



# APPLICATION FOR GRANT OF AFFILIATION TO NEW PG COURSES FOR THE ACADEMIC YEAR 2014-15

Note: 1. Separate application is to be submitted for each P.G. subject

For Office use only

D.D. for Rs...... D.D.No...... Date ......

2. After obtaining the APSCHE permission the Colleges/Managements are required to register immediately in view of the P.G. Counseling scheduled in the first week of July, 2014.

	Registration Number:								
	Courses applied for :								
	Date :		Si	gnature	of the R	eceiver			
Į									
1.	Name of the College with complete postal address Tel. No. : Mobile No. : Mail ID :								
2.	College Code No.								
3.	Name of the Society and year of establishment								
4.	Nature of the College	1. Govt.// 2. Wome 3. Minorit (in case of n	n/Co :y / N	-Educati Ion-Mind	on : ority :	tificate to be	enclosed)		
5.	APSCHE/Govt. permission Lr.	Ño.	•	,			,		
	No. and date, for starting of	Course(s)							
	New PG course (s)	1.		2.		3.			
6.	Details of Corpus fund for the proposed course (s)	a) Amount b) Name o	of the	Bank / B	dt Branch :	be enclosed)			
7.	Latest OU affiliation orders number/date for all the existing U.G. & P.G. courses (enclose a copy)	(^	erox c	opies of the	<u> </u>	be enclosed)			
8.	Name of the Principal Mobile No.								
	Whether Appointed through Selection Committee :			Yes	s / No				
9.	University Nominees on :	Governing Body							
		Selection Committee							
10.	Nature of accommodation (Copies of ownership/Lease deed to be enclosed)	a) Own / Leab) Total Plint		of the buil	ding :				
		b) Total Fillit	ii alea	or the bull	uilig .				

11 (a) Details of existing courses along with sanctioned intake:																				
U.G. Courses																				
	B.A. B.Com						В.	Sc.		1			В	B.Sc.	(Cc	nt	d.)	-		
Combi- nation	Year of sanction	Intake	Medium	Combi- nation	Year of sanction	Intake	Medium	Combi-	nation	Year of	Intake		Medium		nation	Year of	sanction	Intake		Medium
																			-	
11 (b)						. Cou	rses	s (S	ubje		vise	)								
(i) M.A		1			2.					3.					4.					
(ii) M.S	Sc.	5			2.					3. 7.					4.					
(iii) M.	Com		es /N	o (iv) (	6. Other Cou	ırses	if an	., ·	1.	7.				2	8.					
12.				ition de						ass ro	oms				B.A.					
12.				UG cou		ļ									B.Co					
	(Details	of	course	wise allot m numbers	ment of r										B.Sc					
	area of	each	Class	room/Labo n to be enc	ratory / Lik		b)	No. c	of La	bs (su	ubjed	ct wi	se)		2.00					
	200.00		.g . o o .		.0004)		stry	کرر	gy	cs	nics	ters		logy	stry	ics	0	gy	ion	
							Chemistry	Botany	Zoology	Physics	Electronics	Computers	- <u>a</u>	technology	Bio Chemistry	Genetics	Micro	Biology	Nutrition	
							Ö				Ш	ŏ		te	0				_	
					c) Library/Reading Room															
						d) Ladies Waiting room														
13.	Acco	mm	noda	ition for	existir	na	Course No of No. of Any other								er					
13.				course		ig		Class Laboratorio						ories information						
	•		ourse wise allotment of rooms ne room numbers and the plinth							'	0011	3								
	area of (to be e			room/ Labo	oratory / Lib	orary														
																-				
14.	A c c c	mm	2040	tion pr	ovidod :	for		Cour	SP		No	of (	Class	:	No	of L	aho	rator	ies	
14.				ition pro ourse (s		101	Rooms					oms								
	(details	to be	e provi	ided separa	tely in a	the	(i)								i) ii)					
	plinth a				ribers and	tilo	(ii)								iii)					
							()								iv)					
							(iii)								V)					
															vi)					
15.	Amo	unt	sp	ent on	purch	ase				ı					1					
	of			nent 1		ach														
	labor			of	propo															
	of equi	pmer	nt pur	tatement chased sub	ject wise	along														
16.				evidence to																
16. Amount spent on purchase of books (subject wise) for																				
the proposed course (s)											``									
17.				Colleg					1	If yes	sno	cify		s/ſ ime	√o /permi	seinn	++عل	erl		
18.				Shift sy e additio					(	ıı yes	spe	он у	נווכ (	iiile	, her rill	JJIUI	ıcıl	.CI <i>)</i>		
10.						for	Sa	ame	pr	emis	ses	/ C	oiffe	erer	nt pre	emis	ses			
	accommodation provided for the new courses/				(In	cas	e acc	omi	noc	latio	n is	in a d	iffer	ent	pren	nise	es			
				ns is in t		ne		•							rship /					
	Prem			in a dif	Terent															

