Abridged version of AICTE Manual for Approval Process for Technical Institutions by the ALL India Council for Technical education-(AICTE) as applicable for academic year 2008-09

Under Section 10(k) of the AICTE Act, 1987, AICTE is empowered to "grant approval for staring new technical institutions and for introduction of new courses or programmes in consultation with the agencies concerned." We are providing an abridged version of this manual for he information of our members.

 A complete manual providing detailed information on process being followed by the Council in this regard and extension of approval/increase in intake for existing technical institutions and establishment of new technical institutions is available at the website of the AICTE   www.aicte.nic.in

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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. Institute for Sugar. Textile and Leather Technology in Kanpur, N.C.E. in Bengal in 1905 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 was 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 have 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 standard of Technical Education. This was done through implementation of the Quality Improvement Programme consisting of three major components viz.

(1) Provisions for M.E./M. Tech and Ph. D Programmes, (2) Establishment of Curriculum Design and Development Cells, and (3) 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, Town Planning, Management, Pharmacy and Applied Arts & Crafts.

1.2 Growth of Technical Education

The growth of Technical Education before independence in the Country has been very slow. The number of Engineering Colleges and Polytechnics (including Pharmacy and Architecture Institutions) in 1947 was 44 and 43 respectively 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. At Present, there are 1668 Degree level and 1414 Diploma Level Engineering/ Technology, 1149 Management, 1017 MCA, 854 Degree Level and 583 Diploma Level Pharmacy. 81 Degree Level and 92 Diploma Level Hotel Management,116 Degree Level Architecture and 5 Diploma Level Architecture, and 9 Degree level and 8 Diploma level Applied Arts & Crafts Institutions with a combined total intake of 13.04 lakhs (approx) as on 31.8.2007.

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 Acton Approval Process

1.4.1 Clause 10 (g)

Evolve suitable performance appraisal system for Technical Institutions and Universities imparting Technical Education, incorporating Norms and Mechanisms for enforcing accountability.

1.4.2 Clause 10 (i)

Lay down norms and standards for course curriculum, physical and instructional facilities, staff patterns, staff qualifications, quality instructions, assessment and examination.

1.4.3 Clause 10(k)

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

1.4.4 Clause 10 (n)

Take all necessary steps to prevent commercialization of Technical Education.

1.4.5 Clause 10 (p)

Inspect or cause to inspect any technical institution.

1.4.6 Clause 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.

1.4.7 Clause 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.

1.4.8 Clause 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.

1.4.9 Clause 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 recommendation as is referred to in sub-section (3).

1.5 **Definition of Technical Education**

"Technical Education" means Programmes of Education, Research and Training in Engineering & Technology, Architecture, Town Planning, Management, Hotel Management & Catering Technology, Pharmacy, and Applied Arts & Crafts, and such other Programmes or areas as the Central Government may, in consultation with the Council, by notification in the Official Gazette, declare.

1.6 AICTE Profile

1.6.1 Vision

"To be a world class organization leading technological and socioeconomic 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."

1.6.2 Mission

0 Planned and coordinated development of Technical Education in the Country by ensuring world-class standards of institutions through accreditation.

0 Facilitating world-class Technical Education through:

0 Emphasis on developing high quality institutions, academic excellence and innovative research and development programmes;

0 Networking of institutions for optimum resource utilization;

0 Dissemination of knowledge;

0 Technology forecasting and global manpower planning;

0 Promoting industry-institute interaction for developing new products, services, and patents;

0 Inculcating entrepreneurship;

0 Encouraging indigenous technology;

0 Focusing on non-formal education;

0 Providing affordable education to all.

0   Making Indian Technical Education globally acceptable.

0 To be a forward-looking organization that has an efficient, flexible and empowered manpower, sensitive to stakeholders' expectations.

1.6.3 Objectives

0   Promotion of Quality in Technical Education.

0   Planning and Co-ordinated Development of Technical Education System.

0   Regulations and maintenance of Norms and Standards.

1.6.4 Responsibilities

0   Policy Directions.

0   Review of Norms and Standards.

0   Assessment of Manpower requirement.

0   Liaison with State Governments, Universities and other Statutory Bodies.

0   Others as provided in the Act.

1.6.5 Major Functions

0   Approval of Diploma Level and Under Graduate Technical Institutions.

0   Approval of variation/increase in intake, additional programmes in technical institutions

0   Approval of Post Graduate Programmes.

0   Quality Assurance through Accreditation.

0   Participation in the process for granting Deemed University status by M/HRD.

0   Approval under Foreign Regulations.

0   Promotion of Industry-Institute Interaction.

0   Development of Model Curricula through All India Boards of Studies.

0   Faculty Development Programmes in Technical Institutions.

0   Research and Institutional Development through Modernisation and Removal of Obsolescence (MODROBS)/ Research Promotion Schemes (RPS).

0   Post Graduate Grants and GATE Scholarship.

0   Networking of Technical Institutions.

0   Assessment of National Technical Manpower through National Technical Manpower Information System (NTMIS).

0   Promotion of Autonomy in Technical Institutions.

0   Connecting technical institutions through EDUSAT Network-Live transmission of M.E./M.Tech programmes

0   Decision on Equivalence of programmes.

0   Steps for Stopping Commercialization of Technical Education.

0   Equivalence of various Technical Programmes.

Note : Technical programmes cannot be run/offered without the prior approval of AICTE. Legal action will be initiated against institutions/ organizations running/offering technical programmes/ courses without the approval of AICTE.

