UT/ affiliating University/ Board on the application within the stipulated time, the Council shall proceed for further processing.

1.5 Establishment of a New Technical Institution

1.5.1 Requirements and Eligibility

- a. The Promoter Trust/ Society/ Company shall have the Land as required and its Lawful possession with clear title in the name of the Promoter Trust/Society/Company on or before the date of submission of application.
- b. Requirements for Technical Institution shall be as per the norms specified in Chapter VII of the Approval Process Handbook.
- c. 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. However, buildings for the First Year should be completed in all respects as per the Infrastructure requirements.
- d. The Head of the "Technical Institution" shall be named as the "Principal/ Director" having qualifications as per AICTE norms as defined for Principal in a Programme of the Technical Institution.

1.5.2 The existing Institution applied for Closure of the Institution are also eligible to apply for starting a new Technical Institution in the same premises in the same Academic year. Technical Institutions applying under this Clause shall have to apply for Progressive/ Complete Closure of the Institution for the existing Programme(s) and shall apply for a different Programme. However, the Applicant has to make Material/ Non-Material amendment of the Building Plan, Site Plan, etc. duly approved by the concerned Competent Authority (if applicable) to suit the requirements of the new Programme.

- a. In case of such application being approved, the existing Institution shall be considered as CLOSED (Progressive/ Complete Closure, as applicable) and the liabilities, if any, arising out of this, shall solely be that of Trust/ Society/ Company/ Technical Institution.
- b. In case of the application being rejected, the same shall be processed for the Closure of the Institution/ issue of Extension of Approval as per the choice mentioned in the application.

1.5.3 The fund position of the Applicant shall be (except Government/ Government Aided Institution/ Central/ State University) in the form of FDRs and/ or Bank accounts in the Nationalized Bank or Scheduled Commercial Bank recognized by Reserve Bank of India as mentioned in the table, on the date of Scrutiny.

Sl. No.	Programme proposed (Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree)	Total minimum funds required as proof of Operational Expenses at the time of Scrutiny in the Name of the Trust/ Society/ Company (₹ in Lakh)
i	Engineering and Technology	100
ii	Planning	50
iii	Applied Arts and Crafts	50
iv	Design	50
v	Hotel Management and Catering Technology	50
vi	MCA	50
vii	Management	50



- 1.5.4 The Applicants cannot use the 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/MoE/Gol. 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 the Government of India or its name is approved by the Government of India.
- 1.5.5 Applicants shall NOT use the names of the existing Institutions within the State. The existing Institutions having the same names run by the same/different Society/Trust/Company within the State/UT shall at least add the name of the Village/Town/City where it is located as an integral part of the name of the Institution.
- 1.5.6 All Institutions shall use the same font and size for the full name of the Institutions, wherever it is displayed.
- 1.5.7 The Courses as per **Appendix 2** of the Approval Process Handbook shall be opted for a new Technical Institution at Diploma/Under Graduate/Post Graduate Level, a combination of Diploma, Under Graduate and Post Graduate Levels shall not be approved. However, the "Maximum Intake allowed" for the Programmes shall be as per **Appendix 3** of the Approval Process Handbook.
- 1.5.8 Procedure
- The application shall be processed as per the Procedure of Scrutiny/ Re-Scrutiny/ EVC as per **Clause 1.6/ 1.7** as applicable.
 - The application under existing **Clause 1.5.2** of this Chapter shall be processed first for Closure of the Institution by online/offline (as applicable) Scrutiny/ Re-Scrutiny Committee, if found in order, then only the application shall be processed further for the establishment of new Technical Institution following the respective procedures specified in the Approval Process Handbook.

1.6 Evaluation of the Application by the Scrutiny/ Re-Scrutiny Committee:

- The applications submitted under this Chapter shall be evaluated by Scrutiny/Re-Scrutiny Committee constituted as per **Appendix 13** of the Approval Process Handbook by the Regional Officer by selection of committee members through the automated selection process on the AICTE Web-Portal. However, if any member of the Scrutiny/ Re-Scrutiny Committee is unable to attend or refuses or incapacitated to take part in the Committee, then Regional Officer with prior approval of the Competent Authority, AICTE, shall opt to pick another expert from the approved panel of the experts manually. Under extraordinary circumstances, the Scrutiny/ Re-Scrutiny Committee shall also be constituted manually by the Regional Officer with prior approval of the Chairman.
- The date and time for Scrutiny/Re-Scrutiny Committee shall be informed by the concerned Regional Office to the institutes and the concerned experts.
- The concerned Regional Officer or an Officer of the Council shall assist the Committee and place/share relevant records and documents before the Committee and make necessary arrangements for the conduct of the meetings; however, he/ she shall not be part of the Committee.
- Two representatives of the Applicant (Chairman/ Secretary of the Trust/Society/Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by Chairman / Secretary of the trust) along with Self-Attested Photo ID proof shall present their case along with the supporting documents before the Scrutiny/ Re-Scrutiny Committee.
- Applicants shall present their application and ALL original documents along with self-attested copies as per **Appendix 16** of the Approval Process Handbook, before the Scrutiny Committee. Applicants shall adhere to Scrutiny/ Re-Scrutiny schedule and not to remain absent at the time of Scrutiny/Re-Scrutiny.



- f. The Scrutiny Committee shall verify the authenticity of the documents submitted by the Applicant as mentioned above and shall countersign (if verified offline) all the documents that are accepted.
- g. Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the Applicant Trust/ Society/ Company through AICTE Web-Portal.
- h. 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.
- i. The Re-Scrutiny Committee shall verify ONLY the deficiencies pointed out by the Scrutiny committee as per the norms and standards and shall countersign (If verified offline) all the documents that are accepted.
- j. Applications that are found to be in order in all respect by the Scrutiny/ Re-Scrutiny shall be processed further for EVC.
- k. The Regional Officer shall ensure submission of Digitally Signed Scrutiny/ Re-Scrutiny Committee Report on the AICTE Portal.

NOTE: The attested copies of original documents (if verified offline) shall be retained by the Regional Office.

1.7 Evaluation of the Application by the Expert Visit Committee

- a. The Expert Visit Committee shall be constituted as per **Appendix 13** of the Approval Process Handbook by the Regional Officer by the selection of committee members through an automated process in the AICTE Web-Portal. However, if any member of the Expert Visit Committee is unable to attend or refuses or is incapacitated to take part in such scheduled visit, then Regional Officer with prior approval of the Competent Authority (AICTE), shall opt to choose another expert from the 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. The Expert Visit Committee shall verify Physically/ Online the infrastructural facilities of the institution.
- b. Additional experts, if required, may also be co-opted in any of the Committee for processing of applications, Complaints, etc.
- c. An Expert Visit Committee shall visit Physically / Online the proposed premises of the Institution to verify the following:
 - i. Readiness with respect to **Appendix 4** of the Approval Process Handbook, i.e. Instructional, Administrative and Amenities area requirements for the First Year of the Technical Institution as per the Building Plan duly accepted and counter-signed by the Scrutiny/ Re-Scrutiny Committee members(in case of offline).
 - ii. Readiness with respect to **Appendix 5** of the Approval Process Handbook, i.e. Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals and Library facilities of the Technical Institution.
 - iii. Readiness with respect to **Appendix 6** of the Approval Process Handbook, i.e. Essential and Desirable requirements of the Technical Institution.
 - iv. Progress related to appointment of Principal/ Director and Faculty with respect to the norms, standards and conditions prescribed by the Council.
- d. The concerned Regional Officer shall make necessary arrangements for the conduct of the Expert Visit Committee; however, he/she shall not be a part of the expert committee. Experts shall carry the Identity Card of their Organization.
- e. The Expert Visit Committee shall have access to the Report of the Scrutiny/ Re-Scrutiny Committee.



- f. The Expert Visit Committee shall verify actual availability of Equipment as per the Curriculum and Syllabus of the affiliating University/ Board and Computers, Software, Internet, Printers, Book Titles, Book Volumes, subscription of National and International Journals and entry in the Stock Registers as specified in the Approval Process Handbook. The mere presentation of Purchase Orders/ Payment records for subscription, etc. without the actual availability of items shall not be considered.
- g. The Expert Visit Committee shall also verify documents in original as mentioned in **Appendix 16** of the Approval Process Handbook with respect to actual Infrastructure visited.
- h. In case of online Expert Visit Committee, the institution shall prepare a video showcasing all the infrastructural facilities for not less than 30 minutes and shall upload the same in YouTube privately and share the link in the web portal. Also, Attested Copies of documents (as applicable) as mentioned in **Appendix 16** of the Approval Process Handbook need to be uploaded on portal.

In case of off line Expert Visit Committee, the institution shall arrange for Video recording (institution expense) with the date and time of the entire proceedings of the Expert Visit Committee. The institution shall upload the same in YouTube privately and share the link in the web portal. Also, Attested Copies of documents (as applicable) as mentioned in **Appendix 16** of the Approval Process Handbook need to be uploaded on portal.

NOTE: The video recording with briefing by one of the Institute representative for not less than 30 minutes shall cover the entry and exit of the Committee with time, the Building Plan approved and signed by the Scrutiny/ Re-Scrutiny Committee, GPS Coordinates at the entrance of the main Building, Class rooms, Laboratories, Workshops, Office Room, Barrier free environment facilities such as ramp/ lift/ toilets, Library, Computer Centre, meeting with Students and Faculty members (in case of existing Institutions), in addition to the recording of other details. The Institute shall also arrange Laptop/Desktop with Internet facility, Scanner and Printer to the Expert Visit Committee (only in offline mode)

- i. The Expert Visit Committee shall submit the following to the Regional Office (If conducted in offline mode)
 - 1. Its visit Report in the prescribed format.
 - 2. Attested Copies of documents (as applicable) as mentioned in **Appendix 16** of the Approval Process Handbook
 - 3. Confirmation regarding uploading of Video recording of the Expert Visit Committee in you tube and link on AICTE web portal.
 - 4. Attendance sheet duly signed / authenticated by the members of the Expert Visit Committee and representatives of Applicant Trust/ Society/Company present during the visit.
- j. The Regional Officer shall ensure that the Expert Visit Committee Report is complete in all respect.
- 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.

1.8 Evaluation of the Application by Regional Committee

- a. The Reports of Scrutiny/ Re-Scrutiny Committee and Expert Visit Committee, as applicable, shall be made available to the Regional Committee. The Regional Committee shall consider these Reports along with the views of concerned State Government/ UT and affiliating University/ Board, if any, and shall recommend the application for further processing. The Regional Officer shall ensure that the Regional Committee Report is complete in all respect.
- b. Regional Officer concerned, while forwarding the recommendations of the Regional Committee for further processing of issuance of LoA or otherwise to AICTE Headquarters shall verify that the procedure and parameters prescribed under these Regulations and Approval Process Handbook are followed by the Scrutiny/ Re-Scrutiny Committee, Expert Visit Committee and Regional Committee.
- c. The Approval Bureau at AICTE Headquarters 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 that all the fields of all the Reports are filled completely. If not, the same shall be brought to the notice of the Council.



1.9 Grant of Approval

- a. The Executive Committee (EC) after considering the recommendations of the Regional Committee (RC) and views of the Approval Bureau shall take decision either to grant of approval or otherwise. The decisions of the Executive Committee shall be ratified by the Council.
- b. The decision of the Executive Committee shall be uploaded on the Web-Portal in the form of Letter of Approval (LoA) or Letter of Rejection (LoR). Also, Speaking Order will be made available on AICTE web portal in case of LOR with specific reasons for rejection of the application.
- c. Applicants for starting new Technical Institutions other than Government/ Government aided Institutions whose applications are recommended for Letter of Approval (LoA) by the Executive Committee shall be informed for the creation of Security Deposit as per APH Provisions.
 - i. Existing Institutions applied under **Clause 1.3.5** and in existence for more than 10 years with the respective Regulatory Bodies are exempted from the payment of Security Deposit.
 - ii. Applicants, whose applications (**Clause 1.5.2**) are recommended for starting new Technical Institutions shall create the Security Deposit for the balance amount of the Security Deposit created earlier, as per the requirements of the Approval Process Handbook for the remaining period of 10 years, as applicable. No deposit is required where NOC was already issued to the Institution for the release of the earlier FDR.
 - iii. The Applicant shall submit the proof for payment of the Security Deposit along with an **Affidavit 3** within 15 days from the date of intimation by the concerned Regional Office, else a penalty of 10% and 50% of the value of the Security Deposit shall be imposed up to 31st May and 31st July of the Calendar Year respectively, beyond which the approval shall be withdrawn.
 - iv. In case of the Technical Institutions granted Letter of Approval that failed to admit the students in the current Academic Year due to Non-affiliation by the University/ Board or Non-Fulfilment of State Government/ UT requirements shall submit an Affidavit for the same within 7 days from the date of intimation for the credit of Security Deposit in AICTE bank account to the concerned Regional Office. Such Applicants are permitted to pay the Security Deposit in the next Academic Year as per the above deadlines.
 - v. Applicants 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

Sl. No.	Programme	Diploma/Post Diploma		Under Graduate		Post Graduate Diploma/Post Graduate Degree	
		Minority/ Women's/ PwD/ J&K/ Ladakh/ North Eastern States	Others	Minority/ Women's/ PwD/ J&K/ Ladakh / North Eastern States	Others	Minority/ Women's/ PwD/ J&K/ Ladakh / North Eastern States	Others
1	Engineering and Technology	12	15	28	35	28	35
2	Planning	12	15	12	15	12	15
3	Applied Arts and Crafts	12	15	12	15	12	15
4	Design	12	15	12	15	12	15
5	Hotel Management and Catering Technology	12	15	12	15	12	15
6	MCA	-	-	-	-	12	15
7	Management	12	15	-	-	12	15

- d. The amount deposited by the Institution shall remain with the Council for 10 years. The interest accrued on this deposit shall be utilized by the Council for Institutional Development activities, Quality Improvement Programme for Faculty, giving Scholarships to students, etc.
- e. The Principle amount shall be returned to the Trust/ Society/ Company on completion of the term. However, the term of the deposited amount could be extended for a further period as shall be decided on a case to case basis and/ or forfeited in case of any violation of norms, conditions, and requirements/ Non-Performance by the Institution/ Complaints against the Institution.
- f. Validity of the Letter of Approval for the new Technical Institutions, 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 respective Academic Year.
ALL the Applicants issued LoA for starting the new Technical Institutions shall apply on AICTE Web-Portal for Extension of Approval as specified in the Approval Process Handbook for the next Academic Year onwards, irrespective of the admission of the students or otherwise.
NOTE: On Expiry of the Validity of Two Years, the LoA issued Stands Cancelled.
- g. 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 specified in the Approval Process Handbook.
- h. The Council shall Normally not grant Conditional Approval to any Institution.
- i. Applications for an existing Institution for the Closure of the Institution and starting a new Technical Institution in the same premises in the same year rejected by Council shall be processed for the Closure of the Programme/ Institution (as applicable)/ Extension of Approval, as per the choice mentioned in the application following the procedure specified in Chapter II of the Approval Process Handbook. However, it is the responsibility of the Institutions to inform the rejection of the Council to the concerned authorities who had given the NOC for the Closure of the Institution in view of their application.
- j. A Letter of Approval (LOA)/Letter of Rejection (LOR) with the reasons for rejection of the application shall be issued to the Institution through Web-Portal, on or before 30th April of the Calendar Year.
- k. Any Institution/ Applicant, if aggrieved by the decision of the Executive Committee, shall appeal as per **Clause 1.10** of this Chapter and the final decision of the Council shall be intimated through portal on or before 30th April of the Calendar Year.
- l. LoA shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA No.9048/ 2012.
NOTE: In the event of any discrepancy in the issued LOA, brought to the notice of the Council, a Corrigendum LOA shall be issued with the approval of Competent Authority.

1.10 Appeal Procedure

- a. As per the provisions laid down in **Clause 1.9** of this Chapter, an Institution/ Applicant, if aggrieved by the decision of the Executive Committee shall have the right to appeal (through portal) once to the Council within 7 days from the date of issue of LoR.
- b. The appeal of the Institution shall be considered by the Standing Appellate Committee. The appeal schedule shall be notified on the Web-Portal/website.
- c. Applicants should adhere to the given schedule of Standing Appellate Committee and not to remain absent in view of the stern time limit given by the Hon'ble Supreme Court. Hence, the Applicants are instructed to be prepared with the supporting documents in proof of the compliance of deficiencies and present the same to the Committee, even in case of short notice.
- d. The Report of the Scrutiny/ Re-Scrutiny Committee and Expert Visit Committee (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. An Officer of the Council concerned shall assist the Committee and place relevant records and documents before the Committee and make necessary arrangements for the conduct of the meetings; however, he/ she shall not be a part of the Committee.
- e. Two representatives of the Applicant (Chairman/Secretary of the Trust/ Society/ Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along with Self-Attested Photo ID proof shall present their case along with the supporting documents before the Standing Appellate Committee.



- f. The Standing Appellate Committee shall either Recommend/ Not Recommend the case to the Council or recommend for scrutiny / Expert Visit Committee. Accordingly, Scrutiny /Expert Visit Committee shall be conducted as per **Clause 1.6/1.7** of this Chapter and the reports of the same shall be placed before another Standing Appellate Committee inviting the representatives of the Institution along with the compliance and supporting documents for taking a final decision as to Recommend/ Not Recommended.
- g. The concerned Officer in Approval Bureau shall ensure that all the fields of all the Reports are filled completely & in order.
- h. 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.
- i. 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** as per **Clause 1.9(c)** of this Chapter.
- j. A Letter of Approval (LOA)/Letter of Rejection (LOR) with the reasons for rejection of the application shall be issued to the Institution through Web-Portal, on or before 30th April of the Calendar Year.

1.11 Appointment of Principal/Director and Faculty in Newly Approved Institution/ Programme

- a. New Technical Institutions granted Letter of Approval shall comply with the appointment of Faculty/ Principal/ Director as the case may be, as per Policy regarding minimum qualifications, pay scales etc., as specified in the Approval Process Handbook.
- b. Institutions shall appoint Faculty/Principal/Director, 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 Hon'ble Court directions, if any, and as applicable in the case of selection procedures and Selection Committees.
- c. The information about these appointments of Faculty /Principal/Director, in the prescribed Format shall be uploaded on the Web-Portal of AICTE.
- d. An Institution shall not commence the Courses, without the appointment of all the Faculty members and other Staff.

1.12 Process Flow Chart for the Establishment of a New Technical Institution is given in Annexure 5 of the Approval Process Handbook.

NOTE: All the Scrutiny/Re-Scrutiny and EVC will be conducted in online mode. Under extraordinary circumstances (including Court directions) the Scrutiny / Re-Scrutiny and EVC will be conducted in Offline mode also. All the processing of Scrutiny /Re-Scrutiny / EVC will be recorded to have Transparency and Accountability. Signature of experts on documents submitted/uploaded by Institute on portal is not necessary if verified online.

- In compliance of the order dated 08.11.2019 passed by the Hon'ble Supreme Court of India CA No.364/ 2005, for the existing Institutions offering Courses in Architecture Programme, approval by the Council of Architecture (CoA) is mandatory and AICTE approval is NOT required.
- In compliance of the order dated 05.03.2020 passed by the Hon'ble Supreme Court of India in Transferred Petitions (CIVIL) No 87-101 of 2014, for the existing institutions offering courses in Pharmacy Programme, approval of Pharmacy Council of India (PCI) is mandatory and AICTE approval is NOT required.
- State Public and Private Universities and Central Universities are also not required to take AICTE approval as per the AICTE Act. However, some of the Universities are seeking approval of AICTE for availing the benefits of AICTE Schemes/Initiatives as per the prevailing policies/norms. Similarly, INTERESTED Architecture and Pharmacy Institutions may apply to AICTE for approval, provided, they are already having valid approval of CoA and PCI, respectively on the day of application.



CHAPTER-II

Existing Institutions

Grant of Approval through Online Application for the following:

- Extension of Approval based on Self-Disclosure
- Introduction/ Continuation of seats for Non Resident Indian(s)
- Change of Site/ Location
- Conversion of Diploma Level into Degree Level and vice-versa
- To start new Programme/ Level in the existing Institutions
- Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus or City
- Extension of Approval of the existing Institutions after a break in the preceding Academic Year/ Restoration of Intake
- Introduction/ Continuation of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Children of Indian Workers in Gulf Countries
- Conversion of Women's Institution into Co-ed Institution and vice-versa
- Increase in Intake/ Additional Course(s)
- Introduction of Integrated/Dual Degree Course
- Closure of the Institution
- Introduction/ Continuation of Fellow Programme in Management
- Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/Course(s)
- Change in the Name of the Institution or Affiliating University/ Board or Type of Institution (Institution(s) converted into a University)
- Change in the Minority Status of the Institution
- Change in the Name of the Bank
- Change in the Name of the Trust/ Society/Company
- Extended EoA

2.1 Introduction

- a. Institution offering Technical Programme(s)/ Course(s) shall not admit students without prior approval of the Council.
- b. Each Institution offering Technical Programme at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level shall submit an application through AICTE web portal to the Council every year for Extension of Approval of Course(s).
- c. In view of the National Perspective Plan, the existing Institutions applying for New Programme / Level/ Increase in Intake/ Additional Course(s) in Engineering and Technology shall be permitted ONLY in EMERGING/MULTI DISCIPLINARY AREAS.
- d. The applications received shall be processed as per the norms and procedures specified in the Approval Process Handbook. The Institution shall also have to adhere to the existing Central, State and Local Laws and norms of other Regulatory Body, if applicable.



- e. In case of Institutions having Lease agreement for Land, the Council shall not issue EoA from the Year in which the Live Lease is equal to the number of years of the Course having the maximum duration. However, if such Institutions submit the Lease extended for a further 30 years with at least 25 years of Live Lease, EoA shall be considered.

2.2 Time Schedule for Processing of Applications

- a. AICTE shall notify through a Public Notice in the leading newspapers and through AICTE Website from time to time inviting applications with cut-off dates for various categories and processing thereof. The time schedule mentioned in the Public Notice/ AICTE Website shall be final and binding. To process any request from the Institutions regarding approval, online application is mandatory. Applications submitted offline are not valid.
- b. The submission of an application on the AICTE Web-Portal and payment of TER Charges shall not be later than the last date as notified in the Public Notice / AICTE Website.

2.3 Submission of Application by the Promoter

2.3.1 Allotment of USER ID

- a. If the institution has not obtained USER ID & Password previously, a unique USER ID along with password shall be allotted on payment of ₹5000/- (Five Thousand Only), through the payment gateway on AICTE Web-Portal @www.aicte-india.org
- b. If any existing Institution has forgotten the Password, the Institution shall apply online for a new password. Technical Education Regulatory (TER) Charges of ₹5000/- (Five Thousand Only) shall be made through the payment gateway on the AICTE Web-Portal. The proof of payment and an **Affidavit 1** for "Forgotten Password" shall be submitted to the concerned Regional Office/ Uploaded on the portal. Regional Officer shall verify and make necessary recommendations on the portal for allotment of Password to the Applicants.
- The existing Institutions using their Login credentials shall enter/ edit data as required.
 - The application in the prescribed Format shall be submitted on AICTE Web-Portal and a unique identification number is allotted to each application for further reference. The status of the application shall be tracked at various stages of processing

2.3.2 Seeking Approval of the Council for

- a. Extension of Approval based on Self-Disclosure
- b. Introduction/ Continuation of seats for Non Resident Indian(s)
- c. Change of Site/Location
- d. Conversion of Diploma Level into Degree Level and vice-versa
- e. To start new Programme/ Level in the existing Institutions
- f. Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus or City
- g. Extension of Approval of the existing Institutions after a break in the preceding Academic Year/ Restoration of Intake
- h. Introduction/ Continuation of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Children of Indian Workers in Gulf Countries
- i. Conversion of Women's Institution into Co-ed Institution and vice-versa
- j. Increase in Intake/ Additional Course(s)
- k. Introduction of Integrated/Dual Degree Course
- l. Closure of the Institution
- m. Introduction/ Continuation of Fellow Programme in Management
- n. Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/Course(s)
- o. Change in the Name of the Institution or Affiliating University/ Board or Type of Institution (Institution(s) converted into a University)

- p. Change in the Minority Status of the Institution
- q. Change in the Name of the Bank
- r. Change in the Name of the Trust/ Society/Company
- s. Extended EoA

NOTE: ALL Standalone PGDM/PGCM institutions who have NOT uploaded full details of all the students since inception of the program on AICTE web portal despite continuous correspondence over the last three years shall NOT be allowed to apply for any of the categories mentioned above.

2.3.3 Technical Education Regulatory (TER) Charges

- a. TER Charges ₹ in Lakh for various applications of (Diploma/ Post Diploma/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree) Institutions are given Technical Education Regulatory (TER) Charges below:

TER Charges (₹ in Lakhs)									
Type of Institution	Extension of Approval based on Self-Disclosure				Penalty for Late Submission	Break in EoA/ Restoration of Intake	Introduction of OCI / FN / Children of Indian Workers in the Gulf Countries seats	Continuation of OCI/ FN/Children of Indian Workers in the Gulf Countries seats per Course	Introduction of Fellow Programme in Management
	Per Division			All Programmes (except PGDM/ MBA)					
	PGDM/ MBA	Vocational Courses							
Minority Institution / Institution set up in J&K/ Ladakh/ North Eastern States / Institution set up Exclusively for Women/PwD	0.10	0.25	Nil	2.0	2.0	4.0	0.25	1.0	
Government/ Government Aided Institutions / Central University/State University*	Nil	Nil	Nil	0.10	Nil	Nil	Nil	Nil	
All other Institutions	0.15	0.30	Nil	2.0	2.0	5.0	0.25	1.0	

TER Charges (₹ in Lakhs)			
Type of Institution	Change of site/Location / Conversion of Diploma Level into Degree Level /To start New Programme /Level in the existing Institutions/ Change in the Name of the Trust / Society/ Company/Merger of Institutions under the same Trust /Society/ Company operating in the same Campus/City#	Conversion of Degree Level into Diploma Level/Conversion of Women's Institution into Co-ed Institution and vice-versa/ Introduction or Continuation of NRI seats/Increase in Intake/ additional Course(s) including "Maximum Intake Allowed"/ Introduction of Integrated/Dual Degree Course(s)	Closure of the Institution/ Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/Closure of Programme (s)/Course(s)/Change in the Name of the Institution/ affiliating University/Board* or Type of Institution(Institution(s) converted into a University)/ Change in the Minority Status of the Institution
Minority Institution/ Institution setup in J&K/ Ladakh/North Eastern States/Institution set up Exclusively for Women/PwD	2.0	0.75	0.40
Government/Government aided Institutions**	Nil	Nil	Nil
All other Institutions	3.0	1.0	0.50



TER charges for EoA based on Self-Disclosure and Continuation of OCI/ FN/ Children of Indian Workers in the Gulf Countries seats are considered for the number of Divisions and Courses respectively of the Applied Intake. No TER Charges shall be levied for Postgraduate Degree Courses other than MCA and Management.

In case of affiliated Institutions in Rural areas, a concession of ₹ 5000/- (Rupees Five Thousand only) per Division is granted for EoA based on Self-Disclosure. The concession is not applicable to the Institutions in Rural areas falling under Minority Institution/ Institution set up in J&K/ Ladakh/ North Eastern States/ Institution set up exclusively for Women/ PwD, where the concession is already given.

* No TER Charges shall be levied, if the State Government/ UT changes the jurisdiction of the affiliating University.

** NO TER Charges shall be levied for Government Aided Institutions (even if they are running self-financing courses)

If the Parent and Child Institution(s) are located in the same Campus within an aerial distance of 1km and fulfil the Land Norms (without any relaxation for land as per **Clause 2.10.1.e**), TER Charges to be paid is ₹ 1 Lakh (Rupees One Lakh only).

NOTE:

- TER Charges for Change in the Name of the Bank is ₹5000/-(Five thousand).
 - Above TER Charges (other than EoA based on Self-Disclosure and Continuation of OCI /FN/Children of Indian Workers in the Gulf Countries seats)are applicable irrespective of number of Divisions/Courses.
 - TER Charges shall NOT be refunded in any case, if the application is processed and rejected as specified in this Approval Process Handbook.
- b. In an extraordinary circumstance, if an additional Scrutiny Committee and Standing Hearing Committee/ Standing Appellate Committee has to be conducted (including the Court directions) to any type of Institutions (other than Government/Government Aided), then the Applicant has to remit ₹ 0.5 Lakh through online as an additional TER Charges.
 - c. In an extraordinary circumstance, if an additional Expert Visit Committee has to be conducted (inclusive of the Court directions) to any type of Institutions (other than Government/Government Aided), the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
 - d. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal within the deadline, failing which, the application shall not be considered for processing.
 - e. Only those applications submitted within the cutoff date shall be considered for processing, subject to realization of the Payment.
 - f. Applications submitted under Change of Site/ Location/ Conversion of Diploma Level into Degree Level/ To start new Programme/ Level in the existing Institutions/ Merger of Institutions (under the same Trust/ Society/ Company operating in the same Campus or City),if rejected at the Level of Scrutiny/Re-Scrutiny without availing the appeal provision, the TER Charges after a deduction of ₹ 0.5 lakh shall be refunded to the Applicant.
- 2.3.4 All Applicants shall ensure that the data entered/edited are correct. Facility to edit the data is available until the final submission of the online application.
 - 2.3.5 AICTE Web-Portal permits the generation of Deficiency Report for the online submitted applications.
 - 2.3.6 After the final submission of the application, the data shall not be allowed for any further editing, till the processing of application is completed. Hence, the Applicants shall exercise utmost caution before pressing the "SUBMIT" tab.

- 2.3.7 Application should be submitted on the AICTE Web-Portal @ www.aicte-india.org on or before the last date as notified in the Public Notice /AICTE Website.
- 2.3.8 If an Institution has wrongly submitted an application, the same may be represented to AICTE, Headquarters along with the Resolution of the Trust/ Society/ Company (Director/principal/ Authorized person in case of government institutions), duly signed by the Chairman/ Secretary to that effect in the **Format 3**, within 7 days before the last date as notified in the Public Notice for Approval process /AICTE Web-Portal.

The application shall be reopened ONE TIME to enable the Institution to rectify the same and resubmit with necessary TER Charges along with the Penalty for Late Submission (as applicable),with the approval of Competent Authority.

After the submission of the application, if an institution intends to revoke the application for a specific purpose (other than Extension of Approval), the same shall be represented by the Institution to AICTE, Headquarters along with the Resolution of the Trust/ Society/ Company, duly signed by the Chairman/ Secretary to that effect in the **Format 3**, at least within 7 days from the last date as notified in the Public Notice /AICTE Website. Such requests shall be processed and placed before the Executive Committee for approval. The decision of the Executive Committee shall be communicated to the Institution through the Web-Portal. If approved, the TER Charges after a deduction of ₹0.25 Lakh/- shall be refunded to the Applicant and if the Closure of the Course(s)/Programme(s)/Institution is revoked as per the approval of the Council, the necessary TER Charges for Extension of Approval along with the Penalty for Late Submission, as applicable (application will be treated as late submitted), shall be paid.

If an Applicant intends to withdraw the application for Closure of the Institution/ Programme(s)/ Course(s) which is pending while processing for non-submission of documents, the same shall be revoked on or before 10th April of the Calendar Year, only if the concerned University/ Board/ State Government/ UT gives consent to withdraw the application for Closure, else the application shall be processed ONLY for the Closure of the Institution/ Programme(s)/ Course(s). In case, the Closure of the Institution/ Programme(s)/ Course(s) is revoked as per the approval of the Council, the necessary TER Charges for Extension of Approval along with the Penalty for Late Submission, as applicable (application will be treated as late submitted), shall be paid.

- 2.3.9 An **Affidavit 2** sworn before First Class Judicial Magistrate or Public Notary or an Oath Commissioner on ₹100/- Non-Judicial stamp paper/ e-stamp paper shall be Digitally Signed & uploaded on AICTE web portal. In case of any false information, AICTE shall invoke the provisions, civil and/or criminal as per the Regulations in place.
- 2.3.10 All Institutions shall upload the documents (Digitally Signed using DSC) as per **Appendix 17** of the Approval Process Handbook on AICTE Web-Portal. Hard Copies of the Application/ Additional Documents NEED NOT be submitted to the Regional Office.
- Applications other than Extension of Approval to be processed by the Scrutiny/Re-Scrutiny Committee shall present their application and ALL original documents along with self- attested copies before the Committee
- 2.3.11 Institution/ Trust/ Society/ Company or a member belonging to these, if charge-sheeted, Extension of Approval to such Institution shall not be withheld on the basis of charge-sheet filed by the CBI. AICTE shall consider the grant of Extension of Approval 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.
- 2.3.12 Applications complete in all respects shall only be considered for processing.
- The applications submitted online along with applicable processing fees (if any) shall be processed as per the norms and procedures specified in the Approval Process Handbook. The Institution shall also have to adhere to the existing Central, State and Local Laws.
- 2.3.13 Institutions at random would be subject to surprise inspection for the fulfillment of the norms of the Approval Process Handbook.



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

2.4 The Institution shall be given an opportunity to submit the compliance of deficiencies (if any), before the Scrutiny/ Re-Scrutiny Committee, to fulfil the criteria of “Nil Deficiency” based on Self-Disclosure, for processing the application, as applicable.

2.5 Extension of Approval based on Self-Disclosure

2.5.1 Requirements and Eligibility

The Institution seeking approval for EoA shall apply on AICTE Web-Portal along with the documents as per **Appendix 17** of the Approval Process Handbook.

2.5.2 Procedure

- a. Grant of Extension of Approval is based on Self-Disclosure of required facilities and Infrastructure availability as submitted online on AICTE Web-Portal @ www.aicte-india.org. The Council shall grant the desired approval, only after confirming that the Applicant had fulfilled all the norms and standards specified in the Approval Process Handbook.
- b. The Council shall monitor for fulfilment of all norms by the Institution and in the event of Non-Fulfilment, the Council shall initiate penal action as per the Regulations.
- c. In case of The Technical Institutions granted Letter of Approval but failed to admit the students due to Non-affiliation by the University/ Board or Non-Fulfilment of State Government/ UT requirements, the deficiency/ requirement of Faculty and infrastructural facilities shall be calculated from the year of the admission of the students.

2.6 Introduction/ Continuation of Seats for Non Resident Indian(s)

2.6.1 Requirements and Eligibility

- a. The existing Institutions are eligible to apply for the Introduction of NRI only after one batch of students has passed out.
- b. The existing Institution seeking approval for admitting Sons/ Daughters of Non Resident Indian(s), Institutions shall apply on the AICTE Web-Portal.
- c. Five percent (5%) of seats within “Approved Intake” shall be allowed for admission under NRI category.
- d. The Institution shall have “Nil Deficiency” based on Self-Disclosure as per the Report generated.
- e. The existing Institutions seeking approval for the Introduction of Non-Resident Indian(s) shall apply on AICTE Web-Portal along with additional documents as per **Appendix 17** of the Approval Process Handbook

2.6.2 Procedure

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

2.6.3 Continuation of NRI Seats

The Institution shall submit an online application (request through portal) for continuation of approval for NRI seats for each course, as a part of application of Extension of Approval, every year, giving details of Faculty and other facilities.

2.6.4 Admission and Fee

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

- b. The Competent Authority for admission shall display the availability of NRI seats, course/ 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 on their Brochure and Web site, the number of NRI seats available in the Course(s)/Division(s).
- c. Competent Authority for admission shall prepare a merit list of Applicants by inviting applications from eligible NRI students and effect admission strictly on merit basis.
- d. 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.
- e. The Institutions shall also display information regarding admitted candidates in their Websites for information to the students and other stake holders.
- f. The concerned State Government/ UT shall notify the tuition and other Fee for candidates to be admitted under NRI seats.

2.7 Change of Site/Location

2.7.1 Requirements and Eligibility

- a. The existing Institution seeking approval for the Change of Site/ Location shall apply on AICTE Web-Portal along with the Extension of Approval as per norms.
- b. The additional documents to be submitted for Change of Site/ Location shall be as per **Appendix 17** of the Approval Process Handbook.
- c. The Change of Site/ Location shall be allowed within the jurisdiction of the current affiliating University/ Board. For PGDM Institutions, the Change in Site/ Location shall be allowed within the City/Town. However, the convenience/approach ability of all stake holders of the Institution to the new Site/ Location shall also be taken care.

2.7.2 Procedure

- a. The application shall be processed as per **Clause 1.6** of the Approval Process Handbook Scrutiny/Re-Scrutiny Committee followed by an Expert Visit Committee. The date of the visit shall be communicated through e-mail/ AICTE Website. It shall be necessary to provide Built-up area as per norms required for the conduct of all the existing Programme(s) and Course(s) at the new Site/ Location. The Expert Visit Committee shall verify the completeness of Infrastructure ONLY to ensure that academic and other activities be initiated at the new Site/Location.
- b. The Equipment, Library and other movable property in the existing Institution shall be shifted to the new Site/ Location, only after approval by the Council for Change of Site/ Location.
- c. After shifting of the Equipment, Library and other movable property from the existing Institution to the 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 availability of facilities at the new Site/Location.
- d. 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.
- e. On approval of new Location, all activities of the Institution shall necessarily be carried out at newly approved Location only.
- f. Any violation in this respect shall lead to Withdrawal of Approval and Institution shall not be allowed to continue its activities in either of the Locations.
- g. Request for approval for partial shifting of the Programme(s) and Course(s) in the Institution shall not be considered.



- 2.7.3 If any Institution is found to function in an unauthorized /temporary location, violating the norms as specified in the Approval Process Handbook, the Council shall take appropriate action.

2.8 Conversion of Diploma Level into Degree Level and Vice-Versa

2.8.1 Requirements and Eligibility

- a. The existing Institutions shall be eligible for Conversion of Degree Level into Diploma Level and vice-versa in the same Specialization in ONE Programme only.
- b. The Institutions which are in existence for a minimum period of 5 years ONLY are eligible.
- c. The existing Institutions applying for Conversion of Degree Level into Diploma Level and vice-versa in any Programme shall have to apply for Progressive/ Complete Closure of ALL the existing Courses including Post Graduate Course(s) in the corresponding discipline, if any.
- d. If the application for Conversion is being rejected, the same shall be processed for the Closure of the Institution/issue of Extension of Approval as per the choice mentioned in the application.
- e. The additional documents to be submitted for the Conversion of Diploma Level into Degree Level and vice-versa shall be as per **Appendix 17** of the Approval Process Handbook.
- f. Merger / Addition of new Courses in Conventional / Traditional Disciplines are NOT permitted.
- g. The Conversion shall be permitted for all the Courses in the said Level, however, Partial conversion of few Courses in the said Level is not permissible. In case, closest available nomenclature does not exist in **Annexure 3 or 4** of the Approval Process Handbook, then such Course(s) shall not be permitted for Conversion.
- h. The applicant shall submit a copy of the application to the affiliating University/Board and their views on the same shall be forwarded to the concerned Regional Office, not later than one week from the last date of submission of application as per the Public Notice.
- i. In the absence of the receipt of the views from the affiliating University/ Board on the application, the Council shall proceed for further processing as per the provisions in the Approval Process Handbook
- j. The Institution may also seek change in the Name of the Institution

2.8.2 Procedure

- a. The existing Institution seeking approval for Diploma Level into Degree Level and vice-versa shall apply for the Course(s) corresponding to the existing one as per **Annexure 3 or 4** of the Approval Process Handbook (as applicable) on AICTE Web-Portal as per the norms. In case, the closest available nomenclature does not exist as per **Annexure 3 or 4** of the Approval Process Handbook, then such Course(s) shall have to be applied for Closure.
- b. The application for the Conversion of Diploma Level into Degree Level shall be processed as per **Clause 1.6** of the Approval Process Handbook (Scrutiny/ Re-Scrutiny Committee * followed by an Expert Visit Committee). The date of visit shall be communicated through e-mail/web portal.
- c. Conversion of Degree Level into Diploma Level shall be processed through Scrutiny/ Re-Scrutiny Committee ONLY (No EVC).
- d. It shall be necessary to provide adequate Infrastructural facilities as specified in the Approval Process Handbook to conduct all Programme(s) and Course(s).
- e. The Conversion of Diploma Level into Degree Level and vice-versa shall be affected only after the grant of approval by the Council and the intake shall be fixed as that of the "Approved Intake" of the Courses.

- f. If the application for Conversion of Diploma Level into Degree Level and vice-versa is not approved, EoA to the Institution shall be issued, however, the deficiencies noted by the Scrutiny/ Re-Scrutiny/ Expert Visit Committee (as applicable) shall be fulfilled before the issue of EoA for the next Academic Year.

2.8.3 Applications for the Conversion of Diploma Level into Degree Level and vice-versa, rejected by Council shall be processed for the Closure of the Programme/Institution (as applicable)/ Extension of Approval, as per the choice mentioned in the application following the procedure specified in Chapter II of the Approval Process Handbook. However, it is the responsibility of the Institutions to inform the rejection of application by the Council to the concerned authorities who had given the NOC for the Closure of the Institution in view of their application.

NOTE: Land relaxation and refund of Security Deposit in excess shall NOT be allowed for Institutions applying for the Conversion of Degree Level into Diploma Level. In case of applications seeking vice-versa, the norms as specified in the Approval Process Handbook shall have to be fulfilled

2.9 To start New Programme/ Level in the Existing Institutions

2.9.1 Requirements and Eligibility

- a. The existing Institutions seeking approval to start new Programme/ Level shall apply on AICTE Web-Portal along with the Extension of Approval for the existing Programme(s) and Course(s) with the additional documents as per **Appendix 17** of the Approval Process Handbook. However, the Institutions shall be permitted to apply for the same only after one batch of students passes out. Existing Institutions shall be permitted to start programme/ course(s) in Engineering and Technology ONLY in Emerging/Multi disciplinary areas.
- b. The Institutions applying under Break in EoA /Restoration of Intake are NOT eligible to apply.
- c. The Institutions applying under this category shall not be eligible to apply for other categories listed under Chapter II/ III of the Approval Process Handbook except Extension of Approval/ Continuation of NRI/ supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/Children of Indian Workers in Gulf Countries for the existing Course(s).
- d. The Institutions shall be permitted to apply ONLY for ANYONE Level (Diploma/ Under Graduate Degree) in an existing Programme/ a new Programme, not exceeding THREE Division(s)/ Course(s)
- e. To start additional/ new Courses at Post Graduate Level, the same shall be processed as per **Clause 2.14** of the Approval Process Handbook wherever corresponding/ allied Under Graduate Level is available. However, the Constituent Colleges of State/Central Universities shall be permitted to start Post Graduate Level without corresponding/ allied Under Graduate Level.
- f. The Built-Up area requirement for the entire duration for all the Programme(s)/ Level(s) shall be fulfilled in all respects and shall maintain Faculty: Student ratio as specified in the Approval Process Handbook. Common facilities shall cater the need of the total "Approved Intake" with total Built-up area equal to the sum total of the area requirement of each Programme(s)/Level(s).
- g. The total land required shall be the highest amongst the programs/levels being offered by the Institute. However, institute should have sufficient built up area to cover all the requirements of ALL the programs/levels conducted as per the provisions of Approval Process Handbook.
- h. Although AICTE does permit sharing of resources, the institute shall provide ample space for play-ground (owned or hired) facilities for indoor and outdoor sports for the students either in the Campus or through arrangements with other adjacent Institutions, Corporation grounds, private facilities, etc.



- i. The Principal of the Institution shall have the qualifications (satisfying AICTE norms) preferably corresponding to the Programme having the maximum "Approved Intake".
- j. The Institution may also seek to change in the Name of the Institution

2.9.2 Procedure

- a. The application shall be processed as per **Clause 1.6** of the Approval Process Handbook (Scrutiny/Re-Scrutiny Committee) followed by an Expert Visit Committee as per **Clause 2.25** of the Approval Process Handbook. The date of visit shall be communicated through e-mail.
- b. If the application for the new Programme/Level is not approved, EoA of the Institution shall be issued, however, the deficiencies noted by the Scrutiny/ Re-Scrutiny/ Expert Visit Committee shall be fulfilled before the issue of EoA for the next Academic Year.

2.10 Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus or City

In view of National Education Policy 2020, to encourage multidisciplinary approach in Higher Technical Education the earlier limit of 2 km (Aerial Distance) has been extended to City Limits.

- Parent Institution - An Institution where prospective learning takes place after the Merger.
- Child Institution(s) - Institution(s) from which the Courses are to be shifted to the Parent Institution and cease to exist upon approval of merger of the Institutions.

2.10.1 Requirements and Eligibility

- a. The existing Institutions of the same Trust/ Society/ Company operating in the same location/ city shall be permitted to merge into a single Institution with all the facilities at the proposed Parent Institution and/ or part/ full facilities of the Child Institution(s), if necessary.
- b. If all the required facilities are available exclusively in the Parent Institution (without depending on the facilities of the Child Institution(s)), as the Child Institution(s) shall be considered for Complete Closure. However, the convenience/ approachability of all stakeholders of the Child Institution(s) to the Site/ Location of the Parent Institution shall also be taken care of by the Institutions (including commutation).

NOTE: Intra-Day movement of Students and Faculty NOT Allowed under any circumstances (in case of infrastructure & other facilities required by Parent institution after merger are in multiple locations). Institutions going for such merger shall duly inform all the stakeholders regarding schedule of conduct of Programs / Courses prior to admission.

- c. The Institution shall also select the Parent Institution's PID and may seek changes in the Name of the Institution.
- d. The Built-Up area requirement and other facilities required for the entire duration of all the Programmes /Courses shall be fulfilled in all respects and shall maintain Faculty: Student ratio as specified in the Approval Process Handbook.
- e. The total Land after the Merger shall be same as the highest Land required amongst all the Programme(s).
- f. The child Institutions shall apply on the AICTE Web-Portal along with their individual application for Extension of Approval as per the norms, with the additional documents as per **Appendix 17** of the Approval Process Handbook. However, the norms of the concerned Regulatory Authorities shall also be fulfilled.

NOTE: Child Institutions shall be allowed to submit their application ONLY for EoA (No changes will be permitted).

- g. All or selected Courses of Child Institution(s) shall be merged with the Parent Institution. However, the rest of the AICTE approved Courses, if any, in the Child Institution(s) shall be considered as closed and due procedure for closure of the same shall be followed.

- h. The Parent Institution shall have all infrastructure and other facilities to run ALL the Courses for the entire duration of both Parent and Child Institution(s).
- i. If Merger of Institutions is approved, the (Child) Institutions that are merged with the (Parent) Institutions are considered as cease to exist and the liabilities, if any, arise out of this merger for the Child Institution(s), shall solely be that of Trust/ Society/ Company/ Parent Institution ONLY.
- j. The Principal of the Institution shall have the qualifications (satisfying AICTE norms) preferably corresponding to the Programme having the maximum “Approved Intake”.
- k. In case of Merger of Institutions is approved, eligible refund/ additional TER Charges may be refunded/ collected, as applicable.
- l. In case, merger of institutions is rejected at Scrutiny/Re-scrutiny level, refund of TER charges shall be applicable as per **Clause 1.4.2(g)**.

2.10.2 Procedure

- a. The application shall be processed as per **Clause 1.6** of the Approval Process Handbook with Scrutiny/Re-Scrutiny Committee followed by an Expert Visit Committee. The date of the visit shall be communicated through e-mail/ AICTE Website.
- b. The application shall be processed as per **Clause 1.6** of the Approval Process Handbook (Scrutiny/ Re-Scrutiny Committee), if the Parent and Child Institution(s) are located in the same Campus within an aerial distance of 1km and fulfil the Land (without any relaxation for land as above, **Clause 2.10.1(e)**), Built-Up area requirement and Faculty: Student ratio for the entire duration for all the Programmes as specified in the Approval Process Handbook.
- c. **Affidavit 2** shall be submitted to the effect that the Land and Built-up area remain the same before/ after the merger of the Institutions and shall not be utilized for other purposes.
- d. If anyone of the Institution is Women’s Institution, then the application shall be processed first for the Conversion of Women’s Institution into Co-ed Institution by Scrutiny/ Re-Scrutiny Committee, if found in order, then only the application shall be processed further for Merger of Institutions following the respective procedure specified in the Approval Process Handbook.
- e. The intake shall be fixed as that of the “Approved Intake” of the Course. “Approved Intake” for the Courses of the Institution after the merger shall be based on the admission status of the last five years of all the Institutions that are to be merged, rounded off to the size of the Division. In any case, the total number of Divisions after merger per Course shall NOT exceed THREE Divisions or as per **Appendix 3** of the Approval Process Handbook.
- f. If the application for merger of Institution is NOT approved, EoA of the individual Institutions shall be issued.

2.10.3 The Council reserves its right to reject the application for merger of Institutions under the same Trust/ Society/ Company operating in the same Campus, if it finds the reasons given are not justified or Commercial or Business angle is suspected, or to defeat the provisions of any Law.

NOTE: It shall be the responsibility of the Promoter to take approval from the other Regulatory Bodies, (if applicable) in view of merger of the Institutions.

2.11 Extension of Approval of the Existing Institutions after a Break in the Preceding Academic Year(s)/ Restoration of Intake

2.11.1 Requirements and Eligibility

- a. The Institution seeking approval for Break in EoA/ Restoration of Intake shall apply on the AICTE Web-Portal along with the documents as per **Appendix 17** of the Approval Process Handbook. However, Institutions that have not applied for EoA for SIX years consecutively



shall not be eligible to apply under Break in EoA and such Institutions shall apply as a new Technical Institution following appropriate procedure for Closure of the Programmes/ Courses approved.

- b. The Institutions applying under this category shall not be permitted to apply for /to other categories listed under Chapter II/ III/V/VI of the Approval Process Handbook (No changes allowed other than EoA)

2.11.2 Procedure

- a. Institutions which had not applied for Extension of Approval in the preceding Academic Years shall be considered as "Break-in-EoA" and shall be processed for Extension of Approval upon verification of adequate Infrastructural facilities as specified in the Approval Process Handbook by an Expert Visit Committee.
- b. Restoration of Intake for an Institution shall be processed upon verification of the availability of adequate Infrastructural and other facilities as specified in the Approval Process Handbook by an Expert Visit Committee
- c. The Council shall monitor the fulfilment of all norms by the Institution and in the event of Non-Fulfilment; the Council shall initiate penal action as per the Regulations

2.12 Introduction/Continuation of Supernumerary Seats for Foreign Nationals/Overseas Citizen of India (OCI)/ Children of Indian Workers in Gulf Countries

2.12.1 Requirements and Eligibility

- a. The existing Institution having at least 50% of eligible Course(s) accredited by NBA, and if the valid accreditation period is beyond 10th April of the next Calendar Year, seeking approval for the Introduction of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/Children of Indian Workers in Gulf Countries shall apply on AICTE Web-Portal along with additional documents as per **Appendix 17** of the Approval Process Handbook.
- b. Institutions selected for Study in India Programme by the Government of India are eligible for introduction of FN/OCI/Children of Indian Workers in Gulf Countries in ALL Programmes/ Courses without Expert Visit Committee and TER Charges.
- c. If the Institution is providing Fee waiver to the selected students as per their commitment to the Government, the TER Charges for continuation of supernumerary seats for FN/OCI/ Children of Indian Workers in Gulf Countries shall be waived. However, the Institution shall upload on AICTE Web portal the selection letter for Study in India Programme and the document for the Fee waiver provided to the students.
- d. 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.
- e. The Institutions shall provide suitable Hostel/ Residential accommodation to the Foreign Students/ Overseas Citizen of India (OCI) and Children of Indian workers in Gulf Countries. Further the Institutions shall also establish an Office with a Student Counselor to take care of the needs of the students admitted. An Induction Programme shall be arranged for such students to get acquainted to the Indian condition.
- f. The Institution shall have "Nil Deficiency" based on Self-Disclosure.
- g. The Institution was not under any punitive action previously by AICTE.
- h. Fifteen percent (15%) supernumerary seats over and above the "Approved Intake" per Course shall be approved by AICTE approved Institutions and University Departments, for admitting students from Foreign Nationals/ Overseas Citizen of India/ 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.
- i. 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 seats of 2/3rd meant for OCI/ Foreign Nationals and vice-versa. Further, any vacant seat in the "Foreign Nationals/ Overseas



Citizen of India (OCI)/ 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 seats, subject to the approval from AICTE for the NRI seats and fulfillment of requisite norms as specified in the Approval Process Handbook.

- j. Apart from the above, 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 (OCI) Children of Indian Workers in the Gulf Countries, subject to the approval from AICTE for the above seats and fulfillment of requisite norms as specified in the Approval Process Handbook.

2.12.2 Procedure

- a. The Institution having at least 50% of eligible Course(s) accredited by NBA with valid accreditation period beyond 10th April of the next Calendar Year, availability of adequate Infrastructural facilities and other requirements as per the Norms of the Approval Process Handbook shall be verified by Expert Visit Committee.
- b. Foreign Nationals/ Overseas Citizen of India (OCI) /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

2.12.3 The Institution shall submit online application **MANDATORILY FOR EACH COURSE** (if required /interested) for Continuation of approval for supernumerary seats for admitting Foreign National/ Overseas Citizen of India (OCI)/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.

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

2.12.5 Institutions admitting Foreign Nationals should ensure registration of foreign students with concerned Foreigners Regional Registration Officer (FRRO) as well as with the local police station about their entry and exit in India. Further the Institutions shall adhere to the prevalent norms specified by the Ministry of External Affairs, Government of India from time to time.

2.12.6 Fees and Admission

- a. The concerned State Government/ UT shall notify the tuition and other Fee for candidates admitted under Foreign Nationals/ OCI seats. The children of Indian workers in the Gulf Countries shall be treated at par with resident Citizens if admitted to seats reserved for them i.e. One Third (1/3) of 15% supernumerary seats. The Fee prescribed for NRI seats shall not be applicable to this admission.
- b. Admission to these seats shall be made on merit basis among Applicants of these categories

2.13 Conversion of Women’s Institution into Co-ed Institution and Vice-Versa

2.13.1 Requirements and Eligibility

- a. The existing Institution seeking approval for the Conversion of Women’s Institution into Co-Ed Institution and vice-versa shall apply on AICTE Web-Portal along with the Extension of Approval as per the norms.
- b. The additional documents to be submitted for the Conversion of Women’s Institution into Co-Ed Institution and vice-versa shall be as per **Appendix17** of the Approval Process Handbook
- c. The Institution may also seek change in the Name of the Institution

2.13.2 Procedure

- a. The Scrutiny/ Re-Scrutiny Committee (as per **Clause 1.6** of the Approval Process Handbook) shall verify the additional documents as per **Appendix17** of the Approval Process Handbook submitted for Conversion of Women’s Institution into Co-ed Institution and vice-versa.
- b. It shall be necessary to provide Built-up area as per the norms required to conduct all the existing Course(s). However, all the exclusive facilities for Women only Institution shall also be maintained.



- c. If the application for the Conversion of Women's Institution into Co-ed Institution and vice-versa is not approved, EoA to the Institution shall be issued, however, the deficiencies noted by the Online Scrutiny/Re-Scrutiny Committee shall be fulfilled before the issue of EoA for the next Academic Year.
- d. The Conversion of Women's Institution into Co-ed Institution and vice-versa shall be affected only after the grant of approval by the Council.

2.14 Increase in Intake/ Additional Course(s)

2.14.1 The existing Institutions shall expand its activities by the Addition of new/ additional Course(s)/ Divisions, provided they have a valid National Board of Accreditation (NBA) in place for following reasons.

- a. Increased demand in certain domains as per the industrial need for technical personnel.
- b. To increase the utilization of Infrastructure available at the Technical Institutions.
- c. Ensure quality of Technical Education being imparted.

2.14.1.1 Promotion of Indian / Regional language in Technical Education

National Education Policy 2020 envisages the availability of Higher Technical Education in Indian / Regional Languages at Diploma/Degree level. AICTE shall permit an addition of ONE division with 30/60 seats to the eligible and interested institutes. Institutions seeking approval shall be permitted for Increase in intake ONLY in Accredited courses. In addition, AICTE has been facilitating this by way of encouraging and funding academicians to write books or translate books in Indian Languages, create MOOC and translate MOOC into Indian Languages. Also a list of Indian author books are enlisted on AICTE website. Since these Indian edition books are affordable, institutes are encouraged to use these books as text/reference books.

2.14.2 Requirements and Eligibility

- a. The Institution shall have valid NBA accreditation for the existing Course(s) as deemed necessary.
- b. The Institution applied for NBA and waiting for the results of the visit is also eligible to apply, but a valid NBA Certificate shall be produced at the time of Scrutiny
- c. Increase in Intake/ Additional Course in Diploma / Under Graduate Degree/ Post Graduate Degree Level in Engineering and Technology shall be permissible only in Emerging/ Multidisciplinary Areas (Not applicable for **Clause 2.14.1.1**).
- d. The Institution seeking approval for Increase in Intake/Additional Course(s) shall apply on AICTE Web-Portal along with the additional documents as per **Appendix 17** of the Approval Process Handbook.
- e. The Institution shall have "Nil Deficiency" based on Self-Disclosure as per the Deficiency Report generated through Web-Portal.
- f. No punitive action is pending against the Institution or FIR is filed by CBI or any other investigative agency.
- g. Action taken on those Institutions based on the Chapter VIII for the non-fulfillment of the norms specified in the Approval Process Handbook shall not be eligible for Increase in Intake/ Additional Course(s), even if the Course(s) are having valid NBA accreditation.

2.14.3 Institutions shall be eligible for new Course(s)/expansion of existing Course(s), equal to the number of valid NBA accredited Course(s), limited to a maximum of FOUR within the definition of Division/ Programme/ Level, subject to the following conditions

- a. A maximum of two Divisions shall be allowed to be added in the existing valid NBA accredited Diploma/ Under Graduate/ Post Graduate Course(s), subject to the condition that total number of Divisions after expansion per Course shall not exceed the "Maximum Intake Allowed" as specified in **Appendix 3** of the Approval Process Handbook.

NOTE: NBA validity of one accredited course can be used for increase in intake of other non-accredited course. However, the increase in intake is allowed ONLY in Emerging/ Multidisciplinary Area courses. (Not applicable for **Clause 2.14.1.1**).

- b. New Diploma/ Under Graduate Degree Course(s) in the same Programme with only ONE Division shall be allowed at the respective Level. However, New Post Graduate Course(s) in the same Programme with ONLY ONE Division shall be allowed in specializations where corresponding or relevant Under Graduate Degree Course(s) is accredited (except MCA and Management)
 - c. Institutions with any accredited Course shall be permitted to utilize the benefit of accreditation ONLY ONCE for increase in the Intake/ additional Course(s) etc. (Not applicable for **Clause 2.14.1.1**).
 - d. If an Institution is having more than FOUR accredited Courses, the accredited Course(s) above FOUR shall be utilized for increase in the Intake/ additional Course(s) in the subsequent years subject to the validity of accreditation.
 - e. Institution getting approval for new Course(s) in a particular Academic Year shall also be considered for grant of NRI/ OCI/ FN/ Children of Indian Workers in the Gulf Countries, subject to fulfilment of norms of the Approval Process Handbook. However, the institutes need to apply for the same on portal for new courses(s) also.
 - f. An existing Course having a valid NBA accreditation shall be used for an increase in the Intake/ Introduction of a new Course ONLY ONCE within a span of 6 years.
 - g. However, if the accreditation of any Course is renewed after the Inspection by NBA, the Institutions shall utilize the benefit of such accreditation once again for an increase in the Intake/ Introduction of a new Course.
 - h. No increase in the 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 inquiries 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.
- 2.14.4 For an Institution, at least two batches of students (three batches for Management Programme) shall have graduated for a Course to be eligible for NBA accreditation.
- a. The existing Institutions having total "Approved Intake" equal to/less than the " Maximum Intake Allowed"/Institutions not eligible to apply for NBA accreditation , shall be permitted to increase (without NBA accreditation) in the same Level in the same Programme (Diploma/ Under Graduate/ MCA/ Management) upto the "Maximum Intake Allowed" in each Programme as that of a new Technical Institution, as per **Appendix 3** of the Approval Process Handbook, subject to "Nil Deficiency" based on Self-Disclosure on AICTE Web- Portal.
 - b. The existing Institutions having total "Approved Intake" exceeding the "Maximum Intake Allowed" seeking for approval for Increase in Intake/ Additional Course(s) (without NBA accreditation) in the same Level in the same Programme (Diploma/ Under Graduate / MCA / Management) shall have to apply for the Closure of Course(s) as per the Procedure and shall apply for increase in Intake/ Additional Course(s) in lieu of the same, without exceeding the total "Approved Intake" as well as the number of Courses/ Divisions as specified in **Appendix 3** of the Approval Process Handbook, subject to "Nil Deficiency" based on Self-Disclosure on AICTE Web-Portal. Number of New Courses/ increase in intake (only in Emerging / Multidisciplinary area) allowed shall be restricted to FOUR (in terms of Divisions) per Programme/ Level (Diploma / Under Graduate /MCA / Management).

NOTE: New Course shall be allowed ONLY in case of more than 50% overall Enrollment in last year (at respective level & programme) and NOC from the Affiliating Body/ Board(University / DTE).



- c. Under any circumstances, new Post Graduate Degree Course(s) (except MCA and Management) shall NOT be permitted in the above **Clauses (a) and (b)**.
- d. NBA accredits the Courses in Engineering and Technology, Pharmacy, Hotel Management and Catering Technology, MCA and Management Programmes.
- e. NBA has not started accreditation of courses in Applied Arts and Crafts and Design and hence increase in "Intake" in these programmes upto the maximum permissible limit shall NOT require accreditation.
- f. The Institutions offering the Courses in Applied Arts and Crafts and Design shall be eligible to apply for new Course(s) at the Post Graduate Level only after two batches of students pass out and the same shall be permitted for a maximum of FIVE Courses/ Divisions, subject to "Nil Deficiency" based on Self-Disclosure on AICTE Web-Portal. However, for every Post Graduate Course, there should be at least one Professor with Ph.D. qualification. In case of non-availability of qualified Professor, an Associate Professor may be considered.

NOTE: As and when accreditation for the above Courses is started by the NBA, such Institutions who have been approved by AICTE to run Course(s) at the Post Graduate Level shall obtain NBA accreditation within two years.

- g. Existing Post Graduate Courses in Engineering and Technology shall be permitted to convert to courses in Emerging/Multidisciplinary Areas for the same "Approved intake" within the Major Discipline specified in **Annexure 6** of the Approval Process Handbook.
- h. An Expert Visit Committee may be conducted, any time before the first batch of students has passed out, to verify the fulfilment of the norms as specified in the Approval Process Handbook.
- i. In all the above cases, the Institution shall apply on the AICTE Web-Portal along with the additional documents as per **Appendix 17** of the Approval Process Handbook.

2.14.5 Procedure

- a. Scrutiny Committee shall verify the additional documents as per **Appendix 17** of the Approval Process Handbook submitted for increase in the Intake/ additional Course(s).
- b. An appeal shall be allowed for submitting NBA/ UGC Autonomy Certificate, if it was not issued by the NBA/ UGC at the time of the Scrutiny.

2.14.6 Institutions having an "Approved Intake" less than a Divisions in any of the Course(s) as prescribed by the Council may apply for Intake of full Division size themselves (within the "approved /maximum allowed intake") and shall maintain Faculty: Student ratio accordingly, without NBA accreditation/ NOC from affiliating University / Board/ State Government/ UT; subject to "Nil Deficiency" based on Self-Disclosure in AICTE Web-Portal. However, this is NOT applicable in case of Institutions under penal action

NOTE: Affiliation with two different Universities for the same Technical programme/Courses shall NOT be permitted

2.14.7 Introduction / Continuation of specialized courses like MBA/PGDM (IEV) will be processed as per the provisions mentioned in **Annexure 14**

2.15 Introduction of Integrated /Dual Degree Course

2.15.1 In respect of Integrated / Dual Degree Course(s), UGC norms shall be applicable, as per Section 4 of PART III of UGC Gazette Notification, 2014 and amended from time to time.

- a. Five Years Integrated Degree in Engineering and Technology leading to Master of Technology (M.Tech.), Nomenclature shall be as per Major Disciplines of Engineering and Technology given in **Annexure 6** of the Approval Process Handbook.
- b. Five Years Integrated Degree in Planning leading to Master of Planning.

- c. Five Years Integrated Degree in Computer Applications leading to Master of Computer Application.
- d. Five Years Integrated Degree in Management leading to Master of Business Administration (MBA).
- e. Five years Integrated Degree in Hotel Management and Catering Technology leads to a Master in Hotel Management and Catering Technology

2.15.2 Requirements and Eligibility

- a. The existing Institutions where Course(s) in Engineering and Technology/ Planning/ Hotel Management and Catering Technology/ MCA/ Management Programme are already in existence shall be eligible to apply on AICTE Web-Portal for approval of respective Integrated Degree. It is mandatory for the existing Engineering and Technology/Planning/ Hotel Management and Catering Technology/ MCA/ Management Course to be accredited by NBA to start the respective Integrated Degree Course.
- b. Approval shall be considered only to those Institutions where there is “Nil Deficiency” based on Self-Disclosure & Not eligible for the Introduction of NRI/ OCI/ FN/ Children of Indian Workers in the Gulf Countries.
- c. Collaboration and Twinning Programme shall NOT be permitted for these Course(s).
- d. Applicants shall upload relevant documents as per **Appendix 17** of the Approval Process Handbook on AICTE Web portal.
- e. University affiliation for these Course(s) shall be necessary before effecting admission.
- f. Only one Division of 60 students (40 students in case of Planning) shall be approved for Institutions applying for Integrated Degree in Engineering and Technology/ Planning/ Management/ MCA where University affiliated Course(s) in Engineering and Technology/ Planning/ Management/ MCA Programme respectively are already inexistence.
- g. In case of Hotel Management and Catering Technology, approval shall be given for only 60 students within “Approved Intake” for Institutions applying for Five 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.

2.15.3 Procedure

- a. The institute has to apply through the AICTE Web portal with other documents as per the **Appendix 17** of the Approval Process Handbook.
- b. The Scrutiny Committee shall verify the additional documents as per **Appendix 17** of the Approval Process Handbook submitted for the addition of respective Integrated Degree Course.

2.16 Closure of Institution

2.16.1 Requirements and Eligibility

- a. The existing Institution seeking for Progressive Closure or Complete Closure shall apply on AICTE Web-Portal as per norms.
- b. In case of Progressive Closure, Closure at the First Year Level shall be allowed in the current Academic Year and the subsequent years of working shall be closed at the end of each Academic Year progressively. However, final Closure order shall be issued after completion of the Programme(s) and submission of **Affidavit 4** by the Institution.
- c. In case of Complete Closure, the Institution shall be closed completely in one Instance.
- d. Progressive Closure or Complete Closure is subject to no pending Court case filed against the Institution by AICTE and no Charge sheet filed against the Institution.



- e. The Institutions shall not be eligible to apply to other categories listed under Chapter II/ III/ V/ VI of the Approval Process Handbook.
- f. The additional documents to be submitted for Closure of the Institution shall be as per **Appendix 17** of the Approval Process Handbook.
- g. For Closure of PGCM/ PGDM Institution, NOC from affiliating University/ Board/ State Government/ UT is NOT applicable.

2.16.2 Procedure

- a. The institute has to apply through the AICTE Web portal with other documents as per the **Appendix 17** of the Approval Process Handbook.
- b. The Scrutiny Committee shall verify the additional documents as per **Appendix 17** of the Approval Process Handbook.
- c. The Closure of the Institution shall be affected only on receipt of approval by the Council.

2.16.3 Applications of existing Institutions which have applied for Closure of the Institution, and if such application is not approved by the Council due to certain deficiencies; the Institution shall be given Extension of Approval with ZERO Intake for the current Academic Year. However, the Institution shall not be eligible for any refund of TER Charges. Such Institutions shall submit all relevant documents after all the students have passed out (or) redistributed to near by AICTE approved Institutions through the affiliating University/ Board and seek official Closure of the Institution.

2.16.4 The application for the Closure of the Institution shall be 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. In case of such Institutions where Security Deposits are to be released, a penalty of 10% of the value of the Security Deposit shall be imposed before the release of Security Deposit.

2.17 Introduction/ Continuation of Fellow Programme in Management (FPM)

- a. The existing Institutions are eligible to apply for the Introduction of Fellow Programme in Management after one batch of students pass out.
- b. The approval shall be granted for the complete duration of the Fellow Programme in Management.
- c. The minimum duration of the Course shall be 3 years, but shall not exceed 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.

2.17.1 Requirements and Eligibility

- a. Institutions where Course(s) in Management Programme (MBA/MMS/PGDM) are already in existence shall be eligible to apply for approval of Fellow Programme in Management. It is mandatory for the existing Management Course (as applicable) to be accredited by NBA to start Fellow Programme in Management.
- b. The Institution should have a valid accreditation by NBA.
- c. The existing Institution seeking approval for Introduction of Fellow Programme in Management shall apply on AICTE Web-Portal.
- d. The Institution shall have "Nil Deficiency" based on Self-Disclosure as per the Report generated.
- e. Since inception, the Institution should have been free from serious Complaints regarding the CBI investigation, ragging, Non-Payment of dues to Council and other punitive actions.
- f. The Institution should have the required number of Full Time Faculty members as per AICTE norms for offering Fellow Programme in MBA/ MMS/ PGDM Programme.



- g. The Institutions should have at least 50% and 25% of the Full Time Faculty members with Ph.D./ Fellow from AICTE approved Institutions/ AIU recognized University/ reputed University from abroad /IIM, if the Institutions apply for 20 seats and 10 seats respectively. These Faculty members should have at least two papers published in refereed indexed cited International/ National Journals in the last 3 years. Each Professor and Associate Professor shall not guide more than FOUR and TWO research scholars respectively at a time.
- h. The Institution should have subscribed Journals in Business Management area of Organizational Behaviour/ Human Resource, Finance and Accounts, Marketing, Operations, IT Systems, Economics, etc.

2.17.2 Procedure

- a. The existing Institutions seeking approval for the Introduction of Fellow Programme shall apply on AICTE Web-Portal along with additional documents as per **Appendix 17** of the Approval Process Handbook.
- b. The Scrutiny/Re-Scrutiny Committee shall verify the additional documents as per **Appendix 17** of the Approval Process Handbook submitted for Introduction of Fellow Programme in Management.
- c. The eligible Institution shall be allotted a maximum of 20 seats for Fellow Programme in Management. However, the Institution may apply for 10 seats also.
- d. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per **Clause 2.27** of the Approval Process Handbook.

2.17.3 Student's eligibility, procedure for admission and conduct of the Programme shall be as per details given in **Appendix 20** of the Approval Process Handbook.

2.17.4 The Institution shall submit an application for Continuation of approval for Fellow Programme in Management as a part of application of Extension of Approval, every year, giving details of Faculty and other facilities.

2.18 Change in the Name of the Course(s)/Merger of the Courses/Reduction in Intake/Closure of Programme(s)/Course(s)

2.18.1 Requirements and Eligibility

- a. The existing Institutions seeking approval for Change in the Name of the Course(s) (Refer **Annexure 6 or 7** of the Approval Process Handbook)/ Reduction in Intake/ Closure of Programme/ Course shall apply on AICTE Web-Portal along with additional documents as per **Appendix 17** of the Approval Process Handbook.
- b. Change in the name of the Course is permissible ONLY in case of the mentioned nomenclature is not offered by the affiliating university/body as per the guidelines given in **Annexure 6 or 7** of the Approval Process Handbook.
- c. Merger of certain Course(s) in Engineering and Technology in Under Graduate Degree and Diploma Course(s) is permitted as per the guidelines given in **Annexure 6 or 7** of the Approval Process Handbook as well as different specializations of MBA is permitted, so that the Intake after merger shall be equal to the sum total of the individual Course(s) and Divisions, subject to the condition that total number of Divisions after merger per Courses shall not exceed THREE Divisions, provided the Faculty student ratio be maintained. Partial merger of Divisions is NOT permissible. For example, if an Institution offering Courses such as Computer Science and Engineering and Software Engineering, both the Courses shall be merged EITHER to Computer Science and Engineering or Software Engineering.
- d. Institutions may apply for reduction in Intake in any of the Course(s) within a Division (non-zero) by themselves in AICTE Web-Portal and maintain Faculty: Student ratio accordingly without NOC from affiliating University/Board/State Government/UT and the restoration shall be permitted within a Division without NBA. Institutions may apply for restoration to the same level by themselves on the AICTE Web-Portal.



Illustration for Reduction/ Restoration in Intake

No. of Divisions	Approved Intake	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 Post Graduate	Permissible Reduction in Intake	Permissible Intake for Restoration
1	30	24	30
1	30	18	30
1	30	12	30

2.18.2 Procedure

- a. The Scrutiny /Re-Scrutiny Committee shall verify the additional documents as per **Appendix 17** of the Approval Process Handbook submitted for Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s), as applicable.
- b. Applications of the existing Institutions which have applied for Closure of the Programme(s)/ Course(s), and if such application is not approved by the Council due to certain deficiencies, the Institution shall be given Extension of Approval with ZERO Intake in such Courses for the current Academic Year . However, the Institution shall not be eligible for any refund of TER Charges.

The application for the Closure of the Programme(s)/ Course(s) shall be valid for the duration of the respective Course offered by the Institution within which the Institution should submit the required mandatory documents. Else, AICTE shall initiate appropriate action to close the Programme(s)/ Course(s).

2.19 Change in the Name of the Institution or Affiliating University/Board or Type of Institution Institution(s) converted into a University.

2.19.1 Requirements and Eligibility

- a. The existing Institution seeking approval for a Change in the Name of the Institution or affiliating University/ Board or Type of Institution (Institution(s) converted into a University) shall apply on AICTE Web-Portal along with the relevant documents as per **Appendix 17** of the Approval Process Handbook.
- b. Institutions applying for Change in the Name of the Institution shall follow the conditions specified in **Clauses 1.5.4 and 1.5.5** of the Approval Process Handbook
- c. The Applicant shall submit a copy of the application to the affiliating University/Board and their views on the same shall be forwarded to the concerned Regional Office, within one month from the date of receipt of the application.

In the absence of the receipt of the views of the affiliating University/ Board on the application, the Council shall proceed for further processing as per the provisions of Approval Process Handbook.

- d. Institution(s) of the same Trust/ Society/ Company applying for Change of Type of Institution (Institution(s) converted into a University) shall apply separately for EoA based on Self-Disclosure/ any other categories mentioned in Chapter II/ III and pay the TER Charges, as applicable. The Institution may also seek for Change in the Name of the Institution.

2.19.2 Procedure

- a. The institute shall apply through the AICTE Web portal with other documents as per the **Appendix 17** of the Approval Process Handbook.
- b. The Scrutiny/Re-Scrutiny Committee shall verify the additional documents as per **Appendix 17** of the Approval Process Handbook submitted for Change in the Name of the Institution or affiliating University/ Board or Type of Institution (Institution(s) converted into a University), as applicable. However, in the application submitted for Change of Type of Institution (Institution(s) converted into a University), if the Institution(s) applying for Additional Intake than the "Approved Intake", the requirements, eligibility and procedure shall be as per the concerned Clauses of Chapter II/ III of the Approval Process Handbook

2.20 Change in the Minority Status of the Institution

2.20.1 Requirements and Eligibility

The existing Institution seeking approval for Change in the Minority status of the Institution shall apply on the AICTE Web-Portal along with the relevant documents as per **Appendix 17** of the Approval Process Handbook.

2.20.2 Procedure

- a. The online Scrutiny/Re-Scrutiny Committee shall verify the additional documents as per **Appendix 17** of the Approval Process Handbook submitted for Change in the Minority status of the Institution.
- b. The Institution may also seek for Change in the Name of the Institution.
- c. The Change in the Minority status of the Institution shall be effected only after the grant of approval by the Council.
- d. All the benefits/facilities applicable for the Minority institutions (converted from Non-Minority to Minority) shall come in to force ONLY from the subsequent academic year.

NOTE: The ONLINE procedure shall remain same for change in Minority Status (Minority to Non-Minority or Non-Minority to Minority) except for the documents to be produced as mentioned in **Appendix 17** of Approval Process Handbook

2.20.3 Refund of TER Charges/ Security Deposit in excess shall NOT be allowed for Institutions applying for the Change in the Minority status of their Institution (Non-Minority to Minority).

2.21 Change in the Name of the Bank

2.21.1 Requirement and Eligibility

- a. The existing Institution seeking approval for Change in the Name of the Bank shall apply on the AICTE Web-Portal along with additional documents as per **Appendix 17** of the Approval Process Handbook.
- b. The Change in the Bank shall be applicable, only if it is a Scheduled Bank.

2.21.2 Procedure

The Scrutiny/Re-Scrutiny Committee shall verify the additional documents as per **Appendix 17** of the Approval Process Handbook submitted for Change in the Name of the Bank.

2.22 Change in the Name of the Trust/ Society/Company

2.22.1 Requirements and Eligibility

- a. The existing Institution seeking approval for Change in the Name of the Trust/ Society/ Company including the merger of the Trusts/Societies/Companies shall apply on AICTE Web-Portal along with additional documents as per **Appendix 17** of the Approval Process Handbook.
- b. The merger/ conversion shall be permitted only for those Trusts/ Societies/ Companies having the same common objects of education, etc. and either of which have not been disqualified by the AICTE/ Court of Law/ any Statutory Body in the past



- c. Merger of the Trust/ Society/ Company shall be processed as per the respective Laws laid down in the Acts.
- d. In case of any dispute among the members of merged Trusts/ Societies/ Companies is of such nature that it would affect the standard of the Institution, then AICTE shall withhold the approval as long as it may deem fit.
- e. Further, AICTE shall have the 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/Society/Company document, by virtue of which amalgamation took place.
- f. A Trust/Society may create a new Company to hold their assets, and once the transferred of assets is complete, the Trust/Society may be dissolved and the ownership may be transferred to the company. Such viability shall vary depending on the jurisdiction and context.

2.22.2 Procedure

The procedure as applicable for new institution defined under the **Clause 1.6** shall be followed for Change in the Name of the Trust/ Society/Company

- 2.22.3 The Council reserves its right to reject the application for Change in the 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.

2.23 Extended EoA

2.23.1 Requirements and Eligibility

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

In case of Institutions having at least 50% of eligible Course(s) accredited by NBA, and if the valid accreditation period is beyond 10th April of the next Calendar Year, the period of approval for such Institutions for the existing Course(s) shall be for a minimum period of THREE years or for the Academic Year up to which the NBA accreditation is valid, whichever is more.

(OR)

In case of Institutions having Academic Autonomous status given by UGC and conferred by the affiliating University or Graded Autonomy given by AICTE to Standalone Institutions, and if the live Autonomy period is valid beyond 10th April of the next Calendar Year, the period of approval for such Institutions for the existing Course(s) shall be for a minimum period of THREE years or for the Academic Year up to which the Autonomy is valid, whichever is more.
- b. The Institution seeking approval for Extended EoA shall apply on the AICTE Web-Portal along with the additional documents as per **Appendix 17** of the Approval Process Handbook.
- c. The Institution shall have "Nil Deficiency" based on Self-Disclosure as per the Deficiency Report generated through Web-Portal.
- d. No punitive action shall be pending against the Institution or FIR filed by CBI or any other investigative agency.

2.23.2 Procedure

- a. The Scrutiny/Re-Scrutiny Committee shall verify the additional document as per **Appendix 17** of the Approval Process Handbook submitted for Extended EoA.
- b. Institutions approved for extended EoA are waived from paying TER Charges for Extension of Approval (EoA) ONLY for the extended years for the existing Programme(s) and Course(s)

at the time of issue of Extended EoA. However, such Institutions are required to submit the application for EoA and maintain ALL the norms and standards as specified in the Approval Process Handbook. In the subsequent years, if the Institution intends to apply for any other Categories mentioned in Chapter II (for changes in Approval status), the corresponding TER Charges as per Approval Process Handbook shall be applicable.

- c. The Council shall monitor for fulfilment of all norms by the Institution and in the event of Non-Fulfilment, 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 TER Charges in the subsequent years.

NOTE: Institutions under extended EoA period shall apply for extension of approval annually and provide the data on AICTE portal as required & applicable.

2.24 Evaluation of the Application by the Scrutiny/ Re-Scrutiny Committee

- a. The applications submitted under this Chapter shall be evaluated by a Scrutiny/Re-Scrutiny Committee constituted as per **Appendix 13.5** of the Approval Process Handbook by the Regional Officer by the selection of members through the automated selection process provided on AICTE Web-Portal. However, if any member of the Scrutiny/ Re-Scrutiny Committee is unable to attend or refuses or incapacitated to take part in the Committee, then Regional Officer with prior or post-facto approval of the Competent Authority, AICTE, shall opt to choose another expert from the approved panel of the experts manually. Under extraordinary circumstances, the Scrutiny/Re-Scrutiny Committee shall also be constituted manually by the Regional Officer with prior approval of the Chairman.
- b. The date and time for Scrutiny Committee shall be informed by the concerned Regional Office.
- c. The 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 the conduct of the meetings; however, he/ she shall not be part of the Committee.
- d. Two representatives of the Applicant (Chairman/ Secretary of the Trust/Society/Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along with Photo ID proof shall present their case along with the supporting documents before the Scrutiny/ Re-Scrutiny Committee.
- e. Applicants shall present their application and ALL original documents along with self- attested copies as per **Appendix 17** of the Approval Process Handbook, before the Scrutiny Committee. Applicants shall adhere to Scrutiny/ Re-Scrutiny schedule and NOT to remain absent at the time of Scrutiny/Re-Scrutiny.
- f. The Scrutiny Committee shall verify the documents submitted/presented by the Applicant as mentioned above and shall countersign all the documents that are accepted (if conducted Offline).
- g. Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the Applicant through the Web-Portal.
- h. 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.
- i. The Re-Scrutiny Committee shall verify only the deficiencies pointed out by the Scrutiny Committee as per the norms and standards and shall counter sign all the documents that are accepted.
- j. The Regional Officer shall ensure that all the fields of the Scrutiny/ Re-Scrutiny Committee Report are filled completely.
- k. The scanning and uploading of the Scrutiny/ Re-Scrutiny Committee Report shall be done by the concerned Regional Office.



- i. Applications which are found to be in order in all respects by the Scrutiny/ Re-Scrutiny Committee shall be processed further to incorporate the necessary changes in the issue of Extension of Approval.
- m. The attested copies of original documents shall be retained by the Regional Office in case of offline Scrutiny/Re-Scrutiny

2.25 Evaluation of the Application by the Expert Visit Committee

- a. The Expert Visit Committee shall be constituted as per **Appendix 13** of the Approval Process Handbook by the Regional Officer by the selection of members through the automated selection process provided in AICTE Web-Portal. However, if any member of an 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 Competent Authority, AICTE, shall opt to choose another expert from the 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. The Expert Visit Committee shall verify physically the Infrastructural facilities of the Applicant Institution.
- b. Expert Visit Committee wherever applicable, shall verify actual availability of Faculty, Equipment, Computers, Software, Internet, Printers, Book Titles, Book Volumes and subscription of National and International Journal set. As specified in the Approval Process Handbook. Further, Expert Visit Committee members should interact with students and Faculty members, in the absence of Institution authorities. The Expert Visit Committee shall also verify the facts relating to Complaints, if forwarded by the Regional Office and give specific remarks in the Report. Experts shall carry the Identity Card of their Organization.
- c. Additional experts, if required, may be co-opted in any of the Committee for processing of applications, Complaints, etc.
- d. The concerned Regional Officer shall make necessary arrangements for the conduct of the Expert Visit Committee; however, he/ she shall not be a part of the Committee.
- e. The Expert Visit Committee shall have access to the Report of the Scrutiny/ Re-Scrutiny Committee, if applicable.
- f. The Applicant shall arrange for Video recording at his/ her own expense with the date and time of the entire proceedings of the Expert Visit Committee and shall hand over the same to the Committee which shall form a part of the Expert Visit Committee Report.
- g. In case of online Expert Visit Committee, the institution shall prepare a video showcasing all the infrastructural facilities for not less than 30 minutes and shall upload the same in YouTube privately and share the link in the web portal. Also, Attested Copies of documents (as applicable) as mentioned in **Appendix 16** of the Approval Process Handbook need to be uploaded on portal.
- h. In case of offline Expert Visit Committee, the institution shall arrange for Video recording (institution expense) with the date and time of the entire proceedings of the Expert Visit Committee. The institution shall upload the same in YouTube privately and share the link in the web portal. Also, Attested Copies of documents (as applicable) as mentioned in **Appendix 16** of the Approval Process Handbook need to be uploaded on portal.

NOTE: The video recording with briefing by one of the Experts for not less than 30 minutes shall cover the entry and exit of the Committee with time, the Building Plan approved and signed by the Scrutiny/ Re-Scrutiny Committee, GPS Coordinates at the entrance of the main Building, Class rooms, Laboratories, Workshops, Office Room, Barrier free environment facilities such as ramp/ lift/ toilets, Library, Computer Centre, meeting with Students and Faculty members (in case of existing Institutions), in addition to the recording of other details. The Institute shall also arrange Laptop/Desktop with Internet facility, Scanner and Printer to the Expert Visit Committee (only in offline mode)

- i. Video recording (not less than 30 minutes) should be uploaded in YouTube and URL link should be entered in the AICTE web portal.
- j. The Expert Visit Committee shall submit the following to the Regional Office(Only if conducted in offline mode):
 - 1. Its visit Report in the prescribed format.
 - 2. Attested Copies of all documents (as applicable) as mentioned in **Appendix 17** of the Approval Process Handbook.
 - 3. Video recording of the Expert Visit Committee during visit.
 - 4. Attendance sheet duly signed/ digitally authenticated by the members of the Expert Visit Committee and representatives of Applicant Trust/ Society/ Company present during the visit.
 - 5. The Regional Officer shall ensure that all the fields of the Expert Visit Committee Report are filled completely.
 - 6. The scanning and uploading of the Expert Visit Committee Report including the Video recording shall be done by the concerned Regional Office.
- k. The report of the Expert Visit Committee/Show Cause notice, if issued shall be placed before the Standing Hearing Committee. The schedule of the Standing Hearing Committee shall be notified on the Web-Portal.

2.26 Verification of Compliance through Standing Hearing Committee

- a. Two representatives of the Applicant (Chairman/Secretary of the Trust/Society/Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along with Self-attested Photo ID proof shall present their case along with the compliance and supporting documents before the Standing Hearing Committee.
- b. The recommendations of the Standing Hearing Committee shall be placed before the Executive Committee for approval. The decision of the Executive Committee shall be uploaded in the Web-Portal by a detailed Speaking Order.
- c. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal once as per **Clause 2.27** of the Approval Process Handbook.

2.27 Appeal Procedure

- a. As per the provision laid down in **Clause 2.26 (c)** of this Chapter, an Institution/ Applicant, if aggrieved by the decision of the Executive Committee shall have the right to appeal once to the Council within 7 days from the date of uploading of the decision.
- b. The Appeal of the Institution shall be considered by 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 limit given by the Hon'ble Supreme Court. Hence, the Applicants are instructed to be prepared with the supporting documents in proof of the compliance of deficiencies and present the same to the Committee, even in case of short notice.
- d. The Report of the Standing Hearing Committee shall be placed along with the observations of the Approval Bureau, if any, before the Standing Appellate Committee on the date and time scheduled by AICTE. An Officer of the Council concerned shall assist the Committee and place relevant records and documents before the Committee and make necessary arrangements for the conduct of the meetings; however, he/ she shall not be a part of the Committee.
- e. Two representatives of the Applicant (Chairman/ Secretary of the Trust/Society/Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along with Self-



attested Photo ID proof shall present their case along with the compliance and supporting documents before the Standing Appellate Committee.

- f. The concerned Officer in Approval Bureau shall ensure that all the fields of all the Reports are filled completely.
- g. 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.

2.28 Grant of Approval

- 2.28.1 The applications submitted under **Clause 2.3.2** of the Approval Process Handbook shall be processed as per the procedure specified in the Approval Process Handbook. The consolidated list of all the Institutions with the "Approved Intake" shall be placed by the Approval Bureau before the Executive Committee/ Council for the grant of Extension of Approval as applicable for the Technical Institutions to continue to conduct Technical Programme(s) and Course(s). The decisions taken by the Executive Committee are ratified by the Council.

The same shall be notified on the Web-Portal. Further the Institution shall download the Extension of the approval letter along with "Approved Intake" through the Institution login.

- 2.28.2 If deficiencies are noted by the Scrutiny/ Re-Scrutiny Committee for the applications for Change of Site/ Location/ Conversion of Diploma Level into Degree Level/ to start new Programme/ Level/ Merger of the Institutions, the same shall be placed before the Regional Committee for further processing. The Regional Officer shall ensure and certify that all the fields of the Regional Committee Report are filled completely. The recommendations of the Regional Committee shall be placed before the Executive Committee for approval or otherwise. An Institution/ Applicant, if aggrieved by the decision of the Executive Committee, shall appeal as per **Clause 2.27** of this Chapter and the final decision of the Council shall be uploaded on or before 30th April of the Calendar Year.

Applications for Conversion of Diploma Level into Degree Level and vice versa/Conversion of Women's Institution into Co-ed Institution and vice-versa/ to start new Programme/ Level in the existing Institutions, if rejected by Council shall be processed for Extension of Approval. However, the deficiencies noted by the Scrutiny/ Re-Scrutiny/ Expert Visit Committee shall be fulfilled before the issue of EoA for the next Academic Year.

- 2.28.3 Applicants, whose applications are recommended for the Conversion of Diploma Level into Degree Level/ Conversion of Women's Institution into Co-ed Institution/ Closing one Programme and starting another Programme shall create the Security Deposit for the balance amount of the Security Deposit created earlier, as per the requirements of the Approval Process Handbook for the remaining period of 10 years, as applicable. No deposit is required where NOC was already issued to the Institution for the release of the earlier FDR.

Applicants for starting new Programme/ Level (except Government/ Government aided Institutions) whose applications are recommended for Approval by the Executive Committee shall be informed for the creation of Security Deposit.

- 2.28.4 Applicants shall deposit the prescribed amount to AICTE as applicable as per **Clause 1.9(c)** of the Approval Process Handbook. The Applicant shall submit the payment proof of the Security Deposit along with an **Affidavit 3** within 15 days from the date of intimation to the concerned Regional Office, else a penalty of 10% and 50% of the value of the Security Deposit shall be imposed up to 31st May and 31st July of the Calendar Year respectively, beyond which the approval shall be withdrawn.

The amount deposited by the Institution shall remain with the Council for 10 years. The interest accrued on this deposit shall be utilized by the Council for Institutional Development activities, Quality Improvement Programme for Faculty, giving Scholarships to students, etc.



