



Sardar Patel University, Mandi

Himachal Pradesh-175001



APPLICATION-CUM-INSPECTION PROFORMA

FOR EXTENSION OF PROVISIONAL/TEMPORARY/PERMANNENT AFILIATION/
CONTINUATION OF PERMANNENT AFFLIATION FOR THE _____ COURSE FOR
THE SESSION _____

1. Names of the members of Inspection Committee:

(i) Vice-chancellor Nominee _____

(ii) Subject Expert _____

(iii) Govt. Nominee _____

2. Name of College/institute:

3. Complete Postal Address

4. Location of College /Institute with surroundings:

5. Letter No. & date of Regulatory body recognition order/NOC from state (Copy enclosed):

6. Last letter No. & date of University Provisional/Temporary/Permanent affiliation/ continuation
of permanent Affiliation granted: _____

7. First Session _____ 2nd session _____ 3rd Session _____

8. Telephone Number _____ Fax _____ E mail _____

9. Website Address: _____

10. Permanent Account Number (PAN/TEN) of Society/Trust/Institution:

11. Type of institute: Government/Govt.Aided/Self-Financing: _____

12. Name of Course(s) being run: _____

13. Sanctioned intake of Course(s) _____

14. Name of President/Chairman of Society/Trust:

Name _____ Mobile _____

15. Name of the Principal: _____

Mobile _____

16. Profile of Teaching Faculty:

Sr. No	Name of Principal/HOD/ Prof. Associate Prof. And Asstt. Prof.	Eligibility qualification	Experience	Working Since	Whether appointment through duly constituted selection committee or not	Whether approved by University or not	If approved mention letter no. & dates	Remarks
2.								
3.								
4.								
5.								
6.								
7.								
8.								

17. Detail of admitted student of Previous/Current session:

1. Subject (Total _____ Himanchali Domicile: _____ From other States _____)

2. Subject (Total _____ Himanchali Domicile: _____ From Other States _____)

3. Subject (Total _____ Himanchali Domicile: _____ From Other States _____)

18. Detail of staff as per intake approved by the regulatory body/NOC and UGC Norms:

Sr. No.	Teacher Faculty	Required	Available	Whether approved by the university or not?	Remarks
1.	Principal (Qualified and approved by the University)				
2.	Lecturers (Qualified and approved by the University)				
3.	Technical Supporting Staff (a) Librarian (b) Technical Asstt. (c) Teachers for Art Education Health & Physical Education work Experience				
4	Administrative Staff (A) Officer-Cum-Accounts Assistant (b) Officer Assistant- cum- Typist (C) Store Keeper (d) Attendants/ Helpers (e)other				

19. Team and conditions of Service:

	In the pay scale granted by UGC/State Govt/University	Fixed	Daily wages	Remarks
a) Teaching Faculty (Principal and Lecturers)				
b) Technical Supporting Staff				
c) Administrative Staff				

20. Other Conditions:

d) Salary Through Cheque/Bank	Yes/No
e) Provident fund	Yes/No
f) Gratuity	Yes/No
g) Income Tax deductions at source	Yes/No

21. Physical, and Academic infrastructure and other Facilities/Amenities:-

1.	Physical Infrastructure	Name of Course	Required	Available	Remarks
	a) Land.....sq. mts				
	b) Buildingsq. mts				
	c) for the Course.....Buildingsq.mts				
	d) Principal's Room				
	e) Staff Room				
	f) Office Room				
	g) Play Ground				
2.	Academic infrastructure				
	a) Class Rooms				
	b) Multipurpose Hall for 150 persons				
	c) laboratories fully furnished and equipped with apparatus				
	d) seminar/Tutorial Room				
	e) Resource Room for Handicapped				
	f) Easy access to sufficient number of recognised secondary schools for field work/teaching practice				
	g) Library equipped with following				
	i. Books:				
	ii. Titles:				
	iii. Journals:				
	iv. Photocopy Facility				
	v. Computer with internet				
	Amenities				
	a) Furniture				
	b) Separate Common Rooms for Boys/Girls/Staff				
	C) Safe Drinking water				
	d) Separate Toilets for Boys/Girls/staff(Male/Female)				
	e) Canteen/Parking/Telephone Facility				
	f) Cleanliness of campus				
	g) First-Aid Facility				
	h) Barrier free access for physically Disadvantaged				
	i) Safeguard against fire				

22 . Detail of Management Committee:-

23. Whether college submitted compliance report of previous inspection or not/

24. Any complaint received from student/staff give detail/undertaking from the principal/president and secretary:-

25. Whether the college submitted inspection fee/continuation of affiliation fee if due/pending give detail:-

Recommendation of the inspection committee:- (Separate sheet may be used if required)

- i. Infrastructure : in term of classrooms, labs, library, hostels, playground, boy's & girl's common room, indoor games facilities, fire extinguishers, proper ralling, ramps facility for physical challenged student, principal room/staff room etc.

- ii. Staff: Teaching and non-teaching staff recruited through HPU/H.P. Govt./HPNRC/BCI norms, & through bank EPF/GIS scheme for staff.

- iii. Library: Space, furniture, magazine or newspapers, journals, books, whether increased annually as per NCTE/INC/BCI/HPU norms and automation of the library.

- iv. Classrooms: Vantilation, lights, fans, smart classrooms,

- v. Clean Drinking water and health facilities, first aid box.

- vi. Interaction with student relating their problems

- vii. Financial condition of the colleges

- viii. Laboratory: Computer/make, licensed software, other lab equipment etc.

- ix. Stock register & other

- x. Do the college has management committee as per HPU norms & meeting held regularly.

- xi. Outcome of interaction with student, faculty and supporting staff.

- xii. Any other:

Recommendations (No. of seats and session must be mentioned):-

Signature:

(Vice Chancellor Nominee)

(Subject Expert)

(Govt. Nominee)