Approved Nomenclature of Courses

The approved nomenclature of courses at Post-Graduate and Under-Graduate Degree Level in Engineering & Technology/Management/Pharmacy/Architecture/Town Planning/Hotel Management & Catering Technology / Applied Arts & Crafts and MCA to be started in new Technical Institutions and introduction of new courses in the existing Technical Institutions from the academic year 2008-2009, are as given below:

3.1 Engineering & Technology Courses

S.No.	Name of the courses	Course Code
1.	Aeronautical Engineering	AE
2.	Agricultural Engineering	AG
3.	Automobile Engineering	AUE
4.	Applied Electronics & Instrumentation	AEI
5.	Automation and Robotics	ARE
6.	Bio-Medical Engineering	BME
7.	Bio- Technology (*)	BT
8.	Ceramic Engineering/Technology	CT
9.	Chemical Engineering	**CH**
10.	Civil Engineering	CE
11.	Computer Science and Engineering	CS
12.	Electrical Engineering or	EE or
	Electrical & Electronics Engineering	EEE
13.	Electronics and Communication Engineering	ECE
14.	Environmental Engineering	ENE
15.	Food Technology	FT
16.	Industrial Engineering and Management	IEM

S.No.	Name of the Course	Course code
17.	Information Technology	IT
18.	Instrumentation and Control Engineering	ICE
19.	Leather Technology	LT

S.No.	Name of the Course	Course code
20.	Marine Engineering	MRE
21.	Materials Science & Technology	MST
22.	Metallurgical Engineering	MT
23.	Mechanical Engineering	ME
24.	Mining Engineering	MN
25.	Oil & Paint Technology	OPT
26.	Polymer Science and Rubber Technology	PSR
27.	Printing Technology	PT
28.	Production Engineering	PE
29.	Pulp & Paper Technology	PPT
30.	Sugar Technology	ST
31.	Textile Engineering/Technology	TXT
32.	Transportation Engineering	TE

3.2   Management

Sl. No.	Name of the Course	Course Code
1.	Post Graduate Diploma in Management	PGDM
2	Post Graduate Certificate in Management	PGCM**
3	Executive Post Graduate Diploma in	Exec-PGDM
4	Management	
	Master in Business Administration	MBA

3.3   Pharmacy

Sl. No.	Name of the Course	Course Code
1.	**Pharmacy**	**PH**

3.4   Architecture & Town Planning

Sl. No.	Name of the Course	Course Code
1.	Architecture	**AR**
2	Interior Design	**ID**
3	Building Construction Technology	**BCT**
4	Planning	**PL**

3.5 Hotel Management & Catering Technology

Sl. No.	Name of the Course	Course Code
1	Hotel Management & Catering Technology	HMCT

3.6 Applied Arts & Crafts

Sl. No.	Name of the Course	Course Code
1	Applied Arts & Product Design	APD
2	Fine Arts/Applied Arts/Fine & Applied Arts	FA/AA/FAA
3	Fashion & Apparel Design	FAD

3.7 MCA

Sl. No.	Name of the Course	Course Code
1.	Master in Computer Application	MCA

(*) name of the degree should be B.Tech. and not B.E.

The policy/guidelines for approval of Bio-technology at Under-Graduate degree level programme shall be as stated below:

(i)   No new institutions shall be eligible to start B.Tech./Under-Graduate Degree level programmes in Biotechnology.

(ii)   There must be a well-established Department in an Institution offering AICTE approved B.E./B.Tech level programmes in Chemical Engineering/Agricultural Engineering/Food Technology/Bio-Medical Engineering/ Environmental Engineering/Sugar Technology/Leather Technology/Pulp & Paper Technology/ Textile Technology (Engineering)/Materials Science & Technology.

A department shall ordinarily be considered well established if at least one batch of graduates have passed out of that Department and the University result for that Department is consistently good (An Institution shall give certified copy of the university result).

(**) All management programmes (except Exec PGDM) of duration of one year and more and less than two years will be treated as "Certificate Programmes" and

will not be allowed to use the term PGDM or Executive PGDM. The candidates completing these certificate programmes will be awarded "Post Graduate Certificate in Management". Eligibility for admission to PGCM will be "Any recognized bachelor degree in any discipline of minimum 3 years duration".

(#) Executive PGDM will be of minimum 15 months duration and a full time management programme that is meant for executives. The eligibility for admission would be "Any recognized bachelor degree of minimum 3 years duration and a minimum of 5 years relevant managerial/supervisory experience".

(4)

Approval Process For Establishment Of New Institutions Offering Technical Programmes

(MBA/PGDM /MCA Programmes and Under-Graduate degree level coursesin Engineering &Technology/Pharmacy/Architecture/Town Planning/Hotel Management & Catering Technology/Applied Arts & Crafts)

4.1   Requirement of Grant of Approval

No new technical institutions either Government. Government Aided or Private (self financing) shall be started and no new courses or programmes in Technical Education shall be introduced and no increase/variation of intake shall be effected without obtaining prior approval of the Council.

4.2 The Proposal Form can be submitted by

- (a)   Registered Societies and Trusts

- (b)   Central/State Government Institutions

- (c)   Government Aided Institutions

Application/Proposal should be submitted by:

(i)	The Chairman or Secretary of Society/Trust **OR**

(ii)	The Director of Technical Education/any other Officer designated by the Government in case of Government/Government Aided institution. The Director of Technical Education/any other Officer designated by the Government in case of Government/Government Aided institution

The applicants fulfilling the following conditions are eligible to apply:

    (i)   If the applicant is a Society/Trust, it should have been registered under the Societies Registration Act, The Trusts Act or any similar Act on or before the date of submission of Proposal.

    (ii)   The proposal shall be considered only within overall ceiling fixed by the Council subject to compliance of all the requirements as per Norms of AICTE.

    (iii)   The land should have been registered in the name of the applicant society/trust on or before the date of submission of Proposal as per the requirements and free from any encumbrances. The proposed institution shall only operate from this registered land or leased land from Govt. source.

4.3 The stages involved in the processing of proposals are described below:

4.3.1 STAGE-I: Submission of Proposal

The Proposal Form and the Check-list can be downloaded from the AICTE website: **www.aicte.ernet.in.** However, a DD for Rs. 5000/- drawn on a nationalized bank in favour of The Member Secretary. AICTE' payable at New Delhi, must be enclosed with the Proposal form, failing which, the Proposal shall not be considered.