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

- 2.28.5 All approvals shall be uploaded by 30th April of the Calendar Year and the detailed speaking orders (in case of reduction in intake, No Admission, etc.) shall be uploaded in the Web- Portal not later than 15th May of the Calendar Year.
- 2.28.6 Extension of Approval shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of Indian CA No.9048/ 2012.
- 2.28.7 Institutional information shall be updated on the AICTE Web-Portal by the Institution for downloading the Extension of Approval letter.
- 2.28.8 Student's eligibility for admission shall be as per **Appendix 1** of the Approval Process Handbook.
- 2.28.9 Institutions shall follow the Academic Calendar as per **Appendix 19** of the Approval Process Handbook.
- 2.28.10 Student enrolment details shall be uploaded in the Web-Portal before 30th September of the Calendar Year.

2.29 Submission of applications (All the Institutions need to submit application as per the schedule mentioned in Public Notice / AICTE Web portal)

Particulars (Category-1)	Processing Period of Application
Extension of Approval based on Self-Disclosure	As per Public Notice Period
Introduction/ Continuation of seats for Non Resident Indian(s)	As per Public Notice Period
Conversion of Diploma Level into Degree Level and vice-versa	As per Public Notice Period
Change in the Name of the Institution or affiliating University/ Board or Type of Institution (Institution(s) converted into a University)	As per Public Notice Period
To start new Programme/ Level in the existing Institutions	As per Public Notice Period
Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus / City	As per Public Notice Period
Extension of Approval of the existing Institutions after a break in the preceding Academic Year/ Restoration of Intake	As per Public Notice Period
Introduction/ Continuation of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Children of Indian Workers in Gulf Countries.	As per Public Notice Period
Increase in Intake/ Additional Course(s)	As per Public Notice Period
Introduction of Integrated/Dual Degree Course	As per Public Notice Period
Introduction/ Continuation of Fellow Programme in Management	As per Public Notice Period
Merger of the Courses/ Reduction in Intake	As per Public Notice Period
Introduction/ Continuation of Collaboration and Twinning Programme	As per Public Notice Period
Online Learning / Open and Distance Learning courses	As per Public Notice Period
NOTE: Both submission & Processing of applications in above categories shall be as per Public Notice (Will have specified deadline for the submission of application).	



Particulars (Category – 2)	Processing Period of Application
Change of Site/ Location	Year round
Closure of the Institution	Year round
Conversion of Women’s Institution into Co-ed Institution and vice-versa	Year round
Closure of Programme(s)/ Course(s)	Year round
Change in the Minority Status of the Institution	Year round
Change in the Name of the Bank	Year round
Change in the Name of the Trust/ Society/ Company	Year round
Extended EoA	Year round
NOTE: Submission of application (including processing fee / TER charges as applicable) for category II shall be as per Public Notice, only processing will be done Year Round	

- The applications eligible to submit “Year round” shall also make online payment of the TER Charges as per the Approval Process Handbook.
- The applications submitted after the cut-off date mentioned in the Public Notice shall not be processed during the current Academic Year, but shall be processed for the successive Academic Year only.
- Shifting of the Campus in case of “Change of Site/ Location” shall be done only during vacation time.

2.30 No Institution shall offer Technical Programme(s)/ Course(s) without approval of the Council.

If any Institution is found offering Technical Programmes (Except Architecture and Pharmacy) without the approval of the Council, it shall be declared as unapproved Institution and necessary punitive action shall be initiated as per Chapter VIII of the Approval Process Handbook.

- 2.30.1 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 a new Technical Institution. For such purpose, it shall apply as per the provisions of Chapter I of the Approval Process Handbook.
 - b. The legal date of starting of the Institution shall be from the date of issue of the Letter of Approval from AICTE.
 - c. Students, who are admitted PRIOR TO APPROVAL by the Council, shall not have any right to re-admission and shall have to fulfil all the requirements for admission as prescribed by the Competent Authority for admission.
- 2.30.2 The Institutions conducting Course(s)/Programme(s) 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 Trust/ Society/ Company/ associated Individuals as the case maybe.
- 2.30.3 The Council shall inform respective State Government/ UT to initiate appropriate penal, civil/ criminal action against such defaulting Institutions/ Trust/ Society/ Company/ Associated Individuals as the case maybe.
- 2.30.4 In case, if such Institutions make a representation, then hearing shall be given to these Institutions by the Policy and Academic Planning Bureau, AICTE and decision shall be taken as per the provisions in the Approval Process Handbook.



- 2.31 Annexure 14** describes the initiatives of AICTE to improve the quality of Technical Education.
- 2.32 Annexure 15** clarifies a few of the common doubts arising to the Stakeholders.
- 2.33** All PGDM /PGCM Institutions shall run all their Courses in Standalone Mode Only. No other Programs/ Courses shall be permitted in the PGDM / PGCM institution.
- 2.34** All the Scrutiny / Re-Scrutiny and EVC shall be conducted in online mode. Under extraordinary circumstances (including Court directions), the Scrutiny / Re-Scrutiny and EVC shall be conducted in Offline mode also. All the processing of Scrutiny/Re-Scrutiny/EVC shall be recorded to have Transparency and Accountability. Signature of experts on the documents submitted/uploaded by Institute on portal is not necessary if verified online.

- In compliance of the order dated 08.11.2019 passed by the Hon'ble Supreme Court of Indian CA No.364/ 2005, for the existing Institutions offering Courses in Architecture Programme, approval by the Council of Architecture (CoA) is mandatory and **AICTE approval is NOT required.**
- In compliance of the order dated 05.03.2020 passed by the Hon'ble Supreme Court of India in Transferred Petitions (CIVIL) No 87-101 of 2014, for the existing institutions offering courses in Pharmacy Programme, approval of Pharmacy Council of India (PCI) is mandatory and **AICTE approval is NOT required.**
- State Public & Private Universities and Central Universities are also not required to take AICTE approval as per the AICTE Act. However, some of the Universities are seeking approval of AICTE for availing the benefits of AICTE Schemes/Initiatives as per the prevailing policies/norms. Similarly, INTERESTED Architecture and Pharmacy Institutions may apply to AICTE for approval, provided, they are already having valid approval of CoA and PCI, respectively on the day of application.





CHAPTER-III

Collaboration and Twinning Programme between Indian and Foreign University/ Institution or between two Indian Institutions 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 as well as between two Indian Institutions in the field of Technical Education, Research and Training.
- b. To encourage Collaboration and Twinning between AICTE approved Institutions and Institutes of Repute in the field of Technical Education, Research and Training.
- c. To safeguard the interest of the student community in India and ensure uniform maintenance of Norms and Standards as prescribed by various Statutory Bodies.
- d. To ensure accountability for all such educational activities by Foreign Universities/ Institutions in India.
- e. To safeguard against entry of Non-Accredited Institutions in the Country of origin to impart Technical Education in India.
- f. To safeguard the Nation's interest and take punitive measures, wherever necessary, against the erring Institutions.

3.2 Requirements and Eligibility

- a. Department of an Indian University or Institution which is already in existence and duly approved by the Council, interested in imparting Technical Education leading to the award of Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree of a University/ Institution through Collaborative/Twinning arrangements, provided there is "Nil Deficiency" based on Self-Disclosure.
- b. The Department of Indian University or Institution should have a valid NBA accreditation beyond 10th April of the next Calendar Year in the Programme/Course for which Twinning is sought.
- c. Accreditation by the authorized agency in the Parent Country or Top 500 rank in the QS/THE ranking shall be the pre-requisite condition for any Foreign University or Institution to engage in Twinning programme/collaborative arrangement with Indian University/Institute.
- d. The Educational Programmes to be conducted in India by Foreign Universities or Institutions leading to the award of Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/Post Graduate Degree Level (ONLY for Courses conducted in the timing of Regular shift) 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 Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree should be fully recognized in their Parent Country.
- e. Any Course or Programme, which jeopardizes the National interest, shall not be allowed to be offered in India.
- f. 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.
- g. The Indian Partner Institution shall be affiliated to the University/ Board and NOC obtained from the affiliating University/Board (Not applicable to PGDM Institutions).



- h. The Foreign University/ Institution and the Indian Partner Institution shall enter into a bipartite agreement/ MoU for this purpose.
- i. The Indian Institution and the concerned affiliating University/ Board shall also enter into a bipartite agreement/ MoU for this purpose.
- j. For Course(s) where University/ Board approval is not mandatory, the Foreign University/ Institution and the Indian Partner Institution shall enter into a bipartite agreement/ MoU for this purpose.
- k. The students admitted under the Collaboration and Twinning Programme should spend at least one Semester of the two years Programme and two Semesters of a four years Programme of the Course in the Foreign University/ Institution.
- l. The students failing to secure Visa should be enrolled in a similar Programme being conducted by the Indian Partner Institution, affiliated to a University/ Board. The Intake of such students shall be over and above the “Approved Intake” of the Programme being conducted by the Indian Partner Institution.
- m. The existing Institutions seeking approval for the Introduction of Collaboration and Twinning Programme shall apply on AICTE Web-Portal along with additional documents as per **Appendix 17** of Approval Process Handbook.

3.3 Technical Education Regulatory (TER) Charges

- a. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal www.aicte-india.org failing which, the application shall not be considered. Applications shall be accepted subject to realization of the Payment.
- b. TER Charges for different type of Institutions for Introduction and Continuation of Twinning Programme(s) is as follows:

Sl. No.	Type of Institution	Introduction (₹ in Lakh)	Continuation (₹ in Lakh)
i	Minority Institution/ Institution set up in J&K/ Ladakh/ North Eastern States/ Institution set up exclusively for Women/ PwD	7.5	3.0
ii	Government/Government aided Institutions/ Central/ State University	Nil	Nil
iii	All other Institutions	10.0	5.0

3.4 Procedure

The Scrutiny/ Re-Scrutiny Committee as per **Clause 1.6** and shall verify the additional documents as per **Appendix 17** of the Approval Process Handbook submitted for Collaboration and Twinning Programme.

3.5 Lateral Entry and supernumerary seats shall not be allowed in Foreign Collaboration and Twinning Programme.

3.6 The Institution shall submit/ upload an Annual Report giving details of the number of students admitted, Programme(s) conducted, total Fee collected, amount transferred to the Parent Country, investment made, number of students awarded Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree and any other information that the Council shall ask for.

3.7 The Council shall cause an Inspection through EVC, whenever necessary, with or without prior notice, to assess the Infrastructural and other facilities available/ to verify the compliance of conditions, Norms, Standards etc. prescribed by the Council from time to time.

3.8 Degree/Diploma shall be awarded as per the provisions prescribed by UGC on the subject as amended from time to time.

3.9 (a) Collaboration and Twinning shall be allowed with Foreign University having ranking within top 500 as per the QS World Ranking and Indian University shall be within top 100 NIRF ranking in the preceding year.

b) Collaboration and Twinning shall also be allowed between AICTE approved Institutions (having valid NBA accredited courses) with an Institute of National Importance passed by an Act of Parliament

OR

Any other AICTE approved Institutes (having valid NBA accredited courses) with Institutes falling within top 100 in NIRF ranking.

c) Collaboration and Twinning shall also be allowed between AICTE approved Institutes (having valid NBA accredited courses) and Category-I Universities.

3.10 Violation of any Norms will lead to Withdrawal of Approval for the Institute/University.

3.11 Institutions/Universities shall fulfil all terms and conditions as prescribed by UGC, Ministry of External affairs & MoE from time to time (In addition to the Standard & Norms set by AICTE).

NOTE: All the Scrutiny / Re-Scrutiny and EVC shall be conducted in online mode. Under extraordinary circumstances (including Court directions), the Scrutiny / Re-Scrutiny and EVC shall be conducted in Offline mode also. All the processing's of Scrutiny /Re-Scrutiny / EVC shall be recorded to have Transparency and Accountability. Signature of experts on documents submitted/uploaded by Institute on portal is not necessary if verified online.



CHAPTER-IV

Grant of Approval for Universities

4.1 Introduction

- a. The higher Education system in India includes both Private and Public Universities. Public Universities are supported by the Government of India and by the State Governments, while Private Universities are mostly supported by various trusts and Societies. Universities in India are recognized by the University Grants Commission (UGC), which draws its power from the UGC Act, 1956. The types of Universities include:
 - i. Central Universities which are established by an Act of Parliament and are under the purview of MoE.
 - ii. State Universities are run by the concerned State Government/ Union Territories of India and are usually established by a local legislative assembly act. University shall also have "Constituent College", an Institution/ Department/ College/ School as a part of the University.
 - iii. Institutions Deemed to be University is an Institution for Higher Education so declared on the recommendations of the University Grants Commission by the Central Government, under Section 3 of the UGC Act.
 - iv. State Private Universities are established by State/ Central legislature and approved by the UGC. They can grant degrees but they are not allowed to have Off-Campus/ Affiliated Colleges.
- b. All categories of Universities are expected to maintain standards, higher than the minimum standards related to infrastructure, Faculty and other norms specified in the AICTE Approval Process Handbook.
- c. Central / State and Private Universities may apply for approval by applying online providing requisite details of infrastructure, land, faculty etc. as specified in the AICTE Approval Process Handbook.
- d. Off-Campus of the University is a Campus established by it and approved by UGC, outside the main campus (within or outside the State) operated and maintained as its constituent unit, having the University's complement of facilities, Faculty and staff.
- e. Area of operation of State Universities/Private Universities/Institutions Deemed to be Universities shall be as approved by the UGC/ State jurisdiction.
- f. Applicants shall submit the application on AICTE Web-Portal @ www.aicte-india.org.
- g. The applications received shall be processed as per the norms and procedures specified in the Approval Process Handbook. The Applicant shall also adhere to the existing Central, State and Local Laws.
- h. Institutions Deemed to be Universities offering Technical Course(s)/Programme(s) shall not admit students without prior approval of the Council.

NOTE: Universities /Institutions Deemed-to-be-Universities shall NOT be permitted to run PGDM/PGCM course(s) along with other programs. However, Universities running such programs shall be required to convert the same into regular degree programme in Management i.e MBA.

4.2 Time Schedule for Processing of Applications

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



- b. The submission of an application on AICTE Web-Portal and payment shall not be later than the last date as notified in the Public Notice/AICTE Website.

4.3 Seeking Approval of the Council

- 4.3.1 Application for the various categories mentioned in Chapter I, II and III of the Approval Process Handbook, for Universities offering Technical Programme(s) at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level for conducting Programmes in Engineering and Technology, Planning, Applied Arts, Crafts and Design, Hotel Management and Catering Technology, MCA and Management.

NOTE: Council shall NOT grant approval for any integrated programme/course which requires approval from different regulatory bodies.

- 4.3.2 Requirements and Eligibility

- a. Notification issued by the Government under Central/ State Act declaring an Institution as a Central/ State/ Private University or section 3 of UGC Act declaring an Institution as a Deemed to be University.
- b. The Central / State / Private / Institution Deemed to be University shall be a registered Society under the Societies Registration Act, 1860 through the Chairman/ Secretary of Society or a Trust registered under the Indian Trust Act, 1882 as amended from time to time or any other relevant Acts through the Chairman/Secretary of the Trust or a Company established under Section 8 of Companies Act, 2013 or Central or State Government/ UT Administration or by a Society or a Trust registered with them.
- c. Provided that the members/ Trustees/ promoters of a managing Trust/ Society/ Company of an Institution Deemed to be University, not being controlled by Government/ UT, shall not be directly or indirectly connected with the members/ Trustees/ promoters of a managing Trust/ Society/Company.

- 4.3.3 In all the above cases, Universities seeking approval for the first time from AICTE shall submit an online application through web portal as a new Technical Institution for all their existing Technical Programme(s) and Course(s). University having Multiple Campuses/ Off Campuses/ Constituent Colleges shall apply separately for approval.

The Central / State / Private Universities are taking approval from AICTE for some of the selected Technical Programme(s)/Course(s)/intake which is creating confusion to the students. Therefore, the Central / State / Private Universities, which are interested in obtaining AICTE approval shall have to obtain approval for all the Technical Programme(s)/ Course(s) / intake and not just for few selected Technical Programme(s)/Course(s)/intake (at any level) after fulfilling the mandatory requirement of AICTE norms notified from time to time.

As regards, Institutions Deemed to be Universities, it is mandatory to have AICTE approval from the Academic Year 2018-19 in compliance of the Hon'ble Supreme Court Order dated 03-11-2017 passed in CA No.17869- 17870 /2017. It is found that some of the Deemed to be Universities have yet to take AICTE approval or taken approval partially for selected Technical Course(s)/ Programme(s)/ Intake (at any level). Therefore, Institutions Deemed to be Universities who have never taken approval from AICTE are directed NOT to run any Technical Programme(s)/ Course(s) without prior approval of AICTE.

NOTE: Application for partial approval of any Programme(s)/Course(s)/Intake at any level shall NOT be permitted.

- 4.3.4 Universities in existence seeking approval for the first time from AICTE shall be processed without applying the recommendations of National Perspective Plan for Technical Programmes.

4.4 Submission of Application

- 4.4.1 USER ID and Password

- a. A unique USER ID and Password shall be allotted to each new application on payment of ₹5000/- (Five Thousand Only), through the payment gateway on AICTE Web-Portal @ www.aicte-india.org.

- b. The Universities already approved by AICTE shall use the USER credentials allotted to them previously.
- c. If any University has forgotten the Password, the University shall apply online. Technical Education Regulatory (TER) Charges of ₹5000/- (Five Thousand Only) shall be made through the payment gate way on AICTE Web-Portal. The proof of payment and an **Affidavit 1** for “Forgotten Password” shall be submitted to the concerned Regional Office. Regional Officer shall verify the same from the web portal for allotment of Password to the Applicants.
- d. Using the USER ID Account, the application in the prescribed Format shall be filled and submitted on AICTE Web-Portal @ www.aicte-india.org. An unique application number will be generated on the successful submission of application. Using this application number, the Applicant shall be able to track the status of the application at various stages of processing.

4.4.2 Technical Education Regulatory (TER) Charges

- a. Existing Universities offering Technical Programme(s) at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree applying for the grant of approval for the first time:

Sl. No.	Type of University	TER Charges ₹ in Lakh
i	Central University/ State University/ Institution Deemed to be University (Government)	Nil
ii	Institution Deemed to be University (Private)/State Private University	8.0
iii	University set up in J&K/ Ladakh/ North Eastern States/ University set up exclusively for Women	6.0
iv	ALL Applicants under (ii) whose application was rejected and issued Final LoR in the previous year i.e. 2020-21*	3.0

Applicable for Application which was rejected in 2020-21 and TER Charges refunded under **Clauses 1.4.2.g** and **1.4.7.b** of Chapter I of the Approval Process Handbook.

- b. In an extraordinary circumstance, if an additional online Scrutiny Committee and Standing Hearing Committee/ Standing Appellate* Committee has to be conducted (inclusive of the Court directions to any type of Institution /University other than Central/State Universities /Institution deemed to be university (Government)), then the Applicant has to remit ₹0.5 Lakh through online as an additional TER Charges.
- c. In an extraordinary circumstance, if an additional online Expert Visit Committee has to be conducted (inclusive of the Court directions to any type of Institutions other than Central/ State Universities/Institution deemed to be university (Government)), the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
- d. The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal within the deadline failing which, the application shall not be considered.
- e. Only those applications submitted (including payment) within the cut-off date as mentioned in the Public Notice/ AICTE Website shall be considered for processing.

4.4.3 All Applicants shall ensure that the data entered/edited are correct. Facility to edit the data available until the submission of the application by pressing the “submit” tab.

After pressing the “submit” tab, the modification of data shall not be allowed till the processing of application is completed. Hence, applicants shall exercise utmost caution before pressing the “submit” tab.

Submission of an application on AICTE Web-Portal on or before the last date as mentioned in the Public Notice/ AICTE Website is MANDATORY.



- 4.4.4 An **Affidavit 2** sworn before First Class Judicial Magistrate or Notary or an Oath Commissioner on ₹100/- Non-Judicial stamp paper/ e-stamp paper shall be Digitally Signed (Using DSC) & uploaded on AICTE Portal. In case of any false information, AICTE shall invoke the provisions, civil and/or criminal as per the Regulations in place.
- 4.4.5 A printout of the complete online application (for categories falling under Chapter I of the Approval Process Handbook) as submitted on AICTE Web-Portal, along with the proof of payment, and documents mentioned as per **Appendix 16** of the Approval Process Handbook duly attested by the Chairman/ Secretary of the Trust shall be submitted on the date of Scrutiny at the Regional Office (in case of offline) or to be uploaded on AICTE Web-portal with digital signature (in case of online), failing which the Scrutiny shall not be conducted.
- 4.4.6 Applications submitted for the categories mentioned under Chapter II and III shall submit/upload the documents as applicable in **Appendix 17** of the Approval Process Handbook.
- 4.4.7 Applications complete in all respects shall ONLY be processed.

4.5 Grant of Approval

- 4.5.1 Requirements and Eligibility
- a. The Promoter Trust/ Society/ Company shall have the Land as required and has its Lawful possession with clear title in the name of the Promoter Trust/Society/Company/Institution on or before the date of submission of application.

Further to that it shall be open for the Promoter Trust/ Society/ Company of the proposed University 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 University situated on that Land.
 - b. University shall fulfill ALL the norms as specified in the Approval Process Handbook. Further that, the Institution Deemed to be Universities shall also have to fulfil the norms as per UGC Regulations.
 - c. Buildings for the First Year of the Programme(s) should be completed in all respect as per the Infrastructure requirements as specified in the Approval Process Handbook. Building Plan for the entire duration of the Programme(s) of the University shall be prepared by an Architect registered with Council of Architecture/Licensed Survey or and shall be approved by the Competent Authority as designated by concerned State Government/ UT.
 - d. The Head of the "University" shall be named as "Vice Chancellor" having qualifications as per UGC norms.
- 4.5.2 The Applicants shall not use name of the University in such a way that the abbreviated form of the name of the University becomes IIM/IIT/IISc/NIT/IISER/IIIT/IIEST/AICTE/UGC/ MoE/ 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 University 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 University is established by Government of India or its name is approved by the Government of India.
- 4.5.3 The Applicant shall apply in AICTE Web-Portal for all the Technical Programme(s) as approved by UGC for Approval.
- 4.5.4 Procedure
- The application shall be processed as per **Clauses 4.6** and **4.7** of the Approval Process Handbook (Scrutiny/ Re-Scrutiny Committee followed by an Expert Visit Committee). The date of visit shall be communicated through e-mail. It shall be necessary to provide Built-up area as per the norms required to conduct all the existing Course(s).

4.6 Evaluation of the Application by Scrutiny/ Re-Scrutiny Committee

- a. The applications shall be evaluated by a Scrutiny/Re-Scrutiny Committee constituted as per **Appendix 13** of the Approval Process Handbook by the Regional Officer by the selection of members through automated selection process on AICTE Web-Portal. However, if any member of the Scrutiny/ Re-Scrutiny Committee is unable to attend or refuses or incapacitated to take part in the Committee, then Regional Officer with prior or post-facto approval of the Competent Authority, AICTE, shall opt to choose another expert from approved panel of the experts manually. Under extraordinary circumstances, the Scrutiny/ Re-Scrutiny Committee shall also be constituted manually by the Regional Officer with prior/post facto approval of the Chairman.
- b. The date and time for Scrutiny shall be informed by the concerned Regional Office.
- c. 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 the conduct of the meetings; however, he/she shall not be part of the Committee.
- d. Two representatives of the Applicant shall be invited to present their case along with the supporting documents before the Scrutiny/ Re-Scrutiny Committee. Self-attested Photo ID proof and an authorization letter from the Chairman/ Secretary of the Trust/ Society/ Company shall be produced to the Committee.
- e. The Applicants are classified into THREE categories, as Category I, II and III. Universities that have NAAC score 3.51 and above; 3.26 to 3.50 and notified as Category I/ II respectively as per the UGC (Categorization of Universities (Only) for grant of Graded Autonomy) Regulations, 2018. University shall be in Category III, if it does not come either under Category I or Category II.
NOTE: For Category I/ II Universities applying for other domains (for e.g. Medical University), applying for approval of Engineering and Technology Programme shall be processed similar to a new Technical Institutions provided the university is already running courses in Engineering and Technology.
- f. To consider the Off Campuses/ Constituent Colleges of Category I/ II Universities, UGC Letter mentioning to that effect shall be produced, else the applications shall be processed as per **Clause 4.5.4** of the Approval Process Handbook.
- g. For Applicants falling under Category I/II the Scrutiny/Re-Scrutiny Committee shall verify the following:
 - i. NAAC Certificate having scores more than 3.26 and letter issued by UGC declaring the status of the University.
 - ii. Notification issued by the Government under Central/ State Act declaring an Institution as a Central/ State/ Private University or section 3 of UGC Act declaring an Institution as a Deemed to be University
 - iii. UGC approval letter(s) for the main Campus and Off Campuses, if any
 - iv. **Affidavit 2** and **Affidavit 5** (Universities shall have to adhere to norms and standards specified by AICTE from time to time and an **Affidavit 5** to this effect shall be submitted to the UGC).
- h. Applicants falling under Category III shall present their application and ALL original documents along with self-attested copies as per **Appendix 16** (as applicable) of the Approval Process Handbook and UGC approval Letter(s) for the Main Campus and Off Campuses, if any, before the Scrutiny/ Re-Scrutiny Committee (in case of offline) or to be uploaded on AICTE Web-portal with digital signature (in case of online). Applicants shall adhere to Scrutiny/ Re-Scrutiny schedule and not to remain absent at the time of Scrutiny/ Re- Scrutiny.
- i. The Scrutiny Committee shall verify the authenticity of the documents submitted by the Application as mentioned above and shall counter sign in all the documents that are accepted (if conducted offline).



- j. Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the Applicant Trust/ Society/ Company through Web-Portal.
- k. 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.
- l. The Re-Scrutiny Committee shall verify only the deficiencies pointed out by the Scrutiny Committee as per the norms and standards and shall countersign the documents that are accepted (if conducted offline).
- m. The Regional Officer shall ensure that all the fields of the Scrutiny/ Re-Scrutiny Committee Report are filled completely.
- n. Applications which are found to be in order in all respects by the Scrutiny/Re-Scrutiny Committee in case of Applicants falling under Category I/II shall be placed before Regional Committee for recommendation of issue of LoA and in case of Category III, the same shall be processed further by an Expert Visit Committee. The date of visit shall be communicated through Web-Portal.
- o. The attested copies of original documents shall be retained by the Regional Office

4.7 Application shall be processed by Expert Visit Committee as per Clause 1.7 of the Approval Process Handbook. However, a Vice Chancellor/Former Vice Chancellor/Director of IIT/NIT nominated by AICTE shall be the Chairman of the Expert Visit Committee.

4.8 Application shall be processed by Regional Committee as per Clause 1.8 of the Approval Process Handbook.

4.9 Grant of Approval shall be as per Clause 1.9 of the Approval Process Handbook.

- a. The Executive Committee after considering the recommendations of the Regional Committee and views of the Approval Bureau shall take decision to grant of approval or otherwise. The decisions of the Executive Committee shall be ratified by the Council.
- b. The decision of the Executive Committee shall be uploaded on 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.
- c. Applicants (except Central University/ State University/Institution Deemed to be University (Government)) whose applications are recommended for Letter of Approval (LoA) by the Executive Committee shall be informed for submission of Security Deposit as applicable as per Clause 1.9(c) of the Approval Process Handbook
 - i. State University/ Central University/ Institution Deemed to be University (Government)/ are not required to pay the Security Deposit.
 - ii. Institution Deemed to be University (Private)/ Private Universities which were in existence for more than 10 years with UGC are EXEMPTED from the payment of Security Deposit, else the University shall pay the Security Deposit for 10 Years as per Approval Process Handbook.
 - iii. If any University starting a new Programme/ Level shall create the Security Deposit as per the requirements of the Approval Process Handbook, even if the University is in existence for more than 10 years with UGC.
 - iv. Universities which were granted approval from AICTE earlier as a Technical Institution and created Security Deposit and got released after the maturity period are not required to pay the Security Deposit; else the University shall pay the Security Deposit for the remaining period of 10 years, as applicable.
- d. The amount deposited by the University shall remain with the Council. The interest accrued on this deposit shall be utilized by the Council for Institutional Development activities, Quality Improvement Programme for Faculty and giving Scholarships to students.



- e. The Principal amount ONLY shall be returned to the Trust/ Society/ Company on completion of the term. However, the term of the deposited amount could be extended for a further period as shall be decided on a case to case basis and/or forfeited in case of any violation of norms, conditions, and requirements and/ or Non-Performance by the University and/ or Complaints against the University.
- f. An Expert Visit Committee may be conducted any time before the first batch of students has passed out, to verify the fulfilment of the norms as specified in the Approval Process Handbook.
- g. If the application for the new Institution Deemed to be University/University is rejected at the Level of Scrutiny/Re- Scrutiny and not availed the appeal provision, the TER Charges after a deduction of ₹0.5 Lakh shall be refunded to the Applicant.
- h. The Council shall normally not grant Conditional Approval to any University.
- i. The University/Applicant, if aggrieved by the decision of Executive Committee, shall appeal as per **Clause 1.10** of the Approval Process Handbook and the final decision of the Council shall be uploaded on or before 30th April of the Calendar Year.
- j. Faculty shall be made available as per the norms, standards and conditions prescribed by the Council from time to time.
- k. A final Letter of Approval/ Letter of Rejection with the reasons for rejection of the application shall be issued to the University through Web-Portal, on or before 30th April of the Calendar Year.
- l. LoA shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA No.9048/2012.

4.10 Universities granted approval for offering Technical Programme at Diploma/Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level shall submit an application to the Council every year for Extension of Approval of Course(s) offered by the University.

4.11 Applications submitted for other Categories in Chapter II/ III of the Approval Process Handbook

- a. The requirements, eligibility and procedure shall be as per the concerned Clauses of Chapter II/ III of the Approval Process Handbook. However, Expert Visit Committee for the Introduction of supernumerary seats for OCI/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries for Category I/ II Universities shall be exempted.
- b. Technical Education Regulatory (TER) Charges

Sl. No.	Type of University	TER Charges ₹ in Lakh
i	Central / State / Institution Deemed to be University (Government)	Nil
ii	State Private/ Institution Deemed to be University (Private)	Corresponding TER Charges as mentioned in Chapter I/ II/ III

In an extraordinary circumstance, if an additional Scrutiny Committee and Standing Hearing Committee/ Standing Appellate Committee has to be conducted (inclusive of the Court directions to any type of Institutions), then the Applicant has to remit ₹0.5Lakh through online as an additional TER Charges.

- c. In an extraordinary circumstance, if an additional Expert Visit Committee has to be conducted (inclusive of the Court directions to any type of Institutions), the Applicant has to remit ₹1.0 Lakh through online as an additional TER Charges.
- d. The applications shall be processed as per the procedure specified in the Approval Process Handbook and the Executive Committee/ Council shall grant Extension of Approval as applicable for Universities to continue for conduct of Technical Programme(s) and Course(s). The decisions taken by the Executive Committee shall be ratified by the Council.
- e. The decision of the Council shall be included in the issuance of Extension of Approval and uploaded in the Web-Portal and the Universities shall download the same through their login. Speaking orders (in case of reduction in Intake, No Admission, etc.) shall be uploaded in the Web-Portal not later than 10th May of the Calendar Year.



- 4.12** Increase in Intake/ New Course shall be processed as per **Clause 2.14** of Chapter II of the Approval Process Handbook. The Scrutiny/ Re-Scrutiny Committee shall verify the additional documents as specified in **Appendix 17** of the Approval Process Handbook.

Institutions Deemed to be Universities offering Technical Programme(s) approved by the Council, falling under Category-I / II (as declared by UGC) shall have to submit an application to the Council indicating the increase in Intake in the Courses/New Course(s) in Emerging /Multidisciplinary areas. The Council shall be granting approval to those Programmes/ Courses. However, such Universities shall have to update the data in AICTE Web-Portal on annual basis and comply the norms and standards as specified by AICTE from time to time. The University shall annually submit **Affidavit 2** to AICTE and **Affidavit 5** to UGC with this effect.

If any complaints are received about violation of the norms, AICTE shall inspect the University and inform UGC to take appropriate action. In case of Institution Deemed to be University, the action as specified in the Approval Process Handbook shall be initiated and informed to UGC.

- 4.13** Extension of Approval shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India CA No.9048/ 2012.
- 4.14** Institutional information shall be updated on AICTE Web-Portal by the Institution for downloading the Extension of Approval letter.
- 4.15** Student's eligibility for admission shall be as per **Appendix 1** of the Approval Process Handbook.
- 4.16** Institutions shall follow the Academic Calendar as per **Appendix 19** of the Approval Process Handbook.
- 4.17** Student enrolment details shall be uploaded in the Web-Portal before 30th September of the Calendar Year.
- 4.18** Board of Governors (BoG)/Board of Management (BoM) shall be constituted for Institution Deemed to be University (Private)/ State Private University. BoM of Universities shall be as per Acts and Statutes of UGC. The minutes of the meetings shall be uploaded periodically in the website of the Universities.
- 4.19** The Universities shall display in their web site the mandatory disclosure including students admitted, their Fee structure, Time schedule for payment of Fee for the entire Programme, Refund Policies.
- 4.20** To maintain a high standard in Technical Education, the Universities shall adopt quality measures such as revision of Curricula in tune with the changing trends in the industrial development, performing Academic Audit, conducting innovative academic and sponsored research, publishing papers in refereed journals and apply for the granting Patents.
- 4.21** Institutions Deemed to be Universities that have been recognized as an Institute of Eminence by the Ministry of Education, Government of India shall be exempted from the annual approval Process and accorded approvals for offering Technical Programmes/ Courses. However, such Universities shall have to update the data in AICTE Web-Portal on annual basis and comply the norms and standards as specified by AICTE from time to time. The University shall annually submit **Affidavit 2** to AICTE and **Affidavit 5** to UGC to this effect. If any complaints are received about the violation of the norms, AICTE shall inspect the University and inform the MoE and UGC to take appropriate action. In case of Institution Deemed to be University, the action as specified in the Approval Process Handbook shall be initiated and informed to the MoE and UGC.

NOTE: All the Scrutiny / Re-Scrutiny and EVC shall be conducted preferably in online mode. Under extraordinary circumstances (including Court directions) the Scrutiny / Re-Scrutiny and EVC shall be conducted in Offline mode also. Proceedings of the Scrutiny /Re-Scrutiny / EVC shall be recorded to have Transparency and Accountability. Signature of experts on documents submitted/ uploaded by Institute on portal is not necessary if verified online.



CHAPTER-V

Grant of Approval for Open and Distance Learning (ODL)/Online Learning (OL) for Standalone Institutions, Institutions Deemed to be Universities and Universities.

5.1 Introduction

- a. As the new National Education Policy (NEP)- 2020 has laid emphasis on increasing Gross Enrolment Ratio(GER) through the use of technology and ICT, to fulfil the objectives of NEP-2020 and to promote ODL and Online Education AICTE has framed comprehensive Guidelines for imparting Education through ODL & Online mode.All India Council for Technical Education (Open and Distance Learning Education and Online Education) Guidelines,2021 shall apply to Standalone Institutions, Institutions Deemed to be Universities and Universities (Central, State and State Private) for all Courses of learning at the Diploma/ Post Diploma Certificate/ Post Graduate Certificate/ Post Graduate Diploma/ Post Graduate Degree Level programmes/ courses in Management, Computer Applications, Artificial Intelligence and Data Science, Logistics and Travel & Tourism.
- b. The Council shall NOT allow Open and Distance Learning Diploma /Degree / Post Graduate Degree in Engineering and Technology-except mentioned explicitly in the ODL/OL guidelines, Planning, Hotel Management and Catering Technology, Applied Arts and Crafts, and Design Programmes.
- c. As per the UGC (Open and Distance Learning Programmes and Online Programmes) Regulations 2020, approval of respective regulatory body is necessary for running the programmes of that domain and accordingly Institutions Deemed to be Universities and Universities shall take approval of AICTE and also necessarily shall take the approval of UGC in order to actually run the programme. NONE of the affiliated colleges / institutions are allowed to conduct programmes in ODL mode and / or Online mode.
- d. The NAAC/NBA Score as per the guidelines notified by UGC/AICTE from time to time shall be applicable for the Institution(s) Deemed to be University and Universities in respect of ODL and Online courses.

NOTE: NBA score shall be applicable for Standalone Institutions as well as for Institution(s) Deemed to be Universities / Universities as per the AICTE (ODL & Online Education) Guidelines, 2021.

5.2 Norms and Requirements

- 5.2.1 The Standalone Institutions/ Institutions Deemed to be Universities and Universities intending to run Courses in Open and Distance Learning mode and / or online mode shall submit an application to the Council for the Academic year and subsequent years for Approval / Extension of Approval for the Courses approved/ Increase/ reduction in Approved Intake in the Courses/ Introduction of new Course(s)/ Closure of Course(s).
- 5.2.2 NO Institution (Standalone Institution/ Institution Deemed to be University and University) shall offer a technical Programme/ Course in Open and Distance Learning / online mode and admit students without prior approval of the Council.
Note : Applications which are found to be in order in all respects by the Scrutiny / Re-Scrutiny Committee in case of Applicants falling under Category I/II shall be placed before Regional Committee for recommendation of issue of LoA and in case of Category III, the same shall be processed further as per the provision of APH 2021-22.
- 5.2.3 NO Supernumerary seats shall be allotted to Courses in Open and Distance Learning mode/ Online mode.
 - a. Learner's enrolment (for Open and Distance Learning mode): A Learner residing in any part of the Country may enroll in any programme being offered by an Institution recognized by the AICTE for offering programme under Open and Distance Learning mode provided that the Institution shall conduct all activities such as admissions, contact programmes, examinations etc. for learner strictly within the territorial jurisdiction of the Institution as specified in these regulations. The total number of Learners admitted at any



Learner Support Centre shall not exceed 1000 at any time, subject to fulfilment of other conditions as prescribed in AICTE-APH. In case the enrolment is higher than 1000 at a Learner Support Centre, the number of positions and Infrastructure shall be increased on pro-rata basis.

- b. Learner’s enrolment (for Online mode): A Learner residing within or outside India may enroll in any programme being offered by an Institution recognized by the AICTE for offering programme under Online mode.

NOTE: Candidate who obtained School Leaving Certificate/ Diploma/ Degree in a Foreign Institution shall produce an Equivalency Certificate issued by the Association of Indian Universities for admission to a Standalone Institution/ Institution Deemed to be University and University in India.

5.2.4 Academic and Administrative Requirements

- a. A Standalone Institution/ Institution Deemed to be University and University shall have a designated Centre of Distance Education at Headquarters for operationalising the Courses in Open and Distance Learning mode, which shall be headed by a regular functionary not below the rank of a Professor and shall have the following positions on Full Time and dedicated basis, excluding the designated positions in the Open Universities as per their respective Act(s), along with the infrastructural facilities. In addition to the Headquarters, an Institution may have Learner Support Centre(s).

If an Institution is intending to operate the Headquarters as Learner Support Centre, an intake upto 10000 Learners shall be permitted. In case, the enrolment is higher than 10000 at Headquarters, the number of positions and Infrastructure shall be increased on pro-rata basis.

Academic and Administrative Requirements at Headquarters (upto 10000 students)		
	Staff requirements	Number
1	Head for each discipline at Professor Level	1
2	Minimum Academic staff strength per discipline or specialization or Course	
	Associate Professor	1
	Assistant Professor	2
3	Administrative staff strength at the Institution	
	Deputy Registrar	1
	Assistant Registrar	1
	Section Officer	1
	Assistants	3
	Computer Operator	2
	Multi-Tasking Staff	2

- b. The total number of Learners admitted at any Learner Support Centre shall not exceed 1000 at any time, subject to fulfilment of other conditions as specified in the AICTE (Open and Distance Learning Education and Online Education) Guidelines, 2021. In case the enrolment is higher than 1000 at a Learner Support Centre, the number of positions and Infrastructure shall be increased on pro-rata basis.

Academic and Administrative Requirements of each Learning Supporting Centre (upto 1000 students)		
	Staff requirements	Number
1	Assistant Professor (Coordinator)	1
2	Counsellor per Theory Course of 4 Credits	2
3	Supervisor per Practical Course of 2 Credits	1
4	Computer Operator	1

c. Teacher: Non-Teaching Staff ratio 1: 2 shall be maintained.

5.2.5 Infrastructure Requirements

The Institution shall have necessary infrastructure and support system for offering the Courses in Open and Distance Learning Mode and / or Online Mode.

Minimum Infrastructure Requirements for ODL/Online (For both Institution Headquarters and Learner Support Centre)				
Sl. No.	Type of Built-up Area	Percentage (%)	Headquarters in Sq.m.	Learner Support Centre# in Sq.m.
1	Academic Area	50	696.8	66
2	Administrative Area	10	139.4	13.2
3	Academic support such as Library, Reading Room, Computer Centre, Informational and Communication Technology Laboratories, Video and Audio Laboratories, etc.	30	418.0	39.6
4	Amenities or other support facilities Area	10	139.4	13.2
5	Minimum Built-up area for Open and Distance Learning activity		1393.6	132

There is NO requirement for Learner Support Center to run Online Mode.

- The Institution shall use additional Laboratory facilities of the parent Institution or any other AICTE approved Institution offering similar Course/ Programme.
 - Each Learner Support Centre shall have a minimum Built-up area of 132 Sq.m on the basis that it shall have at least one Class room for the interaction with the Learners.
 - Minimum Internet Speed required at Headquarters/ Learner Support Centre is 100 Mbps.
- a. The Institution should provide appropriate facilities to take care of the physically challenged students and elderly persons comprising of Teaching/ Non-Teaching/ Others including parents of the students visiting the Institution. Barrier Free Built Environment for disabled/ elderly persons shall be available in the Buildings, including the 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.

Every Building should have at least one entrance accessible to the physically challenged and shall be indicated with a proper signage. The 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, and Government of India. (Refer Handbook on Barrier free and Accessibility <http://cpwd.gov.in>).

All teaching-learning facilities for physically challenged Learners shall be provided in the Ground Floor itself. Unisex toilets with all facilities shall be provided in each floor or at least in the Ground Floor at Headquarters as well as Learner Support Centres as specified by the National Building Code.

- b. Safety and security measures at all the Learner Support Centres and Headquarters to safeguard Students, Staff and the general Campus community from the threat of violence, and to provide appropriate interventions to support individuals in crisis shall be ensured.
- c. The minimum requirement for Built-up Area shall be fulfilled as specified in the Approval Process Handbook as amended from time to time



- 5.2.6 Maintenance of infrastructural, academic and other quality standards by Standalone Institution/ Institution Deemed to be University shall be as per the respective Part III of AICTE (Open and Distance Learning Education and Online Education) Guidelines, 2021 (As amended from time to time).
- 5.2.7 Admission, Examinations and Learner Support shall be as per the respective Part IV of AICTE (Open and Distance Learning Education and Online Education) Guidelines, 2021 (As amended from time to time).
- 5.2.8 Assessment, Accreditation, Audit, Inspection and Monitoring shall be as per the respective Part V of AICTE (Open and Distance Learning Education and Online Education) Guidelines, 2021 (As amended from time to time).
- 5.2.9 Norms for Intake
- The Standalone Institution, Institution Deemed to be University and University shall apply for the Programmes/ Courses as per **Clause 5.1** at Diploma/ Post Diploma Certificate/ Post Graduate Certificate/ Post Graduate Diploma / Post Graduate Degree Levels with the proposed Intake in Headquarters and/ or each Learner Support Centre.
 - The Council shall grant approval for the Courses along with their Approved Intake in each Learner Support Centre, subject to the fulfilment of AICTE (Open and Distance Learning Education and Online Education) Guidelines by the Headquarters and the number of Learner Support Centres through the Procedure specified in this Chapter.
 - The “Approved Intake” for ODL / Online Programmes / Courses shall be as per the UGC (Open and Distance Learning mode and Online Learning Mode) regulations dated 4th September 2020 and as amended from time to time.

Courses offered in ODL/OL Mode

Sl. No.	Programme / Course	Nomenclature of Degree / Diploma / Certificate
1.	Management	Master of Business Administration (MBA) / Post Graduate Diploma in Management (PGDM) / Post Graduate Certificate (PGC)
2.	Computer Applications	Master of Computer Application (MCA) / Post Graduate Diploma in Computer Application (PGDCA) / Post Graduate Certificate (PGC)
3.	Artificial Intelligence (AI) & Data Science (DS)	Post Graduate Diploma (PGD)/ Post Graduate Certificate (PGC)
4.	Logistics	Post Graduate Diploma (PGD)/ Post Graduate Certificate (PGC)
5.	Travel & Tourism	Post Graduate Diploma (PGD)/ Post Graduate Certificate (PGC)

- 5.2.10 The Headquarters and each Learner Support Centre of Standalone Institution/ Institution Deemed to be University shall establish Online Grievance Redressal Mechanism, Anti Ragging Committee, Grievance Redressal Committee and Internal Complaint Committee (ICC), Harassment of Women Committee, SC/ST Committee as specified in the Approval Process Handbook.
- 5.2.11 All Standalone Institutions/ Institutions Deemed to be Universities/ Universities shall upload the Transcripts and Certificates of all students enrolled, Year wise and Course wise for all Learner Support Centers (if applicable) including Headquarters, on National Academic Depository (NAD).
- 5.2.12 In the event of a student withdrawing before the start 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.
- In case, if a student leaves 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 Fee, where applicable.
- The same shall be affected to the students admitted in July/ January session, as applicable.



5.2.13 The Standalone Institutions/ Institutions Deemed to be Universities/ Universities shall display in their Website the mandatory disclosure as specified in the Guidelines including the nomenclature of the Courses and Approved Intake, students admitted, their Fee structure, Time schedule for payment of Fee for the entire Course, Refund Policy, etc. in each Learner Support Centre including headquarter.

5.3 Documents as specified in **Appendix 16** of the Approval Process Handbook, as applicable to the Headquarters and each Learner Supporting Centre shall be digitally signed and uploaded on AICTE Web-portal and original copy to be shown to the Scrutiny Committee.

5.4 Documents as specified in **Appendix 16** of the Approval Process Handbook, as applicable to the Headquarters and each Learner Supporting Centre shall be digitally signed and uploaded on AICTE Web-portal and original copy to be shown to Expert Visit Committee.

5.5 Time schedule for Processing Applications

- a. AICTE shall notify through a Public Notice in the leading newspapers and through AICTE Website inviting applications with cut-off dates for various categories and processing thereof. The time schedule mentioned in the Public Notice/AICTE Web-site shall be final and binding. To process any request from the standalone institutions/Universities regarding approval, online application is mandatory. Applications submitted offline are not valid.
- b. The submission of an application on AICTE Web-Portal and payment of TER Charges shall not be later than the last date as notified in the Public Notice.

5.6 Seeking Approval of the Council

5.6.1 Requirements and Eligibility

- a. The Universities (Central, State Public or Private, Institutions Deemed to be Universities) or Standalone PGDM/PGCM Institutions, may apply for offering programmes through the Open and Distance Learning mode and/ or online mode, courses in the field of Management and allied areas, Computer Applications, Artificial Intelligence and Data Science, Logistics and Travel & Tourism who fulfill the following conditions, namely :

- i. Universities (Central/State Public or Private)/ Institution Deemed to be University having NAAC score of 3.26 and above on a 4-point scale;

OR

Universities (Central/State Public or Private)/ Institutions Deemed to be University having a rank in Top-100 in the University category of National Institutional Ranking Framework (NIRF), at least twice in three preceding cycles (at the time of application);

shall be permitted to start full-fledged ODL courses and/ or Online courses without prior approval of the AICTE, provided they satisfy all other conditions mentioned in these regulations.

- ii. Standalone Institutions (PGDM /PGCM) having a NBA Score of 700 on a scale of 1000; shall be permitted to start full-fledged ODL courses and/ or Online courses without prior approval of the AICTE; provided they satisfy all other conditions mentioned in the AICTE ODL / Online guidelines.

However, all such Universities, Institutions Deemed to be Universities / Standalone Institutions shall be required to register on AICTE web portal to submit the desired information regarding Faculty /Students admission data annually and comply with all the provisions of the Guidelines and shall be required to submit an affidavit to the AICTE.

- b. The Universities (Central, State Public or Private, Institutions Deemed to be Universities) or Standalone PGDM/PGCM Institutions, may apply for offering programmes through the ODL mode and / or Online mode, who fulfil the following conditions, namely:

- i. Shall be in existence for minimum five years with at least two batches passed out;
- and

- ii. For University/Institution Deemed to be University:
Shall be accredited by the National Assessment and Accreditation Council with a minimum score of 3.01 on a 4-point scale;

OR

Shall be in the top-100 in the University category in the National Institutional Ranking Framework at least once in last 2 preceding cycles as per UGC/AICTE Gazette notification (at the time of application)



III. Standalone Institutions (PGDM /PGCM) having NBA accreditation with at least 650 points on a scale of 1,000

Provided, such, Universities shall acquire NAAC score of 3.26 or NBA Accreditation with a minimum score of 700 points on a scale of 1000 in the next 2-years from the date of initial approval of the courses offered in the Open and Distance Learning mode and/ or online mode

However, all such Universities, Institutions Deemed to be Universities / Standalone Institutions shall be required to submit the desired information regarding Faculty / Students admission data annually and comply with all the provisions of the Guidelines and shall be required to submit an affidavit to the AICTE.

Further, above Universities/ Institutions-Deemed to be Universities / Standalone Institutions shall be required to submit an online application on AICTE Web-portal and comply with all provisions mentioned in the Guidelines.

c. Open Universities may run ODL / Online programmes only in the courses permitted by AICTE from time to time, provided they meet all the requirements of the guidelines of AICTE.

However, these Universities shall be required to register on AICTE web portal to submit the desired information regarding Faculty /Students admission data annually and shall be required to submit an affidavit to the AICTE.

d. The University/ Standalone Institution shall have necessary Infrastructure, Faculty and Support System for offering the Courses in Open and Distance Learning mode/ online mode in Management, Computer Applications, Artificial Intelligence and Data Science, Logistics, and Travel and Tourism.

e. The University/ Institutions Deemed to be University/ Standalone Institution shall have been running the above mentioned Courses in the conventional mode of classroom teaching.

NOTE: Affiliated Colleges / Institutions are NOT eligible to offer/conduct ANY program in Open and Distance Learning /Online mode.

5.6.2 The existing Standalone Institution/ Institution Deemed to be University/ University shall use their existing Login ID and Password for submission of online application in the format specified by the AICTE.

5.6.3 Technical Education Regulatory (TER) Charges

a. TER Charges ₹ in Lakh for Standalone Institutions/ Institutions Deemed to be Universities and Universities offering Courses at Diploma/ Post Diploma Certificate/ Post Graduate Diploma/ Post Graduate Degree Level in Open and Distance Education Learning and Online Learning mode are given below:

Sl. No.	Standalone Institutions/ Institution Deemed to be University/ University *	TER Charges ₹ in Lakh
1	New application for the conduct of Online [#] / Open and Distance Learning Courses from Standalone Institution/ Private University/Institution Deemed to be University (Headquarters and upto 2 Learner Support Centers for the total Intake upto 10000)	8.0
2	Each additional Learner Support Centre (Intake upto1000)	3.0
3	Extension of Approval (Intake upto1000)	0.50
4	Increase in Approved Intake in the Courses/ Introductionof new Course(s)	2.0 for each Learner Support Centre concerned or Headquarters
5	Closure of Course(s)/ Reduction in Intake/ Change in theName of the Course(s)	0.10 for each Learner Support Centre or Headquarters
6	All applicants under (1) whose applications were rejected and issued Final LoR in the presence year i.e. 2020-21**	2.0

*Not Applicable for Government and Government Universities.

Learner support center NOT applicable.

** Not applicable for Applications which were rejected in 2020-21 and TER Charges refunded.



NOTE: The total number of Learners admitted at any Learner Support Centre shall not exceed 1000 at any time. In case of applied/ Approved Intake (as applicable) is higher than 1000 at a Learner Support Centre, accordingly the number of Learner Support Centre (Intake in multiples of 1000) shall be considered for calculating TER Charges.

- b. In an extraordinary circumstance, if an additional Scrutiny Committee/additional Standing Hearing Committee/ Standing Appellate Committee has to be conducted (Inclusive of the Court directions to any type of Institutions), then the Applicant has to remit 0.5 Lakh through online as an additional TER Charges.
- c. In an extraordinary circumstance, if an additional Expert Visit Committee has to be conducted (inclusive of the Court directions to any type of Institutions), the Applicant has to remit 1.0 Lakh through online as an additional TER Charges

The TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal within the deadline failing which, the application shall not be considered.

- d. Only those applications submitted within the cut-off date, including payment shall be considered for processing.
- e. In case of eligible refund/ excess payment, if any, after processing, the amount shall be refunded to the Applicant.
- f. Applications rejected at the Level of ONLINE Scrutiny/ Re-Scrutiny without availing the appeal provision, the TER Charges after a deduction of ₹0.5 Lakh shall be refunded to the Applicant/ Institution.

5.6.4 All Applicants shall ensure that the data entered/ edited are correct. Facility to edit the data is available until the submission of the application by pressing the "SUBMIT" tab.

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

Application should be submitted on AICTE Web-Portal on or before the last date as notified in the Public Notice/AICTE Web-site.

5.6.5 A copy of such application shall be displayed on the Website of the Standalone Institution/ Institution Deemed to be University and University by way of Self-Disclosure

- a. The application shall be accompanied by evidence of having prepared the self-learning materials required for the Courses of study, duly approved by the statutory bodies of the Standalone Institution/ Institution Deemed to be University and University empowered to decide on academic matters.
- b. The application shall be accompanied by evidence of availability of Open and Distance Learning/Online Learning resources adequate for effective delivery of all the proposed Courses of study and the expected enrolment of students.

The application shall be accompanied by evidence of the preparedness for establishing LearnerSupport Centers, providing Learning Support Services, establishing Centre for Internal Quality Assurance, availability of academic and other staff in the Unit and Learner Support Centers of the Institution, availability of qualified Counselors in the Learner Support Centers meeting such standards of competence as specified in **Annexure IV** of AICTE-Open and Distance Learning Education and Online Education Guidelines, Examination Centers and the administrative arrangements for supportive services for effective delivery of Open and Distance Learning.

5.6.6 All Applicants shall submit/upload an **Affidavit 13** 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.

5.6.7 A printout of the complete online application as submitted on AICTE Web-Portal, along with the proof of payment and documents mentioned duly attested by the Chairman/ Secretary of the Trust/ Society/ Company shall be submitted (in case of offline) on the date of Scrutiny at the Regional Office.



5.6.8 Procedure

- a. The application for establishment of Headquarters/ Learner Support Centers shall be processed as per **Clause 1.6** (Scrutiny/ Re-Scrutiny Committee) followed by an Expert Visit Committee as per **Clause 2.25** of the Approval Process Handbook. The date of visit shall be communicated through e-mail/AICTE Web-portal. The Council shall not grant approval to Learner Support Centre(s) without the approval for Headquarters.

Standalone Institutions/ Institutions Deemed to be Universities/ Universities offering Technical Programme(s) approved by the Council, falling under Category I, II & III as declared by UGC (and as amended from time to time) shall have to submit an application to the Council indicating the ODL and/ or Online Courses/ increase in Intake in the Courses/ New Course(s).

Standalone Institutions/ Institutions Deemed to be Universities/ Universities offering Technical Programme(s) approved by the Council, falling under Category I & II as declared by AICTE/ UGC respectively shall have to submit an application to the Council indicating the ODL/ Online Courses for increase in Intake in the Courses/ New Course(s). The Council shall be granting approval to those Accredited Courses. However, such Standalone Institutions and Institutions Deemed to be Universities and Universities shall have to update the data in AICTE Web-Portal on annual basis and comply the norms and standards as specified by AICTE from time to time. Standalone Institutions shall have to submit an **Affidavit 13** annually to AICTE. The University shall annually submit **Affidavit 13** to AICTE and **Affidavit 5** to UGC to this effect. If any complaints are received about the violation of the norms, AICTE shall inspect the Institution/ University and the action as specified in the Approval Process Handbook shall be initiated and informed to the UGC about the Institution Deemed to be University and University.

The Standing Hearing Committee shall recommend the Applied Intake or appropriate Intake/ reject the application, based on the observation of the Expert Visit Committee and the compliance of the deficiencies by the Institution.

- b. Where the Standalone Institution/ Institution Deemed to be University/ University has made an application for offering Courses in Open and Distance Learning mode, notwithstanding that in respect of such Courses, UGC had caused the inspection of the Institution in the past or prior to coming into force of the Guidelines, the AICTE may cause an inspection, in respect of such Courses, of the Standalone Institutions/ Institution Deemed to be University at its discretion through an Expert Visit Committee.
- c. The consolidated list of all the Standalone Institutions/ Institutions Deemed to be Universities and Universities with the "Approved Intake" shall be placed by the Approval Bureau before the Executive Committee/ Council for the grant of Letter of Approval/ Extension of Approval, as applicable. The decisions taken by the Executive Committee are ratified by the Council. The same shall be notified on the Web-Portal. Further, the Institution shall download the Letter of Approval/ Extension of approval letter along with "Approved Intake" through the Institution login.
- c. Applicants shall deposit the prescribed amount to AICTE as applicable as per **Clause 1.9 (c)** of the Approval Process Handbook. The Applicant shall submit the payment proof of the Security Deposit along with an **Affidavit 3** within 15 days from the date of intimation to the concerned Regional Office, else a penalty of 10% and 50% of the value of the Security Deposit shall be imposed upto 31st May and 31st July of the Calendar Year respectively, beyond which the approval shall be withdrawn.
- The amount deposited by the Institution shall remain with the Council for 10 years. The interest accrued on this deposit shall be utilized by the Council for Institutional Development activities, Quality Improvement Programme for Faculty, giving Scholarships to students, etc.
 - The principal amount ONLY shall be returned to the Trust/ Society/ Company on completion of the term. However, the term of the deposited amount could be extended for a further period as shall be decided on a case to case basis and/ or forfeited in case of any violation of norms, conditions, and requirements/ Non-Performance by the Institution/ Complaints against the Standalone Institution/ Institution Deemed to be University.

- Provided that while passing an order, where the AICTE does not grant approval in respect of one or more Courses, the AICTE shall specify the grounds of such refusal in the order.
- Provided further that before passing an order, AICTE shall provide a reasonable opportunity to the concerned Standalone Institution/ Institution Deemed to be University and University of being heard including an appeal as specified in the **Clause 5.8** of the Approval Process Handbook.
- d. The decision of the Executive Committee shall be uploaded on the Web-Portal in the form of a Letter of Approval (LoA) (in case of first approval) or Extension of Approval (in case of already approved) or Letter of Rejection (LoR) with specific reasons for rejection of the application.
- e. The Council shall normally NOT grant Conditional Approval to any Institution.
- f. An Applicant, if aggrieved by the decision of the Executive Committee, shall appeal as per **Clause 2.27** of the Approval Process Handbook and the same shall be processed as per the procedure specified therein.
- g. 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.
- h. All approvals shall be uploaded by 30th April of the Calendar Year and in case of already approved Courses, if reduction in intake, NO Admission, etc. are recommended, then the detailed speaking orders shall be uploaded in the Web-Portal not later than 15th May of the Calendar Year.
- i. LoA/ EoA shall not be granted after 30th April of the Calendar Year in compliance to the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA No. 9048/ 2012.

5.7 Penal Action in case of Violations of the Guidelines

- a. Where the Council, on its own motion or on any representation received from any person, or any information received from any authority or a statutory body, or on the basis of any enquiry or inspection conducted by it, satisfied that a Standalone Institution/ Institution Deemed to be University/ University has contravened any of the provisions of the Guidelines and orders made or issued there under, or has submitted or produced any information and documentary evidence which is found to be false at any stage or any condition subject to which recognition has been granted, it may withdraw the approval of such Standalone Institution/ Institution Deemed to be University and University in respect of such Courses as it may specify, for reasons to be recorded in writing.

Provided that no such order against the Standalone Institution/ Institution Deemed to be University/ University shall be passed unless a reasonable opportunity for making representation against the proposed order has been given to such Standalone Institution/ Institution Deemed to be University/ University.

Provided further that, the order of withdrawing or refusing approval passed by the AICTE shall come into force with immediate effect.

- b. If a Standalone Institution/ Institution Deemed to be University/ University offers any Course in ODL and/ or Onlinemode after the coming into force of the order withdrawing approval or where a Standalone Institution/ Institution Deemed to be University/ University offering a Course in ODL and/ or Onlinemode before the commencement of the Guidelines, fails to obtain approval under the Guidelines for offering Courses in ODL and/ or Onlinemode for academic session immediately after the notification of Guidelines and subsequent academic sessions, the Diploma/ Post Diploma/ Post Graduate Certificate/ Post Graduate Diploma obtained pursuant to such Courses shall NOT be treated as a valid qualification.



- c. In the event of any Standalone Institution/ Institution Deemed to be University/ University found offering Courses in ODL and/ or Online mode without the approval of the AICTE or in violation of any of the provisions of these Guidelines or orders made there under, shall be liable to any one or more of the following punitive actions by the Council.
- Issue Show Cause Notice or withdraw the approval for an Academic Year/ upto a maximum of next five Academic Years/ permanently.
 - In case a Learner Support Centre fails to adhere to the prescribed norms or guidelines, the Standalone Institution/ Institution Deemed to be University/ University shall initiate action for closure of the centre by following due procedures, so that interest of learners is taken care through some alternative arrangement.
 - The Institution shall be declared as unapproved Institution and the same shall be displayed in the AICTE Web-Portal and communicated to the respective State Government.
 - Lodge a First Information Report against the officials or management of the errant Standalone Institution to take action as per the law.
 - Withhold or debar from receiving funding from AICTE.
 - In case of Institution Deemed to be University and University, the action as specified in the Approval Process Handbook shall be initiated and informed to UGC and MoE.
- d) In case of any violation of the above said norms, the same shall be processed as per Chapter VIII of the Approval Process Handbook.

5.8 Appeal Procedure

- a. Any Standalone Institution/ Institution Deemed to be University aggrieved by an order of withdrawal of approval may prefer an appeal to the AICTE within a period of 15 days.
- b. The Appeal of the Institution (as above) shall be considered by the Standing Appellate Committee.
- c. Two representatives of the Applicant (Chairman/ Secretary of the Trust/ Society/ Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along with Photo ID proof shall present their case along with the compliance and supporting documents before the Standing Appellate Committee.
- d. 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.

5.9 The Duration and Entry Level Qualifications for the Courses at Diploma/ Post Diploma/ Post Graduate Certificate/ Diploma/ Degree Levels shall be the same as specified for regular programme/ courses in **Appendix 1**.

5.10 The students shall be admitted TWICE in an Academic Year within the Approved Intake for each Course as specified in the guidelines.

5.11 Students' enrollment data in all the Learner Support Centres shall be uploaded to AICTE Web-Portal within one month from the last date for admission every year. If it is not uploaded, the Council shall not grant approval to the Standalone Institution/ Institution Deemed to be University and University in the next Academic Year.

5.12 The Standalone Institution/ Institution Deemed to be University and Universities shall create a separate Department/ School/ Centre as Headquarters for offering Courses in ODL and/ or Online mode.

The Institutions shall mandatorily mention the details of Headquarters, enrollment number allotted to each student by AICTE and the mode of study as Open Distance Learning Education/Online Education Learning in their Diploma/ Degree Certificate and mark sheets as per the format available in AICTE Portal.

5.13 As per the UGC (Open and Distance Learning mode and Online Learning Mode) regulations dated 4th September 2020, the definition of “Professional Programmes” means a Programme other than Programmes in Engineering, Medicine, Dental, Pharmacy, Nursing, Architecture, Physiotherapy and Programmes not permitted to be offered in distance mode by any Statutory Councils or Regulatory Authorities to be conducted by the Higher Educational Institutions under Open and Distance Learning mode or Distance Education mode for the purpose of these Regulations, if any, should be considered only if the same are approved by the respective Statutory Councils or Regulatory Authorities.

Accordingly, if any State/ Central/ Private University approaches the Council for offering Technical Courses in Open and Distance Learning mode and / or Online mode, their application shall be processed as per the norms and procedure specified in this Chapter and the AICTE (Open and Distance Learning Education and Online Education) Guidelines 2021, the decision of the Council shall be forwarded to UGC.

5.14 Extension of Approval/ Increase/ Reduction in Intake/ Introduction of New Course(s)/ Closure of Course(s)/ Change in the Name of the Course(s)

a) The Institution shall submit an online application to the Council through the web portal every year for the Extension of Approval of the Courses as per schedule mentioned in the public notice/AICTE Web-site..

In case of increase in Approved Intake in the Courses/ Introduction of new Course(s)/ exceeding the maximum number of Learners admitted at any Learner Support Centre, the application shall be considered upon verification of adequate facilities in the concerned Learner Support Centre(s) by an Expert Visit Committee as per **Clause 2.25** of the Approval Process Handbook.

In case of Closure of Course(s)/Change in the Name of the Course(s) at any Learner Support Centre, the application shall be considered by a Scrutiny Committee as per **Clause 2.24** of the Approval Process Handbook. The applicable TER Charges shall be paid through AICTE payment gateway on AICTE Web-Portal within the deadline failing which, the application shall not be considered.

b) The Institutions may apply for non-zero reduction in Intake by themselves in AICTE Web-Portal and maintain the norms accordingly.

c) The Institutions shall apply for increase in Approved Intake in the Courses/ Introduction of new Course(s) upto the maximum number of Learners permitted at any Learner Support Centre by themselves in AICTE Web-Portal and maintain the norms accordingly.

5.15 Provided that, if any Institution propose to start a new Course whose nomenclature is not available in **Appendix 2** of the Approval Process Handbook, 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/ Technical Institution shall submit detailed Syllabus and Curriculum and its nomenclature to the Policy and Academic Planning Bureau, AICTE before 30th September of the Calendar Year, to process the same in the respective Board.

NOTE: All the Scrutiny / Re-Scrutiny and EVC shall be conducted preferably in online mode. Under extraordinary circumstances (including Court directions) the Scrutiny / Re-Scrutiny and EVC shall be conducted in Offline mode also. Proceedings of the Scrutiny /Re-Scrutiny / EVC shall be recorded to have Transparency and Accountability. Signature of experts on documents submitted/ uploaded by Institute on portal is not necessary if verified online



CHAPTER-VI

Grant of Approval for Vocational Courses under NSQF

Vocational Education prepares individuals for job, makes them perform better by honoring their skills, thus specializing them at their own Level. Vocational education provides an intensive **training** and certification Programme and support the **youth** in gaining appropriate employment, becoming entrepreneurs and creating appropriate knowledge

6.1 National Skills Qualification Framework (NSQF)

- a. The National Skills Qualifications Framework (NSQF) is a competency-based framework that organizes all qualifications according to a series of Levels of knowledge, skills and aptitude. These Levels, graded from one to ten, are defined in terms of learning outcomes which the learners must possess regardless of whether they are obtained through formal, Non-Formal or informal learning.
- b. Vocational Courses may be affiliated with existing University or any Skill University/ National University having jurisdiction for affiliation/ Board of Technical Education as the case may be.
- c. The D.Voc / B.Voc Programmes provide Diploma/ Undergraduate studies which would also incorporate specific job roles and their Qualification Packs (QPs)/ National Occupational Standards (NOSs) along with general education.
- d. The Fee for the Vocational Courses shall be regulated by the respective state bodies/ Technical Boards/ Universities or the case may be.
- e. Any AICTE approved Technical Institution which is, affiliated to respective State Technical Educational Boards and/ or Universities and which has produced at least two batches successfully in the relevant branch (Allied domain), is eligible for offering the Vocational Courses.
- f. The Institution shall have to apply online on AICTE Web-Portal as per the calendar of AICTE for seeking approval.
- g. An Institution shall be allowed to seek up to 120 seats, with a Division size of 30 each. Institution may choose one specialisation with four (04) Divisions or four (04) specialisations with one Division of each specialisation or such other combination.
- h. The institutions offering D.Voc / B.Voc Degree Courses will have to be in constant dialogue with the industry and respective Sector Skill Council(s) so that they remain updated on the requirements of the workforce for the local economy.
- i. There will be essentially credit-based modular Programmes, where the credits for skill and general education components will be permitted so as to enable multiple exit and entry. This would enable the learner to seek employment after any Level of Award and join back as and when feasible to upgrade his/her qualification/ skill competency either to move higher in his/ her job or in the higher educational system.
- j. The curriculum in each of the years of the Programme would be a suitable mix of general education and skill development components. The General Education Component shall have 40% of the total credits and balance 60% credits will be of Skill Component or as amended by the MoE/ Ministry from time to time.
- k. Education component shall be taught by the Institution and the skill component shall be covered either by AICTE approved Skill Knowledge Provider (SKP) or Training Provider/ Sector Skill Council approved by National Skill Development Corporation (NSDC) or Government Agency. If an approved SKP/ Training Provider is not located near the vicinity of College/ Institution, in such case Institution can sign a MoU with the nearby Industry.

- l. For skills component, the Institution/ University may adapt the model curriculum developed by the concerned Sector Skill Councils, wherever available, in consultation with the industry. Wherever the curriculum is not available, the same may be developed in consultation with the relevant Sector Skill Councils and industry. While doing so, they may work towards aligning the curriculum with the National Occupational Standards (NOS's) being developed by the respective/allied Sector Skill Councils. This would promote national and global mobility of the learners, as well as higher acceptability by the industry for employment purposes.
- m. The Curriculum details should be approved by the respective Technical Board/ University.
- n. Institution should focus on
 - i. The overall design of the skill development component along with the job roles selected should be such that it leads to a comprehensive specialization in one or two domains.
 - ii. In case NOS is not available for a specific area/ job role, the university/college should get the curriculum for this developed in consultation with industry experts.
 - iii. The curriculum should also focus on work-readiness in terms of skills in each of the three years.
 - iv. Adequate attention needs to be given in curriculum design to practical work, on the job training, development of student portfolios and project work.
- o. The general education component of the curriculum will also be decided by the Board of Studies of the concerned affiliating University/ Board. This should adhere to the normal university standards. It should emphasis and offer Courses which provide holistic development. This may also include the Course(s) which are supportive to core trade in addition to soft skills, IT skills, and language proficiency and literature.
- p. The curriculum should be designed in a manner that at the end of year-1, year-2 and year-3, students are able to meet knowledge and skills for Level 3, 4 and 5 of NSQF Level respectively, for award of Diploma of Vocation (D.Voc). Similarly, at the end of year-1, year-2 and year-3, students are able to meet knowledge and skills for Level 5, 6 and 7 of NSQF, for the award of a Bachelor in Vocation (B.Voc).
- q. A student shall register with an AICTE approved Technical Institution for Diploma in Vocation (D.Voc) or Bachelor in Vocation (B.Voc) to acquire formal education credits. (For credit framework, refer to SAMVAY document in AICTE Website @ www.aicte-india.org).
- r. The student completes the skill modules as required at various certification Levels, one Level at a time, acquires the necessary credits from the Skill Knowledge Provider (SKP) or Training Provider/ Sector Skill Council approved by National Skill Development Corporation (NSDC) or Government Agency or Industry and gives them on to the Institution where he/she is registered for Diploma in Vocation (D.Voc) or Bachelor in Vocation (B.Voc)
- s. These credits, along with the education component credits are transferred to the Technical Board or the University as the case may be, which compiles the Vocational Skill credits and the formal education credits. If all such credits are available as required by the certification Level, then the Technical Board or the University shall award the certification at that Level.
- t. The candidates may enter the job market after each certification Level or may continue to acquire additional credits to complete the requirements of Diploma of Vocation (D.Voc) or Bachelor of Vocation (B.Voc).
- u. All certification Levels of 'Knowledge and Skill' have been identified in **Appendix 1**.
- v. Each Level requires notifying hours of education and training per annum (refer syllabus structure). For the Vocational stream leading to a Degree/ Diploma/ Post Diploma, these hours shall have both Vocational and academic component as notified by MoE/AICTE/ UGC. The Skill modules or the Vocational content at a certification Level could be a single skill or a group of skills of the number of hours prescribed.



- w. A student entering a Vocational stream from general stream can enter at a certain Level provided the skills required at that Level are acquired, from a registered SKP/Training Provider. A suitable bridge Course where necessary may be run by the Institution for imparting the knowledge to the student seeking Lateral Entry.

The qualification with upward mobility is given in SAMVAY Document accessible at: https://www.aicte-india.org/sites/default/files/SAMVAY_1_.pdf.

- x. The National Education Policy 2020 states that a candidate shall have freedom to move from Vocational stream to current formal higher education stream or vice versa at various stages including multi-Level entry and exit system subject to fulfilling the required criteria of the affiliating body.

6.2 Registration for Seeking Vocational Education Course(s)

The pre-conditions for seeking approval for Vocational Education Programme(s) leading to Degree or Diploma in Vocational Education under National Skill Qualification Framework is as given under:

6.2.1 Requirements and Eligibility

- a. Any AICTE approved Technical Institution which is, affiliated to respective State Technical Educational Boards and/ or Universities and which has produced at least two batches successfully in the relevant branch (Allied domain), is eligible for offering the Vocational Courses.
- b. Vocational Education Programme(s) shall be conducted in an AICTE approved Institutions in the existing Infrastructure as per the norms of Council.
- c. The Institution shall have to apply online on AICTE Web-Portal as per the calendar of AICTE for seeking approval.
- d. The list of nomenclatures of vocational courses are provided in **Appendix 2**. AICTE has prepared the model curriculum for few vocational courses which is available in the AICTE website.
- e. Resolution of the Trust/ Society/ Company approving the Institution to start Diploma/ Degree in Vocational Courses, duly signed by the Chairman/ Secretary in the **Format 3**.
- f. The NOC (**Format 2**) of the respective State Technical Education Boards/ affiliating Universities for curriculum, evaluation, practical etc. is taken before taking approval from Council/ starting the Course.
- g. The Head of the Institution conducting "Vocational Education Programme" shall be the "Principal" of the Parent Institution where Vocational Education Programme(s) are conducted.
- h. All Institutions initially shall be eligible for a maximum of four (4) Sectors/ Specializations per location, consisting of a maximum 120 students with a batch size of 30 students or (1) sector/Specialization with maximum intake 120 students with batch size as 120 students.
- i. The institutions can also apply for closure/reduction in intake of existing courses and can apply for vocational courses with sector/specialization upto a maximum of 120 intake
- j. If there are no deficiencies, then the Council shall allot the intake applied for, as specified in the Approval Process Handbook, provided AICTE approval had been granted for same or allied sector for regular Courses for the Academic Year 2020-21.
- k. The existing resources of the Institution including Faculties, Library, Class Rooms, Laboratories, Computer Centre, etc. shall be used for offering the Vocational Courses.

- l. An MoU shall be signed between the Institution and the SKP as per **Format 4**.
- m. In case, the approved SKP is not located in the vicinity of College/ Institution, then the Institution can sign an MoU with the nearby SKP/ Training Provider (TP)/ Industry and a court affidavit of the same, has also to be signed by both the parties. The MoU along with court affidavit shall be submitted to AICTE at the time of approval.
- n. There shall be NO processing fee or TER Charges for introducing/continuing vocational courses (D.Voc and B.Voc)

6.2.2 Admission, Curriculum and Fee

- a. The Institution shall publish in their Brochure and website the details of this scheme and the specialization offered and approved intake in respective specialization.
- b. The Institution shall also display the tuition and other Fee charged by the Institution for the approved specialization on their brochure & website.
- c. The Institution shall invite applications, giving advertisement in newspapers and publishing the same in the Institution's website.
- d. The Procedure, Rules and Regulations for admission shall be as prescribed by the affiliating University or Board of Technical Education.
- e. The Institution shall upload the student information on AICTE web portal and also display information regarding admitted candidates in their website for information to the students and other stakeholders.
- f. Admission of students to these seats shall be done on merit basis as per the State Reservation Policy. Admission will be done as per the academic calendar prescribed by AICTE in APH as per **Appendix 19**.
- g. The concerned state bodies/ Technical Boards/ Universities shall notify the tuition and other Fee for candidates to be admitted.
- h. Model Structure of the Curricula is available on AICTE Web-Portal. It shall be used as a guideline and the Institutions may adopt the same with suitable changes as approved by the affiliating bodies.

6.2.3 Procedure

- a. Eligible AICTE approved Institution shall apply for Vocational Education Programme on AICTE Web-Portal.
- b. The online Scrutiny Committee shall verify the eligibility of the Institution for the Programme and give its recommendation for intake in applied sector and specialization based on available facility in the Institution.
- c. The Scrutiny Committee report shall be placed before the respective Regional Committee.
- d. Recommendation of the online Regional Committee shall be uploaded on Web-Portal by the Regional officer and forwarded to AICTE HQs for further processing and approval as per the rules.
- e. The final approval of Council will be communicated along with the EoA for 2021-22. In case the applying Institution is not granted EoA for Academic Year 2021-22, the Institution will not be permitted for conducting Vocational Courses.

6.3 Norms for Extension of Approval (EoA)

- a. The approval for Vocational Courses shall be valid for ONE year.
- b. In case Institution started the Course in the previous year(s), they have to apply for EoA in the next year. The procedure for Extension of approval (EoA) shall be same as mentioned in the APH.



- c. If approved Institution wishes to change the existing Vocational Courses, the Institution shall have to apply again for approval.

6.4 Norms for Vocational Education Provider

- a. The existing resources of the Institution including Faculty, Library, Class Room, Laboratories, Computer Centre, etc. shall be used for offering the Vocational Courses subject to the condition that AICTE approval had been granted for same or allied sector for regular Courses and has successfully produced two batches.
- b. The Faculty student ratio shall be 1:30 or whatever applicable by the respective Board/ University.
- c. Industry experts or Guest Faculty may be called for supplementing the curriculum as required.
- d. Further detailed guidelines to Institutions for offering Vocational Courses is available at: <https://www.aicte-india.org/education/vocational-education>.

6.5 In case of any violation of the above said norms, the same shall be processed as per Chapter VIII of the Approval Process Handbook

All the Scrutiny / Re-Scrutiny and EVC shall be conducted preferably in online mode. Under extraordinary circumstances (including Court directions) the Scrutiny / Re-Scrutiny and EVC shall be conducted in Offline mode also. Proceedings of the Scrutiny / Re-Scrutiny / EVC shall be recorded to have Transparency and Accountability.



CHAPTER-VII

Norms and Requirements

7.1 The Duration and Entry Level Qualifications for the Technical Programme such as Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Levels shall be as provided in the **Appendix 1** of the Approval Process Handbook.

Any Foreign National who had obtained School Leaving Certificate/ Diploma/ Degree in a Foreign Institution shall produce an Equivalency Certificate issued by the Association of Indian Universities for admission to an Institution/ University in India.

A Faculty/ Employee working on Full Time basis in an Institution/ Organisation and pursuing/ pursued any Course conducted in the timing of Regular/ First Shift for the same duration as that of Regular Shift shall be considered as invalid for the purpose of employment/ higher studies.

However, the Faculty/ Employee shall pursue a Course in the timing of Part Time for longer duration than the same Course in Regular Shift, in the same City.

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

7.3 The list of approved nomenclature of Courses at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Programmes in Engineering and Technology/ Planning/Applied Arts and Crafts/Design/Hotel Management and Catering Technology/ MCA/ Management shall be as provided in the **Appendix 2** of the Approval Process Handbook.

Sandwich Courses are Degree/ Diploma Courses offered by an Institution that include a set period of time working in a related Industry so that students get hands-on experience.

7.3.1 Provided that, if any Institution proposes to start a new Course whose nomenclature is not available in **Appendix 2** of the Approval Process Handbook, 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 and Curriculum and its nomenclature to the Policy and Academic Planning Bureau, AICTE before 30th September of the Calendar Year, to process the same in the respective Board.

7.3.2 All branches of Engineering and Technology shall offer Elective Courses in the EMERGING/ MULTIDISCIPLINARY AREAS viz., Artificial Intelligence (AI), Internet of Things (IoT), Block chain, Robotics, Quantum Computing, Data Sciences, Cyber Security, 3D Printing and Design, Augmented Reality/ Virtual Reality (AR/VR) etc., as specified in **Appendix 2** of the Approval Process Handbook.

- a. Under Graduate Degree Courses in EMERGING / MULTIDISCIPLINARY AREAS shall be allowed as specialization from the same department. The minimum additional Credits for such Courses shall be in the range of 18-20 (including credit transferred from the SWAYAM platform) and the same shall be mentioned in the degree, as specialization in that particular area. For example, doing extra credits for Robotics in Mechanical Engineering shall earn B.E./B.Tech. (Hons.) Mechanical Engineering with specialization in Robotics.
- b. Minor specialization in EMERGING/ MULTIDISCIPLINARY AREAS in Under Graduate Degree Courses may be allowed where a student of another Department shall take the minimum additional Credits in the range of 18-20 and get a degree with minor from another Department.
- c. Universities are free to evolve their own Syllabus for any Minor Degree / Hons. for which Model Syllabus is not available on AICTE's Website.
- d. If an Institution is having the required Infrastructure facilities, Faculty and other requirements as per the Approval Process Handbook, for conducting the Core (Under Graduate Degree) Courses, the specialization in EMERGING/ MULTIDISCIPLINARY AREAS shall be permitted WITHIN THE APPROVED INTAKE WITHOUT HAMPERING THE GENERIC COURSE.



- e. The Institutions/ Universities shall adopt the following important instruction while offering the Minor Degrees/Hons. in Emerging/ Multidisciplinary Areas:

Sl. No.	Minor Degree / Hons.	To be offered as Hons., Only for following Major Disciplines (For any other Major Disciplines which is not mentioned, it may be offered as Minor Degree)
1	Artificial Intelligence and Machine Learning	Computer Science and Engineering; Electronics and Communication Engineering; Electronics Engineering
2	Blockchain	Computer Science and Engineering; Electronics and Communication Engineering; Electronics Engineering
3	Cyber Security	Computer Science and Engineering; Electronics and Communication Engineering; Electronics Engineering
4	Data Science	Computer Science and Engineering; Electronics and Communication Engineering; Electronics Engineering
5	Internet of Things (IoT)	Computer Science and Engineering; Electronics and Communication Engineering; Electronics Engineering
6	Virtual and Augmented Reality	Computer Science and Engineering; Electronics Engineering
7	Systems Engineering	Electronics Engineering; Mechanical Engineering
8	Control Systems and Sensors Technology	Electronics Engineering; Instrumentation and Control Engineering
9	GIS and Remote Sensing	Electronics Engineering; Civil Engineering
10	Sustainability Engineering	Civil Engineering
11	Green Technology and Sustainability Engineering	Civil Engineering; Chemical Engineering
12	Strategic Civil Infrastructure	Civil Engineering
13	Coastal & Offshore Engineering	Civil Engineering
14	Smart Cities	Civil Engineering; Electronics Engineering
15	Construction Technology	Civil Engineering
16	Underground Space Utilization	Civil Engineering
17	Computer Science & Biology	Biotechnology; Computer Science
18	Biosimilar Technology	Biotechnology; Chemical Engineering
19	Genome Engineering and Technology	Biotechnology
20	Precision Health Technology	Biotechnology
21	Waste Technology	Chemical Engineering
22	Energy Engineering	Mechanical Engineering
23	Electrical and Computer Engineering	Electrical Engineering; Computer Science and Engineering
24	Mining and Mineral Processing	Mining Engineering
25	Robotics	Mechanical Engineering; Electronics and Communication Engineering; Electronics Engineering;



26	3D Printing	Mechanical Engineering; Civil Engineering
27	Electric Vehicles	Mechanical Engineering; Electrical Engineering
28	Sensors Technology	Electronics and Communication Engineering, Electronics Engineering, Computer Science and Engineering, Instrumentation Engineering
29	Microgrid Technologies	Electrical Engineering
30	Infrastructure Engineering	Civil Engineering
31	Environmental Geotechnology	Civil Engineering
32	Earthquake Engineering	Civil Engineering
33	Waterways Transport Engineering	Civil Engineering
34	Lean Construction Technology	Civil Engineering
35	Organ Printing Technology	Biotechnology
36	Nutrition Technology	Biotechnology
37	Drug Engineering	Biotechnology
38	Aqua-food Technology	Chemical Engineering; Biotechnology
39	Cellular Agriculture	Biotechnology

Disclaimer:

Areas in which Minor Degree/Hons. may be offered are numerous. It is up to the Universities with the help of their Academic Board/Council to decide whether Minor Degree/Hons. is to be offered or not in any particular area, which is not mentioned above. AICTE approval is not required for offering Minor Degree/Hons. in any such area, however the criteria that “Minor Degree or Hons. will cumulatively require additional 18 to 20 credits in the specified area in addition to the credits essential for obtaining the Under Graduate Degree in Major Discipline (i.e. 160 credits)”.

- 7.4** To maintain the quality of Education, 60% of the eligible courses in any Technical Institution shall be accredited in the next TWO (2) years’ time, else EoA shall not be issued by the Council.
- 7.5** The “Maximum Intake Allowed” in a new Technical Institution offering Technical Programme(s) at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level shall be as per the **Appendix 3** of the Approval Process Handbook. The same shall also be applicable to an existing Institution WITHOUT NBA accreditation.
- 7.6** The Council shall permit the Introduction/ Continuation of NRI/ OCI /FN/ Children of Indian Workers in the Gulf Countries seats ONLY in the Courses conducted in regular mode.
- 7.7** Course(s) conducted in the timing of Part Time are permitted with the rationale that the existing facilities of the same Course(s) offering in the timing of Regular/ First Shift shall be utilized. Therefore, Course(s) shall not be conducted in the timing of Part Time, if the Institution is not offering the same Course(s) in the timing of Regular/ First Shift or other Level (Diploma/ Under Graduate Degree) of the same Programme.
- 7.8** The Council shall not permit the Post Graduate Course(s) (except MCA and Management), if the Institution is not offering an Under Graduate (Core) Course in the same Programme. However, the same is permitted to State/ Central Universities or Autonomous Government Institutions offering only Post Graduate Courses in Engineering and Technology.
- 7.9** The Council shall NOT permit the conduct of PGDM Courses along with other Programs in the same Institution.
- 7.10** In general, the teaching learning process shall take place either in the form of “face to face” mode in a class room (Regular Course) or “Open and Distance Learning” mode by providing flexible learning using a print, electronic, MOOCs, SWAYAM and SWAYAM PRABHA and through online and occasional interactive face-to-face meetings.



The Courses offered in the timings of Regular Shift, Second Shift and Part Time shall be considered as Regular Courses. The Institutions shall have to fulfill all facilities such as Infrastructure, Faculty and other requirements to offer the Regular Courses as per the norms specified in the Approval Process Handbook 21-22 for the Total Approved Intake and the Institutions may conduct the Courses in the timings of Regular Shift, First Shift, Second Shift and Part Time not exceeding the "Approved Intake" of each Course, as per the convenience of all stakeholders. All such Institutions shall have to create the necessary Faculty, Infrastructure and other facilities WITHIN 2 YEARS (with effect from A/Y 2020-21) to fulfil the norms and an affidavit for the same shall have to be submitted to AICTE. Student enrolment details shall be uploaded in the Web-Portal.

The Institutions may run Skill Development Courses, student developmental activities such as Research Park, Start-up Centre, Innovation Club, Entrepreneurship, etc. in the excess Built-up area without affecting the regular academic activities.

- 7.11** The AICTE approved Institutions shall be permitted to collaborate with each other for Student Exchange Programme so that the students admitted in an Institution may spend one Semester in another Institution.

Further, the institutions running only one course (unique in nature) with more than 50 years of existence and unable to modify/improve/change infrastructure (heritage building), can share the facilities / collaborate with nearby institutions for all academic related activities.

- 7.12** An Institution shall only allow up to 20% or as per the new regulation of UGC /AICTE of the total courses being offered in a particular Programme in a Semester through the Online Learning courses provided through SWAYAM platform as per the AICTE (Credit Framework for online learning course through SWAYAM) Regulations, 2016 as amended from time to time.

- 7.13** Institutes having less Enrolment / Poor Academic Performance

- a) Institutions having less enrolment

Institutions having Course(s) in which admissions are less than 30% of the "Approved Intake" for the consecutive past 5 years consistently, and if in the following year, the admitted student strength does not exceed 50% of the "Approved Intake" in the course(s) by filling vacant seats through lateral entry, then the Council shall reduce the intake by 50%, in such Course(s) in the current Academic Year.

In the Courses approved by the Council, if the Institution fails to admit the students/ not started the Course(s) due to Non-affiliation by the University/ Board or Non-Fulfilment of State Government/ UT requirements in the year of establishment, the same shall be informed to the Council, else ALL the Courses shall be considered for implementing the above Clause.

The Institution falling under this category need not apply for restoration in the next Academic Year and the Intake shall be automatically reinstated by the Council, if the enrolment becomes more than 30% based on the student enrolment data provided by the Institution. However, such Institutions shall not be eligible to apply for other categories listed under Chapter II/ III/ V/ VI of the Approval Process Handbook except Extension of Approval.

Further, if such Institutions apply for restoration of Intake against the punitive action if any, in the previous Academic Year(s) and if the earlier "Approved Intake" being restored through EVC followed by SHC/ SAC, then this Clause shall be applied after five years.

- b) Institutes having poor academic performance:

Institutes having poor academic performance in University/Board examinations, a joint decision of respective affiliating University / Board along with AICTE shall be taken. The institute with poor academic performance shall be given a warning to improve the academic performance of the students within 2 years.

- 7.14** Admission to Lateral Entry to Second Year Course(s)

- a) Lateral Entry to Second Year Diploma Course(s) shall be permissible up to a maximum of 10% of the "Approved Intake" which shall be over and above, supernumerary to the "Approved Intake", plus the unfilled vacancies of the First year as specified in the Approval Process Handbook.

- b) Lateral Entry to Second Year Under Graduate Degree Course as applicable in **Appendix 1** shall be permissible up to a maximum of 10% of the “Approved Intake” which shall be over and above, supernumerary to the “Approved Intake”, plus the unfilled vacancies of the First year as specified in the Approval Process Handbook.
- c) The Institution applied for Closure (if the same is under process/ approved for Progressive Closure) are eligible for admission to the Lateral Entry in the current Academic Year, as Extension of Approval was issued in the previous Academic Year and students were admitted during that year.
- d) The Institutions where “No Admission” have been issued for the current Academic Year are eligible for admission to the Lateral Entry in the current Academic Year, as Extension of Approval was issued in the previous Academic Year and students were admitted during that year. However, in the Institutions where “No Admission” have been issued for the previous Academic Year are not eligible for admission to the Lateral Entry in the current Academic Year.
- e) Institutions applied for the Conversion of Degree Level into Diploma Level and vice-versa/ Conversion of Women’s Institution to Co-ed Institution and vice-versa and approved for the conversion are eligible for admission to the Lateral Entry as per the approval that of the previous Academic Year.
- f) Any Foreign National obtained Diploma in a Foreign Institution (having an equivalency Certificate issued by the Association of Indian Universities) or Diploma in an Indian Institution shall also be eligible for Lateral Entry into the Second Year under Graduate Degree Course. The Institutions having approval for the supernumerary seats in such Course(s) as per **Clause 2.12** of the Approval Process Handbook are ONLY eligible to admit the Foreign Nationals as per the norms, else the Institution shall apply for the same on AICTE Web-Portal. However, the total Foreign Nationals admitted under supernumerary seats and the Lateral Entry shall not exceed the 15% of the “Approved Intake” in an Academic year.
- g) NRI candidates shall also be permitted for admission in Lateral Entry to Second Year, subject to the approval from AICTE for the NRI seats and fulfilment of requisite norms as specified in the Approval Process Handbook.
- h) Vacant seats arising out of the students withdrawing the admission in the First Year shall also be considered for Lateral Entry.

