



राजीव गांधी विश्वविद्यालय
RAJIV GANDHI UNIVERSITY
रोनो हिल्स, दोइमुख
RONO HILLS, DOIMUKH



फाइल संख्या File No-AC-59/2008/Vol-III

दिनांक Dated 14th September, 2026

अधिसूचना Notification

In pursuant to the decision taken in the 55th meeting of the Academic Council held on 18th August, 2026 under item No. AC: 55: 18, administrative approval is hereby accorded to implement revised application forms for affiliation to College/Institution (Govt./Private) to Rajiv Gandhi University.

The revised application forms may be download from the RGU website.

Sd/-

कुलसचिव Registrar

ज्ञापन संख्या Memo No-AC-59/2008/Vol-III / 1801

दिनांक Dated the 16th Sept., 2026

प्रतिलिपि Copy to:-

1. P.S to the Vice-Chancellor for information.
2. P.S to the Registrar for information.
3. The Secretary (Education), Govt. of Arunachal Pradesh for information.
4. The Director, Hr & Technical Education, Govt. of Arunachal Pradesh for information.
5. PS to the Controller of Examinations, RGU for information.
6. Director, College Development Council for information.
7. Joint Registrar (Examinations) for information.
8. All the Principals of the Colleges affiliated to Rajiv Gandhi University for information.
9. Joint Director, (CC) for information with a request to upload the same in the RGU website.
10. Office copy/ File Guard.

(श्रीमती ओरियंटल तागु Mrs Oriental Taggu)
सहायक कुलसचिव (शैक्षणिक एवं सम्मेलन)
Assistant Registrar (Acad. & Conf.)

5.	Registration Number of the Trust/ Society/ Organization (Copy of the Bye-Law/Constitution is to be enclosed).	:	
6.	Whether applying for: (i) New College or Institution. (ii) New Courses or Programme. (iii) Renewal or Temporary Affiliation. (iv) Permanent Affiliation.	:	
7.	Whether the College/Institution has completed 5 years of temporary affiliation with the RGU?		

8. **Furnish the Proposed or Existing Courses or Programmes of Study in Arts /Science/Commerce/Professional Courses** (If proposing for Professional Courses, additional information is to be provided as per the Format I):

1	2	3	4	5	6
Name of the Course in full with stage or level	Existing or New	General or Professional Course	Academic Session to Start or Started	Number of Units	Intake capacity

9. **Particulars of No Objection Certificate (NOC) obtained from the State Government.** :
.....
.....
.....
.....
.....

10. **Name of the recognizing Council or Board for the Courses or Programmes.** :
.....
.....

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11. **Details of Feeder Higher Secondary School or College and Institution:**

Sl. No.	Name of the School or College	Number of students in the last qualifying examinations	Distance from the proposed College or Institution	Average number of students passed out in last three years
(i)				
(ii)				
(iii)				
(iv)				
(v)				
(vi)				
(vii)				

12. **Details of Land and Building owned or possessed:**

- (i) Whether land is owned by College or Institution or Society? (Submit documents of ownership etc.) :
- (ii) Whether land is obtained on lease, if so, furnish the Deed of Agreement countersigned by the Notary Public or First Class Magistrate? :
- (iii) Mention the particulars of Land Allotment Certificate or Land Possession Certificate issued by the Government. :
- (iv) Mention the total area of land in square metres. :
- (v) Whether land is free from any encumbrances, if yes, furnish the encumbrance certificate issued by the Competent Authority? :
- (vi) Whether No Objection Certificate (NOC) obtained from the Competent Authority to construct building for the College or Institution, if yes, furnish the details? :
- (vii) Furnish the building plan for the College or Institution with enclosed Architectural drawing. :
- (viii) Whether connected by all-weather road? :

