

APPLICATION FORM

NI _____

APPLICATION FOR ESTABLISHMENT OF A NEW TECHNICAL INSTITUTION

1. Name and address (with Pin Code) of the Applicant Society/ Trust/ Government/ University

Name : _____

Address : _____

_____ Pin Code: _____

STD Code: _____ Fax No. : _____

Phone No.: _____

E-mail : _____

**2. (i) Programmes Applied for (Please Tick only ONE Class)
(Please refer to Section 5)**

NDEG		NDEGA	
NDEGH		NDEGP	
NDEGC		MBA	
MCA			

(ii) Has the Society / Trust applied for more than one Programme.

YES		NO	
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If yes, please indicate other Programmes & Corresponding Application NI No. under each class

PROGRAMME	NDEG	NDEGA	NDEGH	NDEGP	NDEGC	MBA	MCA
NI No.							

3a) Details of the Applicant Society / Trust.

i) Society Trust

ii) Registration Number : _____

iii) Date of Registration : _____

iv) Place of Registration : _____

(Please attach copy of Registration of Society/Trust along with details of constitution, memorandum of association of the Society/Trust as Appendix -I)

6. LAND

i) Location (Strike out whichever is not applicable) [Metropolitan City / State Capital /Others]

(Attach copy of letter from competent authority for classification of land, if claimed to be within the limits of Municipal Corporation of Metropolitan City/State Capital/Others as Appendix -II)

ii) Area
[Please note that lease land is not acceptable except in case of government lease as per regulations]

Whether owned by the applicant Society / Trust

YES

NO

If yes, then
Area

 Acres Hectares

(Attach Copy of land documents as Annexure -III)

iii) Whether the land is registered through a Sale Deed / Gift Deed / Leased by Government in the name of the Applicant Society / Trust / Proposed Institution. (Please tick)

YES

NO

If yes, then

Registration Number : _____

Date of Registration : _____

Place of Registration : _____

iv) If the land is on lease from Government bodies then the purpose for which it was leased and period of lease granted.

(Land, if leased from private bodies/persons is not acceptable.) Yes No

v) Any loans / mortgage raised against the titles of the land. Yes No

vi) Whether the land has been exclusively earmarked for Yes No

the Proposed Institution by any resolution.

(Attach copy of resolution of Trust/Society/Applicant as Appendix -IV)

vii) If land is agricultural, then conversion certificate from Local Government / Competent Authorities. Yes No

(Attach copy of land use certificate as Annexure -V)

7. Building (for exclusive use of the Proposed institution at the Permanent Site)

a. Whether building plan is approved by the competent authority. Yes No

If yes, then give name of authority _____
with date of approval _____

(Attach copy of approved building plan as Annexure – VI)

b. Master plan for the entire institutional complex with the details of the plinth area including area of laboratories, class rooms, drawing halls, workshops, library, administrative block, hostel etc. along with the phase wise plan for construction with details of financial estimate and sources of funds whether submitted. (Please tick)

YES NO

c. If part of building in an existing institutional complex is proposed to be shared for establishment of the new Institution Yes No

If yes, then give details. _____

d. Details of existing availability of Built up space at Permanent Site for this proposal [in sqm]

Sr. No.	Particulars of Built-up Space at proposed permanent site.	RCC Building (in Sqm)	ACC Shed (in Sqm)	Exclusive for proposed new Courses / institution. (in Sqm)	Shared with existing courses / institution. (in Sqm)
1.	Total Instructional Area				
2.	Total Administrative Area				
Total Area (in Sqm)					

a. Whether the building is suitable and adequate for conduct of courses during first year as per norms Yes No

If yes, then attach layout plan and photograph of the premises at permanent site.

If no, then give details. _____

(Attach copy of External and Internal Photographs of the building duly attested with seal by the applicant on the back side with date as Annexure-VII)

8. Availability of Funds in the name of Applicant Society/Trust:

Availability of Funds in the name of Applicant Society / Trust.

[Please note that Bank Guarantees against mortgage of land, building and assurance are not acceptable]

- viii) Fixed Deposits (FDR's / other deposits in the name of the Applicant Trust / Society)
[Other than the Endowment Fund created with Joint Name of Regional officer AICTE & Trust / Society]

[Attach Photostat copy of FD Receipt Front & Back Side]

Funds	Name of Bank	FD No.	Amount (Rs. In lakhs)
FD Receipts			
Other Deposits			

- ix) Funds available in bank.

Funds	Name of Bank	A/c No.	Amount (Rs. In lakhs)
SB A/c			
Current A/c			

[Attach Xerox copies of Pass Book Transaction details of last one year]

- x) Whether the Accounts of the Applicant Society / Trust are audited.

[Attach Photostat copy of last three years]

Yes No

- xi) Whether income-tax return are filed.

Yes No

[Attach Xerox copies of last income-tax return of the applicant]

(Attach details of fund available with applicant for this proposal along with Photostat copies as above as Annexure – VI)

9. Name and Address of the affiliating University.

10. Course(s) proposed to be conducted from the academic Year, whichever is applicable (Please refer Item 4, Section I)

Courses	Duration of Course	Entry level Qualification	Degree [UG / PG]	Proposed Annual Intake Capacity

Total Proposed Annual Intake Capacity:	
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- 11 a) Whether the applicant had applied earlier to All India Council for Technical Education.

Yes No

- b) If yes, when and why the proposal was rejected? Please give details.

Years in which applications were submitted	The courses applied for	Letter of Viability /issued[YES / NO]	Reasons for Rejection

- 12 Whether the State Government and University **NOC** has been obtained for starting of new technical institution.

YES

NO

- 13 Has the concerned University shown its willingness to affiliate the proposed courses subject to AICTE approval ?

If yes, please attach a copy of the willingness letter.

YES

NO

Canvassing in any form will cause the rejection / non-consideration of application.

DECLARATION

I / We, on behalf of _____ undertake to comply with the Norms and Standards and Regulations of AICTE. I/We do undertake to furnish the documents as stipulated in the letter of intent within the stipulated period, failing which, my/ our proposal shall be liable to be rejected by the Council. I / We agree to fulfill all the conditions as stipulated in this application form.

I/We hereby confirm that all the information furnished in the application is true to the best of my / our knowledge and belief and if any information is found to be false, my / our proposal may be rejected.

(Authorized Signatory of the Applicant)

Place:

Name : _____

Date:

Designation : _____

(Seal)