7.15 The Technical Institutions shall follow Norms for Faculty requirements and Cadre ratio at Diploma/ Under Graduate/ Post Graduate Level as provided in the **Appendix 7** of the Approval Process Handbook.

The Institutions shall ensure the timely and complete payment of the salary of Faculty by Electronic Clearing Service through Nationalized Banks. Expert Visit Committee shall ensure the Faculty availability by the annual salary paid statements of the faculty in addition to their physical presence.

The Institution should not demand for the Original Degree Certificates from the Faculty members at the time of joining the Institution. The Faculty members shall avoid the practice of leaving an Institution in the middle of the semester without completing the Courses assigned to them in the Semester.

The institutions shall ensure that necessary addition/deletion of faculty ID (Details in case of new faculty have not worked in any other AICTE approved institutions so far) on AICTE web portal within the same month from the date of Joining/Leaving.

- a) In the following Programmes, the Adjunct Faculty/ Resource Person as per guidelines given in **Annexure 9** of the Approval Process Handbook are permissible (up to a maximum as mentioned below), as the Programmes require more practical exposure :
 - Design - 20%
 - Planning - 30%



In all other Programmes, ONLY under exigent conditions such as relieving/retirement of Faculty members/ delay in Faculty recruitment, Institutions may avail the services of Adjunct Faculty/ Resource Person up to a maximum of 10% of the required Faculty members as per the "Approved Intake", for a period not exceeding one Academic Session. The Institutions may appoint more number of Adjunct Faculty for the benefit of the students to get the Industrial exposure. One Adjunct Faculty shall not be engaged in not more than two Institutions at the same time.

- b) In order to offer Quality Technical Education, all the institutions need to have Regular faculty for all the programs / courses by fulfilling Faculty student's ratio & Cadre ratio as prescribed by AICTE from time to time. However, the institutions may avail the services of contractual faculty under extraordinary circumstances (Court Cases etc.,) ONLY for a short period.
- c) The Faculty norms as specified in **Appendix 7** of Approval Process Handbook shall be fulfilled for the Course(s) conducted in any institution.
- d) For every Post Graduate Course, there should be at least one Professor with Ph.D. qualification. If Professor is not available, at least one Associate professor with Ph.D. qualification should be available.
- e) Faculty requirement for a Course may comprise of Faculty of Science and Humanities and other interdisciplinary specialization depending on the University Curriculum.
- f) Number of Technical and Non-Teaching Staff depends on the Institution/ University/ concerned Government norms.
- g) Aadhaar/ PAN seeding has to be provided for the Faculty wherever applicable as per the Norms.
- h) The Technical Institutions shall introduce Biometric attendance for regular Faculty members.
- i) Each Institution shall have appropriate Grievance Redressal mechanism/ Internal Complaint Committee (ICC) to address the issues of the Faculty & Students.

Disclaimer:

Annexure 6 and 7 of the Approval Process Handbook provide the major domains and the corresponding possible nomenclatures under each domain which is applicable to AICTE approved Institutions. **Inter disciplinary Courses are numerous and more firmly entrenched in the academy than ever.** Such Courses are being offered at various Universities, IITs, NITs, IISERs, NISERs and other Institutes of National importance, other than the nomenclatures listed in the Approval Process Handbook and AICTE cannot update all the existing nomenclatures. However, the recruiting authorities shall decide the equivalent Course(s) based on the curricula and syllabus, without taking approval from AICTE, depending on the needs of their Programme(s)/ Course(s).

7.16 The Technical Institutions shall follow Faculty Cadre and Qualifications as provided in the **Appendix 8** of the Approval Process Handbook.

The age of superannuation of all faculty members and Principal / Director of the Institutions shall be 65 years. An extension of 5 years (till the attainment of 70 years of age) may be given to those faculty members who are physically fit, have written Technical Books, published papers and has average 360o feedback of more than 8 out of 10 indicating them being active during last 3 preceding years of service.

NOTE: All the pay related issues of the Faculty shall be suitably addressed by the concerned State Government. (**Appendix 6.3.2**)

7.17 The Technical Institutions shall follow Norms for Land and Built-up requirements as provided in **Appendix 4** of the Approval Process Handbook.

- a) Land as required with clear title shall be in the Name of the Trust/ Society/ Company, in case of Institutions. However, in case of the Institution Deemed to be Universities (Private)/ Private Universities, Land shall be under the undisputed ownership and possession of the University.

- b) Documents showing ownership of Land/ Building as per the provisions of Section 8 of the Transfer of Property Act, 1882 or any other Law for the time being in force relating to transfer of property to or by Companies, Associations or bodies of individuals, in the name of the Applicant in the form of Registered Settlement Deed/ Registered Sale Deed/ Irrevocable Gift Deed (Registered)/ Irrevocable Government/ Private Lease Deed (Registered) (for a period of minimum 30 years with at least 25 years of live Lease at the time of submission of application). However, Private Lease of Building is permissible ONLY for Mega/ Metro Cities due to the scarcity of Land.
- c) It shall be open for the Promoter Trust/ Society/ Company of the proposed Institution to mortgage the Land with the prior intimation to AICTE after the issue of the Letter of Approval (LoA), only for raising the resources for the purpose of development of the Technical Institution situated on that Land for improving the employability of students.
- d) 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 the obstacles come later, connectivity shall be ensured and proper Safety Certificate should be produced from Competent Authority.
- e) The Land Use Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.
- f) The Land Conversion Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.
- g) The Land Classification Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.
- h) The Buildings has to be constructed as per the approved Building plan. In the existing Institutions, the outer dimensions and outer envelope of the building, setbacks, vertical circulation position of the toilets and circulation areas are to be kept intact; the minor internal changes made in the plan may be accepted. However, major changes/ alterations that affect the structural stability of the Building are not permitted.
- i) Occupancy Certificate/ Completion Certificate/ Building License/ Form D (as applicable) shall be obtained from the Competent Authority (as per standard format prescribed by the issuing Authority). For Government Buildings, the Government Building Act, 1899 is applicable.
- j) After the expiry of a period of thirty years from the issue of Completion Certificate, a Structural Stability Certificate from the registered Structural Engineer for the purpose of certifying that the Building is safe for human habitation shall be produced. Structural Stability Certificate is valid for a period of FIVE years from the date of issue.
- k) In case of any modifications done in existing Building, stability of entire construction need to be checked and also Building Plan need to be re-validated, in case of major changes.
- l) A valid Fire Safety Certificate shall be obtained from the Competent Authority.
- m) State wise Competent Authorities for issuing the Certificates pertaining to the Land/ Building including Occupancy Certificate are given in **Annexure 8** of the Approval Process Handbook.

7.18 The Technical Institutions shall follow Norms for Books, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment as provided in the **Appendix 5** of the Approval Process Handbook.

7.19 The Technical Institutions shall follow Norms for Essential and Desirable requirements as provided in the **Appendix 6** of the Approval Process Handbook.

- a) The Language Laboratory shall be 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 aim at confidence-building for facing interviews and competitive examinations. The Language Laboratory sessions also

include word games, quizzes, extemporary speaking, debates, skills, etc. Specifications shall be decided course wise as mentioned in **Appendix 4.2.1**.

- b) The Institution should provide appropriate facilities to take care of the physically challenged students and elderly persons comprising of Teaching/ Non-Teaching/ Others such as parents of the students visiting the Institution. Barrier Free Built Environment for disabled/ elderly persons shall be available on all the floors and in ALL the Buildings, including the availability of specially designed toilets for Ladies and Gents. Refer Design Manual for a Barrier Free Environment available in AICTE Website @ www.aicte-india.org.

Every Building should have at least one entrance accessible to the physically challenged and shall be indicated with a 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 (Refer Handbook on Barrier free and Accessibility <http://cpwd.gov.in>). Unisex toilets with all facilities shall be provided in each floor as specified by the National Building Code.

Condition A: for Building up to 3 or 4 floors (for Buildings of height upto 15 m)

- The Lift may be provided, but not essential.
- The ramp shall be provided as per National Building Code.

Condition B: If the Building is a multi-storied Building i.e. more than 4 floors (for Buildings of height more than 15 m)

- Lift must be provided with all provisions as per the National Building Code. Lift shall be accessible to all disabled/ elderly persons and
- Ramps may be provided, if needed, for the same.
- Special reserved car parking facilities are to be provided.

- c) Other types of Barrier Free Environment

- Stair lifts: All Stair Lifts come standard with a switch or button at the armrest and a call/send button mounted on the wall at the top or bottom of the stair case this allows multiple user household's access to the unit as necessary.
- Platform Lifts also known as "porch lifts" come in all shapes and sizes: Platform Lifts are ideal for individuals that rely on wheelchairs, power chairs and scooters. Vertical Platform Lifts also provide access to raised porches and decks for the wheel chair, power chair or scooter.
- There are several types of hoisting systems such as Overhead Hoists, Portable Ceiling Lifts, Mobile Floor Hoists and Wall Lift Hoists are also available.
- Safety Certificate is essential.

- d) 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.
- All Inhabitants/ Students/ Faculty/ Staff shall be issued Identity Cards by the Institution and the same may be checked by the security personnel during their entry. Outsiders may be permitted to enter into the Campus with the temporary photo ID generated at the entrance.



- The staff shall be trained to protect the students from any abuse.
 - The Institution shall have at least an annual safety programme encouraging the Campus community to look out for themselves and one another.
 - Special needs of students, Faculty and Staff with disabilities have to be taken care in the event of an emergency.
 - Counseling arrangements for the affected individuals shall be provided.
- e) Multiple Institutions in the same premises run by the same Trust/ Society/ Company shall be permitted to share internet band width/ e-journals, but the sum total shall be equivalent to the requirement of each of the Individual Institutions.
- 7.20** Induction training for 3 weeks and 2 weeks is mandatory for First Year UG and Diploma students respectively.
- 7.21** Model Structure of the Curricula/ Syllabus for different Course(s) are proposed by the Council and available in AICTE Web-Portal shall be used as a guideline and Institutions/ Universities may adopt the same with suitable changes.
- 7.22** The Technical Institutions shall initiate MoUs with the Industries for the internships of the students and report the outcomes of the same in their website. The industry with whom MoU is signed shall be a registered industry having valid TIN/GST number.
- 7.23** The standalone PGDM Institutions shall follow Norms for PGDM Programmes as provided in the **Appendix 9** of the Approval Process Handbook.
- 7.24** The Technical Institutions shall follow Subscription of Journals as provided in the **Appendix 10** of the Approval Process Handbook.
- 7.25** Format for Detailed Project Report (DPR) for the establishment of a new Technical Institution shall be as provided in the **Appendix 11** of the Approval Process Handbook.
- 7.26** The Technical Institutions shall follow Prevention and Prohibition of Ragging as provided in the **Appendix 12** of the Approval Process Handbook.
- 7.27** Structure of Various Committees is given in the **Appendix 13** of the Approval Process Handbook.
- 7.28** Contact details of the Regional Offices of AICTE are mentioned in the **Appendix 14** of the Approval Process Handbook.
- 7.29** The Technical Institutions shall follow Grievance Redressal for Students as provided in the **Appendix 15** of the Approval Process Handbook.
- 7.30** Documents to be submitted for applications under Chapter I are given in **Appendix 16** of the Approval Process Handbook.
- 7.31** Documents to be submitted for applications under Chapter II/ III are given in **Appendix 17** of the Approval Process Handbook.
- 7.32** Recommended Composition of Board of Governors (BoG)/ Board of Management (BoM) in the Technical Institutions is given in the **Appendix 18** of the Approval Process Handbook. Institutions Deemed to be Universities shall fulfill the composition of Board of Governors/ Board of Management (BoM) as specified by the AICTE and UGC.
- 7.33** The Technical Institutions shall follow Academic Calendar as specified in the **Appendix 19** of the Approval Process Handbook.
- 7.34** The Technical Institutions may conduct the Fellow Programme in Management as specified in the **Appendix 20** of the Approval Process Handbook.
- 7.35** Starting other academic Course(s)/ Institutions (Technical/ Non-Technical) in the excess Built-up area, arising out of the Courses approved for Closure, not started, etc., is permissible. However, the Applicant has to make Material/ Non-Material amendment of the Building Plan, Site Plan, etc. approved by the concerned Competent Authority to suit the requirements of the new Programme.



The Institutions may also conduct any academic Course(s) of other Regulatory Body 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. In such cases, NOC will be issued based on Undertaking from the Institutions/ Applicants. The Promoter has to provide an **Affidavit 12** that the Institution(s) approved by AICTE in the Campus has/ have all the facilities such as Infrastructure, hostel (if applicable), Faculty, etc. for meeting the ALL the Courses, in addition to the proposed academic Course(s).

- 7.36** Ample space shall be made available for playground in an Institution. Institutions shall provide owned/ hired facilities for indoor and outdoor sports for the students either in the Campus or through arrangements with other adjacent Institutions, Corporation grounds, private facilities, etc.
- 7.37** Total Built-Up area under each sub-categories such as Instructional area, Administrative area, Amenities area and Circulation area for each Programme shall be fulfilled. Built-Up area in excess than the total Built-up area required to run the Programme (s) and Course(s) for the entire duration shall be utilized for the student developmental activities such as Hostel, Research Park, Student Clubs and Incubator/ Accelerator.
- 7.38** Mandatory disclosures as given in the **Annexure 10** shall be displayed in the website of each Technical Institution.
- 7.39** The Institutions shall adopt the minimum standards and qualifications as specified in the Approval Process Handbook. However, Institutions Deemed to be Universities/ Institutions having Accreditation/ Autonomy status shall surpass the minimum standard and qualifications specified.
- 7.40** In National Defence/ Security areas, the maximum Divisions or Intake over and above specified in **Appendix 3** of the Approval Process Handbook shall be considered as the case may be, subject to the fulfilment of other norms of the Approval Process Handbook. However, the details of such Institutions may not be shared to the public.
- 7.41** Recommendations of National Fee Committee for the maximum Tuition and Development Fee for the Programme(s) as given in **Annexure 11** of the Approval Process Handbook have been accepted by the Council and shall have to be followed. The Institutions shall adopt the Fee fixed by the concerned State Fee Regulatory authority. However, the authorities shall take into account the Central Pay Commission emoluments, increase in DA from time to time, etc. while fixing the Fee for various Courses. Institutions Deemed to be Universities shall comply the UGC norms for Fee in Professional Education.

NOTE: The Institutions shall not directly or indirectly, demand or charge or accept, Capitation Fee or demand any donation, by way of consideration for admission to any seat in any Course.

- 7.42** Those Institutions applied for the NBA having Extension of Approval with full "Approved Intake" for consecutive six years and granted a 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 the Approval Process Handbook and on fulfilment; the NBA shall be intimated suitably.
- 7.43** AICTE does not recognize the Programme(s)/ Course(s) in Technical Education offered through ODL/ Online mode except in Management/Computer Application and Travel & Tourism Programmes, with the explicit approval of AICTE.
- 7.44** The State Government/ UT/ Directorate of Technical Education/ Directorate of Medical Education shall ensure that 10% of reservation for Economically Weaker Section (EWS) as per the reservation policy for admission, operational from the Academic year 2019-20 without affecting the reservation percentages of SC/ ST/ OBC/ General. However, this would not be applicable in the case of Minority Institutions referred to the **Clause (1)** of Article 30 of Constitution of India.

Such Institution shall be permitted to increase the annual permitted strength over a maximum period of two years beginning with the Academic Year 2019-20.

EWS vacant seats shall be considered for the Lateral Entry to Second Year Course(s) with the same reservation policy for admission.

7.45 (a) Supernumerary seats (25 Nos.) are granted by the Council, for the Institutions falling under the Centrally Supported Scheme of “Upgrading existing Polytechnics to integrate Persons with Disability (PwD)” in the mainstream of Technical and Vocational Education.

(b) Concession for the wards of Kashmiri Migrants and Kashmiri Pandit / Kashmiri Hindu Families (Non-Migrants) living in Kashmir valley for admission in Higher Educational Institutions (As per MoE directives: F.No. 3-4/2017-NER, Dated: 15th October, 2019). This is in addition to PMSSS supernumerary seats. They are not eligible for scholarship

7.46 **Affidavit 2** specified in the Approval Process Handbook shall be uploaded in the AICTE Web-Portal in e-stamp paper with digital signature of the authorized signatories.

7.47 In case of any litigation pertaining to the penal action initiated by the Council for an Institution, for the contravention of any of the relevant Regulations, such Institution shall have to apply as per **Clause 8.1(b) / 8.18** (as applicable) in AICTE Web-Portal, in the absence of any specific court order to the contrary.

7.48 **Clause 1.5.4** of the Approval Process Handbook does not permit Self-financing Institutions to use ‘Indian,’ ‘National,’ etc. in the Name of the Institution. The Institutions which were already given approval with those words shall be instructed to change/ drop the word from the Name of the Institution, as the Stake holders may misinterpret them to be Government/ Government Aided Institutions.

If any Institution (other than Government/ Government Aided) continue to use ‘Indian,’ ‘National,’ etc. in the Name of the Institution, the Council shall remove such words while issuing EoA.

7.49 Tuition Fee Waiver (TFW) Scheme

- a) Scheme shall be applicable to all approved Technical Institutions offering Diploma, Post Diploma, Under Graduate Programme(s), MCA, PGCM MBA, PGDM Programme(s) and Lateral Entry provisions of these Programme(s).
- b) The scheme shall be mandatory for all Institutions approved by the Council.
- c) Requirements and Eligibility
 - Sons/ Daughters of parents whose annual income from all sources does not exceed ₹. 8.00 Lakh.
 - 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/ Government aided Institutions. All other Fees except Tuition Fee shall have to be paid by the beneficiary.
- d) Admission Procedure
 - Under this Scheme, up to a maximum of 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 Course(s) in an Institution, where a minimum of 50% of “Approved Intake” are filled up in last Academic year
 - 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 candidates.
 - The 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 the Institution/ Course under any circumstances.



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

7.50 Supernumerary seats for the Union Territories J&K and Ladakh under Prime Minister's Special Scholarship Scheme (PMSSS)

- a) Scheme shall be applicable to selected approved Technical Institutions having NIRF ranking and offering Bachelor Programme(s). Diploma holders in Engineering are eligible for Lateral Entry under the provisions of these Programme(s).
- b) 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 Course(s) in an Institution.
- c) The scheme shall be mandatory for all Institutions approved by the Council subject to, the changes suggested by the Inter-Ministerial Committee of MoE from time to time.
- d) Requirements and Eligibility
 - All students domicile of J&K and Ladakh are eligible for seats under this scheme.
 - The student passed Higher Secondary Examination (12th Std.) from the schools located in J&K and Ladakh.
 - Sons/ Daughters of parents whose annual income from all sources does not exceed ₹ 8.00 Lakh.
- e) Admission Procedure
 - AICTE shall invite applications under this category, make a separate merit list for this category and effect admission based on the merit list as 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 the Institution/ Course under any circumstances without permission from AICTE.

7.51 Release of Security Deposit

7.51.1 Procedure

- a) The Trust/ Society/ Company shall upload/ submit the following documents in AICTE Web-Portal for the release of the FDR/ RTGS.
 - Application/ request letter of the Institution for FDR/ RTGS release
 - **Affidavit 6** with details of the Institution and Name of the Trust/ Society/ Company, FDR/ RTGS details (as per the standard format)
 - Copy of FDR to be released, in a corpus fund made by RPGF, copy(s) of the Demand Draft (if any) submitted to AICTE for creation of RPGF/ Online payment proof for Security Deposit
- b) Regional Office after verification shall forward the same to the Approval Bureau, Public Grievance Redressal Cell (PGRC) and Vigilance Cell of AICTE to give their clearance for the release of the FDR.
- c) In case of FDR/ RPGF, upon clearance from all the above, NOC shall be issued to the Institution by the Regional Officer.
- d) In case of RTGS, the sanction order shall be issued by the Council.

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

- 7.51.3 If an Institution has any financial embezzlement with Government Bodies/ Banks, then Security Deposit shall not be released till the NOC from such body is received.
- 7.51.4 In case an Institution/ Trust/ Society/ Company violates the Security Deposit related norms, the Council shall initiate appropriate penal action.
- 7.51.5 For the Institutions approved by AICTE and later converted into a Private University/Institution Deemed to be University by appropriate State/ Central Act, the release of Security Deposit shall be subject to no pending Complaints or Disciplinary Proceedings against such Institutions in addition to the submission of the above documents.
- 7.51.6 For the Institutions approved for Progressive Closure, Security Deposit shall be released upon the request from the Trust/ Society/ Company, subject to the submission of a Certificate from the affiliating University/Board stating that no students are studying in the Institution. Such Certificate is not needed, if the Security Deposit is already matured.
- 7.51.7 In case of grant of approval to the merger of Institutions, Security Deposit of the Child Institution(s) shall be released upon the request from the Trust/ Society/ Company, subject to the submission of a Certificate from the affiliating University/Board stating that no students are studying in the Institution.



CHAPTER-VIII

Penal Action in case of Violation of the Norms and Regulations

8.1 Introduction

- a. An Institution offering any Programme/ Course in Technical Education in violation of Regulations/ Approval Process Handbook, shall be liable to appropriate Penal action including fine/ no admission/ reduction in "Approved Intake"/ Withdrawal of Approval/ criminal action by the Council against defaulting Trust/ Society/ Company/ Associated Individuals/ 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 of the Institution, the Technical Institution/ Trust/ Society/ Company shall apply afresh for approval after completion of two Academic Years for setting up a new Technical Institution with a different name as per the procedure defined in the 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 Course(s) in the previous Academic Year(s), if any, to such Institution against which the admitted students shall be treated as AICTE approved Course(s) only.
- d. If any of the information mentioned in the Affidavit is proved as false, penal action shall be initiated on the Deponent.
- e. If any Institution is found offering Technical Programmes without the approval of the Council, it shall be declared as unapproved Institution and necessary punitive action shall be initiated such as the Council shall inform respective State Government/ UT to initiate appropriate penal, civil/ criminal action against such defaulting Institutions/ Trust/ Society/ Company/ Associated Individuals as the case may be.

8.2 Non-Submission/ Submission of Incomplete/ False/Incorrect Information/Violation of Regulatory Provisions in Online Application for Extension of Approval

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

- a. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- b. Reduction in "Approved Intake"
- c. No admission in one/ more Course(s) for one Academic Year
- d. Withdrawal of approval for Programme(s)/ Course(s)
- e. Withdrawal of approval of the Institution/University

NOTE: University shall be liable to withdrawal of Approval in case of running Programme(s) /Course(s) with partial approval of AICTE. University shall be liable to withdrawal of approval in case of violation of regulatory provisions (e.g. Running Integrated/Dual programme/course which requires approval from different regulatory bodies.)

8.3 Non-Fulfilment of Requirement of Qualified Principal/ Director

An 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. For the non-Fulfilment of requirement of qualified Principal/ Director, the actions initiated by the Trust/ Society/ Company/ affiliating Body/ State Government/ UT, process of recruitment not followed, temporary arrangements made and satisfactory reasons for non-appointment, if any, have to be ascertained.

Accordingly, the Institution shall be liable to any one or more of the following punitive actions by the Council:

- a. Reduction in "Approved Intake"
- b. No admission for one Academic Year
- c. Not eligible to receive any grant from AICTE

8.4 Non-Fulfilment of Faculty: Student ratio, not adhering to the Pay Scales and/or qualifications prescribed for Faculty

8.4.1 Institutions not adhering to the Pay scales, or qualifications prescribed for Faculty members 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.

- a. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- b. Reduction in "Approved Intake"
- c. No admission in respective Course(s) for one Academic Year
- d. Not eligible to receive any grant from AICTE
- e. Withdrawal of approval in the respective Course(s)
- f. Withdrawal of approval of the Institution

NOTE: All the Pay Scales related Issues of the Faculty shall be suitably addressed by the Concerned State / Central Government. In case of standalone PGDM /PGCM Institutions, AICTE to Initiate Action through Committee constituted by AICTE.

8.4.2. All the Faculty Grievances shall be suitably addressed initially at the institution level and can further be escalated to concerned Universities/DTEs (if unresolved).

8.4.3. State Fee Regulatory Authorities should decide the Fee commensurate with the State Government Employees and other Institutes under the purview of the concerned State and the States should follow the same.

NOTE: Undertaking should be from Chairman/Secretary of Trust / Society /Company in all Faculty Related Grievances.

8.5 Non-Fulfilment of Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals, Library facilities requirements, etc.

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

- a. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- b. Reduction in "Approved Intake"
- c. No admission in one/ more Course(s) for one Academic Year
- d. Withdrawal of approval for Programme(s)/ Course(s)
- e. Withdrawal of approval of the Institution

8.6 Non-Fulfilment of Essential Requirements

Institutions not maintaining essential requirements as per Appendix 6 of the Approval Process Handbook shall be liable to any one or more of the following punitive actions by the Council.



- a. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- b. Reduction in "Approved Intake"
- c. No admission in one/ more Course(s) for one Academic Year
- d. Not eligible to receive any grant from AICTE

8.7 Non-Fulfilment of Location/ Built-up Area/ Land as specified in the Approval Process Handbook at the time of year of establishment or the current Academic Year

Institutions working in a 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.

- a. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- b. Reduction in "Approved Intake"
- c. No admission in one/ more Course(s) for one Academic Year
- d. Withdrawal of approval for Programme(s)/ Course(s)
- e. Withdrawal of approval of the Institution

8.8 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.

- a. Five times the total Fee collected per student shall be levied against each excess admission as fine.
- b. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- c. Reduction in "Approved Intake"
- d. No admission in one/ more Course(s) for one Academic Year
- e. Withdrawal of approval for Programme(s)/ Course(s)
- f. Withdrawal of approval of the Institution
- g. Not eligible to receive any grant from AICTE

8.9 Charging Excess Fee than the Fee Prescribed by the Concerned State/ Fee Regulatory Committee

The Institutions shall have to announce all Fees such as Tuition Fee, Examination Fee, etc. on their Web Site transparently and adhere to the same strictly. No Technical Institution shall collect any other Fee (Payment/ Amount) from the students, 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:

Twice the total Fee collected per student and the excess Fee collected shall be refunded to the student.

- a. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
- b. Reduction in "Approved Intake"
- c. No admission status in one/ more Course(s) for one Academic Year
- d. Withdrawal of approval for Programme(s)/ Course(s)
- e. Withdrawal of approval of the Institution
- f. Not eligible to receive any grant from AICTE

8.10 Institutions not allowing Expert Visit Committee for physical/online verification of Infrastructural facilities/ Institutions not having Occupancy Certificate/ Completion Certificate/ Building License/ Form D/ Barrier free environment/ Institutions Deemed to be Universities not having NAD/ Institutions demanding for the Original Degree Certificates from the Faculty members at the time of joining the Institution.



In the event, a Faculty member intends to leave the Institution in the middle of the Semester without sufficient notice to the Institution to make a suitable alternate arrangement, he/ she may complete the syllabus of the Course(s) allotted to him/ her keeping in view of the academic interests of students. In any case, the Original Degree Certificates from the Faculty members shall not be retained by the Institution.

Institutions not allowing Expert Visit Committee for physical verification of Infrastructural facilities/ Institutions not having Occupancy Certificate/ Completion Certificate/ Building License/ Form D/ Barrier free environment/ Institutions Deemed to be Universities not having NAD/ Institutions demanding for the Original Degree Certificates from the Faculty members at the time of joining the Institution shall be liable for any one or more of the following punitive actions by the Council:

- a. Not eligible to receive any grant from AICTE
- b. No admission for one Academic Year
- c. Withdrawal of approval of the Institution

8.11 Violation of norms of admission by the Institutions/ Universities conducting PGDM/ PGCM Courses/ PGDM Institutions not having NAD or Institutions offering PGDM Course(s) in Regular or ODL mode not uploading student enrollment data and list of students completed the Course(s) successfully along with their CGPA/ Percentage of marks in the AICTE Web-Portal.

Norms for conducting PGDM/ PGCM Courses shall be as per **Appendix 9** of the Approval Process Handbook. If any Institution/ Institution Deemed to be University fails to comply with any of the conditions specified therein/any violation in the admission procedure specified in the Approval Process Handbook for the PGDM/ PGCM Courses/ PGDM Institutions not having NAD or Institutions offering PGDM Course(s) not uploading student enrollment data in the AICTE Web-Portal, the Council after giving reasonable opportunity of being heard through Standing Appellate Committee shall be liable for any one or more of the following punitive actions by the Council:

- a. No admission for Academic Year
- b. Withdrawal of approval of the Institution.
- c. Withdrawal of graded autonomy granted by the Council.

8.12 Violation of Norms in Case of Collaboration and Twinning Programme

- a. If a University/ Institution fails to comply with any of the conditions as contained in the Approval Process Handbook, even after giving reasonable opportunity of being heard through Standing Appellate Committee, the Council shall withdraw the approval of the Twinning Programme granted to such University/ Institution to offer their Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree in India and forbid such Foreign University/ Institution to either open Centers 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 transfer of funds from India to parent 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 offering Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree 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, cheating, etc.



- d. Once the approval of the Twinning Programme is withdrawn, the Council shall make an attempt in co-ordination with concerned State Government/ UT to re-allocate the students enrolled in such Programme to other approved Institutions of the Council. The Institution shall have to return the entire Fee collected from such students to the Institutions in which the students are accommodated.
- e. Such Foreign University/ Institution 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.
- f. UGC amendments from time to time on the subject shall be applicable.

8.13 Fee Refund Cases

- 8.13.1 In the event of a student withdrawing before the start 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.
- 8.13.2 In case, if a student leaves 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 hostel rent, where applicable.
- 8.13.3 The last date for withdrawal of PGDM admission for the purpose of refund of Fee shall be 30th June of every year.
- 8.13.4 In case the vacated seat is not filled, the Institution should refund the Security Deposit and return the original documents.
- 8.13.5 The 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.
- 8.13.6 Institutions not following guidelines issued by the Council regarding refund of Fee for cancellation of admission or delaying refunds shall be liable to any one or more of the following punitive actions by the Council.
 - a. Fine for Non-Compliance of refund rules of the Fee levied against each case shall be five times the total Fee collected per student
 - b. Suspension of approval for NRI and supernumerary seats, if any, for one Academic Year
 - c. Reduction in "Approved Intake"
 - d. No admission in one/ more Course(s) for one Academic Year
 - e. Withdrawal of approval for Programme(s)/ Course(s)

NOTE: Any changes in the Schedule for any of the academic related activities as notified by the Council from time to time are binding on all the AICTE Approved Universities/Institutions.

8.14 Security Deposit

In case of Institutions where FDRs are encashed before the date of maturity or not depositing the required Security Deposit at the time of LoA, a penalty of 10% of the value of the FDR shall be imposed. However, Institutions that had not created FDR/created FDR for lesser duration/ lesser amount than prescribed at the time of LoA have to create the same accordingly as specified in the Approval Process Handbook.

8.15 Complaints regarding the use of fake certificates of SC/ST/OBC to be investigated in time bound manner and if found guilty, such admission should be cancelled. Further, appropriate action shall be initiated accordingly with due intimation to AICTE.

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



8.17 Complaint Cases

- a. All Institutions shall have Grievance Redressal mechanism as notified by the Council.
- b. In case of receipt of any Complaint(s) about an Institution, the same shall be processed by Public Grievance Redressal Cell (PGRC) of AICTE.
- c. The Complaint shall be placed before a Standing Complaint Scrutiny Committee (SCSC) for further necessary action. If necessary, the complainant 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.
- d. The report of the Expert Visit Committee/ Show Cause notice, if issued shall be placed before the Standing Hearing Committee.
- e. Two representatives of the Institution (Chairman/ Secretary of the Trust/ Society/ Company or Principal/ Director/ Faculty of the Institution/ Trustee duly authorized by them) along with Photo ID proof shall present their case along with the compliance and 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.
- f. The recommendations of the Standing Hearing Committee shall be placed before the Executive Committee for approval.
- g. The decision of the Executive Committee shall be uploaded in the Web-Portal 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 **Clause 1.10** of the Approval Process Handbook.
- h. As per CVC guidelines, Anonymous/ Pseudonymous Complaints shall not be processed.
- i. Each Institution shall upload the number of Complaints and Grievances received and action taken in their Web site and update AICTE through the monthly online status report.

8.18 Procedure for Restoration against Punitive Action

- a. The Applicant shall make an application for restoration on AICTE 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 specified in the Approval Process Handbook.
- c. The Expert Visit Committee Report shall be placed before the Standing Hearing Committee.
- d. Recommendations of the Standing Hearing Committee shall be placed before the Executive Committee for necessary Approval.
- e. If the Institution is aggrieved by the decision of the Executive Committee, the Institution shall have the right to appeal as per **Clause 1.10** of the Approval Process Handbook. 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.
- f. In case of restoration, Extension of Approval with restored Intake shall be uploaded in AICTE Web-Portal, or otherwise Speaking Order shall be also be uploaded in the Web-Portal.

8.19 Under extraordinary circumstances, if restoration/ Punitive action (except fine) is approved by the Council beyond 30th April of the Calendar Year in compliance to 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.

In an extraordinary circumstance, to implement the withdrawal of approval in the current Academic Year, students admitted shall be shifted to the nearby AICTE approved Institutions in consultation with the concerned University/ Board/ State Government/ UT.

NOTE: Any changes in the Schedule for any of the approval (including academic) related activities as notified by the Council from time to time is binding on all the AICTE Approved Institutions / Universities.



APPENDIX-1

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

1.1 Diploma

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology, Applied Arts and Crafts, Design	3 or 4 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
ii	Hotel Management and Catering Technology	3 or 4 years	Passed 10+2 examination. Obtained at least 35% marks in the qualifying examination. OR Passed 10 th Std./ SSC examination. Obtained at least 35% marks in the qualifying examination.
iii	All Programmes (Lateral Entry to Second Year Diploma)	2 years	Passed 10+2 examination with Physics/ Mathematics / Chemistry/ Computer Science/Electronics/Information Technology/ Biology/Informatics Practices/ Biotechnology/ Technical Vocational subject/ Agriculture/ Engineering Graphics/ Business Studies/Entrepreneurship (Any of the three). OR 10 th + (2 years ITI) with appropriate Trade in that order shall be eligible for admission to Second Year Diploma Course(s) of appropriate Programme. (The Affiliating Body will offer suitable bridge courses such as Mathematics, Physics, Engineering drawing, etc., for the students coming from diverse backgrounds to achieve desired learning outcomes of the programme)
iv	Vocational** (NSQF Level 5)	3 years	Passed 10 th Std. / SSC examination.

**In case a student exits after successfully completing the First/ Second year, He/ She shall be provided with Skill Certificate (as per the levels) by the State Technical Board. Skill certificate is purely to provide skills (and not formal education), hence there shall be no equivalence for the same and there shall be no vertical mobility with Skill certificates.

1.2 Post Diploma

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology, Applied Arts and Crafts, Hotel Management and Catering Technology	18 Months or 2 years	Passed Diploma examination with at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.



1.3 Under Graduate Degree

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	4 years	<p>Passed 10+2 examination with Physics/ Mathematics / Chemistry/ Computer Science/Electronics/Information Technology/ Biology/Informatics Practices/ Biotechnology/ Technical Vocational subject/ Agriculture/ Engineering Graphics/ Business Studies/Entrepreneurship.(Any of the three)</p> <p>Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the above subjects taken together.</p> <p style="text-align: center;">OR</p> <p>Passed min. 3 years Diploma examination with at least 45% marks (40% marks in case of candidates belonging to reserved category) subject to vacancies in the First Year, in case the vacancies at lateral entry are exhausted.</p> <p>(The Universities will offer suitable bridge courses such as Mathematics, Physics, Engineering drawing, etc., for the students coming from diverse backgrounds to achieve desired learning outcomes of the programme)</p>
ii	Planning, Applied Arts and Crafts, Design ,Hotel Management and Catering Technology	4 years	<p>Passed 10+2 examination.</p> <p>Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the qualifying Examination.</p>
iii	Engineering and Technology (Lateral Entry to Second year)	3 years	<p>Passed Minimum THREE years / TWO years (Lateral Entry) Diploma examination with at least 45% marks (40% marks in case of candidates belonging to reserved category) in ANY branch of Engineering and Technology.</p> <p style="text-align: center;">OR</p> <p>Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40% marks in case of candidates belonging to reserved category) and passed 10+2 examination with Mathematics as a subject.</p> <p style="text-align: center;">OR</p> <p>Passed D.Voc. Stream in the same or allied sector.</p> <p>(The Universities will offer suitable bridge courses such as Mathematics, Physics, Engineering drawing, etc., for the students coming from diverse backgrounds to achieve desired learning outcomes of the programme)</p>
iv	All Programmes Other than Engineering and Technology/ Planning/ Design	Lateral Entry to Second year	<p>Passed Minimum THREE years / TWO years (Lateral Entry) Diploma examination in a Programme with at least 45% marks (40%marks in case of candidates belonging to reserved category) in appropriate Programme.</p>
v	Vocational (NSQF Level 7)	3 years	<p>Passed 10+2 examination.</p>
<p>Respective State Government/ Affiliating University/Board may decide the eligibility criteria for entry level Qualification for different Programmes/ Courses.</p>			



1.4 Post Graduate Diploma / Post Graduate Degree/Post Graduate Certificate

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	2 years	Passed Bachelor's Degree or equivalent in the relevant field. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.
ii	Engineering and Technology (Certificate)	1 year	Passed Bachelor's Degree or equivalent in the relevant field. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.
iii	Planning	2 years	Passed Bachelor Degree in Planning/ Architecture/ Civil Engineering OR Passed Master Degree of Geography/ Economics/ Social Sciences or equivalent Degree.
iv	Applied Arts and Crafts	2 years	Passed Bachelor Degree in Fine Arts or equivalent Degree. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.
v	Design	2 years	Passed Bachelor Degree of minimum 4 years duration. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.
vi	Hotel Management and Catering Technology	2 years	Passed Bachelor Degree in Hotel Management and Catering Technology/ Hotel Management of minimum 4 years duration or equivalent Degree. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.
vii	MCA	2 years	Passed BCA/ Bachelor Degree in Computer Science Engineering or equivalent Degree. OR Passed B.Sc./ B.Com./ B.A. with Mathematics at 10+2 Level or at Graduation Level (with additional bridge Courses as per the norms of the concerned University). Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.
viii	Management (MBA)	2 years	Passed Bachelor Degree of minimum 3 years duration. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.
ix	Management (PGCM)	More than 1 year and not exceeding 2 years	Passed Bachelor's Degree of minimum 3 years duration. Obtained at least 50% marks (45% marks in case of Candidates belonging to reserved category) in the qualifying examination.
x	Management (PGDM)	Not less than 21 Months	Passed Bachelor's Degree of minimum 3 years duration. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.
		Not less than 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% marks in case of candidates belonging to reserved category) in the qualifying examination.
xi	Lateral Entry to Vocational Courses	2 years	Passed Bachelor's Degree in Vocation (Level 7) qualified in related sector with minimum 2 years of industrial experience. Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying examination.



1.5 Integrated/Dual Degree Courses

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	5 years	<p>Passed 10+2 examination with Physics/ Mathematics / Chemistry/ Computer Science/Electronics/Information Technology/ Biology/ Informatics Practices/ Biotechnology/ Technical Vocational subject/ Agriculture/ Engineering Graphics/ Business Studies/Entrepreneurship. (Any of the three)</p> <p>Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the above subjects taken together.</p> <p style="text-align: center;">OR</p> <p>Passed min. 3 years Diploma examination with at least 45% marks (40% marks in case of candidates belonging to reserved category) subject to vacancies in the First Year, in case the vacancies at lateral entry are exhausted.</p> <p>(The Universities will offer suitable bridge courses such as Mathematics, Physics, Engineering drawing, etc., for the students coming from diverse backgrounds to achieve desired learning outcomes of the programme)</p>
ii	Planning	5 years	<p>Passed 10+2 examination.</p> <p>Obtained at least 45% marks (40% in case of candidates belonging to reserved category) in the qualifying examination</p>
iii	Hotel Management and Catering Technology	5 years	<p>Passed 10+2 examination.</p> <p>Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the qualifying examination.</p>
iv	MCA	5 years	<p>Passed 10+2 examination with Mathematics/ Statistics/ Accountancy as compulsory subjects.</p> <p>Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the above subjects taken together.</p>
v	MBA	5 years	<p>Passed 10+2 examination.</p> <p>Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the qualifying examination.</p>

1.6 Fellow Programme

Sl. No.	Programme	Duration	Eligibility
i	Fellow Programme in Management	Duration of the course is minimum 3 years but shall not exceed 5 years	Master's Degree or equivalent in Engineering and Technology/ Management/ Economics/ Social Science/Biological Science/ Pure Science/ Commerce/ Humanities with FIRST CLASS



1.7 Certification Levels of Skill Courses

Certification Level	Normal Qualification	Case I		Case II	
		Vocational Qualification	Certifying Body	Vocational Qualification	Certifying Body
1	Secondary Grade IX School	Grade (Vocational) IX	School	Grade (Vocational) IX	School
2	Secondary Grade X School	Grade (Vocational) X	School	Grade (Vocational) X	School
3	Higher Secondary School Grade XI	Diploma (Vocational)	Board of Technical Education	Grade(Vocational) XI	School
4	Higher Secondary School Grade XII	-----		Grade (Vocational) XII	School
5	1 st Year Bachelor's			Degree (Vocational)	University
6	Second Bachelor's Year	Advanced Diploma (Vocational)			
7	Third Year Bachelor's				

1.8 Reservation Policy of the Central Government (Including EWS)* / Respective State Government/ UT as the case shall be applicable to all the above Programmes (1.1 to 1.7)

1.9 The concerned State Government/ UT Admission authority shall decide Modalities of Admission

- a) The admission for Integrated/Dual Degree Course in Management shall be effected on the basis of separate merit lists of students passed in various streams at 12th 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 an 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.

- b) In case of Integrated Hotel Management and Catering Technology, selection of the students for this Course shall be done at the start of the 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.
- c) For integrating vocational and conventional education, the Skill Assessment Matrix for Vocational Advancement of Youth (SAMVAY) had been launched by MoE) in November, 2014. The credit framework (as per the following) is now in operation which allows lateral and vertical mobility within the vocational educational system and between current education systems. It defines the rules for credit allotment and follows the National Skills Qualification Framework.

The detailed SAMVAY document is available at: https://www.aicte-india.org/sites/default/files/SAMVAY_1_.pdf



Credit and Awards

Certifying Body		Cumulative Number of Credits and Awards		
NSQF Level	Equivalent Academic Standard	School Education	Higher	education
		Recognized Board	Recognized Technical/Skill/Vocational Board	UGC Recognized University
1	9 th Std.	35-40 Certificate Level 1	Entry Level HSLC (for Diploma in Vocational)	Entry Level SSLC (for Bachelor in Vocational)
2	10 th Std.	70-80 Certificate Level 2/ SSLC/ High School		
3	11 th Std.	105-120 Certificate Level 3		
4	12 th Std.	140-160 Certificate Level 4/ HSLC/ Intermediate	90-120 Certificate Level 4	5-30 Higher Certificate
5	First Year Under Graduate Degree		135-180 Certificate Level 5	45-60 Diploma Level 5
6	Second Year Under Graduate Degree			90-120 Advanced Diploma Level 6
7	Third Year Under Graduate Degree			135-180 B. Voc. Level 7
8	First Year Post Graduate Degree			180-240 PG Diploma Level 8
9	Second Year Post Graduate Degree			225-300 M. Voc. Level 9
10	Post Master/ Research Level			Post Master Diploma/ Research Degree maybe awarded based on the compliance of UGC regulations

Note: There shall be only TWO types of courses:

Regular mode- course delivery shall be in a face to face class room teaching learning mode, with permissible limit of credits through MOOCs and;

ODL/ Online mode- course delivery shall be through distance mode or online mode with occasional sessions for solving students' difficulties in a Learning Resource Centre or Online through LMS portal.

In both the modes, curriculum, admission process, assignments, evaluation and proctored examination, award of Certificates, Diplomas, Degrees etc. shall remain the same and shall have to be announced well in advance (i.e. during the admission process).

1.10 Open Distance Learning / Online Learning Courses

The Duration, Entry Level Qualifications for ODL /Online courses shall be as per the respective courses offered in Regular mode as given in the above section(s) 1.1 to 1.5

APPENDIX-2

Approved Nomenclature of Courses

2.1 Diploma in Engineering and Technology

Sl. No	Course Name	Sl. No	Course Name
* Emerging / Multidisciplinary Area Nomenclatures			
1	3-D Animation and Graphics	37	Biomedical instrumentation
2	Administration Services	38	Biotechnology
3	Advanced Electronics and Communication Engineering	39	CAD CAM
4	Aero Space Engineering	40	Campus Wide Network Design and Maintenance
5	Aeronautical Engineering	41	Carpet Technology
6	Agricultural Engineering *	42	CDDM
7	Agricultural Technology	43	Cement Technology
8	Agriculture Engineering	44	Ceramic Engineering and Technology
9	Aircraft Maintenance Engineering	45	Ceramic Technology
10	Aircraft Maintenance Engineering (Avionics)	46	Ceramics
11	Aircraft Maintenance Engineering (Helicopter and Power Plants)	47	Ceramics Engineering
12	Alternate Energy Technologies *	48	Chemical Engineering
13	Animation and Multimedia Technology	49	Chemical Engineering (Fertilizer)
14	Apparel Design and Fabric	50	Chemical Engineering (Oil Technology)
15	Apparel Design and Fabrication Technology	51	Chemical Engineering (Petro Chemical)
16	Apparel Design and Fashion Technology	52	Chemical Engineering (Petrochemical)
17	Apparel Manufacture and Design	53	Chemical Engineering (Plastic and Polymer)
18	Apparel Technology	54	Chemical Engineering (Sugar Technology)
19	Applied Electronics	55	Chemical Engineering Specialization in Petrochemicals
20	Applied Electronics and instrumentation Engineering	56	Chemical Technology
21	Applied Videography	57	Chemical Technology (Paint Technology)
22	Armament Engineering	58	Chemical Technology (Rubber and Plastic Technology)
23	Armament Engineering (Gun Fitter)	59	Chemical Technology (Rubber/Plastic)
24	Artificer Training (Electrical)	60	Chemical Technology Fertilizer
25	Artificer Training (Electronics)	61	Cinematography*
26	Artificer Training (Mechanical)	62	Civil (Construction)
27	Artificial Intelligence (AI) and Machine Learning*	63	Civil (Public Health and Environment) Engineering
28	Audiography and Sound Engineering	64	Civil and Environmental Engineering*
29	Automation and Robotics*	65	Civil and Rural Engineering*
30	Automobile Engineering	66	Civil Draftsman
31	Automobile Engineering (Automobile Fitter)	67	Civil Engineering
32	Automotive Engineering	68	Civil Engineering (Construction Technology)
33	Beauty and Hair Dressing	69	Civil Engineering (Environment and Pollution Control)
34	Beauty Culture and Cosmetology	70	Civil Engineering (Environmental and Pollution Control)
35	Biomedical Electronics	71	Civil Engineering (Environmental Engineering)
36	Biomedical Engineering	72	Civil Engineering (Public Health Engineering)



73	Civil Engineering (Rural Engineering)	108	Control and instrumentation
74	Civil Engineering and Planning	109	Cosmetology and Health
75	Civil Engineering Environment and Pollution Control	110	Costumer Design and Dress Making
76	Civil Environmental Engineering	111	Cyber Forensics and information Security*
77	Civil Technology	112	Cyber Physical Systems and Security*
78	Combat Armament and Weapon Technology	113	Dairy Engineering
79	Combat Driving and Maintenance Technology	114	Design and Drafting Technology
80	Cloud Computing and Big Data*	115	Digital Electronics
81	Combat Radio and Communication Technology	116	Digital Electronics and Communication Engineering
82	Commercial and Computer Practice	117	Digital Electronics and Microprocessor
83	Commercial Practice	118	Digital Manufacturing Technologies*
84	Commercial Practice (KAN and ENG)	119	Digital Systems
85	Communication and Computer Networking*	120	Direction Screen Play Writing and TV Production
86	Computer Aided Costume Design and Dress Making	121	Dress Designing and Garment Manufacturing
87	Computer and information Science	122	Drilling Engineering
88	Computer Application and Business Management	123	Drilling Technology
89	Computer Applications	124	ECG Technology
90	Computer Engineering	125	Electrical and Electronics (Power System)
91	Computer Engineering and Application	126	Electrical and Electronics Engineering
92	Computer Hardware and Maintenance	127	Electrical and instrumentation Engineering
93	Computer Hardware and Networking	128	Electrical and Mechanical Engineering
94	Computer Hardware Engineering	129	Electrical Engineering
95	Computer Hardware Maintenance	130	Electrical Engineering (Electronics and Power)
96	Computer Networking	131	Electrical Engineering (Industrial Control)
97	Computer Science	132	Electrical Engineering (Instrumentation and Control)
98	Computer Science and Engineering	133	Electrical Engineering industrial Control
99	Computer Science and information Technology	134	Electrical Power System
100	Computer Science and Technology	135	Electrical Power Systems
101	Computer Software Technology	136	Electronic instrumentation and Control Engineering
102	Computer Technology	137	Electronic Science and Engineering
103	Computer Technology and Applications	138	Electronics Engineering
104	Construction Automation*	139	Electronics (Fiber Optics)
105	Construction Engineering	140	Electronics (Robotics)
106	Construction Technology	141	Electronics and Avionics
107	Construction Technology and Management	142	Electronics and Communication Engineering



143	Electronics and Communication Engineering (Industry Integrated)	179	Fashion and Design
144	Electronics and Communication Engineering (Microwaves)	180	Fashion Designing
145	Electronics and Communication Technology	181	Fashion Designing and Garment Technology
146	Electronics and Communications Engineering	182	Fashion Technology
147	Electronics and Computer Engineering	183	Film and Video Editing
148	Electronics and Electrical Engineering	184	Film Editing and TV Production
149	Electronics and instrumentation Engineering	185	Film Technology (Animation and Visual Effects)
150	Electronics and Production	186	Film Technology and TV Production (Cinematography)
151	Electronics and Telecommunication	187	Film Technology and TV Production (Digital Intermediate) *
152	Electronics and Telecommunication Engineering	188	Film Technology and TV Production (Film Processing)
153	Electronics and Tele-Communication Engineering	189	Film Technology and TV Production (Sound Recording and Sound Engineering)
154	Electronics and Telecommunication Engineering (Radio and System)	190	Finance Account and Auditing
155	Electronics and Telecommunication Engineering (Technologynician Electronic Radio)	191	Fire Technology and Safety
156	Electronics and Telecommunications Engineering	192	Fisheries Technology
157	Electronics and Video Engineering	193	Food Processing and Preservation
158	Electronics Communication and instrumentation Engineering	194	Food Processing Technology
159	Electronics Engineering	195	Food Technology
160	Electronics Engineering (Digital Electronics)	196	Footwear Technology
161	Electronics Engineering (Industry integrated)	197	Foundry Technology
162	Electronics Engineering (Micro Electronics)	198	Gaming and Animation*
163	Electronics Engineering (Specialization in Consumer Electronics)	199	Garment and Fashion Technology
164	Electronics Engineering Modern Consumer Electronics	200	Garment Design and Fashion Technology
165	Electronics Engineering with Microprocessor	201	Garment Fabrication
166	Electronics instrument and Control	202	Garment Manufacturing Technology
167	Electronics instrumentation and Control Engineering	203	Garment Technology
168	Electronics Production and Maintenance	204	Geographic information System (G.I.S.) and Global Positioning System
169	Electronics Robotics	205	Geoinformatics
170	Electronics Technology	206	Glass and Ceramics Engineering
171	Electronics Tele Communication	207	Handloom and Textile Technology
172	Embedded Systems	208	Heat Power Engineering
173	Engineering Education	209	Home Science
174	Environmental Engineering	210	Hotel Management and Catering Technology
175	Fabrication Technology	211	Industrial and Production Engineering
176	Fabrication Technology and Erection Engineering	212	Industrial Electronics
177	Fashion and Apparel Design	213	Industrial Production Engineering
178	Fashion and Clothing Technology	214	Information and Communication Technology



215	Information Engineering	251	Material Management
216	Information Science	252	Mechanical CAD/CAM
217	Information Science and Engineering	253	Mechanical Engineering
218	Information Science and Technology	254	Mechanical Engineering (Production)
219	Information Technology	255	Mechanical Engineering (Automobile)
220	Information Technology and Engineering	256	Mechanical Engineering (CAD/CAM)
221	Information Technology Enabled Services and Management	257	Mechanical Engineering (Foundry)
222	Instrument Technology	258	Mechanical Engineering (Industry Integrated)
223	Instrumentation and Control Engineering	259	Mechanical Engineering (Machine Tool Maintenance and Repairs)
224	Instrumentation and Process Control	260	Mechanical Engineering (Maintenance)
225	Instrumentation Engineering	261	Mechanical Engineering (Refrigeration and Air Conditioning)
226	Instrumentation Technology	262	Mechanical Engineering (Repair and Maintenance)
227	Instruments and Medical Equipment	263	Mechanical Engineering (Tool and Die)
228	Integrated Circuit (IC) Design and Fabrication*	264	Mechanical Engineering Automobile
229	Interior Decoration	265	Mechanical Engineering Power Plant Engineering
230	Interior Design	266	Mechanical Engineering Production
231	Jewellery Design and Manufacture Technology	267	Mechanical Engineering, Refrigeration and Air Conditioning
232	Knitting and Garment Technology	268	Mechanical Engineering (CAD)
233	Knitting Technology	269	Mechanical Engineering Tool Engineering
234	Leather and Fashion Technology	270	Mechanical Engineering Tube Well Engineering
235	Leather Goods and Footwear Tech	271	Mechanical Welding and Sheet Metal
236	Leather Technology	272	Mechanical Welding and Sheet Metal Engineering
237	Leather Technology Footwear Computer Aided Shoe Design	273	Mechanical Engineering Computer Aided Design/Computer Aided Manufacturing
238	Leather Technology Tanning	274	Mechatronics*
239	Library and information Science	275	Medical Electronics Engineering
240	Logistics Technology	276	Medical Laboratory Technology
241	Machine Engineering	277	Metallurgical Engineering
242	Machine Tools and Maintenance Engineering	278	Metallurgy
243	Machine Tools Technology	279	Metallurgy and Material Technology
244	Maintenance Engineering	280	Micro Electronics*
245	Manufacturing Engineering	281	Mine Engineering
246	Manufacturing Technology	282	Mine Surveying
247	Marine Engineering	283	Mining and Mine Surveying
248	Marine Engineering and Systems	284	Mining Engineering
249	Marine Engineering and Systems (Artificer Training)	285	Multimedia Technology
250	Mass Communication	286	Navy Entry Artificer/ Diploma in Mechanical and Electrical



287	Network Engineering	328	Saddlery Technology and Export Management
288	Office Management and Computer Application	329	Shipbuilding Engineering
289	Ophthalmic Technology	330	Small Arms Engineering
290	Opto-Electronics Engineering	331	Smart Agritech*
291	Packaging Technology	332	Smart and Sustainable Transportation*
292	Paint Technology	333	Sound Recording and Engineering
293	Paper Technology	334	Sugar Technology
294	Paper and Pulp Technology	335	Surface Coating Technology
295	Petrochemical Engineering	336	Survey Engineering
296	Petrochemical Refinery	337	Technical Chemistry
297	Petrochemical Technology	338	Technician X-Ray Technology
298	Petroleum Engineering	339	Telecommunication Engineering
299	Petroleum Technology	340	Telecommunication Technology
300	Photography	341	Textile Chemistry
301	Plastic and Mould Technology	342	Textile Design
302	Plastic and Polymer Engineering	343	Textile Designing
303	Plastic Engineering	344	Textile Designing Printing
304	Plastic Mould Technology	345	Textile Engineering
305	Plastic Technology	346	Textile Manufactures
306	Plastics Engineering	347	Textile Manufacturing and Technology
307	Plastics Mould Technology	348	Textile Manufacturing Technology
308	Plastics Processing and Testing	349	Textile Marketing and Management
309	Plastics Technology	350	Textile Processing
310	Polymer Technology	351	Textile Processing Technology
311	Post Plastic Mould Design	352	Textile Technology
312	Post Plastic Process and Testing	353	Textile Technology (Manmade Fibre)
313	Power Electronics	354	Textile Technology (Textile Design and Weaving)
314	Power Systems Engineering	355	Tool and Die Engineering
315	Precision Manufacturing*	356	Tool and Die Making
316	Printing and Packing Technology	357	Tool Die and Mould Making
317	Printing Technology	358	Transportation Engineering
318	Production and Industrial Engineering	359	Transportation Engineering and Management
319	Production Engineering	360	Travel and Tourism
320	Production Technology	361	TV and Sound Engineering
321	Pulp Technology	362	Virtual and Augmented Reality*
322	Quantity Surveying and Construction Management	363	Water Technology and Health Science
323	Robotics and Mechatronics	364	Weapons Engineering
324	Robotic Process Automation*	365	Web Designing
325	Refrigeration and Air Conditioning	366	Wood and Paper Technology
326	Renewable Energy*	367	Wood Technology
327	Rubber Technology		

* Emerging / Multidisciplinary Area Nomenclatures



2.2 Post Diploma in Engineering and Technology

Sl. No	Course Name	Sl. No	Course Name
1	Acoustic Survey	26	Knitting and Garment Technology
2	Advanced Die and Mould Making	27	Mechanical Engineering
3	Advanced Electrical Power System	28	Medical Electronics
4	Advanced Electronics and Communication Engineering	29	Petrochemical Engineering
5	Advanced Mechatronics and Industrial Automation	30	Plant Engineering
6	Advanced Refrigeration and Air Conditioning	31	Plastic Mould Design
7	Automobile Engineering	32	Plastic Mould Design (CAD/CAM)
8	Biotechnology Tissue Culture	33	Plastic Mould Technology
9	CAD/CAM	34	Plastic Technology
10	Computer Aided Design and Manufacture	35	Plastics Processing and Testing
11	Computer Aided Design Manufacture and Engineering	36	Polymer Science and Rubber Technology
12	Computer Applications	37	Post Plastic Mould Design
13	Computer Hardware and Networking	38	Post Plastic Process and Testing
14	Computer Hardware Maintenance and Networking	39	Power Plant Engineering and Energy Management
15	Electrical Engineering	40	Production Engineering System Technology
16	Electronics Communication and Instrumentation Engineering	41	Refrigeration and Air Conditioning
17	Environmental Engineering	42	Rubber Technology
18	Fire Technology and Safety	43	Software Testing
19	Food Technology	44	Textile Processing
20	Forge Technology	45	Thermal Power Engineering
21	Foundry Technology	46	Tool and Die Engineering
22	Geographic information System (G.I.S.) and Global Positioning System	47	Tool Design
23	Industrial Safety	48	Town Planning and Architecture
24	Industrial Safety and Engineering	49	Web Designing
25	Information Technology		



2.3 Under Graduate Courses in Engineering and Technology

Sl. No	Course Name	Sl. No	Course Name
* Emerging / Multidisciplinary Area Nomenclatures			
1	3-D Animation and Graphics	41	Chemical Engineering
2	Additive Manufacturing *	42	Chemical Engineering (Plastic and Polymer)
3	Advanced Mechatronics and industrial Automation	43	Chemical Technology
4	Aero Space Engineering	44	Civil and Environmental Engineering *
5	Aeronautical Engineering	45	Civil and infrastructure Engineering
6	Aerospace Engineering	46	Civil and Rural Engineering
7	Agricultural Engineering	47	Civil Engineering (Environmental Engineering)
8	Agricultural Technology	48	Civil Engineering and Planning
9	Agriculture Engineering * #	49	Civil Engineering Environment and Pollution Control
10	Aircraft Maintenance Engineering	50	Civil and Water Management Engineering
11	Airline Management	51	Civil Engineering
12	Apparel and Production Management	52	Civil Engineering with Computer Application
13	Applied Electronics and Communications	53	Civil Engineering (Construction Technology)
14	Applied Electronics and instrumentation Engineering	54	Civil Environmental Engineering
15	Architectural Assistantship	55	Civil Technology
16	Architecture and Interior Decoration	56	Computer and Communication Engineering
17	Artificial Intelligence (AI) and Data Science*	57	Computer Engineering
18	Artificial Intelligence and Machine Learning*	58	Computer Engineering (Software Engineering)
19	Automation Engineering	59	Computer Engineering and Application
20	Automobile Engineering	60	Computer Networking
21	Automobile Maintenance Engineering	61	Computer Science and Applied Mathematics
22	Automation and Robotics*	62	Computer Science and Biosciences
23	Automotive Technology	63	Computer Science and Design*
24	Biomedical and Robotic Engineering*	64	Computer Science and Business Systems
25	Biochemical Engineering	65	Computer Science and Engineering (Cyber Security)
26	Bioelectronics Engineering	66	Computer Science and Engineering
27	Bioinformatics	67	Computer Science and Engineering (Artificial Intelligence)
28	Biomedical Engineering	68	Computer Science and Engineering (Artificial Intelligence and Machine Learning)
29	Biomedical instrumentation	69	Computer Science and Engineering (Data Science)
30	Biotechnology	70	Computer Science and Engineering (Internet of Things and Cyber Security Including Block Chain Technology)
31	Biotechnology and Biochemical Engineering	71	Computer Science and Engineering (IoT)
32	Building and Construction Technology	72	Computer Science and Engineering (Networks)
33	Carpet and Textile Technology	73	Computer Science and Engineering and Business Systems
34	Cement and Ceramic Technology	74	Computer Science and information Technology
35	Ceramic Engineering and Technology	75	Computer Science and Medical Engineering
36	Ceramic Technology	76	Computer Science and Social Sciences
37	Ceramics Engineering	77	Computer Science and Systems Engineering
38	Chemical Engineering (Desalination and Water Treatment)	78	Computer Science and Technology
39	Chemical and Biochemical Engineering	79	Computer Technology
40	Chemical and Electro Chemical Engineering	80	Computing in Multimedia



81	Computing in Software	122	Electronics and Telecommunications Engineering
82	Construction Automation*	123	Electronics and Telematics Engineering
83	Construction Engineering	124	Electronics Communication and Instrumentation Engineering
84	Construction Engineering and Management	125	Electronics Design Technology
85	Construction Technology	126	Electronics Engineering
86	Construction Technology and Management	127	Electronics Instrument and Control
87	Cyber Physical Systems*	128	Electronics Instrumentation and Control Engineering
88	Dairy Engineering	129	Electronics System Engineering
89	Dairy Technology	130	Electronics Technology
90	Digital Techniques For Design and Planning	131	Energy and Environmental Management
91	Dyestuff Technology	132	Energy Engineering*
92	Electrical and Computer Engineering	133	Environment Engineering
93	Electrical and Electronics (Power System)	134	Environmental Engineering*
94	Electrical and Electronics Engineering	135	Environmental Science and Engineering
95	Electrical and instrumentation Engineering	136	Environmental Science and Technology
96	Electrical and Power Engineering	137	Facilities and Services Planning
97	Electrical Engineering	138	Fashion and Apparel Engineering
98	Electrical Engineering (Electronics and Power)	139	Fashion Technology
99	Electrical instrumentation and Control Engineering	140	Fibres and Textiles Processing Technology
100	Electrical Power Engineering	141	Fire Engineering
101	Electrical, Electronics and Power Engineering	142	Fire Technology and Safety
102	Electronic Engineering	143	Fisheries Engineering
103	Electronic Instrumentation and Control Engineering	144	Food Engineering and Technology
104	Electronic Science and Engineering	145	Food Processing and Preservation
105	Electronics and Biomedical Engineering	146	Food Processing Technology*
106	Electronics and Communication (Communication System Engineering)	147	Food Technology
107	Electronics and Communication Engineering	148	Food Technology and Management
108	Electronics and Communication Engineering (Bio-Medical Engineering)	149	Footwear Technology
109	Electronics and Communication Engineering (Industry Integrated)	150	Geo informatics
110	Electronics and Communication Engineering (Microwaves)	151	Geospatial Technology and Geoinformatics
111	Electronics and Communication Technology	152	Handloom and Textile Technology*
112	Electronics and Computer Engineering	153	Industrial and Production Engineering
113	Electronics and Computer Science	154	Industrial Biotechnology
114	Electronics and Control Systems	155	Industrial Engineering
115	Electronics and Electrical Engineering	156	Industrial Engineering and Management
116	Electronics and Instrumentation Engineering	157	Industrial IoT*
117	Electronics and Power Engineering	158	Industrial Production Engineering
118	Electronics and Telecommunication	159	Information and Communication Technology
119	Electronics and Telecommunication Engineering	160	Information Engineering
120	Electronics and Tele-Communication Engineering	161	Information Science and Engineering
121	Electronics and Telecommunication Engineering (Technologist Electronic Radio)	162	Information Science and Technology



163	Information Technology	203	Nano Technology
164	Information Technology and Engineering	204	Naval Architecture and Ship Building Engineering
165	Instrument Technology	205	Nuclear Science and Technology
166	Instrumentation and Control Engineering	206	Oil and Paint Technology
167	Instrumentation and Electronics	207	Oil Technology
168	Instrumentation Engineering	208	Oils, Oleochemicals and Surfactants Technology
169	Instrumentation Technology	209	Optics and Optoelectronics
170	Jute and Fibre Technology	210	Packaging Technology
171	Leather Technology	211	Paint Technology
172	Man Made Fibre Technology	212	Petrochem and Petroleum Refinery Engineering
173	Man-Made Textile Technology	213	Petrochem Engineering
174	Manufacturing Engineering	214	Petrochemical Engineering
175	Manufacturing Engineering and Technology	215	Petrochemical Technology
176	Manufacturing Process and Automation Engineering	216	Petroleum Engineering
177	Manufacturing Science and Engineering	217	Petroleum Technology
178	Manufacturing Technology	218	Pharmaceutical Engineering
179	Marine Engineering	219	Pharmaceuticals and Fine Chemical Technology
180	Marine Technology	220	Pharmaceutical Chemistry and Technology
181	Material Science and Technology	221	Plastic and Polymer Engineering
182	Mechanical and Automation Engineering*	222	Plastic Technology
183	Mechanical and Mechatronics Engineering (Additive Manufacturing)	223	Plastics Engineering
184	Mechanical and Smart Manufacturing	224	Polymer Engineering
185	Mechanical Engineering	225	Polymer Engineering and Technology
186	Mechanical Engineering (Automobile)	226	Polymer Science and Chemical Technology
187	Mechanical Engineering (Industry Integrated)	227	Polymer Science and Technology
188	Mechanical Engineering (Manufacturing Engineering)	228	Polymer Technology
189	Mechanical Engineering (Production)	229	Poultry Technology
190	Mechanical Engineering (Welding Technology)	230	Power Electronics
191	Mechanical Engineering Automobile	231	Power Electronics and instrumentation Engineering
192	Mechanical Engineering Design	232	Power Electronics Engineering
193	Mechatronics Engineering	233	Power Engineering
194	Medical Electronics Engineering	234	Precision Manufacturing
195	Medical Lab Technology	235	Printing and Packing Technology
196	Metallurgical and Materials Engineering	236	Printing Technology
197	Metallurgical Engineering	237	Printing, Graphics and Packaging
198	Metallurgy	238	Production and industrial Engineering
199	Metallurgy and Material Technology	239	Production Engineering
200	Mine Engineering	240	Pulp Technology
201	Mining Engineering	241	Radio Physics and Electronics
202	Nano Science and Technology	242	Robotics and Artificial Intelligence*



243	Robotics and Automation	253	Surface Coating Technology
244	Rubber and Plastics Technology	254	Technical Textiles*
245	Rubber Technology	255	Telecommunication Engineering
246	Safety and Fire Engineering	256	Textile Chemistry
247	Shipbuilding Engineering	257	Textile Engineering
248	Silk Technology	258	Textile Plant Engineering
249	Smart Agritech*	259	Textile Processing
250	Smart and Sustainable Energy*	260	Textile Technology
251	Software Engineering	261	Tool Engineering
252	Structural Engineering		

* Emerging / Multidisciplinary Area Nomenclatures

Mandatory 18 Credits for IoT

2.4 (A) Post Graduate Diploma in Engineering and Technology

Sl. No	Course Name	Sl. No	Course Name
1	Cement Technology	7	Industrial Engineering
2	Chemical Engineering (Sugar Technology)	8	Mechanical Engineering (Production)
3	Computer Applications	9	Networking
4	Computer Engineering and Application	10	Plastics Processing and Testing
5	Computer Hardware and Networking	11	Sugar Technology
6	Food, Drug and Cosmetics	12	Web Designing

2.4 (B) Post Graduate Certificate in Engineering and Technology

Sl. No	Name of the Course
1	Acoustic Survey



2.5 Post Graduate Degree in Engineering and Technology

Sl. No	Course Name	Sl. No.	Course Name
1	Advanced Communication and information System	42	Bio Electronics
2	Advanced Computer Aided Design	43	Biochemical Engineering
3	Advanced Design and Manufacturing	44	Biochemical Engineering and Biotechnology
4	Advanced Electrical Power System	45	Bioinformatics
5	Advanced Electronics	46	Biomedical Electronics
6	Advanced Electronics and Communication Engineering	47	Biomedical Engineering
7	Advanced Manufacturing and Mechanical Systems Design	48	Biomedical Instrumentation
8	Advanced Manufacturing Systems	49	Biomedical Instrumentation and Signal Processing
9	Advanced Manufacturing Technology	50	Biomedical Signal Processing and instrumentation
10	Advanced Materials Technology	51	Biometrics and Cyber Security
11	Advanced Production Systems	52	Bioprocess Engineering
12	Aero Dynamic Engineering	53	Bioprocess Technology
13	Aero Space Engineering	54	Biotechnology
14	Aerospace Technology	55	Biotechnology and Biochemical Engineering
15	Aeronautical Engineering	56	Building Construction Technology
16	Agricultural Engineering	57	CAD/CAM
17	Agricultural Science and Technology	58	CAD/CAM Engineering
18	Air Armament	59	CAD/CAM/CAE
19	Apparel Technology	60	CAD/ CAM Robotics
20	Applied Electronics	61	Ceramic Engineering and Technology
21	Applied Electronics and Communication System	62	Ceramics Engineering
22	Applied Electronics and Communications	63	Chemical and Biotechnology
23	Applied Electronics and Instrumentation Engineering	64	Civil and Environmental Technology
24	Applied instrumentation	65	Chemical Engineering
25	Applied Mechanics	66	Chemical Processing in Textiles
26	Armament Engineering (Gun Fitter)	67	Chemical Reaction Engineering
27	Artificial Intelligence	68	Chemical Science and Technology
28	Artificial Intelligence and Data Science	69	Chemical Technology
29	Atmospheric Science	70	Chemical Technology (Rubber/ Plastic)
30	Automated Manufacturing Systems	71	Civil (Construction Engineering and Management)
31	Automation	72	Civil (Public Health and Environment) Engineering
32	Automation and Control Power Systems	73	Civil (Structural Engineering)
33	Automation and Robotics	74	Civil (Water Resource Engineering)
34	Automobile Engineering	75	Civil Engineering
35	Automobile Technology	76	Civil Engineering (Computer Aided Structural Engineering)
36	Automotive Electronics	77	Civil Engineering (Construction Technology)
37	Automotive Engineering	78	Civil Engineering (Environmental and Pollution Control)
38	Automotive Systems	79	Civil Engineering (Environmental Engineering)
39	Automotive Technology	80	Civil Engineering (Transportation Engineering)
40	Avionics	81	Civil Engineering (Water Management)
41	Aviation Technology	82	Civil Environmental Engineering



83	Cloud Computing	121	Computer Engineering and Networking
84	Combat Equipment Technology	122	Computer Hardware and Networking
85	Combat Vehicles (Mechanical Engineering)	123	Computer integrated Manufacturing
86	Communication and Information Systems	124	Computer Network Engineering
87	Communication and Networking	125	Computer Networking
88	Communication and Signal Process	126	Computer Networking and Engineering
89	Communication Control and Networking	127	Computer Networks
90	Communication Engineering	128	Computer Networks and information Security
91	Communication Engineering and Signal Processing	129	Computer Networks and internet Security
92	Communication Networks	130	Computer Science
93	Communication Systems	131	Computer Science and Engineering
94	Communication Technology and Management	132	Computer Science and Engineering (Artificial Intelligence and Machine Learning)
95	Communications Engineering	133	Computer Science and Engineering (Cyber Security)
96	Computational Analysis in Mechanical Science	134	Computer Science and Engineering (Networks)
97	Computational Biology	135	Computer Science and Engineering (Operations Research)
98	Computational Engineering and Networking (Data Science)	136	Computer Science and Information Security
99	Computational Mechanics	137	Computer Science and Information System
100	Computational Mechanics (Mechanical Engineering)	138	Computer Science and Information Technology
101	Computer Aided Analysis and Design	139	Computer Science and Systems Engineering
102	Computer Aided Design	140	Computer Science and Technology
103	Computer Aided Design and Computer Aided Manufacture	141	Computer Systems and Technology
104	Computer Aided Design and Manufacture	142	Computer Science Engineering (Big Data Analytics)
105	Computer Aided Design Manufacture and Automation	143	Computer Technology
106	Computer Aided Design Manufacture and Engineering	144	Computer Technology and Applications
107	Computer Aided Design of Structures	145	Computer Vision and Image Processing
108	Computer Aided Process Design	146	Computing in Computing
109	Computer Aided Structural Analysis and Design	147	Construction and Project Management
110	Computer Aided Structural Engineering	148	Construction Engineering
111	Computer and Communication	149	Construction Engineering and Management
112	Computer and Communication Engineering	150	Construction Management
113	Computer and information Science	151	Construction Planning and Management
114	Computer and Information Technology	152	Construction Project Management
115	Computer Applications	153	Construction Technology
116	Computer Applications in Industrial Drives	154	Construction Technology and Management
117	Computer Cognition and Technology	155	Control and Instrument
118	Computer Engineering	156	Control and Instrumentation
119	Computer Engineering (Software Engineering)	157	Control Engineering
120	Computer Engineering and Application	158	Control System Engineering



159	Control Systems	201	Electrical and Mechanical Engineering
160	Cryogenic Engineering	202	Electrical and Power Engineering
161	Cyber Forensics	203	Electrical Devices and Power Systems
162	Cyber Forensics and information Security	204	Electrical Drives and Control
163	Cyber Security	205	Electrical Energy Systems
164	Cybersecurity Systems and Networks	206	Electrical Engineering
165	Data Engineering	207	Electrical Engineering (Electronics and Power)
166	Dairy Technology	208	Electrical Engineering (Instrumentation and Control)
167	Data Sciences	209	Electrical instrumentation and Control Engineering
168	Defence Technology#	210	Electrical Machines
169	Design and Production	211	Electrical Machines and Drives
170	Design and Thermal Engineering	212	Electrical Power Engineering
171	Design Engineering	213	Electrical Power System
172	Design for Manufacturing	214	Electronic Circuits and System Design
173	Design of Mechanical Equipment	215	Electronic Engineering
174	Design of Mechanical Systems	216	Electronic instrumentation and Control Engineering
175	Digital Communication	217	Electronics and Communication (Communication System Engineering)
176	Digital Communication Engineering	218	Electronics and Communication (Signal Processing and Communication)
177	Digital Communications	219	Electronics and Communication (Signal Processing and VLSI Technology)
178	Digital Communications and Networking	220	Electronics and Communication (VLSI Design)
179	Digital Electronics	221	Electronics and Communication (VLSI System Design)
180	Digital Electronics and Communication	222	Electronics and Communication (Wireless Communication Systems and Networks)
181	Digital Electronics and Communication Engineering	223	Electronics and Communication (Wireless Communication Technology)
182	Digital Electronics and Communication Systems	224	Electronics and Communication Engineering
183	Digital Electronics Engineering	225	Electronics and Communication Engineering (Industry integrated)
184	Digital Image Processing	226	Electronics and Electrical Technology
185	Digital Instrumentation	227	Electronics and instrumentation Engineering
186	Digital Signal Processing	228	Electronics and Tele-Communication Engineering
187	Digital Systems	229	Electronics and Telecommunication Engineering (Radio and System)
188	Digital Systems and Communications Engineering	230	Electronics and Telecommunication Engineering (Technological Electronic Radio)
189	Digital Systems and Computer Electronics	231	Electronics and Telecommunications Engineering
190	Digital Techniques and instrumentation	232	Electronics Communication and instrumentation Engineering
191	Distributed and Mobile Computing	233	Electronics Design and Technology
192	Distributed Computing Systems	234	Electronics Design Technology
193	Distributed Systems	235	Electronics Engineering
194	Drugs and Pharmaceuticals	236	Electronics Product Design and Technology
195	Dyestuff Technology	237	Electronics Systems and Communication
196	Earthquake Engineering	238	Electronics Technology
197	E-Learning Technologies	239	Electronics Tele Communication
198	Electric Power System	240	Embedded and Real Time Systems
199	Electrical and Electronics (Power System)	241	Embedded Control and Automation
200	Electrical and Electronics Engineering	242	Embedded Control Systems



243	Embedded System and Computing	291	Fuel and Combustion
244	Embedded System and VLSI	292	Future Studies and Planning
245	Embedded System and VLSI Design	293	Gas Turbine Technology
246	Embedded Systems	294	Geo Informatics
247	Embedded Systems Technologies	295	Geoinformatics and Earth Observation
248	Energetic Materials and Polymers	296	Geo Informatics and Surveying Technology
249	Energy and Environmental Engineering	297	Geomachines and Structures
250	Energy and Environmental Management	298	Geomechanics and Structures
251	Energy Engineering	299	Geotechnical and Geoenvironmental Energy
252	Energy Management	300	Geotechnical Earthquake Engineering
253	Energy Science and Technology	301	Geotechnical Engineering
254	Energy Systems	302	Geotechnology
255	Energy Systems Analysis and Design	303	Green Energy Technology
256	Energy Systems and Management	304	Green Technology
257	Energy Systems Engineering	305	Guidance and Navigation Control
258	Energy Technology	306	Guided Missiles
259	Energy Technology and Management	307	Health Science and Water Engineering
260	Engineering Analysis and Design	308	Heat and Power
261	Engineering and Management	309	Heat Power and Thermal Engineering
262	Engineering Design	310	Heat Power Engineering
263	Engineering Education	311	Heat Ventilation and Air Conditioning
264	Engineering Statistics	312	High Voltage and Power Systems Engineering
265	Environment and Water Resource Engineering	313	High Voltage Engineering
266	Environment Engineering	314	Highway Engineering
267	Environmental Biotechnology	315	Highway Technology
268	Environmental Engineering	316	Hill Area Development Engineering
269	Environmental Engineering and Management	317	Hydraulics and Flood Control
270	Environmental Management	318	Hydraulics Engineering
271	Environmental Science and Engineering	319	Hydrology and Water Resources Engineering
272	Environmental Science and Technology	320	Industrial Intelligent Systems
273	E-Security	321	I.T. (Courseware Engineering)
274	Farm Machinery	322	Illumination Engineering
275	Fashion and Apparel Engineering	323	Illumination Technology and Design
276	Fashion Technology	324	Image Processing
277	Financial Engineering	325	Industrial and Production Engineering
278	Food Biotechnology	326	Industrial Automation and RF Engineering
279	Food Engineering and Technology	327	Industrial Automation and Robotics
280	Food Plant Operations Management	328	Industrial Biotechnology
281	Food Process Engineering and Management	329	Industrial Catalysis
282	Food Processing Technology	330	Industrial Design
283	Food Safety and Quality Management	331	Industrial Drives and Control
284	Food Supply Chain Management	332	Industrial Electronics
285	Food Technology	333	Industrial Engineering
286	Food Technology and Management	334	Industrial Engineering and Management
287	Footwear Science and Engineering	335	Industrial Instrumentation and Control
288	Foundation Engineering	336	Industrial Mathematics
289	Foundry and Forge Technology	337	Industrial Metallurgy
290	Fracture Mechanics	338	Industrial Pollution Control



339	Industrial Power Control and Drives	385	Man-Made Textile Technology
340	Industrial Refrigeration and Cryogenics	386	Manufacturing and Automation
341	Industrial Safety	387	Manufacturing Engineering
342	Industrial Safety and Engineering	388	Manufacturing Engineering and Automation
343	Industrial Structures	389	Manufacturing Engineering and Management
344	Industrial System and Drives	390	Manufacturing Engineering and Technology
345	Industrial Systems Engineering	391	Manufacturing Process
346	Information and Communication Technology	392	Manufacturing Process and Automation Engineering
347	Information Engineering	393	Manufacturing Science and Engineering
348	Information Science and Technology	394	Manufacturing Systems and Management
349	Information Security	395	Manufacturing Systems Engineering
350	Information Security Management	396	Manufacturing Technology
351	Information Systems	397	Manufacturing Technology and Automation
352	Information Technology	398	Marine Engineering
353	Information Technology (Artificial Intelligence and Robotics)	399	Marine Technology
354	Information Technology (Information and Cyber Warfare)	400	Material Engineering
355	Information Technology (Multimedia)	401	Material Engineering (Nanotechnology)
356	Information Technology and Engineering	402	Material Handling
357	Infrastructure Engineering	403	Material Science and Chemical Technology
358	Infrastructure Engineering and Management	404	Material Science and Engineering
359	Infrastructure Engineering and Technology	405	Material Science and Technology
360	Infrastructure Management	406	Materials Engineering
361	Instrumentation and Control (Applied Instrumentation)	407	Measurement and Control
362	Instrumentation and Control Engineering	408	Mechanical (Computer Aided Design, Manufacture and Engineering)
363	Instrumentation and Electronics	409	Mechanical (Computer integrated Manufacturing)
364	Instrumentation Engineering	410	Mechanical (I.C. Engine and Automobile Engineering)
365	Instrumentation Technology	411	Mechanical and Automation Engineering
366	Integrated Circuits Technology	412	Mechanical and Materials Technology
367	Integrated Power Systems	413	Mechanical Engineering
368	Integrated Water Resources Management	414	Mechanical Engineering (CAD/CAM)
369	Intelligent Systems	415	Mechanical Engineering (Cyber Physical Systems)
370	Internal Combustion and Automobiles	416	Mechanical Engineering (Energy System and Management)
371	Internal Combustion Engineering	417	Mechanical Engineering (Industry Integrated)
372	Internal Combustion Engines and Turbo Machinery	418	Mechanical Engineering (Manufacturing Technology)
373	Internet of Things	419	Mechanical Engineering (Production)
374	IoT and Sensor Systems	420	Mechanical Engineering (Thermal Engineering)
375	Irrigation and Drainage Engineering	421	Mechanical Engineering Automobile
376	Irrigation Engineering	422	Mechanical Engineering Design
377	Irrigation Water Management	423	Mechanical Engineering Production
378	Laser and Electro Optics	424	Mechanical Engineering (CAD)
379	Laser Technology	425	Mechanical Engineering-Product Design and Development
380	Lean Manufacturing Engineering	426	Mechanical- Product Life Cycle Management
381	Leather Technology	427	Mechanical System Design
382	Machine Design	428	Mechanical Welding and Sheet Metal Engineering
383	Machine Design and Robotics	429	Mechanical-Manufacturing Engineering
384	Maintenance Engineering	430	Mechatronics



431	Medical Electronics	477	Optoelectronics and Communication
432	Metallurgical and Materials Engineering	478	Optoelectronics and Laser Technology
433	Metallurgical Engineering	479	Opto-Electronics Engineering
434	Metallurgy	480	Optoelectronics -Optical Communication
435	Metallurgy and Material Technology	481	Packaging Technology
436	Micro and Nano Electronics	482	Paint Technology
437	Micro Electronics	483	Parallel Distributed Systems
438	Micro Electronics and Control Systems	484	Perfumery and Flavour Technology
439	Micro Electronics and VLSI Design	485	Pervasive Computing Technology
440	Micro Electronics and VLSI Technology	486	Petrochem and Petroleum Refinery Engineering
441	Micro Electronics Engineering	487	Petrochemical Engineering
442	Microelectronics and VLSI Design	488	Petrochemical Technology
443	Microwave and Communication Engineering	489	Petroleum Engineering
444	Microwave and Millimeter Engineering	490	Petroleum Refining and Petrochemicals
445	Microwave and Optical Communication	491	Petroleum Technology
446	Microwave and Radar Engineering	492	Pharmaceutical Biotechnology
447	Microwave and TV Engineering	493	Pharmaceuticals and Fine Chemical Technology
448	Microwave Engineering	494	Pharmaceutical Chemistry and Technology
449	Microwaves	495	Physical Metallurgy
450	Mining Engineering	496	Plant Design
451	Mobile Communication and Network Technology	497	Plastic Engineering
452	Mobile Computing	498	Plastics Engineering
453	Mobile Computing Technology	499	Plastics Processing and Testing
454	Mobile Technology	500	Plastics Technology
455	Modeling and Simulation	501	Polymer Engineering
456	Modern Communication Engineering	502	Polymer Nanotechnology
457	Multimedia and Software Engineering	503	Polymer Science and Engineering
458	Multimedia Technology	504	Polymer Science and Technology
459	Nano Science and Technology	505	Polymer Technology
460	Nano Technology	506	Power and Energy Engineering
461	Network Engineering	507	Power and Energy System
462	Network infrastructure Management	508	Power and Industrial Drives
463	Network Security and Management	509	Power Control and Drives
464	Networking	510	Power Electronics
465	Networking and internet Engineering	511	Power Electronics and Control
466	Neural Networks	512	Power Electronics and Drives
467	New Material Process and Technology	513	Power Electronics and Drives in Electrical Engineering
468	Non-Sewered Sanitation	514	Power Electronics and Electrical Drives
469	Nuclear Engineering	515	Power Electronics and Machine Drives
470	Nuclear Science and Technology	516	Power Electronics and Power Systems
471	Ocean Technology	517	Power Electronics and Systems
472	Oil Technology	518	Power Electronics Engineering
473	Oils, Oleochemicals and Surfactants Technology	519	Power Engineering
474	Optical Engineering	520	Power Engineering and Energy Systems
475	Optics and Optoelectronics	521	Power Plant Engineering and Energy Management
476	Opto Electronics and Communication Systems	522	Power System and Control



523	Power System and Control Automation	567	Robotics and Automation
524	Power System Control and Automation	568	Robotics and Mechatronics
525	Power System with Emphasis H. V. Engineering	569	Rocket Propulsion
526	Power Systems	570	Rubber Technology
527	Power Systems and Automation	571	Robotics & Artificial Intelligence
528	Power Systems and Power Electronics	572	Rural Technology
529	Power Systems and Renewable Energy	573	Science in Software Engineering
530	Power Systems Control and Automation Engineering	574	Scientific Computing
531	Power Systems Engineering	575	Seismic Design and Earthquake Engineering
532	Pre Stressed Concrete	576	Sensor Technology
533	Printing Engineering and Graphics Communication	577	Signal Processing
534	Printing Technology	578	Signal Processing and Communications
535	Process and Food Engineering	579	Signal Processing and Embedded Systems
536	Process Control	580	Smart Sensing Communication and Networking Technologies
537	Printing and packaging Technology	581	Software Engineering
538	Process Control instrumentation	582	Software Systems
539	Process Dynamics and Control	583	Soil and Water Conservation Engineering
540	Process instrumentation	584	Soil Mechanics
541	Process Metallurgy	585	Soil Mechanics and Foundation Engineering
542	Product Design	586	Solar Energy
543	Product Design and Commerce	587	Solar Power Systems
544	Product Design and Development	588	Spatial information Technology
545	Product Design and Manufacturing	589	Sports Technology
546	Production and Industrial Engineering	590	Structural and Construction Engineering
547	Production Design and Manufacturing	591	Structural and Foundation Engineering
548	Production Engineering	592	Structural Design
549	Production Engineering and Engineering Design	593	Structural Dynamics and Earthquake Engineering
550	Production Engineering System Technology	594	Structural Engineering
551	Production Management	595	Structural Engineering and Construction
552	Production Technology	596	Structural Engineering and Construction Management
553	Production Technology and Management	597	Surface Coating Technology
554	Project Management	598	System and Network Security
555	Propulsion Engineering	599	System Management
556	Public Health Engineering	600	System Software
557	Quality Engineering and Management	601	Systems and Signal Processing
558	Radar and Communication	602	Technical Textile
559	Radio Frequency and Microwave Engineering	603	Technology Management
560	Radio Physics and Electronics	604	Telecommunication Engineering
561	Refrigeration and Air Conditioning	605	Telematics
562	Reliability Engineering	606	Textile Chemistry
563	Remote Sensing	607	Textile Engineering
564	Remote Sensing and GIS	608	Textile Processing
565	Remote Sensing and Wireless Sensor Networks	609	Textile Processing Technology
566	Renewable Energy	610	Textile Technology



611	Textile Technology (Design and Manufacturing)	635	VLSI and Microelectronics
612	Thermal and Fluid Engineering	636	VLSI Design
613	Thermal Engineering	637	VLSI Design and Embedded Systems
614	Thermal Engineering (Refrigeration and Air Conditioning)	638	VLSI Design and Signal Processing
615	Thermal Power Engineering	639	VLSI Design and Testing
616	Thermal Science Engineering	640	VLSI System Design
617	Thermal Sciences and Energy Systems	641	VLSI Systems
618	Thermal Systems and Design	642	Waste Water Management, Health and Safety Engineering
619	Tool Design	643	Water and Environmental Technology
620	Tool Engineering	644	Water Engineering and Management
621	Town and Country Planning	645	Water Resource Engineering
622	Traffic and Transporting Engineering	646	Water Resource Management
623	Transport Science and Technology	647	Water Resources and Environmental Engineering
624	Transportation Engineering	648	Water Resources and Hydraulic Engineering
625	Translational Engineering	649	Water Resources and Hydro informatics
626	Transportation Engineering and Management	650	Weapons Engineering
627	Transportation System Engineering	651	Web Technologies
628	Tribology and Maintenance	652	Wired and Wireless Communication
629	Turbo Machinery	653	Wireless and Mobile Communications
630	Urban Engineering	654	Wireless Communication and Computing
631	Virtual Prototyping and Digital Manufacturing	655	Wireless Communication Technology
632	VLSI	656	Wireless Communications
633	VLSI and Embedded Systems	657	Wireless Networks and Applications
634	VLSI and Embedded Systems Design	658	Wireless Technology

Only as a Collaborative Course in association with DRDO. More details about this Course and similar courses which can be offered in collaborative mode is available @ www.aicte-india.org.