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Signature

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- (ix) Mention the total built up area for classroom, multipurpose halls and administrative block in square metres. (Attach in a separate Sheet with the details: Sl No/ Description of Room etc./ Purpose of Use/ Dimension in Sq. Meters, Furnished/ unfurnished, Remarks)
- (x) Details of Building Completion Certificate countersigned by not below the rank of Executive Engineer of Central or State Government of the jurisdiction.
- (xi) Built up areas for future expansion and additional Courses or Programmes in square metres. (Submit extension ground plans)

13. Provide the detail information on infrastructure/ Books and Records against the column given below:

(i)	Number of Class Rooms and size of each Class Rooms in square metres. (Attach in a separate Sheet with the details: Sl. No/ Description of Room etc./ Purpose of Use/ Dimension in Sq. Meters, Furniture and fixtures available in that room, ICT equipment available, Remarks)	:	
(ii)	Size of Multipurpose Hall in square metres.	:	
(iii)	Size of Seminar Hall / Conference Hall in square metres.	:	
(iv)	Facilities for indoor sports & fitness facilities. (Give Details)	:	
(v)	Whether playground owned or not, or sharing with other College or Institution, specify?	:	
(vi)	Availability of the following Registers / Books etc. at the office of the Principal a) Minute Book of the GB b) Minutes Book of Staff Council Meetings	:	

		c) Cash Book (Books or software based documents)	
		d) Ledger (Books or software based documents)	
		e) Stock Register (Purchase and Issue)	
		f) Attendance Register (Staff)	
		g) Attendance Register (Students)	
		h) Admission Register	
		i) Long Roll for admitted students	
		j) Fees Collection Ledgers	
		k) Payroll / Salary Register	
		l) Register for issue of Mark sheet, Certificates, TC/CLC & CC etc.)	

14.	Information for Academic and Supporting Staff (to be filled in the Format-II):		
15.	Provide the details information of academic equipment and logistics facilities as mention below:		
	(i)	Curriculum Laboratories (Science, Mathematics Kits, Maps, Globes, Chemicals, etc.,).	:
	(ii)	ICT Resource Centre and ICT Resources (Attach separate sheet)	:
	(iii)	Arts & Craft Resource Centre and Resources available (Attach separate sheet).	:
	(iv)	Health & Physical Education Resource Centre and Resources available (Attach separate sheet). a) Facilities for First-aid and First-aid Box b) Any trained faculty or staff with first-aid training	:
	(v)	Computer laboratory with following facilities	:

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	(a)	Whether access to internet or not?	:	
	(b)	Whether TV, VCR, Projector & Camera are available in the Centre?	:	
	(c)	Whether Wi-Fi facility is available in the Campus?	:	
	(vi)	Whether the provisions for separate amenities are available for staff/students (male & female)?	:	
	(vii)	Whether the instructional space is available as per the UGC, NCTE or Council Guidelines, if yes, provide the details?	:	
	(viii)	Whether Fire Safety Certificate is obtained from the Competent Authority, if yeas, provide the details? (Attach copy of the certificate) a) Fire Fighting Equipment availed	:	
	(ix)	Whether the College or Institution is having safety measure for emergency purpose, provide the details (in a separate sheet)?	:	
	(x)	Whether invoice & payment receipt of purchased equipment are available or not?	:	
	(xi)	Whether acquisition entries are made in the Stock Register?	:	
(Visiting Team Members are to affix their signature at the last page of Stock Register indicating the position).				
16.	Whether the College or Institution is having the provisions for the following accommodations and facilities:			
	(i)	Principal's Office.	:	
	(ii)	Faculty's Rooms.	:	

			:	
	(iii)	Office Rooms.	:	
	(iv)	Common Rooms for staff & students a) Boys Common Room b) Girls Common Room c) Staff Room / Faculty Chambers	:	
	(v)	Visitor's Room.	:	
	(vi)	Facilities for Differently Abled Persons. (Ramps etc. for Physically Challenged persons and other facilities or equipment for Physically Challenged persons)	:	
	(vii)	Provisions for safe portable drinking water.	:	
	(viii)	Availability of Canteen / Indoor sport facilities / Recreational Room etc.	:	
	(ix)	Hostel Facilities (For Boys and Girls) Give details in a separate sheet	:	
	(x)	Residential Facilities for the Staff. Give details in a separate sheet	:	
17.	Health and Physical Resource Centre (including Yoga) are available or not as asked below:		:	
	(i)	Whether health and physical Centre is shared with attached School or College or Institution, if yes, mention the name?	:	
	(ii)	Whether space, equipment and materials are made available for the Centre?	:	
	(iii)	Whether required furniture are made available for the Centre as per the UGC, NCTE or Council Guidelines?	:	

