

APPLICATION FOR PROVISIONAL AFFILIATION

To,

The Registrar,
Jharkhand University of Technology, Ranchi

Sir,

We have the honour to apply for the affiliation of _____
(Name of the Institute/College) to the Jharkhand University of Technology, Ranchi for the applicable Study/Teaching area with the level of degrees and corresponding disciplines for the session 201__-201__.

1. Applicable Study/Teaching Area :(Tick out the relevant)
 - A. Courses recognized by AICTE _____ :
 - B. Courses recognized by "Council of Architecture" _____ :
 - C. Courses recognized by "Pharmacy Council of India" _____ :
2. As referred in (1) the level of degree to be awarded (Tick only one out the relevant Level i.e. submit separate application for different level of degree)
 - (a) Certificate _____ (b) Diploma _____ (c) Post Diploma _____
 - (d) Degree _____ (e) Post Graduate Diploma _____ (f) Post Graduate Degree _____
3. Disciplines
 - (a) _____ (b) _____ (c) _____
 - (d) _____ (e) _____ (f) _____
4. (a) An Affiliation fee of Rs. _____ (as prescribed) in the form of Bank Draft in favour of "**JHARKHAND UNIVERSITY OF TECHNOLOGY**", payable at Ranchi and
(b) As inspection and processing fee of Rs. _____ (as prescribed) in the form of Bank Draft payable to "**JHARKHAND UNIVERSITY OF TECHNOLOGY - INSPECTION CUM -PROCESSING FUND**", Ranchi are being enclosed with this application.

Details of both the bank Drafts:

Bank Draft No. _____ Bank Draft No. _____

Date _____ Date _____

Drawn at bank _____ Drawn at bank _____

Yours Faithfully,

Signature : _____

Signature : _____

Designation : Secretary of Trust / Society

Designation : Principal/Director

Full Address : _____

Full Address : _____

Note: (i) Affiliation fee mentioned in (a) is not applicable to Government Institutions.

(ii) Affiliation fee includes Application fee. In case the Institute/College found not suitable for affiliation, application fee will be deducted and the rest will be refunded.

5. Application for Provisional Affiliation of the Certificate / Diploma / Post Diploma / Degree / Post Graduate Diploma / Post Graduate Degree Courses in Jharkhand University of Technology, Ranchi for the academic year 201__ - 201__.

6. NAME AND ADDRESS OF THE APPLICANT TRUST / SOCIETY/COMPANY

(a) Name of Trust / Society

(b) Address

(c) Village / Town

(d) Post Office

(e) District

(f) Pin

(g) State

(h) Phone No.

(i) Fax No.

(j) E-mail

(j) Website

(k) Name of the Chairman

(l) Mobile No. and Email of the Chairman

(m) Name of the Secretary

(n) Mobile No. and Email of the Secretary

(o) Nearest Rly Station & Distance in (Kms) from Institute

(p) Nearest Bus Stop & Distance in (Kms)

(r) Nearest Airport & Distance in (Kms)

7. INFORMATION OF TRUST / SOCIETY/COMPANY

A. Is the applicant Trust/Society is Govt. Registered ? (Yes / No) (Certified copies of registration / trust deeds and title deeds of the property to be attached) Please highlight the relevant para of the Trust Deed / Memorandum of Association for the Society where it has been mentioned that educational activities will be promoted.

a) Whether the Trust / Society has the experience in running academic Institutions. If Yes, supporting documents to be furnished

b) If it is Society, please attach the xerox copy of the receipt of the last annual return submitted .

c) The Constitution of the Governing Body with names of members.(Appended as Annexure)

d) Provide the fund position of the college/Trust/Society including the reserve Fund, if any, mentioning the Account Numbers and the name of the Banks/Post office (Appended as Annexure)

e) Means of Financial mobilization

1. Contribution of the applicant :
2. Grants :
3. Donations :
4. Equity :
5. Term loans :
6. Other sources if any :

8. NAME OF ADDRESS OF THE INSTITUTION

- (a) Name of Institution

- (b) Address

- (c) Village / Town
- (d) Post Office
- (e) District
- (f) Pin
- (g) State
- (h) Phone No.
- (i) Fax No.
- (j) E-mail
- (k) Website
- (l) Year of Establishment
- (m) Date on which first approval was accorded by AICTE
- (n) Year of commencement of the first batch
- (o) Nearest Rly Station & Distance in (Kms) from Institute
- (p) Nearest Bus Stop & Distance in (Kms)
- (q) Nearest Airport & Distance in (Kms)