NOTE : All PG programs being specialised and emerging in the respective engineering branches, they are permitted as emerging/ multidisciplinary areas.



2.6 Under Graduate Degree in Planning

Sl. No.	Name of the Course
1	Planning

2.7 Post Graduate Degree in Planning

Sl. No.	Name of the Course	Sl. No.	Name of the Course
1	City and Regional Planning and Management	14	Regional Planning
2	City Planning	15	Rural Planning and Development
3	City Planning and Management	16	Rural Planning and Management
4	Community Planning	17	Town and Country Planning
5	Conservation Planning	18	Town Planning
6	Environmental Planning	19	Transport Planning and Management
7	Environmental Planning and Management	20	Transportation Planning
8	Housing	21	Urban and Regional Planning
9	Industrial Area Planning and Management	22	Urban and Rural Planning
10	Infrastructure Planning	23	Urban Design
11	Infrastructure Planning and Management	24	Urban Development
12	Land-Use Planning	25	Urban Planning
13	Regional and Rural Development Planning		

2.8 Diploma in Applied Arts and Crafts

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

2.9 Post Diploma in Applied Arts and Crafts

S. No.	Name of the Course
1	Fine Arts
2	Textile Designing



2.10 Under Graduate Degree in Applied Arts and Crafts

Sl. No.	Name of the Course	Sl. No.	Name of the Course
1	Accessory Design	17	Fine Art (Animation)
2	Animation	18	Fine Art (Ceramics)
3	Applied Arts	19	Fine Art (Metal Craft)
4	Applied Arts and Crafts (Fashion and Apparel Design)	20	Fine Art (Photography)
5	AR and CR for Films	21	Gaming Technology
6	Audiography	22	Media Production Management
7	Cinematography	23	Painting
8	Commercial Art	24	Product Design
9	Digital Imaging	25	Screen Acting
10	Fashion and Apparel Design	26	Script Writing
11	Film and Media	27	Sound Recording and Sound Design
12	Film and Television	28	Television
13	Film Direction	29	Textile Design
14	Film Editing	30	Visual Effects
15	Fine Arts	31	Virtual Production
16	Fine Art (Sculpture)		

2.11 Post Graduate Degree in Applied Arts and Craft

Sl. No.	Name of the Course	Sl. No.	Name of the Course
1	Advertisement and Public Relation	12	Film Studies
2	Applied Arts	13	Fine Art (Painting)
3	Applied Art (Visual Communication Design)	14	Fine Art (Mural)
4	Applied Art (Communication Design)	15	Fine Art (Sculpture)
5	Applied Art (Illustration)	16	Fine Art (Photography and Media Communication)
6	Customer Service Management	17	Fine Arts
7	Direction	18	Painting Mural
8	Electronic Cinematography	19	Sound Recording and Television Engineering
9	Fashion Technology	20	Video Editing
10	Feature Film Screenplay Writing	21	Visual Communication and Communication Design
11	Film Archiving		

2.12 Diploma in Design

Sl. No.	Name of the Course
1	Design



2.13 Under Graduate Degree in Design

Sl. No.	Name of the Course
1	Communication Design
2	Design
3	Industrial Design
4	Interaction Design
5	Textile Design

2.14 Post Graduate Degree in Design

Sl. No.	Name of the Course	Sl. No.	Name of the Course
1	Animation Design	22	Graphic Design
2	Animation Film Design	23	Heritage Design
3	Apparel Design	24	Human Centered Design
4	Business Design	25	Immersive Media Design
5	Business Services and System Design	26	Industrial Arts and Design Practices
6	Ceramic & Glass Design	27	Information Arts & Information Design Practice
7	Creative and Applied Computation	28	Information Design
8	Communication Design	29	Interaction Design
9	Design Computation	30	Lifestyle Accessory Design
10	Design Education	31	Media Arts
11	Design for Retail Experience	32	New Media Design
12	Design Led Innovation	33	Photography Design
13	Design Management	34	Product Design
14	Digital Game Design	35	Public Space Design
15	Digital Humanities	36	Social Design
16	Earth Education and Communication	37	Textile Design
17	Exhibition Design	38	Toy & Game Design
18	Experimental Media Arts	39	Transportation & Mobility Design
19	Fashion Management & Marketing	40	Universal Design
20	Film and Video Communication	41	User Experience Design
21	Film and Video Design	42	Visual Communication and Strategic Branding

2.15 Diploma in Hotel Management and Catering Technology

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

2.16 Under Graduate Degree in Hotel Management and Catering Technology

Sl. No.	Name of the Course
1	Culinary Arts
2	Hospitality and Tourism Administration
3	Hotel Management
4	Hotel Management and Catering Technology

2.17 Post Graduate Degree in Hotel Management and Catering Technology

Sl. No.	Name of the Course
1	Food and Beverage Management
2	Hospitality and Tourism Administration
3	Hotel Management

2.18 Post Graduate Degree in Computer Applications

Sl. No.	Name of the Course
1	Computer Applications

2.19 Post Graduate Certificate in Management

Sl. No.	Name of the Course	Sl. No.	Name of the Course
1	Aviation and Airport Management	5	Marketing and Finance
2	Finance	6	Management
3	Home Textiles	7	Retail Management
4	Hospital and Health Care Management	8	Transport and Logistics Management

2.20 Post Graduate Diploma/ Post Graduate Degree/ Fellow Programme in Management

Sl. No.	Name of the Course	Sl. No.	Name of the Course
1	Advertising and Public Relation	12	Biotechnology
2	Agribusiness and Plantation Management	13	Business Administration
3	Agribusiness Management	14	Business Analytics
4	Agricultural Export and Business Management	15	Business and Corporate Law
5	Airport Management	16	Business Design and Innovation
6	Apparels	17	Business Economics
7	Artificial Intelligence and Data Science	18	Business Management
8	Aviation Management	19	Communications
9	Banking and Finance Management	20	Consultancy Management
10	Banking and Financial Services	21	Corporate Social Responsibility
11	Big Data Analytics	22	Cyber Law



23	Design Thinking	60	Infrastructure Management
24	Dietetics	61	Innovation, Entrepreneurship and Venture Development (IEV)*
25	Digital Marketing	62	Insurance and Risk Management
26	E- Business Management	63	International Business
27	Energy Management	64	International Trade Management
28	Entrepreneurship	65	Jute Technology and Management
29	Environmental Management	66	Law
30	Event Management	67	Logistics and Supply Chain Management
31	Export and Import Management	68	Manufacturing Management
32	Family Managed Business	69	Marketing and Sales Management
33	Fashion Technology	70	Marketing Management
34	Finance	71	Mass Communication
35	Finance Marketing and Human Resource Management	72	Materials Management
36	Financial Administration	73	Media and Entertainment
37	Financial Management	74	Operations Management
38	Financial Services	75	Personnel Administration
39	Fintech	76	Pharmaceutical Management
40	Food Processing and Business Management	77	Project Management
41	Foreign Trade	78	Public Policy and Management
42	Forestry Management	79	Public Systems
43	Geo Spatial Technology Application in Rural Development	80	Real Estate Management
44	Government Accounting and Internal Audit	81	Retail Management
45	Health Care Administration	82	Rural Management
46	Health Care and Hospital Management	83	Securities Market
47	Healthcare Management	84	Services Management
48	Heritage Management	85	Shipping and Logistics Management
49	Hospital Administration	86	Social Enterprise Management
50	Hospital Management	87	Sports Management
51	Hospitality Management	88	Sustainability Management
52	Human Resource Development	89	Technology Management
53	Human Resource Development and Management	90	Telecom Management
54	Human Resource Management	91	Textile Management
55	Industrial Safety and Environmental Management	92	Tourism Management
56	Information Communication Technology in Securities Market	93	Transport Economics and Management
57	Information Management	94	Travel and Tourism
58	Information Technology	95	Tribal Development
59	Information Technology and Systems Management	96	Waste Management and Social Entrepreneurship

PGDM / MBA without any specialization in bracket refers general management ONLY. Hence, the GENERAL nomenclature will not be available for PGDM / MBA. However, MBA institutions can opt if their affiliating University has already granted this nomenclature. Institutions should use/name the course as PGDM/MBA and put specialized nomenclature as approved in brackets for all practical purposes/communication.

* Approval shall be based on the fulfilment of eligibility criteria specified by the MoE's Innovation Cell



2.21 Course Nomenclature of D.Voc and B.Voc

S.No	Emerging Technologies Specialization – Courses	Programme
1	3D printing	Engineering & Technology
2	AI & Robotics	
3	Architectural Drafting and Basic 3D design	
4	Artificial Intelligence, Machine Learning & IoT	
5	Artificial Intelligence and Data Science	
6	Big Data Analytics	
7	Block Chain	
8	Virtual Reality and Augmented Reality	
9	Cyber Security and Digital Forensics	
10	Industrial Automation and Robotics	
11	Internet of Things	
Specialization		
1	Applied Arts	Applied Arts
2	Bamboo and Wood Technology	Applied Arts & Crafts, Design
3	Brass Metal Works	
4	Ceramics and Pottery Design	
5	Fashion Technology and Apparel Designing	
6	Gemmology	
7	Handloom Weaving	
8	Interior Design	
9	Jewellery Designing	
10	Recycled Craft Design	
11	Wood Working and Interiors	
12	Fashion Designing	
13	Film and Video Production	Applied Arts & Crafts, Design / Computer
14	Commercial Aquaculture	
15	Dairy Technology	Engineering & Technology / Management
16	Seeds Production and Marketing	
17	Short Film and Video Production	Computer Applications
18	Office Automation	
19	Practical Accounting and Tax (DPATP) & Tally	
20	Architecture Assistantship	
21	Automotive Manufacturing Technology	



22	Automobile Servicing	Engineering & Technology	
23	Biogas Technologies		
24	Building Materials and Construction Skills		
25	CNC Programming and Operation		
26	Construction Technology		
27	Design and Development of Electronic Devices		
28	Digital Manufacturing		
29	Electrical Skills		
30	Electronics Manufacturing Services		
31	Hospital Instrumentation and Management		
32	Industrial Electronics		
33	Industrial Microbiology		
34	Industrial Tool Manufacturing (ITM)		
35	Marine Technologies		
36	Manufacturing Skills		
37	Mechanical Manufacturing		
38	Mechatronics		
39	Metal Construction and Fabrication		
40	Mobile Communication		
41	Piping Technology		
42	Printing Technology		
43	Production Technology		
44	Production - Tool and Die Manufacturing		
45	Production-Press Tool and Die Maintenance & Stamping		
46	Refrigeration and Air-Conditioning Skills		
47	Repair and Maintenance of Electric Vehicles		
48	Rubber Technology		
49	Small Hydropower Technologies		
50	Solar and Renewable Energy		
51	Solar PV Systems: Operation and maintenance		
52	Solar Technology		
53	Solar Thermal Systems: Operation and Management		
54	Technology Aided Chip Design		
55	Telecom and Electronics Skill		
56	Telecommunications		
57	Textile Manufacturing		
58	Tractor Repair and Servicing		
59	Unmanned Aerial Vehicles		
60	VLSI Design Skills		
61	Welding Technology		
62	Wind Power Technologies		
63	Agriculture Mechanization		Engineering and Technology/ Agriculture
64	Green House Technology		
65	Sericulture (Silkworm Farming & Production of Silk)		

66	Animation and Graphic Design	Engineering and Technology/ Computer
67	Computer Hardware	
68	Computer Networking	
69	Computer-Aided Design	
70	Data and Web Analytics	
71	Digital Media and Animation	
72	Forensic Science & Data Analytics	
73	Geoinformatics	
74	Graphics and Multimedia	
75	Hardware and Networking	
76	Information Technology	
77	Software Development	
78	Web Design and Mobile Application Development	
79	Web Designing, Animation & Graphics	
80	Catering Technology and Hotel Management	Hotel Management
81	Food Processing and Quality Control	
82	Hospitality-Ethnic Foods & Sweets Processing	
83	Banking, Financial Services and Insurance (BFSI)	Management
84	Broadcasting and Journalism	
85	Digital Journalism and Multimedia Applications	
86	Entrepreneurship Development	
87	Financial Management	
88	Fire and Safety Management	
89	Fire Technology and Industrial Safety Management	
90	Innovative Waste Management	
91	Inventory Management Service and Production Planning	
92	Logistics Management	
93	Management-BPM and Analytics	
94	Management-Financial Services	
95	Operational Research and Risk Management	
96	Power Distribution Management	
97	Public Services	
98	Renewable Energy Management	
99	Retail Management	
100	Water, Sanitation & Waste Management	
101	Paramedical and Health Care	Management, Pharmacy
102	Tourism and Service Industry	Management, Travel & Tourism
103	Travel and Tourism	
104	Medical Image Technology	Pharmacy
105	Medical Laboratory Technology	
106	Wellness and Beauty care	

Note: Any Vocational course NOT falling under the purview of AICTE Shall necessarily have to take approval of concerned regulatory body prior to the commencement of course.

2.22 Vocational Courses : Stream Based Sector Specific Specialization

Sl. No.	Sector	Sl. No.	Specialization	Programme
1	Automobiles	1	Engine Testing	Engg. & Tech.
		2	Vehicle Testing	Engg. & Tech.
		3	Vehicle Quality	Engg. & Tech.
		4	Auto Electrical and Electronics	Engg. & Tech.
		5	Farm Equipment and Machinery	Engg. & Tech.
2	Entertainment	6	Theatre and Stage Craft	Applied Arts and Crafts
3	Information Technology	7	Software Development	Engg. & Tech.
		8	NIELIT Certified IT Professional	Engg. & Tech.
4	Economics and Finance	9	Retail	Management
		10	Banking	Management
		11	Financial Planning	Management
		12	Financial Services	Management
		13	Logistics	Management
5	Communications	14	Mobile Communication	Engg. & Tech.
		15	Mobile Telecom System	Engg. & Tech.
		16	Digital Switching Systems and Next Generation Networks	Engg. & Tech.
		17	Telecom Support Infrastructure	Engg. & Tech.
		18	Microwave Stations	Engg. & Tech.
		19	Broadband Networks	Engg. & Tech.
		20	Optical Fiber Networks	Engg. & Tech.
6	Agriculture	21	Farm Machinery and Power Engineering	Engg. & Tech.
		22	Soil and Water Conservation	Engg. & Tech.
		23	Green House Technology	Engg. & Tech.
		24	Renewable Energy	Engg. & Tech.
		25	Processing and Food Engineering	Engg. & Tech.
7	Construction	26	Building Technology	Engg. & Tech.
		27	Ceramic Tiles	Engg. & Tech.
		28	Refractory Technology	Engg. & Tech.
8	Applied Arts	29	Fashion Technology	Applied Arts and Crafts
		30	Interior Design	Applied Arts and Crafts
		31	Jewellery Design	Applied Arts and Crafts
9	Travel and Tourism	32	Tourism	Management
10	Printing and Publishing	33	Printing Technology	Engg. & Tech.
11	Paramedical and Healthcare	34	Cardiology	Design
		35	Neurology	Design
		36	Radiography	Design
		37	Emergency Medical Services	Design
		38	Laboratory	Applied Arts and Crafts/Design
		39	Operation Theatre	Applied Arts and Crafts/Design
		40	Optometry	Applied Arts and Crafts/Design
		41	Medical Record Science and Health Information	Applied Arts and Crafts/Design
		42	Endoscopy	Applied Arts and Crafts/Design



		43	Anesthesia and Critical Care	Applied Arts and Crafts/Design
		44	Renal Dialysis	Applied Arts and Crafts/Design
		45	Blood Bank	Applied Arts and Crafts/Design
12	Apparel and Textile	46	Fashion Design	Applied Arts and Crafts/Design
		47	Textile Design	Engg. & Tech.
		48	Apparel Manufacturing	Engg. & Tech.
		49	Fashion Management	Engg. & Tech.
13	Culture	50	Knowledge Heritage: A Model of Sanskrit Studies	Engg. & Tech.
		51	Intangible Cultural Heritage	Management/ Engg. & Tech.
		52	Museum Techniques	Applied Arts and Crafts/Design
		53	Conservation	Management/ Engg. & Tech.
		54	Traditional Design	Engg. & Tech.
		55	Archaeology	Engg. & Tech.
		56	Expressive Culture	Engg. & Tech.
		57	Cultural Informatics	Engg. & Tech.
		58	Holistic Sciences in Sanskrit	Engg. & Tech.
14	Adventure Sports	59	Water Based Adventure	Engg. & Tech.
		60	Winter Sports and Skiing	Engg. & Tech.
		61	Land Based Adventure	Management/ Engg. & Tech.
		62	Aero Sports	Engg. & Tech.
		63	Disaster Management	Design
		64	Medical and First Aid	Design
		65	Environment	Management
15	Mining and Excavation	66	Excavation Machinery	Design
		67	Opencast Mining	Design/ Engg. & Tech.
		68	Dimensional Stone	Design
		69	Underground Coal Mining	Engg. & Tech.
		70	Underground Metalliferous Mining	Engg. & Tech.
16	Metallurgy	71	Casting Development and Quality Assurance	Engg. & Tech.
		72	Foundry Technology	Engg. & Tech.
17	Service	73	Electronic Security	Engg. & Tech.
18	Manufacturing	74	Machining	Engg. & Tech.
19	Leather and Life Style Product Design and Development	75	Foot Wear Design and Production	Design
		76	Retail and Fashion Merchandise	Design
		77	Business and Entrepreneurship	Management
		78	Fashion Leather Accessories Design	Design
		79	Creative Design – CAD/CAM	Design/ Engg. & Tech.
		80	Fashion Design	Design
20	Others	81	Commercial and Computer Practice	Engg. & Tech.
		82	Commercial Practice	Engg. & Tech.
		83	Commercial Practice (KAN and ENG)	Engg. & Tech.
		84	Modern Office Management	Engg. & Tech.
		85	Modern Office Management and Secretarial Practices	Engg. & Tech.
		86	Modern Office Practice	Engg. & Tech.
		87	Stenography and Secretariat Practice	Engg. & Tech.



APPENDIX-3

Norms for Intake and Number of Courses/ Divisions in a New Technical Institution

3.1 Diploma/ Post Diploma Level

Sl. No.	Programme	Intake per Division	Maximum number of Diploma/ Post Diploma Certificate Course(s)/ Division(s) allowed in a Technical Institution	
			Course(s)/ Division(s)	Maximum Intake allowed
i	Engineering and Technology	60	5	300
ii	Applied Arts and Crafts	30	3	90
iii	Design	30	3	90
iv	Hotel Management and Catering Technology	60	3	180

*Number of Divisions For other Programmes, a MAXIMUM OF THREE DIVISIONS PER COURSE is permissible, without exceeding the "Maximum Intake Allowed"

3.2 Under Graduate Level

Sl. No.	Programme	Intake per Division	Maximum number of Under Graduate Degree Course(s)/ Division(s) allowed in a Technical Institution	
			Course(s)/ Division(s)	Maximum Intake allowed
i	Engineering and Technology	60	5	300
ii	Planning	40	3*	120
iii	Applied Arts and Crafts	30	3	90
iv	Design	30	5	150
v	Hotel Management and Catering Technology	60	3	180

*Number of Divisions for other Programmes, a MAXIMUM OF THREE DIVISIONS PER COURSE is permissible, without exceeding the "Maximum Intake Allowed"

3.3 Post Graduate Diploma/ Post Graduate Degree Level

Sl. No.	Programme	Intake per Division	Maximum number of Post Graduate Division(s) allowed in a Technical Institution	
			Course(s)/ Division(s)	Maximum Intake allowed
i	Engineering and Technology	30 [#]	5	150
ii	Planning	30*	1*	30
iii	Applied Arts and Crafts	30	3	90
iv	Design	15	3	45
v	Hotel Management and Catering Technology	30	3	90
vi	MCA	60	3*	180
vii	Management	60	5	300

*Number of Divisions

For other Programmes, a MAXIMUM OF THREE DIVISIONS PER COURSE is permissible, without exceeding the "Maximum Intake Allowed"

Minimum of 6 seats in steps of 6 up to maximum 30

##Minimum of 6 seats in steps of 3 up to a maximum of 15

Note: One Division with Collaboration and Twinning is permissible in each Programme

State/ Central Universities or Autonomous Government Institutions offering Only Post Graduate Courses in Engineering and Technology shall be granted a MAXIMUM of 5 Courses. Any additional Course(s) shall be granted to such Institutions based on the valid National Board of Accreditation (NBA). The Institution shall have "Nil Deficiency" based on Self-Disclosure as per the Deficiency Report generated through Web-Portal.

In Management Programme, the "Maximum Intake Allowed" shall comprise of various combinations of Intake in PGCM/PGDM/MBA without exceeding 3 DIVISIONS in any single Course in any Level

3.4 Private Limited or Public Limited Company/ Industry Establishing Diploma/ Under Graduate Degree/ Post Graduate Degree (MCA/ Management) Institution

- a. New Technical Institution in Engineering and Technology / Planning/ Applied Arts, Crafts and Design/ Hotel Management and Catering Technology/ MCA/ Management 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 specified in the Approval Process Handbook.
- b. The Institution set up by such a Private Limited or Public Limited Company/ Industry shall be governed by the norms as specified in Chapter I of the Approval Process Handbook.
- c. Private Limited or Public Limited Company / Industry Establishing Diploma/Under Graduate Degree/ Post Graduate Degree Institution shall choose any Course from **Appendix 2** with Intake not exceeding the maximum as above and in any combination in the same Programme.
- d. Built-up area, Faculty: Student ratio and other requirements shall be fulfilled as specified in the Approval Process Handbook.



APPENDIX-4

Norms for Land and Built-up Area Requirements of the Technical Institutions

4.1 Land Requirements for the Technical Institutions

Programme	Land Area requirement in Acre								
	Diploma/ Post Diploma Programmes			Under Graduate Programmes			Institutions offering ONLY Post Graduate Programmes (MCA/ Post Graduate Diploma/ MBA)		
	Mega and Metro*	Urban	Rural	Mega and Metro*	Urban	Rural	Mega and Metro*	Urban	Rural
Engineering and Technology	\$	1.5	4.0	\$	2.5#	7.5#	-	-	-
Planning	-	-	-	\$	1.0	2.0	-	-	-
Applied Arts and Crafts	\$	0.5	1.5	\$	0.5	1.5	-	-	-
Design	\$	1.0	2.0	\$	1.0	2.0	-	-	-
Hotel Management and Catering Technology	\$	1.0	2.0	\$	1.0	2.0	-	-	-
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 specified in the Approval Process Handbook (which is in force) are adhered to.
- b. The Built-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 Bye-Laws be made available by the Applicant Institution. Copy of the approved Plan from local statutory body and the completion Plan along with the Completion Certificate from the same body, be also provided. The provisional Occupancy Certificate shall be considered only for 2 consecutive Academic Years; after two years the only afore-mentioned Completion Certificate and Completion Plan shall be considered for continuance of approval.
- c. Fire and life Safety Certificate from Fire Department of the concerned State is to be taken before submitting the application at AICTE.
- d. Additional Course(s)/Programme(s), in future can be allowed subject to the availability of Built-up areas as per 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 a Master's Degree with specialization in Structural Engineering.
- e. Competent Authority has to certify that the place is located in Mega and Metro/ Urban/ 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 Bye-Laws.



However, the total Built-up areas to be calculated for the entire duration of the Course with mandatory prior sanctions and approvals from Competent Authority for the entire proposal.

#The Land area required in Urban/ Rural shall be in a maximum of TWO plots. The Academic, Instructional, Administrative and Amenities area shall be in one plot not less than 1.5 Acre. The aerial distance between the plots shall not exceed 2 km. The remaining Land shall only be utilized for sporting Infrastructure/ Hostel/ Staff accommodation and related educational activities of the Institution.

Considering the hilly nature of Land in North Eastern States and the hilly regions of States such as Himachal Pradesh, Uttarakhand and Jammu & Kashmir and Ladakh's UT or any area in any State declared as hilly by the concerned Government, Land shall be made available in 3 pieces which are not away from each other by more than 2 km.

- g) The total land required shall be the highest amongst the programs/levels being offered by the Institute. However, institute shall have sufficient built up area to cover all the requirements of ALL the programs/levels conducted as per the provisions of Approval Process Handbook.

However, the institute shall provide ample space for play-ground (owned or hired) facilities for indoor and outdoor sports for the students either in the Campus or through arrangements with other adjacent Institutions, Corporation grounds, private facilities, etc.

NOTE:

- a. Starting other educational Course(s)/ Institutions (Technical/Non-Technical) in the surplus Land/Built-up area arising out of the prevailing/ reduced norms of Land requirement is permissible. Further such surplus Land shall be used as per the Land use Certificate given to the Trust/ Society/Company by the concerned authority, subject to such Course(s)/ Institution 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 Administrative infrastructure, Canteen, Auditorium, Playground, Parking, etc. may be shared, provided it caters to all the students of all the Programmes.
- b. For an Institution established prior to 1994, the Land requirement should be fulfilled as per the norms existed thereon for the Programme(s)/ Course(s)/ 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.
- c. For an Institution established after 1994, the Land requirement should be fulfilled as per AICTE norms existing at the time of establishment of the Institution for the Programme(s)/ Course(s)/ 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.
- d. If the Institution (c or d) had been given approval for more Programme(s)/ Course(s)/ Divisions later, the Land requirements as per the corresponding AICTE norms should be fulfilled. **Annexure 12** of the Approval Process Handbook gives Land Requirements as per AICTE norms during the previous years.
- e. For Change of Site/ Location or to start new Programme/ Level in the existing Institutions, mortgage of land is acceptable.

4.2 Minimum Built-up Area Requirements

- a. The Institution area is divided into, Instructional area (INA, carpet area in m²), Administrative area (ADA, carpet area in m²), Amenities area (AMA, carpet area in m²).
- b. Access and Circulation Area (ACA) is around 25% of Built-up Area.
- c. Total Built-up area in m² is equal to (INA+ADA+AMA) + (ACA).
- d. In case of allied branches in Engineering and Technology, a maximum of 30% of Laboratories may be shared.
- e. For Post Graduate Programmes, Administrative area of Under Graduate Programmes may be shared.
- f. Institutions shall have the Barrier free environment and Sports facilities as specified in the Chapter VII of the Approval Process Handbook.



4.2.1 Instructional Area (Carpet Area) in Sq. m

A. Engineering and Technology (Under Graduate/ Post Graduate Degree/ Integrated/Dual Degree) Institutions

Particulars	Number of Rooms required	Carpet Area in Sq.m per Room
Class Rooms	Total Number of Divisions x 0.75	66/ 33*
Tutorial Rooms ⁺	25% of total Class Room	33
Laboratory for First Year	4 (which includes 2 Laboratories for Basic sciences)	66
Laboratory other than First Year	2 per Course per Year	66
Laboratory for Post Graduate Courses	1 per Course	66
	1 Research Laboratory	66
Workshop [#]	1	200
Additional Laboratory/ Workshop for "X" Category Courses	1	200
Drawing Hall [#]	1	132
Computer Centre [#]	1	150
Seminar Hall	1	132
Library ⁺⁺	1	400
Language Laboratory ⁺	1	33

For Courses having more than 3 Divisions, additional Laboratories equivalent to the required number on pro rata basis for the said Courses shall be created.

* Applicable for Post Graduate Course only.

+ Language Laboratory shall have a minimum of 20 Computers with appropriate Software. Additional Laboratory required, if number of Divisions >5.

++ Additional Library area of 50 m² per 60 Students beyond 420 "Approved Intake".

"X" Category Courses such as Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and Allied Courses shall require an Additional Laboratory/ Workshop.

Drawing Halls, Computer Centres and Workshops to be created as given below:

Approved Intake	Computer Centre	Workshop	Drawing Hall
Up to 600	1	1	1
601-1200	2	2	2
Infrastructure Requirement shall be calculated on pro rata basis for "Approved Intake" greater than 1200			

Additional Laboratories to be created (if required) as per Curriculum of the concerned affiliating University.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Institutions shall have facilities for conducting online classes (Theory and Practical)

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart Board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre and Innovation/ Fab Laboratory.

B. Engineering and Technology (Diploma/ Post Diploma) Institution

Particulars	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	No. of Divisions x 0.75	66
Tutorial Rooms ⁺	25% of total Class Room	33
Laboratory for First Year	4 (which includes 2 Laboratories for Basic sciences)	66
Laboratory other than First Year	2 per Course per Year	66
Workshop [#] \$	1	200
Additional Laboratory/ Workshop for "X" Category Courses	1	150
Drawing Hall [#] \$	1	132
Computer Centre [#]	1	150
Seminar Hall	1	132
Library ⁺⁺	1	300
Language Laboratory ⁺	1	33

For Courses having more than 3 Divisions, additional Laboratories equivalent to the required number on pro rata basis for the said Courses shall be created.

⁺Language Laboratory shall have a minimum of 20 Computers with appropriate Software. Additional Laboratory required, if number of Divisions >5.

⁺⁺ Additional Library area of 50 m² per 60 Students beyond 420 "Approved Intake".

"X" Category Courses such as Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and Allied Courses shall require an Additional Laboratory/Workshop.

\$ Not applicable for DMLT.

Drawing Halls, Computer Centres and Workshops to be created as given below:

Approved Intake	Computer Centre	Workshop	Drawing Hall
Up to 600	1	1	1
601-1200	2	2	2

Infrastructure Requirement shall be calculated on pro rata basis for "Approved Intake" greater than 1200.

Diploma Laboratories, if shared with the Under Graduate Degree Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.

Additional Laboratories to be created (if required) as per Curriculum of the concerned University/ Board.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Institutions shall have facilities for conducting online classes (theory and Practical)

Institutions shall have Idea Implementation Centre/ Tinkering Laboratory/ Innovation Centre.

Note: There are many nomenclatures common to Engineering Diploma and Applied Arts/ Crafts Diploma. Hence in all such multidisciplinary type of programs, actual requirements shall be evaluated by respective Boards.



C. Planning (Under Graduate/ Post Graduate Degree/ Integrated Degree) Institution

Particulars	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	No. of Divisions x 0.75	60/ 30 ^{**}
Resource Centre	1	80
Computer Laboratory (for First Year)	1	60
Studio (other than First Year)	1 per Course per Year	120
Post Graduate Studio	2	60
Model making and Carpentry Workshop	1	120
Art Court	1	100
Multi-Purpose Hall	1	150
Research Laboratory+	1	60
Computer Centre	1	75
Seminar Hall	1 per Under Graduate Institution	132
	1 per Diploma Institution	132
Library	1	150
Language Laboratory	1	30

** Applicable for Post Graduate Course only.

+ Only for Institutions offering Post Graduate Courses.

For Post Graduate Courses, Seminar Hall of respective Under Graduate Degree Course may be shared.

For Courses having more than 2 Divisions, ONE Additional Studio for each Division need to be created.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum.

Diploma Laboratories, if shared with the Under Graduate Degree Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

The Institutions shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Institutions shall have facilities for conducting online classes (theory and Practical)

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre and Innovation/ Fab Laboratory.

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

Particulars	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	1 Room per Division per Year	66/ 33 ^{**}
Tutorial Rooms ⁺	25% of total Class Room	33
Workshop/ Studio	1 per Course per Year	66
Common Workshop/ Studio	1	90
Workshop/Studio (Post Graduate Courses)	1 per specialization	66
Studio/Display Room	1	132
Craft Centre	1	66
Computer Centre	1	75
Theatre/ Seminar Hall	1	100
Library	1	150
Language Laboratory	1	33

+ No Tutorial Rooms Required for Post Graduate Programme.

** Applicable for Post Graduate Course only.

For Post Graduate Courses, Seminar Hall of respective Under Graduate Degree Course may be shared.

For Courses having more than 2 Divisions, one Additional Studio for each Division need to be created.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum.

Diploma Laboratories, if shared with the Under Graduate Degree Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.

Research Laboratory is to be provided with an area of 66 m² for each Institution offering Post Graduate Courses.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart board, PA system and Executive Chairs.

Institutions shall have facilities for conducting online classes (theory and Practical)

Institutions shall have MOOCs Facility Centre and Innovation Laboratory.

E. Design (Diploma/ Under Graduate/ Post Graduate Degree) Institution

Particulars	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms / Studio	1 per Division per Year	100/66*
Tutorial Rooms**	1 per Year	33
Laboratory/ Workshop	1 per Division per Year	66
Photography Laboratory	1	66
Computer Laboratory	1	75
Seminar Hall	1	100
Library	1	150
Language/Audio Visual Laboratory	1	33

*In case of PG Courses ** Only for UG Courses

For Post Graduate Courses, Seminar Hall of respective Under Graduate Degree Course may be shared.

Under Graduate Laboratories/Workshops can be shared with Post Graduate Courses if the specialization of the courses are same by upgrading them to meet the requirements of Post Graduate Curriculum.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Institutions shall have facilities for conducting online classes (Theory and Practical)

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart Board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre and Innovation/ Fab Laboratory.

F. Hotel Management and Catering Technology (Diploma/Under Graduate/Post Graduate Degree/ Integrated Degree) Institution

Particulars	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	No. of Divisions x 0.75	66/33**
Tutorial Rooms ⁺	25% of total Class Room	33
Laboratory (Guest Room/House Keeping/ Front Office/ Kitchen) for First Year	3	66
Laboratory (Guest Room/ House Keeping/ Front Office/ Kitchen) other than First Year	2 per Course per Year	66



Laboratory/ Guest Room for PostGraduate Programme	1 per Specialization	66
Kitchen with Dining Hall	1	132
Restaurant	2	66
Computer Centre	1	75
Seminar Hall	1	132
Library	1	150
Language Laboratory	1	33

+For Post Graduate Course, Tutorial Rooms not required.

** Applicable for Post Graduate Course only.

For Post Graduate Courses, Seminar Hall of respective Under Graduate Degree Course may be shared.

For Courses having more than 2 Divisions, ONE Additional Laboratory for each Division need to be created.

Under Graduate Laboratories, if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum.

Diploma Laboratories, if shared with the Under Graduate Degree Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.

Language Laboratory shall have a minimum of 20 Computers with appropriate Software.

Research Laboratory shall be provided with an area of 66 m² for each Institution offering Post Graduate Courses.

The Institution shall have one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.

Institutions shall have facilities for conducting online classes (theory and Practical)

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre.

G. MCA/ Integrated MCA Institution

Particulars	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	1 per Division per Year	66
Tutorial Rooms	25% of total Class Room	33
Computer Laboratory	1	66
Computer Centre	1	150
Seminar Hall	1	132
Library	1	100

If the Institution has more than 2 Divisions, one Additional Laboratory for each Division need to be created.

Each Class Room shall be equipped with LCD projector, Smart Board, Internet Connection, etc.

Institutions shall have facilities for conducting online classes (theory and Practical)

Seminar Hall shall have proper furnishing and equipment such LCD projector, Smart Board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre and Innovation Laboratory.

H. Management (PGDM/ MBA/ Integrated Degree) Institution

Particulars	Number of Rooms required	Carpet Area in m ² per Room
Class Rooms	1 per Division per Year	66
Tutorial Rooms	25% of total Class Room	33
Computer Centre	1	150
Seminar Hall	1	132
Library	1	100

Each Class Room shall be equipped with LCD projector, Smart Board, Internet Connection, etc. Institutions shall have facilities for conducting online classes (theory and Practical)

Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart Board, PA system and Executive Chairs.

Institutions shall have MOOCs Facility Centre and Innovation Laboratory.

4.2.2 Administrative Area (Carpet Area) in m²

Particulars	Principal/ Director	Board Room	Office all inclusive	Cabin for Head of Department and Department Office	Faculty Rooms	Central Stores	Maintenance	Security	Housekeeping	Pantry for Staff	Examinations Control Office	Placement Office
Carpet Area in m ² per Room	30	20	150* 300\$	20	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/Department	One per Faculty (as per norms) in the Institution	1	1	1	1	1	1	1

\$Technical Institution having more than one Programme

* Technical Institution having one Programme

4.2.3 Amenities Area (Carpet Area) in m²

Particulars	Toilets (Ladies & Gents)	Boys Common Room	Girls Common	Cafeteria	Stationery Store and Reprography	First Aid cum Sick Room	Principal's quarter	Guest House	Sports Club/ Gymnasium	Auditorium/ Amphi Theatre	Boys Hostel	Girls Hostel
Carpet Area in m ² per Room for the Technical Campus having more than one Programme	350*	100	100	150	10	10	150	30	200	400	Adequate	Adequate
Carpet Area in m ² per Room for Technical Campus having one Programme	150\$	75	75	150	10	10	150	30	100	250	Adequate	Adequate
Number of Rooms required for the new Technical Institution	Adequate	1	1	1	1	1	-	-	-	-	-	-
Total Number of Rooms	Adequate	1	1	1	1	1	Desirable	Desirable	Desirable	Desirable	Desirable	Desirable

* Total area for the Technical Institution having more than one Programme

\$ Total area for the Technical Institution 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 walkways, staircases and entrance lobby.



APPENDIX-5

Norms for Books, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment of the Technical Institutions

5.1 Computers, Software, Internet and Printers

Programme		Number of PCs/ Laptop to student ratio (Minimum 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 and Technology	Diploma	1:6	03	20	All	Desirable	5%
	Under Graduate	1:6					
	Post Graduate	1:4					
Planning	Under Graduate	1:6	01	10	All	Desirable	5%*
	Post Graduate	1:4					
Applied Arts and Crafts	Diploma	1:6	01	10	All	Desirable	5%
	Under Graduate	1:6					
	Post Graduate	1:4					
Design	Under Graduate	1:6	01	10	All	Desirable	5%
	Post Graduate	1:4					
Hotel Management and Catering Technology	Diploma	1:6	01	10	All	Desirable	5%
	Under Graduate	1:6					
MCA	Post Graduate	1:4	03	20	All	Desirable	5%
Management	Post Graduate	1:6	01	10	All	Desirable	5%

*At least one printer to be A1 Size Color Printer/ Plotter

** Includes Plagiarism checking Software Internet speed required for the Institution

Approved Intake	Internet Band width (1:1)*
up to 300	100 Mbps
301 - 600	300 Mbps
601 - 900	500 Mbps
>900	1Gbps

*In case of Non-Availability of Bandwidth in a Single Connection, Multiple connections shall be ensured to fulfil the specified Norms. At least 8 Mbps Wi-Fi connectivity and hotspots shall be made available where ever required (minimum 5 Hotspots) Arrangement to view NPTEL/ SWAYAM & SWAYAM PRABHA etc. shall be made available.

- a. Utilization of Open Source Software shall be encouraged.



- b. Secured Wi-Fi facility with reliable hardware is highly recommended
- c. Utilization of indigenized Video conferencing facility is recommended
- 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 students ratio
- e. @Adequate number of software licenses is required
- f. Central Photo copying 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.
- i. Effective utilization of ICT / Research / Other academic related facilities extended by agencies / organizations through MoU with AICTE is highly recommended (<https://www.aicte-india.org/education/collaborations>).

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 the number of experimental set-up be so arranged that maximum four students shall work on one set.

5.3 Books and Library Facilities

Programme	Total Number of Divisions	Titles		Volumes		Reading Room Seating	Multimedia PCs for Digital Library/ internet Surfing located in the reading room
		Number		Number		% of Total Students	% of Total Students
Engineering and Technology/ Applied Arts and Crafts/ Hotel Management and Catering Technology(Diploma)	B	Half the number as required for Under Graduate Degree Course in the same Programme	Half the number as required for Under Graduate Degree Course in the same Programme	15 % (Max. 150)	Minimum 10		
Engineering and Technology (Under Graduate)	B	100 [#] 50 per* Course	500xB [#] 250 per* Course	15 % (Max. 150)	Minimum 10		
Planning (Under Graduate)	B	100 [#] 50*	400xB [#] 400xB*				
Applied Arts and Crafts/ Design (Under Graduate)	B	100 [#] 50*	500xB [#] 500xB*				
Hotel Management and Catering Technology (Under Graduate)	B	100 [#] 50*	500xB [#] 500xB*				
Engineering and Technology/Planning/ Applied Arts and Crafts/ Design/Hotel Management and Catering Technology (Post Graduate)	B	50 [#] As\$ Required	200 [#] 100\$			25 % (Max. 100)	
MCA/ PGDM/ MBA (Post Graduate)	B	100 [#] 50*	500xB [#] 500xB*				

B - Number of Divisions at First year



1#	Book Titles and Volumes required at the time of starting a new Technical Institution equally distributed per subject.
2*	Annual Increment equally distributed per subject.
3	Total number of Titles and Volumes shall be increased in continuation till 10 years from the starting of the course(s), which shall be the minimum stock of Books. Institutions shall have to add an annual increment of Books based on the changes in Curriculum and Syllabus from time to time by the affiliating University/ Board. NOTE: After 10 years as per the Affiliating Body Curriculum and Syllabus, the Older Edition Books shall be replaced with latest edition by 5% of the total minimum Books required for that Programme.
4\$	Component for additional Division/ Course.
5	Books shall also include subjects of Science, Humanities, Management and Social Science as per the requirements of the Curriculum and Syllabus.
6	Digital Library facility with multimedia facility is essential.
7	Reprographic facility in the Library is essential.
8	Document scanning facility in the Library is essential.
9	Library Books/ non Books processing as per the standard classification and cataloguing system is essential.
10	Facilities to access the Online Courses is essential.
11	Library automation software including Bar coding is desirable.
12	Upto 66% of the total number of Titles and Volumes may be in the form of e-books with intranet access is mandatory in case of Post Graduate Level Programme(s) and shall be desirable in case of UG/ Diploma Programme(s). Member in NDL/ Indian National Digital Library in Engineering Sciences and Technology (INDEST) or any other National Consortium is permissible for e-books.
13	The Institution shall be a member of National Digital Library. Aggregators shall also be used.
14	NDL membership for faculty and students is highly desirable.

APPENDIX-6

Norms for Essential and Desirable Requirements of the Technical Institutions

6.1 Essential Requirements for Technical Institution

1	Establishment of Online Grievance Redressal Mechanism as specified in the Approval Process Handbook*	Essential
2	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
3	Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University.(As per All India Council for Technical Education (Redressal of Grievance of Students) Regulation, 2019 vide F. No.1-101/PGRC/AICTE/ Regulation/2019 dated 07.11.2019) * All India Council for Technical Education (Redressal of Grievance of Faculty/Staff Member) Regulations, 2021 vide F.No.1- 103/ AICTE/PGRC/ Regulation/2021 dated 25.03.2021	Essential
4	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 vide No. F.AICTE/WH/2016/01 dated 10th June, 2016 *	Essential
5	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
6	Internal Quality Assurance Cell*	Essential
7	Barrier Free Built Environment for disabled and elderly persons (as per Chapter VII of the Approval Process Handbook)	Essential
8	Fire and Safety Certificate	Essential
9	Implementation of mandatory Internship policy for students***	Essential
10	Facilitate teachers for undergoing Pedagogical training through NITTT Guidelines	Essential
11	Implementation of student Induction Programme***	Essential
12	At least 5 MoUs with Industries	Essential
13	Implementation of examination reforms	Essential
14	Compliance of the National Academic Depository (NAD) as per MoE directives, (Applicable for Standalone Institutions and Universities)	Essential
15	Safety and Security measures in the Campus (as per Chapter VII of the Approval Process Handbook) + Check No. 8 also	Essential
16	Implementation of Food Safety and Standards Act, 2006 at the Institution	Essential
17	Digital payment for all financial transactions as per MoE directives	Essential
18	Display of information submitted to AICTE (including the accreditation status and Board of Governors) along with mandatory disclosures in the prime location of the Web site(as a quick link) of the Institution	Essential
19	Language Laboratory (for institutions having Diploma and Degree Programs)	Essential
20	Portable Water supply and outlets for drinking water at strategic locations	Essential
21	Electrical Grid Power Supply Connection	Essential
22	Backup Electric Supply	Essential
23	Sports facilities	Essential
25	Waste Management and environment improvement measures to ensure a sustainable Green Campus	Essential
26	Sewage Disposal System	Essential



27	Display board within the premises as well as on the Web site of the Institution Indicating the feedback facility of students and Faculty available in AICTE Web-Portal	Essential
28	First aid, Medical and Counselling Facilities	Essential
29	Students Safety Insurance	Essential
30	Group Accident Policy to be provided for the employees	Essential
31	Facility to watch MOOCs through SWAYAM & SWAYAM PRABHA	Essential
32	Road suitable for use by Motor vehicle- Motorized Road	Essential
33	Institution-Industry Cell	Essential
34	Applied for membership of National Digital Library	Essential
35	Copies of AICTE approvals (LoA and EoA of subsequent years) obtained since inception of the Institution till date shall be placed on the Web site of the Institution and Information about available Courses at the Entrance of the Institution	Essential
36	Appointment of Student Counsellor	Essential
37	Vehicle Parking	Essential
38	General Notice Board and Departmental Notice Boards	Essential
39	Provision / Facilities to conduct online meetings, Webinars, classes and examinations	Essential
40	Display of Course(s) and "Approved Intake" in the Institution at the entrance of the Institution.	Essential

* Appointment of Committees/ IQAC/ Grievance Mechanism should be made before commencement of the session, however, an **Affidavit 2** to that effect need to be submitted by the new Technical Institution at the time of inspection by Expert Visit Committee

** An Affidavit to be uploaded on the Portal for the compliance of Implementation of Internship Policy of AICTE.

*** An Undertaking to be uploaded on the Portal that the Institution shall possess an UHV Induction Programme trained Faculty for every 20 newly joined students before AY 2022-23.

**** An Undertaking to be uploaded on the Portal that the Internal Assessment & Laboratory Work shall be carried out following AICTE Exam Reforms and all the existing Faculty shall be trained for the same.

Note: The above mentioned documents need to be uploaded before downloading the EoA. The Council shall verify their implementation at any point of time.

6.2 Desirable Requirements of a Technical Institution

1	Implementation of the schemes announced by Government of India	Desirable
2	Offering of Skill development Courses approved by the Council	Desirable
3	Fabrication facility Laboratory (FABLAB)/ AICTE-IDEA LAB/Tinkering Laboratory/ Innovation Laboratory	Desirable
4	Availability of at least ONE Smart Class Room per Department	Desirable
5	Installation of grid connected solar rooftops/ Power Systems	Desirable
6	Public announcement system at strategic locations for general announcements/ paging and announcements in emergency	Desirable
7	Enterprise Resource Planning (ERP) Software for Student-Institution-Parent Interaction	Desirable
8	Efforts to encourage Final Year students to appear in various competitive Examinations.	Desirable
9	Efforts to encourage students to participate in National/International competition like SIH, etc.	Desirable
10	Efforts to encourage students to take-up internship and project work in Indian Knowledge System related Areas/Topics/Disaster Management	Desirable
11	Transport	Desirable
12	Banking Facility/ Automated Teller Machine	Desirable
13	LCD (or similar) projectors in Class Rooms	Desirable



14	Auditorium	Desirable
15	Staff Quarters	Desirable
16	Course(s) taken through duly recognized MOOCs shall be used as Supplementary Course(s)	Desirable
17	General Insurance provided for assets against fire, burglary and other calamities	Desirable
18	Intellectual Property Right Cell	Desirable
19	Implementation of Unnat Bharat Abhiyan/ Saansad Adarsh Gram Yojana (SAGY)	Desirable
20	Implementation of Start-up Policy	Desirable
21	Innovation Cell/Club	Desirable
22	Social Media Cell	Desirable
23	Participation in the National Institutional Ranking Framework (NIRF)	Desirable
24	Participation in the National Innovation Ranking (ARIIA)	Desirable
25	Plastic Free Campus	Desirable
26	Measures for Cybersecurity	Desirable
27	Availability of quality sanitary napkins through sanitary napkin vending machines and ensuring safe and environmental friendly disposal of used sanitary napkin through sanitary napkin incinerator	Desirable
28	Rainwater Harvesting	Desirable

6.3 Structure of the Committees

6.3.1 Structure of Anti Ragging Committee

Every Institution/ University including Institution Deemed to be University imparting Technical Education shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the Institution, and consisting of representatives of Civil and Police Administration, Local Media, Non-Government Organizations involved in youth activities, representatives of Faculty members, representatives of parents, representatives of students belonging to the freshers' category as well as senior students, non-teaching staff and shall have a diverse mix of membership in term of Level as well as gender.

6.3.2 Grievance Redressal Mechanism

In order to provide opportunities for redressal of certain grievances of students already enrolled in any institution, as well as for those seeking admission to such institutions, AICTE has notified All India Council for Technical Education (Redressal of Grievance of Students) Regulations, 2019 vide F. No. 1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019 for establishment of grievance redressal mechanism for all AICTE approved Technical Institutions. Non-compliance of the above Regulations shall call for punitive action.

Student Grievance Redressal Committee (SGRC)

- A complaint from an aggrieved student relating to the institution shall be addressed to the Chairperson, Student Grievance Redressal Committee (SGRC).
- Every AICTE approved institution shall constitute Student Grievance Redressal Committee (SGRC) with the following composition, namely:
 - a. Principal of the College- Chairperson;
 - b. Three senior members of the teaching faculty to be nominated by the Principal as Members and out of three one member shall be female and other from SC/ST/OBC category;
 - c. A representative from among students of the College to be nominated by the Principal based on academic merit/excellence in sports/performance in co-curricular activities- Special Invitee.
- The term of the members and the special invitee shall be of two years.
- The quorum for the meeting including the Chairperson, but excluding the special invitee, shall be three.

- In considering the grievances before it, the SGRC shall follow principles of natural justice.
- The SGRC shall send its report with recommendations, if any, to the concerned institution and a copy thereof to the aggrieved student, within a period of 15 days from the date of receipt of the complaint.
- Any student aggrieved by the decision of the Student Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

Appointment, Tenure, Removal and Conditions of Services of Ombudsperson:

- Each affiliating University, Technical University, Private University, Deemed to be University shall appoint Ombudsperson for redressal of grievances of students under the UGC (Redress of Grievances of Students) Regulations, 2019.
- There shall be one or more part-time functionaries designated as Ombudsperson to hear, and decide on, appeals preferred against the decisions of the SGRCs.
- For institutions which are offering diploma level course(s) and are affiliated to Board of Technical Education (BTE), the concerned Directorate of Technical Education (DTE) shall appoint an Ombudsperson for redressal of grievances of students.
- For Institution which are not affiliated to any University and offering Diploma, Post Diploma, Post Graduate Certificate, Post Graduate Diploma Course(s) in Management, Computer Applications & Travel and Tourism, the Council shall appoint an Ombudsperson for redressal of grievances of students.
- The Ombudsperson shall be a Retired District Judge or a retired Vice Chancellor or Professor (who has worked as Dean/HOD and 10 years' experience as Professor at State/Central Universities/Institution of eminence).
- The Ombudsperson shall not, at the time of appointment, during one year before appointment, or in the course of his tenure as Ombudsperson, be in a conflict of interest with the Institution where his/her personal relationship, professional affiliation or financial interest may compromise or reasonably appear to compromise, the independence of judgement toward the Institution.
- The Ombudsperson shall be appointed for a period of three years or until he or she attains the age of 70 years, whichever is earlier, from the date of assuming office, and shall be eligible for reappointment for another one term for the same State or region, as the case may be.
- For conducting the hearings, the Ombudsperson shall be paid a sitting fee, per diem, in accordance with the norms fixed by the Council, and shall, in addition, be eligible for reimbursement of the expenditure incurred on conveyance.
- The State Government, in the case of an Ombudsperson of a State, and the Council (for Council appointed Ombudsperson), may remove the Ombudsperson from office, on charges of proven misconduct or misbehaviour as defined under these Regulations.
- No order of removal of Ombudsperson shall be made except after an inquiry made in this regard by a person not below the rank of judge of the High Court in which a reasonable opportunity of being heard is given to the Ombudsperson.

Functions of Ombudsperson:

- The Ombudsperson shall hear appeals from an aggrieved student(s), only after the student has availed all other remedies provided under these Regulations.
- While issues of malpractices in the conduct of examination or in the process of evaluation may be referred to the Ombudsperson, no appeal or application for revaluation or re-totalling of answer sheets from an examination, shall be entertained by the Ombudsperson unless specific irregularity materially affecting the outcome of specific instance of discrimination is indicated.



- The Ombudsperson may avail assistance of any person, as amicus curiae, for hearing complaints of alleged discrimination.
- The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the aggrieved student(s).

Procedure for Redressal of Grievances by Ombudspersons and Student Grievance Redressal Committees:

- Each institution shall, within a period of three months from the date of issue of this notification, have an online portal where any aggrieved student may submit an application seeking redressal of grievance.
- On receipt of an online complaint, the institution shall refer the complaint to the appropriate Student Grievance Redressal Committee, along with its comments within 15 days of receipt of complaint on the online portal.
- The Student Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved student.
- An aggrieved person may appear either in person or authorize a representative to present his/her case.
- Grievances not resolved by the Student Grievance Redressal Committee shall be referred to the Ombudsperson, within the time period provided in these Regulations.
- Institutions shall extend co-operation to the Ombudsperson or the Student Grievance Redressal Committee, in early redressal of grievances; and failure to do so may be reported by the Ombudsperson to the Council, which shall take action in accordance with the provisions of these Regulations.
- The Ombudsperson shall, after giving reasonable opportunities of being heard to both parties, on the conclusion of proceedings, pass such order, with reasons therefore as may be deemed fit to redress the grievance and provide such relief as may be appropriate to the aggrieved student.
- The institution, as well as the aggrieved student, shall be provided with copies of the order under the signature of the Ombudsperson, and the institution shall place it for general information on its website.
- The institution shall comply with the recommendations of the Ombudsperson; and the Ombudsperson shall report to the Council any failure on the part of the institution to comply with the recommendations.
- The Ombudsperson may recommend appropriate action against the complainant, where a complaint is found to be false or frivolous.

Information Regarding Ombudspersons and Student Grievance Redressal Committees:

An institution shall furnish, prominently, on its website and in its prospectus, all relevant information in respect of the Students Grievance Redressal Committee(s) coming in its purview, and the Ombudsperson for the purpose of appeals.

Consequences of Non-Compliance:

The Council shall in respect of any Technical institution, which wilfully contravenes or repeatedly fails to comply with the recommendation of the Ombudsperson or the Student Grievance Redressal Committee, as the case may be, proceed to take one or more of the following actions, namely:

- withdrawal of approval granted to the Technical Institution;
- withdrawal of declaration of fitness or entitlement to receive grants or financial assistance from the Council;



- withholding any grant allocated to the Technical Institution;
- declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Council;
- informing the general public, including potential candidates for admission, through a notice displayed prominently in suitable media and posted on the website of Council, declaring that the institution does not possess the minimum standards for redressal of grievances;
- recommend to the affiliating University for withdrawal of affiliation, in case of a University affiliated institution or DTE affiliated institution;
- Such other action as may be deemed necessary and appropriate against an institution for non-compliance.

Provided that no action shall be taken by the Council under these Regulations, unless the institution has been given an opportunity to explain its position and an opportunity of being heard has been provided to it.

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 (q) 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 Order No 37-3/Legal/AICTE/2009 dated 01.07.2009 available on AICTE web-portal <https://www.aicte-india.org/grievance/anti>. All AICTE approved Technical Institutions have to comply with the provisions made in the above Regulations. Any violation of above AICTE Regulations for the prevention and prohibition of ragging, shall call for punitive action against erring Institutions as per the provisions made 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, student 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 hold Workshops and Seminars on eradication of ragging in higher Educational Institutions. They are required to display Anti Ragging posters at all prominent places such as Admission Centre, Department, Library, Canteen, Hostel, Common facilities etc. The size of posters should be 8'x6'.



The Institutions are required to submit an online compliance of Anti-Ragging Regulations on curbing the menace of ragging in the Technical Institutions, 2009 at www.antiragging.in.

Institutions are required 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 are invited to the Third amendment to 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”.

Internal Complaint Committee (ICC):

Responsibilities of the Technical Institution as per Gender Sensitization, prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions (All India Council for Technical Education Regulations, 2016).

Every Technical Institution shall

- a. Publicly notify the provisions against sexual harassment and ensure their wide-dissemination
- b. Include in its Web Site, prospectus and display prominently at conspicuous places or Notice Boards the penalty and consequences of sexual harassment and make all sections of the institutional community aware of the information on the mechanism put in place for redressal of complaints pertaining to sexual harassment, contact details of members of Internal Complaints Committee, complaints procedure and so on
- c. Organise Training Programmes or as the case may be, workshops for the officers, functionaries, faculty and students, to sensitize them and ensure knowledge and awareness of the rights, entitlements and responsibilities enshrined in the Act and under these regulations.
- d. Organise regular orientation or training Programmes for the members of the ICC to deal with complaints, steer the process of settlement or conciliation, etc., with sensitivity
- e. Act decisively against all gender based violence perpetrated against employees and students of all sexes recognising that primarily women employees and students and some male students and students of the third gender are vulnerable to many forms of sexual harassment and humiliation and exploitation
- f. Every Technical Institution shall constitute an Internal Complaints Committee (ICC) with an inbuilt mechanism for gender sensitization against sexual harassment. The ICC shall have the following composition:
 - A Presiding Officer who shall be a woman Faculty member employed at a senior Level (not below a Professor in case of a University, and not below an Associate Professor in case of an Institution) at the Educational Institution, nominated by the Executive Authority
 - Two Faculty members and two non-teaching employees, preferably committed to the cause of women or who have had experience in social work or have legal knowledge, nominated by the Executive Authority
 - Three students (comprising of at least one girl student) of Pre-Final/Final year at Undergraduate/Diploma Level Institution, as the case may be



- One member from amongst Non-Government Organisation or Association committed to the cause of women or a person familiar with the issues relating to sexual harassment, nominated by the Executive Authority
 - At least one-half of the total members of the ICC shall be women
 - Persons in senior positions such as Chairman/Secretary of the Society, Principal/Director of the Institution, etc. shall not be the members of the ICCs in order to ensure autonomy of their functioning
 - The term of office of the members of the ICC shall be a period of three years. Institutions may also employ a system whereby one-third of the members of the ICC may change every year
- g. All Technical Institutions approved by AICTE shall upload the Annual Report containing the following details by 30th June of the Calendar Year:
- Number of complaints of sexual harassment received in the year
 - Number of orientation or training Programmes carried out for the members of the ICC to deal with complaints
 - Number of complaints disposed of during the year
 - Number of cases pending for more than 90 days
 - Number of Workshops or awareness Programme carried out for the officers, functionaries, faculty and students to sensitize them against sexual harassment
 - Nature of action taken by the Technical Institution against the perpetrator

Grievance Redressal Cell (GRC) for Faculty / Staff:

It is mandatory for all Technical Institutions to address the grievances of faculty/staff members including service matters at the Institution level itself. A Grievance Redressal Committee (GRC) for faculty/staff members shall be constituted by each Institution to look into the grievances of the faculty/staff members. The composition of the GRC shall be as follows:

- a. Principal of the Institution as Chairperson
 - b. One Senior Professor of the affiliating University as a Member
 - c. One official from University or State DTE (Directorate of Technical Education) (to be nominated by DTE/University Vice Chancellor) as a Member
 - d. One Senior Faculty (not below Associate Professor) as Member.
- ii. A complaint from an aggrieved faculty/staff member relating to the institution shall be addressed to the Chairperson, Grievance Redressal Committee (GRC).
 - iii. The GRC shall send its report with recommendations, if any, to the concerned DTE or University and a copy thereof to the aggrieved faculty/staff member, within a period of 15 days from the date of receipt of the complaint.
 - iv. In case faculty/staff is not satisfied with the decision of Grievance Redressal Committee, they may appeal to the concerned affiliating University/State DTE (in case of diploma institute) for redressal of their grievance.

The University level or DTE level Grievance Redressal Cell established by the University or DTE shall address such grievances and settle the matter at State/University level.

An Institution shall furnish, prominently, on its website, all relevant information in respect of the Grievance Redressal Committee(s) coming in its purview.

6.3.3 Committee for SC/ST

Committee shall consist of five members, out of which at least 2 members shall be SC/ST and one member shall be a woman.

6.3.4 Internal Complaint Committee (ICC)

Responsibilities of the Technical Institution as per Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions (All India Council for Technical Education Regulations, 2016)

Every Technical Institution shall Publicly notify the provisions against sexual harassment and ensure their wide- dissemination

- a. Include in institution's Web Site, prospectus and display prominently at conspicuous places or Notice Boards the penalty and consequences of sexual harassment and make all sections of the institutional community aware of the information on the mechanism put in place for Redressal of complaints pertaining to sexual harassment, contact details of members of Internal Complaints Committee, complaints procedure and soon
- b. Organise Training Programmes or as the case may be, workshops for the officers, functionaries, faculty and students, to sensitize them and ensure knowledge and awareness of the rights, entitlements and responsibilities enshrined in the Act and under these regulations
- c. Organise regular orientation or training Programmes for the members of the ICC to deal with complaints, steer the process of settlement or conciliation, etc., with sensitivity
- d. Act decisively against all gender based violence perpetrated against employees and students of all sexes recognising that primarily women employees and students and some male students and students of the third gender are vulnerable to many forms of sexual harassment and humiliation and exploitation
- e. Every Technical Institution shall constitute an Internal Complaints Committee (ICC) with an inbuilt mechanism for gender sensitization against sexual harassment. The ICC shall have the following composition:
 - A Presiding Officer who shall be a woman Faculty member employed at a senior Level (not below a Professor in case of a University, and not below an Associate Professor in case of an Institution) at the Educational Institution, nominated by the Executive Authority
 - Two Faculty members and two non-teaching employees, preferably committed to the cause of women or who have had experience in social work or have legal knowledge, nominated by the Executive Authority
 - Three students (comprising of at least one girl student) of Pre-Final/Final year at Undergraduate/ Diploma Level Institution, as the case may be One member from amongst Non-government Organisation or Associations committed to the cause of women or a person familiar with the issues relating to sexual harassment, nominated by the Executive Authority
 - At least one-half of the total members of the ICC shall be women.
 - Persons in senior positions such as Chairman/ Secretary of the Society, Principal/ Director of the Institution, etc. shall not be the members of the ICCs in order to ensure autonomy of their functioning
 - The term of office of the members of the ICC shall be for a period of three years. Institutions may also employ a system whereby one-third of the members of the ICC may change every year
- f. All Technical Institutions approved by AICTE shall upload the Annual Report containing the following details by 30th June of the Calendar Year:
 - Number of complaints of sexual harassment received in the year
 - Number of orientation or training Programmes carried out for the members of the ICC to deal with complaints
 - Number of complaints disposed of during the year
 - Number of cases pending for more than 90 days
 - Number of workshops or awareness Programme carried out for the officers, functionaries, faculty and students to sensitize them against sexual harassment
 - Nature of action taken by the Technical Institution against the perpetrator



APPENDIX-7

Norms for Faculty Requirements and Cadre Ratio of the Technical Institutions

7.1 Diploma/ Post Diploma Certificate Programme

Programme	Faculty: Student based on Approved Intake	Principal/ Director	Head of the Department	Faculty	Total
		A	B	C	D = A+B+C
Engineering and Technology/ Applied Arts and Crafts Design/ Hotel Management and Catering Technology	1:25	1	1 per Department	(S/ 25) – 1	S/25

S - Sum of the number of students as per "Approved Intake" at all years

7.2 Under Graduate Degree Programme

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	$\frac{S}{20 \times R} - 1$	$\frac{S}{20 \times R} \times 2$	$\frac{S}{20 \times R} \times 6$	$\frac{S}{20}$
Planning	1:16	1	$\frac{S}{16 \times R} - 1$	$\frac{S}{16 \times R} \times 2$	$\frac{S}{16 \times R} \times 6$	$\frac{S}{16}$
Applied Arts and Crafts	1:10	1	$\frac{S}{10 \times R} - 1$	$\frac{S}{10 \times R} \times 2$	$\frac{S}{10 \times R} \times 6$	$\frac{S}{10}$
Design	1:10	1	$\frac{S}{10 \times R} - 1$	$\frac{S}{10 \times R} \times 2$	$\frac{S}{10 \times R} \times 6$	$\frac{S}{10}$
Hotel Management and Catering Technology	1:20	1	$\frac{S}{20 \times R} - 1$	$\frac{S}{20 \times R} \times 2$	$\frac{S}{20 \times R} \times 6$	$\frac{S}{20}$

S - Sum of the number of students as per "Approved Intake" for all years, R = (1+2+6)=9

7.3 Post Graduate Degree Programme

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	1:15	-	$\frac{S}{15 \times R}$	$\frac{S}{15 \times R}$	$\frac{S}{15 \times R}$	$\frac{S}{15}$
Planning	1:10	-	$\frac{S}{10 \times R}$	$\frac{S}{10 \times R}$	$\frac{S}{10 \times R}$	$\frac{S}{10}$
Applied Arts and Crafts	1:10	-	$\frac{S}{10 \times R}$	$\frac{S}{10 \times R}$	$\frac{S}{10 \times R}$	$\frac{S}{10}$
Design	1:7.5	-	$\frac{S}{7.5 \times R}$	$\frac{S}{7.5 \times R}$	$\frac{S}{7.5 \times R}$	$\frac{S}{7.5}$
*Hotel Management and Catering Technology	1:12	-	$\frac{S}{12 \times R}$	$\frac{S}{12 \times R}$	$\frac{S}{12 \times R}$	$\frac{S}{12}$
#MCA	1:20	1	$\frac{S}{20 \times R} - 1$	$\frac{S}{20 \times R} \times 2$	$\frac{S}{20 \times R} \times 6$	$\frac{S}{20}$
#MBA/ PGDM	1:20	1	$\frac{S}{20 \times R} - 1$	$\frac{S}{20 \times R} \times 2$	$\frac{S}{20 \times R} \times 6$	$\frac{S}{20}$

S - Sum of the number of students as per "Approved Intake" for all years In case of non-availability of qualified Professor, an Associate Professor may be considered.
 *R = (1+1+1); #R = (1+2+6)

In case of non-availability of qualified Professor, an Associate Professor may be considered.

In Integrated Planning Course, Faculty requirement is 1:16 for the first three years and 1:10 for the next two years.

Cadre Ratio shall be 1:2:6 (Not applicable to Diploma Level).

However, Institutions Deemed to be Universities/Institutions having Accreditation/Autonomy status shall have Faculty: Student ratio of 1:15 in Under Graduate Degree Level in Engineering and Technology and maintain a better Cadre ratio in order to achieve excellence in Technical Education & Research.

Considering the time required to complete the procedure for recruitment of Faculty, receiving Block grants from the concerned State Government, etc., all such Institutions shall have to create the necessary Faculty, Infrastructure and other facilities WITHIN 2 YEARS (AY 2020-21 & 2021-22) to fulfil the norms and an Affidavit for the same shall have to be submitted to AICTE.

APPENDIX-8

Faculty Cadre and Qualifications

Faculty Cadre and Qualifications shall be as per:

AICTE Regulations on Pay Scales, Service Conditions and Minimum Qualifications for the Appointment of Teachers and Other Academic Staff such as Library, Physical Education and Training & Placement Personnel in Technical Institutions and Measures for the maintenance of Standards in Technical Education - (Degree) Regulation, 2019 and subsequent amendments/ new Regulations issued by AICTE from time to time.

AICTE Regulations on Pay Scales, Service Conditions and Minimum Qualifications for the Appointment of Teachers and Other Academic Staff such as Library, Physical Education and Training & Placement Personnel in Technical Institutions and Measures for the maintenance of Standards in Technical Education - (Diploma) Regulation, 2019 and subsequent amendments/ new Regulations issued by AICTE from time to time.



APPENDIX-9

Norms for PGDM/PGCM Courses

- 9.1 The duration of the Post Graduate Diploma in Management (PGDM) Course shall not be less than 21 months.
- 9.2 Post Graduate Certificate in Management (PGCM) Course shall be of duration more than 1 year and not exceeding 2 years.
- 9.3 Executive PGDM Programme shall be of duration of 15/ 18 Months.
- 9.4 The Academic calendar for admission of students shall be followed as prescribed by AICTE. The admission shall be started from 1st March (subject to the grant of EoA for the current Academic Year by the Council) and end by 30th June every year.
- 9.5 Admission to PGDM Courses shall be made only from the candidates qualified from any one of the six All India tests, i.e.; CAT, XAT, CMAT, ATMA, MAT, GMAT or the common entrance examinations (if any) conducted by the respective State Governments for all Institutions other than Minority Institutions.
- The candidates shall be short listed on the basis of the overall rank computed taking into account of the following components and their weights:
- Score in the Common Admission test - 35 to 60%
 - Score for academic performance in X Std., XII Std., Under Graduate Degree/ Post Graduate Degree - 5 to 25%
 - Group discussion/ interview - 20 to 45%
 - Weight age for participation in Sports, Extra-Curricular activities, Academic diversity and Gender diversity - 5 to 20%
- 9.5 PGDM Institutions shall publish the information regarding the name of the Common Admission test, from which the candidates are selected for admission, the percentage of scores of the above components on its website and admission Brochure well before the admission process initiated and inform the Applicants through specific communications.
- 9.6 The Institution shall clearly display and inform AICTE (through URL under attachment tab in web portal) and clearly display on the Institution Web site the eligibility criteria, selection procedure and the merit list of the candidates who have applied for the Programme. The selection of the students shall be strictly on the basis of merit only.
- 9.7 Institutions shall upload PGCM/ PGDM students' enrolment data in the prescribed format on AICTE Web-Portal within one month from the last date as prescribed by AICTE for admission every year. If it is not uploaded, the Council shall not permit such institutions to apply for approval for the next Academic Year.
- 9.8 The Institutions shall mandatorily mention the enrolment number allotted to each student by AICTE in their Diploma Certificate and mark sheets as per the format available in AICTE Portal.
- 9.9 Institutions may devise their own Curriculum for PGCM/ PGDM Courses, however it shall be in conformity with the Model Curriculum developed by AICTE and incorporate significant part of academic components in their Curriculum. To introduce any new Course, the nomenclature and Syllabus of the same shall be submitted to the Policy and Academic Planning Bureau, AICTE for approval of the concerned Board.
- 9.10 Board of Governors (BoG)/Board of Management (BoM) is to be constituted as per **Appendix 18** of the Approval Process Handbook for Standalone PGDM Institutions. The minutes of the meetings of the Board of Governors (BoG)/ Board of Management (BoM) shall be uploaded periodically in the website of the Institutions.
- 9.11 PGDM Institutions shall refund the Fee collected, after deducting an amount of ₹1000/- (One Thousand only) as processing Fee and return the Certificates to the students with drawing the admission before



the last date of admission, irrespective of the reasons for withdrawal of admission. The last date for withdrawal of admission for the purpose of refund of Fee shall be 30th June of every year.

- 9.12 PGDM Institutions shall publish the Fee being charged in its web site and admission Brochure well before the admission process is initiated and inform the Applicants through specific communications.
- 9.13 PGDM Institutions shall follow norms and standards and conditions prescribed by the Council from time to time.
- 9.14 PGDM Institutions should upload both the Transcripts and Certificates of all the students passed out on National Academic Depository (NAD) and provide NAD registration details on AICTE portal.
- 9.15 The rules with respect to matters relating to examinations and arbitration shall be decided by the All India Board of Management, AICTE.
- 9.16 OMBUDSPERSON shall be appointed as per All India Council for Technical Education (Redressal of Grievance of Students) Regulation, 2019 vide F. No. 1-101/PGRC/AICTE/ Regulation/2019 dated 07.11.2019.
- 9.17 The academic session shall normally be from 1st July of the Current Calendar Year to 30th June of the next Calendar Year.
- 9.18 The Standalone Institutions (PGDM) are falling under THREE categories, as Category I, II and III based on the All India Council for Technical Education (Categorisation of Standalone Institutions (SIs) for Grant of Graded Autonomy) Regulations, 2019.

Category I/ II Institutions shall have to update the data in AICTE Web-Portal on annual basis and comply the norms and standards as specified by AICTE from time to time. An **Affidavit 2** to this effect shall be submitted annually to AICTE. Student enrolment details shall be uploaded in the Web-Portal within one month from the last date for admission every year. Also, Institutions should upload both the Transcripts and Certificates of all the students passed out on National Academic Depository (NAD) and provide NAD registration details on AICTE portal.

If any complaints are received regarding violation of prescribed norms, AICTE shall inspect the Institution and punitive action as specified in the Approval Process Handbook shall be initiated.

APPENDIX-10

Subscription of Journals

Programme	Total Number of Courses	Journals Published in India	Journals Published at Abroad
Engineering and Technology Planning/ Applied Arts and Crafts/ Design/ Hotel Management and Catering Technology (Diploma)	Journals /Periodicals / Magazines Providing Exposure to New Products/Ideas/Concepts etc.		Desirable
Engineering and Technology (Under Graduate)	N	6x N #	
Planning (Under Graduate)	N	6x N #	
Applied Arts and Crafts/ Design (Under Graduate)	N	6x N #	
Hotel Management and Catering Technology (Under Graduate)	N	6x N #	
Engineering and Technology Planning/ Applied Arts and Crafts/ Design/ Hotel Management and Catering Technology (Post Graduate)	N	6x N #	6x N #
MBA/ PGDM/ MCA (Post Graduate)	N	6x N #	

All the Journals in the Library are to be “subscribed” and at least 25% are to be indexed by Scopus/ Web of Science/ Medline

NOTE: Subscription may NOT necessarily mean Individual Procurements, but can be part of University /State / Group of Institutes in a “Consortium”.

It is desirable to procure the hard copy of Journals published abroad. However, subscription to Journals published in India is essential. e-journals are recommended.

As per the Programme(s)/Course(s) offered by the Institution, relevant e-journals from Web of Science or Scopus shall be subscribed.

The e-Shodh Sindhu is providing support in negotiating the prices of e-resources to AICTE approved Technical Institutions. The same shall be explored by the Institutions.

Journals shall also include subjects of Science, Humanities, Management and Social Science.

APPENDIX-11

Format for Detailed Project Report (DPR) for the Establishment of a New Technical Institution

11.1 Preamble

Detailed Project Report (DPR) is expected to cover the genesis of the proposal with respect to the background of the Technical Education and Industrial scenario of the State where the proposed Institution is being located and the credentials of the Consultants, if any, engaged by the Promoters.

- a. Introduction
- b. Background of the Consultants
- c. Technical Education and Industry Scenario

11.2 The Promoting Body

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 shall be described as follows:

- 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

The goal of the proposed Institution, Scope and Justification of its establishment in the light of the prevailing Technical Education and Industrial scenario in the State, availability of students for admission, particularly the number of students passing the qualifying examination viz., +2 Science with First Class and the number of seats already available in the particular Course (B.E./B.HMCT./ MBA/ MCA/ Diploma, etc.) in the State, and the genesis of the proposal with respect to the technical manpower requirement of the State, if available shall be described as follows:

- 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 Institution vis-à-vis the Industrial Scenario and Educational Facilities already available in the State.

11.4 Academic Programmes

The basic Academic Philosophy of the Institution and to list the identified Programmes, targets, and various facilities shall be described as follows:

- 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, Staff and students

11.5 In case of standalone PGDM Programmes, comprehensive details in respect of admission procedure, Programme structure, Curriculum outline and contents, evaluation system etc. should necessarily be submitted. Standalone PGDM Programmes shall be regulated as per Appendix 9 of the Approval Process Handbook.

11.6 Salient Features of Academic Programmes

Phase-wise details of the Academic Programmes/ Divisions that the Proposed Institution desires to setup 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 shall be described as follows:

- 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

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 shall be described as follows:

- 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

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 the contribution of the Institutions to Society at large, as follows:

- 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

The basic Philosophy of Governance and Administrative Management including the structure of its Board of Governors (BoG)/ Board of Management (BoM), 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 shall be described as follows:

- 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

The details of the Master Plan for Campus Development starting from the selection of a 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 are expected to be taken up in consonance with the Master Plan keeping in view various aspects of convenience, safety, sustainability and utility of the facilities shall be described as follows:

- a. The Site
- b. Proposed Land Use Pattern
- c. Design Concept with proof of sustainability (As per Green Building Code 2017 is mandatory)
- 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

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, as follows:

- 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

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 shall be described as follows:

- a. Activity Chart
- b. Constraints
- c. Financial Outlay
- d. Strategy for Implementation

11.13 Executive Summary of the Detailed Project Report

A Summary of the DPR as per the following Format for ready reference shall be given:

- 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 Body		Experience in Academic Institutions (in years)		
	Technical	Non-Technical	Promotional	Management	Organizational		

11.15 Proposed Institution

- a. Details about the Proposed Institution
- b. Development Plan for the Proposed Institution

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	Course(s)/ Intake Proposed (I)	Built-up area/ Investment to be made (m ² / ₹) (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 the 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)

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	Technical	Administrative	Total

11.21 Proposed structure of the governing body

Sl. No.	Trust/ Society/ Company Representative	Academic Background		Industry Representative	Others
		Technical	Non-Technical		

11.22 Industry Linkages (at the time of establishment, and next five years)

At least minimum 5 MoUs and proof of relevance have to be produced. Purpose and outcomes of MoU shall be documented.

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:

Name

Date:

Designation

Seal



APPENDIX-12

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](http://www.aicte-india.org/anti.htm)>download. All AICTE approved Technical Institutions have to comply with the provision made in the above Regulations. Any violation of above AICTE Regulations for the prevention and prohibition of ragging, shall call for punitive action against erring Institutions as per the 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, student 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 behavior / 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 8'x6'.

The Institution may be requested to submit an 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 to 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 color, 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

Structure of Various Committees

13.1 The Council

Composition	Quorum
<p>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 Council comprises of 51 members of which following 33 members have been nominated by MoE.</p> <p>The Chairman, AICTE</p> <p>The Vice Chairman, AICTE</p> <p>Secretary, Department of Higher Education, MoE</p> <p>Additional Secretary, Technical Education, Department of Higher Education, MoE</p> <p>Chairman, Central Regional Committee, AICTE</p> <p>Chairman, North Western Regional Committee, AICTE</p> <p>Chairman, South Central Regional Committee, AICTE</p> <p>Chairman, South Western Regional Committee, AICTE</p> <p>Chairman, All India Board of Hospitality and Tourism Management, AICTE Chairman, All India Board of Architecture, AICTE</p> <p>Chairman, All India Board of Information and Technology, AICTE</p> <p>Chairman, All India Board of Pharmacy, AICTE</p> <p>Chairman, All India Board of Town and Country Planning, AICTE</p> <p>Joint Secretary & Financial Advisor (MoE)</p> <p>Secretary, Ministry of Skill Development & Entrepreneurship</p> <p>Secretary, Ministry of Electronics and Information Technology</p> <p>Secretary, Ministry of Micro, Small & Medium Enterprises</p> <p>Secretary, Ministry of Housing & Urban Affairs</p> <p>Secretary, Technical Education/ Higher Education, Telangana</p> <p>Secretary, Technical Education/ Higher Education, Tripura</p> <p>Secretary, Technical Education/ Higher Education, Uttar Pradesh</p> <p>Secretary, Technical Education/ Higher Education, Uttarakhand</p> <p>Secretary, Technical Education/ Higher Education, Andaman and Nicobar Islands</p> <p>Secretary, Technical Education/ Higher Education, Arunachal Pradesh</p> <p>Secretary, Technical Education/ Higher Education, West Bengal</p> <p>Secretary, Technical Education/ Higher Education, Andhra Pradesh</p> <p>Four members to be appointed by the Central Government to represent the organizations-in the field of Industry and Commerce.</p> <p>Chairman, University Grants Commission, New Delhi</p> <p>President, Association of Indian Universities</p> <p>Executive Secretary, Indian Society for Technical Education</p> <p>President, Pharmacy Council of India</p> <p>Vice President, Council of Architecture</p> <p>Director General, National Productivity Council</p> <p>President, Indian Institute of Metals</p> <p>President, The Institution of Electronics and Telecommunication Engineers</p> <p>President, Institute of Chemical Engineers</p> <p>Former Vice Chancellor of Technological University</p> <p>Director, Institution of Applied Manpower Research, New Delhi</p> <p>Director General, Indian Council of Agricultural Research, New Delhi</p> <p>Director General, Council of Scientific and Industrial Research, New Delhi</p> <p>Member Secretary, AICTE - Member Secretary</p>	<p>1/3 members</p>

13.2 The Executive Committee

Composition	Quorum
The Chairman, AICTE The Vice-Chairman, AICTE Secretary to the Gol 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	1/3 members

13.3 Regional Committee

Composition	Quorum
Chairman to be nominated by the Chairman, AICTE 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 the 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 be nominated by the Board Three members from amongst Chairman, State Board of Technical Education, Chairman, State Industrial Liaison Board, Secretary incharge 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/ Institution Deemed to be 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, Gol (Ex-Officio) One Advisor of the Bureau, Regional Committees, AICTE (Ex-Officio) Regional Officer of the Regional Office (Ex-Officio) – Member Secretary	1/3 members

13.4 Scrutiny / Re-Scrutiny under Chapter I of Approval Process Handbook

Composition
Professor/ Associate Professor of IIT/ IIM/ NIT/ Government/ Government aided Institutions An advocate registered with Bar Council An Architect registered with Council of Architecture or Professor /Associate Professor of Civil Engineering (Structural)

13.5 Scrutiny / Re-Scrutiny under Chapter II of Approval Process Handbook

Composition
Two Professors/ Associate Professors of IIT/ IIM/ NIT/ Government/ Government aided Institutions

13.6 Expert Visit Committee

Composition
<ul style="list-style-type: none"> An academican 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 Industry expert (with minimum 5 years of experience) to be selected from the panel of Experts. Architect registered with Council of Architecture or CPWD, National Buildings Construction Corporation (NBCC), DRDO, CSIR or Professor /Associate Professor of Civil Engineering (Structural)/Assistant Professor of Architecture or Professor/ Associate Professor of Planning.

13.7 Standing Hearing Committee/ Standing Appellate Committee

Composition
<ul style="list-style-type: none"> Retired High Court Judge or an Educationist/ academican 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. 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. 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

NOTE:

Depending on the requirement, concerned State Government/ UT/ affiliating University/ Board representative not below the Level of Associate Professor may be co-opted in the Scrutiny/ Re-Scrutiny/ Expert Visit Committee/ SHC/ SAC.

Expert Visit Committee may comprise of one Academican specialised in the Programme offered at the Institution to be visited and the other Academican having the specialisation in Engineering and Technology Programme.

In case of Institutions Deemed to be Universities, a Vice Chancellor/ Former Vice Chancellor/ Director of IIT/ NIT nominated by AICTE shall be the Chairman of the Expert Visit

13.8 Standing Complaint Scrutiny Committee (SCSC)

Composition	Quorum
<ul style="list-style-type: none"> Retired Judge of an High Court Two expert members not below the Level of Associate Professor in the fields of Technical Education. An Architect, Registered with Council of Architecture or Professor of Civil Engineering. Director of Technical Education/ Registrar (Serving or Retired of Technical Institution/ University) 	Chairman Any TWO Members

13.9 Role and Responsibilities of Various Committees

Committee	Role and Responsibilities
The Council	To perform such functions as specified in Section 10 of AICTE Act, 1987
The Executive Committee	To perform such functions as assigned to it by the Council as specified in Section 10 of AICTE Act, 1987
Regional Committee	Providing recommendations about the issuance of approval for the new/ existing Technical Institutions based on the observations of Scrutiny/ Expert Visit Committee (as applicable).
Scrutiny Committee	Verify the authenticity of the documents submitted by the Applicant as specified in Appendix 16/ 17 (as applicable) of the Approval Process Handbook.
Expert Visit Committee (EVC)	Visit the premises of the Institution to verify the availability of Infrastructural facilities and Faculty with respect to the norms specified in the Approval Process Handbook.
Standing Hearing Committee (SHC)	To assess the compliance of the deficiencies observed in the report of the Expert Visit Committee/ for Show Cause Notice issued to the Institution.
Standing Appellate Committee (SAC)	To assess the compliance of the deficiencies observed in Standing Hearing Committee while considering the appeals of Institutions
Standing Complaint Scrutiny Committee (SCSC)	Processing of any Complaint(s) received about an Institution.



APPENDIX-14

Regional Offices of AICTE

Region	Regional Offices	STD Code	Telephone	Jurisdiction
Central	Airport By pass Road, Gandhinagar, Bhopal, Madhya Pradesh 462033 E-mail: cro@aicte-india.org	0755 0265	2744313 2750648	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	Andaman and Nicobar, Sikkim, Orissa, Jharkhand, Assam, Manipur, Nagaland, Mizoram, Tripura, Meghalaya, Arunachal Pradesh, West Bengal
Northern	Adjoining Directorate of Technical Education, Vikas Nagar, Zoo Road, Kanpur-208002 E-mail: nro@aicte-india.org	0512	2585014 2585018 2581263 2585012	Uttar Pradesh, Uttarakhand, Bihar
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	Chandigarh, Haryana, Jammu & Kashmir,Ladakh, 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	Tamil Nadu, Puducherry
South Central	West Block Nos. 201-204 & 221 to 224, 2nd Floor, Swarna Jayanti Commercial Complex, Ameerpet, Hyderabad 500038 Telangana E-mail: scro@aicte-india.org	044	2334 0113 23341036 23345071	Andhra Pradesh, Telangana
South-West	P.K. Block, Palace Road, Bangalore – 560 009 E-mail: swro@aicte-india.org	080	22253232 22205919 29574357	Karnataka
Western	AICTE-Western Regional Office, Industrial Centre, NITIE Campus, Vihar Lake, Mumbai-400087 E-mail: wro@aicte-india.org	022	28475793 28470019	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
Thiruvananthapuram Camp Office	AICTE South Western Region Camp Office, CET Campus, Thiruvananthapuram, Kerala 695 016 E-mail: aicte.tvpm@aicte-india.org	0471	2592323 2594343 2596363	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

Any Queries/Clarifications related to policy shall be sent ONLY to helpdeskab@aicte-india.org and All technical queries (portal related) shall be sent ONLY to helpdesk1@aicte-india.org

APPENDIX-15

Grievance Redressal Mechanism for Students and Faculty

In order to provide opportunities for redressal of certain grievances of students already enrolled in any institution, as well as for those seeking admission to such institutions, AICTE has notified All India Council for Technical Education (Redressal of Grievance of Students) Regulation, 2019 vide F.No.1- 101/PGRC/AICTE/Regulation/2019 dated 07.11.2019 for establishment of grievance redressal mechanism for all AICTE approved Technical Institutions. Non-compliance of the above Regulations shall call for punitive action.

Guidelines for Establishment of Grievance Redressal Mechanism for students and faculty.

Refer: Redressal of Grievance of Students Regulation, 2019 vide F.No.1-101/PGRC/AICTE / Regulation / 2019 dated 07.11.2019 and **Appendix 6.3.2.**

APPENDIX-16

Documents to be uploaded/submitted for Setting up a New Technical Institution offering a Technical Programme at Diploma/ Post Diploma Certificate/ Under Graduate Degree/ Post Graduate Diploma/ Post Graduate Degree Level

16.1 Documents to be uploaded/submitted at the time of the Scrutiny Committee

The 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 2** supporting documents other than Affidavits shall be made and duly authenticated by the authorized signatory of Applicant or by the Head of the Institution.

- 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 upload/bring two copies of Building Plan.
- An **Affidavit 2** 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 of the Applicant Organization in a **Format 3** as prescribed on the Web-Portal.
- In Metro and Mega Cities, Certificate of Occupancy Certificate/ Completion Certificate/ Building License/ Form D (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.
- Fire Safety Certificate issued by the Competent Authority.
- **Certificate 1** issued by an Advocate regarding Land related documents.
- **Certificate 2** issued by an Architect regarding approved Building Plans.
- **Certificate 3** issued by the Bank Manager regarding financial status of the Applicant.
- A hard copy of the complete application as uploaded to AICTE Web-Portal, printed thereon.
- A receipt with the Official Seal from the authorized signatory of the State Government/ UT as proof of submission of these documents.
- A receipt with the Official Seal from the authorized signatory of the affiliating University/ Board as proof of submission of these documents exempted for Institution applying for PGDM.
- A 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 Competent Authority.
- For Standalone PGDM Institutions, details of the recommended composition of the Board of Governors of the Institution constituted as per **Appendix 18** of the Approval Process Handbook.
- In the case of a Company established under Section 8 of the 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, the 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 the PPP/ BOT in the said area with the Applicant Trust/ Society/ Company.

- Resolution of the Applicant Organization, pertaining to start a Technical Institution and allocation of Land/ Building/ funds to proposed activities in the **Format 3** prescribed on the Web-Portal.
- Documents showing ownership of Land/ Building as per the provisions of Section 8 of the Transfer of Property Act, 1882 or any other Law for the time being in force relating to transfer of property to or by Companies, Associations or bodies of individuals, in the name of the Applicant in the form of Registered Settlement Deed/ Registered Sale Deed/ Irrevocable Gift Deed (Registered)/ Irrevocable Government/ Private Lease Deed (Registered) (for a period of minimum 30 years with at least 25 years of live lease at the time of submission of application). However, Private Lease of Building is permissible ONLY for Mega/ Metro cities due to the scarcity of Land.

That Joint **Affidavit 7** by the parties that the lease of Land is irrevocable for 30 years of which 25 years is still live shall have to be given on a Non-Judicial stamp/ e-stamp paper of ₹100/- duly sworn before a First Class Judicial Magistrate/Notary/Oath Commissioner. The ownership of the Land shall remain with the lessor but as long as the promoter uses that Land, within the conditions imposed by the Lessor, the ownership shall deem to be that of the lessee.

In case, the Land documents are in vernacular Language, notarized English translation of the documents shall be produced.

Documents to be submitted, in case of Private Lease of Land/ Building: Private Lease of Land

- Original document of Private Lease registered between the Lessor and Lessee with Competent Authority under the Registration Act (It should have a validity of more than 25 years as on date of the notification issued by the Council)
- Land Conversion Certificate issued by the Competent Authority
- Land Use Certificate issued by the Competent Authority
- Title documents of the Lessor referring to its acquisition of leasehold rights through a lawful transaction
- Encumbrance Certificate relating to the property on a date not later than the date of issue of notification issued by the Council
- Resolution of the Trust/Society/ Company, if the Lessor is either of those
- NOC from the Charity Commissioner if the Lessor is a Trust and NOC from the Registrar of Cooperative Societies, if the Lessor is a Society
- In case of Sub Lease, the Lessor (then Lessee) should have the right to assign the leasehold right in the form of a registered document

Private Lease of Building

Mortgage of Land shall not be permissible.