The approval process for establishment of new Institutions shall be open ended, allowing the applicant Societies/Trusts to submit proposals any time around the year. **However applications received up to 31st December shall be considered for grant of approval for the following academic year. Applications received after 31st December shall be considered for the next academic year.** The proposal for the new Institution received by the Council shall be valid for three years.

One copy each of the application shall be submitted directly to the affiliating

University and the State Govt./UT either in person or through speed post/registered post. Two copies of the application shall be submitted to the concerned Regional Office of AICTE along with the proof of having submitted a copy of the application each to the affiliating University and the State Govt.

The Proposal form shall be submitted along with the following documents:

- Copy of Registration of Society/Trust along with details of constitution. memorandum of association of the Society/Trust.

- Copy of letter from Competent Authority as designated by the concerned State Government for classification of land, with respect to its location i.e. Mega City/Metropolitan City/State Capital/Others.

- Copy of registered land / Govt. leased land, documents in the name of applicant.

- Copy of building plan of the proposed institution prepared by an Architect and approved from Competent Authority as designated by concerned State Govt./UT.

- Copy of resolution of the Applicant Society/Trust earmarking land and building for the proposed institution(s).

- Copy of land use certificate from Competent Authority as designated by concerned State Govt./UT.

- Details of latest fund position along with photocopy of FDRs. and relevant Bank account available with the applicant for this proposal

- Detailed Project Report (DPR)

The applicant shall be required to submit a Detailed Project Report (DPR) as per the prescribed format along with Proposal. The DPR should spell out, among other things. the following:

- Background of Trust/Society with reference to its experience in promoting. managing and operating educational institutions; its legal standing with respect to its registration; details of its promoters including their background; its activities in the social, charitable and educational spheres since its inception; its mission and vision.

- Vision regarding the proposed institution with a time perspective of the first 10 years of its operation.

- Development plan for the proposed institution spelling out its growth plan over the first 10-year period after its establishment in terms of the phasing of academic programmes increase in student intake and the introduction of postgraduate and doctoral programmes, if any, and the time schedule for the stage-wise development of the academic infrastructure and other support facilities, including student amenities, such as hostel for students, sports and recreational facilities, and recruitment of faculty.

- Resource projections and its utilization schedule.

- Sources of financing of capital and operating expenditure, besides funds generated through student fees.

- Policy with regards to faculty recruitment, retention and development.

- Structure of academic and administrative governance.

- Architectural master plan indicating the land use pattern for the proposed institution.

The DPR shall form the basis for evaluation of the proposal and shall serve as the blue print for proper development of the proposed institution. Application received shall remain valid for 3 years from the date of submission. Only those applications/proposals received before 31st December 2007 would be considered for approval for the academic year 2008-2009. Proposals received after 31st December 2007 would be considered for next academic year 2009-2010 and beyond.

4.3.2 STAGE-II: **Verification of checklist and the proposal :**

- The Proposal along with relevant documents and the check list attached to the proposal shall be scrutinized by a committee comprising of two members of concerned Regional Committee including the Regional Officer as convener.

- The deficiencies if any shall be communicated by the Regional Office of the Council to the applicant Society/Trust within 15 days from the date of receipt of the proposal under intimation to the AICTE HQs New Delhi.

4.3.3 STAGE-III: Evaluation of Proposal

The Regional Office shall forward a copy of proposal complete in all respects

to AICTE HQs at New Delhi within 15 days from the date of receipt of such proposals.

The State Govts and the Affiliating Universities shall forward its views to the Regional Office, within 30 days from the date of receipt of the proposals from the applicant Society/Trust. The State Govt. and the affiliating university shall provide reasons and justification to substantiate their stand. The views of the concerned State Government/Universities shall be taken into consideration while processing the proposals for establishment of new technical institutions. Accordingly, no separate "No Objection Certificate (NOC)" from the concerned State Govt. / University is required to be submitted to the AICTE by the Applicant Society/Trust.

The Council shall have the right to overrule the recommendations of the State Govt. /University while deciding the matters of establishment of new technical institutions.

The proposals shall thereafter be considered by the Hearing Committee to be constituted by the Chairman AICTE, consisting of:

- An academician/professional of repute as Chairman.

- Three Expert Members at the level of Professor one of whom shall be the member of the committee of the Regional Committee referred at para 4.3.2 above as members.

- An Advisor/Director of AICTE Hqs. as Convener.

The Hearing Committee shall be headed by an academician/professional of repute among the members of the above Committee. The Hearing Committee shall meet at least once in a month to process the proposals.

The Applicant Society/Trust shall make a presentation before the Hearing Committeewith the following original Documents/ necessary information:

1. Registration document (in original) of the Trust/Society indicating   members of Society/Trust and its objective.

    2. Land document (s) in original showing ownership in the name of Trust/Society in the form of Registered Sale Deed/Irrevocable GiftDeed (Registered)/Irrevocable Government Lease (in original) (for a minimum period of 30 years) by the concerned authority of Government. In case, the land documents are in vernacular language, Notarized English translation of the documents shall be produced.

    3. Land Use Certificate/Land Conversion Certificate allowing the land to be used for educational purpose, from the Competent Authority along with Topo-

sketch/Village Map indicating land Survey Nos and a copy of City road map showing location of the proposed site of the Institution.

4. Site Plan, Building Plan in the name of proposed institution prepared by a registered Architect and duly approved by the Competent Plan Sanctioning Authority of the concerned State/UT administration.

5. Proof of adequate working capital (Funds), in the form of either Fixed Deposits in the Bank of latest Bank Statement of Account maintained by the Society/Trust/Applicant. In case the applicant society/ Trust has already constructed the building for the proposed institution, the Hearing Committee may take into account the expenditure already incurred towards construction of building while assessing the requirement of funds for establishment of the institution.