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	(iv)	Whether invoice & payment receipt of purchased equipment are available?	:	
	(v)	Whether acquisition entries are made in the Stock Register?	:	
18.	Library and Resource Centre, if available, furnish the following information:			
	(i)	Whether the College or Institution created a separate Library facility?	:	
	(ii)	Mention the total numbers of titles in the Library.	:	
	(iii)	Mention the total number of textbooks in the Library in Course wise or Programmes wise (Details to be submitted in a separate sheet).	:	
	(iv)	Mention the total number of Newspapers, Magazines, Periodicals/ Journals subscribed. (in a separate Sheet)	:	
	(v)	Mention the total number of encyclopaedia, subject dictionary and reference titles procured. (in a separate Sheet)	:	
	(vi)	Mention the total seating capacity in the Library.	:	
	(vii)	Whether Library has e-contents access facilities or not?	:	



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	(viii)	Reading Room Facility with details (Room details, Capacity, Hours of operation etc.)	:	
	(ix)	Registers Maintained by the Library and Reading Room	:	
	(x)	Internship Facilities for Students (Give details, in a separate Sheet)	:	
19.	Details of Instructional Facilities (for B.Ed. or M.Ed. Courses or Programmes):			
	(i)	Whether the College or Institution has created School Internship facilities for lower or upper primary classes for practice teaching, if yes, specify?	:	
	(ii)	Whether the College or Institution has created School Internship for secondary and senior secondary classes for practice teaching, if yes, specify?	:	
	(iii)	Whether curriculum laboratory is shared with attached School or College, if so, specify?	:	
	(iv)	Whether the laboratory facilities are as per the required level of School curriculum (equipment and consumable, etc.,) available for each subject, specify?	:	
	(v)	Whether the facilities or equipment provided in the laboratory are as per the standard and specification laid down by UGC, NCTE or Council?	:	
	(vi)	Whether the acquisition entries are entered into the Stock Register? If yes, mention with entries details?	:	

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20.	Practice Teaching (for B.Ed. & M.Ed.), if yes, furnish the following information:		
(i)	Whether the College or Institution made arrangement for Practice Teaching?	:	
(ii)	Mention the number of School where Practice Teaching is proposed (on the basis of Certification of the School).	:	
(iii)	Whether the distance for Practice Teaching School is within approachable limits?	:	
(iv)	Particulars of No Objection Certificate (NOC) obtained from the School for Practice Teaching and Practice Teaching Completion Certificate.	:	
21.	Financial Accounting of the College or Institution, furnish the following information:		
(i)	Details of the sources of financing of capital and operating expenditure (Enclose a separate sheet)	:	
(ii)	Whether the staff salaries are disbursed through account payee cheque or account Transfer?	:	
(iii)	Whether the salary structure of the staff is in consonant to the UGC pay-scale? (Provide proof of payment)	:	
(iv)	Whether the Payroll Ledger is maintained by the College or Institution, if yes, (enclose the salary statements) of the staff?	:	
(v)	Whether the selection of the staff made as per the University / UGC guideline? (Substantiate your claim with proof)	:	
(vi)	Whether the selection committee includes University representative, approved or deputed by the University?	:	
(vii)	Give the details of the Fees Structure, as approved by the GB or by any state authorities)	:	
(viii)	Whether the fees structure is in consonant to the State Govt. / University Guideline?)	:	
22.	Details of Corpus and Endowment Fund of the College or Institution, held jointly by the College or Institution and the University (Applicable for Private College or Institution):		
(i)	Mention the FDR number of Endowment Fund of ₹5,00,000 (Rupees Five lakhs),	:	