- Complete Building Plan approved by the Competent Authority
- If the building is multi-storied and certain floors only are leased, then the complete Floor Plan prepared by an Architect clearly indicating the details in addition to the Complete Building Plan approved by the Competent Authority
- Occupancy/ Completion Certificate relating to the property/ floors issued by the Competent Authority
- Building Permission Certificate issued by the Competent Authority. (If the permitted use is Residential, then the application to be rejected)
- Title documents of the Land referring to the acquisition/leasehold right over the said property
- Lease deed registered by the Competent Authority under Registration Act



- Non-agricultural Cess paid receipt for the last three years
- Municipal taxes paid receipt for the last three years
- Fire NOC
- 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 an Educational purpose to establish an Institution, 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 Classification Certificate of the Competent Authority indicating whether the Land for the proposed new Technical Institution/ Technical Campus falls in the rural area or otherwise.
- 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 the concerned Municipal Corporation or the local authority that approves Building Plans or the State Government/ UT.
- Site Plan, Building Plan of proposed Technical Institution prepared by an Architect registered with Council of Architecture (CoA)/ Licensed Surveyor and duly approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT.
- Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use for the proposed Institution at the permanent site with a table clearly mentioning all rooms, with carpet area of each in m², 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 Course(s) from the first to final year. This shall be certified by Architect registered with the Council of Architecture.
- Proof of the availability of nomenclature of the applied Course(s) in the affiliating University/ Board.
- Proof of working capital (funds) as stated in **Clause 1.5.3** of the Approval Process Handbook, 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.
- Certificate regarding Minority Status, if applicable at the time of application.
- Detailed Project Report (DPR).
- 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 the Building/ students/ Faculty/ Staff etc. is required.
- In case of Buildings constructed by Government Departments before 50 years, for Government/ Government aided Institutions/ State or Central University/ Defence Institutions where the documents could not be submitted, a letter from the Competent Authority that the Building norms of AICTE are fulfilled shall be produced to this effect.



16.2 Documents to be submitted at the time of the Expert Visit Committee

The 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 the Library.
- Copy of Invoice/ Cash Memo for Equipment and Library Books.
- List and details of hard copy of National Journals subscribed.
- List and details of hard copy of International Journals subscribed.
- Details of subscription of Journals as per **Appendix 10** of the Approval Process Handbook.
- 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 motorable approach roads.
- Details and proof of telephone connections available at the proposed Technical Institution.
- 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 Trust/ Society/ Company or by any other Trust/ Society/ Company to which the Chairman/ Secretary of the Applicant is a member.
- Video recording with brief outline of the Institute and its facilities (Front and Back side of the entire Institution Building(s) Internal portion of the Class Rooms, 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) as required by the EVC shall be prepared in advance by Director/Principal and Video Recording of about 30 minutes shall be uploaded on YouTube and URL link shall be provided in the AICTE portal for advance viewing by the committee members before the EVC.

16.3 Documents to be uploaded after the issuance of LoA

- New Technical 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 Faculty members and Principal/ Director as the case may be, as per Policy regarding minimum qualifications pay scales, norms etc., as specified 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 AICTE Web-Portal.
- In no circumstance, unless the appointment of all Faculty members and other Staff is in place, the Institutions shall start the approved Technical Course(s).
- Faculty and non-teaching Staff data shall be entered as per the prescribed Format.

16.4 Additional documents to be submitted at the time of Scrutiny Committee for approval of an existing Institution applied for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year

- No Objection Certificate from Concerned State Government/ UT in the **Format 1.**
- No Objection Certificate from affiliating University/ Board in the **Format 2.**
- Resolution of the Trust/ Society/ Company approving the Institution for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year/ Change of Site/ Location/ Conversion of Women's Institution into Co-ed Institution and vice-versa/ Conversion of Diploma Level into Degree Level and vice-versa/ To start new Programme/ Level in the existing Institutions, as applicable, duly signed by the Chairman/ Secretary in the **Format 3.**

16.5 Additional documents to be submitted at the time of Scrutiny Committee for approval of the establishment of the Institution set up by 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 the last 3 years clearly indicating turnover through operations

16.6 Documents expected to be presented to the Scrutiny/ Expert Committee are specified in Annexure 13 of the Approval Process Handbook.

APPENDIX-17

Documents to be Submitted for

- Extension of Approval based on Self-Disclosure
- Introduction/ Continuation of seats for Non Resident Indian(s)
- Change of Site/ Location
- Conversion of Diploma Level into Degree Level and vice-versa
- To start new Programme/ Level in the existing Institutions
- Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus or City
- Extension of Approval of the existing Institutions after a break in the preceding Academic Year/ Restoration of Intake
- Introduction/ Continuation of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/ Children of Indian Workers in Gulf Countries
- Conversion of Women's Institution into Co-ed Institution and vice-versa
- Increase in Intake/ Additional Course(s)
- Introduction of Integrated/Dual Degree Course
- Closure of the Institution
- Introduction/ Continuation of Fellow Programme in Management
- Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/Course(s)
- Change in the Name of the Institution or Affiliating University/ Board or Type of Institution (Institution(s) converted into a University)
- Change in the Minority Status of the Institution
- Change in the Name of the Bank
- Change in the Name of the Trust/ Society/Company
- Extended EoA

17.1 Documents to be uploaded for the issuance of EoA based on Self-Disclosure/after a break in the preceding Academic Years/ Restoration of Intake

Supporting documents including the Affidavits shall be duly authenticated by the Chairman/ 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.

In case of Buildings constructed by Government Departments before 50 years, for Government/ Government aided Institutions/ State or Central University/ Defence Institutions where the documents could not be submitted, a letter from the Competent Authority that the Building norms of AICTE are fulfilled shall be produced to this effect.

- An **Affidavit 2** with digital signature of the Chairman/ Secretary of the Trust/ Society/ Company on ane-stamp paper of ₹100/- duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.
- Copy of pay receipt print made on AICTE Web-Portal if any, in respect of Extension of Approval for the Academic Year 2021-22.
- As per **Clause 7.17** of the Approval Process Handbook, valid Occupancy/ Completion Certificate/ Building License/ Form D issued by the Competent Authority.

- Valid Structural Stability Certificate from the registered Structural Engineer, if the Building is more than thirty years from the issue of Completion Certificate that the Building is fit for human habitation.
- A valid Fire Safety Certificate issued by the Competent Authority.
- Satellite map, using suitable Web site, showing geographical location of the Land with latitude and longitude at the entrance of the main Building mentioned on it.
- Show Cause Notice issued by AICTE, if any, during the last two years.
- Details of the Court cases filed against AICTE and the order of the Court, if any.
- 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.
- Audited statement of accounts of the Trust/ Society/ Company for the previous year.
- 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 Course(s), has been entered as per the prescribed Format on the Web-Portal.

17.2 Additional documents to be uploaded for approval of the Introduction of seats for Non Resident Indian(s)

- Resolution of the Trust/ Society/ Company approving the Institution for Introduction of seats for Sons/ Daughters of Non Resident Indian(s) duly signed by the Chairman/ Secretary in the **Format 3**.

17.3 Additional documents to be submitted at the time of Scrutiny Committee for approval of an existing Institution applied for Change of Site/ Location/ Conversion of Women’s Institution into Co-ed Institution/ Conversion of Diploma Level into Degree Level and vice-versa/ To start new Programme/ Level in the existing Institutions

- All Documents as specified in **Appendix 16** of the Approval Process Handbook (Not applicable for the Conversion of Degree Level into Diploma Level).
- No Objection Certificate from Concerned State Government/ UT in the **Format 1** (Not applicable for the existing Institution to Start new Programme(s)/Level(s)).
- No Objection Certificate from affiliating University/ Board in the **Format 2**.
- In case of Conversion of Diploma Level into Degree Level and vice-versa, a receipt with the Official Seal from the authorized signatory of the (to be) affiliating University/Board as proof of submission of these documents.
- Resolution of the Trust/ Society/ Company approving the Institution for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year/ Change of Site/Location/Conversion of Women’s Institution into Co-ed Institution and vice-versa/ Conversion of Diploma Level into Degree Level and vice-versa/ To start new Programme/ Level in the existing Institutions, as applicable, duly signed by the Chairman/ Secretary in the **Format 3**.

NOTE: No Land relaxation and refund of additional FDR/ Security Deposit allowed in case of Conversion of Co-ed Institution to Women’s Institution.

17.4 Additional documents to be submitted at the time of Scrutiny Committee for approval of an existing Institution applied for Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus

- All Documents as specified in **Appendix 16** of the Approval Process Handbook (except the Institutions fulfilling **Clause 2.10.2 (b)** of the Approval Process Handbook).



- No Objection Certificate from affiliating University/ Board in the **Format 2**.
- Resolution of the Trust/ Society/ Company approving the Institution for Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus, as applicable, duly signed by the Chairman/ Secretary in the **Format 3**.
- No Objection Certificate from affiliating University/ Board in the **Format 2**.

17.5 Additional documents to be submitted at the time of Expert Visit Committee for approval of the Introduction of supernumerary seats for OCI/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries in existing Institutions

- Valid NBA Accreditation Certificate beyond 10th April of the next Calendar Year.
- Details regarding hostel facilities and hostel administration.
- Resolution of the Trust/ Society/ Company approving the Institution for Introduction of supernumerary seats for OCI Foreign Nationals/ Children of Indian Workers in the Gulf Countries duly signed by the Chairman/ Secretary in the **Format 3**.

17.6 Additional documents to be submitted at the time of online Scrutiny Committee for approval of Increase in Intake/ Additional Course(s)/ Courses in Regional Language / Introduction of Integrated/Dual Degree Course Introduction of Fellow Programme in Management/ Extended EoA, as applicable

- An **Affidavit 8** 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 (Not applicable for Extended EoA).
- In case of increase in Intake/ Additional Course(s), valid NBA Accreditation Certificate shall be beyond 10th April of the current Calendar Year.
- In case of Extended EoA, valid NBA Accreditation Certificate beyond 10th April of the next Calendar Year for Institutions in existence for more than SEVEN YEARS/ FIVE YEARS for Institutions offering ONLY MCA/ MBA Programmes, from the date of establishment of the Institution or UGC Autonomy Letter or AICTE Graded Autonomy Letter for Standalone Institutions beyond 10th April of the next Calendar Year and the conferment letter from the affiliating University (as applicable as per the application).
- No Objection Certificate from Affiliating University/ Board for Introduction of Additional Course(s) / Courses in Regional Language/ Introduction of Integrated / Dual Degree Course(s)/ in the **Format 2**.
- Proof for the existence of Faculty with Ph.D./Fellow qualification as per the number of seats, in case of Introduction of Fellow Programme in Management.
- Resolution of the Trust/ Society/ Company approving the Institution for starting additional Course(s)/ Division(s) in existing Programme and allocation of Land/ Building/ funds for the proposed activities duly signed by the Chairman/ Secretary in the **Format 3**.

17.7 Additional documents to be submitted at the time of Scrutiny Committee for approval of Progressive Closure/ Complete Closure of the Institution

- No Objection Certificate from Concerned State Government/ UT in the given **Format 1**.
- No Objection Certificate from affiliating University/ Board in the **Format 2** with clear mention about the provisions/ alternative arrangements made to take care of Education of existing students studying in the Institution.
- Latest salary sheet giving details, such as, scale of pay, gross pay, PF deduction, TDS for all Faculty members and non-teaching Staff and Faculty: Student ratio.

- Details of the RPGF/ Joint FDR made with AICTE/ State Government/ UT/ University/ Board for the establishment of the Institution.
- Status of Students already studying in the Institution.
- Status of Faculty and Staff in the Institution and liabilities there on.
- **Affidavit 4** 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.
- Resolution of the Trust/ Society/ Company approving the Closure of the Institution, duly signed by the Chairman/ Secretary in the **Format 3**.

17.8 Additional documents to be submitted at the time of Scrutiny Committee for approval of the Change of Type of Institution (Institution(s) converted into a University)/ Conversion of Courses into allied Vocational Courses

- An **Affidavit 2** 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 (not applicable to Change of type of Institution).
- No Objection Certificate from the affiliating University/ Board in the **Format 2**.
- Resolution of the Trust/ Society/ Company approving the Institution for the Change of Type of Institution (Institution(s) converted into a University)/ Conversion of Courses into allied Vocational Courses, duly signed by the Chairman/ Secretary in the **Format 3**.

17.9 Additional documents to be submitted at the time of Scrutiny Committee for approval of the Change in the Name of Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/Course(s).

- 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 2** as prescribed on the Web-Portal (Applicable for Closure of Programme(s)/Course(s)).
- NOC from University/ Board/ State Government/ UT shall not be required for reduction of Non-Zero Intake of Course(s)/ Programme(s)/ Reduction in number of Division(s)/ Merger of the Courses.
- Resolution of the Trust/Society/Company approving the Institution for Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ duly signed by the Chairman/ Secretary in the **Format 3**.

17.10 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the Name of the Institution/ Change in the Minority Status of the Institution

- No Objection Certificate from affiliating University/ Board in the **Format 2** or A receipt with the Official Seal from the authorized signatory of the affiliating University/ Board as proof of submission of these documents (Not applicable to Change in the Minority Status of the Institution).
- Resolution of the Trust/Society/Company approving the Institution for Change in the Name of the Institution/ Change in the Minority Status of the Institution duly signed by the Chairman/ Secretary in the **Format 3**.
- Government Order of the concerned State/UT declaring the Society/Institution as Minority Society/ Institution or approval from the National Commission for Minority Educational Institutions along with the specified duration (if any).



17.11 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the Name of the affiliating University/Board

- No Objection Certificate (NOC) from the University/ Board where the Institution is affiliated in the **Format 2**.
- No Objection Certificate (NOC) from the University/ Board where the Institution seeks affiliation in the **Format 2**.
- Resolution of the Trust/Society/Company approving the Institution for Change in the Name of the affiliating University/ Board duly signed by the Chairman/ Secretary in the **Format 3**.

17.12 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the Name of the Bank

- A notarized **Affidavit 9** of the Chairman/Secretary of the Trust/ Society/ Company stating the reasons for the Change in the Name of the Bank.
- Resolution of the Trust/ Society/ Company approving the Institution for Change in the Name of the Bank duly signed by the Chairman/ Secretary in the **Format 3**.

17.13 Additional documents to be submitted at the time of Scrutiny Committee for approval of Change in the 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 for Change in the Name of the Trust/ Society/ Company or merger of Trusts/ Societies/ Companies
- No Objection Certificate from Concerned State Government/ UT in the **Format 1**.
- No Objection Certificate from affiliating University/ Board in the **Format 2**.
- A notarized **Affidavit 10** of the Chairman/ Secretary of the Trust/ Society/ Company stating that there is no commercial or business angle for such change.
- A 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 the recommended Board of Governors of the Institution constituted as per **Appendix 18** of the Approval Process Handbook.
- In case of a Company established under Section 8 of the 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 Trust/ Society/ Company, the transferor Trust/ Society/ Company should transfer its Land, assets and Infrastructure by a registered transfer/conveyance deed in the Name of the transferee Trust/ Society/Company.
- Proof of working capital (funds) as stated in **Clause 1.5.3** of Chapter I of the Approval Process Handbook, 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).
- Resolution of the Trust/ Society/ Company approving Change in the Name of the Trust/ Society/ Company, mentioning the reasons for such Change in the Name duly signed by the Chairman/ Secretary in the **Format 3**.

17.14 Additional documents to be submitted at the time of Scrutiny Committee for Approval of Collaboration and Twinning Programme(s)

- The Foreign University/ Institution shall furnish an authorized signatory letter declaring therein that the Diploma/Degree/ Post Diploma Certificate awarded to the students in India shall be recognized in the Parent Country and shall be treated equivalent to the corresponding Diploma/ Degree/ Post Diploma Certificate awarded by the University/ Institution at Parent Country.
- 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 Diploma/ Degree/ Post Diploma Certificate.
- 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 Foreign Country as per **Clause 3.2** of the Approval Process Handbook.
- Bipartite agreement/ MoU between the Foreign University/ Institution and the Indian Partner Institution for this purpose.
- Bipartite agreement/ MoU between the Indian Institution and the concerned affiliating University/ Board for this purpose.
- **Affidavit 11** clearly mentioning among other provisions that the students failing to get Visa shall be accommodated in a similar Programme and that the University/Board shall register them for the purpose.
- Attested Proof from Foreign University/ Institution that a similar Degree/ Diploma is offered in the Parent Country.
- Letter of affiliation of the Indian Partner Institution with the University/ Board as applicable.
- 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 the concerned Embassy in India with a mention of genuineness of Foreign Educational Partnering Institution in the Country of origin.
- Certificate of accreditation/Ranking within top 500 as per QS World Ranking obtained by the Foreign University/ Institution in their Parent Country issued by a certified accreditation authority in that Country.
- Valid Certificate of NBA / NIRF ranking within top 100 by Universities /Institutes in respect of the Course(s) to be offered under Collaboration and Twinning Programme.
- Resolution of the Trust/ Society/ Company approving the Introduction of Collaboration and Twinning Programme in the Institution duly signed by the Chairman/ Secretary in **Format 3**.

17.15 Additional documents-information to be submitted at the time of Scrutiny Committee for Approval of MBA/PGDM (IEV) course

Additional documents-information to be submitted for MBA/PGDM (IEV) course as per the format available in AICTE Website at www.aicte-india.org (Approval Process 2021-22).

APPENDIX-18

Recommended Composition of Board of Governors (BoG)/ Board of Management (BoM) of the Technical Institutions

- a. 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.
- b. Chairman to be nominated by the Government/ Registered Trust/ Society/ Company. The Chairman of the Governing Body shall preferably be a technical person either Entrepreneur or an Industrialist or an Educationist of repute who is interested in the development of Technical Education and has demonstrated an interest in promotion of quality Education.
- c. Two to five Members (Industrialist/ Technologist/ Educationist) to be nominated by the Registered Trust/ Society/Company.
- d. Nominee of the affiliating University/ Board (Not applicable to PGDM Institutions).
- e. Nominee of the All India Council for Technical Education (Ex-officio) (Applicable to PGDM Institutions Only).
- f. Nominee of the State Government/ UT(Ex-officio).
- g. An Industrialist/ Technologist/ Educationist from the Region nominated by the State Government/UT.
- h. Principal/Director of the concerned Technical Institution (as nominee of the Trust/Society/ Company) – Member Secretary.
- i. 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.
- j. The number of members can be increased equally by adding nominees of the registered Society and by adding an equal number of Education is from the Region keeping in view the interest of the Technical Institution. The total number of members of a Governing Body, however, shall not exceed 21.



APPENDIX-19

Academic Calendar 2021-22

Sl. No.	Event for Technical Institutions (Not applicable for Standalone PGDM / PGCM Institutions)	Schedule for A/Y 2021-22
1	Last Date for Grant of Approval to Technical Institutions	30 th June, 2021
2	Last Date for Grant of Affiliation by University / Board	15 th July, 2021
3	Last Date for Completion of First Round of Counselling / Admission for Allotment of Seats	31 st August, 2021
4	Last Date for Commencement of Classes for Existing Students of Technical Courses	1 st September, 2021
5	Last Date for Completion of Second Round of Counselling / Admission for Allotment of Seats	9 th September, 2021
6	Last Date for Cancellation of Seats for Technical Courses with FULL Fee Refund	10 th September, 2021
7	Last Date up to which First Year Students can be Admitted Against Vacancies	15 th September, 2021
8	Last Date for Commencement of Classes for First Year Students of Technical Courses	15 th September, 2021
9	Last Date for Lateral Entry Admission to Second Year Courses for Newly Admitted Students	20 th September, 2021
Events for Standalone PGDM / PGCM Institutions		
1	Last Date for Grant of Approval to Standalone PGDM/PGCM Institutions	30 th June, 2021
2	Standalone Technical Institutions conducting PGDM/PGCM courses shall NOT initiate the admission before	1 st April, 2021
3	Commencement of Classes for Existing & New Students in Standalone PGDM / PGCM Institutions	1 st July, 2021
4	Last Date for Cancellation of Admission for Courses in PGDM / PGCM Institutions including FULL Fee Refund	5 th July, 2021
5	Last Date for Admission to courses in PGDM / PGCM Institutions	10 th July, 2021
Events for Institutions with ODL / Online Programme(s) / Course(s)		
1	Last Date for Grant of Approval to Institutions Offering ODL/Online Course(s)	30 th June, 2021
2	Last Date for Admission to Courses in Open and Distance Learning / Online Learning Mode (First Session)	1 st September, 2021
3	Last Date for Admission to Courses in Open and Distance Learning / Online Learning Mode (Second Session)	1 st February, 2022

Note:

- All the AICTE Approved Institutions / Universities are requested to follow AICTE / UGC Guidelines on Examinations issued from time to time in view of Pandemic.
- The Classes may be started in Online/Offline (Class Room) or Blended mode (Online as well as Offline) following the prescribed protocols / guidelines related to Pandemic.
- The Academic Calendar may change subject to conditions existing due to Pandemic and guidelines issued by the Ministry of Health/ Ministry of Home/ Ministry of Education from time to time.
- Institutions Admitting students without prior approval shall be subjected to punitive action

APPENDIX-20

Fellow Programme in Management: Conduct and Admission Procedure

20.1 Admission Eligibility of Students

- a. Master's Degree or equivalent in Engineering and Technology/ Management/ Economics/ Social Science/ Biological Science/ Pure Science/ Commerce/ Humanities with FIRST CLASS shall be considered for admission to Fellow 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 in 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 deadline for submitting the final year mark sheet is 31st December.

20.2 Admission Procedure

- a. Admission to the Fellow 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 Post Graduate 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 an abstract 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 Fellow Programme in Management can admit only maximum of 20 candidates in each Academic Year after ensuring availability of the Guide as per 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. In 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 after completion of the necessary course work and related formalities. 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 recent times (within 3 years) in high quality journals of repute are 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 cease 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 fulfilment of the requirement of the Fellow Programme, a minimum number of Course credits are required to be earned as prescribed below

- a. Credit Requirement

Particular	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 theThesis 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 above shall be earned within a maximum of three years from the date of admission to the Programme. Extension after the three 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 shall undergo 4 Courses of the total 12 credits in the first module and during the second module he/ she shall undergo three streams-specific Courses of 9 credits and give three credit Seminar on general management topic in the third module, the candidate shall 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 shall 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 a 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 shall give a pre-registration Seminar before a Committee constituted by the 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 shall submit 5 copies of the pre-registration Report (in about 15-20 pages) 15 days before the date of the Seminar. The Report shall include the proposed title of the Thesis, are and frame work 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 shall be accompanied by the following:

- Title and summary of the Thesis proposal approved by the Guide(s)
- Registration Fee of ₹2500/-

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 the 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 40pages). The Report shall 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. 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 accept ability 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 shall be submitted in six type written/ printed copies and a soft copy with necessary Certificates and clearance with in a period of 6 months from the date of submission of the Synopsis. An examination Fee of ₹25000/- which includes an 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 the 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 shall indicate the required modification/ revision involving rewriting of Chapters but not involving further research work OR Complete rewriting of the Thesis with an 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 anyone 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 shall 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 Council 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/ 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 password for our <user ID>;
3. That I/ We<Name>,Chairman/Secretary,<Name of the Trust/ Society/ Company>, authorised to submit the present request and there is no misrepresentation;
4. That I/ We <Name>, Chairman/ 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>; and
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)

(SEAL)
DEPONENT(s)

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, 2021 at my office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



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 the applications submitted under Chapter I/ II/ IV except Closure of the Institution

I/ We, <Name>, Chairman/ Secretary, <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. I/ We will abide by all terms and conditions as laid down in the Approval Process Handbook;

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 information/ material has been concealed;
2. That the Institution is functioning in the location as approved by the Council;
3. That the Institution has uploaded the Occupancy/Completion Certificate/Building License/Form D issued by the Competent Authority and the Structural Stability Certificate by the Competent Authority;
4. That the Trust/ Society/ Company runs the following other Institutions in the same Campus; Total Built-Up Are available

Name of the Institution	Programmes/ Courses offered	Built-Up Area	Approved by AICTE or Not

5. That the Institution has uploaded valid Fire Safety Certificate issued by the Competent Authority;
6. That Principal of the Institution is regular and qualified as per AICTE norms;
7. That the Faculty norms as well as Faculty: Student ratio is maintained as per Approval Process Handbook and the Faculty data uploaded is true and complete;
8. That the Institution has fulfilled the norms for Faculty and Infrastructural facilities for Reinstatement of “Reduction in Intake”;
9. That the Promoter/ Institution has not demanded/ retained the Original Degree Certificates from the Faculty members;
10. That the declaration, information and documents submitted/uploaded as per **Appendix16/17** of the Approval Process Handbook 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;
11. That the Land is contiguous, there is no dispute pertaining to the said Land and is free from all encumbrances;
12. 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 Trust/ Society/ Company and/ or the Institution;
13. That the Land/Built-up area details given below in the Table are true and complete;
<Reproduce only appropriate section(s) related to application in the table below>



Sl. No.	Name of the Deed Holder	Document No.	Date of Registration	Plot No.	Address (Village) District	Area in Acre
Total area in Acre						

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

14. That I have submitted/uploaded all the additional documents/information regarding resolution/ NOC's/ Certificates/ details of Building completion (partial/full) in AICTE Web-Portal in respect of our application (as applicable) and the same is true and complete;
15. 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;
16. That I have uploaded all the student data of the previous year and the same is true and complete;
17. That no students have been admitted without the approval of concerned regulatory bodies
18. That the financial transactions have been done only by digital payment;
19. That the declaration, information and documents pertaining to the availability of Faculty and adhering to the timing for Second Shift (if applicable) is true and complete. Nothing is false and no information/ material has been concealed;
20. That liabilities, if any, arise out of the 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 the Trust/ Society/ Company/ Technical Institution>;
21. That liabilities, if any, arise out of Change of Site/ Location shall solely be that of <Name of Trust/ Society/ Company/ Technical Institution>;
22. That liabilities if any, arise out of Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Change of affiliating University/ Board shall solely be that of < Name of the Trust/ Society/ Company/ Technical Institution>;
23. That admission to NRI/Foreign Nationals/ Children of Indian workers in Gulf Countries/ Collaboration and Fellow Programme shall be strictly within the limit and shall be done on Merit basis and liability, if any, arise out of the same shall solely be that of<Name of the Trust/Society/ Company/ Technical Institution>;
24. That Audited statement of accounts of the Trust/Society/Company for the previous year has been uploaded;
25. That all Faculty and all non-teaching Staff data and all student data of all years and all Course(s), as entered by the Head of the Institution as per the prescribed Format on the Web-Portal are correct;
26. That the hostel facilities of International Standards for NRI/Foreign Nationals/ Children of Indian workers in Gulf Countries/Collaboration and established an Office and Student Counsellor to take care of the issues of such students admitted are provided. Further, their entry and exit shall be adhered to the norms specified under Ministry of External Affairs, Government of India;
27. That the Sports facilities are provided to the students;
28. That the Internal Quality Assurance Cell as per **Appendix 6** of the Approval Process Handbook before commencement of the Academic Session 2021-22 in respect of <application number><Name and address of Institution> is constituted (in case of existing Institutions)/ will be constituted (in case of new Technical Institutions);
29. That the following Committees as per **Appendix 6** of the Approval Process Handbook before commencement of the Academic Session 2021-22 in respect of<application number><Name and address of Institution>are constituted (in case of existing Institutions)/will be constituted (in case of new Technical Institutions); and



- 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 (Redressal of Grievance of Students) Regulation, 2019 vide F.No.1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019)
- 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)

30. That, the Institutions uploaded the Annual Report of ICC in the AICTE Web-Portal.

31. 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 of the authorized person executing the undertaking along with his/ her Official Position)

(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, 2021 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 for the establishment of New Technical Institution /New Programme /New Level while submitting the Security Deposit

I/ We, <Name>, Chairman/ 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 establishment of Institution<Name and address of proposed Institution>,

1. That in accordance with the norms, procedures and conditions prescribed by 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 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 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, as applicable, by <Name and address of proposed Institution>shall be complied within one month from the date of issuance of the approval letter;
5. That the Land measuring Acre, 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 shall continue till the date of issuance of the letter of approval (Not applicable for New Programme / New Level);
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, AICTE shall be free to take appropriate action, including withdrawal of its approval without consideration of any related issues and that all liabilities arise out of such withdrawal shall solely be that of the (Society/ Institution); and
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 therefrom.

Name of the authorized person executing the undertaking along with his/ her Official Position)

(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, 2021 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 for the Progressive/ Complete Closure of the Institution

I/ We, <Name>, Chairman/ 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>,

Do here by solemnly affirm, state and declare as under:

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, arise 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 shall 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 AICTE Web-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; and
7. That the FDR was neither mortgaged nor encashed.

Details of RPGF/ Joint FDR

Details of the RPGF/ Joint FDR/ RTGS	Name and Address of the Bank	Date of Issue	Amount (₹)	FDR No./Online Transaction No.	Date of Maturity
Details of RPGF/ Joint FDR/ RTGS made with AICTE/ Board for the establishment of the Institution					

Name of the authorized person executing the undertaking along with his/ her Official Position)

(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, 2021 at my office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



AFFIDAVIT-5

Format of the Affidavit to be submitted by the Category I/ II Universities notified by UGC 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 the compliance of AICTE norms

I/ We, <Name>, Vice Chancellor/ Registrar, <Name of the University>, son of aged years and, resident of, in connection with our application dated made to AICTE for,

Do here by solemnly affirm, state and declare as under:

1. That the <Name> University is fulfilling AICTE norms as specified in the Approval Process Handbook. If any complaint arises, AICTE has the right to inspect the premises and if the complaint is found to be true, the Council shall take any action, including Withdrawal of Approval.
2. That the information given by <Name of the University> in the application made to AICTE is true and complete. Nothing is false and no information/ material has been concealed.
3. That if any of the information is found to be false, incomplete, misleading and/ or that the <Name of the University> fail(s) to disclose all the information and/ or suppress any information and/ or misrepresent the information, the Council shall take any action, including Withdrawal of Approval.

Name of the authorized person executing the undertaking along with his/ her Official Position)

(SEAL)

DEPONENT(s)

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, 2021 at my office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



AFFIDAVIT-6

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 the Release of Security Deposit

I/ We, <Name, Chairman/ Secretary <Name of Trust/ Society/ Company, Son of aged Resident of Do hereby state on the affirmation that Institution viz., had created Cumulative Fixed Deposit Receipt No. Dated for ₹..... for the maturity period of 8 years from to..... in the joint name of the Secretary, <Name of the Trust and the Regional Officer,, AICTE,

..... maturity of said FDR deposited towards Programme was due on <date > Or

I/ We, <Name, Chairman/ Secretary <Name of Trust/ Society/ Company, Son of aged..... Resident of Do hereby state on the affirmation that Institution viz., had created a Security Deposit with a transaction number..... on for ₹..... for a period of 10 years from to..... with AICTE towards Programme

I, hereby state on affirmation that

1. No cognizable action is pending against the Institution;
2. All the conditions of LoA have been fulfilled by the Institution;
3. The Institution is functioning at its approved permanent site;
4. The Institution is not operating on a temporary site;
5. The Institution has not been put under no admission category;
6. No inquiry 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/ sexual harassment against Women 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; and
11. The said FDR was not mortgaged/ renewed (not applicable to RTGS).

Further, in case if any violation is found, the Security Deposit will be resubmitted to AICTE by the Trust.

Name of the authorized person executing the undertaking along with his/ her Official Position)

(SEAL) DEPONENT(s)

VERIFICATION

I/ We, the above name 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, 2021 at my office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



AFFIDAVIT-7

Format of the Joint Affidavit by the Lessor and Lessee 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 transfer of private Property/ Building under the Transfer of Property Act, 1882 to be submitted by the Applicant

I/ We, <name>, Chairman/ Secretary, <name of the Society/ Trust/Company>, son of aged, resident of, (Lessor) do hereby solemnly affirm, state and undertake to hand over the possession of my/ our Property/ Building No... (detailed address of the Property/ Building) to (Lessee), <name>, Chairman/ Secretary,<name of the Trust/Society/Company>, to run a Technical Institution (name and address) as under:-

1. I/We will abide by all the provisions contained in the Transfer of Property Act, 1882 or any other Law for the time being in force relating to transfer of Property/ Building to or by Companies, Associations or bodies of individuals while transferring the aforesaid Property/ Building to the Lessee;
2. That there are no legal issues pending with regard to this property before any court of Law hampering the transfer of this Property/ Building to the Lessee;
3. That the lease of Property/ Building is irrevocable for 30 years of which 25 years us still live;
4. That there are no financial liabilities against this Property/ Building before transfer of the same to the Lessee;
5. That the Property/ Building is free from all encumbrances;
6. That both the Lessor and Lessee shall abide by the Local Municipal Laws and other Laws of the Land relating to this Property/ Building;
7. That the Lessee shall not have any right to sub-lease this Property/ Building to any other entity/person;
8. That henceforth, the Lessee shall be liable to pay all the taxes of this Property/ Building under the different Local Municipal Laws and other Laws of the Land; and
9. That the facts stated in this Affidavit are true to our knowledge. No part of the same is false and no material has been concealed there from.

Names of both the parties (Lessor and Lessee) or their authorized persons executing the undertaking.

LESSOR

LESSEE

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>.

LESSOR

LESSEE

DEPONENTS

Solemnly affirmed and signed before me by the deponents on this – day of – month, 2021 at my office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



AFFIDAVIT-8

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/ Secretary, <Name of the Trust/ Society/ Company, son of, aged, resident of....., do here by 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 TER Charges 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 the Intake.
3. That liabilities, if any, arise out of additional Course/ increase in the Intake of <Name and address of Institution> shall be solely that of <Name of the Trust/ Society/ Company>; and
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 therefrom.

Name of the authorized person executing the undertaking along with his/ her Official Position)

(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, 2021 at my office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT-9

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 the Name of the Bank

I/ We, <Name>, Chairman/ 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 the Bank 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 the old Bank> to < Name of the new Bank>;
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, AICTE shall be free to take appropriate action including withdrawal of its approval without consideration of any related issues and that all liabilities arise 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 Banks;
5. That there are no financial liabilities in the <Name of the old Bank>;
6. That liabilities, if any, arise out of change of Name of the Bank shall be solely that of the <Name of the Trust/ Society/ Company>; and
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)

(SEAL)

DEPONENT(s)

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, 2021 at my office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT-10

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 the Name of the Trust/ Society/Company

I/ We, <Name>, Chairman/ 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 the 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 the old Trust/ Society/ Company> to < Name of the 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, AICTE shall be free to take appropriate action including withdrawal of its approval without consideration of any related issues and that all liabilities arise 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 the new Trust/ Society/ Company;
7. That liabilities, if any, arise out of change of Name of the Trust/ Society/ Company shall be solely that of new <Name of the Trust/ Society/ Company>; and
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)

(SEAL)

DEPONENT(s)

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, 2021 at my office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



AFFIDAVIT-11

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 OR Institute of National Importance /Eminence of India and AICTE Approved Institution

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> for 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(s) and Course(s) 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. University/ Institution shall declare the detailed guidelines for admission, entry Level qualifications, Fee of all kinds, the examination and evaluation and award of degree that there shall not be major deviations with the prescribed procedures in their Parent Country, vis-vis India;
6. That the students admitted under the Twinning Programme will spend at least one Semester for the two years Programme and two Semesters for four years 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, arise out of the same shall solely be that of<Name of the 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; and
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 the reform.

Name of the authorized person executing the undertaking along with his/ her Official Position)

(SEAL)

DEPONENT(s)

VERIFICATION

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, 2021 at my office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)



AFFIDAVIT-12

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 Conducting Academic Course(s) of other Regulatory Bodies

I/ We, <Name>, Chairman/ 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 conducting academic Course(s) of other Regulatory Body

1. That our Trust <Name of the Trust/ Society/ Company>vide resolution Resolved to conduct academic Course(s) of other Regulatory Body and had paid the requisite TER Charges as per AICTE norms;
2. The Institution(s) approved by AICTE in the Campus has/ have all the facilities such as Infrastructure, hostel (if applicable), Faculty, etc. for meeting the ALL the Courses, in addition to the proposed academic Course(s).
3. That we are using the excess facilities available / have created all the additional facilities such asfor meeting the requirements of academic Course(s);
4. That liabilities, if any, arise out of academic Course(s) shall be solely that of <Name of the Trust/ Society/ Company>;and
5. 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)

(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, 2021at my office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT-13

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 Conducting Open and Distance Learning (ODL)/Online Learning Mode

I/ We, <Name>, Chairman/ Secretary, <Name of the Trust/ Society/ Company, son of, aged.....,resident of.....,do herebysolemnlyaffirm,stateandundertaketocomplywiththefollowinginconnectionwithmy/ ourapplication<applicationnumber>toAICTEforconductingOpenandDistance Learning Courses / Online Learning Mode Courses.

1. That the information given by in the application made to AICTE is true and complete. Nothing is false and no information/ material has been concealed;
2. That the Institution Headquarters is functioning in the location as approved by the Council;
3. That the Trust/ Society/ Company runs the following other Institutions in the same Campus; Total Built-Up Area available

Name of the Institution	Programmes/Courses offered	Built-Up Area	Approved by AICTE or Not

4. That the institution has appointed faculty members as per AICTE guidelines.
5. That the information provided regarding the Learner Support Centres are true and complete.
6. That the information provided regarding the Examination Centres are true and complete.
7. That the following Committees as per Appendix 6 of Approval Process Handbook before commencement of the Academic Session 2021-22 in respect of <application number> <Name and address of Institution> are constituted (in case of existing Institutions)/ will be constituted (in case of new Technical Institutions); and
 - 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 (Redressal of Grievance of Students) Regulation ,2019 vide F.No.1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019)
 - 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).
8. 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.
9. 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, 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).

Name of the authorized person executing the undertaking along with his/ her Official Position)

(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, 2021 at my office.

(Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)

CERTIFICATE-1

Certificate of an Advocate (To be produced in the Letterhead of Advocate)

1. Certificate of an Advocate (To be produced in the Letterhead of Advocate)

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 Programme(s) 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 the 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.	Name of the Deed Holder	Document No.	Survey No.	Registration No. and Date	Land Area in Acre
				Total Area (in Acre)	

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 registered at the Sub Registrar Office <place>
3. The above-mentioned Land documents are authentic.
4. The above-mentioned Land documents are in the name of the Applicant.
5. The title of the Land pertaining to the above-mentioned Land documents are clear.
6. The Applicant is 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 has issued the Land Use Certificate respect of Land under reference for the proposed Institution mentioned above is.....
2. It has 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 authentic.
5. It has 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 has issued the Land Conversion Certificate respect of Land under reference for the proposed Institution mentioned above is.....
2. It has 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 authentic.
5. It has 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 has issued the Land Classification Certificate respect of Land under reference for the proposed Institution mentioned above is.....
2. It has 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 authentic.
5. It has been issued for the full extent of Land.

Signature of the Advocate
Name of the Advocate Registration No.
Practicing at

Date:

Place:

Seal/ Stamp of the Advocate
*Strike off whichever is not applicable

CERTIFICATE-2

Certificate of an Architect Registered with Council of Architecture (To be produced in the Letterhead of Architect)

The copies of the 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 has approved 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 been approved by the Competent Authority.
4. The above-mentioned site Plan and Building Plans are 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 has approved the Occupancy/ Completion Certificate/ Building License/ Form D and the Structural Stability Certificate, if applicable, mentioned above is.....
2. have verified the above-mentioned Certificates from the Office of <Competent Authority>.
3. The above-mentioned Certificates have been approved by the Competent Authority.
4. The above-mentioned Certificates areauthentic.

Signature of the Architect
Name of the Architect Registration No.

Date:

Place:

Seal/ Stamp of the Architect
*Strike off whichever is not applicable

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)

The copies of documents pertaining to the funds position (operational) 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 the records of <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 operational fund 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

Name of the Bank Manager

Date:

Place:

Seal/ Stamp of the Bank Manager

*Strike off whichever is not applicable

FORMAT-1

No Objection Certificate from the State Government/ UT

The <Name of the Trust/Society/Company> vide its Executive meeting held on
at vide item no.

have passed a resolution for the

- i. Institution applied for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year
- ii. Change of Site/ Location of the Institution from <Name of the Institution>at<address>, (Old) to<Name of the Institution>at<address>,(new)
- iii. Conversion of Women's Institutes into Co-ed Institution/Co-ed Institution Women's Institution
- iv. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- v. Starting of new Programme/ Level, Programme<Course 1.....(Intake)> in the Institution
- vi. Closure of the Institution
- vii. 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>

<Name of the Institution>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 the Institution applied for Closure of the

- i. Institution for starting of a new Technical Institution in the same premises in the same year
- ii. Change of Site/ Location of the Institution from <Name of the Institution>at<address>, (Old) to<Name of the Institution>at<address>,(new)
- iii. Conversion of Women's Institutes into Co-ed Institution/Co-ed Institution Women's Institution
- iv. Conversion of Diploma Level into Degree Level/
- v. Degree Level into Diploma Level Starting of new Programme/ Level, Programme<Course 1.....(Intake)> in the Institution
- vi. Closure of the Institution
- vii. 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>

<Name of the Institution> 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>

Note: Formats given by the Institutions reflecting the content of the concerned Format shall be accepted *Strike off whichever is not applicable

FORMAT-2

No Objection Certificate from the Affiliating University/ Board

The <Name of the Trust/ Society/ Company>vide its Executive meeting held onatvide item no. h a v e passed a resolution for the

- i. Institution applied for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year
- ii. Change of Site/ Location of the Institution from <Name of the Institution>at<address>, (Old) to<Name of the Institution>at<address>,(new)
- iii. Conversion of Women's Institution into Co-ed Institution/Co-ed Institution to Women's Institution
- iv. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- v. Starting of new Programme/ Level, Programme<Course1.....(Intake)> in the Institution
- vi. Merger of Institutions <Name of the Institution>at<address>, <Name of the Institution>at<address>, <Name of the Institution>at<address>, under the same Trust/ Society/ Company operating in the same Campus
- vii. Introduction of Integrated/Dual Degree Course <Name of the Course>
- viii. Starting of New Course <Name of the Course>
- ix. Starting of Division in Indian/Regional Language <Name of the Course>
- x. Closure of the Institution
- xi. Closing of MCA Course and Introduction of MBA/PGDM Course/Closing of MBA/PGDM Course and Introduction of MCA Course
- xii. Change of Type of Institution (Institution(s) converted into a University) from <Name of the Institution>at<address>to<Name of the University>at<address>
- xiii. Conversion of Courses into allied Vocational Courses
- xiv. Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/Course(s)
- xv. Change in the Name of the Institution from <Name of the Institution>at<address> to <Name of the Institution> at <address>
- xvi. Change in the Name of the affiliating University/ Board from <Name of the present University/ Board> at <address> to <Name of the new University/ Board> at<address>
- xvii. Change the Name of the Trust from <Name of the present Trust> at <address> to <Name of the new Trust> at<address>
- xviii. Starting of the Vocational Degree/Diploma Programme under NSQF

<Name of the Institution >at<address>, Vide application ref. NoDate:.....made by the Trust/ Society/ Company Name Address as at

This is to confirm that the<affiliating University/Board> has no objection for the

- i. Institution applied for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year



- ii. Change of Site/ Location of the Institution from <Name of the Institution>at<address>, (Old) to<Name of the Institution>at<address>, (new)
- iii. Conversion of Women’s Institution into Co-ed Institution/ Co-ed Institution to Women’s Institution
- iv. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- v. Starting of new Programme/ Level, Programme <Course1..... (Intake.....)> in the Institution
- vi. Merger of Institutions <Name of the Institution>at<address>, <Name of the Institution>at<address>, <Name of the Institution>at<address>, under the same Trust/ Society/ Company operating in the same Campus/City
- vii. Introduction of Integrated Degree Course <Name of the Course>. Also it is confirmed that the said Integrated Degree Course is available in the approved nomenclature of the University
- viii. Starting of new Course <Name of the Course>
- ix. Closure of the Institution, <Course1..... (Intake.....), Course2(Intake.....),>

Mention Programme(s) and Course(s) where Closure of the Institution/ Programme is applied for:

Programme	Level	Course	Year of Establishment	e-4		e-3		e-2		e-1		Current Academic Year		Total No. of students studying in the Institution as on date
				a		b		c		d		e		
				Approved Intake	Actual Admission	Approved Intake	Actual Admission	Approved Intake	Actual Admission	Approved Intake	Actual Admission	Approved Intake	Actual Admission	

- x. Closing of MCA Course and Introduction of MBA/ PGDM Course/ Closing of MBA/ PGDM Course and Introduction of MCA Course
- xi. Change of Type of Institution (Institution(s) converted into a University) from <Name of the Institution>at<address>to<Name of the University>at<address>
- xii. Conversion of Courses into allied Vocational Courses
- xiii. Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/Course(s)

Re-arrangement of current students/ students who were admitted in these Courses in the previous years and who are trailing due to failures, etc. are mentioned in the following table:

Course requested for Closure	Number of current students	Number of students admitted in these Course(s) in the previous years and who are trailing due to failures	Details about re-arrangements of students

Current Staff strength, re-arrangements and dues, if any, shall be settled as per existing norms and Regulations on that behalf.

- xiv. Change in the Name of the Institution from<Name of the Institution>at<address>to<Name of the Institution>at<address>
- xv. Change in the Name of the affiliating University/ Board from <Name of the present University/ Board> at <address> to <Name of the new University/ Board> at<address>



- xvi. Change in the Name of the Trust from <Name of the present Trust> at <address> to <Name of the new Trust> at<address>
- xvii. Starting of the Vocational Degree/Diploma Programme under NSQF. Also, it is confirmed that the said Vocational Degree/Diploma Programme under NSQF has been granted affiliation in year and has been included in the approved nomenclature of the University.

<Name of the Institution> 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.

Registrar/ Director

<affiliating University/ Board >

Note: Formats given by the Institutions reflecting the content of the concerned Format shall be accepted

*Strike off whichever is not applicable



FORMAT-3

Resolution of the Trust/ Society/ Company

That the Trust/ Society/ Company vide its Executive meeting held on at..... vide item no. have resolved, for the

- i. Establishment of new Technical Institution and 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 Acre, earmarked for the proposed <Name of the Technical Institution> at <full address> required funds for creation of carpet and Built-up area
- ii. Institution applied for Closure of the Institution for starting of a new Technical Institution in the same premises in the same year
- iii. Introduction of NRIs in the following Programme(s)/Course(s)
- iv. Change of Site/ Location of the Institution from <Name of the Institution> at <address>, (Old) to <Name of the Institution> at <address> (new)
- v. Conversion of existing Women's Institution into Co-ed Institution/ Co-ed Institution to Women's Institution in the Name of <proposed <Name of the Institution
- vi. Conversion of Diploma Level into Degree Level/ Degree Level into Diploma Level
- vii. Starting of new Programme/ Level, Programme(s) <Course 1 (Intake)>
- viii. Merger of Institutions <Name of the Institution> at <address>, <Name of the Institution> at <address>, <Name of the Institution> at <address>, under the same Trust/ Society/ Company operating in the same Campus
- ix. Introduction of OCI/Foreign Nationals/Children of Indian workers in Gulf Countries in the following Programme(s)/Course(s)
- x. Increase in Intake in Course(s)/Additional Course(s)/Introduction of Integrated/Dual Degree Course/ Fellow Programme in Management
- xi. Closure of the Institution
- xii. Change of Type of Institution (Institution(s) converted into a University) from <Name of the Institution> at <address> to <Name of the University> at <address>
- xiii. Change in the Name of the Course(s)/Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/Course(s)
- xiv. Change the Name of the Institution from <Name of the Institution> (Old) at <address> to <Name of the Institution> (new)
- xv. Change in the Minority Status of the Institution from <Type of the Institution> to <Type of the Institution>
- xvi. Change in the Name of the affiliating University/Board from <present University/Board> to the new University/ Board. Also it is resolved that, < Name of the Trust/ Society/ Company > shall apply for NOC to both the Universities
- xvii. Change in the Name of the Bank
- xviii. Change in the Name of the Trust/ Society/ Company from <Name of the Trust/ Society/ Company> (Old) at <address> to <Name of the Trust/ Society/ Company> (new)
- xix. Introduction of Collaboration and Twinning Programme with <Name of the University/ Institution>/ Necessary facilities shall be provided to the students of <Name of the University/ Institution>



xx. Application wrongly submitted for and to be changed from <Application for> to <Application for>/Not interested in applying for...../revoke the application submitted for <.....>. Paid the necessary TER Charges along with the Penalty for Late Submission, as applicable.

xxi. Starting of the Vocational Degree/Diploma Programme under NSQF

< Name of the Institution>at<address>.

<Name of the Trust/ Society/ Company>shall also allocate required funds for the creation of the requisite facilities such as procurement of.....Acre of Land ,additional carpet and Built-up area, appointment of required Faculty, procurement of Equipment, furniture, for creation of suitable hostel/residential accommodation for the students of Foreign Nationals/Overseas Citizen of India (OCI)/Children of Indian Workers in Gulf Countries and other required entities as applicable for the smooth functioning of the same.

<Name of the Institution>shall apply for,

1. Change in the Name of the Course(s) in <Course1 (Intake.....), Course2(Intake.....),>
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 the Chairman/ Secretary of the Trust / Society/ Company), (Designation), (Name of the Organization)

Note: Formats given by the Institutions reflecting the content of the concerned Format shall be accepted

*Strike off whichever is not applicable

FORMAT-4

MoU to be Signed between the Institution and Skill Knowledge Providers/ Trainers

Agreement

Under the National Skill Qualification Framework (NSQF) of the All India Council for Technical Education

This Agreement is entered into and executed on this day of, 2021.. at New Delhi.

By and Between <Name of the Trust/ Society/ Company> offering <Name of the Institution> represented by its Chairman.....which expression shall, where the context so admits, be deemed to include its successors, executors and administrators of the ONE PART AND

<Name of the SKP> (hereinafter referred to as the “.....”) a Company registered under the Company Act, 1956, through its <Name and Designation of the Signing Authority> having it’s registered/approved Office at (which expression, unless it be repugnant to the context or meaning thereof, shall be deemed to mean and include their executors, administrators and assigns), party of the SECOND PART.

WHEREAS, the All India Council for Technical Education has initiated a scheme to provide competency based skills under the National Skill Qualification Framework (Here in after to be referred as NSQF)

WHEREAS, in terms of the said scheme launched by All India Council for Technical Education, AICTE has extended invitation to various Institutions/ Organisations to join as Vocational Educational Institutions to provide education component and Skill Knowledge Providers to provide Competency Based Skills.

WHEREAS under the scheme a Skill Knowledge Provider is required to perform the role and function of providing hands on skill training in a specific sector i.e. in the Automobiles Sector, Skill Knowledge Provider shall be the service centre of authorized automobile manufacturers located preferably all over the Country or in the IT Sector, the Skill Knowledge Provider shall be the training sector of authorized IT Company located preferably all over the Country. The Skill Knowledge Provider could also be one who is established for imparting hands on skills or training in a respective sector;

WHEREAS the First Party is to participate as an Institution to register students under the National Skill Qualification Framework (NSQF);

WHEREAS the Second Party has expressed its keen interest and desire to be a key Partner in the execution of the National Vocational Educational Qualification Framework in terms of the objectives of the scheme and policy as highlighted and specified in the said framework and particularly in view of the desire and interest of <NAMEOFSKP> to join and Partner with <Name of the Institution>in providing competency based skills through its centres which shall act as Skill Knowledge Provider for the purposes of the scheme;

WHEREAS Both parties have held discussions and agreed for collaboration for conducting Vocational Education Programme(s) under the education scheme of the NSQF, where by <Name of the Institution> will impart and award credits for the “Academic’ content” of the Curriculum and <Name of the SKP> will provide skill training through its training centres called <Name of the SKP> - SKP’s and will impart and award credits for such ‘Skill oriented training’ content of the Curriculum to the registered students.

WHEREAS The Second Party has registered it self with the All India Council for Technical Education (AICTE)/ Concerned Authority and obtained approval there of to participate as <Name of the SKP> under the National Skill Qualification Framework (NSQF);

THEREFORE,boththepartiesherebyagree to conduct Vocational Educational Programme initiated by AICTE under NSQF, on the following terms and conditions:

1. The <Name of the SKP> agrees that centres approved and recognized by <Name of SKP> (herein after to be referred as “<Name of SKP> -SKP”), shall act and perform the role of Skill Knowledge Provider to provide hands on skill training in specific sectors such as <Name of Sector Specific Skill>.
2. The <Name of the SKP> agrees and undertakes that its <Name of the SKP> shall register with AICTE for conduct of training modules under the Vocational Stream and shall perform following functions:



- Announce the schedule of module for the calendar year.
 - Register students for the modules.
 - Conduct the modular training.
 - Conduct examination/evaluate the student, award the grade indicating the Level of skill acquired.
 - The <Name of the SKP> - SKP shall Register students for evaluation the Skill Modules, who have acquired skills on their own.
3. The Second Party agrees that the following responsibilities shall be undertaken by the <Name of the Institution> Academic Training centres:
- a. The <Name of the Institution> Academic centres shall plan the Vocational Education Programme(s) to be offered in the Academic Year concerned and inform the <Name of the SKP>- SKP's about the same at least two months prior to the date of commencement of the Programme (s).
 - b. The<Name of the Institution> Academic Centre shall announce and inform through its prospectus and information on its Web site, the Vocational Education Programme(s) it plans to offer in the Academic Year concerned for the information of the prospective students and invite applications for admission from interested candidates at least two months prior to the date of commencement of the Programme(s).
 - c. The <Name of the Institution> Academic Centre shall follow the admission norms of AICTE and the State Govt. concerned. The admission shall be made strictly on the merits. The <Name of the Institution> - Academic Centre will then upload the names and details of the selected students on AICTE Web-Portal.
 - d. The<Name of the Institution> Academic Centre will have their right to collect Fee from the students towards:
 - Registration
 - Course/ Skill conduct
 - Evaluation of the Academic/ Skill portion of each Level of the Programme. A portion of the Fee as agreed upon by the <Name of the Institution> Academic Centre and the <Name of the SKP> – SKP's shall be turned over to the <Name of the SKP> -SKP's.
 - e. The <Name of Institution> Academic Centre will send to the <Name of the SKP> - SKP the Level-wise and Sector-wise lists of students registered for Vocational Education Programme(s) in the Sectors.
 - f. The<Name of the Institution> Academic Centre will conduct appropriate Classes for the Academic content of the Curriculum of the Vocational Education Programme(s) so as to complete the Academic portion within prescribed time.
 - g. The <Name of the Institution> Academic Centre will conduct final examinations and evaluate the students for the Academic portion of the Programme(s) as per the rules and regulations of the Technical Board or University as the case may be.
 - h. After receiving a 'Statement of Credits for the Vocational/Skill portion of the students from the<Name of SKP> - SKP, the <Name of the Institution> Academic Centre will send the combined Academic and Vocational/Skill portion credits of the students to the Technical Board or University as the case may be.
 - i. Wherever such provisions are made by the Technical Board or the University, as the case may be, the <Name of the Institution> Academic Centre will award a 'Level Certificate' to the student who has successfully completed both the Academic and the Vocational/Skill portions of the particular Level.
 - j. The <Name of the Institution> Academic Centre shall maintain a record of the registered students and Certificates issued and upload the same on AICTE Web-Portal.

- k. The <Name of the Institution> Academic Centre shall submit details of students registered, evaluation conducted and results to the Technical Board or the University, as the case may be, and also upload the same on AICTE Web-Portal.

4. General:

Fee to be charged to students:

- a. The Level wise Fee to be charged by the <Name of the Institution> Academic Centre will be informed to the student by the <Name of Institution> Academic Centre as well as the <Name of the SKP> - SKP before his/her registration for the Programme;
- b. The <Name of the Institution> Academic Centre will collect from the student and retain with it self the 'Academic Portion Fee' and the <Name of the SKP> - SKP will be given the 'Vocational/Skill Portion Fee' by the <Name of the SKP> - Academic Centre;
- c. The <Name of the Institution> Academic Centre will collect the total Fee for the Programme from the students and will transfer the 'Vocational/Skill Portion Fee' against the number of students to be sent for training at least one month before the onset of training. Any delay in transferring the Fee will entail interest @ <to be mutually decided by the Institution and SKP> calculated on the basis of delay a number of days. After receiving the Fee <Name of the SKP> - SKP will issue Registration cards to the students at least 7 days before the onset of training.

5. No Confidentiality:

There shall not be any confidentiality of any information disclosed by both parties to each other, either in operationalizing this agreement or for the purposes of implementing this agreement. The information sought under the Right to Information Act or otherwise by any student, shall be promptly made available.

6. Effective Date:

This agreement is effective from the date signed by both the parties shall be valid for a period of three years until determined, suspended or terminated earlier.

IN WITNESS WHEREOF, the parties hereto, each acting under due and proper authority have executed this mutually binding Memorandum of Understanding as of the date first written above.

For Institution:	For <Name of the SKP>
Signed: _____	Signed: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Witnessed by:

Signature: _____ Name: _____

Date:

Signature: _____ Name: _____

Date:

*Strike off whichever is not applicable

ANNEXURE-1

Recommended Short and Medium Term Perspectives for Engineering Education in India by the Committee to Provide National Perspective Plan

Technology and Globalization have turned Countries into knowledge-driven economies. They are radically accelerating the pace of change in the world and raising the long-term risks. Success in knowledge-driven and innovation-driven world order depends largely on the capabilities of the people, and higher education, especially Engineering education, is the key to building those requisite capabilities. India has done phenomenally well in creating large infrastructure across the Country to disseminate Engineering education to lakhs of aspirants in every State year after year. However, to be able to cater to the next-generation of Engineering skill requirements, we need to facilitate quality and accredited Technical Education at scale. In our efforts to support the reforms in Engineering education, we have studied the current state of Engineering education and present, in this report, our short and medium term perspectives and recommendations.

Recommendations:

1. Current (2017-18) capacity utilization in Under Graduate and Post Graduate Level is as low as 49.8% (Capacity Vs Enrolment). Creating any further capacity is a big drain on investments since, at the very basic Level, it involves the creation of physical infrastructure like Buildings and Laboratory infrastructure. **We recommend that we do not create any new capacity starting from the Academic Year 2020.** The creation of new capacity can be reviewed every two years after that.
2. While we take such a serious decision, we also recognize that there could be some applications in the pipeline for additional/ new capacity applied in the last one or two years. These may be pending for want of some minor clearances. So, applications made in the current year and the past two years may be considered for starting Institutions, if the infrastructure is already in place.
3. We recommend that AICTE should take capacity utilization as a key consideration while granting additional capacities in different States.
4. Traditional Engineering disciplines such as Mechanical, Electrical, Civil and Electronics Engineering capacity utilization around 40% as opposed to Computer Science and Engineering, Aerospace Engineering, Mechatronics, being in the high 60%. This is clear pointer that the demand lies in emerging technologies as opposed to traditional Engineering. We recommend that no additional seats are approved in traditional Engineering areas, but Institutions need to be encouraged to convert current capacity in traditional disciplines to emerging new technologies.
5. The poor employability of engineering graduates is reflecting poorly on the Faculty-shortage and quality, and pedagogy. It may be very important to take immediate steps to improve the quality of our teachers.
 - a. Competencies of the Faculty need to be developed, especially in the areas of new age technologies and research through rigorous Faculty development programs. Training of existing teachers at Teachers Training Institutes, using quality improvement programs (QIP) and using IIT/ NIT Faculty and Infrastructure are some of the immediate interventions we recommend.
 - b. To bring about the desired change in the pedagogy in the immediate term, we recommend focused Industry visits for Faculty for hands-on exposure to the latest technologies. Industry associations could be leveraged in facilitating this.
 - c. To improve pedagogy, we recommend Engineering Faculty to mandatorily have Certification/ Diploma/ Degree in education.



6. Also, we may have to seek more technology interventions such as MOOCs to circumvent some of the constraints with Faculty shortage and the quality of pedagogy. Students should be given more flexibility to use MOOCs in their core and optional curricula. Universities and Autonomous Institutions should be mandated to use MOOCs in the short term.
7. The low enrolment, lower placements, and low employability are causes for concern. Employment generation is very critical to a Nation's economic development. While we are making certain recommendations on the role that academic Institutes can play in improving the quality of education and indirectly contribute to the employment generation, all other stakeholders including Government and Industry should also start putting in place corrective measures to improve the employment generation.
8. As research becomes democratized, funds would need to be spent most optimally. Institutions need to build project management capabilities around research to ensure quick turnarounds, reduce cost and schedule overruns, and better collaborations across Industry and Academia.
9. Academic Institutions have to continuously monitor the future skill requirements and make suitable changes to content and pedagogy so that the graduating students have the right capabilities for the job-in-demand. Hence, an Institutional mechanism for periodic Industry feedback on the technology upgradation and its impact on job roles needs to be put in place.
10. There is evidence to point out that the current Industry-Academia interaction requires improvement. We recommend the following interventions:
 - a. Analytical tools should be used to understand the impact of various teaching methods and identify the best methods of executing Coursework and apprenticeship - tightly integrate apprenticeship with pedagogy.
 - b. Apprenticeship should be made mandatory on Industry (in some ways it exists but needs rigorous implementation) and also progressively mandatory on educational Institutions (starting with 25% moving to 100% in five years).
 - c. Two industry representatives to be part of the Advisory Board of each Institution.
 - d. Deepening of Industry-Academia partnerships in applied research needs to be encouraged.
 - e. Establish 20 National Knowledge Functional Hubs (NKFH) as a pilot in AICTE approved Institutions to create an ecosystem of sustained Industry-Academia engagement.
 - f. We recommend that AICTE takes the local Industry ecosystem requirements (For instance, Aerospace and IT Engineering in Bangalore vicinity, Automotive in Chennai and Pune) into consideration while creating new capacities or increasing the existing capacities to deepen domain knowledge and to meet the Industry requirements.
 - g. Simultaneously, we recommend that AICTE balances this step with the National and Global needs by introducing Courses in new and disrupting technologies which are fungible across the Country.
11. We have evidence to show that innovation, incubation and Start-up eco system is lacking in educational Institutions. As has been rightly recognized by Gol, Start-ups are a key driver for employment generation and wealth creation. Every education Institution should be mandated for the following:
 - a. Entrepreneurship should be a minor elective for Under Graduates.
 - b. Tinkering Laboratories similar to ATAL Innovation Laboratories to be setup in every educational Institution.
 - c. To promote Start-ups, educational Institutions need to setup incubation centres, mentoring clubs, and accelerator programs.



12. Proxy indicators such as venture capital investments and Engineering R&D investments by large Companies for forecasting future technology shows a clear trend towards software and internet Industries, healthcare services, and medical devices and semiconductor Industry. They also clearly indicate that **Artificial Intelligence (AI), Internet of Things (IoT), Embedded SW, Internet SW, Mobility, Analytics, and Cloud** are growing at a rapid pace as compared to traditional technologies. The results of the NASSCOM - BCG study and FICCI-NASSCOM-EY study also concur with this analysis.
- Across all Engineering disciplines, we recommend, that Courses in these emerging technologies are made part of the curricula and made mandatory for Computer Science, Electrical, and Electronics Engineering.
 - Specifically, we recommend introducing Under Graduate and Post Graduate Engineering programs exclusively focused in Artificial Intelligence (AI), Internet of Things (IoT), Block chain, Robotics, Quantum Computing, Data Sciences, Cyber Security, 3D Printing and Design, Augmented Reality/ Virtual Reality (AR/VR).
 - Also, we recommend that, we put greater focus on multi-disciplinary Engineering Courses, especially in Computational Biology, Biotechnology, Biomedical, Mechatronics, Space, Aerospace, Agriculture, and Environmental Engineering, by reducing the seats in conventional disciplines and converting some of the existing seats into these areas.
13. Research on future trends in education indicates student-centric learning needs to be given precedence.
- We recommend students should be encouraged on design thinking and practical approaches to learning.
 - Students should also be made aware of real life socio-economic problems for them to solve using technology learnings.
 - Technology should be used for individual learning paths for each student.
 - MOE/ AICTE should make investments in innovation in education and incubate education Start-ups.
 - Open book examinations should be introduced wherever applicable to move students to higher order cognitive skills.
14. Finally, developing a Perspective Plan for Engineering education should be an ongoing exercise. In the backdrop of rapidly changing technology environment, Engineering education needs continuous monitoring. We recommend that one of the Industry bodies or a smaller group of Industry bodies with the help of Consultants who have a focus on education be tasked with this periodic planning exercise once every two years.

ANNEXURE-2

Educationally Backward (Aspirational) Districts

Sl. No.	State/Districts	Sl. No.	State/Districts
ANDHRA PRADESH		HARYANA	
1	Visakhapatnam	37	Mewat
2	Vizianagaram	HIMACHAL PRADESH	
ANDHRA PRADESH		38	Chamba
3	Y.S.R.	JAMMU & KASHMIR	
4	Namsai	39	Baramula
ASSAM		40	Kupwara
5	Baksa	JHARKHAND	
6	Barpeta	41	Bokaro
7	Darrang	42	Chatra
8	Dhubri	43	Dumka
9	Goalpara	44	Garhwa
10	Hailakandi	45	Giridih
11	Udalguri	46	Godda
BIHAR		47	Gumla
12	Araria	48	Hazaribagh
13	Aurangabad	49	Khunti
14	Banka	50	Latehar
15	Begusarai	51	Lohardaga
16	Gaya	52	Pakur
17	Jamui	53	Palamu
18	Katihar	54	Pashchimi Singhbhum
19	Khagaria	55	Purbi Singhbhum
20	Muzaffarpur	56	Ramgarh
21	Nawada	57	Ranchi
22	Purnia	58	Sahibganj
23	Sheikhpura	59	Simdega
24	Sitamarhi	KARNATAKA	
CHHATTISGARH		60	Raichur
25	Bastar	61	Yadgir
26	Bijapur	KERALA	
27	Dakshin BastarDantewada	62	Wayanad
28	Kondagaon	MADHYA PRADESH	
29	Korba	63	Barwani
30	Mahasamund	64	Chhatarpur
31	Narayanpur	65	Damoh
32	Rajnandgaon	66	Guna
33	Sukma	67	Khandwa (East Nimar)
34	Uttar Bastar Kanker	68	Rajgarh
GUJARAT		69	Singrauli
35	Dohad	70	Vidisha
36	Narmada		



MAHARASHTRA		RAJASTHAN	
71	Gadchiroli	91	Baran
72	Nandurbar	92	Dhaulpur
73	Osmanabad	93	Jaisalmer
74	Washim	94	Karauli
MANIPUR		SIKKIM	
75	Chandel	96	West District
MEGHALAYA		TAMIL NADU	
76	Ribhoi	97	Ramanathapuram
MIZORAM		98	Virudhunagar
77	Mamit	TELANGANA	
NAGALAND		99	Asifabad (Adilabad)
78	Kiphire	100	Bhoopalapalli (Warangal)
ODISHA		101	Bhadradi - Kothagudem
79	Balangir	TRIPURA	
80	Dhenkanal	102	Dhalai
81	Gajapati	UTTAR PRADESH	
82	Kalahandi	103	Bahraich
83	Kandhamal	104	Balrampur
84	Koraput	105	Chandauli
85	Malkangiri	106	Chitrakoot
86	Nabarangapur	107	Fatehpur
87	Nuapada	108	Shrawasti
88	Rayagada	109	Siddharthnagar
PUNJAB		110	Sonbhadra
89	Firozpur	UTTARAKHAND	
90	Moga	111	Hardwar
		112	Udham Singh Nagar



ANNEXURE-3

Closest available Nomenclature of Under Graduate Degrees for the Diploma in Engineering and Technology (Conversion of Levels)

S. No.	Existing Nomenclature of Diploma	Closest Nomenclature of Under Graduate Degree
1	Aero Space Engineering	Aeronautical Engineering
2	Aeronautical Engineering	
3	Aircraft Maintenance Engineering (Avionics)	
4	Aircraft Maintenance Engineering	
5	Agricultural Engineering	Agriculture Engineering
6	Agricultural Technology	
7	Architectural Assistantship	Architecture Engineering
8	Interior Decoration	
9	Interior Design	
10	Automobile Engineering	Automobile Engineering
11	Automobile Engineering (Automobile Fitter)	
12	Automotive Engineering	
13	Mechanical Engineering (Automobile)	
14	Mechanical Engineering Automobile	
15	Biomedical Engineering	Biomedical Engineering
16	Biomedical Instrumentation	
17	Biotechnology	Biotechnology
18	Ceramic Engineering and Technology	Ceramic Engineering
19	Ceramic Technology	
20	Ceramics Engineering	
21	Glass and Ceramics Engineering	
22	Chemical Engineering	Chemical Engineering
23	Chemical Engineering (Fertilizer)	
24	Chemical Engineering (Oil Technology)	
25	Chemical Engineering (Petro Chemical)	
26	Chemical Engineering (Plastic and Polymer)	
27	Chemical Engineering (Sugar Technology)	
28	Chemical Technology	
29	Chemical Technology (Paint Technology)	
30	Chemical Technology (Rubber and Plastic Technology)	
31	Chemical Technology Fertilizer	
32	Chemical Technology (Rubber/ Plastic)	
33	Surface Coating Technology	
34	Technical Chemistry	
35	Civil and Environmental Engineering	
36	Civil and Rural Engineering	
37	Civil (Public Health and Environment) Engineering	
38	Civil Draftsman	



39	Civil Engineering	
40	Civil Engineering and Planning	
41	Civil Engineering (Building Services Engineering)	
42	Civil Engineering (Construction Technology)	
43	Civil Engineering (Environment and Pollution Control)	
44	Civil Engineering (Environmental Engineering)	
45	Civil Engineering (Public Health Engineering)	
46	Civil Engineering (Rural Engineering)	
47	Civil Engineering (Water Resource and Management)	
48	Civil Environmental Engineering	
49	Civil Technology	
50	Civil Engineering (Construction)	
51	Civil (SFS Mode)	
52	Construction Engineering	
53	Construction Technology	
54	Construction Technology and Management	
55	Geoinformatics and Surveying Technology	
56	Quantity Surveying and Construction Management	
57	Survey Engineering	
58	Water Resource Management	
59	Geographic Information System and Global Positioning System	
60	Transportation Engineering	
61	Water Technology and Health Science	
62	Advanced Computer Application	
63	Campus Wide Network Design and Maintenance	
64	Computer Hardware and Networking	
65	Computer and Information Science	
66	Computer Applications	
67	Computer Engineering	
68	Computer Engineering and Application	
69	Computer Hardware and Maintenance	
70	Computer Hardware and Networking	
71	Computer Networking	
72	Computer Science and Engineering	Computer Science and Engineering
73	Computer Science	
74	Computer Science and Technology	
75	Computer Science and Information Technology	
76	Computer Science and Systems Engineering	
77	Computer Software Technology	
78	Computer Technology	
79	Computer Technology and Applications	
80	Cyber Forensics and Information Security	
81	I.T. (Courseware Engineering)	
82	Information and Communication Technology	

83	Information Engineering	
84	Information Science	
85	Information Science and Engineering	
86	Information Science and Technology	
87	Information Security Management	
88	Information Technology	
89	Information Technology and Engineering	
90	Information Technology Enabled Services and Management	
91	Network Engineering	
92	Web Designing	
93	Web Technologies	
94	Advanced Communication and Information System	
95	Electronics and Computer Engineering	
96	Dairy Engineering	Dairy Engineering
97	Electrical and Electronics (Power System)	Electrical Engineering
98	Electrical and Electronics Engineering	
99	Electrical and Instrumentation Engineering	
100	Electrical and Mechanical Engineering	
101	Electrical and Power Engineering	
102	Electrical Energy Systems	
103	Electrical Engineering (Instrumentation and Control)	
104	Electrical Engineering	
105	Electrical Engineering (Electronics and Power)	
106	Electrical Engineering (Industrial Control)	
107	Electrical Machines	
108	Electrical Power Systems	
109	Power Systems Engineering	
110	Electronics and Electrical Engineering	
111	Advanced Communication and Information System	Electronics and Communication Engineering
112	Advanced Electronics and Communication Engineering	
113	Applied Electronics	
114	Applied Electronics and Instrumentation Engineering	
115	Bio Electronics	
116	Digital Communications	
117	Digital Electronics	
118	Digital Electronics and Microprocessor	
119	Digital Electronics and Communication Engineering	
120	Digital Systems	
121	Electronic Engineering	
122	Electronic Instrumentation and Control Engineering	
123	Electronic Science and Engineering	
124	Electronics	
125	Electronics and Avionics	
126	Electronics and Communication Engineering	



127	Electronics and Communication Engineering (Industry Integrated)	
128	Electronics and Communication Technology	
129	Electronics and Instrumentation Engineering	
130	Electronics and Production	
131	Electronics and Telecommunication Engineering	
132	Electronics and Telecommunication Engineering (Technology electronicRadio)	
133	Electronics and Video Engineering	
134	Electronics (Fiber Optics)	
135	Electronics (Robotics)	
136	Electronics and Communication Engineering (Microwaves)	
137	Electronics and Computer Engineering	
138	Electronics and Electrical Engineering	
139	Electronics and Telecommunication Engineering (Radio and System)	
140	Electronics Communication and Instrumentation Engineering	
141	Electronics Engineering	
142	Electronics Engineering (Industry Integrated)	
143	Electronics Engineering (Micro Electronics)	
144	Electronics Engineering (Specialization in Consumer Electronics)	
145	Electronics Engineering (Modern Consumer Electronics)	
146	Electronics Engineering With Microprocessor	
147	Electronics Instrumentation and Control Engineering	
148	Electronics Production and Maintenance	
149	Electronics Robotics	
150	Electronics Technology	
151	Embedded Systems	
152	Industrial Electronics	
153	Micro Electronics	
154	Opto-Electronics Engineering	
155	Power Electronics	
156	Telecommunication Engineering	
157	Telecommunication Technology	
158	TV and Sound Engineering	
159	Information and Communication Technology	
160	Electrical and Electronics (Power System)	
161	Electrical and Electronics Engineering	
162	Electrical Engineering (Electronics and Power)	
163	Environmental Engineering	
164	Civil Engineering (Environment and Pollution Control)	Environmental Engineering
165	Civil Engineering (Environmental Engineering)	
166	Civil Environmental Engineering	
167	Fire Technology and Safety	Fire and Safety Engineering

168	Food Processing and Preservation	Food Engineering
169	Food Processing Technology	
170	Food Technology	
171	Automation and Robotics	Instrumentation Engineering
172	Control and Instrumentation	
173	Instrument Technology	
174	Instrumentation	
175	Instrumentation and Control Engineering	
176	Instrumentation (E&C)	
177	Instrumentation Engineering	
178	Instrumentation Technology	
179	Instruments and Medical Equipment	
180	Applied Electronics and Instrumentation Engineering	
181	Electronic Instrumentation and Control Engineering	
182	Electronics and Instrumentation Engineering	
183	Electronics Robotics	
184	Electrical and Instrumentation Engineering	
185	Electrical Engineering (Instrumentation and Control)	
186	ECG Technology	
187	Automation Engineering	
188	Electronics Communication and Instrumentation Engineering	
189	Footwear Technology	Leather Technology
190	Leather and Fashion Technology	
191	Leather Goods and Footwear Tech	
192	Leather Technology	
193	Leather Technology (Footwear)	
194	Leather Technology Footwear Computer Aided Shoe Design	
195	Leather Technology Tanning	
196	Saddlery Technology and Export Management	
197	Marine Engineering and Systems	Marine Engineering
198	Marine Engineering	
199	Marine Engineering and Systems (Artificer Training)	
200	Marine Engineering and Systems	
201	CAD CAM	Mechanical Engineering
202	Design and Drafting	
203	Foundry Technology	
204	Heat Power Engineering	
205	Machine Engineering	
206	Mechanical (Computer Aided Design, Manufacture and Engineering)	
207	Mechanical CAD/CAM	
208	Mechanical Engineering(Industry Integrated)	
209	Mechanical Engineering	
210	Mechanical Engineering (Auto)	



211	Mechanical Engineering (Maintenance)	
212	Mechanical Engineering (Refrigeration and Air Conditioning)	
213	Mechanical Engineering (Tool and Die)	
214	Mechanical Engineering Automobile	
215	Mechanical Engineering Power Plant Engineering	
216	Mechanical Engineering Production	
217	Mechanical Engineering Specialization in CAD	
218	Mechanical Engineering Tool Engineering	
219	Mechanical Engineering Tube Well Engineering	
220	Mechanical Engineering (CAD/CAM)	
221	Mechanical Engineering (Foundry)	
222	Mechanical Engineering (Machine Tool Maintenance and Repairs)	
223	Mechanical Engineering (Repair and Maintenance)	
224	Mechanical Welding and Sheet Metal Engineering	
225	Navy Entry Artificer/ Diploma in Mechanical and Electrical	
226	Refrigeration and Air Conditioning	
227	Industrial Engineering and Management	
228	Maintenance Engineering	
229	Material Management	
230	Energy Systems Engineering	
231	Mechatronics	Mechatronics
232	Robotics and Mechatronics	
233	Metallurgical Engineering	
234	Metallurgy	Metallurgical Engineering
235	Metallurgy and Material Technology	
236	Artificer Training (Electronics)	
237	Artificer Training (Electrical)	
238	Artificer Training (Mechanical)	Military Engineering
239	Armament Engineering (Gun Fitter)	
240	Weapons Engineering	
241	Navy Entry Artificer/ Diploma in Mechanical and Electrical	
242	Mine Engineering	
243	Mine Surveying	
244	Mining and Mine Surveying	Mining Engineering
245	Shipbuilding Engineering	
246	Drilling Engineering	
247	Drilling Technology	
248	Paint Technology	
249	Chemical Engineering (Oil Technology)	Oil and Paint Technology
250	Chemical Technology (Paint Technology)	
251	Packaging Technology	Packaging Technology
252	Printing and Packing Technology	
253	Petrochemical Engineering	Petrochemical Engineering

254	Petrochemical Refinery	
255	Petrochemical Technology	
256	Petroleum Engineering	
257	Petroleum Technology	
258	Chemical Engineering (Petro Chemical)	
259	Pharmaceutical Chemistry and Technology	Pharmaceutical Engineering
260	Plastic and Mould Technology	
261	Plastic and Polymer Engineering	
262	Plastic Engineering	
263	Plastic Mould Technology	
264	Plastic Technology	
265	Plastics Processing and Testing	Plastic and Polymer Technology
266	Polymer Engineering and Technology	
267	Polymer Technology	
268	Plastic Process and Testing	
269	Chemical Engineering (Plastic and Polymer)	
270	Printing and Packing Technology	Printing Technology
271	Printing Technology	
272	Industrial and Production Engineering	
273	Machine Tools and Maintenance Engineering	
273	Machine Tools Technology	
274	Manufacturing Engineering	
275	Manufacturing Technology	
276	Precision Manufacturing	
277	Production and Industrial Engineering	
278	Production Engineering	
279	Production Technology	
280	Tool and Die Making	
281	Tool and Die Engineering	
282	Tool and Die Under Mechanical Engineering	
283	Tool Die and Mould Making	Production Engineering
284	Fabrication Technology	
285	Fabrication Technology and Erection Engineering	
286	CAD CAM	
287	Design and Drafting	
288	Foundry Technology	
289	Mechanical (Computer Aided Design, Manufacture and Engineering)	
290	Mechanical CAD/CAM	
291	Mechanical Engineering (Tool and Die)	
292	Mechanical Engineering Production	
293	Mechanical Engineering Tool Engineering	
294	Mechanical Engineering (CAD/CAM)	
295	Mechanical Engineering (Foundry)	
296	Mechanical Engineering (Machine Tool Maintenance and Repairs)	
297	Mechanical Welding and Sheet Metal Engineering	
298	Pulp Technology	Pulp Technology
299	Wood and Paper Technology	



300	Apparel Design and Fabric	Textile Technology
301	Apparel Design and Fabrication Technology	
302	Apparel Design and Fashion Technology	
303	Apparel Manufacture and Design	
304	Apparel Technology	
305	Computer Aided Costume Design and Dress Making	
306	Costumer Design and Dress Making	
307	Handloom and Textile Technology	
308	Textile Technology (Man Made Fibre Technology)	
309	Dress Designing and Garment Manufacturing	
310	Fashion and Clothing Technology	
311	Fashion and Design	
312	Fashion and Apparel Design	
313	Fashion Designing	
314	Fashion Designing and Garment Technology	
315	Fashion Technology	
316	Garment Technology	
317	Garment and Fashion Technology	
318	Garment Design and Fashion Technology	
319	Garment Fabrication	
320	Garment Manufacturing Technology	
321	Handloom and Textile Technology	
322	Knitting and Garment Technology	
323	Knitting Technology	
324	Textile Chemistry	
325	Textile Design	
326	Textile Designing	
327	Textile Designing Printing	
328	Textile Engineering	
329	Textile Manufactures	
330	Textile Manufacturing and Technology	
331	Textile Marketing and Management	
332	Textile Processing	
333	Textile Processing Technology	
334	Textile Technology	
335	Textile Technology (Textile Design and Weaving)	
336	Textile Technology (Manmade Fibre)	
337	CDDM (Costume Design and Dress Making)	
338	Rubber Technology	Rubber Technology
339	Chemical Technology (Rubber and Plastic Technology)	
340	Chemical Technology (Rubber/ Plastic)	
341	Hotel Management and Catering Technology	Hotel Management and Catering Technology
342	Biomedical Instrumentation	Medical Electronics
343	Medical Electronics Engineering	
344	Medical Electronics	
345	Medical Laboratory Technology	
346	Instruments and Medical Equipment	



347	Cement Technology	*
348	Engineering Education	*
349	Fisheries Technology	*
350	Home Science	*
351	Jewellery Design and Manufacture Technology	*
352	Library and Information Science	*
353	Sugar Technology	*
354	Travel and Tourism	*
355	Wood Technology	*
356	Beauty and Hair Dressing	*
357	Beauty Culture and Cosmetology	*
358	Cosmetology and Health	*
359	Applied Videography	*
360	Audiography and Sound Engineering	*
361	Cinematography	*
362	Direction Screen Play Writing and TV Production	*
363	Film and Video Editing	*
364	Film Editing and TV Production	*
365	Film Technology and TV Production (Cinematography)	*
366	Film Technology and TV Production (Film Processing)	*
367	Film Technology and TV Production (Sound Recording and Sound Engineering)	*
368	Film Technology (Animation and Visual Effects)	*
369	Photography	*
370	Sound Recording Engineering	*
371	Mass Communication	*
372	Accounts and Audit	*
373	Administration Services	*
374	Computer Application and Business Management	*
375	Finance Account and Auditing	*
376	Modern Office Management	*
377	Modern Office Management and Secretarial Practice	*
378	Modern Office Practice	*
379	Commercial and Computer Practice	*
380	Commercial Practice	*
381	Commercial Practice (KAN and ENG)	*
382	ECG Technology	*
383	Health Care Technology	*
384	Ophthalmic Technology	*
385	Technician X-Ray Technology	*
386	3-D Animation and Graphics	*
387	Animation and Multimedia Technology	*
388	Multimedia Technology	*

Note: The Institutions offering * Diploma Course(s) have to continue at the same Level or may opt for the Closure of the Course.



ANNEXURE-4

Closest available Nomenclature of Diploma for the Under Graduate Degree in Engineering and Technology (*For conversion of Levels*)

S. No.	Existing Nomenclature of Under Graduate Degree	Closest Nomenclature of Diploma
1	Aero Space Engineering	Aeronautical Engineering
2	Aeronautical Engineering	
3	Aircraft Maintenance Engineering	
4	Agricultural Engineering	Agricultural Engineering
5	Agricultural Technology	
6	Agriculture Engineering	
7	Architectural Assistantship	Architectural Assistantship
8	Architecture and Interior Decoration	
9	Architecture Assistantship	
10	Automobile Engineering	Automobile Engineering
11	Automobile Maintenance Engineering	
12	Automotive Technology	
13	Mechanical Engineering Automobile	
14	Biomedical Engineering	Biomedical Engineering
15	Biomedical Instrumentation	
16	Electronics and Biomedical Engineering	
17	Biotechnology	Biotechnology
18	Biotechnology and Biochemical Engineering	
19	Industrial Biotechnology	
20	Ceramic Engineering and Technology	Ceramics Engineering
21	Ceramic Technology	
22	Ceramics Engineering	
23	Chemical and Electro Chemical Engineering	Chemical Engineering
24	Biochemical Engineering	
25	Chemical Engineering	
26	Chemical Engineering (Plastic and Polymer)	
27	Chemical Technology	
28	Dye Stuff Technology	
29	Surface Coating Technology	
30	Oil and Paint Technology	Surface Coating Technology
31	Oil Technology	
32	Oils, Oleo chemicals and Surfactants Technology	
33	Paint Technology	Chemical Engineering (Oil Technology)
34	Building and Construction Technology	
35	Construction Engineering	
36	Construction Technology	
37	Construction Technology and Management	
		Civil Engineering (Construction Technology)

38	Civil Engineering (Construction Technology)	Civil and Environmental Engineering
39	Civil and Infrastructure Engineering	
40	Civil and Environmental Engineering	
41	Environment Engineering	
42	Environmental Engineering	
43	Environmental Science and Engineering	
44	Environmental Science and Technology	
45	Civil Engineering (Environmental Engineering)	
46	Civil Engineering (Public Health Engineering)	Civil Engineering
47	Civil and Rural Engineering	
48	Civil Technology	
49	Civil and Water Management Engineering	
50	Civil Engineering	
51	Civil Engineering and Planning	
52	Construction Engineering and Management	Geo informatics and Surveying Technology
53	Geo Informatics	
54	3-D Animation and Graphics	3-D Animation and Graphics
55	Advanced Computer Application	
56	Computer and Communication Engineering	Computer Engineering Computer Science and Engineering
57	Computer Engineering	
58	Computer Engineering and Application	
59	Computer Networking	
60	Computer Science and Engineering	
61	Computer Science	
62	Computer Science and Technology	
63	Computer Science and Information Technology	
64	Computer Science and Systems Engineering	
65	Computer Technology	
66	Computing in Computing	
67	Computing in Multimedia	
68	Computing in Software	
69	Information and Communication Technology	
70	Information Engineering	
71	Information Science and Engineering	
72	Information Science and Technology	
73	Information Technology	
74	Information Technology and Engineering	
75	Software Engineering	Dairy Engineering
76	Dairy Engineering	
77	Dairy Technology	



78	Electrical and Computer Engineering	Electrical Engineering Electrical and Electronics Engineering
79	Electrical and Electronics (Power System)	
80	Electrical and Electronics Engineering	
81	Electrical and Instrumentation Engineering	
82	Electrical Engineering	
83	Electronics and Electrical Engineering	
84	Electrical Engineering (Electronics and Power)	
85	Electrical Instrumentation and Control Engineering	
86	Electrical, Electronics and Power	Electrical and Power Engineering
87	Electrical and Mechanical Engineering	
88	Electrical and Power Engineering	
89	Electrical Engineering Industrial Control	Advanced Electronics and Communication Engineering
90	Advanced Communication and Information System	
91	Advanced Electronics and Communication Engineering	
92	Applied Electronics and Instrumentation Engineering	
93	Applied Electronics and Communications	
94	Communication Engineering	Digital Electronics
95	Digital Techniques for Design and Planning	
96	Electronic Engineering	Electronics and Communication Engineering
97	Electronic Science and Engineering	
98	Electronics	
99	Electronics and Communication Engineering	
100	Electronics and Communication Engineering (IndustryIntegrated)	Electronics and Telecommunication Engineering
101	Electronics and Instrumentation Engineering	
102	Electronics and Telecommunication Engineering	
103	Electronics and Telecommunication Engineering(Technologynician Electronic Radio)	
104	Electronics Communication and Instrumentation Engineering	
105	Radio Physics and Electronics	
106	Applied Electronics and Instrumentation Engineering	
107	Telecommunication Engineering	
108	Electronics and Biomedical Engineering	
109	Electronics and Communication Engineering (Microwaves)	
110	Electronics and Communication Engineering	Electronics and Electrical Engineering
111	Electronics and Computer Science	
112	Electronics and Control Systems	
113	Electronics and Electrical Engineering	
114	Electronics and Power Engineering	
115	Electronics and Telematics Engineering	
116	Electronics Design Technology	
117	Electronics Engineering	
118	Electronics Instrumentation and Control Engineering	



119	Electronics System Engineering	
120	Electronics Technology	
121	Optics and Optoelectronics	Opto-Electronics Engineering
122	Power Electronics	
123	Power Electronics and Instrumentation Engineering	Power Electronics
124	Power Electronics Engineering	
125	Fire Technology and Safety	
126	Safety and Fire Engineering	Fire Technology and Safety
127	Food Engineering and Technology	
128	Food Processing and Preservation	
129	Food Processing Technology	Food Technology
130	Food Technology	
131	Food Technology and Management	
132	Automation and Robotics	
133	Automation Engineering	Automation Engineering
134	Instrument Technology	
135	Instrumentation	
136	Instrumentation and Control Engineering	
137	Instrumentation and Electronics	Instrumentation Engineering
138	Instrumentation Engineering	
139	Instrumentation Technology	
140	Robotics and Automation	Automation and Robotics
141	Medical Electronics Engineering	
142	Medical Electronics	Medical Electronics Engineering
143	Medical Lab Technology	
144	Foot Wear Technology	Footwear Technology
145	Leather Technology	Leather Technology
146	Naval Architecture and Ship Building Engineering	
147	Shipbuilding Engineering	Shipbuilding Engineering
148	Marine Engineering	
149	Marine Technology	Marine Engineering
150	Industrial and Production Engineering	
151	Industrial Engineering	
152	Industrial Engineering and Management	Industrial and Production Engineering
153	Mechanical Engineering (Production)	
154	Production and Industrial Engineering	
155	Production Engineering	
156	Manufacturing Engineering	
157	Manufacturing Engineering and Automation	
158	Manufacturing Engineering and Technology	Manufacturing Engineering
159	Manufacturing Process and Automation Engineering	
160	Manufacturing Science and Engineering	
161	Manufacturing Technology	
162	Mechanical and Automation Engineering	Mechanical Engineering



163	Mechanical Engineering (Industry Integrated)	
164	Mechanical Engineering	
165	Power Engineering	
166	Mechanical Engineering (Automobile)	Mechanical Engineering (Automobile)
167	Mechanical Engineering Automobile	
168	Mechanical Engineering (Repair and Maintenance)	
169	Precision Manufacturing	Mechatronics
170	Mechatronics	
171	Mechatronics Engineering	
172	Tool Engineering	Tool and Die Engineering
173	Material Science and Technology	Metallurgical Engineering
174	Metallurgical and Materials Engineering	
175	Metallurgical Engineering	
176	Metallurgy	
177	Metallurgy and Material Technology	
178	Mine Engineering	Mining Engineering
179	Mining Engineering	
180	Packaging Technology	Printing and Packing Technology
181	Printing and Packing Technology	
182	Printing Technology	
183	Petrochem and Petroleum Refinery Engineering	Petroleum Engineering
184	Petrochemical Engineering	
185	Petrochemical Technology	
186	Petroleum Engineering	
187	Petroleum Technology	
188	Pharmaceuticals and Fine Chemical Technology Pharmaceutical Chemistry and Technology	Pharmaceutical Chemistry and Technology
189	Pharmaceutical Chemistry and Technology	
190	Plastic and Polymer Engineering	Plastic and Polymer Engineering
191	Plastics Engineering	
192	Plastics Technology	
193	Polymer Engineering	
194	Polymer Engineering and Technology	
195	Polymer Science and Chemical Technology	
196	Polymer Science and Technology	
197	Polymer Technology	
198	Pulp Technology	Pulp Technology
199	Apparel and Production Management	Apparel Manufacture and Design
200	Fashion and Apparel Technology	Fashion and Apparel Design
201	Fashion and Apparel Engineering	
202	Fashion Technology	
203	Fibres and Textiles Processing Technology	Textile Processing Technology
204	Jute and Fibre Technology	
205	Man Made Fibre Technology	

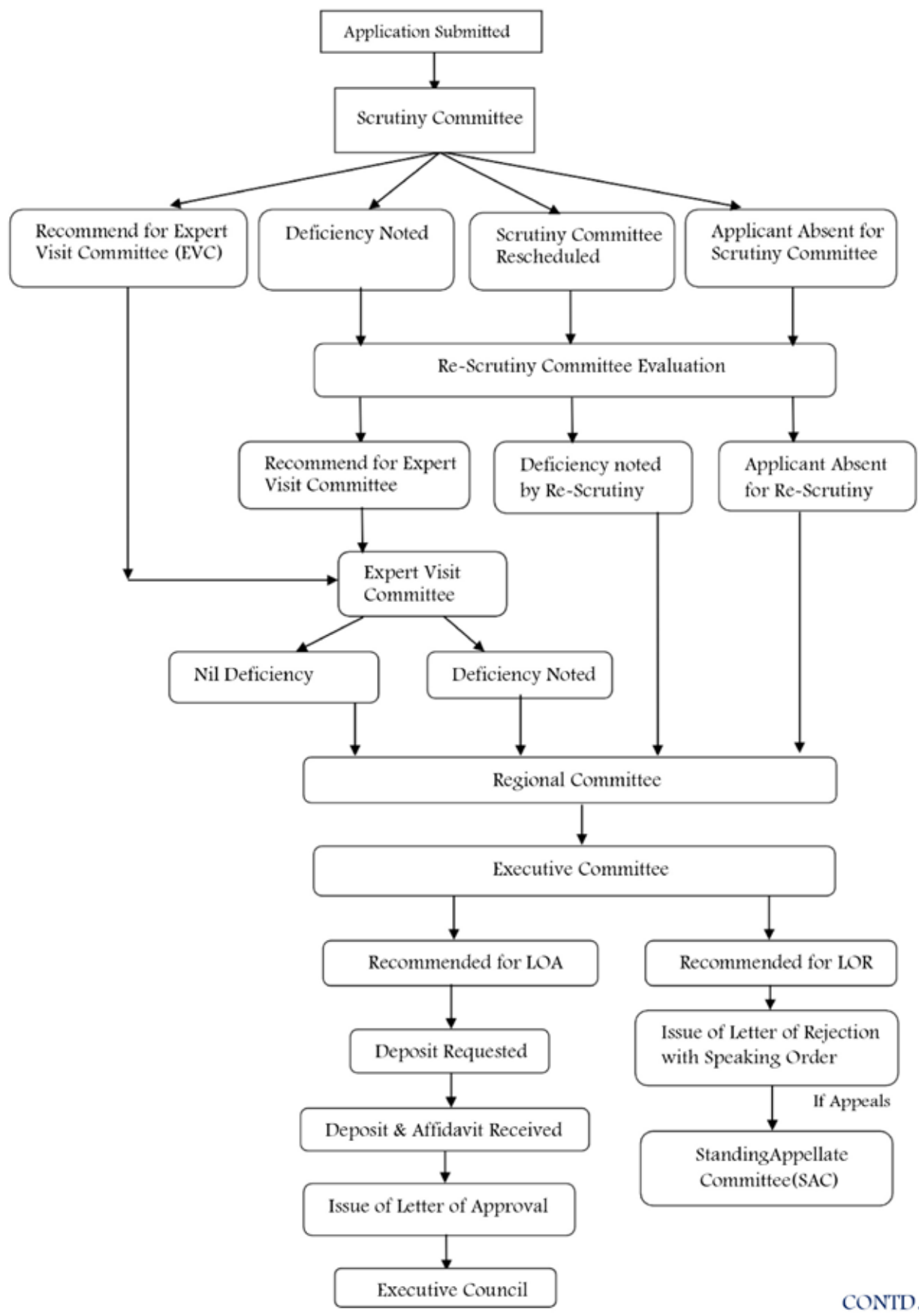
206	Man-Made Textile Technology	
207	Silk Technology	Textile Engineering
208	Textile Chemistry	
209	Textile Engineering	
210	Textile Plant Engineering	
211	Textile Processing	
212	Textile Technology	
213	Rubber Technology	Rubber Technology
214	Cement and Ceramic Technology	Cement Technology
215	Nano Science and Technology	*
216	Nano Technology	*
217	Nano Technology and Robotics	*
218	Planning	*
219	Energy and Environmental Management	*
220	Energy Engineering	*
221	Airline Management	*

NOTE: The Institutions offering * Degree Course(s) have to continue at the same Level or may opt for the Closure of the Course.