6. Justification and viability of the project as enunciated in the DPR

7. Khasra plan (master plan) to show that the land is contiguous.

4.3.4 Stage-IV : Issue of Letter of Intent

Based on the recommendations of the Hearing Committee, the AICTE may issue a Letter of Intent (LOI) within 7 days from the date of Hearing Committee meeting. which shall be valid for three years from the date of issue of LOI during which time, the applicant Society/Trust shall obtain Letter of Approval (LOA) from the Council after fulfilling the norms and standards and other conditions prescribed from time to time. On expiry of the 3 year duration, the Applicant Society/Trust shall make a fresh Proposal for issuance of Letter of Intent.

In cases where Letter of Intent is denied for non-fulfilment of norms & standards and conditions as may be stipulated by the Council, the Applicant Society/Trust shall be informed along with grounds of denial.

The Applicant Society/Trust may seek reconsideration of the proposal after rectifying the deficiencies. Such claims shall be verified, at the cost of the Applicant Trust/Society. The requests for reconsideration of the proposal alongwith the fee of Rs. 40.000/- shall be submitted to the concerned Regional Office of the Council.

The requests of reconsideration received from the Applicants shall be forwarded by the concerned Regional Office to the AICTE HQs at New Delhi within 15 days from the date of receipt, which will be placed before the Hearing Committee for reconsideration at its next meeting.

However, the Applicant Society/Trust shall be eligible to seek reconsideration only once. In case the proposal is rejected by the Hearing Committee again the Applicant Trust/Society shall be required to make a fresh Proposal for issuance of Letter of Intent.

In case the Applicant Society/Trust disputes the decision of the Council. it may appeal to an Appellate Committee constituted by the Chairman AICTE from time to time with the following members:

• An educationist/academician of repute as Chairman

• Director of IIT/NIT/IIM* (*for Management Proposals)

• Vice Chancellor of a University

• Advisor (AICTE) as convener

The Appellate Committee shall meet as required.

Based on the recommendations of the Appellate Committee and other relevant information, a final decision shall be taken by the Chairman AICTE on grant of Letter of Intent or otherwise.

In case the proposal is rejected by the Appellate Committee, the applicant/society/trust may make a fresh Proposal for issuance of Letter of Intent.

4.3.5 Stage-V Issue of Letter of Approval

The applicant Society/Trust to whom a Letter of Intent has been issued shall be required to make an application to the Council. **within two months from the date of issue of Letter of Intent (LOI), conveying its readiness for Expert Committee visit along with the following documents:**

1) A Non refundable processing fee of Rs 50,000 drawn in favour of the "Member Secretary. AICTE" payable at New Delhi (Government Institutions and Govt. Universities are exempted)

2) A Joint Fixed Deposit created for a period of 8 years in favour of the President/ Chairman of the Applicant Society/Trust and the concerned Regional officer of AICTE for an amount as applicable to the category of the institutions indicated below (Government and Government Aided Institutions and Govt. Universities are exempted).

Category of the Institution	Joint Fixed Deposit
Engineering & Technology	Rs. 35.00 Lakhs
Pharmacy/H MCT/Arch itecture/Planning/Applied Arts & Crafts/ MCA/MBA/PGDM/PGCM	Rs. 15.00 Lakhs

The original Joint Fixed Deposit receipt shall be kept under the custody of the proposed institution. A copy of the Joint Fixed Deposit receipt shall be submitted to the concerned Regional Office of the AICTE along with an affidavit on non judicial stamp paper of prescribed value stating that the Joint Fixed Deposit shall not be encashed or modified without prior consent of AICTE. The Regional Officer AICTE shall also instruct the concerned Bank not to allow any encashment/modification of fixed deposit and grant of loan against the deposit without the prior consent of AICTE.

The interest accrued on the fixed deposit shall be credited to the concerned institution on yearly basis and shall be utilized for award of scholarships to the students.

The Joint Fixed Deposit shall be permitted to be encashed on expiry of the term of the Fixed Deposit. However, the term of the fixed deposit could be extended for a further period as may be decided on case to case basis and/or forfeited incase of any violation of norms, conditions, and requirements and/or non-performance by the institution and/or complaints against the institution.

The processing fee and the Joint FDR amount for Minority Institutions may be reduced by 20%

An Expert Committee shall visit **within 15 days from the date of intimation of readiness from the Applicant Society/Trust,** the proposed premises of the institution on payment of requisite processing fee by the applicant Society/Trust and examine the preparedness of the institution to impart quality education as per the norms & standards and conditions prescribed by the Council from time to time.

The Expert Visiting Committee shall comprise of the following members:

Three Expert members not below the level of Associate Professor/Reader nominated by the Chairman, AICTE

Expert members one each not below the level of Associate professor/ Reader to be nominated by the State Govt. and the respective Affiliating University

Concerned Regional Officer or an Officer of the Council as convene be nominated by the Chairman AICTE.

The Expert Committee shall be headed by **an** academician/professional of repute from the above committee.

The State Govt/University shall be requested to nominate expert members not below the level of Associate Professor/ Reader to participate in the visit. However, if no nomination is received within 15 days. the Council shall complete the visit without the nominees of the State Govt/University.

The applicant institution/trust/society shall be required to make available the following original documents / necessary information to the Visiting Expert Committee as per details in the Expert Committee Report format:

1.   A copy of the Proposal submitted to AICTE

2.   The Letter of Intent, in original

3.   A copy of DPR

4.   A copy of the Joint Fixed Deposit along with the copy of affidavit submitted to the Council.

5.   Society/Trust Registration documents indicating members of the Society/Trust and its Objectives.

6.   Minutes of the Meeting of Society/Trust. Pertaining to proposed institution and allocation of land/ building/ funds etc.

7.   Original Land Documents.

8.   Village Map/Location Map/Index Map/Topo Graphic Sketch/City Road Map.

9.   Original Land Use Certificate/Land Conversion Certificate allowing the land to be used for educational purpose.

10.   Original approved Building Plan.

11.   Details of built up structure available exclusively for the proposed institute at the

permanent site.

12. Architectural Drawing of building construction duly prepared by an Architect and approved by the concerned statutory authority.