		and name of issuing Bank with date and validation period (Enclose the original FDRs).	
	(ii)	Mention the FDR number of Corpus Fund of `15,00,000 (Rupees Fifteen lakhs) in case of non-science Course/ Programmes and `35,00,000 (Rupees thirty-five lakhs) in case of science and laboratory based Courses/Programmes/ Professional Course. Mention the name of issuing Bank with date and validation period (Enclose the original FDRs).	:
23.	Details of the Governing Body of the College and its compliance to Statute 31 of RGU Act 2006 which includes <i>"Every such College or Institution shall have a regularly constituted Governing Body, consisting of not more than fifteen persons approved by the Executive Council and including among others, two teachers of the University to be nominated by the Executive Council and three representatives of the teaching staff of whom the Principal of the College or Institution shall be one."</i>		:
24.	Whether the College or Institution has submitted an Affidavit on Non-Judicial Stamp Paper of `100/- countersigned by the Oath Commissioner or Notary Public as per the Guidelines of UGC, NCTE, BCI, MCI or other Regulatory Bodies?		:
25.	Whether the College or Institution has submitted an Affidavit of Teaching and Supporting Staff on Non-Judicial Stamp Paper of `10/- declaring their appointments as per Format-II?		:
26.	Details of Auditor's Report prepared by the Registered Chartered Accountant to satisfy the Balance Sheet of the state of financial affairs of the College or Institution for the last two years (Enclose a copy of Auditor's Report).		:
27.	Details of the Affiliations provided by the University since the first affiliation (Details in a separate sheet)		:
28.	Compliances of Conditions put forth by the University at the time of previous affiliation (Details in a separate sheet)		:

29.	Whether the college / institute publishes Annual reports and submits them to the University?	:	
30.	Whether the college/ institute has the following committees? (Give Details) 1. Anti-ragging Cell 2. Internal Complaint Committee 3. IQAC 4. Students Grievance Cell 5. RTI Cell 6. Career Counselling Cell 7. Mental Health & Counselling Cell 8. SC/ST Cell 9. Any other Cell	:	
31.	Whether the employees (Teaching and Non-Teaching staff) are appointed permanent/regular and paid UGC/ Govt. scale of pay? (Enclose salary statement of the employees)		
32.	Whether the college has accredited by NAAC/ NCTE/INC or any other statutory accreditation agency by state/central government? (Enclose the accreditation certificate/report)		
33.	Whether the college has constituted 'College Council' as per norms of the university ordinance? (Enclose the list of the council member)		

DECLARATION BY THE COLLEGE / INSTITUTION

The information furnished above and statements made in the Application Form are based on exact facts and correct information with complete supporting documents for verification. If any of the aforementioned information and statements provided are found incorrect or spurious, then the undersigned shall be held solely responsible, and hence, the Rajiv Gandhi University may summarily reject this Application Form without assigning any reason, thereof. This is true to the best of our knowledge and belief.

Name & Signature of Principal with Seal

Name & Signature of Chairperson

Date:

Date:

Place:

Place:

b. PARTICULAR OF NON-TEACHING STAFF

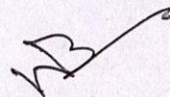
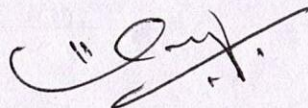
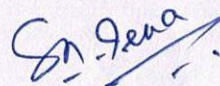
Sl. No.	Name	Designation (Full time / Part-time/ Contractual)	SC/ ST/ OBC/ Gen.	Date of Birth and Age as on _____	Educational Qualification	Working Experience in Years	Works Assignment	Any Training received	Date of initial appointment and Post to which he or she was appointed	Scale in which appointed (Attach Appointment Letter)	Present Basic & Total Emolument	Joining Date to present Post
				(Enclose necessary certificates/ letters)								
1	2	3	4	5	6	7	8	9	10	11	12	13