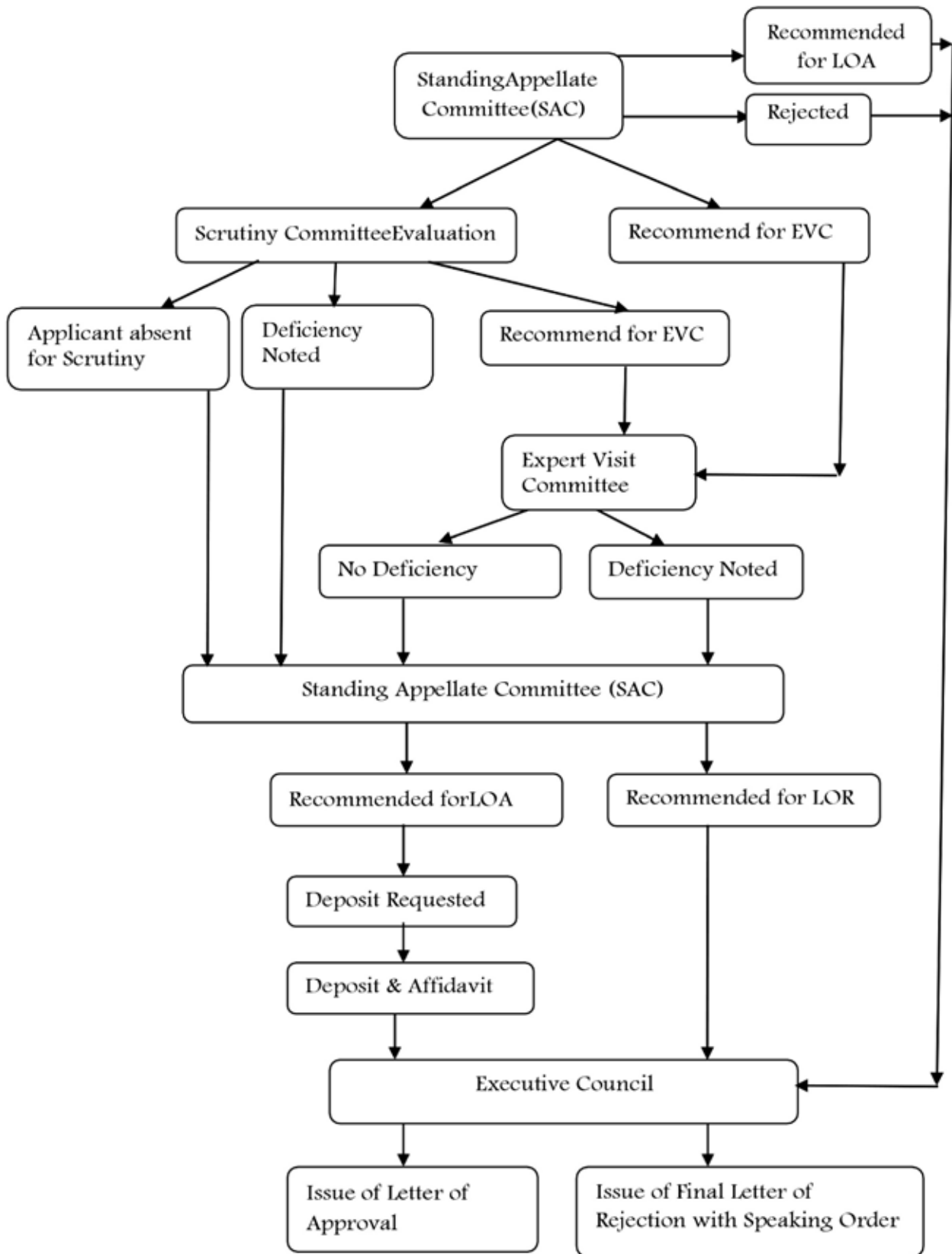
ANNEXURE-5

Process Flow Chart for the Establishment of a New Technical Institution Issue of LoA/ LoR



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ANNEXURE-6

Major Disciplines, their corresponding Courses and Relevant/ Appropriate Branch of Under Graduate Degree in Engineering and Technology

Major Disciplines	Corresponding Course(s)	Under Graduate Degree Courses permissible for Merger
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
	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 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
		Dairy Technology
Electrical Engineering	Electrical Engineering	Electrical and Computer Engineering
		Electrical and Electronics (Power System)
		Electrical and Electronics Engineering
		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 Engineering	Electronics Engineering	Biomedical Engineering
		Digital Techniques for Design and Planning
		Electrical and Electronics Engineering
		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
		Biomedical Engineering
		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 Communication and Instrumentation Engineering
		Electronics and Telematics Engineering
		Telecommunication Engineering
		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	
	Medical Electronics Engineering	



	Medical Electronics	Medical Electronics
		Medical Lab Technology
		Electronics and Biomedical Engineering
Mechanical Engineering	Mechanical Engineering	Electrical and Mechanical Engineering
		Mechanical Engineering (Industry Integrated)
		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 (Production)
		Precision Manufacturing
		Production and Industrial Engineering
		Production Engineering
		Tool Engineering
	Automobile Engineering	Automobile Engineering
		Automobile Maintenance Engineering
		Automotive Technology
		Mechanical Engineering (Automobile)
	Industrial Engineering	Mechanical Engineering Automobile
		Industrial and Production Engineering
		Industrial Engineering
	Industrial Engineering and Management	Industrial Engineering and Management
		Mechanical and Automation Engineering
Mechatronics Engineering		
Mechatronics Engineering	Mechatronics	
	Mechatronics Engineering	
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
		Material Science and Technology

Metallurgy Engineering	Metallurgy Engineering	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
		Pharmaceutical 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



ANNEXURE-7

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 Merger	
Aeronautical Engineering		Aero Space Engineering	
		Aeronautical Engineering	
		Aircraft Maintenance Engineering (Avionics)	
		Aircraft Maintenance Engineering	
Agriculture Engineering		Agricultural Engineering	
		Agricultural Technology	
Architecture		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 (Petro Chemical)	
		Chemical Engineering (Plastic and Polymer)	
		Chemical Engineering (Sugar Technology)	
		Chemical Engineering	
		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 Mould Technology	



	Plastic and Polymer Technology	Plastic and Polymer Engineering	
		Plastic Engineering	
		Plastic Mould Technology	
		Plastic Technology	
		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 Technology	
		Construction Engineering	
		Construction Technology	
		Construction Technology and Management	
		Geoinformatics and Surveying Technology	
		Geographic Information System 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 Engineering	Water Resource Management	
		Civil Engineering (Water Resource and Management)	
		Water Technology and Health Science	
	Computer Science and Engineering	Computer Science Engineering	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
		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 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 Engineering	Applied Electronics
		Digital Electronics
		Digital Electronics and Microprocessor
		Digital Systems
		Electrical and Electronics (Power System)

		Electrical and Electronics Engineering
		Electrical and Electronics Engineering
		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
		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 Telecommunication Engineering (Radio and System)
		Electronics Communication and Instrumentation Engineering
		Telecommunication Engineering
		Telecommunication Technology
		TV and Sound Engineering
	Information and Communication Technology	
	Applied Electronics and Instrumentation Engineering	



	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
		Electronics and Instrumentation Engineering
		Electronics (Robotics)
		Electronics Communication and Instrumentation Engineering
		Electronics Robotics
		Industrial Electronics
		Instrument Technology
		Instrumentation
		Instrumentation and Control Engineering
		Instrumentation (E&C)
	Instrumentation Engineering	
	Instrumentation Technology	
	Medical Electronics Engineering	Bio Electronics
		Biomedical Engineering
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		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 (Automobile)

		Mechanical Engineering Auto Mobile
		Energy Systems Engineering
		Heat Power Engineering
		Maintenance Engineering
		Mechanical Engineering (Industry Integrated)
		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
		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 (Automobile)
		Mechanical Engineering (Tool and Die)
		Mechanical Engineering Automobile
		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)
		Mechanical Welding and Sheet Metal Engineering
		Precision Manufacturing
		Production and Industrial Engineering
	Production Engineering	
	Production Technology	



		Tool and Die Making
		Tool and Die Engineering
		Tool and Die Under Mechanical Engineering
		Tool Die and Mould Making
	Mechatronics	Mechatronics
		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
		Handloom and Textile Technology
		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 (Textile Design and Weaving)
		Textile Technology (Manmade Fibre)
		CDDM (Costume Design and Dress Making)
Biomedical Engineering		Biomedical Engineering
		ECG Technology
		Health Care Technology
		Instruments and Medical Equipment
		Medical Laboratory Technology
		Ophthalmic Technology
		Technician X-Ray Technology
Multimedia Technology		3-D Animation and Graphics
		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 Recording 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

State Wise Competent Authorities to issue Certificates with Respect to the Land/ Building

State	Land use Certificate	Land Conversion Certificate	Khasra Plan/ Master Plan	Land Classification (Urban/ Rural)	Site Plan	Building Plan	Occupation Certificate
Central Region							
Chhattisgarh	Urban and Rural - Town and Country Planning	Urban and Rural - Sub Divisional Magistrate/ Division Office	Urban - Tahsildar; Rural - Patwari	Urban and Rural-Town and Country Planning	Urban and Rural - Town and Country Planning	Urban - Municipal Corporation; Rural- Town and Country Planning	Town and Country Planning, Municipal Corporation
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	Nagar Palika, Town Planner, Nagar Panchayat, Commissioner of Municipal Corporation, Collector
Madhya Pradesh	Urban and Rural - Town and Country Planning	Urban and Rural -Sub Divisional Magistrate/ Tahsildar	Urban - Tahsildar; Rural - Patwari/ Tahsildar	Urban-Collector/ Nagar Nigam/ Nagarpalika; Rural-Gram Panchayat/Jila Panchayat	Urban and Rural - Town and Country Planning	Urban-Municipal Corporation/ Nagar Palik Nigam; Rural - Gram Panchayat/ JilaPanchayat	Nagar Palika, Town Planner, Nagar Panchayat, Commissioner of Municipal Corporation, Collector, Village Panchayat
Eastern Region							
Andaman and Nicobar	Chief Engineer, APWD for notified Area	SDM, Deputy Commissioner Office	SDM, Deputy Commissioner Office	Chief Engineer, APWD for notified Area	Chief Engineer, APWD for notified Area	Rural - Panchayat Urban -Andaman Public Works Institutions/ Port Blair Municipal Council for Private Institutions	Andaman Public Works Department



State Wise Competent Authorities to issue Certificates with Respect to the Land/ Building

State	Land use Certificate	Land Conversion Certificate	Khasra Plan/ Master Plan	Land Classification (Urban/ Rural)	Site Plan	Building Plan	Occupation Certificate
Arunachal Pradesh	Deputy Commissioner, Govt. of Arunachal Pradesh	Department of Land Management, Govt. of Arunachal Pradesh	Deputy Commissioner, Govt. of Arunachal Pradesh	Deputy Commissioner, Govt. of Arunachal Pradesh	Prepared by various Engineering Departments and approved by the Directorate of Higher and Technical Education		The Deputy Commissioner of the respective Districts
Assam	Urban and Rural - Revenue Circle Office	Urban and Rural - Revenue Circle Office	Urban and Rural - Public Works Department (Building)	Urban and Rural - Revenue Circle Office	Urban and Rural - Public Works Department (Building)	Urban and Rural - Public Works Department (Building)	1. Guwahati Metro: GMDA or GMC 2. Other Urban: Municipal Corporation under whose jurisdiction the building is situated. 3. Rural: Panchayat
Jharkhand	Urban and Rural - Officer authorized by Deputy Commissioner	Not applicable in Jharkhand	Rural - Panchayat/ circle Officer; Urban - Local bodies i.e. Nagar Panchayat, 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, 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, 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, Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	Urban: Municipal Corporation under whose jurisdiction the Building is situated Rural: Panchayat
Manipur	Department of Settlement and Land Records, Govt. of Manipur	Department 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	District Settlement Officer, Department of Settlement and Land Records Government of Manipur, Lamphelpat,

State Wise Competent Authorities to issue Certificates with Respect to the Land/ Building

State	Land use Certificate	Land Conversion Certificate	Khasra Plan/ Master Plan	Land Classification (Urban/ Rural)	Site Plan	Building Plan	Occupation Certificate
Meghalaya	Local Revenue/ Education Authority	-	PWD/ Urban Development Authority	Urban Development Authority	PWD Building Division	PWD Building Division	Meghalaya Urban Development Authority
Mizoram	Aizawl Urban: Secretary, Land Revenue & Settlement Outside Aizawl: Secretary, Land Revenue & Settlement	All districts in the State : Settlement Officer of the Concerned District	Aizawl Urban: Aizawl Municipal Corporation Outside Aizawl: Head of the Concerned Department	Aizawl Urban: Secretary, Land Revenue and Settlement Outside Aizawl: Secretary, Land Revenue and Settlement	Aizawl Urban: Aizawl Municipal Corporation Outside Aizawl: Head of the Concerned Department	Aizawl Urban: Aizawl Municipal Corporation Outside Aizawl: Head of the Concerned Department	Aizawl Municipal Council
Nagaland	Local Revenue Authority	-	Local Revenue Authority	Local Revenue Authority	Executive Engineer, PWD Housing (EDN)	Architect, PWD/ Housing (EDN)	Urban Development Department Nagaland, Kohima
Orissa	Revenue and Disaster Management Department,	Revenue and Disaster Management Department, Govt. of Odisha	Revenue and Disaster Management Department, Govt. of Odisha	Revenue and Disaster Management Department, Govt. of Odisha	Rural- Block Development Officer Urban and Urban Development/Town	Rural-Block Development Officer Urban - Housing and Urban	Rural – Panchayat Samiti Urban-Municipality

State Wise Competent Authorities to issue Certificates with Respect to the Land/ Building

State	Land use Certificate	Land Conversion Certificate	Khasra Plan/Master Plan	Land Classification (Urban/ Rural)	Site Plan	Building Plan	Occupation Certificate
	Govt. of Odisha				Planning/ Development Authority	Development Department/ Town Planning/ Development Authority	
Sikkim	Land Revenue Department of the District	Land Revenue Department of the District	District Collectorate of respective District	District Collectorate of respective District	Divisional Engineer of the HRDD of respective District	Divisional Engineer Building and Housing/ Urban Development Department	Urban Development and Housing Department, Sikkim
Tripura	Local Revenue Authority	NA	Local Revenue Authority	Local Revenue Authority	Executive Engineer, PWD	Architect, PWD/ THCB	Agartala Municipal Council
West Bengal	Rural - BL and LRO Urban - ADM (Land & LR) Metro/ Mega - ADM (Land & LR)	Rural - BL and LRO Urban - ADM (Land & LR) Metro/ Mega - ADM (Land & LR)	Rural - Gram Panchayat/ Panchayat Samiti/ Zilla Parishad/ DM and Executive Officer, Zilla Parishad/ Urban - Corporation/ Municipality/ Development Authority	Rural - BL and LRO Urban - ADM (Land & LR) Metro/ Mega - ADM (Land & LR)	Rural - Gram Panchayat/ Samiti/ Zilla Parishad Officer, Zilla Parishad/ Municipality/ Development Authority	Rural - Gram Panchayat/ Panchayat DM and Executive Officer, Zilla Parishad - Corporation/ Municipality/ Development Authority	Rural - Pradhan of the concerned Gram Panchayat with Registered Architect Urban, Mega/Metro -Corporation/ Municipality/ Development Authority/ Registered Architect
Northern Region							
Bihar	<p>For construction of state Government owned Institutions on Government Land, the State Government allocates Land through his cabinet decision, so Certificates, regarding Land use/conversion/ encumbrance and advocate Certificates are not required.</p> <p>In case of private Institutions, where Land is registered in the Name of the society/trust/company those Certificates are issued by the respective Circle Officer of the block.</p>						
	<p>Building of all Government owned Institutions are compulsorily designed and constructed by the Building Construction Department, Government of Bihar. The Senior Architect (Chief Architect I/C), Building Construction Department is Competent Authority to issue Certificates in all matters related to Buildings of Government owned Institutions.</p> <p>In the matter of private Institutions, the approval of Building design and its permission is given by the local bodies such as Gram Panchayat/ Nagar panchayat/ Municipal Corporation/ Regional Development Authority</p>						

State Wise Competent Authorities to issue Certificates with Respect to the Land/ Building

State	Land use Certificate	Land Conversion Certificate	Khasra Plan/Master Plan	Land Classification (Urban/ Rural)	Site Plan	Building Plan	Occupation Certificate
Uttarakhand	Concerned SDM	Concerned SDM	Rural - Village Panchayat Officer/ Village Development Officer Urban - EP of Local Bodies i.e. Nagar Panchayat/ Nagar Parishad/ Nagar Nigam as per their Jurisdiction	Rural - Village Panchayat Officer/ Village Development Officer Urban - EP of Local Bodies i.e. Nagar Panchayat/ Nagar Parishad/ Nagar Nigam as per their Jurisdiction	Rural - Village Panchayat Officer/ Village Development Officer Urban - EP of Local Bodies i.e. Nagar Panchayat/ Nagar Parishad/ Nagar Palika/ Nagar Nigam as per their Jurisdiction	Concerned Construction Agency	For Self Finance/Private Institution Urban- Development Authority Rural - Sub Divisional Magistrate/ Tehsildar For Government Institution Principal/ Director of Institution
Uttar Pradesh	Town and Country Planning Department/ Development Authority/ Municipal Authority/ Housing and Urban Planning Department	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Department/ 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	Chief Executive Officer/ Executive Officer or Nominated Officer by District Development Authority Chief Executive Officer/ Executive Officer or Nominated Officer by District Municipal Corporation, Nagar Palika Parishad/ Jila Panchayat Nagar Panchayat
North Western Region							
Chandigarh	Town and Country Planning Department/ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Department/ Revenue Authority	Town and Country Planning Department/ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Chief Administrator, Commissioner, Department of Town & Country Planning

State Wise Competent Authorities to issue Certificates with Respect to the Land/ Building

Haryana	Competent Authority for grant of CLU permissions for setting up of Educational Institutions in the state of Haryana. Such CLU permissions are required to be obtained only for the sites, which are located within controlled area declared under the provision of act 41 of 1963. The part of the controlled area, which falls within urbanizable zone of development Plan can be classified area, whereas, part of the controlled area falling with in the agriculture zone may be classified as rural area. The Change of Land use permission for setting up of Educational Institutions in the confirming zone of urban areas is granted by Director, Town & County Planning Haryana, whereas in the agricultural zone such permission are granted by the Govt. after relaxing the zoning regulation of respective development Plans (there is no provision in the zoning regulation to grant CLU permission for setting up of Educational Institutions in agriculture zone).It is also worth mentioned here that powers to grant permission for the areas falling within the Municipal limits, vests with Director, Urban Local Bodies, Haryana Panchkula. The Competent Authority for sanction of Building Plans for such CLU granted sites is respective District Town Planner, Senior Town Planner and Director Town & Country Planning, depending upon on the site in question	The Director General, Technical Education Department, Govt. of Haryana, Panchkula, Haryana				
Himachal Pradesh	Town & Country Planning Department/ Development Authority/ Municipal Authority of Concerned area	Revenue Authority/ Development Authority/ Municipal Authority of Concerned area	Town & Country Planning Department/ Development Authority/ State Revenue Authority of Concerned area	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat of Concerned area	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat of Concerned area	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
J&K/ LADAKH	Urban- Municipality Rural-Assistant Commissioner Revenue	Urban- Deputy Commissioner Rural - Assistant Commissioner Revenue	Urban-Assistant Commissioner Revenue Rural- Assistant Commissioner Revenue	Urban- Municipality Rural - Assistant Commissioner Revenue	Urban - Prepared by Architect and approved by Municipal Authority/ Revenue Authority Rural - Prepared by Architect & approved by Revenue Authority/BDO	Urban- Municipality Rural-Deputy Commissioner

State Wise Competent Authorities to issue Certificates with Respect to the Land/ Building

State	Land use Certificate	Land Conversion Certificate	Khasra Plan/ Master Plan	Land Classification (Urban/ Rural)	Site Plan	Building Plan	Occupation Certificate
New Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Commissioner of DDA/Municipal Corporation of Delhi	Revenue Authority/ BDO	Joint Director (Planning), DTTE
Punjab	Respective District Town Planner of Department, Town and Country Planning	Respective Senior Town Planner of Department of Town and Country Planning, Punjab for a project measuring an area of 25 acres, if the site falls within notified Master Plan. For a project measuring an area up to 25 acres, if site falls within the draft Master Plan/ Notified Local Planning Area - Government. For a project measuring an area above 25 acre - Government	Respective District Town Planner of Department, Town and Country Planning	Respective District Town Planner of Department, Town and Country Planning	Respective Senior Town Planner of Department, Town and Country Planning, for an area of Building upto 5000 m ² Chief Town Planner, Punjab for an area of Building above 5000 m ²	Respective Senior Town Planner of Department, Town and Country Planning, for an area of the Building measuring up to 5000m ² Chief Town Planner, Punjab for an area of the Building above 5000 m ²	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

1. Government Institute

State	Type of Area	Land Use Certificate	Land Conversion Certificate	Khasra Plan/Master Plan	Classification of Land (Urban/Rural)	Site Plan	Building Plan	Land Unit	Conversion to sq.m	Occupancy Certificate
Rajasthan	In case of Urban Area	Land Allotment letter by District Administration Collector / SDM/ADM	Not require, as land is allotted by Govt.	Collector/Town planner	State Govt. Deptt	Chief Engineer XEN of PWD/RSRDC/AVS	Chief Architect or Chief Engineer XEN of PWD/RSRDC/AVS	1 acre – 4046 hectare 1 bigha = 1618 sq.m	4046 sq.m = 0.4	Nagar Nigam / Municipal Corporation/ Municipality/ Principal of the Institute
	In case of Rural Area	Land Allotment letter by District Administration Collector / SDM/ADM	Not require, as land is allotted by Govt	Local Authority	State Govt. Deptt.	Chief Architect or Chief Engineer XEN of PWD/RSRDC/AVS	Chief Architect or Chief Engineer XEN of PWD/RSRDC/AVS	1 acre – 4046 hectare 1 bigha = 1618 sq.m	4046 sq.m = 0.4	Nagar Nigam / Municipal Corporation/ Municipality/ Principal of the Institute

2. Private Institute

State	Type of Area	Land Use Certificate	Land Conversion Certificate	Khasra Plan/Master Plan	Classification of Land (Urban/Rural)	Site Plan	Building Plan	Land Unit	Conversion to sq.m	Occupancy Certificate
Rajasthan	In case of Urban Area	Collector/SDO/ State Govt. (Depending in land area)	Collector/SDO/ State Govt. (Depending in land area)	Collector/Town Planner	State Govt. Deptt	Nagar Nigam/ Nagar Parishad/ Nagar Palika/UIT/ Local Development Authority	Nagar Nigam/ Nagar Parishad/ Nagar Palika/UIT/ Local Development Authority	1 acre – 4046 hectare 1 bigha = 1618 sq.m	4046 sq.m = 0.4	Nagar Nigam/ Municipal Corporation/ Municipality
	In case of Rural Area	Collector/SDO/ State Govt. (Depending in land area)	Collector/SDO/ State Govt. (Depending in land area)	Local Authority	State Govt. Deptt	Nagar Nigam/ Nagar Parishad/ Nagar Palika/UIT/ Local Development Authority	Nagar Nigam/ Nagar Parishad/ Nagar Palika/UIT/ Local Development Authority	1 acre – 4046 hectare 1 bigha = 1618 sq.m	4046 sq.m = 0.4	Nagar Nigam/ Municipal Corporation/ Municipality

State Wise Competent Authorities to issue Certificates with Respect to the Land/ Building

State	Land use Certificate	Land Conversion Certificate	Khasra Plan/ Master Plan	Land Classification (Urban/ Rural)	Site Plan	Building Plan	Occupation Certificate
South Central Region							
Andhra Pradesh	DTCP /UDA/ Municipal Corporation/ 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/ UDA/ Municipal Council Remarks: wherever sanctioned General Town Planning scheme (Master Plan) and Area covered by GTPS schemes proposals in other areas	DTCP/MRO Remarks: as per Census	Local Executive Authority (Council and Executive Officer) 2. DTCP 3. AMRDA/ Urban Local Bodies	1. Commissioner in Municipal Corporation area 2. Vice Chairman in UDA 3. DTCP	Local bodies such as Commissioner of Municipal Corporation / Municipality/ Director, Directorate of Town and Country Planning is the Competent Authority for other areas
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 in other areas	DTCP Remarks: as per Census	Local Executive Authority (Council and Executive Officer) DTCP HMDA/ Urban local bodies Remarks: Municipal/ Gram Panchayat/ Local Executive authority. Where sanctioned GTP Schemes Respective Commissioner/ Chairman of Local bodies	Commissioner in GHMC area Vice Chairman in UDA Local body/ Executive Authority of Gram Panchayat Remarks: Municipal Commissioner for GHMC area wherever Urban Development Authority Gram Panchayat (Gram Panchayat is not applicable to Government Building, subject to the conditions laid down by Andhra Pradesh (Andhra area Town Planning Act issued on 7th September 1920 is applicable for both Andhra and Telangana)	Commissioner for Hyderabad, Warangal (UA) and Director, Directorate of Town and Country Planning for areas other than Hyderabad

State Wise Competent Authorities to issue Certificates with Respect to the Land/ Building

State	Land use Certificate	Land Conversion Certificate	Khasra Plan/ Master Plan	Land Classification (Urban/ Rural)	Site Plan	Building Plan	Occupation Certificate
Southern Region							
Pondicherry	Revenue Divisional Officer/ Tahsildar	Revenue Divisional Officer/ Tahsildar	Village Administrative Officer	Tahsildar	Department of Town and Country Planning	Department of Town and Country Planning	Town and Country Planning Department- Pondicherry, Karaikal, Yanam and Mahe
Tamil Nadu	Revenue Divisional Officer/ Tahsildar	Revenue Divisional Officer/ Tahsildar	Village Administrative Officer	Tahsildar	Department of Town and Country Planning	Department of Town and Country Planning	Member Secretary, CMDA for Chennai and Directorate of Town and Country Planning for areas other than Chennai
South Western Region							
Karnataka	Urban -Urban Development Authority/ Planning Authority/ Municipal Planning Authority Rural - Urban Development Authority/ Concerned Local body	Urban - Revenue Department Rural - Revenue Department. Govt. Land to be exempted.	Urban - Urban Development Authority/Municipal Planning Authority Rural - Urban Development Authority/Municipal Planning Authority. Concerned Local body	Urban - Urban Development Authority/ Planning Authority/ Municipal Planning Authority Rural: Urban Development Authority/ Concerned Local body	Urban-Urban Development Authority/ Municipal Planning Authority Rural-Planning Authority/ Municipal Planning Authority. Concerned Local body	Urban - Urban Local Body/Rural Local Body Rural: Urban Local Body/Gram Panchayat. Concerned Local body	Urban-Urban Local Body/ Rural Local Body Local-Gram Panchayat (Building Completion Certificate) Concerned Local body/ Local Gram Panchayat
Kerala	Tahsildar	District Collector	Head, Local Body	Town Planning Officer/ Local Body	Head, Local Body	Head, Local Body/ Town Planning	Secretary of the Concerned Local Body
Western Region							
Daman and Diu	Deputy Collector, Daman	Mamlatdar, Daman	Associate Town Planner, Daman		Associate Town Planner, Daman	Associate Town Planner, Daman	
Goa	Town & Country Planning Department	Collector of respective District	Land Survey Department/ Town &	Planning Development Authority/Town &Country	Town & Country Planning Department concerned area	Town & Country Planning Department	Municipality/ Village Panchayat of concerned area

State Wise Competent Authorities to issue Certificates with Respect to the Land/ Building

State	Land use Certificate	Land Conversion Certificate	Khasra Plan/ Master Plan	Land Classification (Urban/ Rural)	Site Plan	Building Plan	Occupation Certificate
Maharashtra - Metro	Collector/ Municipal Corporation	Collector/ Municipal Corporation	Country Planning Department	Planning Department		Office of concerned area	
Maharashtra - Urban and Rural Area	Collector/Muni Corporation/ Nagar Palika/N Panchayat	Collector/ Municipal Corporation/ Nagar Palika/ Nagar Panchayat	Municipal Corporation/ Nagar Palika/ Nagar Panchayat/ Tahsildar	Municipal Corporation	Municipal Corporation	Municipal Corporation	Municipal Corporation
DTCP Directorate of 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 the 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 to be produced for the same.

Conversion Metrics 1 Hectare = 10000 m²; 1 Acre = 4046.86 m²; 1 Bigha = 1338 m²; 1 Pari = 10117.14 m²



ANNEXURE-9

Guidelines for the Appointment of Adjunct Faculty/ Resource Persons from Industry in AICTE approved Technical Institutions

1. **INTRODUCTION:** To improve the employ ability of students, industrial exposure shall be provided by appointing Adjunct Faculty/ Resource persons in Technical Institutions. However, for computing the Faculty deficiency only regular Faculty shall be counted.
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 the 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 an Institution to teach but is not a full member of the Faculty. Adjunct Faculty is a Part Time or contingent instructor. There are academicians, professionals whose primary employment activity is out side the Institution and who are not interested in seeking full-time appointment with the Institution, but shall contribute to teaching in the Technical Institutions/ academic Programmes. The Adjunct Faculty shall be an eminent Professional/ Scientist/ Engineer having recognition at the national/ international Level and having outstanding published work.
4. **QUALIFICATIONS AND EXPERIENCE:** An Adjunct Faculty/ Resource person shall be a Faculty retired from Technical Institution or a person of eminence, with or without a Post Graduate or Ph.D. qualifications having 10 to 15 years of experience from Industry/ Organization. There shall be no upper age limit for Adjunct Faculty/ Resource Person as long as he/ she add value to the Education and academic activities of the Institution. He/ She 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 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 shall work in 2 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, For example, if an Adjunct Faculty is working in 2 Institutions simultaneously, his/ her weightage in each Institution shall be 50%.

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 grants under "Adjunct Faculty Scheme" from AICTE cannot work as Adjunct Faculty in other Institutions.
6. **STRENGTH OF ADJUNCT FACULTY:** In case of Planning-30% and Design-20%, Adjunct Faculty/ Resource Persons are permissible, since the Programme requires exhaustive practical field exposure. In all other

7. Programmes, ONLY under exigent conditions such as relieving/retirement of Faculty members/ delay in Faculty recruitment, Institutions may avail the services of Adjunct Faculty/ Resource Persons up to a maximum of 10% of the required Faculty members as per the "Approved Intake", for a period not exceeding one Academic Session.
8. FUNCTIONS: Functions of Adjunct Faculty/ Resource person from Industry are:

Teaching Technical Course(s): Adjunct Faculty shall be expected to teach Course(s) 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 Under Graduate and Post Graduate students, helping students network and active collaboration with the Industry/ Employer providing internship and job opportunities.
9. 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 guest house.

An honorarium of ₹1000/- only (Rupees One Thousand Only) per lecture up to a maximum of ₹4000/- (Rupees Four Thousand only) per day of service, subject to a maximum ceiling of ₹80000/- (Rupees Eighty Thousand only) per month.

Other facilities such as Office Room, Secretarial Services, depending on their involvement in academic activities, shall be considered.
10. APPOINTMENT: Their appointment shall be made by a Competent Authority, based on the recommendations of a Committee. The period of their empanelment shall vary between six months to three years.
11. MONITORING: The performance of every Adjunct Faculty shall be monitored at the end of the assignment based on the "Performance Report" submitted to the host Institution for continuation/ renewal oftenure.

ANNEXURE-10

Mandatory Disclosures

The following information shall be given in the information Brochure besides being hosted on the Institution's official Website.

The onus of the authenticity of the information lies with the Institution ONLY and not on AICTE.

- 1. Name of the Institution**
 - Address including Telephone, Mobile, E-Mail
- 2. Name and address of the Trust/ Society/ Company and the Trustees**
 - Address including Telephone, Mobile, E-Mail
- 3. Name and Address of the Vice Chancellor/ Principal/Director**
 - Address including Telephone, Mobile, E-Mail
- 4. Name of the affiliating University**
- 5. Governance**
 - Members of the Board and their brief background
 - Members of Academic Advisory Body
 - Frequency of the Board Meeting and Academic Advisory Body
 - Organizational chart and processes
 - Nature and Extent of involvement of Faculty and students in academic affairs/improvements
 - Mechanism/ Norms and Procedure for democratic/ good Governance
 - Student Feedback on Institutional Governance/ Faculty performance
 - Grievance Redressal mechanism for Faculty, staff and students
 - Establishment of Anti Ragging Committee
 - Establishment of Online Grievance Redressal Mechanism
 - Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University
 - Establishment of Internal Complaint Committee (ICC)
 - Establishment of Committee for SC/ST
 - Internal Quality Assurance Cell
- 6. Programmes**
 - Name of Programmes approved by AICTE
 - Name of Programmes Accredited by NBA
 - Status of Accreditation of the Courses
 - Total number of Courses
 - No. of Courses for which applied for Accreditation
 - Status of Accreditation – Preliminary/ Applied for SAR and results awaited/ Applied for SAR and visits completed/ Results of the visits awaited/ Rejected/ Approved for . . . Courses (specify the number of courses)

- For each Programme the following details are to be given(Preferably in Tabular form):
 - Name
 - Number of seats
 - Duration
 - Cut off marks/rank of admission during the last three years
 - Fee (as approved by the state government)
 - Placement Facilities
 - Campus placement in last three years with minimum salary ,maximum salary and average salary
- Name and duration of Programme(s)having Twinning and Collaboration with Foreign University(s) and being run in the same Campus along with status of their AICTE approval. If there is Foreign Collaboration, give the following details:
 - Details of the Foreign University
 - Name of the University
 - Address
 - Website
 - Accreditation status of the University in its Home Country
 - Ranking of the University in the Home Country
 - Whether the degree offered is equivalent to an Indian Degree? If yes, the name of the agency which has approved equivalence. If no, implications for students in terms of pursuit of higher studies in India and abroad and job both within and outside the country
 - Nature of Collaboration
 - Conditions of Collaboration
 - Complete details of payment a student has to make to get the full benefit of Collaboration
- For each Programme Collaborated provide the following:
 - Programme Focus
 - Number of seats
 - Admission Procedure
 - Fee (as approved by the state government)
 - Placement Facility
 - Placement Records for last three years with minimum salary, maximum salary and average salary
 - Whether the Collaboration Programme is approved by AICTE? If not whether the Domestic/ Foreign University has applied to AICTE for approval

7. Faculty

- Course/Branch wise list Faculty members:
 - Permanent Faculty
 - Adjunct Faculty
 - Permanent Faculty: Student Ratio
 - Number of Faculty employed and left during the last three years



8. Profile of Vice Chancellor/ Director/ Principal/Faculty

- For each Faculty give a page covering with Passport size photograph
- Name
- Date of Birth
- Unique ID
- Education Qualifications
- **Work Experience**
 - Teaching
 - Research
 - Industry
 - others
- Area of Specialization
- Courses taught at Diploma/ Post Diploma/ Under Graduate/ Post Graduate/ Post Graduate Diploma Level
- **Research guidance(Number of Students)**
 - No. of papers published in National/ International Journals/ Conferences
 - Master (Completed/Ongoing)
 - Ph.D. (Completed/Ongoing)
- Projects Carried out
- Patents (Filed & Granted)
- Technology Transfer
- Research Publications (No.of papers published in National/International Journals/Conferences)
- No. of Books published with details (Name of the book, Publisher with ISBN, year of publication, etc.)

9. Fee

- Details of Fee, as approved by State Fee Committee, for the Institution
- Time schedule for payment of Fee for the entire Programme
- No. of Fee waivers granted with amount and name of students
- Number of scholarship offered by the Institution, duration and amount
- Criteria for Fee waivers/scholarship
- Estimated cost of Boarding and Lodging in Hostels
- Any other fee please specify

10. Admission

- Number of seats sanctioned with the year of approval
- Number of Students admitted under various categories each year in the last three years
- Number of applications received during last two years for admission under Management Quota and number admitted

11. Admission Procedure

- Mention the admission test being followed, name and address of the Test Agency/State Admission Authorities and its URL (website)
- Number of seats allotted to different Test Qualified candidate separately (AIEEE/ CET (State conducted test/ University tests/ CMAT/ GPAT)/ Association conducted test etc.)
- **Calendar for admission against Management/vacant seats:**
 - Last date of request for applications
 - Last date of submission of applications
 - Dates for announcing final results
 - Release of admission list (main list and waiting list shall be announced on the same day)
 - Date for acceptance by the candidate (time given shall in no case be less than 15days)
 - Last date for closing of admission
 - Starting of the Academic session
 - The waiting list shall be activated only on the expiry of date of main list
 - The policy of refund of the Fee, in case of withdrawal, shall be clearly notified

12. Criteria and Weightages for Admission

- Describe each criterion with its respective weightages i.e. Admission Test, marks in qualifying examination etc.
- Mention the minimum Level of acceptance, if any
- Mention the cut-off Levels of percentage and percent ile score of the candidates in the admission test for the last three years
- Display marks scored in Test etc. and in aggregate for all candidates who were admitted

13. List of Applicants

- List of candidate whose applications have been received along with percentile/percentages core for each of the qualifying examination in separate categories for open seats. List of candidate who have applied along with percentage and percentile score for Management quota seats (merit wise)

14. Results of Admission Under Management seats/Vacant seats

- Composition of selection team for admission under Management Quota with the brief profile of members (This information be made available in the public domain after the admission process is over)
- Score of the individual candidate admitted arranged in order or merit
- List of candidate who have been offered admission
- Waiting list of the candidate in order of merit to be operative from the last date of joining of the first list candidate
- List of the candidate who joined within the date, vacancy position in each category before operation of waiting list

15. Information of Infrastructure and Other Resources Available

- Number of Class Rooms and size of each
- Number of Tutorial rooms and size of each
- Number of Laboratories and size of each

- Number of Drawing Halls with capacity of each
- Number of Computer Centres with capacity of each
- Central Examination Facility, Number of rooms and capacity of each
- Online examination facility (Number of Nodes, Internet bandwidth, etc.)
- Barrier Free Built Environment for disabled and elderly persons
- Occupancy Certificate
- Fire and Safety Certificate
- Hostel Facilities
- **Library**
 - Number of Library books/ Titles/ Journals available(Programme-wise)
 - List of online National/ International Journals subscribed
 - E- Library facilities
 - National Digital Library(NDL) subscription details
- **Laboratory and Workshop**
 - List of Major Equipment/Facilities in each Laboratory/Workshop
 - List of Experimental Setup in each Laboratory/Workshop
- **Computing Facilities**
 - Internet Bandwidth
 - Number and configuration of System
 - Total number of system connected by LAN
 - Total number of system connected by WAN
 - Major software packages available
 - Special purpose facilities available (Conduct of online Meetings/Webinars/Workshops, etc.)
 - Facilities for conduct of classes/courses in online mode (Theory & Practical)
 - Innovation Cell
 - Social Media Cell
 - Compliance of the National Academic Depository (NAD), applicable to PGCM/ PGDM Institutions and University Departments
- **List of facilities available**
 - Games and Sports Facilities
 - Extra-Curricular Activities
 - Soft Skill Development Facilities
- **Teaching Learning Process**
 - Curricula and syllabus for each of the Programmes as approved by the University
 - Academic Calendar of the University
 - Academic Time Table with the name of the Faculty members handling the Course
 - Teaching Load of each Faculty
 - Internal Continuous Evaluation System and place
 - Student's assessment of Faculty, System in place

- **For each Post Graduate Courses give the following:**
 - Title of the Course
 - Curricula and Syllabi
 - Laboratory facilities exclusive to the Post Graduate Course
- **Special Purpose**
 - Software, all design tools in case
 - Academic Calendar and framework

16. Enrolment and placement details of students in the last 3years

17. List of Research Projects/ Consultancy Works

- Number of Projects carried out, funding agency, Grant received
- Publications (if any) out of research in last three years out of masters projects
- Industry Linkage
- MoUs with Industries (minimum 3(10))

18. LoA and subsequent EoA till the current Academic Year

19. Accounted audited statement for the last three years

20. Best Practices adopted, if any

Note: Suppression and/or misrepresentation of information shall invite appropriate penal action. The Website shall be dynamically updated with regard to Mandatory Disclosures

Important Instructions:

- Avoid putting personal information in public domain.
- The mandatory disclosure should be available freely to view/download to the public without any restrictions.
- LoA/EoA letters (since inception) should form part of the mandatory disclosure and complete mandatory disclosure document should be converted into a single PDF file and the URL (web-link) to be entered in the AICTE portal (under attachments tab).



ANNEXURE-11

Recommended Maximum Tuition and Development Fee to be charged per Annum in ₹ for Full Time Programmes by the National Fee Committee

Particulars	Type X cities	Type Y cities	Type Z cities
Undergraduate Degree Programmes			
4 Year Engineering Degree	1,58,300	1,50,500	1,44,900
4 Year Town Planning Degree	2,25,600	2,13,750	2,05,350
5 Year Applied Arts and Crafts Degree	2,25,600	2,13,750	2,05,350
4 Year Hotel Management and Catering Technology Degree	1,55,125	1,47,250	1,41,650
Post Graduate Degree Programmes			
2 Year Engineering Degree	2,51,350	2,39,950	2,31,350
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 Hotel Management and Catering Technology Degree	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 Programmes			
3/ 4 Year Diploma Engineering	97,350	92,375	89,100
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 Hotel Management and Catering Technology	98,000	93,000	89,700
Post Diploma Programmes			
1.5-2 Year Diploma Engineering	97,800	92,850	89,550
1.5-2 Year Diploma Applied Arts and Crafts	100,250	95,300	92,000
1.5-2 Year Diploma Hotel Management and Catering Technology	98,750	93,775	90,475

As per VI Central Pay Commission Classification of Cities as Type X/ Y/ Z Cities

ANNEXURE-12

Land Requirement as Specified in the Approval Process Handbook Norms during the Previous Years

DEGREE LEVEL INSTITUTIONS

Year	Engineering and Technology			Architecture/Planning/Hotel Management and Catering Technology			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				
	3 x plinth area for Buildings + playground + allowance for future development																					
1995			20																			
1997			2																			
1999-2003			5		10	25	2	5	10	5	10	0.5	2.5	5	0.5	2.5	5	0.5	1.25	2.5	1.5	2.5
2004-2005			5		10	10	2	5	5	5	5	0.5	2.5	2.5	0.5	2.5	2.5	0.5	1.25	1.25	0.5	1.25

Year	Engineering and Technology			Architecture/Planning/Hotel Management and Catering Technology			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	0.5	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	0.5	0.5	0.75	1.5
2011-15		2.5	10	1		2.5	0.75		2	0.75		2	0.5		0.5		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	0.5	0.5	0.5	1.5
2017-18	1.5	2.5	7.5	1	1	2.5	0.5	0.5	1.5	0.75	0.75	2	0.5	0.5	0.5	0.5	0.5	1
2018-19	#	2.5	7.5	#	1	2	#	0.5	1.5	#	0.75	2	#	0.5	#	0.5	0.5	1
2019-20	#	2.5	7.5	#	1	2	#	0.5	1.5	#	0.75	2	#	0.5	#	0.5	0.5	1
2020-21	#	2.5	7.5	#	1	2	#	0.5	1.5	#	0.75	2	#	0.5	#	0.5	0.5	1

As per FSI/FAR



DIPLOMA LEVEL INSTITUTIONS

Year	Engineering and Technology		Architecture/ Planning		Applied Arts and Crafts		Pharmacy		Hotel Management and Catering Technology (Degree and Diploma)		Hotel Management and Catering Technology						
	Metro/ Corporation	Dist. Rural HQ	Metro/ Corporation	Dist. Rural HQ	Metro/ Corporation	Dist. Rural HQ	Metro/ Corporation	Dist. Rural HQ	Metro/ Corporation	Dist. Rural HQ	Metro/ Corporation	Dist. Rural HQ					
1985-1990	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	0.5	2.5	2.5	0.5	1.5	1.5

Year	Engineering and Technology			Architecture*/ Planning/ Hotel Management and Catering Technology			Applied Arts and Crafts			Pharmacy			Hotel Management and Catering Technology (Degree and Diploma)			Hotel Management and Catering Technology		
	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	-	-	-	-	-	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
2017-18	1.5	1.5	4	1	1	2.5	0.5	0.5	1.5	0.75	0.75	2	-	-	-	1	1	2.5
2018-19	#	1.5	4	#	1	2	#	0.5	1.5	#	0.75	2	-	-	-	#	1	2
2020-21	#	1.5	4	#	1	2	#	0.5	1.5	#	0.75	2	-	-	-	#	1	2
2021-22	#	1.5	4	#	1	2	#	0.5	1.5	#	0.75	2	-	-	-	#	1	2

As per FSI/FAR

* As per CoA Norms

INSTITUTIONS OFFERING ONLY POST GRADUATE COURSES

Year	Engineering and Technology			Arch/ Planning/ Hotel Management and Catering Technology			Applied Arts and Crafts			Pharmacy			Management			MCA		
	Mega/ State capital	Others	Metro/ State capital	Mega/ State capital	Others	Metro/ State capital	Mega/ State capital	Others	Metro/ State capital	Mega/ State Capital	Others	Metro/ State capital	Mega/ State capital	Others	Metro/ State capital	Mega/ State capital	Others	
2011-15	2.5	10	1	0.75	2	2.5	0.75	2	2	0.75	2	0.5	1	0.5	0.5	1.5		

Discontinued after 2015 Note: The above Table consolidates the extent of the 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 Hectare

ANNEXURE-13

Documents to be submitted to Scrutiny Committee/ Expert Visit Committee Setting up of New Institutes & (Change of Site, Diploma to Degree, Women to Co-ed, Merger of Institutes, New Programme) in Existing Institutes

13.1 Scrutiny Committee

13.1.1 Original Documents for Verification by Academic Expert

Sl. No.	Documents	Compliance document to be submitted in case of Deficiencies
1	Proof of availability of Nomenclature of Course(s) applied by the Applicant in the affiliating University/ Board	Documents showing the Approved Nomenclature of the University/ Board for the Courses Applied
2	Audited statement of accounts of Applicant organization for last three years (Not applicable for new Trust/Society/ Company)	Audited statement of accounts of Applicant organization for last three years
3	Proof of working capital (funds) (Refer Approval Process Handbook)	Funds (as specified in the Approval Process Handbook) in Fixed Deposits or Liquid funds available in the Bank in the Name of the Trust
4	Certificate issued by Bank Manager regarding financial status of the Applicant (Refer Approval Process Handbook)	Certificate issued by Bank Manager regarding financial status of the said Trust/ Society/ Company
5	Hard Copy of the Application as uploaded in AICTE Web-Portal.	Application Part I and Part II (if applicable) downloaded from AICTE Web Portal
6	Receipt from an authorized signatory with seal from the State Government as proof of submission of the application.	Receipt from an authorized signatory as proof of submission of the application with seal from the State Government
7	Receipt from an authorized signatory and seal of the affiliating body as proof of submission of the application. (Not Applicable for standalone PGDM Institutions)	Receipt from an authorized signatory and seal of the affiliating body as proof of submission of the Application
8	Detailed Project Report (DPR)	Detailed Project Report
9	Details of Board of Governors (BoG)/ Board of Management (BoM) as specified in the Approval Process Handbook standalone PGDM Institutions)	Document mentioning the formation of Board of Governors (BoG)/ Board of Management (BoM) along with the name of the Members

NOTE: Since the Council has introduced and encouraged ONLINE Scrutiny/Re-Scrutiny/EVC; it is desired that the Institution should be prepared with legible/readable scanned copies of the required documents. In the event of ONLINE interaction of the Institute with the committee connectivity issues should be addressed well in advance. Any failure in this regards on the day of the committee shall be the sole responsibility of the Institution. No future representation in this regard shall be entertained.



13.1.2 Original Documents for Verification by Advocate

Sl. No.	Documents	Compliance document to be submitted in case of Deficiencies
1	Affidavit (Refer Approval Process Handbook)	Affidavit (Refer Approval Process Handbook)
2	A Registration document of the Society/Trust/ Company under Section 8/ PPP/ BOT indicating its members, objectives and Memorandum of Associations and Rules, duly attested/ certified by the concerned Authority	Trust/ Society/ Company Deed along with Amendments if any mentioning all the Bye-Laws approved/registered by the Competent Authority
3	Resolution by the Applicant organization for starting the new Technical Institution and allocation of Land/ Building/Funds for the proposed activities as specified in the Approval Process Handbook	Resolution by the Applicant as applicable as specified in the Approval Process Handbook
4	Certificate regarding Minority Status, if applicable at the time of application	Concerned State Government GO indicating Minority status of the Applicant
5	Certificate issued by an Advocate in a format as prescribed	Certificate issued by an Advocate as specified in the Approval Process Handbook
6	Classification of Land (Mega/ Metro/ Urban/ Rural) Certificate by the Competent Authority	Classification of Land (Mega/ Metro/ Urban/Rural) Certificate by the Competent Authority
7	Documents showing possession of the Land in the Name of the Trust/ Society/ Company	Khasara - Khatauni/ Patta/ Chitta/143 and Registered Document for the said Land in the Name of the Trust/ Society/ Company
8	Land Conversion Certificate	Land Conversion Certificate issued by the Competent Authority of the concerned State Government
9	Land Use Certificate	Land Use Certificate issued by the Competent Authority of the concerned State Government
10	Khasra Plan (Master Plan) Demarcating the entire Land area to show that the Land is contiguous, issued by the Competent Authority	Khasra Plan (Master Plan) Demarcating the entire Land area issued by the Competent Authority

13.1.3 Original Documents for Verification by Architect

Sl. No.	Documents	Compliance document to be submitted in case of Deficiencies
1	Site Plan of the proposed Technical Institution prepared by an Architect registered with Council of Architecture (CoA)/ Licensed Surveyor and duly approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT	Site Plan of the proposed Technical Institution approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT
2	Complete Building Plan of the proposed Technical Institution prepared by an Architect registered with Council of Architecture (CoA)/ Licensed Surveyor and duly approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT (Plans shall be verified for the entire duration of the Course).	Complete Building Plan of the proposed Technical Institution approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT
3	Floor Plans, sections and elevations of all proposed/ existing Buildings exclusively intended for use of 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 CoA. (Plans shall be verified for the entire duration of the Course)	Floor Plans, sections and elevations of all proposed/ existing Building exclusively intended for use of the proposed Campus approved by the Competent Plan Sanctioning Authority of the concerned State Government/UT



4	Phase-wise Plan of construction to achieve total carpet and built up area as required for the conduct of all applied Courses from the first to final year. This shall be certified by an Architect registered with the CoA	Phase-wise Plan of construction to achieve total carpet and built up area as required for the conduct of all applied Courses from the first to final year. This shall be certified by an Architect registered with the CoA
5	Certificate issued by an Architect regarding approved Building Plans. (Refer Approval Process Handbook)	Certificate issued by an Architect as specified in the Approval Process Handbook
6	FSI/ FAR Certificate obtained from the Competent Authority as designated by the concerned Municipal Corporation or the local authority that approves Building Plans, or the State Government/UT	FSI/ FAR Certificate obtained from the Competent Authority
7	FSI/ FAR applicable as on date	FSI/ FAR Certificate obtained from the Competent Authority
8	Total construction permissible as per FSI/FAR	To be calculated by the Expert
9	Total Built-Up area approved as per approved Plan in m ²	To be calculated by the Expert from the Building Plan
10	Total built up area required as per applied intake in m ² (to be updated by the application submitted by the Trust/ Society/ Company)	To be calculated by the Expert
11	Whether any River, Canals, Rail Tracks, Highways or any other such entity hampering continuity of Land is passing through the Land. (Y/N). If Yes, mention the details/ Whether High Tension Transmission line is passing through the Land (Y/N). If Yes, mention the details	Khasra Plan/ Site Plan
12	Occupancy Certificate from the Competent Authority clearly stating that the Building(s) is/are fully developed and ready in all aspects for the intended use considering the total Built-Up area as required to run the Programme and the Divisions/Departments for the First Year of the Course	Occupancy Certificate From the Competent Authority



13.2 Expert Visit Committee

Sl. No.	Documents	Compliance document to be submitted in case of Deficiencies
1	Documents related to Land (possession of Land, Land use Certificate, Land conversion Certificate, Khasra Plan etc.)	Concerned Documents/ Certificate issued by the Competent Authority of the concerned State Government and duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
2	Whether any River, Canals, Rail Tracks, Highways or any other such entity hampering continuity of Land is passing through the Land.(Y/N).If Yes, mention the details	Khasra Plan/ Site Plan Certificate issued by the Competent Authority of the concerned State Government duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
3	Whether High Tension Transmission line is passing through the Land (Y/N). If Yes, mention the details	Khasra Plan/ Site Plan Certificate issued by the Competent Authority of the concerned State Government duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
4	Details of all other educational Institutions run by the same Trust/ Society/ Company or management or by any other management to which the Chairman of the Applicant Trust/ Society/ Company is a member. (In case of existing Institutions in the same location simultaneous verification of the document and inspection for both existing and new Technical Institution shall be done)	Affidavit to the effect shall be given
5	Copy of the advertisement in at least one National Daily, for recruitment of Principal/ Director and Faculty members	Copy of the advertisement in at least one National Daily, for recruitment of Principal/ Director and Faculty members
6	Stock registers of Laboratory/Workshop equipment (First Year Laboratories)/ Stock registers of Computers, System software, Application software, Printers/ Stock registers of office equipment	Copy of the stock register(s) with entry regarding Laboratory equipment/ Computers/ Software/ Office equipment
7	Barrier free built environment and toilets created for physically challenged. (Ramp or Working Lift etc.)	Compliance has to be verified physically only, however the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company. Also an Affidavit to the effect be submitted
8	Language Laboratory	Compliance has to be verified physically only, however the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and shall also produce the bills for purchasing equipment for Language Laboratory. Copy of the Stock register after making necessary entry to be produced duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
9	Principal/Director's Office/ Board room/ Office all-inclusive/ Departmental Office/ Cabin for HoDs/ Faculty Room/ Central Store/ Examination Control Office/ Class Rooms/ Tutorial Room/ Drawing Hall/ Seminar Hall/ Library and Reading Room/ Computer Center/ Boys Common Room/ Girls Common Room/ Stationery Store/ First aid cum Sick Room/ Toilets/ Training and Placement Office/ Maintenance/ Housekeeping/ Pantry/Common Room/ Cafeteria	Compliance has to be verified physically only. (However the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and also submit an Architect's Certificate to that effect)



10	Laboratories/ Workshops	Compliance has to be verified physically only. (However the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and also submit an Architect's Certificate to that effect in case of completion of infrastructure and a Certificate from the Principal for the possession of the equipment) Tools and Equipment shall be available as per the norms of the affiliating body, proof of purchasing the same (Bills and proof of payment) and stock register(s) entry has to be submitted
11	Internet Bandwidth	Certificate of the service provider and proof of payment. Bill paid for the last month shall also be submitted
12	Printers/ A1 size Colour Printers/ Legal Application Software/ Legal System Software/ Library Management Software/ PCs to Student ratio/ Multi Media PC/ Provision of backup power supply	The Applicant can submit the bills for purchasing Printers/ Software/ Computer/ Backup power supply and the same shall be certified by the Applicant. Copy of the Stock registers after making necessary entry to be produced
13	Volumes/ Books/ Titles/ National Journals	The Applicant can submit the bills for purchasing Books/ Titles/ National Journals, duly certified by the Applicant. Copy of the Accession register after making necessary entry to be produced
14	Safety provisions, including fire and other calamities	The Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and shall also produce the bills for purchasing fire safety equipment
15	General Insurance provided for assets against fire, burglary and other calamities	Copy of General Insurance with the Policy number
16	Details and proof about medical facility and counselling arrangements	MoU with a nearby Hospital or Clinic or Appointment of a Doctor and a Nurse in the Campus and proof for Compliance of first aids
17	Sanction of electrical load by electric supply provider company	Sanction order from Electricity Office and proof for paying the amount towards the bill
18	Availability of Potable water supply	The Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and shall also produce the bills for purchasing potable water supplying equipment
19	A Certificate by an Architect giving details of sewage disposal system	Compliance has to be verified physically only, however, a Certificate by an Architect giving details of sewage disposal system
20	Vehicle Parking/ Display board within the premises as well as in the web site of the Institution indicating the feedback facility of students and Faculty available in AICTE Web-Portal	Compliance has to be verified physically only, however the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
21	All weather motorable approach roads/ General and Departmental notice boards	Compliance has to be verified physically only, however the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
22	Institution website	Print out of the first page and other relevant pages of the Institution website
23	Details and proof of telephone connections available at the proposed Technical Institution	Proof for paying the amount towards bill
24	Stock register	Copy of the Stock registers duly attested by the Chairman/ Secretary of the Trust/ Society/ Company after making all necessary entry to be produced



13.3 Expert Visit Committee for Break in EoA/Restoration/OCI/FN/ Before First Batch Pass out for Existing Institutions (Documents needed in addition to the ones mentioned in Clause 13.2 for Expert Visit Committee)

Sl. No.	Deficiencies as per EVC	Compliance document to be submitted
1	Whether any other Institution (AICTE approved/not under AICTE ambit) are being run/proposed to be run in the same patch of Lands shown for the present Institution. Also, no other Programmes such as BBA/BCA/B.Sc. (S/W Engineering)/ M.Sc. (S/W Engineering) etc. are being run/ sharing in the premises (Land and Building) of the present Institution	An Affidavit to the effect shall be obtained
2	Occupancy Certificate/Completion Certificate/ Form D/ Structural Stability Certificate	Concerned Certificate issued by the Competent Authority
3	Complete Institution Building Plan of proposed Technical	Copy of Complete Building Plan of the Technical Institution approved by the Competent Plan Sanctioning Authority of the concerned State Government/ UT
4	Whether Laboratories and Workshops possess relevant equipment as per the University syllabus/ Whether equipment procured are at the operational stage	Compliance has to be verified physically only. (However the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and also submit an Architect's Certificate to that effect in case of completion of infrastructure and Certificate from the Principal for the possession of the equipment) Tools and Equipment shall be available as per the norms of the affiliating body, proof of purchasing the same (Bills and proof of payment) and stock register(s) entry has to be submitted
5	Appointment of Student Counsellor/ Establishment of Anti Ragging Committee/ Establishment of Committee for SC/ ST/ Establishment of Internal Complaint Committee (ICC) Committee as per section 4 of Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013/ Institution Industry Cell/ Innovation Cell	Documents/Minutes of Board of Governors (BoG)/ Board of Management (BoM) for the constitution of Student Counsellor/ Committee/ Cell duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
6	Establishment of Grievance Redressal Committee in the Institution and the Appointment of OMBUDSMAN by the University	Documents/Minutes of Board of Governors (BoG)/ Board of Management (BoM) for the constitution of the committee along with the list of nominated members duly attested by the Chairman/ Secretary of the Trust/ Society/ Company. In case of OMBUDSMAN, an order from the concerned University for appointment
7	Establishment of online Grievance Redressal Mechanism	Print out from the Institution website for the establishment of the Grievance Redressal Mechanism duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
8	Number of Faculty	TDS Certificate for the previous year/ copy of selection minutes for the appointment of Faculty/ acquaintance register/ Audited Bank Statement for the payment of salaries for the past 6 months through Nationalized banks



9	Whether the salary for all the Faculty members are paid as per sixth pay commission recommendations/ Whether the payment of salaries is through RTGS/ NEFT/ Online	Digital Payment for payment of salaries
10	Whether hostel facilities are available for accommodating students of FN/OCI category	Compliance has to be verified physically only. (However the Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and also submit an Architect's Certificate to that effect)
11	Implementation of Food Safety and Standards Act, 2006 in the Institution	Certificate from Food Corporation of India
12	Digital Payment for all Financial Transactions as per MOE Directives	Proof for payment of salaries and other transactions for procurement of equipment through banks
13	Copies of AICTE approvals (LoA and EoA of subsequent years) obtained since inception of the Institution till date shall be placed on the web site of the Institution	Copies of AICTE approvals for all the years to be submitted
14	CCTV Installation at prominent locations	The Applicant can submit photographs duly attested by the Chairman/ Secretary of the Trust/ Society/ Company and shall also produce the bills for purchasing CCTV
15	Provision to watch MOOCs Courses through SWAYAM & SWAYAM PRABHA	Documents obtained from the University
16	National Academic depository (NAD) as per MOE directives (Applicable only for Standalone PGDM and University departments)	Documents showing the registration with NAD
17	General insurance provided for assets against fire, burglary and other calamities/ Group Accident Policy/ Students safety Insurance	Copy of the Insurance from the Insurance Agency duly attested by the Chairman/ Secretary of the Trust/ Society/ Company
18	Availability of vouchers and payment receipts indicating proof of purchase	Digital Payment for all Financial Transactions to be submitted

ANNEXURE-14

MBA/PGDM in Innovation, Entrepreneurship and Venture Development (IEV)

About the Course

MBA/PGDM in Innovation, Entrepreneurship and Venture Development (IEV) is a two years PG level management programme can be offered by higher educational institutions. This is an action oriented and outcome based programme will admit students with innovative ideas and problem solving mind set with access to pre-incubation and incubation support at the institute to convert ideas to business model, traverse a path of entrepreneurship and practice venture as part of academic curriculum to obtain the master degree.

Conditions, Requirements and Eligibility

The existing and new institutions shall apply for PG level management course MBA/PGDM in Innovation, Entrepreneurship and Venture Development (IEV), provided they satisfy following conditions along with the eligibility requirements as mentioned in **Clause 2.15**.

- a. Institute with a functional incubation unit and pre-incubation facilities, co-working space, innovation lab facilities. The incubation unit should be established as Special Purpose Vehicle (SPV) preferable a registered entity and minimum three years of operation.
- b. Existence and empanelment of competent, trained personals (in-house and external) at the incubation unit and institute with teaching and learning resources to train, mentor the student innovators/entrepreneurs.
- c. Existence of funding schemes at the incubation unit and institute to support student innovators and entrepreneurs for the idea development, prototype development, business model and startup development.
- d. Institute/incubation unit's competency and capability to manage and support a batch of 30 student innovators and potential entrepreneurs per year starting from idea generation to venture Development and startup growth stage.

Procedure

In additions to the procedures mentioned in the **Clause 2.15**, additional submission and scrutiny process for approving the MBA/PGDM in IEV course are as follows.

- a. The Institution shall apply on AICTE Web-Portal along with the additional documents as per **Appendix 17** of the Approval Process Handbook.
- b. Scrutiny Committee constituted at the regional office level of AICTE shall verify the additional documents as per **Appendix 17** of the Approval Process Handbook submitted for MBA/PGDM in IEV course.
- c. A special scrutiny committee constituted at the AICTE HQ level shall verify **Appendix 17** and if required, AICTE will invite institutions to present their case in front of the committee to demonstrate their competency and capability to run the MBA/PGDM in IEV course.



ANNEXURE-15

Ready Reckoner for Frequent Queries

1. No need to submit the hard copy of the application to the Regional Office.
2. University Departments shall apply under the same PID of the University
3. In case of applications under Chapter II, NOC from the State Government/ UT is required as per **Appendix 17**.
4. If the Applicant/ Institution is invited to appear before the Scrutiny/ Re-Scrutiny to verify the documents/ to present their case before the Standing Hearing Committee/ Standing Appellate Committee for compliance of the deficiencies, the representative(s) shall also bring the documents presented to the Scrutiny/ Expert Visit Committee to make use of the opportunity given effectively.
5. If an Institution intends to utilise a Building constructed earlier, the Building approvals obtained from the then authorities shall be produced, else the approval for the same shall be obtained from the current approving authorities.
6. To include new nomenclatures in the Diploma/ Under Graduate/ Post Graduate Degree Courses, approval from the University/ Board, as applicable along with the Curriculum and Syllabus shall be sent to the Policy and Academic Planning Bureau, AICTE.
7. Student admission (Except PMSSS) is the subject of State Authorities.
8. AICTE does NOT insist on separate boundary walls for Institutions existing in the same Campus by the same Trust/ Society/ Company, provided the Land and Built-up norms shall be fulfilled for the Programmes/ Courses approved.
9. An Institution requesting for any modification in the Extension of Approval and if the same is approved by the Council, a corrigendum shall be issued.
10. EVC shall check the facilities only for "Approved Intake", not based on admitted students.
11. Certificate verification for PGDM Programme, for employment/ higher Education shall be obtained from the concerned Institution.
12. Excess payment shall be refunded, not adjusted in future transactions.
13. TER charges are accepted only by digital payment through the Portal, Demand Draft is not accepted under any circumstance.
14. Once the application is processed as per the stipulated procedure, TER charges are not refundable (other than those mentioned in the Approval Process Handbook), if the application is rejected.
15. For the release of Security Deposits through FDR/RTGS, only online applications are accepted. The status of processing shall be viewed through the portal.
16. To submit any documents to the AICTE HQ/ Regional Office, use e-mail ids as provided in **Appendix 14**.
17. Any Queries/Clarifications related to policy shall be sent ONLY to helpdeskab@aicte-india.org and All technical queries (portal related) shall be sent ONLY to helpdesk1@aicte-india.org
18. All information related to Approval Process will be available in AICTE website; www.aicte-india.org



Process Involved in Various Applications are as follows:

Sl. No.	Chapter	Applied for	Process
1	II	Extension of Approval based on Self-Disclosure	EC
2	II	Introduction/ Continuation of seats for Non Resident Indian(s)	
3	I	Setting up a New Technical Institution	Scrutiny followed by EVC
4	II	Change of Site/ Location	
5	II	Conversion of Diploma Level into Degree Level	
6	II	To start New Programme/ Level in the existing Institutions	
7	II	Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus / City	
8	V	Introduction of Open and Distance Learning/Online Courses	
9	II	Simultaneous Closure of One Programme and Opening of another Programme	
10	II	Extension of Approval of the existing Institutions after a break in the preceding Academic Year/ Restoration of Intake	EVC
11	II	Introduction of supernumerary seats for Foreign Nationals/ Overseas Citizen of India (OCI)/Children of Indian Workers in Gulf Countries	
12	V	Increase in Approved Intake in Programme/ Courses in Open and Distance Learning mode	
13	II	Conversion of Degree Level into Diploma Level	Scrutiny
14	II	Merger of Institutions under the same Trust/ Society/ Company operating in the same Campus within 1km Aerial Distance (applied without any Land relaxation)	
15	II	Conversion of Women's Institution into Co-Ed Institution and vice-versa	
16	II	Increase in Intake/ Additional Course(s) including Institutions having total "Approved Intake" less than the "Maximum Intake Allowed" and Regional Language Courses	
17	II	Introduction of Integrated/Dual Degree Course	
18	II	Closure of the Institution	
19	II	Introduction of Fellow Programme in Management	
20	II	Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)	
21	II	Change in the Name of the Institution or affiliating University/ Board or Type of Institution (Institution(s) converted into a University)	
22	II	Change in the Minority Status of the Institution	
23	II	Change in the Name of the Bank	
24	II	Change in the Name of the Trust/ Society/ Company	
25	II	Extended EoA	
26	II	Closure of Courses in Open and Distance Learning mode	
27	II	Collaboration and Twinning Programme	



Undertaking

Format of the Undertaking to be submitted by the Applicant on Institute / University Letter head for Student Induction Program, Examination reforms & Internship Policy

I, <Name>, Director / Principal / Registrar of the Institution / University, State and declare as under:

1. That the information given by <Name(s)> in the application made to AICTE is true and complete.
2. That the Institution / University has adopted AICTE Induction Program for Faculty / Student.
3. That the Institution / University has trained some of the Faculty members in Examination reforms.
4. That the Institution / University has implemented AICTE Internship Policy for the benefit of Students.

Date:

Signature with Name & Designation
(Seal – Institution / University)





ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

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Corrigendum to APH 2018-19 uploaded on 29th December 2017 in AICTE website

Pg. No.	Particulars given in APH 2018-19	Modification (To be read as)
Chapter 2, 2.4.4, Pg. No. 39	2.4.4 Institutions having Course(s) where admission is 0 for the past 5 years, such Course(s) shall be closed in the current Academic Year with the approval of the Council.	Stands removed, as it is already covered under Clause 2.4.3
Chapter 2, 2.14, Pg. No. 48	2.14 Introduction of Part Time Course(s)	In view of the forthcoming Regulations on Distance Education by AICTE-UGC-MHRD, the Introduction of Part Time Courses is withdrawn.
Chapter 2, 2.15.1, Pg. No. 49	2.15.1.g The Institutions should have at least 50% and 25% of the Full Time Faculty members with Ph.D./ Fellow from AICTE approved Institutions/ 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 referred indexed cited International/ National Journals in the last 3 years	2.15.1.g The Institutions should have at least 50% and 25% of the Full Time Faculty members with Ph.D./ Fellow from AICTE approved Institutions/ 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 referred indexed cited International/ National Journals in the last 3 years. Each Professor and Associate Professor shall not guide more than FOUR and TWO research scholars respectively at a time.
Chapter 5, 5.6, Pg. No. 62	5.6 The Technical Institutions shall follow Norms for Essential and Desirable requirements as provided in the Appendix 6 of Approval Process Handbook 2018-19. a. The Language Laboratory shall be 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.	5.6 The Technical Institutions shall follow Norms for Essential and Desirable requirements as provided in the Appendix 6 of Approval Process Handbook 2018-19. b. The Language Laboratory shall be 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 an area of 66 m² and to be provided with 25 Computers for every 1000 students for each Institution offering Diploma/ Under Graduate Courses.
Chapter 5, 5.7,	5.7 The Technical Institutions shall follow Norms for Faculty requirements and Cadre ratio at Diploma/ Under Graduate/ Post Graduate Level as	5.7 The Technical Institutions shall follow Norms for Faculty requirements and Cadre ratio at Diploma/ Under Graduate/ Post Graduate Level as

Pg. No. 63	<p>provided in the Appendix 7 of Approval Process Handbook 2018-19.</p> <p>In case of Architecture and Planning, up to a maximum of 30% Adjunct Faculty/ Resource Person is permissible, as the Programme requires more practical exposure.</p> <p>In all other Programmes, ONLY under extraordinary circumstances, a maximum of 10% Adjunct Faculty/ Resource Person may be appointed and the same shall not be extended beyond one academic session.</p> <p>The Technical Institutions shall introduce online Aadhar linked Biometric attendance for regular Faculty members.</p>	<p>provided in the Appendix 7 of Approval Process Handbook 2018-19.</p> <p>In case of Architecture and Planning, up to a maximum of 30% Adjunct Faculty/ Resource Person is permissible, as the Programme requires more practical exposure.</p> <p>In all other Programmes, ONLY under exigent conditions such as relieving/retirement of faculty members/ delay in Faculty recruitment, Institutions may avail the services of Adjunct Faculty/ Resource Person up to a maximum of 10% of the required faculty members as per the “Approved Intake”, for a period not exceeding one Academic Session. The Institutions may appoint more number of Adjunct Faculty for the benefit of the students to get the Industrial exposure.</p> <p>Aadhaar seeding has to be provided for the Faculty.</p> <p>The Technical Institutions may introduce online Aadhar linked Biometric attendance for regular Faculty members.</p>																																							
Appendix 4, 4.2.1, Pg. No. 100	<p>4.2.1 Instructional Area (Carpet Area) in m²</p> <p>A. Engineering and Technology (Degree/ Diploma/ Post Diploma) Institution</p> <table border="1" data-bbox="224 962 1189 1342"> <thead> <tr> <th></th> <th>Number of Rooms required</th> <th>Carpet Area in m² per Room</th> </tr> </thead> <tbody> <tr> <td>Class Rooms</td> <td>Total Number of Divisions@ x 0.75</td> <td>66/33*</td> </tr> <tr> <td>Tutorial Rooms⁺</td> <td>25% of total Classroom</td> <td>33</td> </tr> <tr> <td>Laboratory (for First Year) #</td> <td>2 per Division Additional 2 Laboratories for Basic Sciences</td> <td>66</td> </tr> <tr> <td>Laboratory (other than First Year)\$</td> <td>2 per Course per Semester**</td> <td>66</td> </tr> <tr> <td>Laboratory for Post Graduate</td> <td>1 per Course</td> <td>66</td> </tr> </tbody> </table>		Number of Rooms required	Carpet Area in m ² per Room	Class Rooms	Total Number of Divisions@ x 0.75	66/33*	Tutorial Rooms ⁺	25% of total Classroom	33	Laboratory (for First Year) #	2 per Division Additional 2 Laboratories for Basic Sciences	66	Laboratory (other than First Year)\$	2 per Course per Semester**	66	Laboratory for Post Graduate	1 per Course	66	<p>4.2.1 Instructional Area (Carpet Area) in m²</p> <p>B. Engineering and Technology (Degree/ Diploma/ Post Diploma) Institution</p> <table border="1" data-bbox="1220 962 2186 1342"> <thead> <tr> <th></th> <th>Number of Rooms required</th> <th>Carpet Area in m² per Room</th> </tr> </thead> <tbody> <tr> <td>Class Rooms</td> <td>Total Number of Divisions@ x 0.75</td> <td>66/33*</td> </tr> <tr> <td>Tutorial Rooms⁺</td> <td>25% of total Classroom</td> <td>33</td> </tr> <tr> <td>Laboratory\$</td> <td>2 per Course per year**</td> <td>66</td> </tr> <tr> <td>Laboratory for Post Graduate</td> <td>1 per Course</td> <td>66</td> </tr> <tr> <td>Workshop[#]</td> <td>1</td> <td>200</td> </tr> <tr> <td>Additional Laboratory/ Workshop for “X” Category Courses</td> <td>1</td> <td>200</td> </tr> </tbody> </table>		Number of Rooms required	Carpet Area in m ² per Room	Class Rooms	Total Number of Divisions@ x 0.75	66/33*	Tutorial Rooms ⁺	25% of total Classroom	33	Laboratory\$	2 per Course per year**	66	Laboratory for Post Graduate	1 per Course	66	Workshop [#]	1	200	Additional Laboratory/ Workshop for “X” Category Courses	1	200
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Workshop [#]	1	200
Computer Center [#]	1	150
Drawing Hall [#]	1	132
Seminar Hall	1 per 2 Under Graduate Courses	132
	1 per Post Graduate Department	66
	1 per Diploma Institution	132
Library ⁺⁺	1	400
Language Laboratory [#]	1	132

Of the Total Number of Classrooms required, at least ONE shall be a Smart Classroom per Department

@ Total Number of Divisions = (Number of Division/Year) X Duration of the Course

* For Post Graduate Programme

** For Courses having more than 2 Divisions, ONE Additional Laboratory for each Division need to be created

+ No Tutorial Rooms required for Post Graduate Courses

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

Drawing Halls, Computer Centres, Basic Science Laboratories and Workshops to be created as given below:

Intake	Computer Centre	Workshop	Drawing Hall	Basic Science Laboratories
Up to 300	1	1	1	2
301-600	2	2	2	4

Infrastructure Requirement shall be calculated on pro-rata basis for Intake

Computer Center [#]	1	150
Drawing Hall [#]	1	132
Seminar Hall	1 per 2 Under Graduate Courses	132
	1 per Post Graduate Department	66
	1 per Diploma Institution	132
Library ⁺⁺	1 per Degree Institution	400
	1 per Diploma Institution	300
Language Laboratory	1	66

Of the Total Number of Classrooms required, at least ONE shall be a Smart Classroom per Department

@ Total Number of Divisions = (Number of Division/Year) X Duration of the Course

* For Post Graduate Programme

** For Courses having more than 2 Divisions, additional Laboratories equivalent to the required number on pro rata basis for the said Courses shall be created

+ No Tutorial Rooms required for Post Graduate Courses

++ Additional Library area of 50m² per 60 Students beyond 420 "Approved Intake"

"X" Category Courses such as Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and Allied Courses shall require Additional Laboratory/Workshop of 1 Per Course (Maximum of 2)

Drawing Halls, Computer Centres and Workshops to be created as given below:

Approved	Computer	Workshop	Drawing
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	<p>greater than 600</p> <p>\$ Additional Laboratories to be created (if required) as per Curriculum of the concerned University/ Board</p> <p>Under Graduate Laboratories if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum</p> <p>Research Laboratory is to be provided with an area of 120 m² for each Institution offering Post Graduate Courses</p>	<table border="1" data-bbox="1321 239 2083 406"> <thead> <tr> <th>Intake</th> <th>Centre</th> <th></th> <th>Hall</th> </tr> </thead> <tbody> <tr> <td>Up to 600</td> <td>1</td> <td>1</td> <td>1</td> </tr> <tr> <td>601-1200</td> <td>2</td> <td>2</td> <td>2</td> </tr> </tbody> </table> <p>Infrastructure Requirement shall be calculated on pro rata basis for "Approved Intake" greater than 1200</p> <p>\$ Additional Laboratories (including Basic Science) to be created (if required) as per Curriculum of the concerned University/ Board</p> <p>Under Graduate Laboratories if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum</p> <p>Research Laboratory is to be provided with an area of 120 m² for each Institution offering Post Graduate Courses</p>	Intake	Centre		Hall	Up to 600	1	1	1	601-1200	2	2	2																																																				
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		Library	1	150
		Seminar Hall may be shared, if Diploma and Degree Pharmacy are offered in the same Institution		
Appendix 4, 4.2.1, Pg. No. 101	C. Architecture/ Planning (Degree/ Diploma) Institution			
	Seminar Hall	1 per Under Graduate Courses	132	
		1 per Diploma Institution	132	
Appendix 4, 4.2.1, Pg. No. 102	D. Applied Arts and Crafts (Degree/ Diploma/ Post Diploma) Institution			
	Seminar Hall	1 per Under Graduate Courses	132	
		1 per Diploma Institution	132	
Appendix 4, 4.2.1, Pg. No. 103	E. Hotel Management and Catering Technology (Degree/ Diploma) Institution			
	Seminar Hall	1 per Under Graduate Courses	132	
		1 per Diploma Institution	132	

Appendix
7, 7.3,
Pg. No.
112

7.3 Post Graduate Degree Programme

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	-	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12}$
*Pharmacy	1:5	-	$\frac{S}{5xR}$	$\frac{S}{5xR}$	$\frac{S}{5xR}$	$\frac{S}{5}$
*Architecture and Planning						
a. Architecture	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
b. Planning	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*Applied Arts and Crafts	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*Hotel Management and Catering Technology	1:12	-	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12}$
#MCA	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$
#MBA/ PGDM	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$

Appendix
9, Pg.114

e. Admission to PGDM Institutions shall be made only from the candidates qualified from any one of the six All India tests i.e.; CAT, XAT, CMAT, ATMA, MAT, GMAT.

The candidates shall be short listed on the basis of the overall rank

7.3 Post Graduate Degree Programme

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	-	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12}$
*Pharmacy						
M.Pharm.	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
Pharm. D.	1:15	-	$\frac{S}{15xR}$	$\frac{S}{15xR}$	$\frac{S}{15xR}$	$\frac{S}{15}$
*Architecture and Planning						
a. Architecture	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
b. Planning	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*Applied Arts and Crafts	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*Hotel Management and Catering Technology	1:12	-	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12}$
#MCA	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$
#MBA/ PGDM	1:20	1	$\frac{S}{20xR} - 1$	$\frac{S}{20xR} \times 2$	$\frac{S}{20xR} \times 6$	$\frac{S}{20}$

e. Admission to PGDM Institutions shall be made only from the candidates qualified from any one of the six All India tests i.e.; CAT, XAT, CMAT, ATMA, MAT, GMAT or the common entrance examinations (if any) conducted by the respective State Governments for all Institutions other than Minority Institutions.

	<p>computed taking into account of the following components and their weights:</p> <ul style="list-style-type: none"> • Score in the Common Admission test (CAT, XAT, CMAT, ATMA, MAT, GMAT) - 35 to 60% • Score for academic performance in X Std., XII Std., Under Graduate Degree/ Post Graduate Degree - 5 to 25% • Group discussion/interview - 20 to 45% • Weightage for participation in Sports, Extra-Curricular activities, Academic diversity and Gender diversity – 5 to 20% 	<p>The candidates shall be short listed on the basis of the overall rank computed taking into account of the following components and their weights:</p> <ul style="list-style-type: none"> • Score in the Common Admission test - 35 to 60% • Score for academic performance in X Std., XII Std., Under Graduate Degree/ Post Graduate Degree - 5 to 25% • Group discussion/interview - 20 to 45% • Weightage for participation in Sports, Extra-Curricular activities, Academic diversity and Gender diversity – 5 to 20%
Annexure 13, Sl. No. 1, Pg. No. 256	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.	INTRODUCTION: To improve the employability of students, industrial exposure shall be provided by appointing Adjunct Faculty/ Resource persons in Technical Institutions. However, for computing the faculty deficiency only regular faculty shall be counted.
Annexure 13, Sl. No. 6, Pg. No. 256	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)	STRENGTH OF ADJUNCT FACULTY: In case of Architecture and Planning, up to a maximum of 30% Adjunct Faculty/ Resource Persons are permissible, since the Programme requires exhaustive practical field exposure. In all other Programmes, ONLY under exigent conditions such as relieving/retirement of faculty members/ delay in Faculty recruitment, Institutions may avail the services of Adjunct Faculty/ Resource Persons up to a maximum of 10% of the required Faculty members as per the “Approved Intake”, for a period not exceeding one Academic Session.

Approval Bureau, AICTE



अखिल भारतीय तकनीकी शिक्षा परिषद्
ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

(भारत सरकार का एक सांविधिक निकाए) (A STATUTORY BODY OF THE GOVT. OF INDIA)
Revised Order Letter of Approval

File No. 06/05/II-E&T/2009
Date:-24.07.2009

To
The Secretary, Training & Technical Education
Govt. of NCT Delhi
Muni Mayaram Marg, Prem Bari Pul,
Pitam Pura (Near TV Tower),
Delhi- 110 034.

Sub: AICTE approval to Surajmal Memorial Education Society, Janak Puri, New Delhi for starting of 2nd Shift of Engineering College in the existing Maharaja Surajmal Institute of Technology, Janakpuri New Delhi.

Sir,

This is in supersession to Council earlier letter even no. Dt. 30.06.2009. As per the Regulations notified by the Council vide F. No. 37-3/Legal/2004 dated 14th September 2006 and norms, standards, procedures and conditions prescribed by the Council from time to time and based on the recommendations of the Expert Committee and EC Sub Committee, I am directed to convey the approval of the Council to Surajmal Memorial Education Society, Janak Puri, New Delhi for starting of 2nd Shift of Engineering College in the existing Maharaja Surajmal Institute of Technology, Janakpuri New Delhi for conduct of the following courses and intake.

S.No.	Name of the Course	Intake	Entry Level	Duration
1	Computer Science & Engineering	60	10+2	4 Yrs
2	Information Technology	60	10+2	4 Yrs
Total		120		

Note:- The approval is valid for two years from the date of issue of this letter for getting affiliation with respective university and fulfilling State Govt. requirements of admission.

The approval is valid for two years from the date of issue of this letter. The Society/Trust/Institution shall obtain necessary affiliation/ permission from the concerned affiliating University, as per the prescribed schedule of the University/ Admission Authority etc. The Applicant Society/Trust/Institution shall send information about commencement of the above courses to AICTE. In case the Institution could not commence the above mentioned courses for whatsoever reasons during the two years period from the date of issue of this letter, the approval becomes invalid and the applicant society/trust shall have to make fresh application to AICTE for grant of fresh approval.

The above approval the subject to the following specific conditions:-

- (i) The Second shift timing should be from 2.00 PM to 8.30 PM while the first shift from 7.00 AM to 1.30 PM.
- (ii) Library should be provided with 20% more books and journals and library timing should be extended to facilitate second shift students.
- (iii) One Vice Principal/ Deputy Director at the level of Professor or Associate Professor with five years experience should be appointed for the second shift.
- (iv) At least 50% additional permanent faculty should be appointed for second shift and 25% visiting faculty should be engaged and remaining 25% faculty may be utilized from the existing faculty. The existing faculty may be paid 50% of Basic pay+ DA for the additional work.
- (v) At least 50% additional staff should be appointed for second shift and 50% existing staff of the first shift may be utilized. The existing staff may be paid 50% of Basic pay +DA for the additional work.

The approval is further subject to fulfillment of following conditions:-

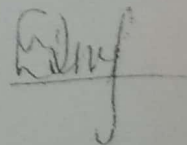
1. That the management shall provide adequate funds for development of land and building and for providing related infrastructural, instructional and other facilities as per Council's norms and standards laid down by the Council from time to time and for meeting recurring expenditure.
2. (a) That the admissions shall be made only after adequate infrastructure and all other facilities are provided as per norms and guidelines of the AICTE
(b) That the admissions shall be made in accordance with the regulations notified by the Council from time to time.
(c) That the admissions to the courses shall be made only after the affiliating University/ University under whose ambit the institution is functioning / State Board has given permission to start the course.
(h) That the Institution shall not allow closure of the Institution or discontinuation of the course(s) or start any new course (s) or alter intake capacity of seats without the prior approval of the Council.