13. Master Plan of the Campus for the entire land indicating land-use, circulation. landscaping, infrastructure etc.

14. Floor Plans, Sections and Elevations of all existing Academic building including Area details

15. Phase-wise Plan of construction.

16. Proof of sanction of required electrical load.

17. List of equipment required as per syllabus and equipment available.

18. Stock Register of Equipment /Computers/ Softwares.

19. Accession Register for Library Books.

20. Copy of Invoice/Cash Memo for equipments and Library Books.

21. Copy of the advertisement for recruitment of Director / Principal / faculty members

22. List of candidates applied called and attended the interview.

23. Composition and proceedings of Selection Committee

24. Minutes of Selection Committee for Faculty.

25. List of faculty appointed/identified with qualification and experience.

26. Letter of appointment/offer Letters issued to Director/Principal/Faculty.

27. Detailed Bio-data of Principal/Director.

28. Joining report of the Principal/Director.

29. One page bio data with passport size photograph of the identified / appointed faculty members.

30. Joining report of faculty members appointed/consent letter of identified faculty.

31. Details of the appointment of supporting and administrative staff.

32. Acquaintance Register if any.

33. Fund position/Original FDR and Bank Certificate/Statement.

34. Cash Book of the Society/Trust.

35. Cash Flow statement for the next two years for the proposed institution showing projected expenses and sources of fund, as indicted in DPR.

36. Audited statement of accounts of the Society/Trust for last three years.

37. Photographs (color) of the building attested by the Chairman/Secretary of the Society

38. Video CD (Compatible with "Windows Media Player") indicating the complete physical infrastructure/facilities and highlighting following:

   o Front side of the entire building.

   o Back side of the entire building

   o Internal portion of the classrooms

   o Internal portion of computer room along with computers

   o Internal portion of laboratories and workshops.

   o Internal portion of principal's room and administrative area.

   o Internal portion of library.

   o Internal portion of faculty room.

   o Amenities area.

39. Copy of the syllabus of concerned affiliating university.

The Report of the Expert visiting Committee shall be placed before EC-Sub-Committee comprising of:

   o Vice Chairman of the Council as Chairman.

   o Two members of the Executive Committee as members to be nominated by the Chairman AICTE out of which one member shall be the Member Secretary AICTE.

The EC-Sub Committee shall meet at a frequency as required.

The recommendation of the EC Sub-Committee shall be placed before the Chairman, AICTE for a decision on grant of approval for establishment of a new institution or otherwise. The decision of the Chairman shall be placed before the Executive Committee for ratification.

The Letter of Approval shall be issued to the Applicant Society/Trust within 7 days of EC-Subcommittee meeting preferably before May 21st , which shall be valid for two years from the date of issue of letter of approval.

The Letter of Approval (LOA) for the following academic year Shall be issued by 30th June for completed applications received by 31st December of the previous calendar year to those applicants which have fulfilled norms and standards prescribed by the Council for establishment of new institutions. LOA issued on or before 30th June shall be valid for Two academic years including the following academic year for obtaining affiliation with the respective Universities and fulfilling concerned State Government requirement for admission.

In cases where approval is denied for non-fulfillment of norms & standards and conditions as may be stipulated by the Council, the applicant Society/Trust shall be informed of the decision along with grounds of denial.

The Applicant Society/Trust may seek reconsideration after rectifying the deficiencies and complying with the norms, standards and conditions prescribed by the Council from time to time. The Applicant institutions, whose cases have been rejected for grant of Letter of Approval (LOA) may submit compliance for reconsideration or may prefer to appeal by 30th May. The requests for reconsideration or appeal received after 30th May will not be considered for LOA for the current academic year but only for next two academic years. The Applicant shall have only one opportunity for reconsideration or/for making an appeal for issue of LOA for the current academic year. The applicant may submit requests for reconsideration or prefer an appeal after 30th June for consideration for issue of LOA for subsequent academic years.

The Applicant Society/Trust may submit the requests for reconsideration to the concerned Regional Office of the Council along with a fee of Rs. 40,000/- in the form of DD drawn in favour of Member Secretary AICTE payable at New Delhi.

In case the Applicant Society/Trust disputes the decision of the Council it may appeal to an Appellate Committee constituted by the Chairman AICTE from time to time with the following members:

- o   An educationist/academician of repute as Chairman

- Director of IIT/NIT/IIM* (*For Management Proposals)

- Vice Chancellor of a University

- Advisor (AICTE) as convener

Based on the Recommendations of the Appellate Committee and other relevant information, a final decision shall be taken by the Chairman. AICTE on grant of "approval" or otherwise on establishment of new technical institution within 7 days of the meeting of the Appellate Committee not later than 30th June. The decision of the Chairman shall be placed before the Executive Committee for ratification.

Cases where approval is denied on the recommendations of the Appellate committee due to non-fulfillment of norms & standards and conditions as are stipulated by the Council, grounds of denial shall be communicated to the concerned Applicant Society/Trust.

Incase the proposal is rejected Applicant Society/Trust shall make a fresh Proposal for issuance of Letter of Intent.

The decision on grant of approval or otherwise shall be communicated to the Applicant Society/Trusts/Institutions throughout the year. However. the applicants whose applications received at the Council on or before 31st December 2007 and the Letters of Approval issued on or before 30th June 2008 shall be eligible for starting of new institutions for the academic year 2008-09. All other Letters of Approval issued for the applications received after 31st December 2007 and/or the Letters of Approval issued after 30th June 2008 shall be eligible for starting the new institutions from the next academic year i.e. 2009-10 or beyond. It shall be the responsibility of the Applicant Society/Trusts/ Institutions to obtain necessary affiliation/permission from the concerned affiliating University/State Govt. etc. as per the prescribed schedule of the University/Admission Authority etc. Thereafter the Applicant Society/Trusts shall furnish information about commencement of institution within in 30 days to AICTE for updating its database. The institution is required to submit compliance report every year for extension of approval for the subsequent years, once the programme commences.