CERTIFICATE

- 1) This is to certify that the appointment of the above teaching staff has been made based on recommendation of the Selection Committee constituted as per the policy of the UGC/ Statutory Regulatory Authority and appropriate Ordinance(s) of Rajiv Gandhi University.
- 2) All appointments are on full-time and regular basis except those specified as part-time as per the UGC, MCI, BCI norms. The academic staff of the institution (including contractual/part-time staff) is paid salary in such scale of pay as prescribed by the UGC/State Government (Arunachal Pradesh)/Central Government from time to time through account payee cheque or as per advice into the bank account of employee specially opened for the propose. The supporting staff shall be paid as per the UGC/State Government (Arunachal Pradesh)/Central Government pay scale structure.
- 3) The management of the College or Institution shall discharge the statutory duties relating to pension, gratuity, provident fund, etc. for its employees. The institution shall follow all the norms of the UGC and Rajiv Gandhi University, as amended from time to time.
- 4) The reservation for SC/ST/OBC and other categories have been followed as per the State or Central Government rules.

Name & Signature of the
Principal of the College /or Institution (with seal)

Name & Counter Signature with Seal of the
Registrar/ Director, College Development Council, Rajiv Gandhi University.



RAJIV GANDHI UNIVERSITY

RONO HILLS, DOIMUKH-791112, ARUNACHAL PRADESH, INDIA

Email: cdc@rgu.ac.in

FORM-II

MANDATORY ENTRIES ARE TO BE MADE BY THE VISITING TEAM FOR GRANT OF **PERMANENT / TEMPORARY AFFILIATION TO THE COLLEGE/INSTITUTION OR TO ESTABLISH NEW COLLEGE / INSTITUTION OR START NEW COURSE UNDER THE RAJIV GANDHI UNIVERSITY, RONO HILLS**

The Visiting Team shall make each entry accurately during the physical verification and ascertaining of the information as filled in Form-I by the College/Institution with 'YES' case found correct or 'NO' in case found incorrect, while in the matter of quantities/number shall enter as 'ADEQUATE' or 'INADEQUATE.'

1.	Name of the College/Institution.	:	
2.	File No./ Code No. with date of submission.	:	
3.	Permanent Address of the College or Institution.	:	
	(i) Phone No./Mobile No.	:	
	(ii) Fax No.	:	
	(iii) Email.	:	
	(iv) Official Website.	:	
4.	Name of the Society/Trust/Organization with permanent address.	:	
5.	Registration Number of the Trust/ Society/ Organization (Copy of the Bye-Law/Constitution is to be enclosed).	:	

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11.	Details of Feeder Higher Secondary School or College and Institution:				
	Sl. No.	Name of the School or College	Number of students in the last qualifying examinations	Distance from the proposed College or Institution	Average number of students passed out in last three years
	(i)				
	(ii)				
	(iii)				
	(iv)				
	(v)				
	(vi)				
	(vii)				
12.	Details of Land and Building owned or possessed:				
	(i)	Whether land is owned by College or Institution or Society? (Submit documents of ownership etc.)	:		
	(ii)	Whether land is obtained on lease, if so, furnish the Deed of Agreement countersigned by the Notary Public or First Class Magistrate?	:		
	(iii)	Mention the particulars of Land Allotment Certificate or Land Possession Certificate issued by the Government.	:		
	(iv)	Mention the total area of land in square metres.	:		
	(v)	Whether land is free from any encumbrances, if yes, furnish the encumbrance certificate issued by the Competent Authority?	:		
	(vi)	Whether No Objection Certificate (NOC) obtained from the Competent Authority to construct building for the College or Institution, if yes, furnish the details?	:		
	(vii)	Furnish the building plan for the College or Institution with enclosed Architectural drawing.	:		
	(viii)	Whether connected by all-weather road?	:		
	(ix)	Mention the total built up area for classroom, multipurpose halls and	:		