7वाँ तल, चन्द्रलोक भवन, जनपथ नई दिल्ली-110001

7th Floor, Chander Lok Building, Janpath, New Delhi-110001

Phone : 011-23724151-57 Website : www.aicteernet.in

- (e) That no excess admissions shall be made by the Institution over and above the approved intake under any circumstances.
- (i) That the institutions shall not have any collaborative arrangements with any Indian and/or Foreign Universities for conduct of technical courses other than those approved by AICTE without obtaining prior approval from AICTE.
- (j) That the Institution shall not allow conduct of any unapproved course whether technical or non technical in the premises of AICTE approved institution/campus and /or in the name of the Institution without prior permission from AICTE.
3. That the institution shall operate only from the approved location, and that the institution shall not open any off campus study centers/ extension centers directly or in collaboration with any other institution/ university/ organization for the purpose of imparting technical education without obtaining prior approval from the AICTE.
4. That the tuition and other fees shall be charged as prescribed by the Competent Authority within the overall criteria prescribed the Council from time to time. No capitation fee shall be charged from the students/guardians of students in any form.
5. That the accounts of the Institution shall be audited annually by a certified Chartered Accountant and shall be open for inspection by the Council or any body or person authorized by it.
6. That the Director/Principal and the teaching and other staff shall be selected according to procedures, qualifications and experience prescribed by the Council from time to time and pay scales are paid as per the norms prescribed by the Council for time to time.
7. (a) That the institution shall furnish requisite returns and reports as desired by AICTE in order to ensure proper maintenance of administrative and academic standards.
- (b) That the technical institution shall publish an information booklet before commencement of the academic year giving details regarding the institution and courses/programmes being conducted and details of infra-structural facilities including faculty etc. in the form of mandatory disclosure. The information booklet may be made available to the stakeholders of the technical education on cost basis. The mandatory disclosure information shall be housed in the Institution Web-Site. The information shall be revised every year with updated information about all aspects of the institution.
- (c) That it shall be mandatory for the technical institution to maintain a web-site providing the prescribed information. The website information must be continuously updated as and when changes take place.
- (d) That a compliance report in the prescribed format along with mandatory disclosure on fulfillment of the above conditions, shall be submitted each year by the Institution within the time limit prescribed by the Council from time to time.
- (e) That if Technical Institution fails to disclose the information or suppress and/or misrepresent the information, appropriate action to be initiated including withdrawal of AICTE approval.
8. That all the laboratories, workshops etc. shall be equipped as per the syllabi of the concerned affiliating University /University under whose ambit the institution is functioning, and shall be in operational condition before making admissions.
9. That a library shall be established with adequate number of titles, books, journals (both Indian & Foreign) etc as per AICTE norms.
10. That a computer center with adequate number of terminals, Printers, legal software etc. shall be established as per AICTE norms.
11. That a Joint FDR is required to be created for an amount and period prescribed by the Council from time to time.
12. AICTE may carry out random inspections round the year any time for verifying the status of the Institutions to ensure maintenance of norms and standards.
13. That the AICTE may also conduct inspections with or without notifying the dates to verify specific complaints of misrepresentation, violation of norms and standards, mal-practices etc.
14. That the Institution by virtue of the approval given by Council shall not automatically become claimant to any grant-in-aid from the Central or State Government.



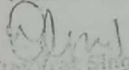
15. The Institute shall take appropriate measures for prevention of ragging in any form, in the light of directions of Supreme Court of India in Writ Petition No. © 656/1998. In case of failure to prevent the instances of ragging by the Institutions, the Council shall take appropriate action including withdrawal of approval.

16. That the institution shall provide the following facilities for the physically challenged persons.
- Class rooms, toilets and hostels to be made accessible to wheel chair users.
 - Resource room for visually impaired students.
 - Accessible Library.
 - Counseling Centre for disabled students.
 - Facility of Sign Language Interpreter.
 - All Students needing assistive devices to be provided such devices.

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

18. In the event of non-compliance by the **Maharaja Surajmal Institute of Technology, Janakpuri New Delhi (II Shift)** with regard to guidelines, norms and conditions prescribed from time to time the Council shall be free to take measures for withdrawal of its approval or recognition, without consideration of any related issues and that all liabilities arising out of such withdrawal would solely be that of the **Maharaja Surajmal Institute of Technology, Janakpuri New Delhi (II Shift)**

Yours faithfully,


(Dr. Jit Singh)
Chairman (EAT)

Copy to:

1. The Principal/ Secretary
**Maharaja Surajmal Institute
of Technology,
Janakpuri New Delhi**
2. To, The Chairman
**Surajmal Memorial Education Society,
Janak Puri, New Delhi**
3. The Regional Officer, AICTE
North West Regional Office,
AICTE, 1310 A Sector 42 B
Chandigarh 160 036.
3. The Director of Technical Education
Govt. of NCT of Delhi
Muni Mayaram Marg, Prem Bari Pul,
Pitam Pura (Near TV Tower),
Delhi- 110 034.
5. The Registrar,
Guru Gobind Singh Indraprastha University
Delhi
6. Guard File



**All India Council for Technical Education
Approval Process Handbook
(2017 – 2018)**



All India Council for Technical Education Approval Process Handbook (2017 – 2018)

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, and quality education at affordable cost to all aspiring citizens with transparency and accountability 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 distinct change in terms of improvement of the existing colleges in tune with the quality assurance norms set by the regulating and accreditation agencies. The Council believes in providing a proper impetus for the Institutions to generate competent Engineers, Pharmacists, Managers, Architects and Scientists and encourages them 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 emphasis this year has been to simplify the procedures and 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. 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.

The introduction of National Digital Depository for storing all students' educational Certificates, all fee collections and scholarship disbursements 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, accountability, 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.

सा विद्या या विमुक्तये (*That is knowledge which liberates*)

योगः कमसु 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.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
NIRF	National Institutional Ranking Framework
NOC	No Objection Certificate
NRI	Non Resident Indian
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
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
SCSC	Standing Complaint Scrutiny Committee
SHC	Standing Hearing Committee
TDS	Tax Deduction at Source
TELNET	Terminal Emulation Programme for TCP/ IP Networks
UG	Under Graduate
UGC	University Grants Commission
UT	Union Territory
Wi-Fi	Wireless Fidelity
WS	WorkShop



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 10 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	“Deemed University” means an Institution declared as Deemed to be University 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/ Town 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, if any; 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/ Town Planning; A batch of maximum of Fifteen (15) seats in Post Graduate Programme in Pharmacy;



	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 by an Institution.
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 applicant Institution.
27	“Executive Committee” means the Committee constituted by the Council under Section 12 of the AICTE Act.
28	“Faculty” means faculty members 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 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	“Programme” means the field of Technical Education, i.e. Engineering and Technology, MCA, Architecture, Town 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.



44	“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.
45	“Regional Committee” means a Committee established for each region under Section 14 of the Act.
46	“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.
47	“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.
48	“Second Shift” means educational activities conducted in 2 nd spell of time (from 1 pm to 9 pm) wherever two-Shift working exists.
49	“Self-Financing Institution” means an Institution started by a Trust/ Society/ Company and does not receive grant/ fund from Central and/ or State Government and/ or Union Territory Administration for meeting its recurring expenditure.
50	“SHC” means Standing Hearing Committee constituted by the Chairman as per the composition given in Approval Process Handbook to review the EVC Reports and replies received for Show Cause Notices and forward its recommendations to EC for approval.
51	“Single Shift/ Regular Shift” means where, educational activities of the Technical Institution are conducted between 9 am and 5 pm.
52	“Society” means a Society registered under Societies Registration Act, 1860.
53	“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.
54	“Technical Campus” means a campus which offers more than one technical Programmes approved by the Council.
55	“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, Technology, MCA, Architecture, Town Planning, Management, Pharmacy, Hotel Management and Catering Technology, Applied Arts and Crafts and such other Programmes and areas as are notified by the Act.
56	“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
57	“University Department” means a department established and maintained by the University.
58	“University” means a University defined under Clause (f) of Section 2 of the University Grants Commission Act, 1956.
59	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 2014-15

Region	State	Approved Programmes			Approved Intake			Total Approved Institutions	Total Approved Intake
		Diploma	PG	UG	Diploma	PG	UG		
Central	Chhattisgarh	70	50	61	12820	6037	29206	117	48063
	Gujarat	147	250	196	74610	34303	75504	429	184417
	Madhya Pradesh	173	371	317	34864	48147	115838	538	198849
Central Total		390	671	574	122294	88487	220548	1084	431329
Eastern	Andaman and Nicobar Islands	1	0	1	270	0	90	1	360
	Arunachal Pradesh	7	0	0	1340	0	0	7	1340
	Assam	13	21	21	2215	1992	5475	43	9682
	Jharkhand	34	17	18	9400	3509	7590	59	20499
	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	1	1	1	60	60	240	3	360
	Odisha	138	147	115	44840	17266	49619	295	111725
	Sikkim	2	2	2	405	249	906	4	1560
Tripura	5	0	3	850	0	630	8	1480	
West Bengal	121	116	103	32690	13788	40768	247	87246	
Eastern Total		328	309	267	92730	37116	105943	678	235789
North-West	Chandigarh	5	8	5	1025	804	1041	12	2870
	Delhi	21	55	24	5865	14288	9981	82	30134
	Haryana	230	239	192	79473	30502	72644	456	182619
	Himachal Pradesh	42	35	34	11938	3258	10900	79	26096
	Jammu and Kashmir	30	15	8	6095	1402	2980	47	10477
	Punjab	189	196	151	68683	23023	53122	382	144828
	Rajasthan	253	179	177	65035	19020	70800	460	154855
North-West Total		770	727	591	238114	92297	221468	1518	551879
Northern	Bihar	39	35	27	12005	2827	8960	84	23792
	Uttar Pradesh	446	670	422	133146	96334	166596	1067	396076
	Uttarakhand	92	83	52	19053	9323	14874	163	43250
Northern Total		577	788	501	164204	108484	190430	1314	463118
South-Central	Andhra Pradesh	322	657	462	87616	104657	198120	856	390393
	Telangana	251	711	472	62940	143526	209530	820	415996
South-Central Total		573	1368	934	150556	248183	407650	1676	806389
South-West	Karnataka	357	375	270	102301	50683	111062	754	264046
	Kerala	71	220	205	21804	23366	66656	354	111826
South-West Total		428	595	475	124105	74049	177718	1108	375872
Southern	Puducherry	10	17	20	2850	1888	9150	32	13888
	Tamil Nadu	492	763	572	211893	90137	294484	1356	596514
Southern Total		502	780	592	214743	92025	303634	1388	610402
Western	Dadra and Nagar Haveli	1	2	1	330	186	60	3	576
	Daman and Diu	1	0	0	360	0	0	1	360
	Goa	9	5	8	2955	570	1430	17	4955
	Maharashtra	696	759	549	197013	100506	180350	1540	477869
Western Total		707	766	558	200658	101262	181840	1561	483760
Grand Total		4275	6004	4492	1307404	841903	1809231	10327	3958538



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



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

year	Diploma/ Post Diploma	Engineering and Technology	Management	MCA	Pharmacy	Architec ture	Hotel Management and Catering
2007-08	417923	653290	121867	70513	52334	4543	5275
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

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 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 Governments, Universities 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
- Quality Assurance through NBA accreditation



- Participation in the process of granting Deemed University status by MHRD
- Approval for Foreign Collaboration/ Twinning Programmes
- Industry-Institution Partnership Cell
- 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 Introduction

- 1.1 A new Technical Institution shall be established by providing infrastructure and other requirements as per the Approval Process Handbook.
- 1.2 New Technical Institution offering technical Course(s)/ Programme(s) shall not be established and/ or started without prior approval of the Council.
- 1.3 Technical Institution shall satisfy the land norms given in Appendix 4 of Approval Process Handbook.
- 1.4 Admission Authority/ Body/ Institution shall not permit admission of students to a Technical Programme which is not approved by the Council.
- 1.5 **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**
- 1.6 The Institutions approved by the Council of Architecture in the previous academic years, seeking approval for the first time from AICTE shall submit an application as a new Technical Institution.
- 1.7 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.

2 Time Schedule for processing of applications

AICTE shall notify through a Public Notice in the leading newspapers and through the AICTE Web-Portal regarding cut off dates for various purposes including receipt of applications and processing thereof from time to time. **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.

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 this purpose and as notified in the Public Notice published in the leading newspapers and through the AICTE Web-Portal.

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

3 Seeking approval of the Council

- 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
- 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

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.

- 3.3 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.

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.

- 3.4 The concerned State Government 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 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 EVC to Institution to assess the status of readiness of the State Government 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.



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.

Applications for the cases listed in Clauses 3.1 (a) and (e) are not eligible to apply for 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.

- b Land/ built-up area requirement for Technical Institution shall be as mentioned in 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) 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 approved by the Competent Authority as designated by concerned State Government/ UT.
- d Instructional area requirements as stated in the Appendix 4 shall be applicable for a Technical Institution.
- e Administrative area requirements as stated in Appendix 4 shall be applicable for a Technical Institution.
- f Amenities area requirements as stated in Appendix 4 shall be applicable for a Technical Institution.
- g Access and Circulation Area (ACA) shall be 25% of built-up area.
- h Central Library with Reading Room: Programme wise area requirement shall be as per Appendix 4.



- i Computer Centre: Programme wise area requirement shall be as per Appendix 4.
- 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 Town Planning	
	a. Architecture	50
	b. Town Planning	50
v	Applied Arts and Crafts	50
vi	MCA	50
vii	Management	50

- 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.
- 3.8 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 this handbook
- 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.
- 3.10 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.
- 3.11 Requirement of Computers, Software, Internet and Printers shall be as given in Appendix 5.
- 3.12 Requirement of Laboratory equipment and Experiments shall be as given in Appendix 5 (as per the curriculum of respective Affiliating University/ Board).
- 3.13 Requirement of books and Library facilities for each Programme shall be as given in Appendix 5.
- 3.14 Requirement of e-Journals shall be as given in Appendix 10.
- 3.15 Essential and desired requirements shall be as given in Appendix 6.



3.16 In case of non-Technical Institutions seeking approval for conducting MCA/ MBA and University Departments/ Constituent Colleges seeking approval for conducting MCA/ MBA/ M.Pharma./ M.Tech. Programmes apart from their existing Courses, separate building and Principal are not required. However, in such cases all other norms (as per Approval Process Handbook 2017-18) such as separate Head of the Department, faculty, infrastructure, built-up area, etc. should be fulfilled.

4 Submission of Application

4.1 User ID and Password

An unique USER ID will be allotted to each new applicant 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

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 only.

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

If any existing Institution has forgotten the Password, the Institution shall apply to RO with an Affidavit¹ 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.

Using the USER ID, the application in the prescribed Format shall have to 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.

4.2 Details of Processing Fee

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	Processing Fee ₹ in Lakh
i	Minority Institution	5.0
ii	Institution set up in J&K, North Eastern States other than Government/ Government aided/ Central University/ State University	5.0
iii	Institution set up exclusively for women other than Government/ Government aided/ Central University/ State University	5.0
iv	All other Institutions	7.0
v	ALL the Institutions including (i) to (iv) above whose application was rejected and issued Final LoR in the preceding one year i.e. 2016-17	3.0
vi	Institutions approved by Council of Architecture in the previous Academic Years and seeking approval for the first time from AICTE	3.0
vii	Government/ Government aided/ Central University/ State University	Nil



- 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/ EVC has to be conducted, the applicant has to remit ₹2.0 Lakh through online.
- d The processing fee 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.

- 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.

The Portal permits the generation of Deficiency Report.

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.

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

- 4.4 An Affidavit⁴ sworn before First Class Judicial Magistrate or Notary or an Oath Commissioner on ₹100/- Non-judicial stamp paper is to be submitted. In case of false information, AICTE shall invoke the provisions, both civil and/ or criminal as per the Regulations in place.

A printout of the complete online application as submitted on the AICTE Web-Portal, along with the proof of payment, Deficiency Report generated 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.

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

4.5 Views of State Government 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.
- b The views of the State Government/ UT and the Affiliating University/ Board shall be taken into account by the Regional Committee while taking the decision whether the application is to be processed further or not. If the application is not processed further, the processing fee after a deduction of ₹50000/- (Rupees Fifty thousand only) shall be refunded to the applicant.

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.

5 Change of Site/ Location

a Conditions for Approval of Change of Site

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

The change in Site/ Location shall be allowed within the jurisdiction of the Affiliating University/ Board.

b Procedure for Approval of Change of Site

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

- 1 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.
- 2 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.
- 3 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 again to verify the facilities at new Site/ Location.
- 4 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.



- 5 On approval of new location, all activities of the Institution shall necessarily be carried out at newly approved location only.
- 6 Any violation in this respect shall lead to Withdrawal of Approval and Institution shall not be allowed to continue its activities in either locations.
- 7 Request for approval for partial shifting of the Courses/ Programme in the Institution shall not be considered.

6 Closure of Institution

a Conditions for Approval of Closure of Institution

- 1 The Institution shall apply for Complete Closure or Progressive Closure.
- 2 The additional documents to be submitted for Closure of Institution shall be as per Appendix 16.
- 3 In case of Complete Closure, the Institution shall be closed completely in one instance.
- 4 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.
- 5 Final closure order in case of Progressive Closure shall be issued after completion of the Programme(s) and submission of Affidavit².
- 6 Once Complete Closure or Progressive Closure is approved, the Institution shall have to apply only afresh for starting new Technical Programme. Such request shall be considered as application for establishment of new Institution and shall be processed as per Chapter I of Approval Process Handbook, after final closure order is issued by the Council in case of Progressive Closure (except for Institutions applying under Clause 3.1 (e) of Approval Process Handbook).
- 7 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.

b Procedure for Approval of Closure of Institution

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

- Scrutiny Committee shall verify the correctness of the documents.
- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO.
- Scrutiny Committee Report shall be placed before Regional Committee for further processing.

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

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

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

The admission of students in the Institution for three consecutive years should be less than 60%.

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.

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

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.



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

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

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

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

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

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

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

Merging of Courses is not permitted.

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

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 is not existing in Annexure 4A or 4B, then such Courses shall have to be applied for closure.

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

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).

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 is not existing in Annexure 4A or 4B, then such Courses shall be not be permitted for Conversion.

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

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

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

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 current APH norms shall have to be fulfilled.

8.1 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 land and built-up area of each Programmes are met. The application shall be processed as per the norms for new Institution.



9 Procedure for approval of New Institutions

Formation of Scrutiny and Re-Scrutiny Committee

- 9.1 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.
- 9.2 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.
- 9.3 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.
- 9.4 Evaluation of the application by Scrutiny Committee
- 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.
- 9.5 Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the applicant Society/ Trust/ Company through Web-Portal.
- 9.6 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.
- 9.7 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.
- 9.8 The Regional Officer shall ensure and certify that all the fields of the Scrutiny Report are filled completely.
- 9.9 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.
- 9.10 The attested copies of original documents shall be retained by the Regional Office.
- 9.11 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.

10 Formation of the Expert Visit Committee (EVC)

- 10.1 Evaluation of application by Expert Visit Committee (EVC)
- 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 EVC shall also be constituted manually by the Regional Officer with prior approval of the Chairman.

- 10.2 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
- 10.3 Concerned Regional Officer or an Officer of the Council shall assist the Committee and make necessary arrangements for conduct of the Expert Visit Committee, however, he/ she shall not be a part of the Committee.
- 10.4 Expert Visit Committee shall have access to the Report of the Scrutiny Committee and Re-Scrutiny Committee.
- 10.5 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.
- 10.6 Expert Visit Committee shall also verify documents in original as in Appendix 16 with respect to actual infrastructure visited.
- 10.7 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.
- The applicant shall also arrange Internet ready Laptop/ desktop, scanner and printer to the Expert Visit Committee.
- 10.8 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
- 10.9 The Regional Officer shall ensure and certify that all the fields of the Expert Visit Committee Report are filled completely.
- 10.10 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.

11 Evaluation of application



- 11.1 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 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.
- 11.2 Regional Officer concerned, while forwarding the recommendations of the Regional Committee for further processing of issuance of LoA or otherwise to AICTE Head Quarter for placing before the Executive Committee, shall verify that the processes prescribed under these Regulations and Approval Process Handbook are followed by the Scrutiny/ Re-Scrutiny Committee, EVC and the Regional Committee.
- 11.3 The Bureau concerned at AICTE Head Quarter shall also verify that the processes 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.

12 Grant of Approval

- 12.1 The Executive Committee after considering the recommendations of the Regional Committee and views of the Approval Bureau, shall take decision for grant of approval or otherwise. The decisions taken by the Executive Committee are ratified by the Council.
- 12.2 Applicants, whose applications are recommended for grant of approval by the Executive Committee, shall be informed for submission of Security Deposit along with an Affidavit³.
- 12.3 The decision of the EC/ Council 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.
- 12.4 An Institution/ applicant, if aggrieved by the decision of EC, shall have the right to **appeal once** to the Council, about the compliance of the deficiencies, **within 10 days from the date of uploading of LoR**. Such Institution is permitted to appear before a Standing Appellate Committee on the date and time scheduled by AICTE. The final decision of the Council shall be uploaded on or before 30th April of Calendar Year.
- 12.5 Applicants as in Clause 12.2 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 Town Planning						
a. Architecture	12.00	15.00	12.00	15.00	12.00	15.00
b. Town Planning	12.00	15.00	12.00	15.00	12.00	15.00



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	-	-

- 12.6 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.
- 12.7 Applicants, whose applications are recommended for Conversion of Women’s to Co-Ed or Conversion of Diploma Level into Degree Level, Security Deposit for the remaining amount as per the requirements of Approval Process Handbook for the remaining period of 10/ 8 years, as applicable shall be created. No deposit is required where NOC was already issued to the Institution for the release of the earlier FDR.
- 12.8 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.
- 12.9 **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 with 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 shall apply online on AICTE Web-Portal for Extension of Approval for the **next academic session**. An EVC may be conducted any time before the first batch of students have passed out, to verify the fulfillment of the norms as per Approval Process Handbook.
- 12.10 **The Council shall not grant Conditional Approval to any Institution.**
- 12.11 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.

For Closure of Institution/ Course(s), the applicant shall submit the relevant NOCs on or before 31st December, 2017. In all other cases, NOCs should be submitted along with the application.

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 processing fee. Such Institutions shall submit all relevant documents after all the students have passed out (or) redistributed to nearby AICTE approved Institutions with the approval from the Council and seek official closure of the Institution.

If Complete/Progressive Closure is not approved, the Institution shall have to apply only afresh in the next Academic Year.

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



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.

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 Governments and Honourable Court directions, if any, and as applicable in the case of selection procedures and selection Committees.

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

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

14 Appeal Procedure

Procedure for submission of appeal and evaluation by the Standing Appellate Committee for applications rejected by the Executive Committee

14.1 The Appeal of the Institution shall be considered by the Standing Appellate Committee and for the purpose of consideration of the Appeal, the Standing Appellate Committee shall devise its own procedure. The appeal schedule shall be notified on the Web-Portal.

14.2 Applicants are advised to adhere to the given Standing Appellate Committee schedule and not to remain absent.

If the applicant remains absent for Appeal, then under no circumstances, their applications/ proposal shall be taken up by the Standing Appellate Committee and such Institutions, if they so desire, shall apply afresh during the next Academic Year.

Such Institutions remaining absent for any reason whatsoever shall not be entitled for any further appeal.

14.3 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.

A representative of the Institution shall be invited to place the point of view of the Institution before the Standing Appellate Committee for consideration.

14.4 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. The Report of the Standing Appellate Committee shall be uploaded on the Web-Portal by Officers of concerned Region at AICTE HQ and the same shall be placed before the Council whose decision shall be final.

14.5 If the SAC recommends for Scrutiny/ EVC, the same shall be conducted as per Clauses 9 and 10 respectively of Chapter I of Approval Process Handbook.

14.6 The Report of the Scrutiny and/ or Expert Visit Committee (recommended as per Clause 14.5) 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. A representative of the Institution shall be invited to place the point of view of the Institution before the Standing Appellate Committee only in case of first EVC of the Institution and if EVC 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 views before Standing Appellate Committee regarding deficiencies noted by EVC.

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. The recommendations of the Standing Appellate Committee shall be uploaded on the Web-Portal by Officers of concerned Region at AICTE HQ and shall be placed before the Council whose decision shall be final.

Applicants, whose applications are recommended for grant of approval by the Council, shall be informed for submission of Security Deposit along with an Affidavit³.

- 14.7 A final Letter of Approval/ Letter of Rejection shall be issued to the Institution through Web-Portal on or before 30th April of Calendar Year, with the reasons for rejection of the application.
- 14.8 LoA shall not be granted after 30th April, 2017 in view of the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA no.9048/ 2012.
- 14.9 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
- Increase in Intake/ Additional Course(s) in Regular/ First Shift in existing Institutions
- Addition of Integrated/ Dual Degree Course in the Regular/ First Shift in existing Institutions
- Fellowship Programme in Management in existing Institutions
- 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 of the Course/ 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

1 Introduction

- 1.1 Institution offering technical education shall not continue technical Courses or Programmes beyond the specified period of approval given by the Council.
- 1.2 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. However,
- a In case of Institutions having at least 50% of **eligible Courses** accredited by NBA, and if the valid accreditation period is beyond 10th April 2018 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 2018, 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 For the above said Institutions, Processing Fee for Extension of Approval (EoA) ONLY is waived.
- c 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.
- d 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 Processing Fee in the subsequent years.



1.3 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.

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

2 Time Schedule for Processing of Applications

AICTE shall notify through a Public Notice in the leading newspapers and through the AICTE Web-Portal regarding cut off dates for various purposes including receipt of applications and processing thereof from time to time. 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.

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 this purpose and as notified in the Public Notice published in the leading newspapers and through the AICTE Web-Portal.

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

3 Submission of application

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

However, 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

If any existing Institution has forgotten the Password, the Institution shall apply to RO with an Affidavit¹ 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.

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

3.2 Seek approval of the Council for

a Extension of approval/ Continuation of approval after a break in the preceding academic year/ Restoration to existing Technical Institution or Technical Campus.

b Increase in Intake/ Additional Course(s) in existing Courses in the Regular/ First Shift in existing Institutions having valid NBA accredited Courses

c Addition of Integrated/ Dual Degree Course in the Regular/ First Shift in existing Institutions having valid NBA accredited Courses

d Fellowship Programme in Management in existing Institutions having valid NBA accreditation for Management Programme

e Introduction/ Continuation of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries

f Introduction/ Continuation of seats for sons/ daughters of NRIs



- g Change in name of Course/ Reduction in Intake/ Closure of Programme and/ or Course
- h Change in name of the Institution
- i Change in name of the Trust/ Society/ Company
- j Change of Affiliating University/ Board
- 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.
- 3.4 An applicant using login ID and password, shall enter/ edit data as required.
- 3.5 Processing Fee in ₹ Lakh for various applications of (Degree, Post Graduate Degree, Post Graduate Diploma, Diploma and Post Diploma Institutions)

Type of Institution	Extension of approval			Increase in Intake/ additional Course	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	Continuation of Fellowship Programme in Management	Reduction in Intake/ Closure of Course/ Programme	Change in name of Institution/ Affiliating University/ Board*	Change in name of the Trust/ Society/ Company	Integrated/ Dual Degree Courses
	Extension of approval	Break in EoA/ Restoration	Amount of Late Fee									
Minority Institution	0.75	3.0	2.0	0.75	0.75	3.0	10.0	5.0	0.25	0.75	3.0	0.75
Institution set up in J&K, North Eastern States	0.75	3.0	2.0	0.75	0.75	3.0	10.0	5.0	0.25	0.75	3.0	0.75
Institution set up exclusively for women	0.75	3.0	2.0	0.75	0.75	3.0	10.0	5.0	0.25	0.75	3.0	0.75
All other Institutions	1.0	3.0	2.0	1.0	1.0	5.0	15.0	7.5	0.50	1.0	3.0	1.0
Government/ Government aided/ Central University/ State University	Nil	Nil	0.10	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

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

Note:

- For closure of PGDM Course, NOC from Affiliating University/ Board is not applicable. However EVC shall be conducted and the applicant has to pay ₹2.0 Lakh for the same.
- Processing fee 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/ Affiliated University/ Trust in the format prescribed by AICTE.



- No NOCs from University/ State Government shall be required for reduction in Intake to Non-Zero Intake and closure of second Shift Courses.
- In extraordinary circumstances, if additional Scrutiny/ EVC has to be conducted, the applicant has to remit ₹2.0 Lakh through online.

3.6 Payment

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

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.

3.8 The Portal permits the generation of Deficiency Report.

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.

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

3.11 An Affidavit⁴ sworn before First Class Judicial Magistrate or Notary or an Oath Commissioner on ₹100/- Non-judicial 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.

3.12 A printout of the complete online application as submitted on the AICTE Web-Portal, along with the proof of payment, Deficiency Report generated, additional documents (if applicable) and Affidavit⁴ shall be submitted on the date as scheduled by the Regional Office.

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

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”, 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 Institutions applying for Break in EoA/ Restoration shall not be eligible for increase in Intake/ introduction of new Course(s)/ Introduction of NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats/ Introduction of Twinning/ Fellowship Programme and processed for EoA with EVC.
- d Institutions which had not applied for EoA in the preceding Academic Years shall be considered as “Break in EoA” and processed for EoA with EVC.
- e **Institutions having Courses where the admission is less than 30% of “Approved Intake” for the last 5 years consistently and if it continues for the current Academic Year, such Courses shall be closed next year with the approval of the Council.**
- f EoA shall not be granted after 30th April 2017 in view of the order dated 13.12.2012 passed by the Hon’ble Supreme Court of India in CA no.9048/ 2012.

5 Procedure for processing of applications for increase in Intake/ Additional Course(s)

- 5.1 The approved Technical Institution shall expand its activities by Addition of new/ additional Courses/ divisions, in the 1st Shift provided they have valid NBA accreditation in place for following reasons.
- Increased demand of technically skilled personnel
 - Increased utilization of infrastructure available at the Technical Institutions
 - Facilitate cost effective education to masses through increased utilization of infrastructure available at the Technical Institutions
 - Enabling Faculty to pursue PG Education
 - Ensure quality of technical education being imparted
- 5.2 Eligibility Criteria
- a The Institution shall have “Zero Deficiency” as per the Deficiency Report generated through Web-Portal.
- b The Institution shall have valid NBA accreditation for the existing Course(s) as deemed necessary.
- c 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** divisions 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.

Note: in all the above cases “Zero Deficiency” on Portal is a must for expansion.

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 2017. 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 (Maximum 04 in Number) in the First Shift
Diploma 1	Diploma 1	<p style="text-align: center;">Addition of Divisions</p> <p>Addition of Divisions (not more than 2 in each Course) in existing valid accredited Courses at Diploma + UG + PG Level (Diploma-1, Diploma-3, UG-1, UG-3, UG-5 and PG-2) not exceeding total of 04 Divisions.</p> <p style="text-align: center;">Or</p> <p style="text-align: center;">Addition of Divisions in existing accredited Courses + starting new Courses</p> <p>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.</p> <p style="text-align: center;">Or</p> <p style="text-align: center;">Starting New Courses</p> <p>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.</p> <p><i>Note: Institution shall not be eligible for expansion in non-accredited Courses such as Diploma-2, UG2, UG4, PG1 and PG3.</i></p>
Diploma 2	-	
Diploma 3	Diploma 3	
UG1	UG1	
UG2	-	
UG3	UG3	
UG4	-	
UG5	UG5	
PG1	-	
PG 2	PG2	
PG 3	-	

d 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 National Board of Accreditation (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” 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 Town Planning			
a. Architecture	Diploma	2	80
	UG	2	80
b. Town Planning	UG	2	80
Applied Art and Craft	Diploma	3	180
	UG	3	180
HMCT	Diploma	3	180
	UG	3	180



- e 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, EVC and SAC as required.
- f 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.

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.

- 5.3 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.
- 5.4 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” in the Portal. However, this is not applicable in case of Institutions under penal action.

6 Procedure

- 6.1 Procedure for Introduction of Course/ Division shall be considered in accordance with Intake and Number of Courses/ Divisions in the Technical Institution given in Clause 5 of Chapter II, of Approval Process Handbook and on fulfillment of the following requirements
- **Institutions with any accredited Course shall be permitted to utilize the benefit of accreditation only once for increase in Intake/ additional Courses etc.**
 - **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.**
 - 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 fulfillment of norms of Approval Process Handbook.
 - 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.
 - Scrutiny Committee shall verify the additional documents to be submitted for increase in Intake/ additional Courses for EoA.
 - Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

Institutions shall be permitted to merge similar Courses (as per Annexure 4) as per Clause 5.3. 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.



- 6.2 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.
- 6.3 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.
- 7 Approval for Integrated Degree in Engineering and Technology in existing Institutions having valid NBA accredited Courses in Engineering and Technology**
- 7.1 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.
- 7.2 Five year 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.
- 7.3 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 year 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.
- a Approval shall be considered only to those Institutions where there is “Zero Deficiency”.
- b Approval for only one Division of 60 students shall be approved for Institutions applying for Five year Integrated Degree in Engineering and Technology where University affiliated Courses in Engineering and Technology Programme are already in existence.
- c No OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ NRI seats shall be allotted for these Courses.
- d Collaboration and Twinning Programme shall not be permitted for these Courses.
- e Tuition Fee Waiver shall be applicable as per provisions in Approval Process Handbook.
- f Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.
- 7.4 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.
- 7.5 Student’s eligibility for admission and procedure for admission
- a University affiliation for these Courses shall be necessary before effecting admission.
- b Eligibility shall be as per Appendix 1 of the Approval Process Handbook.



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

8 Approval for Integrated/ Dual Degree in Management in existing Institutions having valid NBA accredited Management Courses

8.1 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.

8.2 Five year Integrated/ Dual Degree in Management leading to Master of Business Administration (MBA)

8.3 Requirements and Eligibility

AICTE approved Institutions where Courses in Management Programme are already in existence shall be eligible to apply for approval of Five year 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.

a Approval shall be considered only to those Institutions where there is “Zero Deficiency”.

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

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

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

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

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

8.4 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.

8.5 Student’s eligibility for admission and procedure for admission

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

b 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.



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

9 Approval of Integrated Degree in MCA in existing Institutions having valid NBA accredited MCA Courses

9.1 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.

9.2 Five year Integrated Degree in Computer Applications leading to Master in Computer Application (MCA).

9.3 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 year Integrated Degree in MCA. It is mandatory for existing MCA Course to be accredited by NBA to start any Integrated Degree in MCA.

a Approval shall be considered only to those Institutions where there is “Zero Deficiency”.

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

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

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

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

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

9.4 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.

9.5 Student’s eligibility for admission and procedure for admission

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

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

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

10 Approval of Integrated Degree in Hotel Management and Catering Technology (HMCT) in existing Institutions having valid NBA accredited HMCT Courses

10.1 Integrated Degree



- a Five and half year 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 (MHMCT), shall be awarded on completion of the following:
 - Bachelor degree in HMCT
 - Credits in Management subjects in 3rd Semester to 8th Semester for HMCT
 - Credits at 9th Semester and 10th Semester for HMCT
 - Six months internship in 11th Semester for HMCT

10.2 Requirements and Eligibility

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

- a Approval shall be considered only to those Institutions where there is “Zero Deficiency”.
- b Approval for only 60 students within “Approved Intake” for Institutions applying for Five and half year Integrated Degree in Hotel Management and Catering Technology (HMCT).

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.

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

10.3 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.

10.4 Student’s eligibility for admission and procedure for admission

- a University affiliation for these Courses shall be necessary before effecting admission.
- b Five and half year Integrated Course in Hotel Management and Catering Technology (HMCT)

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

Selection of the students for this Course shall be done at the start of 2nd year of Bachelor’s degree. Students selected for this Course shall take additional Course in Management along with the 3rd semester of the Regular Course

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

11 Procedure for approval 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.

11.1 Requirements and Eligibility

- a 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.
- b The Institution should have a valid accreditation by NBA.
- c Since inception, the Institution should have been free from serious complaints regarding CBI investigation, ragging, non-payment of dues to Council etc.
- d The Institution should have required number of full time faculty members as per the AICTE norms for running MBA/ MMS/ PGDM Programme.
- e The Institutions should have at least 50% and 25% of the full time faculty members with Ph.D. from AIU recognized University/ reputed University from abroad or fellows from IIM, if the Institutions apply for 10 seats and 5 seats respectively. These faculty members should have at least two papers published in reputed referred indexed cited International/ National Journals.
- f The Institution should have subscribed Journals in Business Management area of OB/ HR, Finance and Accounts, Marketing, Operations, IT Systems, Economics, etc.
- g Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

11.2 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 10 seats for Fellowship Programme in Management. However, the Institution may apply for 5 seats also.
- If the Institution is aggrieved by the decision of the EC, the Institution shall have the right to appeal as per the procedure in Chapter I of Approval Process Handbook.

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

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

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.

12.1 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” as per the Report generated.

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

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

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

a 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, 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.

Provided that this is subject to the availability of adequate Infrastructural facilities in the applicant Institution, **the same shall be verified by EVC**, 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.

b 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.

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

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



12.4 Fee and Admission

- a 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 admission. 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.
- b Admission to these seats shall be done on merit basis among applicants of these categories.

13 Admission for Sons and Daughters of Non Resident Indian(s)

13.1 Requirements and Eligibility

- a For seeking grant of approval for admitting Sons and Daughters of Non Resident Indian(s), Institutions shall apply on the Portal.
- b Five percent (5%) of seats within “Approved Intake” shall be allowed for admission under NRI category.
- c The Institution shall have “Zero Deficiency” as per the Report generated.

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

13.3 Procedure

- a 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.
- b 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.

13.4 Fee and Admission

- a 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.
- b 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.
- c Competent Authority for admission shall prepare merit list of applicants by inviting applications from eligible NRI students and effect admission strictly on merit basis.
- d 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.
- e The Institutions shall also display information regarding admitted candidates in their web sites for information to the students and other stakeholders.



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

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

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

14.1 Requirements and Eligibility

a Institutions seeking approval for Change in name of Course/ Reduction in Intake/ closure of Programme and/ or Course shall apply on the Portal.

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

c 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; 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	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

14.2 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.

15 Change in name of the Institution or Trust/ Society/ Company or Affiliating University/ Board

15.1 Conditions for Approval

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

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

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

15.2 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 EC, the Institution shall have the right to appeal as per the procedure in Chapter I of Approval Process Handbook.

15.3 **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.**

16 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 2017-18. Further, EVC members should interact with students and faculty members, in the absence of Institution authorities. EVC 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 EVC was conducted or Show Cause notice was issued, the same shall be placed before the Standing Hearing Committee (SHC). A representative of the Institution shall be invited to place the point of view of the Institution before the Standing Hearing Committee. The recommendations of SHC shall be placed before the EC for approval. The decision of the EC shall be communicated to the Institution by a detailed Speaking Order. If the Institution is aggrieved by the decision of the EC, 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.
- 17 The applications are processed as per the procedure given in Approval Process Handbook 2017-18 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.
- 18 Student's eligibility for admission shall be as per Appendix 1 of Approval Process Handbook.



Chapter III

Unapproved Institutions

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:

- a It is started without prior approval by the Council
- b It is declared as “Unapproved” by the Council

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

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.

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

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.

- 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.
- 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.
- 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.



Chapter IV

Penal Action in case of Violation of Regulations/ Approval Process Handbook 2017-18

1 Criteria

1.1 An Institution running any Programme/ Course in Technical Education in violation of Regulations/ Approval Process Handbook (APH) 2017-18, 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.

1.2 If any Technical Institution contravenes any of the provisions of relevant Regulations, the Council after making appropriate inquiry through Standing Hearing Committee (SHC) and after providing an opportunity of being heard through the Standing Appellate Committee (SAC) 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.

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.

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

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

3 Non-fulfillment of requirement of qualified Principal/ Director

Institutions 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

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 disbursing the salary of the faculty and staff members regularly.

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

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

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

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.

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

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

No Technical Institution shall be entitled to receive from the students fee 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

11 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 twice 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

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

13 Complaint Cases

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

The complaint shall be placed before a Standing Complaint Scrutiny Committee (SCSC) for further necessary action. If necessary, the complainant 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 EVC may be conducted.

If an EVC was conducted or Show Cause notice was issued based on complaints, the same shall be placed before the Standing Hearing Committee (SHC). A representative of the Institution shall be called to place their point of view before the Standing Hearing Committee. If necessary, the complainant may be called to appear before SHC at his/ her own cost. The recommendations of SHC shall be placed before the EC for approval. The decision of the EC shall be communicated to the Institution by a detailed Speaking Order. If the Institution is aggrieved by the decision of the EC, the Institution shall have the right to appeal as per the procedure in Chapter I.

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

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

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

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

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

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

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

14.6 The Council shall give an opportunity for presenting its case before SAC. The recommendations of the SAC shall be considered by the Council.

14.7 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.

15 Under extraordinary circumstances, if restoration/ Punitive action (except fine) is approved by the Council beyond 30th April 2017, the same shall be implemented for the next Academic Year only.



Chapter V

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

1 Objectives

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

2 Eligibility

- 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.
- 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".
- An Indian University Department or Institution should have a valid NBA accreditation for one year beyond 10th April, 2017 in the Programme/ Course for which Twinning is sought.
- Any other educational activity carried out in India, in any manner by the Foreign Universities/ Institutions.

3 Conditions for Approval

- 3.1 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.
- 3.2 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.
- 3.3 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.
- 3.4 Any Course or Programme which jeopardizes the National interest shall not be allowed to be offered in India.



3.5 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.

4 Collaboration and Twinning Programmes

4.1 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

4.2 Criteria

a 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.

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

c 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.

d 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.

e 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.

f 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.

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

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

5 Processing Fee

The processing fee 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.

Processing Fee 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 Government/ Government aided/ Central/ State University	10.00	5.00
iv	All other Institutions except Government/ Government aided/ Central/ State University	15.00	7.50
v	Government/ Government aided/ Central/ State University	Nil	Nil

6 Procedure for Approval: Introduction of a Collaboration and Twinning Programme with an AICTE approved Indian Institution

- 6.1 AICTE approved Existing Institution applying for Collaboration and Twinning Programme shall apply on the Web-Portal and shall be processed as per Clause 9 of Chapter I of the Approval Process Handbook in Regular/ First Shift only.
- 6.2 Lateral entry and Supernumerary seats shall not be allowed in Foreign Collaboration and Twinning Programme.
- 6.3 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.
- 6.4 Following additional documents shall be necessary while seeking approval for Foreign collaboration and Twinning Programmes.
- a No Objection Certificate (NOC) from concerned embassy in India with mention of genuineness of Technical Institution of the respective country.
 - b MoU as per Clause 4.2 (b) and (c) as above.
 - c Affidavit^s to be submitted by the applicant on a non-Judicial Stamp paper of ₹100/- duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner
- 6.5 Applications shall be processed by the Scrutiny, Re-Scrutiny (if necessary) followed by EVC as per the procedure mentioned in Clauses 9 and 10 of Chapter I of the Approval Process Handbook.

7 Punitive Measures and Conditions for Withdrawal

- 7.1 If a Foreign University/ Institution fails to comply with any of the conditions as contained in the above Clauses, 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 SAC, 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.
- 7.2 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
- a Refusal/ withdrawal for grant of visa to employees/ teachers of the said Foreign University/ Institution.
 - b Stop repatriation of funds from India to home Country.



- c Informing the public about the withdrawal of approval of the Twinning Programme with Foreign University/ Institution and the consequence thereof.
- 7.3 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.
- 7.4 Once the approval of the Twinning Programme is withdrawn, the Council shall make attempt in co-ordination with concerned State Government 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.

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.

- 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.
- 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 VI

Norms and Requirements

- 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.
- 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.

- 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 The Technical Institutions shall follow **Norms for Land and Built-up requirements** as provided in the Appendix 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.
- 6 The Technical Institutions shall follow **Norms for essential and desired requirements** as provided in the Appendix 6.
- 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.
- 8 **Faculty Cadre and Qualifications** as given in Appendix 8 shall be ordinarily maintained.
- 9 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 1st year as per the Approval Process Handbook.

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 1st year as per the Approval Process Handbook.

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 1st year as per the Approval Process Handbook.



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 1st year as per the Approval Process Handbook.

- 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.

The concerned State Admission Authority shall decide modalities for these admission.

- 11 Students who have completed Diploma and Post Diploma Course in Pharmacy shall be **eligible for admission to the first year** Pharmacy Degree.

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

- 12 **Norms for PGDM Programmes** are as per Appendix 9.

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

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

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

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

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

- 18 **Grievance Redressal** - Appendix 15.

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

- 20 **Documents to be uploaded/ submitted** for applications under Chapter II - Appendix 17.

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

- 22 **Academic Calendar** - Appendix 19.

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

- 24 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.

- 25 **Tuition Fee Waiver scheme (TFW)**

- 25.1 Criteria



- a Scheme shall be applicable to all approved Technical Institutions offering Bachelor Programmes, Diploma and Post Diploma Programmes and lateral entry provisions of these Programmes.
- b 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.
- c The Competent Authority for admission shall be the same as for regular admission.
- d The scheme shall be mandatory for all Institutions approved by the Council.

25.2 Eligibility

- a Sons and daughters of parents whose annual income is less than ₹6.00 Lakh from all sources shall only be eligible for seats under this scheme
- b 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.

25.3 Admission Procedure

- a Under this Scheme, up to 5% of “Approved Intake” per Course shall be available for these 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.
- b The Competent Authority to effect these admission is the State Government or its designated authority.
- c In the event of non-availability of students in this category the same shall not be given to any other category of applicants.
- d 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.
- e The Institutions shall publish in their brochure and web site the details of this scheme.
- f 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.
- g 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.
- h The Institutions shall also display information regarding admitted candidates in their web sites for information to the students and other stakeholders

26 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.

27 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.



- 28** 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.
- 29** 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.
- 30 Release of FDR**
- 30.1 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
 - Affidavit⁸ 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.
- 30.2 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.
- 30.3 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.
- 30.4 In case Institution/ Trust/ Society/ Company violates the FDR related norms, the Council shall initiate appropriate penal action.
- 30.5 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.
- 30.6 For the Institutions approved for Progressive Closure, FDR shall be released upon the request from the Trust.



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	<p>Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/ Technical Vocational subject.</p> <p>Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.</p>
ii	Engineering and Technology (Lateral entry to second year)	4 years (3 years for Lateral entry)	<p>a Passed Diploma examination from an AICTE approved Institution; with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate branch of Engineering/ Technology.</p> <p>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.</p> <p>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.</p> <p>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.</p>
iii	Pharmacy	4 years	<p>Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with one of the Mathematics/ Biotechnology/ Biology.</p> <p>Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.</p>
iv	Architecture	5 years	<p>Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/ Technical Vocational subject.</p> <p>Or</p> <p>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</p> <p>Qualifying NATA (Or) Any other Aptitude Test conducted by</p>



			Competent Authority of the State Government.
v	Hotel Management and Catering Technology (HMCT)	4 years	Should have 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	Should have passed 10+2 examination. Obtained at least 45%marks (40% in case of candidate belonging to reserved category) at the qualifying Examination.
vii	All Programmes other than Engineering and Technology	Lateral entry to second year	Passed Diploma examination in a Programme from an AICTE approved Institution, with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate Programme.
viii	All Programmes	Entry to First year	Passed Diploma examination from an AICTE approved Institution; with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate branch of Engineering/ Technology, subject to vacancies in the first year in case the vacancies at lateral entry are exhausted.
ix	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.

Note:

The candidates as in 1.1, except 1.1- (ii), 1.1- (vii), 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	Recognized 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	Recognized Bachelor's Degree of minimum 3 years duration.
iii	Management (Executive PGDM)	15 Months or 18 Months	Any recognized 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	Recognized 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	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	Bachelor in Pharmacy. Obtained at least 55% marks (50% in case of candidate belonging to reserved category) at the qualifying Examination.
vii	M. Arch.	2 years	Bachelor of Architecture. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
viii	Master of Hotel Management and Catering Technology	2 years	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.
ix	Applied Arts and Crafts	2 years	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.
x	MCA (Lateral entry to 2 nd year)	3 years (2 years for Lateral entry)	Recognized 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.
xi	Planning	2 years	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 10 th Std/ SSC examination. Obtained at least 35% marks at the qualifying examination.
ii	Pharmacy	2 years	Passed 12 th 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 10 th Std./ SSC examination. Obtained at least 35% marks at the qualifying examination.
iv	Hotel Management and Catering Technology	3 years or 4 years after 10 th Std. where same exists	Passed 12 th Std. Obtained at least 35% marks at the qualifying examination. Or Passed 10 th Std./ SSC examination. Obtained at least 35% marks at the qualifying examination.
v	Applied Arts and Crafts	3 or 4 years	Passed 10 th Std./ SSC examination. Obtained at least 35% marks at the qualifying examination.
vi	All Programmes except Pharmacy (Lateral entry to 2 nd year Diploma)	3 years (2 years for Lateral entry)	12 th Science or 12 th Science with Vocational or 12 th Science with Technical Or 10 th + (2 years ITI) with appropriate specialization. 12 th Science (with Mathematics as one of the Subject) or 12 th Science with Vocational (Or) 12 th Science with Technical or 10 th + (2 years ITI) with appropriate specialization 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 1 st year as per the Approval Process Handbook.
vii	Planning	3 or 4 years	Passed 10 th 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.

* Part time for existing Institution

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

	Programme	Duration	Eligibility
i	Management (PGDM, MBA and similar), Management (PGCM), Management (Executive PGDM), MCA, M.E./ M. Tech., Hotel Management and Catering Technology, Applied Arts and Crafts, Planning	As per the University norms	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	M. Arch. (Executive)	3 years	Bachelor of Architecture. Obtained at least 50%marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.

* Part time for existing Institution

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,	As per the Board of Technical Education/ University	Passed 10 th Std./ SSC examination and 2 year ITI after 10 th Std. Or Passed 10 th Std./ SSC examination and



Applied Arts and Crafts, Planning		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.
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* Part time for existing Institution

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	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.

* Part time for existing Institution

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.

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	Armament Engineering (Gun Fitter)
24	Artificer Training (Electrical)
25	Artificer Training (Electronics)
26	Artificer Training (Mech.)
27	Audiography and Sound Engineering
28	Automation and Robotics
29	Automation Engineering
30	Automobile Engineering
31	Automobile Engineering (Automobile Fitter)
32	Automotive Engineering
33	Beauty and Hair Dressing
34	Beauty Culture and Cosmetology
35	Bio Electronics
36	Biomedical Engineering
37	Biomedical Instrumentation
38	Biotechnology
39	Cad Cam
40	Campus Wide Network Design and Maintenance
41	CDDM
42	Cement Technology
43	Ceramic Engineering and Technology
44	Ceramic Technology
45	Ceramics Engineering
46	Chemical Engineering
47	Chemical Engineering (Fertilizer)
48	Chemical Engineering (Oil Technology)
49	Chemical Engineering (Part Time)
50	Chemical Engineering (Petro Chemical)
51	Chemical Engineering (Plastic and Polymer)
52	Chemical Engineering (Sugar Technology)
53	Chemical Engineering (SW)
54	Chemical Technology
55	Chemical Technology (Paint Technology)
56	Chemical Technology (Rubber and Plastic Technology)
57	Chemical Technology Fertilizer
58	Chemical Technology(Rubber/ Plastic)
59	Cinematography
60	Civil and Environmental Engineering
61	Civil and Rural Engineering

62	Civil (Public Health and Environment) Engineering
63	Civil Draftsman
64	Civil Engineering
65	Civil Engineering and Planning
66	Civil Engineering (Building Services Engineering)
67	Civil Engineering (Construction Technology)
68	Civil Engineering (Environment and Pollution Control)
69	Civil Engineering (Environmental Engineering)
70	Civil Engineering (Public Health Engineering)
71	Civil Engineering (Rural Engineering)
72	Civil Engineering (Sandwich Pattern)
73	Civil Engineering (Water Resource and Management)
74	Civil Environmental Engineering
75	Civil Technology
76	Civil Engineering (Construction)
77	Civil (SFS Mode)
78	Commercial and Computer Practice
79	Commercial Practice
80	Commercial Practice (KAN and Engineering)
81	Computer hardware and Networking
82	Computer Aided Costume Design and Dress Making
83	Computer and Information Science
84	Computer Application and Business Management
85	Computer Applications
86	Computer Engineering
87	Computer Engineering and Application
88	Computer Hardware and Maintenance
89	Computer Hardware and Networking
90	Computer Networking
91	Computer Science and Engineering
92	Computer Science
93	Computer Science and Technology
94	Computer Science and Information Technology
95	Computer Science and Systems Engineering
96	Computer Software Technology
97	Computer Technology
98	Computer Technology and Applications
99	Construction Engineering
100	Construction Technology
101	Construction Technology and Management
102	Control and Instrumentation
103	Cosmetology and Health
104	Costumer Design and Dress Making
105	Cyber Forensics and Information Security
106	Dairy Engineering
107	Design and Drafting
108	Digital Communications
109	Digital Electronics
110	Digital Electronics and Microprocessor
111	Digital Electronics and Communication Engineering
112	Digital Systems
113	Architectural Assistantship
114	Computer Applications
115	Handloom and Textile Technology
116	Mechanical Engineering
117	Textile Technology (Man Made Fiber Technology)
118	Medical Lab Technology
119	Direction Screen Play Writing and TV Production
120	Dress Designing and Garment Manufacturing
121	Drilling Engineering
122	Drilling Technology
123	ECG Technology



124	Electrical and Electronics (Power System)
125	Electrical and Electronics Engineering
126	Electrical and Electronics Engineering (Sandwich Course)
127	Electrical and Instrumentation Engineering
128	Electrical and Mechanical Engineering
129	Electrical and Power Engineering
130	Electrical Energy Systems
131	Electrical Engineering (Instrumentation and Control)
132	Electrical Engineering
133	Electrical Engineering (Electronics and Power)
134	Electrical Engineering (Industrial Control)
135	Electrical Machines
136	Electrical Power Systems
137	Electronic Engineering
138	Electronic Instrumentation and Control Engineering
139	Electronic Science and Engineering
140	Electronics
141	Electronics and Avionics
142	Electronics and Communication Engineering
143	Electronics and Communication Engineering (Industry Integrated)
144	Electronics and Communication Technology
145	Electronics and Instrumentation Engineering
146	Electronics and Production
147	Electronics and Telecommunication Engineering
148	Electronics and Telecommunication Engineering (Technologynician Electronic Radio)
149	Electronics and Video Engineering
150	Electronics (Fiber Optics)
151	Electronics (Robotics)
152	Electronics and Communication Engineering (Microwaves)
153	Electronics and Communication Engineering (Sandwich)
154	Electronics and Computer Engineering
155	Electronics and Electrical Engineering
156	Electronics and Telecommunication Engineering (Radio and System)
157	Electronics Communication and Instrumentation Engineering
158	Electronics Engineering
159	Electronics Engineering (Industry Integrated)
160	Electronics Engineering (Micro Electronics)
161	Electronics Engineering (Specialization in Consumer Electronics)
162	Electronics Engineering (Modern Consumer Electronics)
163	Electronics Engineering With Microprocessor
164	Electronics Instrumentation and Control Engineering
165	Electronics Production and Maintenance
166	Electronics Robotics (SW)
167	Electronics Technology
168	Embedded Systems
169	Energy Systems Engineering
170	Engineering Education
171	Environmental Engineering
172	Fabrication Technology
173	Fabrication Technology and Erection Engineering (Sandwich Pattern)
174	Fashion and Clothing Technology
175	Fashion and Design
176	Fashion and Apparel Design
177	Fashion Designing
178	Fashion Designing and Garment Technology
179	Fashion Technology
180	Film and Video Editing
181	Film Editing and TV Production
182	Film Technology and TV Production (Cinematography)
183	Film Technology and TV Production (Film Processing)
184	Film Technology and TV Production (Sound Rec. and Sound Engineering)

185	Film Technology(Animation and Visual Effects
186	Finance Account and Auditing
187	Fire Technology and Safety
188	Fisheries Technology
189	Food Processing and Preservation
190	Food Processing Technology
191	Food Technology
192	Footwear Technology
193	Foundry Technology
194	Garment Technology
195	Garment and Fashion Technology
196	Garment Design and Fashion Technology
197	Garment Fabrication
198	Garment Manufacturing Technology
199	Geoinformatics and Surveying Technology
200	Geographic Information System (G.I.S.) and Global Positioning System
201	Glass and Ceramics Engineering
202	Handloom and Textile Technology
203	Health Care Technology
204	Heat Power Engineering
205	Home Science
206	Hotel Management and Catering Technology
207	I.T. (Courseware Engineering)
208	Industrial and Production Engineering
209	Industrial Electronics
210	Industrial Electronics(Sandwich Pattern)
211	Industrial Engineering and Management
212	Information and Communication Technology
213	Information Engineering
214	Information Science
215	Information Science and Engineering
216	Information Science and Technology
217	Information Security Management
218	Information Technology
219	Information Technology and Engineering
220	Information Technology Enabled Services and Management
221	Instrument Technology
222	Instrumentation
223	Instrumentation and Control Engineering
224	Instrumentation (EANDC)
225	Instrumentation Engineering
226	Instrumentation Technology
227	Instruments and Medical Equipment
228	Interior Decoration
229	Interior Design
230	Jewellery Design and Manufacture Technology
231	Knitting and Garment Technology
232	Knitting Technology
233	Leather and Fashion Technology
234	Leather Goods and Footwear Tech
235	Leather Technology
236	Leather Technology (Footwear)
237	Leather Technology Footwear Computer Aided Shoe Design
238	Leather Technology Tanning
239	Library and Information Science
240	Machine Engineering
241	Machine Tools and Maintenance Engineering
242	Machine Tools Technology
243	Maintenance Engineering
244	Manufacturing Engineering
245	Manufacturing Technology
246	Marine Engineering
247	Marine Engineering and Systems(Artificer Training)
248	Marine Engineering and Systems
249	Mass Communication
250	Material Management



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

308	Plastic Technology (DPT/ PDPT)
309	Plastics Processing and Testing
310	Polymer Engineering and Technology
311	Polymer Technology
312	Post Graduate Diploma in Computer Application
313	Plastic Process and Testing
314	Power Electronics
315	Power Systems Engineering
316	Precision Manufacturing
317	Printing and Packing Technology
318	Printing Technology
319	Production and Industrial Engineering
320	Production Engineering
321	Production Engineering (Sandwich)
322	Production Technology
323	Pulp Technology
324	Quantity Surveying and Construction Management
325	Refrigeration and Air Conditioning
326	Robotics and Mechatronics
327	Rubber Technology
328	Saddlery Technology and Export Management
329	Shipbuilding Engineering
330	Sound Recording Engineering
331	Sugar Technology
332	Surface Coating Technology
333	Survey Engineering
334	Technical Chemistry
335	Technician X-Ray Technology
336	Telecommunication Engineering
337	Telecommunication Technology
338	Textile Chemistry
339	Textile Design
340	Textile Designing
341	Textile Designing Printing
342	Textile Engineering
343	Textile Manufactures
344	Textile Manufacturing and Technology
345	Textile Marketing and MGT
346	Textile Processing
347	Textile Processing Technology
348	Textile Technology
349	Textile Technology (Sandwich)
350	Textile Technology(Textile Design and Weaving)
351	Textile Technology(Manmade Fibre)
352	Tool and Die Making
353	Tool and Die Engineering
354	Tool and Die Under Mechanical Engineering
355	Tool Die and Mould Making
356	Transportation Engineering
357	Travel and Tourism
358	TV and Sound Engineering
359	Water Resource Management
360	Water Technology and Health Science
361	Weapons Engineering
362	Web Designing
363	Web Technologies
364	Wood and Paper Technology
365	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
17	Computer Hardware and Networking
18	Computer Hardware Maintenance and Networking
19	Computer Networks
20	Electrical Engineering
21	Electronics and Telecommunications Engineering
22	Embedded Systems
23	Fire Technology and Safety
24	Geographic Information System (G.I.S.) and Global Positioning System
25	Industrial Safety
26	Industrial Safety and Engineering
27	Information Technology
28	Knitting and Garment Technology
29	Mechanical Engineering
30	Medical Electronics
31	Petrochemical Engineering
32	Plant Engineering
33	Plastic Mould Design

34	Plastic Mould Technology (DPMT / PDMT)
35	Plastic Technology (DPT/ PDPT)
36	Plastics Mould Design
37	Plastics Processing and Testing
38	Post Graduate Diploma in Computer Application
39	Post Plastic Mould Design
40	Post Plastic Process and Testing
41	Power Plant Engineering and Energy Management
42	Production Engineering System Technology
43	Refrigeration and Air Conditioning
44	Rubber Technology
45	Software Systems
46	Software Testing
47	Textile Processing
48	Thermal Power Engineering
49	Tool and Die Engineering
50	Tool Design
51	Town Planning and Architecture
52	VLSI Design
53	Web Designing
54	Electronics Communication and Instrumentation Engineering

2.3 Programme: Engineering and Technology

Level: Under Graduate

Sl. No.	Name of The Course
1	3-D Animation and Graphics
2	Advanced Communication and Information System
3	Advanced Computer Application
4	Advanced Electronics and Communication Engineering
5	Aero Space Engineering
6	Aeronautical Engineering
7	Agricultural Engineering
8	Agricultural Technology
9	Agriculture Engineering
10	Aircraft Maintenance Engineering
11	Airline Management
12	Apparel and Production Management
13	Applied Electronics and Instrumentation Engineering
14	Applied Electronics and Communications
15	Architectural Assistantship
16	Architecture and Interior Decoration
17	Architecture Assistantship
18	Automation and Robotics
19	Automation Engineering
20	Automobile Engineering
21	Automobile Maintenance Engineering
22	Automotive Technology
23	Biochemical Engineering
24	Biomedical Engineering
25	Biomedical Instrumentation
26	Biotechnology
27	Biotechnology and Biochemical Engineering
28	Building and Construction Technology
29	Cement and Ceramic Technology
30	Ceramic Engineering and Technology
31	Ceramic Technology
32	Ceramics Engineering
33	Chemical and Electro Chemical Engineering
34	Chemical Engineering
35	Chemical Engineering (Plastic and Polymer)
36	Chemical Technology
37	Civil and Environmental Engineering
38	Civil and Rural Engineering
39	Civil and Water Management Engineering
40	Civil Engineering
41	Civil Engineering and Planning

42	Civil Engineering (Construction Technology)
43	Civil Engineering (Environmental Engineering)
44	Civil and Infrastructure Engineering
45	Civil Engineering (Public Health Engineering)
46	Civil Engineering Environment and Pollution Control
47	Civil Technology
48	Communication Engineering
49	Computer and Communication Engineering
50	Computer Engineering
51	Computer Engineering and Application
52	Computer Networking
53	Computer Science and Engineering
54	Computer Science
55	Computer Science and Technology
56	Computer Science and Information Technology
57	Computer Science and Systems Engineering
58	Computer Technology
59	Computing in Computing
60	Computing in Multimedia
61	Computing in Software
62	Construction Engineering
63	Construction Engineering and Management
64	Construction Technology
65	Construction Technology and Management
66	Dairy Engineering
67	Diary Technology
68	Digital Techniques for Design and Planning
69	Dyestuff Technology
70	Electrical and Computer Engineering
71	Electrical and Electronics (Power System)
72	Electrical and Electronics Engineering
73	Electrical and Electronics Engineering (Sandwich)
74	Electrical and Instrumentation Engineering
75	Electrical and Mechanical Engineering
76	Electrical and Power Engineering
77	Electrical Engineering
78	Electrical Engineering (Electronics and Power)
79	Electrical Engineering Industrial Control
80	Electrical Instrumentation and Control Engineering
81	Electrical, Electronics and Power
82	Electronic Engineering
83	Electronic Instrumentation and Control Engineering



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

149	Manufacturing Engineering and Technology
150	Manufacturing Process and Automation Engineering
151	Manufacturing Science and Engineering
152	Manufacturing Technology
153	Marine Engineering
154	Marine Technology
155	Master in Engineering and Management
156	Material Science and Technology
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

226	Textile Chemistry
227	Textile Engineering
228	Textile Plant Engineering
229	Textile Processing
230	Textile Technology
231	Tool Engineering
232	Mathematics and Computing

2.4 Programme: Engineering and Technology

Level: Post Graduate

Sl. No.	Name of The Course
1	Advanced Communication and Information System
2	Advanced Computer Aided Design
3	Advanced Design and Manufacturing
4	Advanced Electrical Power System
5	Advanced Electronics
6	Advanced Electronics and Communication Engineering
7	Advanced Manufacturing and Mechanical Systems Design
8	Advanced Manufacturing Systems
9	Advanced Manufacturing Technology
10	Advanced Materials Technology
11	Advanced Production Systems
12	Aero Dynamic Engineering
13	Aero Space Engineering
14	Aeronautical Engineering
15	Agricultural Engineering
16	Air Armament
17	Apparel Technology
18	Applied Electronics
19	Applied Electronics and Communication System
20	Applied Electronics and Communications
21	Applied Electronics and Instrumentation Engineering
22	Applied Instrumentation
23	Armament Engineering (Gun Fitter)
24	Artificial Intelligence
25	Atmospheric Science
26	Automated Manufacturing Systems
27	Automation
28	Automation and Control Power Systems
29	Automation and Robotics
30	Automobile Engineering
31	Automobile Technology
32	Automotive Electronics
33	Automotive Engineering
34	Automotive Systems
35	Automotive Technology
36	Avionics
37	Bio Electronics
38	Bio Metrics and Cyber Security
39	Biochemical Engineering
40	Biochemical Engineering and Biotechnology
41	Bioinformatics
42	Biomedical Electronics
43	Biomedical Engineering
44	Biomedical Instrumentation
45	Biomedical Signal Processing and Instrumentation
46	Biometrics and Cyber Security
47	Bioprocess Engineering
48	Bioprocess Technology
49	Biotechnology
50	Biotechnology and Biochemical Engineering
51	Building Construction Technology
52	CAD/ CAM
53	CAD/ CAM Engineering
54	CAD/ CAM/ CAE
55	Ceramic Engineering and Technology
56	Ceramics Engineering
57	Chemical Engineering

58	Chemical Processing in Textiles
59	Chemical Reaction Engineering
60	Chemical Science and Technology
61	Chemical Technology
62	Chemical Technology(Rubber/ Plastic)
63	Civil and Rural Engineering
64	Civil (Public Health and Environment) Engineering
65	Civil Engineering
66	Civil Engineering (Construction Technology)
67	Civil Engineering (Environmental and Pollution Control)
68	Civil Engineering (Environmental Engineering)
69	Civil Engineering (Transportation Engineering)
70	Civil Engineering (Water Management)
71	Civil Environmental Engineering
72	Combat Vehicles (Mechanical Engineering)
73	Communication and Signal Process
74	Communication and Information Systems
75	Communication and Networking
76	Communication Engineering
77	Communication Engineering and Signal Processing
78	Communication Networks
79	Communication Systems
80	Communication Technology and Management
81	Computational Analysis in Mechanical Science
82	Computational Mechanics
83	Computational Mechanics (Mechanical Engineering)
84	Computer Aided Analysis and Design
85	Computer Aided Design
86	Computer Aided Design and Manufacture
87	Computer Aided Design Manufacture and Automation
88	Computer Aided Design Manufacture and Engineering
89	Computer Aided Design of Structures
90	Computer Aided Process Design
91	Computer Aided Structural Analysis and Design
92	Computer Aided Structural Engineering
93	Computer and Communication
94	Computer and Communication Engineering
95	Computer and Information Science
96	Computer Applications
97	Computer Applications in Industrial Drives
98	Computer Cognition and Technology
99	Computer Engineering
100	Computer Engineering and Application
101	Computer Engineering and Networking
102	Computer Hardware and Networking
103	Computer Integrated Manufacturing
104	Computer Network Engineering
105	Computer Networking
106	Computer Networking and Engineering
107	Computer Networks
108	Computer Networks and Information Security
109	Computer Networks and Internet Security
110	Computer Science and Engineering
111	Computer Science
112	Computer Science and Engineering (Networks)
113	Computer Science and Technology
114	Computer Science and Engineering (Cyber Security)
115	Computer Science and Information Security



116	Computer Science and Information System
117	Computer Science and Information Technology
118	Computer Science and Systems Engineering
119	Computer Systems and Technology
120	Computer Technology
121	Computer Technology and Applications
122	Computer Vision and Image Processing
123	Computing in Computing
124	Construction Technology
125	Construction and Project Management
126	Construction Engineering
127	Construction Engineering and Management
128	Construction Management
129	Construction Planning and Management
130	Construction Project Management
131	Construction Technology
132	Construction Technology and Management
133	Control and Instrument
134	Control and Instrumentation
135	Control Engineering
136	Control System Engineering
137	Control Systems
138	Cryogenic Engineering
139	Cyber Forensics
140	Cyber Forensics and Information Security
141	Cyber Security
142	Data Sciences
143	Design and Production
144	Design and Thermal Engineering
145	Design Engineering
146	Design for Manufacturing
147	Design of Mechanical Equipment
148	Design of Mechanical Systems
149	Digital Communication
150	Digital Communication Engineering
151	Digital Communications and Networking
152	Digital Electronics
153	Digital Electronics and Communication
154	Digital Electronics and Communication Engineering
155	Digital Electronics and Communication Systems
156	Digital Electronics and Engineering
157	Digital Image Processing
158	Digital Instrumentation
159	Digital Signal Processing
160	Digital Systems
161	Digital Systems and Communications Engineering
162	Digital Systems and Computer Electronics
163	Digital Techniques and Instrumentation
164	Distributed and Mobile Computing
165	Distributed Systems
166	Drugs and Pharmaceuticals
167	Dyestuff Technology
168	Earthquake Engineering
169	E-Learning Technologies
170	Electric Power System
171	Electrical and Computer Engineering
172	Electrical and Electronics (Power System)
173	Electrical and Electronics Engineering
174	Electrical and Mechanical Engineering
175	Electrical and Power Engineering
176	Electrical Devices and Power Systems
177	Electrical Drives and Control
178	Electrical Energy Systems
179	Electrical Engineering (Instrumentation and Control)
180	Electrical Engineering
181	Electrical Engineering (Electronics and Power)
182	Electrical Instrumentation and Control Engineering
183	Electrical Machines
184	Electrical Machines and Drives
185	Electrical Power and Energy Systems

186	Electrical Power Engineering
187	Electrical Power System
188	Electronic Circuits and System Design
189	Electronic Instrumentation and Control Engineering
190	Electronics
191	Electronics and Communication Engineering (Industry Integrated)
192	Electronics and Communication(VLSI Design)
193	Electronics and Instrumentation Engineering
194	Electronics and Tele-Communication Engineering
195	Electronics and Telecommunication Engineering (Technolyician Electronic Radio)
196	Electronics and Communications Engineering
197	Electronics and Control Systems
198	Electronics and Information Systems
199	Electronics and Instrumentation Engineering
200	Electronics and Telecommunication Engineering (Radio and System)
201	Electronics Communication and Instrumentation Engineering
202	Electronics Design and Technology
203	Electronics Engineering
204	Electronics Product Design and Technology
205	Electronics Systems and Communication
206	Electronics Technology
207	Electronics Tele Communication
208	Embedded and Real Time Systems
209	Embedded System and Computing
210	Embedded System and VLSI
211	Embedded System and VLSI Design
212	Embedded Systems
213	Embedded Systems Technologies
214	Energetic Materials and Polymers
215	Energy and Environmental Management
216	Energy Engineering
217	Energy Management
218	Energy Science and Technology
219	Energy Systems
220	Energy Systems Analysis and Design
221	Energy Systems and Management
222	Energy Systems Engineering
223	Energy Technology
224	Energy Technology and Management
225	Engineering Design
226	Engineering Education
227	Engineering Statistics
228	Environment and Water Resource Engineering
229	Environmental Biotechnology
230	Environmental Engineering
231	Environmental Engineering and Management
232	Environmental Management
233	Environmental Science and Engineering
234	Environmental Science and Technology
235	E-Security
236	Farm Machinery
237	Fashion and Apparel Engineering
238	Fashion Technology
239	Financial Engineering
240	Food Biotechnology
241	Food Engineering and Technology
242	Food Plant Operations Management
243	Food Process Engineering and Management
244	Food Processing
245	Food Processing Technology
246	Food Safety and Quality Management
247	Food Supply Chain Management
248	Food Technology
249	Food Technology and Management
250	Foundation Engineering
251	Fracture Mechanics



252	Fuel and Combustion
253	Future Studies and Planning
254	Gas Turbine Technology
255	Geoinformatics
256	Geoinformatics and Surveying Technology
257	Geomachines and Structures
258	Geomechanics and Structures
259	Geotechnical and Geo Environmental Energy
260	Geotechnical Earthquake Engineering
261	Geotechnical Engineering
262	Geotechnology
263	Green Technology
264	Guidance and Navigation Control
265	Guided Missiles
266	Health Science and Water Engineering
267	Heat and Power
268	Heat Power and Thermal Engineering
269	Heat Power Engineering
270	Heat Ventilation and Air Conditioning
271	High Voltage and Power Systems Engineering
272	High Voltage Engineering
273	Highway Engineering
274	Highway Technology
275	Hill Area Development Engineering
276	Hydraulics and Flood Control
277	Hydraulics Engineering
278	I.T. (Courseware Engineering)
279	Illumination Engineering
280	Illumination Technology and Design
281	Image Processing
282	Industrial and Production Engineering
283	Industrial Automation and RF Engineering
284	Industrial Automation and Robotics
285	Industrial Biotechnology
286	Industrial Catalysis
287	Industrial Design
288	Industrial Drives and Control
289	Industrial Electronics
290	Industrial Engineering
291	Industrial Engineering and Management
292	Industrial Instrumentation and Control
293	Industrial Mathematics
294	Industrial Metallurgy
295	Industrial Pollution Control
296	Industrial Power Control and Drives
297	Industrial Production and Management Engineering
298	Industrial Refrigeration and Cryogenics
299	Industrial Safety
300	Industrial Safety and Engineering
301	Industrial Structures
302	Industrial Systems Engineering
303	Information and Communication Technology
304	Information Engineering
305	Information Science and Technology
306	Information Security
307	Information Security Management
308	Information Systems
309	Information Technology
310	Information Technology and Engineering
311	Information Technology(Artificial Intelligence and Robotics)
312	Information Technology(Information and Cyber Warfare)
313	Infrastructure Engineering
314	Infrastructure Engineering and Management
315	Infrastructure Engineering and Technology
316	Infrastructure Management
317	Instrumentation
318	Instrumentation and Control
319	Instrumentation and Control Engineering

320	Instrumentation and Electronics
321	Instrumentation and Control
322	Instrumentation Engineering
323	Integrated Circuits Technology
324	Integrated Power Systems
325	Intelligent Systems
326	Internal Combustion and Automobiles
327	Internal Combustion Engines and Turbo Machinery
328	Internal Combustion Engineering
329	Irrigation and Drainage Engineering
330	Irrigation Engineering
331	Laser and Electro Optics
332	Laser Technology
333	Lean Manufacturing Engineering
334	Leather Technology
335	Machine Design
336	Machine Design and Robotics
337	Maintenance Engineering
338	Man-Made Textile Technology
339	Manufacturing and Automation
340	Manufacturing Engineering
341	Manufacturing Engineering and Automation
342	Manufacturing Engineering and Management
343	Manufacturing Engineering and Technology
344	Manufacturing Process
345	Manufacturing Process and Automation Engineering
346	Manufacturing Science and Engineering
347	Manufacturing Systems and Management
348	Manufacturing Systems Engineering
349	Manufacturing Technology
350	Manufacturing Technology and Automation
351	Marine Engineering
352	Marine Technology
353	Master of Engineering and Management
354	Master of Science in Software Engineering
355	Master of Engineering and Management
356	Master of Technology Management
357	Material Engineering
358	Material Science and Technology
359	Material Engineering (Nanotechnology)
360	Mechanical (Computer Aided Design, Manufacture and Engineering)
361	Mechanical and Automation Engineering
362	Mechanical Engineering (Manufacturing Technology)
363	Mechanical Engineering
364	Mechanical Engineering (Industry Integrated)
365	Mechanical Engineering (Thermal Engineering)
366	Mechanical Engineering Automobile
367	Mechanical Engineering Design
368	Mechanical Engineering Specialization in Cad
369	Mechanical Engineering(Production)
370	Mechanical Engineering (Cad/ Cam)
371	Mechanical Engineering (Energy System and Management)
372	Mechanical Engineering-Product Design and Development
373	Mechanical- Product Life Cycle Management
374	Mechanical System Design
375	Mechanical Welding and Sheet Metal Engineering
376	Mechanical (Computer Integrated Manufacturing)
377	Mechanical-Manufacturing Engineering
378	Mechatronics
379	Medical Electronics
380	Metallurgical and Materials Engineering
381	Metallurgical Engineering
382	Metallurgy
383	Metallurgy and Material Technology
384	Micro and Nano Electronics
385	Micro Electronics
386	Micro Electronics and VLSI Design



387	Micro Electronics and Control Systems
388	Micro Electronics Engineering
389	Microwave and Optical Communication
390	Microwave and Communication Engineering
391	Microwave and Millimeter Engineering
392	Microwave and Radar Engineering
393	Microwave and TV Engineering
394	Microwave Engineering
395	Microwaves
396	Mineral Exploration
397	Mining Engineering
398	Mobile Communication and Network Technology
399	Mobile Technology
400	Modeling and Simulation
401	Modern Communication Engineering
402	Molecular Medicine
403	Multimedia and Software Engineering
404	Multimedia Technology
405	Nano Biotechnology
406	Nano Science and Technology
407	Nano Technology
408	Network Engineering
409	Network Infrastructure Management
410	Network Security and Management
411	Networking
412	Networking and Internet Engineering
413	Neural Networks
414	New Material Process and Technology
415	Nuclear Engineering
416	Nuclear Science and Technology
417	Oil Technology
418	Oils, Oleochemicals and Surfactants Technology
419	Optical Engineering
420	Optics and Optoelectronics
421	Opto Electronics and Communication Systems
422	Optoelectronics and Communication
423	Optoelectronics and Laser Technology
424	Opto-Electronics Engineering
425	Optoelectronics –Optical Communication
426	Packaging Technology
427	Paint Technology
428	Parallel Distributed Systems
429	Perfumery and Flavour Technology
430	Pervasive Computing Technology
431	Petrochem and Petroleum Refinery Engineering
432	Petrochemical Engineering
433	Petrochemical Technology
434	Petroleum Engineering
435	Petroleum Refining and Petrochemicals
436	Petroleum Technology
437	Pharmaceuticals and Fine Chemical Technology
438	Pharmaceuticals Chemistry and Technology
439	Physical Metallurgy
440	Plant Design
441	Plastic Engineering
442	Plastic Technology
443	Plastics Processing and Testing
444	Polymer Engineering
445	Polymer Nanotechnology
446	Polymer Science and Engineering
447	Polymer Science and Technology
448	Polymer Technology
449	Power and Energy Engineering
450	Power and Industrial Drives
451	Power Control and Drives
452	Power Electronics
453	Power Electronics and Control
454	Power Electronics and Drives
455	Power Electronics and Drives in Electrical Engineering
456	Power Electronics and Electrical Drives

457	Power Electronics and Machine Drives
458	Power Electronics and Power Systems
459	Power Electronics and Systems
460	Power Electronics Engineering
461	Power Engineering
462	Power Engineering and Energy Systems
463	Power Plant Engineering and Energy Management
464	Power System and Control
465	Power System and Control Automation
466	Power System With Emphasis H. V. Engineering
467	Power Systems
468	Power Systems and Automation
469	Power Systems and Power Electronics
470	Power Systems Control and Automation Engineering
471	Power Systems Engineering
472	Pre Stressed Concrete
473	Printing Engineering and Graphics Communication
474	Printing Graphics
475	Printing Technology
476	Process and Food Engineering
477	Process Control
478	Process Control Instrumentation
479	Process Dynamics and Control
480	Process Instrumentation
481	Process Metallurgy
482	Product Design
483	Product Design and Commerce
484	Product Design and Development
485	Product Design and Manufacturing
486	Production and Industrial Engineering
487	Production Engineering
488	Production Engineering and Engineering Design
489	Production Engineering System Technology
490	Production Management
491	Production Technology
492	Production Technology and Management
493	Project Management
494	Propulsion Engineering
495	Quality Engineering and Management
496	Radar and Communication
497	Radio Frequency and Microwave Engineering
498	Radio Physics and Electronics
499	Real Time Systems
500	Refrigeration and Air Conditioning
501	Reliability Engineering
502	Remote Sensing
503	Remote Sensing and Wireless Sensor Networks
504	Remote Sensing and GIS
505	Renewable Energy
506	Robotics and Automation
507	Robotics and Mechatronics
508	Rocket Propulsion
509	Rubber Technology
510	Scientific Computing
511	Seismic Design and Earthquake Engineering
512	Sensor Technology
513	Signal Processing
514	Signal Processing and Communications
515	Signal Processing and Embedded Systems
516	Software Engineering
517	Software Systems
518	Soil and Water Conservation Engineering
519	Soil Mechanics
520	Soil Mechanics and Foundation Engineering
521	Solar Power Systems
522	Spatial Information Technology
523	Sports Technology
524	Structural and Foundation Engineering
525	Structural Design
526	Structural Dynamics and Earthquake Engineering



527	Structural Engineering
528	Structural Engineering and Construction
529	Structural Engineering and Construction Management
530	Surface Coating Technology
531	System and Network Security
532	System Management
533	System Software
534	Systems and Signal Processing
535	Technical Textile
536	Telecommunication Engineering
537	Telematics
538	Textile Chemistry
539	Textile Engineering
540	Textile Processing
541	Textile Processing Technology
542	Textile Technology
627	Textile Technology (Technical Textiles)
543	Textile Technology (Design and MFG)
544	Thermal and Fluid Engineering
545	Thermal Engineering
546	Thermal Power Engineering
547	Thermal Science
548	Thermal Science Engineering
549	Thermal Sciences and Energy Systems
550	Thermal Systems and Design
551	Tool Design
552	Tool Engineering
553	Town and Country Planning
554	Traffic and Transporting Engineering
555	Translational Engineering
556	Transportation Engineering
557	Transportation Engineering and Management

558	Transportation System Engineering
559	Tribology and Maintenance
560	Turbo Machinery
561	Virtual Prototyping and Digital Manufacturing
562	VLSI
563	VLSI and Embedded Systems
564	VLSI and Embedded Systems Design
565	VLSI and Microelectronics
566	VLSI Design
567	VLSI Design and Embedded Systems
568	VLSI Design and Signal Processing
569	VLSI Design and Testing
570	VLSI System Design
571	VLSI Systems
572	Waste Water Management, Health and Safety Engineering
573	Water and Environmental Technology
574	Water Resource Engineering
575	Water Resource Management
576	Water Resources and Hydraulic Engineering
577	Water Resources and Environmental Engineering
578	Water Resources and Hydro Informatics
579	Weapons Engineering
580	Web Technologies
581	Wired and Wireless Communication
582	Wireless and Mobile Communications
583	Wireless Communication and Computing
584	Wireless Communication Technology
585	Wireless Communications
586	Wireless Networks and Applications
587	Wireless Technology

2.5 Programme: Engineering and Technology

Level: Post Graduate Diploma

Sl. No.	Name of The Course
1	Biotechnology
2	Cement Technology
3	Computer Applications
4	Computer Engineering and Application
5	Computer Hardware and Networking
6	Food, Drug and Cosmetics
7	Industrial Engineering
8	Manufacturing Engineering and Management

9	Nano Technology
10	Networking
11	Packaging Technology
12	Plastics Processing and Testing
13	Plastics Processing and Testing
14	Computer Application
15	Project Management
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
2	Apparel Design and Fashion Technology
3	Applied Arts
4	Art for Drawing Teacher
5	Beauty and Hair Dressing
6	Beauty Culture
7	Beauty Culture and Cosmetology
8	Commercial Art
9	Commercial Practice (English)
10	Commercial Practice (Kannada and Eng.)
11	Commercial Practice (Kannada)
12	Cosmetology
13	Costume Design and Dress Making

14	Costume Design and Garment Technology
15	Costume Design and Dress Making
16	Craft Technology
17	Fashion and Apparel Design
18	Fashion Design and Garment Technology
19	Fashion Designing
20	Fashion Technology
21	Fine Arts
22	Garment Technology
23	Home Science
24	Interior Decoration
25	Textile Design
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

2	Customer Service Management
3	Fashion Technology



4	Fine Arts
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5	Textile Designing
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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
5	Fine Arts
6	Industrial Design in Ceramic

7	Industrial Design in Textile
8	Painting
9	Print Making
10	Sculpture
11	Textile Design
12	Visual Communication Design

2.9 Programme: Applied Arts and Crafts

Level: Post Graduate

Sl. No.	Name of The Course
1	Advertisement and Public Relation
2	Applied Arts
3	Ceramic Design
4	Customer Service Management
5	Fashion Technology

6	Fine Arts
7	Painting
8	Sculpture
9	Textile Design
10	Visual Communication Design

2.10 Programme: Architecture

Level: Diploma

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

5	Architecture (Interior Design)
6	Architecture and Interior Design
7	Architecture Assistantship (Sandwich)
8	Interior Decoration and Design
9	Interior Design

2.11 Programme: Architecture

Level: Under Graduate

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

5	B.Arch.(Interior Design)
6	Interior Design
7	Planning
8	Urban and Regional Planning

2.12 Programme: Architecture

Level: Post Graduate

Sl. No.	Name of The Course
1	Architectural Engineering
2	Architecture
3	Architecture (Housing)
4	Architecture (Landscape)
5	Architecture Pedagogy
6	B. Arch. (General)
7	Building Services
8	Construction and Project Management
9	Ekistics
10	Environmental Planning
11	Housing
12	Industrial Area Planning and Management
13	Infrastructure Planning

14	Interior Design
15	Landscape Design
16	Medical Architecture
17	Planning
18	Recreation Architecture
19	Settlement Conservation
20	Theory and Design
21	Planning
22	Urban and Regional Planning
23	Urban Design
24	Urban Planning
25	Urban Regeneration
26	Urban Transport Planning and Management

2.13 Programme: Hotel Management and Catering Technology Level: Diploma

Sl. No.	Name of The Course
1	Food Technology
2	Hotel Management

3	Hotel Management and Catering Technology
4	Travel and Tourism
5	Hospitality and Tourism Administration



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

Sl. No.	Name of The Course
1	Hospitality and Tourism Administration
2	Hotel Management

3	Hotel Management and Catering Technology
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
2	Hospitality and Tourism Administration

3	Master in Hotel Management and Catering Technology (MHMCT)
4	Hotel Management

2.16 Programme: Management Level: Diploma

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

5	Post Graduate Diploma in Management
6	Stenography and Secretariat Practice

2.17 Programme: Management Level: Post Diploma

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

2	Post Graduate Diploma in Management
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2.18 Programme: Management Level: Post Graduate

Sl. No.	Name of The Course
1	Advertising and Public Relation
2	Advertising Communication
3	B.A. (Hons.) Business Studies
4	Business Administration
5	Business Management
6	Business Studies
7	Communication and Media Technology
8	Entrepreneurship
9	Executive Fellow Programme in Management
10	Fellowship Programme in Management
11	Finance
12	Human Resource Management
13	International Business
14	Management (Logistics and Supply Chain Management)
15	Marketing and Finance
16	Marketing Management
17	Mass Communication
18	Master in Business Administration(Agribusiness Management/ Entrepreneurship)
19	Master in Business Administration (General Management)
20	Master in Hospital Administration
21	Master in Marketing Management
22	Master in Public Health
23	Master in Administrative Management
24	Master in Business Administration
25	Master in Business Administration (Business Economics)
26	Master in Business Administration (Environment)
27	Master in Business Administration (Executive)
28	Master in Business Administration (Finance Management)
29	Master in Business Administration (Finance Marketing and Human Resource Management)
30	Master in Business Administration (Finance Marketing)
31	Master in Business Administration (Finance)
32	Master in Business Administration (Financial Administration)
33	Master in Business Administration (General Management)

34	Master in Business Administration (Human Resource Development)
35	Master in Business Administration (Human Resource Management)
36	Master in Business Administration (Information Management)
37	Master in Business Administration (Information Technology)
38	Master in Business Administration (International Business)
39	Master in Business Administration (Marketing and Finance)
40	Master in Business Administration (Marketing Management)
41	Master in Business Administration (Marketing)
42	Master in Business Administration (Personnel Administration)
43	Master in Business Administration (SEM)
44	Master in Business Administration (Textiles)
45	Master in Business Administration (Tourism Management)
46	Master in Business Management
47	Master in Financial and Personnel Management
48	Master in Financial Management
49	Master in Financial Marketing
50	Master in Human Resource Development and Management
51	Master in Human Resource Management
52	Master in Industrial Management
53	Master in Industrial Relations and Personnel Management
54	Master in Information Management
55	Master in Management
56	Master in Management Studies
57	Master in Marketing Management
58	Master in Personnel Management
59	Master of Applied Management
60	MCM (Master in Computer Management)
61	Media Management
62	Modern Office Management and Secretarial Practices
63	Post Graduate Diploma in Management



64	Post Graduate Diploma in Management (Logistics and Supply Chain Management)
65	Post Graduate Diploma in Management (Agriculture Business)
66	Post Graduate Diploma in Management (Banking and Financial Services)
67	Post Graduate Diploma in Management (Banking and Insurance Service)
68	Post Graduate Diploma in Management (Business Economics)
69	Post Graduate Diploma in Management (Business Management)
70	Post Graduate Diploma in Management (Communications)
71	Post Graduate Diploma in Management (Executive Fellowship)
72	Post Graduate Diploma in Management (Executive Marketing)
73	Post Graduate Diploma in Management (Executive)
74	Post Graduate Diploma in Management (Finance)
75	Post Graduate Diploma in Management (Financial Services)
76	Post Graduate Diploma in Management (General)
77	Post Graduate Diploma in Management (Healthcare and Hospital Management)

78	Post Graduate Diploma in Management (Hospital and Health Management)
79	Post Graduate Diploma in Management (Hospital Management)
80	Post Graduate Diploma in Management (Human Resources)
81	Post Graduate Diploma in Management (International Business)
82	Post Graduate Diploma in Management (Marketing and Finance)
83	Post Graduate Diploma in Management (Marketing)
84	Post Graduate Diploma in Management (Pharmaceutical Management)
85	Post Graduate Diploma in Management (Retail Management)
86	Post Graduate Diploma in Management (Rural Management)
87	Post Graduate Diploma in Management (Telecom Management)
88	Post Graduate Diploma in Management (Tourism Management)
89	Post Graduate Diploma in Retail Management
90	Retail Management
91	Rural Planning and Management

2.19 Programme: Management

Level: Post Graduate Certificate

Sl. No.	Name of The Course
1	Entrepreneurship
2	Finance
3	Home Textiles
4	Master in Business Administration
5	Post Graduate Certificate in Management

6	Post Graduate Certificate in Management (Retail Management)
7	Post Graduate Diploma in Management
8	Post Graduate Diploma in Management (Executive)
9	Post Graduate Diploma in Management (Healthcare and Hospital Management)
10	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
2	Advance Diploma in Dietetics
3	Advance Diploma in Travel and Tourism
4	Apparels
5	Aviation Management
6	Business Administration
7	Business Management
8	Commercial and Computer Practice
9	Communication and Media Technology
10	Management
11	Modern Office Management
12	Dual Country Program
13	Entrepreneurship
14	Fellowship Programme in Management
15	Finance
16	Finance and Marketing
17	Global Management
18	Government Accounting and Internal Audit
19	Human Resource and International Business
20	Industrial Management
21	Industrial Safety and Environmental Management
22	Information Technology and Marketing
23	Information Technology and Management
24	Infrastructure Management
25	International Business and Information Technology
26	International Business
27	Marketing and Sales Management
28	Marketing Management
29	Marketing and Information Technology

30	Marketing and International Business
31	Mass Communication
32	Master in Business Administration (Executive)
33	Master in Business Administration (Marketing)
34	Master in Financial and Personnel Management
35	Master in Management Studies
36	Master in Personnel Management
37	MCM (Master in Computer Management)
38	Media Management
39	Modern Office Management
40	Modern Office Management and Secretarial Practices
41	Modern Office Practice
42	Modern Office Practice (English)
43	Modern Office Practice (Hindi)
44	Personal Management and Human Resource Management
45	Jute Technology and Management
46	Business Entrepreneurship
47	Development Studies
48	Post Graduate Certificate in Management
49	Post Graduate Certificate in Management (Retail Management)
50	Foreign Trade
51	Post Graduate Diploma in Management
52	Post Graduate Diploma in Management (Logistics and Supply Chain Management)
53	Post Graduate Diploma in Management (Agriculture Business and Management)
54	Post Graduate Diploma in Management (Agriculture Business)



55	Post Graduate Diploma in Management (Banking and Financial Services)
56	Post Graduate Diploma in Management (Banking and Insurance Service)
57	Post Graduate Diploma in Management (Banking Insurance and Financial Service)
58	Post Graduate Diploma in Management (Banking Insurance Finance and Allied Services)
59	Post Graduate Diploma in Management (Biotechnology)
60	Post Graduate Diploma in Management (Business Administration)
61	Post Graduate Diploma in Management (Business Design and Innovation)
62	Post Graduate Diploma in Management (Business Design)
63	Post Graduate Diploma in Management (Business Management)
64	Post Graduate Diploma in Management (Communications)
65	Post Graduate Diploma in Management (E-Business)
66	Post Graduate Diploma in Management (Energy Management)
67	Post Graduate Diploma in Management (Executive Fellowship)
68	Post Graduate Diploma in Management (Executive Marketing)
69	Post Graduate Diploma in Management (Executive)
70	Post Graduate Diploma in Management (Family Managed Business)
71	Post Graduate Diploma in Management (Fashion Retail Management)
72	Post Graduate Diploma in Management (Finance Control)
73	Post Graduate Diploma in Management (Finance Management)
74	Post Graduate Diploma in Management (Finance Marketing)
75	Post Graduate Diploma in Management (Finance)
77	Post Graduate Diploma in Management (Financial Services)
78	Post Graduate Diploma in Management (General)
79	Post Graduate Diploma in Management (Global Business)
80	Post Graduate Diploma in Management (Healthcare and Hospital Management)
81	Post Graduate Diploma in Management (Healthcare)
82	Post Graduate Diploma in Management (Hospital and Health Management)
83	Post Graduate Diploma in Management (Hospital Management)
84	Post Graduate Diploma in Management (Human Resource Management)
85	Post Graduate Diploma in Management (Human Resources)
86	Post Graduate Diploma in Management (Information Technology Management)
87	Post Graduate Diploma in Management (Information Technology)
88	Post Graduate Diploma in Management (Infrastructure Management)
89	Post Graduate Diploma in Management (Insurance Business Management)
90	Post Graduate Diploma in Management (Insurance and Risk Management)

91	Post Graduate Diploma in Management (International Business)
92	Post Graduate Diploma in Management (International Management)
93	Post Graduate Diploma in Management (Marketing and Finance)
94	Post Graduate Diploma in Management (Marketing Management)
95	Post Graduate Diploma in Management (Marketing)
96	Post Graduate Diploma in Management (National Management Programme)
97	Post Graduate Diploma in Management (Pharma and Healthcare Management)
98	Post Graduate Diploma in Management (Pharmaceutical Management)
99	Post Graduate Diploma in Management (PM and HRD)
100	Post Graduate Diploma in Management (Public Policy and Management)
101	Post Graduate Diploma in Management (Retail Management)
102	Post Graduate Diploma in Management (Retail Marketing)
103	Post Graduate Diploma in Management (Rural Management)
104	Post Graduate Diploma in Management (Service Management)
105	Post Graduate Diploma in Management (Services)
106	Post Graduate Diploma in Management (Sustainable Development Practices)
107	Post Graduate Diploma in Management (Telecom and Marketing)
108	Post Graduate Diploma in Management (Telecom Management)
109	Post Graduate Diploma in Management (Telecom)
110	Post Graduate Diploma in Management (Tourism and Cargo)
111	Post Graduate Diploma in Management (Tourism and Leisure)
112	Post Graduate Diploma in Management (Tourism and Travel)
113	Post Graduate Diploma in Management (Tourism Management)
114	Post Graduate Diploma in Management (Transportation and Logistics)
115	Post Graduate Diploma in Management (Advertising Communication)
116	Post Graduate Diploma in Management Research and Business Analytics
117	Post Graduate Diploma in Management (Fin-Mkt)
118	Post Graduate Diploma in Retail Management
119	Post Graduate Diploma in Tourism Management
120	Project Management
121	Public Financial Management
122	Retail and Fast Moving Consumer Goods
123	Retail Management
124	Rural Planning and Management
125	Services and It Enabled Services
126	Telecom and Information Technology
127	Textiles

2.21 Programme: Management

Level: Fellowship

Sl. No.	Name of The Course
1	Business Management
2	Executive Fellow Programme in Management

3	Fellowship Programme in Management
4	Human Resource Management



2.22 Programme: MCA

Level: Post Graduate

Sl. No.	Name of The Course
1	Computer Applications

2	Master of Computer Applications
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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
1	Pharma Technology
2	Pharmaceutical Chemistry

3	Pharmaceutical Science
4	Pharmaceutical Technology
5	Pharmacy

2.25 Programme: Pharmacy

Level: Post Graduate

Sl. No.	Name of The Course
1	Biopharmaceutics
2	Bulk Drug Technology
3	Clinical and Hospital Pharmacy
4	Clinical Pharmacy
5	Drug Discovery and Drug Development
6	Drug Regulatory Affairs
7	Hospital and Clinical Pharmacy
8	Industrial Pharmacy
11	Medical Chemistry
12	Medical Pharmaceutical Chemistry
13	New Drug Delivery System
14	Pharma Technology
15	Pharmaceutical Administration
16	Pharmaceutical Analysis
17	Pharmaceutical Analysis and Quality Assurance
18	Pharmaceutical Analysis and Quality Control
19	Pharmaceutical Assurance
20	Pharmaceutical Biotechnology
21	Pharmaceutical Chemistry
22	Pharmaceutical Management
23	Pharmaceutical Management and Regulatory Affairs
24	Pharmaceutical Marketing
25	Pharmaceutical Marketing Management
26	Pharmaceutical Quality Assurance

27	Pharmaceutical Science
28	Pharmaceutical Technology
29	Pharmaceutics
30	Pharmaceutics (Drug Regulatory Affairs)
31	Pharmaceutics Chemistry
32	Pharmacognosy
33	Pharmacognosy and Phytochemistry
34	Pharmacognosy Herbal Drugs
35	Pharmacology
36	Pharmacology and Toxicology
37	Pharmacy
38	Pharmacy (Clinical Research)
39	Pharmacy (Herbal Drug Technology)
40	Pharmacy (Quality Assurance Techniques)
41	Pharmacy (Quality Assurance)
42	Pharmacy Management
43	Pharmacy Practice
44	Pharmacy Practice and Clinical Pharmacy
45	Phytopharmacy and Phytomedicine
46	Quality Assurance
47	Quality Assurance and Pharm Regulatory Affairs
48	Quality Assurance Techniques
49	Regulatory Affairs



Appendix 3

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 and Town Planning			
	a. Architecture	40	2	80
	b. Town Planning	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 Town Planning			
	a. Architecture	40	2	80
	b. Town 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
v	Architecture and Town Planning				
	a. Architecture	20	3	60	20
	b. Town Planning	20	3	60	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 Town Planning					
	a. Architecture	40	2	80	2	80
	b. Town Planning	40	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	1.5 \$	2.5 #	7.5	1.5 \$	1.5	4.0	-	-	-
Pharmacy	0.75	0.75	2.0	0.75	0.75	2.0	-	-	-
Architecture and Town Planning									
a. Architecture	1.0	1.0	2.5	1.0	1.0	2.5	-	-	-
b. Town Planning	1.0	1.0	2.5	1.0	1.0	2.5	-	-	-
Applied Arts and Crafts	0.5	0.5	1.5	0.5	0.5	1.5	-	-	-
HMCT	1.0	1.0	2.5	1.0	1.0	2.5	-	-	-
MCA	-	-	-	-	-	-	0.5	0.5	1.0
Management	-	-	-	-	-	-	0.5	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.