(5)

Extension of Approval to Existing Technical Institutions

(MBA/PGDM/MCA Programmes and Post-Graduate and Under-Graduate degree

level courses in Engineering & t**echnology/Pharmacy/Architecture/ Town Planning/Hotel Management & catering Technology/Applied Arts & Crafts**)

5.1   Requirement of Grant of Approval

No existing Government, Government Aided or Private (self financing) technical institutions whether affiliated or not affiliated to a University shall conduct any technical course/programme without obtaining prior approval of the Council.

5.1.1   APPROVAL PROCESS FOR PROCESSING PROPOSALS FOR   EXTENSION OF APPROVAL OF EXISTING TECHNICAL INSTITUTIONS:

(a)   TheAICTE approved technical Institutions shall submit two copies of Compliance Report (also a soft copy on CD) in the prescribed format along with mandatory disclosure information and a demand draft towards processing fee of Rs 40,000 drawn in favour of "Member Secretary, AICTE" payable at New Delhi to the concerned Regional Office of the Council by 31st August every year.

(b)   The institution shall also submit an undertaking in the prescribed format stating that the information provided in the compliance report is factual and correct and that the Council can take appropriate action, including withdrawal of approval and appropriate legal action, if found that any information provided in the compliance report is false.

(c)   The Compliance Reports and other relevant documents submitted by the AICTE approved technical institutions shall be forwarded to AICTE HQs New Delhi by the Concerned Regional Office of the Council.

5.1.2(a)   The compliance reports shall be processed through an Appraisal Committee comprising of:

o Three Expert members not below the level of Associate Professor/Reader in the concerned subject/ fields/area of specialization or equivalent from R&D organizations or from the Industry not below the rank of Scientist (F) and General Manager respectively.

o Two members of the Regional Committee including the Regional Officer to be nominated by the Chairman AICTE,

o An Officer of the Council as convener

(b) The Appraisal Committee shall be headed by an academician/ professional of repute from the above Committee.

5.1.3(a) The recommendations of the Appraisal Committee shall be placed before the Vice Chairman/ Chairman AICTE for a decision on continuation of approval or otherwise. The above decision shall be placed before the Executive Committee for ratification.

(b) The approval granted to all existing technical Institutions shall be communicated to the concerned affiliating University/State Govt./Trust/ Institution by 31st March every year.

(c) In those cases where extension of approval is denied / intake is reduced for non-fulfillment of norms & standards and conditions as may be stipulated by the Council. grounds of denial shall be communicated to the institutions and authorities concerned.

(d) The Applicant Institution may seek re-consideration for restoration of intake after rectifying the deficiencies and complying with norms standards and conditions prescribed from time to time.

(e) The request for reconsideration should be submitted by the applicants to the concerned Regional Office of the Council. The requests for reconsideration shall be forwarded to AICTE Headquarters, New Delhi by the concerned Regional Office within 15 days from the date of receipt. The Council may decide to depute an Expert Visiting Committee for verifying the claims made by the Applicant Society/Trust, whose recommendations shall be placed before Vice Chairman/Chairman with the recommendations of the Appraisal Committee. All costs incurred on this account shall be borne by Applicant Institution.

5.1.4 (a) In case the Applicant Society/Trust disputes the decision of the Council it may appeal any time and the appeal shall be heard by an Appellate Committee constituted by the Chairman AICTE from time to time with the following members:

- o An educationist/academician of repute as Chairman

- o Director of I IT/N IT/I IM* (*For Management Proposals)

- o Vice Chancellor of a University

- o Advisor (AICTE) as convener

The Appellate Committee shall meet quarterly.

Based on the Recommendations of the Appellate Committee and other relevant information, a final decision will be taken by the Chairman. AICTE on behalf of the Council for grant of "Extension of approval" or other wise. The decision of the Chairman shall be placed before the Executive Committee for ratification.

AICTE may carry random visits round the year any time with or without notifying the dates for verifying the status of the Institutions to ensure maintenance of norms and standards.

AICTE may cause to conduct inspections with or without notifying the dates in cases where specific complaints of mis-representation, violation of norms and standards, mal-practices etc. are reported to verify the facts. AICTE shall take appropriate punitive actions for any violations on false information furnished to it.

5.1.5(a) The technical institutions shall publish an information booklet before commencement of the academic year giving details regarding the institution and courses/programmes being conducted and details of infrastructural facilities including faculty etc. in the form of mandatory disclosure. The information booklet shall be made available to the stakeholders of the technical education on cost basis. The information shall be revised every year with updated information about all aspects of the institution.

(b) It shall be mandatory for the technical institutions to maintain a Web-site providing the prescribed information. The website information must be continuously updated as and when changes take place.

(c) If a Technical Institution fails to disclose the information or suppress and/or misrepresent the information. appropriate action including withdrawal of

AICTE approval could be initiated.

6

Introduction of New Courses or Programmes and/or Variation/increase in Intake of the Existing Courses in AICTE-Approved Technical Institutions

6.1   Requirement of Grant of Approval

No Government. Government Aided or Private (self financing) technical institutions shall conduct courses or programs in Technical Education and no new courses or programs shall be introduced and no increase and/ or variation of intake in the existing Courses/Programmes shall be effected at any levels in the field of 'Technical Education' without obtaining prior approval of the Council.

6.2 The stages involved in the processing of proposals are described below:

6.2.1 Stage-I Submission of Proposals

One copy each of the application shall be submitted directly to the affiliating University and the State Govt./UT either in person or through speed post/registered post. Two copies of the application shall be submitted to the concerned Regional Office of AICTE along with the proof of having submitted a copy of the application each to the affiliating University and the State Govt.

The AICTE approved technical Institutions may submit "any time" round the year, a proposal in the prescribed format (two copies) along with **proof of submitting a copy each to State Govt./UT and Affiliating University and the following documents** to the concerned Regional Office of the Council for grant of approval for introduction of new courses or programmes and/or increase in intake and/or variation in the intake capacity. **However applications received up to 31st December shall be considered for grant of approval for the following academic year. Applications received after 31st December shall be considered for the next academic year.**

- A copy of Compliance Report and Mandatory Disclosures submitted to the Council.

