

BHARATHIDASAN UNVIERSITY

TIRUCHIRAPPALLI – 620 024

APPLICATION FOR STARTING A NEW ARTS & SCIENCE COLLEGE

COLLEGE AND LOCATION

1. Name of the proposed College :
2. No. and date of the Govt. orders in which permission was accorded to start the college. :
3. Type of the management :
4. Whether the college is intended for Men or Women or Co-Education College. :
5. Name of the Town/Village where the college is proposed to be established :
6. Site, Survey No. of plan owned by the Educational Agency for locating the proposed college. :

Sl. No.	Survey No.	Land Area		Document No.
		Acre	Cent	

7. (a) Whether the College is opened in the rented building or in the building owned by the Educational Agency :
- (b) If the college is proposed to be started in a rented building, a copy of the lease deed entered in to the Educational Agency with the owner of the building may be produced :
- (c) If the college is proposed to be started in a building owned by the Educational Agency, Proof showing the ownership of the building may be produced :

COLLEGE MANAGEMENT

8. Name and Address of the Educational Agency / Trust :
9. State whether it is a registered body . If so, a copy of the bye-law / constitution governing the Agency / Trust may be enclosed :
10. Name and complete addresses of the president / Secretary, Members etc. of the Governing Body / Trust with contact phone No. if any may be furnished. :
11. Contact address and Phone No. of the Trustee to whom the University should contact further in this regard may be furnished. :
12. Name, Qualification and Age of the Principal of the proposed college along with his/her complete address with Phone No. if any, may be furnished

COURSES

13. Courses for which the Educational Agency proposes to offer instructions. :

Combination of subject (Major & Allied)

Courses Major Allied

- 1.
- 2.
- 3.
- 4.
- 5.

ACCOMMODATION

14. Whether the Educational Agency has adequate facilities for

- Class room with furniture :
- Library :
- Laboratory :
- Play fields :
- Hostel :

Accommodation as prescribed by the UGC
give details item – wise.

15. Whether the size of the Principal's room / Class room / Lecturer room / Laboratory and Library available is in accordance with the norms prescribed by the UGC :
16. Accommodation available for offering I Year of the courses. Plan and Topo sketch of the building may be furnished. :
Mention the Lecture Halls and Laboratory accommodation with the measurement of the rooms

17. Class room and Laboratory facilities that are available for offering IInd and III year of the courses may be furnished. :
18. If the above facilities are not available, the proposal of the Management for creating the above facilities may be informed. :
19. Details of accommodation now available for class room, Laboratory etc., with plans, and if possible, photographs of the existing building may also be furnished. :
20. Accommodation provided for the members of the staff subject wise with the measurement of the rooms. :
21. Accommodation for library, library staff etc., with the measurement of the rooms . :
22. Common room, Tiffin and Dining room for day – scholars assembly hall or auditorium for students catering with measurement give details. :
23. If the College is a co-educational college, the details of accommodation provide separately both for boys and girls. :
24. Whether the college has provided basic amenities such as toilets, water, lighting for staff and students. :
25. Whether there is provision of a hall for holding the University Examinations with dimensions and seating capacity and type of furniture provided there. :

LIBRARY

26. Library books (subject wise) now :
available.
27. List of books proposed by the :
management to be added (subject wise)
28. Recurring provision for funds made :
every year for the purchase of books.
29. Staff of the Library, whether there is
qualified Librarian. Mention their :
qualification.

LABORATORY

30. Where there are adequate laboratories for
each of the science subject as per the :
norms prescribed by the UGC
31. The details regarding No. of students can
do the experiments in the laboratory at a :
time during the practical examinations.
32. Whether the laboratory are provided with
1. Gas :
2. Water supply :
3. Electricity :
33. Whether there is any workshop, dark
room animal house and botanical garden :
etc., attached to the laboratories.
34. Whether there separate lockers for each :
students in each laboratories
35. List of item of apparatus, chemicals etc., :
provided for each students in the lockers.
36. Details of Computer terminals available
for offering computer science oriented :
courses.

STAFF

37. Details of staff available for the course (Dept-wise) with their qualifications, : class obtained, year of passing and experience etc.
38. Additional staff needed for the course(s) :
- 39 Whether a ONLINE RECEIPT for **Rs.15,000/-** towards Application fee for each course has enclosed. If yes, mention the e-Receipt No./Date

CERTIFICATE

Certified that the particulars furnished above are correct and the students will be admitted in the proposed courses only after getting orders for affiliation to such courses from the Bharathidasan University.

Certified that the Educational Agency will abide by each and every conditions of affiliation prescribed by the University from time to time.