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		administrative block in square metres. (Attach in a separate Sheet with the details: Sl No/ Description of Room etc./ Purpose of Use/ Dimension in Sq. Meters, Furnished/ unfurnished, Remarks)	:	
	(x)	Details of Building Completion Certificate countersigned by not below the rank of Executive Engineer of Central or State Government of the jurisdiction.	:	
	(xi)	Built up areas for future expansion and additional Courses or Programmes in square metres. (Submit extension ground plans)	:	
13. Provide the detail information on infrastructure/ Books and Records against the column given below:				
	(i)	Number of Class Rooms and size of each Class Rooms in square metres. (Attach in a separate Sheet with the details: Sl. No/ Description of Room etc./ Purpose of Use/ Dimension in Sq. Meters, Furniture and fixtures available in that room, ICT equipment available, Remarks)	:	
	(ii)	Size of Multipurpose Hall in square metres.	:	
	(iii)	Size of Seminar Hall / Conference Hall in square metres.	:	
	(iv)	Facilities for indoor sports & fitness facilities. (Give Details)	:	
	(v)	Whether playground owned or not, or sharing with other College or Institution, specify?	:	
	(vi)	Availability of the following Registers / Books etc. at the office of the Principal a) Minute Book of the GB b) Minutes Book of Staff Council Meetings c) Cash Book (Books or software based documents) d) Ledger (Books or software based	:	

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		documents)		
		e) Stock Register (Purchase and Issue)		
		f) Attendance Register (Staff)		
		g) Attendance Register (Students)		
		h) Admission Register		
		i) Long Roll for admitted students		
		j) Fees Collection Ledgers		
		k) Payroll / Salary Register		
		l) Register for issue of Mark sheet, Certificates, TC/CLC & CC etc.)		

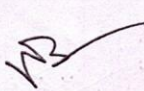
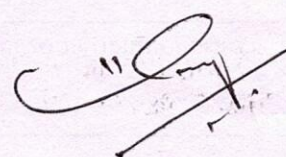
14.	Information for Academic and Supporting Staff (to be filled in the Format-II):			
15.	Provide the details information of academic equipment and logistics facilities as mention below:			
	(i)	Curriculum Laboratories (Science, Mathematics Kits, Maps, Globes, Chemicals, etc.,).	:	
	(ii)	ICT Resource Centre and ICT Resources (Attach separate sheet)	:	
	(iii)	Arts & Craft Resource Centre and Resources available (Attach separate sheet).	:	
	(iv)	Health & Physical Education Resource Centre and Resources available (Attach separate sheet). a) Facilities for First-aid and First-aid Box b) Any trained faculty or staff with first-aid training	:	
	(v)	Computer laboratory with following facilities	:	
	(a)	Whether access to internet or not?	:	

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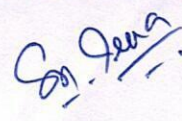
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	(b)	Whether TV, VCR, Projector & Camera are available in the Centre?	:	
	(c)	Whether Wi-Fi facility is available in the Campus?	:	
	(vi)	Whether the provisions for separate amenities are available for staff/students (male & female)?	:	
	(vii)	Whether the instructional space is available as per the UGC, NCTE or Council Guidelines, if yes, provide the details?	:	
	(viii)	Whether Fire Safety Certificate is obtained from the Competent Authority, if yeas, provide the details? (Attach copy of the certificate) a) Fire Fighting Equipment availed	:	
	(ix)	Whether the College or Institution is having safety measure for emergency purpose, provide the details (in a separate sheet)?	:	
	(x)	Whether invoice & payment receipt of purchased equipment are available or not?	:	
	(xi)	Whether acquisition entries are made in the Stock Register?	:	
<i>(Visiting Team Members are to affix their signature at the last page of Stock Register indicating the position).</i>				
16.	Whether the College or Institution is having the provisions for the following accommodations and facilities:			
	(i)	Principal's Office.	:	
	(ii)	Faculty's Rooms.	:	
	(iii)	Office Rooms.	:	