19.	No. of teachers appointed (List of subject wise teachers indicating date	Appoii	nted through Selection Committee	Appointed by the Management (Adhoc)
	and nature of appointment to be enclosed)			
20.	Library facilities available in		No. of titles	
	the college (subject wise number of titles and Volumes is		No. of Volumes	
	to be given separately)		nount spent during ast academic year	
21.	Whether the college		Yes/N	0 ( )
	accounts are audited or not	(If y	es, copy of the latest au	dit statement to be enclosed)
22.	Number of Governing Body	1		
	meetings conducted during	2		
	Last year (mention the dates)	3		

#### **DECLARATION**

We hereby, declare that the information furnished in the application is correct and we are liable for any disciplinary action, if found otherwise. Further, we undertake to provide required accommodation / Laboratories and other necessary infrastructure required for starting New P.G. Course(s) as per the Osmania University norms before the Inspection is conducted. The University may conduct Affiliation Inspection on any day after the registration form is submitted.

(	)	(	)
Signature	of the Principal	Signature of the Sec	cretary/Correspondent
With na	ame and seal	With na	me and seal

- NOTE: 1. All the applicants should submit the application form along with Demand Draft and the relevant enclosures in person at the Academic Branch, O.U. directly and obtain receipt. The application form should not be submitted in the <a href="Dak Branch">Dak Branch</a> of Osmania University. Incomplete applications will summarily be rejected without any correspondence.
  - 2. Statement showing details of infrastructural facilities, subject wise laboratory equipment and books procured, if any, after registration alongwith documentary evidence to be submitted to the University Inspection Committee at the time of the Inspection.

## List of enclosures:

- 1. Copy of APSCHE / Government permission letter. [as per S.No. 5]
- 2. Xerox copies of the Corpus Fund [as per S.No.6]
- 3. Demand Draft for Rs. 17,500/- for each subject to be drawn in favour of the Registrar, Osmania University towards registration and inspection fee. Details of the fees are:
- 4. Copy of the latest O.U. Affiliation orders for all the existing courses. [as per S.No. 7]
- 5. Copies of the appointment letter of Governing body nominee and Selection Committee.
- 6. Copies of Ownership / Regd. Lease deed for building(s). [as per S.No. 10]
- 7. Statement showing the course wise allotment of rooms along with room numbers and plinth area of each room and subject wise allotment of laboratories along with plinth area for the existing courses. [as per S.No. 12 & 13]
- 8. Statement showing the accommodation (rooms and laboratories) identified for <a href="new course(s)">new course(s)</a>. In case new accommodation is shown, copy of ownership / Regd. Lease deed for the building to be enclosed. [as per S.No. 14]
- 9. Statement showing the amounts spent on Laboratory equipment including work tables, etc., and purchase of books for the proposed course(s) [as per S.No. 15 & 16]
- 10.List of teachers subject wise indicating date and nature of appointment. [as per S.No. 8 & 19]. Also enclose the University approval for the appointment of Principal and teaching staff.
- 10. Copy of the latest audit statement.

## PROFORMA FOR PARTICULARS OF PRINCIPAL AND TEACHING STAFF

SNo	Name of the Teacher	Desig- nation	Qualifi- cation	University where	Division & percentage	Experi-	Nature of App	ointment
			studied		ence Through OU Selection Committee	Selection	Manage- ment	

### PROFORMA FOR ACCOMMODATION DETAILS

Floor	Room No.	Dimensions (Sft.)	Purpose

#### **RECEIPT**

Received an application for grant of affiliation	to New P.G. course along with
Demand Draft for (i) Rs No	Date
(ii)Rs No Date	Bank
drawn in favour of Registrar, O.U. toward	ls registration and Inspection
processing fee. The registration number of app	olication is
Date :	Signature of the Receiver
Date.	Name :
	Designation :

NOTE: Statement showing details of infrastructural facilities, subject wise laboratory equipment and books procured if any, after registration along with documentary evidence to be submitted to the University Inspection Committee at the time of the Inspection.