**Signature of the Secretary of the
Educational Agency / Trust**

Signature of the Principal

BHARATHIDASAN UNIVERSITY
TIRUCHIRAPPALLI – 620 024.

PROFORMA FOR
**THE REPORT OF THE INSPECTION COMMISSION APPOINTED FOR THE
GRANT OF PROVISIONAL AFFILIATION TO START A NEW ARTS &
SCIENCE COLLEGE**

- 01 a. Name of the proposed College visited :
- b. Name and Address of the Management :
- c. Mobile No. :
02. a. Name of the Principal :
- b. Age & Date of Birth of the Principal :
- c. Qualification :
3. a. Name of the Member of the Commission who visited the College for the above purpose :
- b. Date of Inspection :
4. a. Location of the present site :
- b. Extent of land (in sq.ft. / sq.m. / acres) (Enclose the copy of G.O. / AICTE approval for the present site) :
- c. Is the college located in rural / urban area ? :
- d. Does the present building form a part of shopping complex ? :
- e. Is the location temporary in nature (with address) ? :
- f. If so, give the location of the permanent site :
- g. When would this building be shifted to permanent site? (specify the month & year An undertaking by the Management is to be enclosed) :

5.
 - a. Courses proposed to be offered in the college with full particulars of the branches offered (Main subject) :
 - b. Applied /Elective papers for the main subject for which affiliation is sought : (specify the paper's name code No. and Semester)
 - c. Allied subjects, if any, to be offered :
6.
 - a. Particulars of the class room accommodation available for the above optional subjects offered (with dimensions) :
 - b. Particulars of staff available for the subjects proposed to be offered including Director of Physical Education and Librarian (Enclose the list with qualifications, faculty designation, date of appointment and grade obtained) :
 - c. Is staff room available with necessary furniture ? :
 - d. Enclose the proposed work load for I year and workload for the subsequent years :
 - e. Additional staff to be appointed in the subsequent years (specify No. of posts, faculty and year in which staff to be appointed. :
 - f. Are separate toilet facilities for students / staff available ? :
7.
 - a. Is hostel facility available ? :
 - b. Are rest room facilities for day scholar students (ladies & gents) available ? :
 - c. Is necessary drinking water facility available ? :
 - d. Does the colleges have playground ? (mention the area for playground) :
:
 - e. Is a marker appointed ?

8.
 - a. List the names of non-teaching staff with qualification (including O.A./ Lab. Asst. / Jr. Asst. / Asst. / Supt. / Bursar / Watchman, etc.) :
 - b. Is separate accommodation for Principal's office (Bursar / Supt.) available ? :
 - c. Are Staff (teaching & non-teaching) quarters available ? (specify no. of quarters for each category) :
9.
 - a. Library books now available (enclose the list) :
 - b. Does this college have library room with furniture and stacks for books ? :
 - c. List of books proposed by the Management / Government to be added :
 - d. Recurring provision of funds recommended for every year for the purchase of books and furniture :
 - e. Additions to books, if any, recommended by the commission (list to be enclosed) :
10.
 - a. Details of Laboratory equipments available :
 - b. Details of Laboratory equipments to be added (List to be enclosed) :
 - c. The number of students who can do experiments in the Laboratory at a time during regular class and practical examinations :
 - d. Number of computer terminals available :
 - e. Are fire safety provisions available? :
11.
 - a. The number of students recommended for admission to this course based on the facilities now available :
 - b. The fees proposed to be charged for the

proposed course (per term / per annum) :
per student

- c. Whether Application Fees was paid
(particulars of D.D. / receipt to be :
furnished) If not, enclose the Demand
Draft and give its particulars
- d. Specific recommendations of the
Commission for starting this college :

Signature of the

Syndicate Member & Convener : _____

Higher Education Department Member : _____

CCCD Director – Member : _____

Executive Engineer – Member : _____

Subject Experts :

Place :

Date :

Declaration to be given by the Principal and Management of the College to start a New Arts and Science College.

DECLARATION

We _____ and _____
(Name of the Secretary) (Name of the Principal)
declare

- a. that the particulars furnished to the expert are true to the best of our knowledge and belief.
- b. that the records and registers will be maintained as per Section 21 in Chapter XII of Bharathidasan University Statutes. (Annexure –I)
- c. that the names of College Committee members with address (term and residence) will be sent to the Registrar, Bharathidasan University within one month from the last date of admission of students.
- d. that the College Council will be constituted and the same will be sent to the Registrar, Bharathidasan University within one month from the beginning of the college.
- e. that the qualification approval for the new member of staff will be obtained from the University as and when the staff member is appointed.