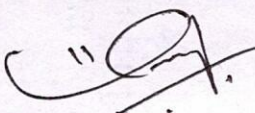
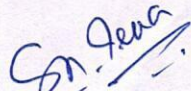




(iv)	Common Rooms for staff & students a) Boys Common Room b) Girls Common Room c) Staff Room / Faculty Chambers	:	
(v)	Visitor's Room.	:	
(vi)	Facilities for Differently Abled Persons. (Ramps etc. for Physically Challenged persons and other facilities or equipment for Physically Challenged persons)	:	
(vii)	Provisions for safe portable drinking water.	:	
(viii)	Availability of Canteen / Indoor sport facilities / Recreational Room etc.	:	
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(x)	Residential Facilities for the Staff. Give details in a separate sheet	:	
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(i)	Whether health and physical Centre is shared with attached School or College or Institution, if yes, mention the name?	:	
(ii)	Whether space, equipment and materials are made available for the Centre?	:	
(iii)	Whether required furniture are made available for the Centre as per the UGC, NCTE or Council Guidelines?	:	
(iv)	Whether invoice & payment receipt of purchased equipment are available?	:	
(v)	Whether acquisition entries are made in the Stock Register?	:	
18.	Library and Resource Centre, if available, furnish the following information:		
(i)	Whether the College or Institution created a separate Library facility?	:	

	(ii)	Mention the total numbers of titles in the Library.	:	
	(iii)	Mention the total number of textbooks in the Library in Course wise or Programmes wise (Details to be submitted in a separate sheet).	:	
	(iv)	Mention the total number of Newspapers, Magazines, Periodicals/ Journals subscribed. (in a separate Sheet)	:	
	(v)	Mention the total number of encyclopaedia, subject dictionary and reference titles procured. (in a separate Sheet)	:	
	(vi)	Mention the total seating capacity in the Library.	:	
	(vii)	Whether Library has e-contents access facilities or not?	:	
	(viii)	Reading Room Facility with details (Room details, Capacity, Hours of operation etc.)	:	
	(ix)	Registers Maintained by the Library and Reading Room	:	
	(x)	Internship Facilities for Students (Give details, in a separate Sheet)	:	
19.	Details of Instructional Facilities (for B.Ed. or M.Ed. Courses or Programmes):			
	(i)	Whether the College or Institution has created School Internship facilities for lower or upper primary classes for practice teaching, if yes, specify?	:	

	(ii)	Whether the College or Institution has created School Internship for secondary and senior secondary classes for practice teaching, if yes, specify?	:	
	(iii)	Whether curriculum laboratory is shared with attached School or College, if so, specify?	:	
	(iv)	Whether the laboratory facilities are as per the required level of School curriculum (equipment and consumable, etc.,) available for each subject, specify?	:	
	(v)	Whether the facilities or equipment provided in the laboratory are as per the standard and specification laid down by UGC, NCTE or Council?	:	
	(vi)	Whether the acquisition entries are entered into the Stock Register? If yes, mention with entries details?	:	
20.	Practice Teaching (for B.Ed. & M.Ed.), if yes, furnish the following information:			
	(i)	Whether the College or Institution made arrangement for Practice Teaching?	:	
	(ii)	Mention the number of School where Practice Teaching is proposed (on the basis of Certification of the School).	:	
	(iii)	Whether the distance for Practice Teaching School is within approachable limits?	:	
	(iv)	Particulars of No Objection Certificate (NOC) obtained from the School for Practice Teaching and Practice Teaching Completion Certificate.	:	
21.	Financial Accounting of the College or Institution, furnish the following information:			
	(i)	Details of the sources of financing of capital and operating expenditure (Enclose a separate sheet)	:	