- Detailed Project Report along with the documents notified in Approval Process Handbook.

  - Processing Fee of Rs. 40.000/- (Rupees Forty thousand only) by means of a Demand Draft drawn on a nationalized bank in favour of The Member Secretary, AICTE, New Delhi payable at New Delhi

6.2.2 Stage-II : Verification of checklist in the proposal :

The Proposal and the check list attached to the proposal shall be scrutinized by a Committee comprising of two members of concerned Regional Committee including the Regional Officer as convener.

The deficiencies if any, shall be communicated by the Regional Office of the Council to the applicant Institution within 15 days from the date of receipt of the proposal under intimation to the AICTE HQs New Delhi.

6.2.3 Stage-III : Evaluation of Proposal

The Regional Office shall forward a copy of the proposal complete in all respects to AICTE HQs at New Delhi within 15 days from the date of receipt of such proposals.

The State Govt./UT and the Affiliating University shall forward its views within 30 days from the date of receipt of the proposals from the **Applicant Society/Trust/institution.** The State Govt./and the affiliating university shall provide reasons and justification to substantiate their stand. The views of the concerned State Government/Universities shall be taken into consideration while processing the proposals for grant of approval for introduction of new courses or programmes and/or increase/ variation in the intake capacity. Accordingly, no separate No Objection Certificate (NOC) from the concerned State Govt./ University is required to be submitted to the AICTE by the Applicant Society/Trust.

The Council shall have the right to overrule the recommendations of the State Govt/University while deciding the matters of approval for introduction of new courses or programmes and/or increase/ variation in the intake capacity.

6.2.4 Stage-IV: Evaluation of Proposals by the Hearing Committee

(a) The proposal shall thereafter be considered by following Hearing Committee to be constituted by the Chairman AICTE:

- ♦ An academician/professional of repute as Chairman.

- ♦ Three Expert Members at the level of Professor one of whom shall be the member of the committee of the Regional Committee referred at para 6.2.2 above as members.

- ♦ An Advisor/Director of AICTE Hqs as Convener.

(b) The Hearing Committee shall be headed by an academician/professional of repute among the members of the above Committee.

6.2.5 The Hearing Committee shall meet at least once in a month to process the proposals.

The Hearing Committee shall consider the application scrutinized by the Committee referred at 6.2.2 along with the soft copy of Compliance Report and Mandatory Disclosure, Detailed Project Report, information as per prescribed format and other relevant documents submitted by the institutions.

6.2.6 Stage-V: Issuance of Letter of Approval for New Courses or Programmes and / or increase and /or Variation of intake in the existing courses/ programmes or Otherwise

a) The Hearing Committee based on information furnished by the Institution may decide:

(i) To recommend to the AICTE for approval, or

(ii) To recommend to the AICTE for the visit of the Expert Committee

(iii) To recommend to the AICTE for rejection showing relevant grounds for such rejection.

b) In case. it is decided to depute an Expert Committee, the Expert Committee shall comprise of the following members:

- Three Expert members not below the level of Associate Professor/Reader nominated by the Chairman, AICTE

- Expert members one each not below the level of Associate Professor/Reader to be nominated by the State Govt. and the respective Affiliating University

- Concerned Regional Officer or an Officer of the Council as convener to be nominated by the Chairman AICTE.

The Expert Committee shall be headed by an academician/professional of repute from the above committee.

The State Govt/University shall be requested to nominate expert members not below the level of Associate Professor/ Reader to participate in the visits. However, if no nomination is received within 15 days, the Council shall complete the visit without the nominees of the State Govt/University.

(c) The recommendations of the Expert Committee shall be placed before the Hearing Committee and subsequently to the Vice Chairman/ Chairman AICTE for a decision on introduction of new courses/programmes and/or increase/variation of intake capacity. The decision shall be communicated to the Applicant Institutions within 7 days of the date of the meeting of Hearing Committee. The above decision shall be placed before the Executive Committee for ratification.

6.2.7 The approval accorded by the AICTE shall be valid for two academic years from the date of issue of letter of approval. The approval so accorded, based on applications received up to 31st December and which fulfill Council's norms and standards for introduction of New Course (s)/Variation in intake/increase in intake, shall be valid for TWO academic years including the following academic year for obtaining affiliation with the concerned University and fulfilling State Governments requirements for admission. The Letter of Approval for applications received after 31st December shall not be valid for the following academic year, but valid for next two academic years.

(a) In those cases where approval is denied for non-fulfillment of norms & standards and conditions as may be stipulated by the Council, grounds of denial shall be communicated to the concerned institutions.

(b)   The Applicant Institution may seek re-consideration after rectifying the deficiencies and complying with norms standards and conditions prescribed from time to time.

(c)   The applicant institution may submit requests for reconsideration to the concerned Regional Office of the Council along with a fee of Rs. 40.000/- in the form of DD drawn in favour of "Member Secretary. AICTE" payable at New Delhi.

(d)   The requests for reconsideration submitted by the Applicant shall be forwarded by the concerned Regional Office to AICTE Headquarters within 15 days of receipt. The Council may decide to depute an Expert visiting committee for verifying the claims made by the Applicant Society/Trust, whose recommendations shall be placed before the Hearing Committee and subsequently before the Vice Chairman/Chairman of the Council.

(e)   However the Applicant Institution shall be eligible to seek reconsideration only once. Incase the Proposal is rejected the applicant institution shall make a fresh application for grant of approval for introduction of new courses/programmes and/or increase/variation in intake capacity.

