

Your proposal will be processed only on fulfillment of the conditions mentioned above.

Subject to the fulfillment of all the conditions mentioned above, an Expert Committee visit shall be arranged by the Council for verification of all the facilities required for establishment of a new institution.

The Visiting Expert Committee will verify the original documents and all the necessary Infrastructural facilities required for establishment of a new Institution as per norms of the Council as detailed below and also mentioned in the expert committee visit report.

- > Original documents related to the land for the proposed institution and the other existing institutions (if any) for verification. Documents (khasra Plan etc.) to check continuity of land.
- > Land use certificate for the entire land of the proposed institution.
- > The site plan for the proposed land in relation to the adjoining built up structures, road etc.
- > The building plan for the proposed Institution clearly mentioning the survey numbers of the land area.
- > Whether the land of the proposed Institution has been fully developed with clear demarcations, either by a boundary wall / barbed wire fencing and all weather approach road to the Institution.
- > Availability of clear-cut demarcation of the built up space for the proposed institution from the built up space for the existing institution/s (if any in the same land/premises).
- > Whether the building is complete in all respects including plastering, internal electrification and effective conduct of classes etc. at least adequate for first year of the programme.
- > Whether all the required furniture and fixtures are in place as per requirements.
- > Whether books and Journals, as per Norms and Standards, have been procured, stamped and entered in the Accession Register.
- > Whether equipment, as per syllabus of first year, has been procured and is ready for use.
- > Whether copy of advertisement for recruitment of faculty, composition and proceedings of selection committee meeting are available.
- > Whether Director / Principal has been appointed, and faculty identified and their consent letter for joining the institution obtained.
- > Whether adequate operational funds as per AICTE norms are available in the form FDR/ Savings Account/Current Account in the name of the Society/Trust for all the Institutions run by the Trust.

The Expert Committee while examining the infrastructure / facilities will verify as to whether the development is in consonance with the proposal in the DPR and shall get a complete video CD of all the facilities.

The Expert Committee report shall be processed as per the revised Approval Process and the final decision for grant of approval or otherwise shall be communicated to all the concerned by AICTE, subsequently.

The applicant Trust / Society is hereby informed that issuance of LOI by AICTE does not entitle it automatic grant of Approval. The proposed institution cannot commence any educational activity and admit students based on LOI.

Thanking you,

Yours faithfully,

(Prof. Dev Vrat Singh)
Advisor (E&T)

17-3-2009

Copy to:-

1. The Regional Officer,
AICTE_SWRO,
Banaglore University Campus,
P.K. Block, Palace Road,
Bangalore- 560 009
2. The Principal Secretary to Govt.
Higher Education Department
Govt. Secretariat
Thiruvananthapuram-695 001 Kerala
3. The Registrar,
University of Calicut
Calicut University P.O.,
Malappuram Dt, Kerala
4. Guard File, E&T Bureau, AICTE, New Delhi

17/3/09