9. INFORMATION OF HEAD OF INSTITUTION

- (a) Name of the Principal / Director
- (b) Mobile No. of the Principal / Director
- (c) E-mail of the Principal / Director
- (d) Highest Qualification
- (e) Date of Birth
- (f) Experience

10. INFORMATION OF INSTITUTE LAND

(a)	Whether the applicant Trust/Society has the permanent ownership of land & Building for the Institution ? (Yes / No) Supporting documents (Land Ownership Deed, Land Use Certificate, Mutation Certificate, Tax Clearance Certificate from Land &Reform Department, Panchayet / Municipality / Corporation approved Plan and Tax Clearance Certificate etc.) to be attached. Please highlight the relevant para of the Deed where it has been mentioned that educational activities will be promoted thereon.	
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(b)	Whether the land on which the building of the	
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proposed Institution located is having clear marketable title ? (Yes / No) If Yes, please the produce the Govt. Pleader's certificate for this.	
(c) Details of the Land where building is located :	Area : Deed No(s) : Mouza : Dag No. : Khata No. : P.S. :

11. Information for Infrastructure

(a) Instructional Area

Particulars	Area/number as per AICTE Norms(*Refer AICTE Approval Process Hand Book)	Area / No. available	Remarks of Inspection Committee of JUT (Adequate / Deficient)
Classroom (Size)			
No. of Classrooms			
Tutorial Room (Size)			
No. of Tutorial Room			
Drawing Hall (Size)			
Computer Center (Size)			
Workshop (Size)			
Laboratories (Size)			
No. of Labs			
Physics Lab (Size)			
Chemistry Lab (Size)			
Library & Reading Room (Size)			
Seminar Hall (Size)			
Seminar Hall			

(b) Laboratory Details (Attach separate sheet if required)

Sl. No.	Department & 1 st year's common sub. lab	Name of Laboratory(*As per syllabus of JUT)	Carpet Area (Sq.mt.)	Major Equipments	Total Investment till date
1					
2					

3					
4					
5					
6					
7					

(c) Administrative Area

Particulars	Area as per AICTE Norms(*Refer AICTE Approval Process Hand Book)	Area / No. available	Remarks of Inspection Committee of JUT (Adequate / Deficient)
Principal Room (Size)			
Head of Department Room (Size)			
Department Office (Size)			
Faculty Room (Size)			
Central Store Room (Size)			
Maintenance (Size)			
College Office (Size)			
Board Room (Size)			
Security Room (Size)			
House Keeping (Size)			
Examinations control Office (Size)			
Placement Office (Size)			
Pantry for Staff (Size)			

(d) Amenities Area

Particulars	Area as per AICTE Norms	Area / No. available	Remarks of Inspection Committee of JUT (Adequate / Deficient)
Sports Club /Gymnasium			
Boys' Common Room			
Girls' Common Room			
Cafeteria			
Toilets			
First Aid cum Seek Room			
Stationery Store and Reprography			
Auditorium / Amphi Theater			

(e) Essential Facilities (As per AICTE Norms)

Sl. No.	Particulars	Yes / No	If Yes, Please Provide documentary evident	Remarks of Inspection Committee of JUT
1	Language / Communication Lab			
2	Potable Water Supply			
3	Barrier Free Built Environment			
4	Sewage Disposal System			
5	Vehicle Parking			
6	Mandatory disclosures, Previous AICTE Approvals in the website			
7	Digital Payment for all Financial Transactions			
8	Safety and Security measures in the Campus			
9	Safety provisions including fire and other calamities			
10	Implementation of Food Safety and Standards Act, 2006			
11	General Insurance for assets			
12	General and Departmental Notice Board			
13	Group Insurance for employees			
14	First aid, Medical and Counseling Facilities			
15	Insurance for students			
16	Institution-Industry Cell			
17	Placement Cell			
18	Online Grievance Redressal Mechanism			
19	All weather Road(Motorized Road)			
20	Anti Ragging Committee			
21	Internal Complaint Committee			
22	Committee for SC/ ST			

(f) Other Desirable Facilities (As per AICTE Norms)