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

\$ 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, subject to a minimum of 1.5 acres. 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, provided the requirement of the land and built-up area of each Programmes are met.
- 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 m²), Administrative area (ADA, carpet area in m²), Amenities area (AMA, carpet area in m²).
- d Access and Circulation Area (ACA) around 25% of built-up Area.
- e Total Built-up area in m² 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 m² for each Institution offering PG Programmes.



4.2.1 Instructional Area (Carpet Area) in m²

A. Engineering/ Technology (Degree Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D) PG Class rooms (H)	Laboratory Excluding additional WS/ Labs for category "X" Courses)	Work Shop (for all Courses)	Additional WS/ Labs for Category "X" Courses	Computer Centre	Drawing Hall	Library and Reading Room	Seminar Halls
Carpet Area in m ² per room			66	33	66	200	200	150	132	400	132
Number of rooms required for new Institution	A= 0.75* ND	4	C=A	D=C/ 4	2/ Course	1	-	1	1	1	1
Total Number of rooms (UG)	A= 0.75* ND	4	C=Ax4	D=C/ 4	8 / Course [#]	1	2/ Course (Maximum 4)	1	1	1	1/ Two Course
Total Number of rooms (PG)	F	2	-	H=1/ Specialisation	1/ Specialisation						1/ Course

- 1 Category X of Courses: Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and allied Courses of each.
- 2 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively to achieve total number as stated.
- 3 Additional Library (Reading room) area of 50 m²/ per 60 student (UG+PG) Intake beyond 420.
- 4 UG laboratories if shared for PG Courses shall be upgraded to meet requirements of PG curriculum.
- 5 Progressive requirement, 2nd year onwards shall be calculated as 2+2+2 labs/ Course.
- 6 Additional 4 Labs/ Course when number of divisions are more than 2/ Course.
- 7 Round off fraction in calculation to the next integer.
- 8 For PG Programmes, Seminar Hall of respective UG Programme may be shared.
- 9 Laboratories for the 1st year includes Physics and Chemistry Laboratory each of 66 m² are required.



B. Engineering and Technology (Diploma and Post Diploma Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Laboratory Excluding—additional WS/ Laboratories for category “X” Courses)	Work Shop (for all Courses)	Additional WS/ Laboratories for Category “X”	Computer Centre	Drawing Hall	Library and Reading Room	Seminar Halls
Carpet Area in m ² per room			66	33	66	200	200	100	132	300	132
Number of rooms required for new Institution	$A=0.75*ND$	Y	$C=A$	$D=C/4$	2/ Course	1	-	1	1	1	-
Total Number of rooms	$A=0.75*ND$	Y	$C=AxY$	$D=C/4$	5/ Course [#]	1	2/ Course (Maximum 4)	1	1	1	1

- 1 Category X of Courses: Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and allied Courses of each.
- 2 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively to achieve total number as stated.
- 3 Additional Library (Reading room) area of 50 m²/ 60 student (UG+PG) Intake beyond 420.
- 4 Progressive requirement, 2nd year onwards shall be calculated as 2+1 Laboratories/ Course.
- 5 Round off fraction in calculation to the next integer.
- 6 Laboratories for the 1st year includes Physics and Chemistry Laboratory each of 66 m² are required.



C. Pharmacy (Degree Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D) PG Class rooms (H)	Laboratory (includes Machine room and Instrumentation room)	Computer Centre	Library and Reading Room	Seminar Hall
Carpet Area in m ² per room			66	33	75	75	150	132
Number of rooms required for new Institution	$A=0.75*ND$	4	$C=A$	$D=C/4$	4	1	1	1
Total Number of rooms (UG)	$A=0.75*ND$	4	$C=A \times 4$	$D=C/4$	10			
Total Number of rooms (PG)	F	2	-	$H=1/$ Specialization	1/ Specialization	1	1	1

- 1 Laboratories include Machine room and Instrumentation room
- 2 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (2+2+2) to achieve total number as stated.
- 3 UG Laboratories if shared for PG Courses shall be upgraded to meet requirements of PG curriculum.
- 4 Round off fraction in calculation to the next integer.
- 5 ONLY PG Specialization requiring and using Laboratory animals should have separate animal house.



D. Pharmacy (Diploma/ Post Diploma Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Laboratory (includes Machine room and Instrumentation room)	Computer Centre	Library and Reading Room	Seminar Hall
Carpet Area in m ² per room			66	33	75	75	150	132
Number of rooms required for new Institution	$A=0.75*ND$	Y	$C=A$	$D=C/4$	4	1	1	-
Total Number of rooms	$A=0.75*ND$	Y	$C=A*Y$	$D=C/4$	7	1	1	1

- 1 Laboratories include Machine room and Instrumentation room
- 2 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively 3 to achieve total number as stated.



E. Architecture (Degree Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	PG Class rooms (H)	PG Studio	Model making and Carpentry Workshop	UG Studio/ Material Museum	Computer Centre	Library and Reading Room	Seminar Halls
Carpet Area in m ² per room			66	33	66	132	132	75	150	13 2
Number of rooms required for new Institution	A=0.75 *ND	5	C=A	-	-	1	1	1	1	1
Total Number of rooms (UG)	A=0.75 *ND	5	C=A x5	-	-					
Total Number of rooms (PG)	F	2	-	1/ Specialisation	1/ Specialisation	1	5	1	1	1

- 1 Classrooms (1+1+1+1), Laboratories (1+1+1) and Studio (1+1+1+1) required for subsequent years shall be added progressively to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum.
- 2 Round off fraction in calculation to the next integer.
- 3 Construction yard (Open Space) of minimum 200 m² is required.



F. Planning (Degree Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	PG Class rooms (H)	PG Studio	Model making and Carpentry Workshop	UG Studio/ Material Museum	Computer Centre	Library and Reading Room	Seminar Halls
Carpet Area in m ² per room			66	33	66	132	132	75	150	13 2
Number of rooms required for new Institution	$A=0.75 * ND$	4	$C=A$	-	-	1	1	1	1	1
Total Number of rooms (UG)	$A=0.75 * ND$	4	$C=A \times 5$	-	-					
Total Number of rooms (PG)	F	2	-	1/ Specialisation	1/ Specialisation	1	5	1	1	1

- 1 Classrooms (1+1+1), Laboratories (1+1) and Studio (1+1+1) required for subsequent years shall be added progressively to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum.
- 2 Round off fraction in calculation to the next integer.
- 3 Construction yard (Open Space) of minimum 200 m² is required.



G. Architecture/ Planning (Diploma/ Post Diploma Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Laboratory including Computer Laboratory	Model making and Carpentry Workshop	Studio/ Material Museum	Computer Centre	Library and Reading Room	Seminar Halls
Carpet Area in m ² per room			66	33	66	200	132	75	150	132
Number of rooms required for new Institution	$A=0.75*ND$	Y	$C=A$	$D=A/ 4$	1	1	1	1	1	-
Total Number of rooms	$A=0.75*ND$	Y	$C=A*Y$	$D=C/ 4$	5	1	5	1	1	1

- 1 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (1+1+1+1) to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum.
- 2 Round off fraction in calculation to the next integer.



H. Applied Arts and Crafts (Degree Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D) PG Class rooms (H)	Laboratory including Photography and Computer Laboratory	Work shop	Studio/ Display Room	Computer Centre	Library and Reading Room	Seminar Halls
Carpet Area in m ² per room			66	33	66	200	132	75	150	132
Number of rooms required for new Institution	$A=0.75 \times ND$	4	$C=A$	$D=A/4$	1	1	1	1	1	1
Total Number of rooms (UG)	$A=0.75 \times ND$	4	$C=A \times 5$	$D=C/4$	3					
Total Number of rooms (PG)	F	G	-	$H=1/$ Specialization	$1/$ Specialisation	1	1	1	1	1

- 1 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (1+1+1) to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum.
- 2 Round off fraction in calculation to the next integer.



I. Applied Arts and Crafts (Diploma/ Post Diploma Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Laboratory including Photography and Computer Laboratory	Work shop	Studio/ Display Room	Computer Centre	Library and Reading Room	Seminar Halls
Carpet Area in m ² per room			66	33	66	200	132	75	150	132
Number of rooms required for new Institution	$A=0.75*N$ D	Y	C=A	$D=A/4$	1	1	1	1	1	-
Total Number of rooms	$A=0.75*N$ D	Y	$C=A*Y$	$D=C/4$	3	1	1	1	1	1

- 1 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (1+1+1) to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum.
- 2 Round off fraction in calculation to the next integer



J. Hotel Management and Catering Technology (Degree Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D) PG Class rooms (H)	Laboratory/ Guest Room	Kitchen	Restaurant	Computer Centre	Library and Reading Room	Seminar Hall
Carpet Area in m ² per room			66	33	66	132	66	75	150	132
Number of rooms required for new Institution	$A=0.75*ND$	4	$C=A$	$D=C/4$	3	1	1	1	1	1
Total Number of rooms (UG)	$A=0.75*ND$	4	$C=A \times 4$	$D=C/4$	10	2	2	1	1	1
Total Number of rooms (PG)	F	G	-	H=1/ Specialization	1/ Specialisation	1/ Specialisation				

- 1 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (3+2+2) to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum
- 2 Round off fraction in calculation to the next integer.



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

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Laboratory/ Guest Room	Kitchen	Restaurant	Computer Centre	Library and Reading Room	Seminar Hall
Carpet Area in m ² per room			66	33	66	132	66	75	150	132
Number of rooms required for new Institution	$A=0.75*ND$	Y	$C=A$	$D=C/4$	3	1	1	1	1	-
Total Number of rooms	$A=0.75*ND$	Y	$C=A \times Y$	$D=C/4$	6	1	1	1	1	1

- 1 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (3+3) to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum
- 2 Round off fraction in calculation to the next integer.



L. Management

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Computer Centre	Library and Reading Room	Seminar Halls (E)
Carpet Area in m ² per room			66	33	150	100	132
Number of rooms required for new Institution	$A=0.75*ND$	Y	$C=A$	$D=C/4$	1	1	1
Total Number of rooms	$A=0.75*ND$	Y	$C=A*Y$	$D=C/4$	1	1	$E=C/4$

- 1 Classrooms and Tutorial rooms required for subsequent years shall be added progressively to achieve total number as stated.
- 2 Round off fraction in calculation to the next integer.



M. MCA

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Computer Laboratories	Computer Centre	Library and Reading Room	Seminar Halls (E)
Carpet Area in m ² per room			66	33	66	150	100	132
Number of rooms required for new Institution	$A=0.75*ND$	3	$C=A$	$D=C/4$	2	1	1	1
Total Number of rooms	$A=0.75*ND$	3	$C=A*3$	$D=C/4$	4	1	1	$E=C/4$

- 1 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (1+1) to achieve total number as stated.
- 2 Round off fraction in calculation to the next integer.

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	Housekeeping	Pantry for staff/Faculty Common Room	Examinations Control Office	Training and Placement Office
Carpet Area in m ² per room	20	20	150* 300 ^s	20	10	5	30	10	10	10	30	50
Number of rooms required for New Technical Institution	1	1	1	-	-	First year Student Intake/ 15	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 [§]Technical Campus having more than one Programme

2 * Technical Institution having one Programme

4.2.3 Amenities Area (Carpet Area) in m²

	Toilets (Ladies and Gents)	Boys Common Room	Girls Common Room	Cafeteria	Stationery Store and Data Centre	First Aid cum Sick rooms	Principal 's quarter	Guest House	Sports Club/ Gymnasium	Auditorium/ Amphi Theater	Boys Hostel	Girls Hostel
Carpet Area in m ² per room for Technical Campus having more than one Programme	350*	100	100	150	10	10	150	30	200	400	Adequate	Adequate
Carpet Area in m ² per room for Technical Campus having one Programme	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 Town Planning							
a. Architecture	Dip	1:6	01	10	All	Desired	5%*
	UG	1:6					
	PG	1:4					
b. Town 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 sized Color Printer/ Plotter

Internet speed required for the Institution

Approved Intake	Internet speed
up to 300	16 Mbps
301 – 600	32 Mbps
601 – 900	48 Mbps
901 – 1500	64 Mbps
> 1500	100 Mbps

At least 2Mbps internet speed/ per student shall be made available for viewing e-content from NPTEL/ SWAYAM etc.

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. 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
Engineering and Technology(UG)	B	100 [#] 50 per* Course	500xB [#] 250 per*Course	6xB [#]	Desirable	As per Appendix 10	15 % (Max 150)	1 % (Max 10)
Pharmacy(UG)	B	100 [#] 50*	500xB [#] 500xB*	6xB [#]				
Architecture (UG)/ Planning (UG)	B	100 [#] 50*	400xB [#] 400xB*	6xB [#]				
Applied Arts and Crafts(UG)	B	100 [#] 50*	500xB [#] 500xB*	6xB [#]				
HMCT	B	100 [#] 50*	500xB [#] 500xB*	6xB [#]				
MBA/ PGDM/ MCA (PG)	B	100 [#] 50*	500xB [#] 500xB*	12xB [#]				
							25 % (Max 100)	



Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts (PG)	B	50 [#]	200 [#]	5xB [#]				
		As ^s Required	100 ^s					
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 1st year (Shift 1+2) + Number of 2nd year direct divisions (Shift 1+2)

1 [#]	Book titles and volumes required at the time of starting new Institution.
2	Total numbers of titles and volumes shall be increased in continuation till 15 years, which shall be the minimum stock of books. However, Institutions shall have to add annual increment of books as specified in Approval Process Handbook 2017-18.
3 [*]	Annual increment.
4 ^s	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	33% 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	<p>Standalone Language Laboratory</p> <p>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. This 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, extemporaneous speaking, debates, skills etc. This Laboratory shall have 25 Computers for every 1000 students.</p>	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	Essential
11	Provision to watch MOOCS courses through Swayam	Essential
12	Implementation of Unnat Bharat Abhiyan	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	<p>Barrier Free Built Environment for disabled and elderly persons including availability of specially designed toilets for ladies and gents separately. Refer Design Manual for a Barrier Free Environment available in AICTE Web-Portal www.aicte-india.org</p> <p>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.</p> <p>Condition A: for Building up to 3 or 4 floors (for buildings of height <15 m)</p> <ul style="list-style-type: none">• Lift can be provided but not essential.• Ramp shall be finished with non-slip material to enter the building. Minimum width of 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 bottom of the ramp. Minimum gap from the adjacent wall to the hand rail shall be 50 mm.	Essential



	<ul style="list-style-type: none">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. <p>Condition B: If the building is a multi-storeyed building i.e. more than 4 floors</p> <ul style="list-style-type: none">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 provisions including fire and other calamities (Refer Annexures 8 and 9)	Essential
16	Implementing Food Safety and Standards Act, 2006 in the Institution	Essential
17	General Insurance provided for assets against fire, burglary and other calamities	Essential
18	Road suitable for use by Motor vehicle- Motorized Road	Essential
19	General Notice Board and Departmental Notice Boards	Essential
20	First aid, Medical and Counselling Facilities	Essential
21	Appointment of Student Counsellor	Essential
22	Group Insurance to be provided for the employees	Essential
23	Insurance for students	Essential
24	Institution-Industry Cell	Essential
25	Applied for membership of National Digital Library	Essential
26	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*
27	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/ Legal 12012, dated 25.05.2012)	Essential*
28	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 vide No. F. AICTE/ WH/ 2016/ 01 dated 10 th June, 2016.	Essential*
29	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 EVC (Affidavit⁴)**

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	CCTV Security System	Desirable
13	LCD (or similar) projectors in classrooms	Desirable
14	Staff Quarters	Desirable
15	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
16	Placement Cell	Desirable
17	Implementation of Startup Policy	Desirable
18	Intellectual Property Right Cell	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	1:20	1	1 per Department	(S/ 20) – (A+B)	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 10.

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	1:15	1	$\frac{S}{15xR} - 1$	$\frac{S}{15xR} \times 2$	$\frac{S}{15xR} \times 6$	$\frac{S}{15}$
Pharmacy	1:15	1	$\frac{S}{15xR} - 1$	$\frac{S}{15xR} \times 2$	$\frac{S}{15xR} \times 6$	$\frac{S}{15}$
Architecture and Town Planning						
a. Architecture	1:16	1	$\frac{S}{16xR} - 1$	$(\frac{S}{16xR} \times 2)$	$(\frac{S}{16xR} \times 6)$	$\frac{S}{16}$
b. Town Planning	1:16	1	$\frac{S}{16xR} - 1$	$(\frac{S}{16xR} \times 2)$	$(\frac{S}{16xR} \times 6)$	$\frac{S}{16}$
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	1:15	1	$\frac{S}{15xR} - 1$	$\frac{S}{15xR} \times 2$	$\frac{S}{15xR} \times 6$	$\frac{S}{15}$
* 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 10.						
S = Sum of number of students as per “Approved Intake” for all years, R = (1+2+6)						

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	-	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12}$
*Pharmacy	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*Architecture and Town Planning						
a. Architecture	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
b. Town Planning	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*Applied Arts and Crafts	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*HMCT	1:12	-	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12}$
#MBA/ PGDM	1:15	1	$\frac{S}{15xR} - 1$	$\frac{S}{15xR} \times 2$	$\frac{S}{15xR} \times 6$	$\frac{S}{15}$
#MCA	1:15	1	$\frac{S}{15xR} - 1$	$\frac{S}{15xR} \times 2$	$\frac{S}{15xR} \times 6$	$\frac{S}{15}$

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 10.

For every PG Programme, 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 Governments 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 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, 2017.
- 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 11 of Chapter IV of Approval Process Handbook.
- i PGDM Institutions should comply with the National Academic Depository (NAD) as per MHRD directives.
- j 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.
- k 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.



- l Rules for matters relating to examinations/ arbitration on matters of examinations shall be decided by the All India Board of Management, AICTE.
- m The academic session shall normally be from July 1st to June 30th of the succeeding year.

Notwithstanding the above, the Institutions shall observe the following 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 2011 and 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 + 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	General Engineering and Reference
3	IET	General Engineering and Reference
4	Gale Cengage Learning	Business and Company resource Centre + Gale business insight global
	RMIT Or 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	ELSEVIER	Pharmacy
3	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	Gale Cengage Learning	Architecture
3	National Digital Library	Architecture

E. Subscription of e-journals for all hotel management Institutions conducting Under Graduate/ Post Graduate Programme



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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.



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

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 Divisions

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 Buildings and 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 Body	Experience in Academic Institutions (in years)		
	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

- 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 (m ² / ₹) (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



Appendix 12

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](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 websites 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 3rd 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
<p>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.</p> <p>Chairman, AICTE is the Chairman of the Council</p> <p>Vice Chairman, AICTE is the Vice-Chairman of the Council</p> <p>Secretary, Department of Higher Education, MHRD, New Delhi</p> <p>Additional Secretary, Technical Education, Department of Higher Education, MHRD, New Delhi</p> <p>Prof. S.C. Saxena, The Chairman, Northern Regional Committee, AICTE</p> <p>Dr. R. Rudramoorthy, The Chairman, Southern Regional Committee, AICTE</p> <p>Dr. N.M. Kondap, The Chairman, Western Regional Committee, AICTE</p> <p>Prof. Sabyasachi Sen Gupta, The Chairman, Eastern Regional Committee, AICTE</p> <p>Prof. B. B. Ahuja, Chairman, All India Board of Vocational Education, AICTE</p> <p>Prof. Sathans, Chairman, All India Board of Technician Education, AICTE</p> <p>Prof. M. R. Ravi, Chairman, All India Board of Under Graduate Studies in Engineering and Technology, AICTE</p> <p>Prof. V. S. Sapkal, Chairman, All India Board of Post Graduate Education and Research in Engineering and Technology, AICTE</p> <p>Prof. Janat Shah, Chairman, All India Board of Management Studies, AICTE</p> <p>Joint Secretary & Financial Advisor (MHRD), New Delhi</p> <p>Secretary, Department of Science & Technology, New Delhi</p>	1/ 3 members



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
The Vice-Chairman, AICTE	members



<p>Secretary to the GoI in Ministry of the Central Government dealing with Education (Ex-Officio)</p> <p>Two Chairmen of the Regional Committees</p> <p>Three Chairmen of the Board of Studies</p> <p>A member of the Council representing the Ministry of Finance of the Central Government. (Ex-Officio)</p> <p>(Four out of eight members of the Council representing the States and Union Territories on rotation)</p> <p>Four Members with expertise and distinction in areas relevant to Technical Education to be nominated by the Chairman of the Council</p> <p>The Chairman, UGC (Ex-Officio)</p> <p>The Director, IAMR (Ex-Officio)</p> <p>The Director, ICAR (Ex-Officio)</p> <p>Member Secretary, AICTE - Member Secretary</p>	
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13.3 Standing Appellate 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 Town 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 Standing Hearing Committee

Composition	Quorum
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<p>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</p>	<p>Chairman</p>
<p>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.</p>	<p>One Member</p>
<p>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 Town Planning or expert who is well versed with land and revenue matters to be nominated by the Chairman, AICTE</p>	<p>One Member</p>
<p>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.</p>	

13.5 Regional Committee

Composition	Quorum
<p>Chairman to be nominated by the Chairman, AICTE</p>	<p>1/ 3</p>
<p>Four Members to be nominated from amongst the Directors/ Principals of recognized Technical Institutions, i.e. IIT, NIT, TTTI, Engineering Colleges, Diploma Institutions in the region</p>	<p>members</p>
<p>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</p>	
<p>One member representing the Board of Apprenticeship Training to be nominated by the Board</p>	
<p>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 (<i>Ex-Officio</i>) by rotation in alphabetical order of the State, UT in the region.</p>	
<p>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.</p>	
<p>One Officer of Bureau of Technical Education, not below the rank of Deputy Secretary, Department of Education, GoI (<i>Ex-Officio</i>)</p>	
<p>One Advisor of the Bureau, Regional Committees, AICTE (<i>Ex-Officio</i>)</p>	
<p>Regional Officer of the Regional Office (<i>Ex-Officio</i>) – Member Secretary</p>	



13.6 Scrutiny Committee under Chapter I

Composition	Quorum
<p>Professor/ Associate Professor of IIT/ IIM/ Government/ Government Aided Institutions.</p> <p>An advocate registered with Bar Council</p> <p>An architect registered with Council of Architecture</p>	<p>One Professor/ Associate Professor</p> <p>An advocate registered with Bar Council</p> <p>An Officer not below the rank of Deputy Director of the revenue department of the concerned State Government to be nominated by the concerned State Government/ UT or an Architect registered with Council of Architecture.</p>

13.7 Scrutiny Committee under Chapter II

Composition	Quorum
<p>Two Professors/ Associate Professors of IIT/ IIM/ Government/ Government Aided Institutions.</p>	<p>Two Professors/ Associate Professors</p>

13.8 Expert Visit Committee (EVC)

Composition	Quorum
<p>An academicians not below the level of Professor in a field of technical education as Chairman to be selected from the panel of Experts approved by the Executive Committee, AICTE.</p> <p>One Expert member, not below the level of Associate Professor to be selected from the panel of Experts approved by the Executive Committee, AICTE.</p> <p>An Officer not below the rank of Deputy Director of the revenue department of the concerned State Government 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 Town 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.</p>	<p>Two Academicians and one Officer not below the rank of Deputy Director of the revenue department of the concerned State Government 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 Town 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.</p>



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	

13.9 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 2nd 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



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Thiruvananthapuram 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 Affidavit⁴ 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

- 1 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.
- 2 An Affidavit⁴ as prescribed on the Web-Portal, on a Non-Judicial Stamp Paper of ₹100/-, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.
- 3 Resolution by the applicant organization in a Format¹³ as prescribed on the Web-Portal.
- 4 Certificate of Occupancy/ Completion (as applicable) from the Competent Authority (as per standard format prescribed by the issuing Authority)
- 5 Certificate¹ issued by an Advocate in a Format prescribed on the Web-Portal.
- 6 Certificate² issued by an Architect regarding approved building plans.
- 7 Certificate³ issued by bank manager regarding financial status of applicant.
- 8 A print of the complete application as uploaded to the AICTE Web-Portal, printed thereon.
- 9 A receipt with official seal from the authorized signatory of the State Government as proof of submission of these documents.
- 10 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.**
- 11 Detailed Project Report (DPR) attached as a.pdf file.



- 12 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.
- 13 Details of recommended Board of Governors of the Institution constituted as per Appendix 18.
- 14 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.
- 15 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.
- 16 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 Format⁶ prescribed on the Web-Portal.
- 17 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.
- 18 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.
- 19 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.
- 20 Khasra plan (Master plan) issued by the Competent Authority, earmarking the entire proposed land to show that the land is contiguous.
- 21 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.
- 22 Proof of working capital (funds) as stated in Clause 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.



- 23 Audited statement of accounts of the applicant organization for last three years, as may be applicable.
- 24 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.
- 25 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 m², 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.
- 26 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.
- 27 Syllabus copy of Affiliating University/ Board related to the Courses applied for.
- 28 Certificate regarding Minority Status, if applicable at the time of application. Any claim thereafter shall not be entertained.
- 29 Certificate of the Competent Authority indicating whether the land for the proposed new Institution/ Technical Campus falls in the rural area or otherwise.
- 30 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.

- 1 Copy of the advertisement in at least one National Daily, for recruitment of Principal/ Director and faculty members.
- 2 Stock Register of dead stock items including Laboratory equipment, computers, system and application software, printers, office equipment and other dead stock items.
- 3 Proof of provision of Internet bandwidth in Mbps and contention ratio.
- 4 List giving titles of books and volumes of each purchased for Library.
- 5 Copy of Invoice/ Cash Memo for equipment and Library Books.
- 6 Details of subscription of e-Journals as per Appendix 10.



- 7 List and details of hard Copy of National Journals subscribed.
- 8 List and details of hard Copy of International Journals subscribed.
- 9 Sanction of electrical load by electric supply provider Company.
- 10 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.
- 11 Details and proof of telephone connections available at the proposed Technical Campus.
- 12 Details and proof about medical facility and counselling arrangements.
- 13 Details of reprographic facility available for students.
- 14 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.
- 15 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

- 1 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.
- 2 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.
- 3 The information about these appointments of staff in the prescribed Format shall be uploaded in the portal.



4 In no circumstances unless the appointment of all teaching and other staff is in place, the Institutions shall start the approved Technical Courses.

5 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

1 No Objection Certificate from Concerned State Government in the Format¹.

2 No Objection Certificate from Affiliating University/ Board in the Format².

3 Resolution in the Format³ 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

1 No Objection Certificate from Concerned State Government/ UT in the given Format⁴.

2 No Objection Certificate from Affiliating University/ Board in the Format⁵ 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.

3 Resolution by the applicant Institution, pertaining to application for closure of Institution in the Format⁶ as prescribed.

4 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.

5 Details of the RPGF/ Joint FDR/ FD made with AICTE/ State Government/ University for establishment of the Institution.

6 Status of Students already studying in the Institution.

7 Status of Faculty and Staff in the Institution and liabilities thereon.

8 Affidavit² to be submitted by the applicant on a non-Judicial 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.

9 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

1 A Certificate stating that admission for three consecutive years are less than 60% issued by Competent Admission Authority.



- 2 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.
- 3 No Objection Certificate (NOC) from State Government in the Format⁷.
- 4 No Objection Certificate (NOC) from Affiliating University/ Board in the Format⁸.
- 5 Resolution of the Trust/ Society/ Company/ Board of Governors in the Format⁹ for the conversion from Women's Institution to Co-Ed Institution.
- 6 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

- 1 No Objection Certificate (NOC) from State Government in the Format⁷.
- 2 No Objection Certificate (NOC) from Affiliating University/ Board in the Format⁸.
- 3 Resolution of the Trust/ Society/ Company/ Board of Governors in the Format⁹ 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

- 1 No Objection Certificate (NOC) from the State Government/ UT in the Format¹⁰.
- 2 No Objection Certificate (NOC) from the Affiliating University and Board in the Format¹¹.
- 3 Resolution of the Trust/ Society/ Company/ Board of Governors for the Conversion from Diploma Level into Degree Level and vice-versa in the Format¹².
- 4 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

- 1 Certificate of Registration of companies
- 2 Memorandum of Association and Article of Association
- 3 Certificate of incorporation
- 4 Situation of the registered office of the Company
- 5 Particulars of the Directors, Managers or Secretaries



- 6 PAN number
- 7 TAN number
- 8 Companies general rules and forms
- 9 NOC from Directors or Promoters
- 10 Audited statement for last 3 years clearly indicating turnover through operations



Appendix 17

17.0 Documents to be uploaded/ submitted 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 uploaded 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

- 1 A print of the complete application and the Deficiency Report, as available on the AICTE Web-Portal, printed there on, shall be submitted to Affiliating University/ Board and Concerned State Government/ UT, along with all enclosures as below, duly self-attested.
- 2 Stamped receipt from an authorized signatory of the State Government as proof of submission of these documents.
- 3 Stamped receipt from an authorized signatory of the Affiliating University/ Board as proof of submission of these documents.
- 4 As per Clause 4 of Chapter II of Approval Process Handbook, Occupancy/ Completion Certificate/ Building License/ Form D/ Structural Stability Certificate issued by the Competent Authority.
- 5 Satellite map, using suitable website, showing geographical location of land with latitude and longitude mentioned on it.



- 6 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 2017-18.
- 7 Show Cause Notice issued by AICTE, if any, during the last two years.
- 8 Details of court cases filed against AICTE and order of the Court, if any.
- 9 An Affidavit⁴, on a Non-Judicial Stamp Paper of ₹100/-, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.
- 10 Copy of valid NBA accreditation letters.
- 11 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
- 12 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

- 1 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 Format¹⁴ prescribed on the Web-Portal.
- 2 An Affidavit⁶ on a Non-Judicial Stamp Paper of ₹100/-, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.
- 3 Valid NBA Accreditation Certificate for Institutions in existence for more than SEVEN YEARS from the date of inception.
- 4 No Objection Certificate from Affiliating University for Integrated/ Dual Degree Courses in the Format¹⁵.

17.3 Documents to be uploaded for approval of Collaboration and Twinning Programmes

- 1 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.
- 2 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
- 3 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.
 - 4 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)
 - 5 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.
 - 6 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.
 - 7 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.
 - 8 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.
 - 9 A letter from the participating Foreign University that the Degree would be awarded by the Foreign University/ Institution only in its parent Country
 - 10 No Objection Certificate (NOC) from concerned embassy in India with mention of genuineness of Foreign educational partnering Institution in the country of origin.
 - 11 The Certificate of accreditation obtained by the Foreign University/ Institution in their parent country issued by a certified accreditation authority in that country.
 - 12 Valid NBA Certificate in respect of the Courses to be offered under Twinning Programme.
- 17.4 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**
- 1 Resolution by the applicant Institution, pertaining to application for introduction of supernumerary seats for OCI/ PIO in the Format¹⁶ as prescribed on the Web-Portal.



- 2 Details regarding hostel rector and hostel administration.
- 17.5 Additional documents to be submitted for approval for seats for sons/ daughters of NRIs**
- 1 Resolution by the applicant Institution, pertaining to application for introduction of seats for sons/ daughters of NRIs in the Format¹⁷ as prescribed on the Web-Portal.
- 17.6 Additional documents to be submitted for Change in name of Course/ Reduction in Intake/ Closure of Programmes and/ or Courses in Existing Institutions**
- 1 No Objection Certificate from Concerned State Government/ UT in the given Format¹⁸.
- 2 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 Format¹⁹ as prescribed on the Web-Portal.
- 3 Resolution by the applicant Institution, pertaining to application for reduction in Intake or closure of Course/ Programme in the Format²⁰ as prescribed on the Web-Portal.
- 4 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.
- 17.7 Additional documents to be submitted for approval for change in the Name of the Institution**
- 1 No Objection Certificate from Concerned State Government/ UT in the Format²¹.
- 2 No Objection Certificate from Affiliating University/ Board in the Format²².
- 3 Resolution by Governing Board Members approving change in name, duly signed by the Chairman/ President/ Secretary of the Trust/ Society/ Company in the Format²³.
- 17.8 Additional documents submitted for approval for Change in name of the Trust/ Society/ Company (subject to the law for the time being in force)**
- 1 Approval from Charity Commissioner/ Registrar of Societies/ Registrar of Companies.
- 2 No Objection Certificate from Concerned State Government/ UT in the Format²⁴.
- 3 No Objection Certificate from Affiliating University/ Board in the Format²⁵.
- 4 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 Format²⁶.
- 5 A notarized Affidavit⁷ of the Chairman/ Secretary/ Authorized signatory of the Trust/ Society/ Company stating that there is no commercial or business angle for such change.



- 6 Registration document of the Trust/ Society/ Company indicating its members, objectives and Memorandum of Association and Rules, duly attested/ certified by the concerned Authority.
 - 7 Details of recommended Board of Governors of the Institution constituted as per Appendix 18.
 - 8 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.
 - 9 Land Documents showing ownership in the name of the new Trust/ Society/ Company.
 - 10 Proof of working capital (funds) as stated in Clause 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.
 - 11 Approval from the Charity Commissioner/ Registrar of Societies/ Registrar of Companies regarding any change in the name(s) of the Trustee(s)/ Member(s).
- 17.9 Additional documents to be submitted for approval for change of Affiliating University/ Board**
- 1 No Objection Certificate from the Concerned State Government/ UT in the Format²⁷.
 - 2 No Objection Certificate (NOC) from the University/ Board where the Institution is affiliated in the Format²⁸.
 - 3 No Objection Certificate (NOC) from the University/ Board where the Institution seeks affiliation in the Format²⁹.
 - 4 Resolution in the Format³⁰ of the Trust/ Society/ Company seeking approval for change of Affiliating University/ Board.



Appendix 18

18.0 Recommended Composition of Board of Governors for AICTE approved Institutions

- a 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.
- b 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.
- c Two to five Members to be nominated by the Registered Trust/ Society/ Company.
- d Nominee of the All India Council for Technical Education-Regional Officer (Ex-Officio).
- e 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.
- f Nominee of the Affiliating Body/ University/ State Board of Technical Education (Not applicable for PGDM Institutions).
- g Nominee of the State Government – Director of Technical Education (Ex-officio).
- h An Industrialist/ technologist/ educationist from the Region nominated by the State Government.
- i Principal/ Director of the concerned Technical Institution (as nominee of the Trust/ Society/ Company) - Member Secretary.
- j 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.
- k 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

- a 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 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.
- b The respective DTE/ State Government/ 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 relevant year in which the academic session is to commence.
- c The Competent Authority for admission shall ensure that the 1st round of counselling/ admission for allotment of seats is duly completed on or before 30th June of the year in which the academic session is to commence.

Provided that the 2nd round of counselling/ admission for allotment of seats shall be completed on or before 10th July of the 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.

- d Notwithstanding anything contained in these Regulations, all Technical Institutions conducting PG Diploma Courses shall not initiate admission process before 31st March of the admission year.

19.2 The academic session and the teaching process shall commence on 1st August of the year in which the academic session is to commence and the concerned University/ Boards shall ensure the total number of teaching days, practical and contact hours with students in a given academic session are strictly in accordance with the following schedule:

Programme	UG		PG		Diploma	
	Total Number of Teaching days = 90, out of which Number of Contact days for teaching/ practical = 75 and conducting exams and preparation days = 15	Contact hours/ semester	Number of Teaching days/ semester	Contact hours/ semester	Number of Teaching days/ semester	Contact hours/ semester



Engineering/ Pharmacy/ Architecture/ HMCT/ Arts and Crafts	75	525	75	525	75	525
MBA/ PGDM			75	525		
MCA			75	525		

For 1st year of the Programme:

Semester/ Event	Odd Semester	Even Semester
Commencement of classes	1 st August	1 st January
End of classes	30 th November	30 th April

2nd year and on words of the Programme:

Semester/ Event	Odd Semester	Even Semester
Commencement of classes	15 th July	15 th December
End of classes	15 th November	15 th 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

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.

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

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.

a 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.

b 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

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.

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. In 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.

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.

b 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 previous Guide shall act as Co-Guide on his/ her return. If the period of absence is more than 2 years he/ she shall cease to be a Guide for the Fellow candidate.

c Change of Guide

Change of a Guide shall be permitted in exceptional circumstances on the recommendation of the Director.

d Number of Research Fellows per Guide

At any given time, the number of Research Fellows working with a Guide shall not exceed five.

e 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
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- 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 successfully defend his/ her thesis proposal, 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; and
- 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.
 - a. The required modification/ revision involving rewriting of Chapters but not involving further research work.
Or
 - b. 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.



AFFIDAVIT¹

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL 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)



AFFIDAVIT²

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL 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/ University 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, 2017 at my
office.
(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)



AFFIDAVIT³

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL 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 2017-18, 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, 2017 at my office.
(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)**



AFFIDAVIT⁴

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER OF ₹ 100/- DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER

I 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.

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 2017-2018 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 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>
17. That, I/ We, herby undertake to constitute the following Committees as per Approval Process Handbook 2017-18 Appendix 6 before commencement of the Academic Session 2017-18 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)**
18. 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, 2017 at my office.

(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)



AFFIDAVIT⁵

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL 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, 2017 at my office.

(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)



AFFIDAVIT⁶

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL 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, 2017 at my office.

(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)



AFFIDAVIT⁷

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL 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, 2017 at my office.

(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)



AFFIDAVIT⁸

FORMAT OF AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL 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 ofAged.....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 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, 2017 at my office.

(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)



CERTIFICATE¹

CERTIFICATE OF AN ADVOCATE
(TO BE PRODUCED IN THE LETTERHEAD OF ADVOCATE)

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



Approval Process Handbook 2017-2018

Name of the Advocate Practicing at

Registration No.

Date Place:



CERTIFICATE²

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.

<i>Signature of the Architect</i>		Seal
Name of the Architect	
Registration No	
Date :	Place :



CERTIFICATE³

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)

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

<i>Signature of the BANK MANAGER</i>	Seal
Name of the BANK MANAGER
Date Place:



FORMAT¹

**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 onat
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>..... 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 onat 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 onat 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)



FORMAT⁴

**NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT
FOR CLOSURE OF THE INSTITUTION**

The <name of the Trust/ Society>vide its Executive meeting held onat 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 onat 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		d-3		d-2		d-1		Current Academic Year		Total No. of students studying in the Institution as on date
					a	b	c	d	e	f	g	h			
					“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 >



FORMAT⁶

RESOLUTION FOR CLOSURE OF THE INSTITUTION

That the Trust/ Society vide its Executive meeting held onat 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)



FORMAT⁷

**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 onat
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 onat
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 onat 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



FORMAT¹⁰

**NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT
FOR CONVERSION OF DIPLOMA LEVEL INTO DEGREE LEVEL AND VICE-VERSA**

The <name of the Trust/ Society>vide its Executive meeting held onat
vide item no. have passed a resolution for Conversion of Diploma Level into Degree Level/
Degree Institution to Diploma 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 Diploma Level into Degree Level/ Degree
Institution to Diploma 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



FORMAT¹¹

**NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD
FOR CONVERSION OF DIPLOMA LEVEL INTO DEGREE LEVEL AND VICE-VERSA**

The <name of the Trust/ Society>vide its Executive meeting held onat
vide item no. have resolved for Conversion of Diploma Level into Degree Level/ Degree
Institution to Diploma 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 Diploma Level into Degree
Level/ Degree Institution to Diploma Institution*.

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

That the Trust/ Society vide its Executive meeting held onat vide item no. have resolved for the Conversion of Diploma Level into Degree Level/ Degree Institution to Diploma Institution* < 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 onat 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 onat 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 onat 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 >



FORMAT¹⁶

**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 onat 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)



FORMAT¹⁷

RESOLUTION FOR INTRODUCTION OF SEATS FOR SONS/ DAUGHTERS OF NRI

That the Trust/ Society vide its Executive meeting held onat 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)



FORMAT¹⁸

**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 onat vide item no. have resolved for closure of Course(s)/ Programme(s)/ Reduction in Intake <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 Closure of Course(s)/ Programme(s)/ reduction in Intake

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>



FORMAT¹⁹

**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 onat vide item no. have resolved to Closure of Course(s)/ Programme(s)/ reduction in Intake/ Introduction of Integrated Course

<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 closure of Course (s)/ Programme/ Reduction in Intake

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

- 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 >



FORMAT²⁰

**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 onat 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 <closure of Programme> and/ or <closure of Course>/ <reduction in Intake> in <name of the Institution>.

<name of the Institution>shall apply for,

1. Reduction in Intake in <Course1>, from <current Intake> to <reduced Intake>, <Course2>, from <current Intake> to <reduced Intake>
2. Closure of Programme<Programme1>,<Programme2>..
3. 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 onat
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>..... 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 onat 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 onat 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)



FORMAT²⁴

**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 onat 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>



FORMAT²⁵

**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 onat 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 >



FORMAT²⁶

RESOLUTION FOR CHANGE IN NAME OF THE TRUST/ SOCIETY/ COMPANY OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held onat 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)



FORMAT²⁷

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 onat 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>



FORMAT²⁸

**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 onat 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 >



FORMAT²⁹

**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 onat 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 >



FORMAT³⁰

**RESOLUTION FOR CHANGE IN NAME OF THE AFFILIATING UNIVERSITY/ BOARD
OF THE INSTITUTION**

That the Trust/ Society vide its Executive meeting held onat 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 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
J&K	
1	Kupwara
2	Baramula
3	Badgam
4	Pulwama
5	Anantnag
6	Doda
7	Udhampur
8	Punch
9	Rajauri
10	Kathua
11	Bandipora
12	Ganderbal
13	Kulgam
14	Shopian
15	Ramban
16	Kishtawar
17	Reasi
18	Samba
HIMACHAL PRADESH	
19	Lahul and Spiti
20	Kullu
21	Bilaspur
22	Kinnaur
23	Sirmour
UTTAR PRADESH	
24	Kannauj
25	Auraiya
26	Kaushambi
27	Shrawasti
28	Balrampur
29	Siddharthnagar
30	Sant Kabir Nagar
31	Mahrajganj
32	Kushinagar
33	Sant Ravidas Nagar (Bhadohi)
34	Kanpur Dehat
35	Etah
36	Sonbhadra
37	Jyotiba Phule Nagar
38	Hamirpur
39	Chitrakoot
40	Bijnor
41	Moradabad
42	Rampur
43	Agra
44	Firozabad

S. No.	DISTRICTS
45	Mainpuri
46	Budaun
47	Pilibhit
48	Shabjahanpur
49	Kheri
50	Hardoi
51	Unnao
52	Fatehpur
53	Pratapgarh
54	Barabanki
55	Ambedkar Nagar
56	Bahraich
57	Basti
58	Deoria
59	Ghazipur
60	Varanasi
61	Mirzapur
62	Gonda
63	Azamgarh
64	Balia
BIHAR	
65	Pashchim Champaran
66	Purab Champaran
67	Sheohar
68	Sitamarhi
69	Madhubani
70	Supaul
71	Araria
72	Katihar
73	Madhepura
74	Siwan
75	Vaishali
76	Samastipur
77	Khagaria
78	Banka
79	Munger
80	Lakhisaraj
81	Sheikhpura
82	Nalanda
83	Bhojpur
84	Buxar
85	Kaimur (Bhabua)
86	Rohtas
87	Jehanabad
88	Aurangabad
89	Nawada
90	Jamui



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S. No.	DISTRICTS
91	Arwal
92	Kishanganj
93	Darbhanga
94	Gopalgaj
95	Saran
96	Begusarai
97	Bhagalpur
98	Gaya
SIKKIM	
99	North District
100	West District
ARUNCHAL PRDESH	
101	West Kameng
102	East Kameng
103	Lower Subansiri
104	East Siang
105	Lohit
106	Changlang
107	Tirap
108	Kurung Kumey
109	Anjaw
110	Lower Dibang Valley
NAGALAND	
111	Mon
112	Tuensang
113	Wokha
114	Dimapur
115	Phek
116	Peren
MIZORAM	
117	Mamit
118	Kolasib
119	Champhai
120	Serchhip
121	Lawngtlai
122	Saiha
MANIPUR	
123	Senapati (Excl. 3 sub-divisions)
124	Tamenglon
125	Churachandpur
126	Bishnupur
127	Thoubal
128	Imphal East
129	Ukhrul
130	Chandel
TRIPURA	
131	South Tripura
132	Dhalai
133	North Tripura
MEGHALAYA	
134	East Garo Hills
135	South Garo Hills

S. No.	DISTRICTS
136	West Khasi Hills
137	Ri Bhoi
ASSAM	
138	Dhubri
139	Goalpara
140	Barpeta
141	Nalbari
142	Darrang
143	Marigaon
144	Sonitpur
145	Lakhimpur
146	Dhemaji
147	Tinsukia
148	Sibsagar
149	North Cachar Hills
150	Karimganj
151	Hailakandi
152	Udalgiri
153	Chirrang
154	Baska
155	Kamrup Rural
156	Nagaon
157	Golaghat
158	Karbi Anglong
WEST BENGAL	
159	Dakshin Dinajpur
160	Jalpaiguri
161	Uttar Dinajpur
162	Maldah
163	Birbhum
164	Nadia
165	North Twenty Four Parganas
166	Bankura
167	Puruliya
168	Medinipur
169	South Twenty Four Parganas
JHARKHAND	
170	Garhwa
171	Hazaribagh
172	Giridih
173	Deoghar
174	Godda
175	Sahibgani
176	Pakaur
177	Lohardang
178	Gumla
179	Pashchimi Singhbhum
180	Chatra
181	Palamau
182	Jamtara
183	Khunti
184	Ramgarh



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S. No.	DISTRICTS
185	Simdega
186	Dumka
ORISSA	
187	Sambalur
188	Debagarh
189	Kendrapara
190	Jagatsinghapur
191	Jajapur
192	Nayagarh
193	Puri
194	Gajapati
195	Baudh
196	Sonapur
197	Nuapada
198	Kalahandi
199	Nabarangapur
200	Malkangiri
201	Angul
202	Mayurbhanj
203	Bolangir
204	Baragarh
205	Koraput
206	Bhadrak
207	Balasore
208	Khandmal
CHHATISGARH	
209	Koriya
210	Jashpur
211	Kanker
212	Dantewada
213	Narayanur
214	Bijapur
215	Surguja
216	Janjgir – Champa
217	Bilaspur
218	Raipur
219	Bastar
MADHYA PRADESH	
220	Sheopur
221	Datia
222	Shivpuri
223	Rewa
224	Umaria
225	Mandsaur
226	Shajapur
227	Dewas
228	Raisen
229	Katni
230	Dindori
231	Anoopur
232	Alirajpur
233	Sidhi

S. No.	DISTRICTS
234	Bhind
235	Tikamgarh
236	Panna
237	Barwani
238	Rajgarh
239	Sehore
240	Hoshangabad
GUJARAT	
241	Narmada
242	Tapi
243	Junagadh
244	Kheda
245	Navsari
DAMAN and DIU	
246	Diu
HARYANA	
247	Yamuna Nagar
248	Kurukshetra
249	Fatehabad
250	Panchkula
251	Kaithal
252	Panipat
253	Rewari
PUNJAB	
254	Kapurthala
255	Nawanshehr
256	Barnala
257	Fatehgarh Sahib
258	Mansa
259	Faridkot
260	Muktasar
RAJASTHAN	
261	Pratapgarh
262	Nagaur
263	Jalor
264	Baran
265	Bhilwara
266	Bundi
267	Dausa
268	Dholpur
269	Dungarpur
270	Hanumangarh
271	Jaisalmer
272	Jhunjhunu
273	Karauli
274	Tonk
275	Banswara
TAMIL NADU	
276	Theni
277	Thiruvarur
278	Villupuram
279	Thiruvannamalai



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S. No.	DISTRICTS
280	Dharmapuri
281	Karur
282	Perambalur
ANDHRA PRADESH	
283	Ranga Reddy
LAKSHADWEEP	

S. No.	DISTRICTS
284	Lakshadweep
UTTRAKHAND	
285	Pithoragarh
MAHARASHTRA	
286	Akola
287	Hingoli



EDUCATIONALLY BACKWARD DISTRICTS

S. No.	Districts
Andaman and Nicobar Islands	
1	Nicobars
2	Andamans
Andhra Pradesh	
3	Adilabad
4	Nizamabad
5	Anantapur
6	Kurnool
7	Mahbubnagar
8	Srikakulam
9	Medak
10	West Godavari
11	Prakasam
12	East Godavari
13	Vizianagaram
Arunachal Pradesh	
14	Tawang
15	UpperSiang
16	EastKameng
17	UpperSubansiri
18	Dibang Valley
19	Lohit
20	Changlang
21	West Siang
22	Tirap
23	WestKameng
24	Lower Subansiri
Assam	
25	Sonitpur
26	Darrang
27	Bongaigaon
28	Marigaon
29	Dhubri
30	Karimganj
31	Cachar
32	Tinsukia
33	Nagaon
34	Goalpara
35	KarbiAnglong
36	Hailakandi
Bihar	
37	Sheohar
38	Supaul
39	Jamui
40	Banka

S. No.	Districts
41	Lakhisarai
42	Kishanganj
43	Sitamarhi
44	Pashchim Champaran
45	Araria
46	Katihar
47	Purba Champaran
48	Gopalganj
49	Khagaria
50	Aurangabad
51	Nawada
52	Begusarai
53	Siwan
54	Purnia
55	Kaimur(Bhabua)
56	Madhepura
57	Samastipur
58	Darbhanga
59	Saharsa
60	Madhubani
61	Vaishali
Chattisgarh	
62	Koriya
63	Kawardha (Kabirnagar)
64	Bastar
65	Mahasamund
66	Dantewada
67	Kanker
68	Janjgir - Champa
69	Jashpur
70	Dhamtari
71	Raigarh
72	Bilaspur
73	Durg
74	Raipur
75	Surguja
76	Rajnandgaon
Dadar and Nagar Haveli	
77	Dadar and Nagar Havelli
Daman and Diu	
78	Daman
79	Diu
Gujarat	
80	Dohad
81	Kachchh



S. No.	Districts
82	Narmada
83	Banas Kantha
84	Patan
85	Porbandar
86	PanchMahals
87	Amreli
88	Surendranagar
89	Surat
90	Jamnagar
91	Bhavnagar
92	Kheda
93	Sabar Kantha
94	Bharuch
95	Junagadh
96	Rajkot
97	Mahesana
98	TheDangs
99	Valsad
Haryana	
100	Jind
101	Fatehabad
102	Sirsa
103	Karnal
104	Panipat
105	Kaithal
106	Gurgaon
Himachal Pradesh	
107	Chamba
108	Kinnaur
109	Sirmaur
110	Lahul andSpiti
Jammu and Kashmir	
111	Anantnag
112	Kupwara
113	Doda
114	Badgam
115	Leh(Ladakh)
116	Kargil
117	Punch
118	Udhampur
119	Rajauri
120	Baramula
121	Kathua
Jharkhand	
122	Garhwa
123	Chatra
124	Pakaur

S. No.	Districts
125	Palamu
126	Pashchimi Singhbhum
127	Gumla
128	Giridih
129	Godda
130	Deoghar
131	Dumka
132	Kodarma
133	Sahibganj
Karnataka	
134	Chamarajanagar
135	Koppal
136	Haveri
137	Mandya
138	Bellary
139	Kolar
140	BangaloreRural
141	Chikmagalur
142	Hassan
143	Udupi
144	Bagalkot
145	Raichur
146	Belgaum
147	UttaraKannada
148	Kodagu
149	Bijapur
150	Tumkur
151	Chitradurga
152	Gadag
153	Dakshina Kannada
Kerala	
154	Palakkad
155	Malappuram
156	Wayanad
157	Kasaragod
Lakshadweep	
158	Lakshadweep
Madhya Pradesh	
159	Sheopur
160	Dindori
161	Barwani
162	Jhabua
163	Dhar
164	Shajapur
165	Rajgarh
166	Shivpuri
167	Seoni



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S. No.	Districts
168	Guna
169	Neemuch
170	Dewas
171	Mandla
172	Balaghat
173	Damoh
174	Sidhi
175	Narsimhapur
176	East Nimar
177	Katni
178	Mandsaur
179	Morena
180	Ratlam
181	Chhatarpur
182	Chhindwara
183	Sagar
184	Datia
185	Panna
186	Raisen
187	Sehore
188	Satna
189	Bhind
190	Shahdol
191	Harda
192	Betul
193	Tikamgarh
194	WestNimar
195	Vidisha
196	Ujjain
197	Umaria
Maharashtra	
198	Hingoli
199	Raigarh
200	Ratnagiri
201	Jalna
202	Sindhudurg
203	Buldana
204	Gadchiroli
Meghalaya	
205	South Garo Hills
206	Ri Bhoi
207	WestKhasiHills
208	East Garo Hills
209	Jaintia Hills
Mizoram	
210	Champhai
211	Lawngtlai

S. No.	Districts
212	Kolasib
213	Mamit
214	Serchhip
215	Lunglei
216	Saiha
Nagaland	
217	Mon
Orissa	
218	Malkangiri
219	Baudh
220	Kandhamal
221	Nuapada
222	Nabarangapur
223	Gajapati
224	Koraput
225	Bargarh
226	Debagarh
227	Kalahandi
228	Balangir
229	Anugul
230	Rayagada
231	Kendujhar
232	Ganjam
233	Nayagarh
234	Dhenkanal
235	Sonapur
Pondicherry	
236	Yanam
Punjab	
237	Mansa
238	Nawanshahr
239	Firozpur
240	Amritsar
241	Sangrur
242	Gurdaspur
243	Muktsar
244	Moga
245	Faridkot
246	Bathinda
247	FatehgarhSahib
248	Patiala
249	Kapurthala
Rajasthan	
250	Karauli
251	Barmer
252	Hanumangarh
253	Baran



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S. No.	Districts
254	Jalor
255	Nagaur
256	Bundi
257	Rajsamand
258	Jhalawar
259	Jaisalmer
260	Pali
261	Dhaulpur
262	Chittaurgarh
263	Dungarpur
264	Bhilwara
265	Dausa
266	Jodhpur
267	Banswara
268	Alwar
269	Bharatpur
270	Churu
271	Bikaner
272	Sawai Madhopur
273	Ganganagar
274	Ajmer
275	Jhunjhunun
276	Tonk
277	Sirohi
278	Sikar
279	Udaipur
Sikkim	
280	North Sikkim
281	WestSikkim
282	South Sikkim
283	East Sikkim
Tamil Nadu	
284	Virudhunagar
285	Ariyalur
286	Tirunelveli
287	Viluppuram
288	Cuddalore
289	Nagapattinam
290	Dharmapuri
291	Thiruvarur
292	Pudukkottai
293	Karur
294	Vellore
295	Ramanathapuram
296	TheNilgiris
297	Dindigul
298	Salem

S. No.	Districts
299	Erode
300	Theni
301	Kanniyakumari
302	Thiruvallur
303	Perambalur
304	Sivaganga
305	Thanjavur
306	Madurai
307	Kancheepuram
308	Coimbatore
309	Thoothukkudi
310	Tiruvannamalai
Tripura	
311	Dhalai
312	North Tripura
313	West Tripura
314	SouthTripura
Uttar Pradesh	
315	Balrampur
316	Rampur
317	Shrawasti
318	Chitrakoot
319	Mahoba
320	Sonbhadra
321	Kushinagar
322	Hathras
323	Bahraich
324	Kaushambi
325	Kheri
326	Maharajganj
327	Etah
328	Lalitpur
329	Barabanki
330	Unnao
331	Bijnor
332	Shahjahanpur
333	Budaun
334	SantKabir Nagar
335	Bulandshahr
336	Kannauj
337	Pilibhit
338	Sitapur
339	Siddharthnagar
340	Rae Bareli
341	Fatehpur
342	Hardoi
343	Gonda



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S. No.	Districts
344	Bareilly
345	Moradabad
346	Saharanpur
347	Farrukhabad
348	Muzaffarnagar
349	Sultanpur
350	Jyotiba Phule Nagar
351	Hamirpur
352	Banda
353	Basti
354	Kanpur Dehat
355	Mathura
Uttaranchal	
356	Bageshwar
357	Champawat
West Bengal	
358	UttarDinajpur

S. No.	Districts
359	Maldah
360	South Twenty Four Parganas
361	Murshidabad
362	Medinipur
363	Nadia
364	Dakshin Dinajpur
365	Jalpaiguri
366	North Twenty Four Parganas
367	Koch Bihar
368	Haora
369	Bankura
370	Hugli
371	Puruliya
372	Bardhaman
373	Birbhum
374	Darjiling



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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 m ²
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 m ²
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 m ²
Assam	Revenue Circle Office, Govt. of Assam		PWD (Building)	Revenue Circle Office, Govt. of Assam	PWD (Building)		Bigha	1338 m ²
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 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)	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 m ²



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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 m ²
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 m ² 1 Acre = 4046.86 m ²
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 m ² ; 1 Acre = 4046.86 m ²
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 m ²
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 m ²
Tripura	Local Revenue Authority	NA	Local Revenue Authority	Local Revenue Authority	Executive Engineer, PWD	Architect, PWD/ THCB	Acre, Hectare	1 Hectare = 10000 m ² ; 1 Acre = 4046.86 m ²
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 m ²
Western Region								
Daman and Diu	Rural- Mamlatdar	Collectorate	Associate Town Planner, Daman	Rural - Mamlatdar	Enquiry Officer City Survey, Daman	Rural - Panchayat	100 m ² =1 GUNTHA	



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	Urban - Enquiry Officer City Survey, Daman			Urban - Enquiry Officer City Survey, Daman		Urban - Daman Municipal Council		
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/ Tahildar	Revenue Divisional Officer/ Tahildar	Village administrative Officer	Tahsildar	Dept. of Town and Country Planning	Dept. of Town and Country Planning	Hectare	
Tamil Nadu	Revenue Divisional Officer/ Tahildar	Revenue Divisional Officer/ Tahildar	Village administrative Officer	Tahsildar	Dept. of Town and Country Planning	Dept. of Town and Country Planning	Hectare	
Northwestern Region								



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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



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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								
Karnataka	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								
Chhattisgarh	Urban and Rural - Town and Country Planning	Urban and Rural - Sub Divisional Magistrate/ Diversion Office	Urban - Tahsildar; 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								



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<p>Andhra Pradesh</p>	<p>DTCP RDO (MRO) <u>Remarks</u> :Wherever sanctioned General Town Planning scheme (Master Plan) and Area covered by GRP Schemes proposals. in other areas.</p>	<p>RDO <u>Remarks</u> : Conversion of Agricultural land to other land.(Not applicable to Government Land)</p>	<p>DTCP Municipal Council <u>Remarks</u> : wherever sanctioned General Town planning scheme (Master Plan) and Area covered by GTP Schemes proposals. Other areas.</p>	<p>DTCP <u>Remarks:</u> as per censuses</p>	<p>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</p>	<p>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</p>	<p>Acres</p>	<p>1 Acre = 4046.86 m²</p>
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Telanga na	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
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 Guwahati Metropolitan Development Authority (GMDA), Bangagarh Guwahati 5 or The Chief Executive Officer, Guwahati Municipal Corporation (GMC) Bhagarh, 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		



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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, Nagar 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
Northwestern Region		
21	Chandigarh	Chief Administrator, Commissioner, Department of Town & Country Planning
22	Haryana	The Director General, Technical Education Department, Govt. of Haryana, Panchkula, Haryana In rural area Tehsildar of the concerned area and in urban area- Municipal Corporation/Municipal Committee/HUDA
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	Delhi Development Authority
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
Southwestern 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 or 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
SouthCentral 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/ 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)
		B.Arch. (Building Engineering and Construction Management)
		B.Arch.(Interior Design)
	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 and Electro Chemical Engineering



Chemical Engineering	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		Digital Techniques for Design and Planning



	Electronics Engineering	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
	Instrumentation Engineering	Telecommunication 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 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)
	Automobile Engineering		Tool Engineering
			Automobile Engineering
			Automobile Maintenance Engineering
			Automotive Technology



		Mechanical Engineering (Auto)
		Mechanical Engineering Automobile
		Industrial and Production Engineering
	Industrial Engineering	Industrial Engineering
		Industrial Engineering and Management
		Mechanical and Automation Engineering
	Mechatronics 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
Military Engineering	Military Engineering	Military Engineering
		Mining Engineering
Mining Engineering	Mining Engineering	Mining Engineering
		Nano Science and Technology
Nano Technology	Nano Technology	Nano Technology
		Nano Technology and Robotics
		Nuclear Science and Technology
Nuclear Science and Technology	Nuclear Science and Technology	Nuclear Science and Technology
		Packaging Technology
Packaging Technology	Packaging Technology	Printing and Packing Technology
		Pharmaceuticals and Fine Chemical Technology
Pharmaceutical Engineering	Pharmaceutical Engineering	Pharmaceuticals Chemistry and Technology
		Printing and Packing Technology
Printing Engineering	Printing Engineering	Printing Technology
		Fibres and Textiles Processing Technology
Textile Engineering	Textile Engineering	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/ 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
	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 Technology		3-D Animation and Graphics
		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

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 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 and Safety Engineering
Fire Technology and Safety	
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 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

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	Civil Engineering
Environmental Science and Engineering	
Environmental Science and Technology	
Civil Engineering (Environmental Engineering)	
Civil Engineering (Public Health Engineering)	
Civil and Rural 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 Engineering
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	Information Technology and Engineering
Computing in Multimedia	
Computing in Software	
Information and Communication Technology	
Information Engineering	
Information Science and Engineering	
Information Science and Technology	
Information Technology	
Information Technology and Engineering	
Software Engineering	
Dairy Engineering	
Diary Technology	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 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	
Electronic Engineering	Digital Electronics 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 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 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	*

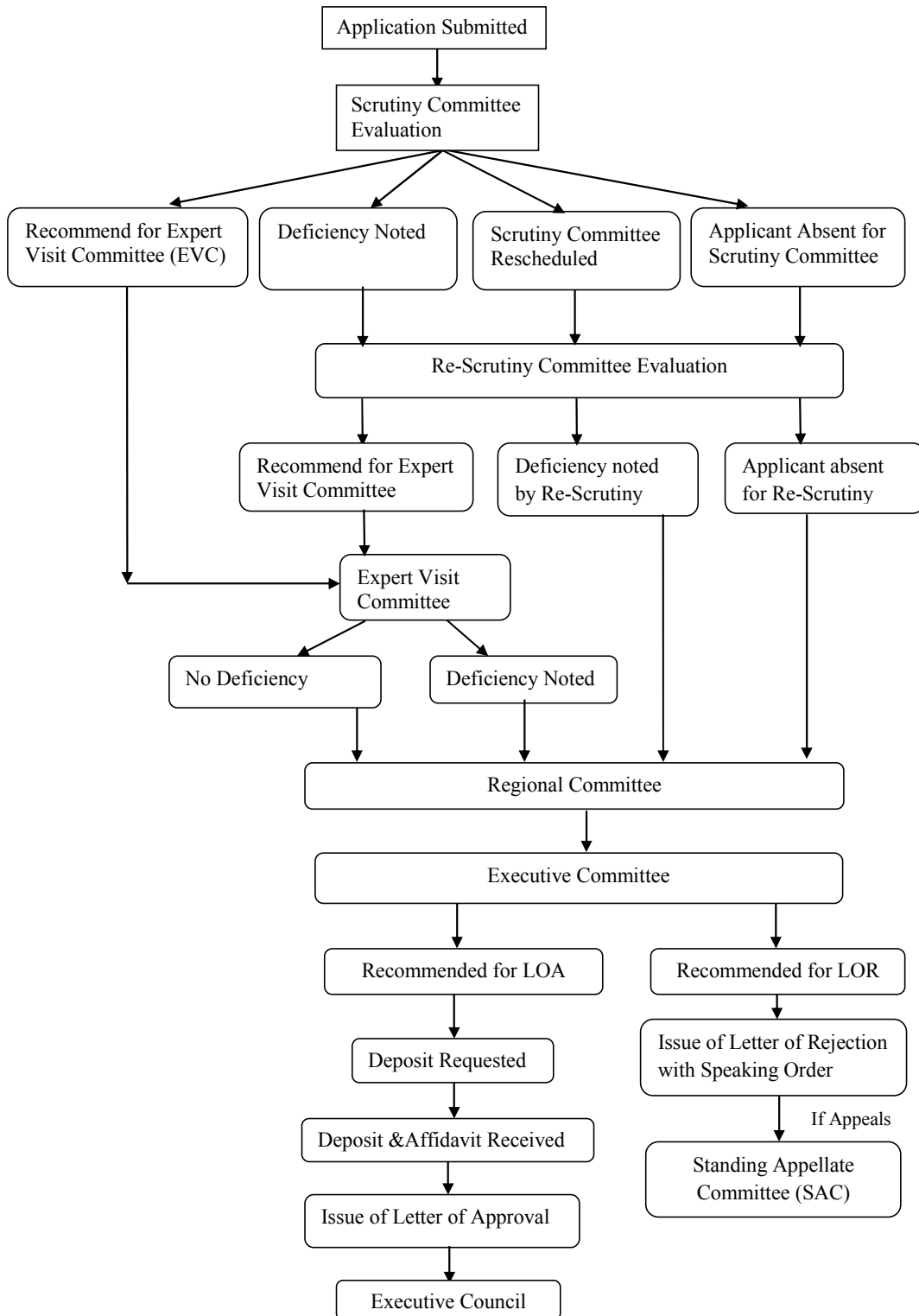


Note: The Institutions running * Degree Courses have to continue at the same level or may opt for the closure of the Course.

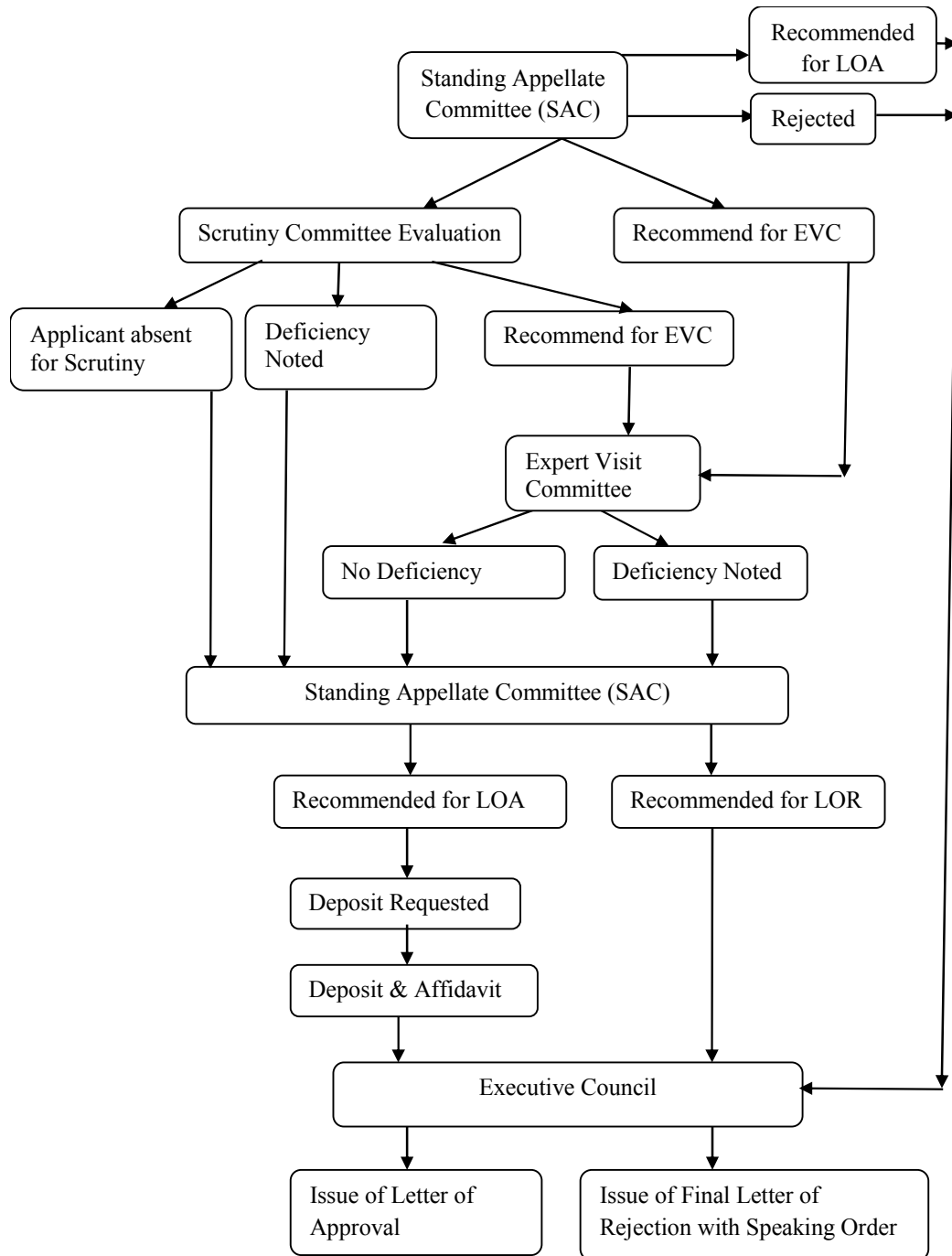


Annexure 5

PROCESS FLOW CHART FOR ESTABLISHMENT OF NEW TECHNICAL INSTITUTIONS



Contd...





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			Arch/ 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 bldgs. + 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 Tech.			Arch/ 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			Arch/ 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 bldgs. + 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



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Year	Engineering and Technology			Arch/ Planning/ HMCT			Applied Arts and Crafts			Pharmacy			HMCT (Deg. + Dip)			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, Concerned APH 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:
<ul style="list-style-type: none">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.
<ul style="list-style-type: none">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.
<ul style="list-style-type: none">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.
<ul style="list-style-type: none">Retro reflective Signage shall be provided for escape routes at suitable height.
<ul style="list-style-type: none">Evacuation drill shall be conducted for each building quarterly.
<ul style="list-style-type: none">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:
<ul style="list-style-type: none">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.
<ul style="list-style-type: none">Assembly point shall be provided in a safe place with no fencing around it.
➤ ELECTRICAL HAZARD
Essential requirements:
<ul style="list-style-type: none">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.
<ul style="list-style-type: none">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:
<ul style="list-style-type: none">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.
<ul style="list-style-type: none">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.
<ul style="list-style-type: none">A clear space of not less than 1 m in width shall be provided in front of the switchboard.
<ul style="list-style-type: none">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.
<ul style="list-style-type: none">Lightning arrester shall be provided for all the buildings.
➤ UNSAFE DRINKING WATER/ FOOD



Essential requirements:
<ul style="list-style-type: none">• Clean all reservoirs on periodic basis.• Test quality of water every three months.
Desirable requirements:
<ul style="list-style-type: none">• Test quality of samples of food prepared on campus in an independent Laboratory preferably once in six months.
➤ LABORATORY ACCIDENT
Essential requirements:
<ul style="list-style-type: none">• 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:
<ul style="list-style-type: none">• 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:
<ul style="list-style-type: none">• 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:
<ul style="list-style-type: none">• 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.



<ul style="list-style-type: none">• Place for disposal of materials should be properly marked.
<ul style="list-style-type: none">• Housekeeping shall be done as per proper Schedule.
<ul style="list-style-type: none">• Various fuels used in workshop shall be stored in minimum quantity according to requirement.
<ul style="list-style-type: none">• Proper ventilation facilities shall be provided to prevent dust accumulation.
➤ EMERGENCY SITUATION - PHYSICALLY CHALLENGED
Essential requirements:
<ul style="list-style-type: none">• Ramp shall be provided for the disabled for easy access to and evacuation from the building.
<ul style="list-style-type: none">• Sufficient wheel chairs and stretchers shall be available for use in emergency.
Desirable requirements:
<ul style="list-style-type: none">• Information regarding the number of physically challenged people in the campus should be available with the Safety Officer.
<ul style="list-style-type: none">• The time and the number of physically challenged persons among the visitors shall be recorded at security gate.
➤ STRUCTURAL FAILURE OF BUILDING
General Guidelines:
<ul style="list-style-type: none">• Emergency evacuation procedure with evacuation plan shall be kept ready.
<ul style="list-style-type: none">• Provisions shall be made to cut off water, electricity and LPG connections safely from outside the building.
<ul style="list-style-type: none">• Structural audit of buildings shall be done periodically.
➤ ACCIDENTS DURING SPORTS/ SOCIAL EVENTS
General Guidelines:
<ul style="list-style-type: none">• A qualified medical practitioner should be present or available on call.
<ul style="list-style-type: none">• Trained Para-medical staff and first-aid kit shall be available.
<ul style="list-style-type: none">• Structural strength of temporary galleries and other temporary structures shall be ensured.
<ul style="list-style-type: none">• In permanent structures, no exit shall be locked permanently, for any reason.
<ul style="list-style-type: none">• Training in first aid shall be given to all volunteers.
<ul style="list-style-type: none">• Proper signage for exits and safe assembly points.
<ul style="list-style-type: none">• Information regarding Exit, Escape routes, entry, parking, seating arrangements etc. shall be made available to all entrants in graphical form.
<ul style="list-style-type: none">• Well-equipped vehicle or ambulance shall be available for emergencies.
<ul style="list-style-type: none">• Barricading, if provided, shall not obstruct safe escape routes.
<ul style="list-style-type: none">• Temporary galleries/ pandals and other temporary structures shall conform relevant Indian Standards and Codes for practice
<ul style="list-style-type: none">• Provision for a dispensary should be made.
<ul style="list-style-type: none">• Sufficient power back up for illumination shall be provided.
<ul style="list-style-type: none">• The pressure points, near the diversion or change in pathway, shall always be attended by trained guards or volunteers to avoid stampede.
<ul style="list-style-type: none">• Crowd management system shall be established for continuous monitoring of status of crowd, behavior and movement.
<ul style="list-style-type: none">• Public address system and other communication system shall be maintained at the crowd management centre.
<ul style="list-style-type: none">• Early opening and delayed closing shall help to prevent stampede.
➤ STAMPEDE
Guidelines to be followed
<ul style="list-style-type: none">• Proper signage for traffic control route shall be displayed.
<ul style="list-style-type: none">• Public Address system shall be implemented to communicate and to direct.
<ul style="list-style-type: none">• Power back up for extra illumination of exit routes shall be available.



<ul style="list-style-type: none">• It is necessary to do planning and practicing mannerly and orderly evacuation and maintaining records.
<ul style="list-style-type: none">• Student volunteers need to be trained for proper evacuation
<ul style="list-style-type: none">• Ensure that no more than 4 persons/ m² shall assemble in all assembly areas.
<ul style="list-style-type: none">• Temporary barriers shall be provided to use in emergency to restrict and to control traffic.
➤ CONSTRUCTION ACTIVITY HAZARDS
General Guidelines:
<ul style="list-style-type: none">• Safety helmets are worn.
<ul style="list-style-type: none">• Barricade entire construction work area from other educational area.
<ul style="list-style-type: none">• Where guarding to working area is impractical, use of safety nets and harnesses must be done.
<ul style="list-style-type: none">• Erect warning signs during striking operations.
<ul style="list-style-type: none">• Erect safety signs and barriers to keep unauthorized persons away from work area.
<ul style="list-style-type: none">• 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.
<ul style="list-style-type: none">• Scaffolds and other working platforms should be equipped with guard rail and toe board.
<ul style="list-style-type: none">• Remove periodically all unnecessary obstructions, which may create a hazard.
<ul style="list-style-type: none">• Waste materials being disposed off from heights should always be lowered safely and never thrown or dropped from working area.
<ul style="list-style-type: none">• No person should be allowed access under slab formwork during pouring.
<ul style="list-style-type: none">• Never allow partially struck formwork to be left unattended.
<ul style="list-style-type: none">• Wear appropriate protective clothing.
<ul style="list-style-type: none">• Keep the electric leads, compressed air lines and pump lines as short as possible to prevent risk of tripping injuries.
<ul style="list-style-type: none">• Inspect periodically all scaffolds, working platforms, screens and other lifting and handling devices and maintain a record of inspection.
<ul style="list-style-type: none">• No person under the age of 18 years should be allowed to operate any item of powered plant.
<ul style="list-style-type: none">• Take care of personal hygiene.
➤ TRANSPORT VEHICLE ACCIDENTS
General Guidelines:
<ul style="list-style-type: none">• Fire Extinguisher shall be provided in all vehicles.
<ul style="list-style-type: none">• Driver and attender shall be trained in first aid firefighting and first aid and the records of refresher training shall be maintained.
<ul style="list-style-type: none">• Geographic positioning system (GPS) shall be provided for all vehicles for college transport.
<ul style="list-style-type: none">• Emergency exits must be properly maintained in the vehicle.
<ul style="list-style-type: none">• All emergency numbers shall be displayed in the vehicle, inside and outside.
<ul style="list-style-type: none">• Name of the College and contact number shall be written legibly on all four sides of the vehicle.
<ul style="list-style-type: none">• Driver cabin should be separate.
<ul style="list-style-type: none">• Fitness Certificate test records and records of repair and maintenance of the vehicle shall be maintained.
<ul style="list-style-type: none">• Details of battery, tyre, issue of lubricants, fuel etc. shall be properly maintained.
➤ LIFT ACCIDENTS
General Guidelines:
<ul style="list-style-type: none">• Signage should indicate precautions to be taken for lift operations.
<ul style="list-style-type: none">• A phone unit and an alarm bell should be provided inside the lift cabin.
<ul style="list-style-type: none">• Emergency contact numbers need to be displayed inside and outside of the lift cabin.
<ul style="list-style-type: none">• Emergency lighting should be available.
<ul style="list-style-type: none">• Sufficient number of lifts shall be provided to avoid overcrowding.



<ul style="list-style-type: none">• Passenger and service lifts should be separately provided.
<ul style="list-style-type: none">• Fitness Certificate from the concerned Authority should be available and displayed.
➤ EARTH QUAKE
General Guidelines:
<ul style="list-style-type: none">• Construction of building shall be as per relevant Indian Standards and Codes of practice.
<ul style="list-style-type: none">• Already constructed structures, if already not designed to satisfy earthquake resistance, shall be strengthened as per relevant Indian Standards and Codes of practice.
<ul style="list-style-type: none">• Proper evacuation plan based on the Standing Fire Order shall be maintained and it should cover all the possible emergencies.
<ul style="list-style-type: none">• Evacuation drill/ Exit drill shall be conducted quarterly and such records shall be maintained (Different groups, members, date of conduct, observations).
<ul style="list-style-type: none">• Training should be given to all members of the evacuation teams to perform their duties and records shall be maintained.
<ul style="list-style-type: none">• The most suitable and safest place shall be selected as safe assembly point for each building.
<ul style="list-style-type: none">• Large or heavy items, if any, shall be placed closest to the ground.
<ul style="list-style-type: none">• Hang large items such as framed pictures, large mirrors etc. away from sitting place, bed and protected escape routes.
<ul style="list-style-type: none">• Brace overhead light fittings properly.
<ul style="list-style-type: none">• 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.
<ul style="list-style-type: none">• Avoid glass paneling for buildings. However, if provided, shall be protected with metal screens.
➤ CYCLONE
General Guidelines:
<ul style="list-style-type: none">• Keep in contact with the concerned authorities before the cyclone season each time for warning and precautionary measures.
<ul style="list-style-type: none">• List of emergency phone numbers shall be displayed.
<ul style="list-style-type: none">• Training should be given to all members of the response teams to perform their duties and records shall be maintained
<ul style="list-style-type: none">• Provision shall be made to secure strongly all doors, windows and other openings, if any, in closed position.
<ul style="list-style-type: none">• 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.
<ul style="list-style-type: none">• Low frequency communication devices shall be in place.
<ul style="list-style-type: none">• Avoid glass paneling for buildings. However, if provided, shall be protected with metal screens.
<ul style="list-style-type: none">• Construction of buildings shall be strong enough to resist collapse during wind.
<ul style="list-style-type: none">• Long and continuous structures shall be avoided so as to reduce the effect of wind.
<ul style="list-style-type: none">• Deep rooted plants which can resist wind can be planted around but outside the boundary wall to reduce the wind velocity.
<ul style="list-style-type: none">• No tall plants shall be there in the compound, especially near any building.
➤ FLOOD:
General Guidelines:
<ul style="list-style-type: none">• 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.
<ul style="list-style-type: none">• Provision for storage of nonperishable easy to prepare food for 3 days supply during impending flood shall be made.
<ul style="list-style-type: none">• Flash light for signal (Red cross store) shall be arranged.



<ul style="list-style-type: none">• Portable battery Radios (if possible NOAA - National Oceanic and Atmospheric Administration type) shall be arranged.
<ul style="list-style-type: none">• Flood rescue equipment like lifebuoy, life jacket, portable boats with oar and out board engine, rope shall be stored and ready for use.
<ul style="list-style-type: none">• Occupational Health center shall be maintained.
<ul style="list-style-type: none">• Para medical Team shall be available and trained.
<ul style="list-style-type: none">• Provision should be made on top floors of the buildings for shelter in case of flood.
<ul style="list-style-type: none">• Insect repellants and sunscreen shall be stored.
➤ LAND SLIDE
General Guidelines:
<ul style="list-style-type: none">• Construct Retaining walls wherever necessary to prevent erosion.
<ul style="list-style-type: none">• Train permanent staff to identify the symptoms of landslide.
<ul style="list-style-type: none">• 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 <ol style="list-style-type: none">1. The person who detects the Fire2. Safety Officer3. Maintenance Section
The person who detects the fire: <ul style="list-style-type: none">• Immediately inform the Safety Officer and Head of the section/ division
Responsibilities of safety Officer: On receipt of information: <ul style="list-style-type: none">• 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; <ul style="list-style-type: none">• 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: <ul style="list-style-type: none">• 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 FOR APPOINTMENT OF ADJUNCT FACULTY/ RESOURCE PERSONS FROM INDUSTRY IN AICTE APPROVED TECHNICAL INSTITUTIONS

- 1 INTRODUCTION: The AICTE Approval Process Handbook 2017-18 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 EXPERIENCE: Any candidate for Adjunct Faculty/ Resource person having 10 to 15 years of experience from industry/ organization shall satisfy the following norms:
 - a Teaching and research organizations of State/ Central government Institutions/ Universities
 - b Central and State Public Sector Undertakings (PSUs)
 - c Reputed Industries
 - d Civil servants (IAS/ IPS/ officials from Central and Provincial Services) and professionals and officials from professional Councils
 - e NRIs and PIOs working with reputed overseas academic, research and industrial organizations or having a demonstrated interest in Indian issues.
- 5 QUALIFICATIONS: Candidate for Adjunct Faculty/ Resource person from industry should have relevant professional qualifications.
- 6 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.

- 7 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)



8 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.

9 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.

10 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.

11 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.