	(ii)	Whether the staff salaries are disbursed through account payee cheque or account Transfer?	:	
	(iii)	Whether the salary structure of the staff is in consonant to the UGC pay-scale? (Provide proof of payment)	:	
	(iv)	Whether the Payroll Ledger is maintained by the College or Institution, if yes, (enclose the salary statements) of the staff?	:	
	(v)	Whether the selection of the staff made as per the University / UGC guideline? (Substantiate your claim with proof)	:	
	(vi)	Whether the selection committee includes University representative, approved or deputed by the University?	:	
	(vii)	Give the details of the Fees Structure, as approved by the GB or by any state authorities)	:	
	(viii)	Whether the fees structure is in consonant to the State Govt. / University Guideline?)	:	
22.	Details of Corpus and Endowment Fund of the College or Institution, held jointly by the College or Institution and the University (Applicable for Private College or Institution):			
	(i)	Mention the FDR number of Endowment Fund of `5,00,000 (Rupees Five lakhs), and name of issuing Bank with date and validation period (Enclose the original FDRs).	:	
	(ii)	Mention the FDR number of Corpus Fund of `15,00,000 (Rupees Fifteen lakhs) in case of non-science Course/ Programmes and `35,00,000 (Rupees thirty-five lakhs) in case of science and laboratory based Courses/Programmes/ Professional Course. Mention the name of issuing Bank with date and validation period (Enclose the original FDRs).	:	
23.	Details of the Governing Body of the College and its compliance to Statute 31 of RGU Act 2006 which includes <i>"Every such College or Institution shall have a regularly constituted Governing Body, consisting of not more than fifteen persons approved by the Executive Council and including among others, two teachers of the University to be nominated by the Executive Council and three representatives of the teaching staff of whom the Principal of the College or Institution shall be one."</i>		:	

24.	Whether the College or Institution has submitted an Affidavit on Non-Judicial Stamp Paper of `100/- countersigned by the Oath Commissioner or Notary Public as per the Guidelines of UGC, NCTE, BCI, MCI or other Regulatory Bodies?	:	
25.	Whether the College or Institution has submitted an Affidavit of Teaching and Supporting Staff on Non-Judicial Stamp Paper of `10/- declaring their appointments as per Format-II?	:	
26.	Details of Auditor's Report prepared by the Registered Chartered Accountant to satisfy the Balance Sheet of the state of financial affairs of the College or Institution for the last two years (Enclose a copy of Auditor's Report).	:	
27.	Details of the Affiliations provided by the University since the first affiliation (Details in a separate sheet)	:	
28.	Compliances of Conditions put forth by the University at the time of previous affiliation (Details in a separate sheet)	:	
29.	Whether the college / institute publishes Annual reports and submits them to the University?	:	
30.	Whether the college/ institute has the following committees? (Give Details) 1. Anti-ragging Cell 2. Internal Complaint Committee 3. IQAC 4. Students Grievance Cell 5. RTI Cell 6. Career Counselling Cell 7. Mental Health & Counselling Cell 8. SC/ST Cell 9. Any other Cell	:	
31.	Whether the employees (Teaching and Non-Teaching staff) are appointed permanent/regular and paid UGC/ Govt. scale of pay? (Enclose salary statement of the employees)	:	

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32.	Whether the college has accredited by NAAC/ NCTE/INC or any other statutory accreditation agency by state/central government? (Enclose the accreditation certificate/report)	
33.	Whether the college has constituted 'College Council' as per norms of the university ordinance? (Enclose the list of the council member)	

DECLARATION BY THE VISITING TEAM

The information furnished above and statements made in the Visiting Team Report are based on exact facts and correct information with complete supporting documents for verification.

This is true to the best of our knowledge and belief.

Note: On the basis of physical inspection and verification of the information as furnished by the College/Institution as per Form-I, the Visiting Team shall prepare a separate detail report and submit to the Rajiv Gandhi University within one week from the completion of visit and inspection work.

Observation and Recommendation of the Visiting Team:

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Name and signature of the visiting team:

Sl. No.	Name of the Visiting Team	Designation	Signature with date
1		Chairman	
2		Member	
3		Member	
4		Convener	

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C. S. S.

S. S. S.