Sl. No.	Particulars	Yes / No	If Yes, Please Provide documentary evidence	Remarks of Inspection Committee of JUT
1	Digital Library			
2	Wi-Fi Campus			
3	Hostel for Boys			
4	Electric Generator			
5	Hostel for Girls			
6	Principal Quarter			
7	Staff Quarter			
8	Guest House			
9	Play Ground			
10	Sports Complex			
11	Post Office, Banking Facility/ ATM			
12	Transport			
13	Smart Classroom			
14	Rain Water Harvesting			

(g) Library Facilities

Particulars	As per AICTE Norms	Available (Please Provide documentary evidence)	Remarks of Inspection Committee of JUT (Adequate / Deficient)
No. of Titles			
No. of Volumes			
National Journals			
International Journals			
E-Journals			
Digital Library			
Reprographic facility			
Document scanning facility			
Document printing facility			
Availability of NPTEL / Swayam facility			
Computerized indexing with bar coded			
National Digital Library Facility			

(h) Computing Facilities

Particulars	As per AICTE Norms	Available (Please Provide documentary evidence)	Remarks of Inspection Committee of JUT (Adequate / Deficient)
No. of PCs			
No. of Terminals on LAN/WAN			
Relevant legal Software (As per curriculum)			
Relevant Application Software (As per curriculum)			
Printers			
Internet speed			
Facility for online Question Paper Delivery System (QPDS)			

(i) Faculty Requirement

Particulars	As per AICTE Norms	Available	Remarks of Inspection Committee of JUT (Adequate / Deficient)
Faculty : Students Ratio			
Cadre Ratio			

(j) Department wise details of Faculty (to be provided in the below mentioned format)

Sl. No.	Name	Date of Birth	Designation	Highest Qualification	Date of Joining	Experience	Pay Scale	Basic Pay	AGP	DA	Total Monthly emolument	EPF No. (Total deduction in previous year)	Total IT deduction in previous year	Salary Account No.

(k) Department wise details of Non-Teaching (to be provided in the below mentioned format)

Sl. No.	Name	Date of Birth	Designation	Highest Qualification	Date of Joining	Experience	Pay Scale	Basic Pay	GP	DA	Total Monthly emolument	EPF No. (Total deduction in previous year)	Total IT deduction in previous year	Salary Account No.

(l) Details of Administrative Staff (to be provided in the below mentioned format)

Sl. No.	Name	Date of Birth	Designation	Highest Qualification	Date of Joining	Experience	Pay Scale	Basic Pay	GP	DA	Total Monthly emolument	EPF No. (Total deduction in previous year)	Total IT deduction in previous year	Salary Account No.

(m) Details of fee charged from students & Mode of Payment :

- (i) Admission Fee
- (ii) Development Fee
- (iii) Tuition Fee
- (iv) Caution / Security Money
- (v) Hostel Fee
- (vi) Mess Charge (For Hostellers)
- (vii) Other Fee (If any)
- (viii) Mode of Payment (Digital/Cash/Demand Draft/Cheque)

12. AICTE approved discipline and related courses during academic year 201__-201__ for which affiliation is sought. (AICTE Approval letter be attached)

Sl.No.	Course	Branch / Stream	Year of Approval by AICTE (Give approval ref. No. & Date)	Approved Intake	Actual Number of Students admitted	Status of NBA Accreditation (Yes/No)
1						

13. Letter no. & Date of previous University Affiliation, if any :
14. Type of Institution : State Government/ Government Aided/Public Private Partnership / Private (Minority)/Private (Non-Minority)/ Any other (Specify):
15. Submit affidavit(Judicial first class magistrate/Notary public/Oath commissioner stating that the data entered into AICTE web-portal for affiliation of academic year 201__-201__ is true and based on available evidence.(Please attach AICTE web portal generated deficiency report).

16. Undertaking:

“We submit an undertaking that in the event if an affiliation is accorded to the course(s) we shall remain bound by the norms, rules and regulations formulated by the Jharkhand University of Technology, Ranchi in respect of conditions of affiliation, course & fee structure, syllabi content and academic regulations governing the conduct of the course(s) and shall pay fees / charges to be fixed by the Jharkhand University of Technology, Ranchi in respect of inspection, affiliation, registration of students, examination fees, etc. including any subsequent changes therein introduced by the Jharkhand University of Technology, Ranchi from time to time.

Also we are undertaking that in the event of closure of the institution, the Applicant Society / Trust / Company will not close the Institution till the last batch of students admitted in the academic programmes complete the total duration of their respective academic programmes (as the case may be).”

**Signature with seal of the Secretary of
the Applicant Trust / Society**

**Signature with seal of the Principal /
Director of the Institute / College**