6.2.8 In case the Applicant Society/Trust disputes the decision of the Council it may appeal any time and the appeal shall be heard by an Appellate Committee constituted by the Chairman AICTE from time to time with the following members:

- •   An educationist/academician of repute as Chairman

- •   Director of IIT/NIT/IIM* (*For Management Proposals)

- •   Vice Chancellor of a University

- •   Advisor (AICTE) as convener

Based on the Recommendations of the Appellate Committee and other relevant information, a final decision will be taken by the Vice Chairman/ Chairman, AICTE on behalf of the Council for grant of "approval" or otherwise for introduction of new courses or programmes and/or increase in intake and/or variation in the intake capacity. The decision shall be communicated to the applicant institution within 7 days of the meeting of the Appellate Committee. The decision of the Chairman shall be placed before the Executive Committee for ratification.

6.2.9 Cases where approval is denied on the recommendations of the Appellate committee due to non fulfilment of norms, & standards and conditions as are stipulated by the Council, grounds of denial shall be communicated to the concerned Applicant Institution.

Incase the proposal is rejected based on the recommendations of the Appellate Committee, the Applicant Society/Trust shall make a fresh Proposal for grant of approval for introduction of new courses/programmes and/or increase/variation in intake capacity.

6.2.10 The decision on grant of approval or otherwise shall be communicated to the Applicant Society/Trusts/ Institutions throughout the year. However, the applicants whose applications received at the Council on or before 31st December 2007 shall be eligible for starting of new programmes/increase/variation in intake for the academic year 2008-09. All other Letters of Approval issued for the applications received after 31st December 2007 shall be eligible for starting of new programmes/increase/variation in intake from the next academic year i.e. 2009-10 or beyond. It shall be the responsibility of the applicant institutions to obtain necessary affiliation/permission from the concerned affiliating University/State Govt. etc. as per the prescribed schedule of the University/Admission Authority etc. Thereafter the Applicant Society/Trusts shall furnish information about commencement of programme within 30 days to AICTE for updating its database.

AICTE may carry out. random visits round the year anytime for verifying the status of the institutions to update its database and ensure maintenance of Norms and Standards.

AICTE may also conduct from time to time Inspections with or without notifying dates in such cases where specific complaints of misrepresentation. violation of norms and standards, mal-practices etc. are received to verify the facts, AICTE shall take appropriate punitive actions for any violations on false information furnished to it.

7

Procedure for Permitting AICTE Approved Institutions to Admit Foreign Students/Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries

7.1 Eligibility to Admit Foreign Students/Persons of Indian Origin (PIO)/Children of Indian Workers in Gulf Countries

Institutions fulfilling following criteria shall be eligible to apply for approval of AICTE for admitting students of Foreign Nationals/Persons of Indian Origin (PlOs) and Children of Indian workers in Gulf Countries.

0   The Institutions should be able to provide suitable hostel/residential accommodation to the Foreign Students/Persons of Indian Origin (PIOs).

0   The teacher student ratio in the technical department/section where Foreign Nationals/Persons of Indian Origin are admitted should not be below 1:15.

0   Institutions should have a modern library as per norms and standards of AICTE with multi-media facilities.

0   The total built up area of the institution (excluding hostels and residential areas) should not be less than 12.5 sq.m. per student.

0   The Institute and its hostels should have proper approach road, good environment, sufficient water supply and an arrangement for generators in absence of normal supply of electricity.

0   The concerned institution should not have been put under "No Admission" or `'Reduced Intake" category by AICTE during the last 3 years.

0   The institute should be functioning at least for a period of 5 years after AICTE approval.

0   The results of the last two years for final year students should not less than 75%, calculated based on Number of students appeared in the final examination.

0   The applicant Institution shall submit an undertaking in the prescribed format regarding compliance of prescribed conditions.

0   An Expert Committee constituted by AICTE, New Delhi shall visit the Institute **at** the cost of the Institute.

0   Based on the Report of the committee, final decision will be taken by AICTE. New Delhi.

0 The institution shall submit a Compliance Report giving the details of faculty and other facilities in the institution every year for renewal of the eligibility for admitting Foreign Students/Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries.

8

Duration and Entry Level Qualifications for the
Technical Programmes

8.1 Under Graduate Degree Programmes

SI.No	Type of the Programme	Duration	Minimum Qualifications for Admissionion
1	Engineering & Technology	4 Years	Should be a pass in 10+2 examination with Physics and Mathematics as compulsory subjects alongwith one of the following subjects: "Chemistry/Biotechnology/Computer Science/Biology"
2	Pharmacy	4 Years	Should be a pass in 10+2 examination with Physics and Mathematics as compulsory subjects alongwith one of the following subjects: "Mathematics/Biology/Biotechnology/Computer Science"
3	Architecture/Town Planning	5 Years	Should be a pass in 10+2 examination with Physics and Mathematics as compulsory subjects alongwith one of the following subjects: "Chemistry/Engineering Drawing/Computer Science/Biology"
4	Hotel Management & Catering Technology	4 Years	Should be a pass in 10+2 examination.
5	Applied Arts & Crafts	5 Years	Should be a pass in 10+2 examination

The candidates will. however, be required to qualify at the Entrance Test in all subjects
as per requirements of the Entrance Test.

8.2 Post-Graduate Programmes

SL.No	Type of the Programme	Duration	Minimum qualifications for Admission
1	PGDM/MBA	2 Years(Full Time) 3 Years(Full Time)	Any recognized Bachelor's Degree in any discipline of minimum 3 years duration.
2	PGCM	1 Year & more and less than 2 years	Any recognized Bachelor's Degree in any discipline of minimum 3 years duration
3	Executive PGDM	15 months (Full Time)	Any recognized Bachelors degree in any discipline of minimum 3 years duration and a minimum of 5 years relevant managerial/supervisory experience.
4	MCA	3 Years (Full-time)	Any recognized Bachelor's Degree in any discipline of minimum 3 years duration with Mathematics at 10+2 level.
5	M.E./M.Tech	2 years	Bachelor's degree or equivalent in relevant field
6	M.Pharm	2 years	B.Pharm or equivalent degree
7	M.Arch	2 years	B.Arch or equivalent degree