

ADIKAVI NANNAYA UNIVERSITY



APPLICATION FOR GRANTING AFFILIATION
FOR THE ACADEMIC YEAR: _____

- New UG College
 New UG Courses
 Additional UG Section

Name & Address of the College

Existing UG Courses	Proposed UG Courses

Rajah Rajah Narendra Nagar, GSL Post Office,
Rajahmundry - 533296.
A.P. INDIA.
Ph: 0883 - 2484133, 7093008489, Fax: 0883 - 2484133.
Website: www.nannayauniversity.info
E - Mail: deancdcanu@yahoo.com

CHECK LIST

- Two copies of printed filled in application along with enclosures in spiral binding is to be submitted.
- Enclose copies of the document in proof of the Information furnished in the same order as given below:

S.No.	Particulars of Enclosures	Yes/No
1.	Two printed filled in applications along with enclosures in spiral binding.	
2.	Soft copy of the filled application in pen drive/CD along with scanned enclosures.	
3.	Permission order issued by the Government / University/ APSCHE for the establishment of the applicant Degree College.	
4.	Latest affiliation order for the existing courses from the University.	
5.	Orders of the University/APSCHE sanctioning the existing courses and courses withdrawn.	
6.	Registered ownership deed in respect of land owned by the College.	
7.	Sketch plan of the Land certified by MRO.	
8.	Registered ownership / Lease Deed pertaining to the building of the Degree College.	
9.	Approved Building Plans, permission order from the authorities concerned for construction of building/Buildings in which the existing courses are run, drawn to scale by a licensed surveyor and certified by the Principal of a nearby Government Degree College.	
10.	FDRs / BGs as applicable towards Corpus Fund.	
11.	FDR for Financial Resources.	
12.	Documentary evidence for play ground /Gymnasium /Recreation /Games facilities.	
13.	Documentary evidence for parking area facility.	
14.	Sanitary Certificate.	
15.	Rural / Tribal Certificate from the MRO Concerned.	

APPLICATION FORM
(To be submitted in Two Sets along with Enclosures)

I. INFORMATION ABOUT THE COLLEGE		
1.	Name of the College	:
2.	Year of Establishment	:
3.	Address Do.No: Village / Street Mandal District Website & E-Mail Address	:
4.	Telephone Nos (With STD Code)	:
5.	Area of the College	: Urban / Rural / Tribal
6.	Status of the College	: Co-Education / Women's Aided (A) / Un – Aided / Govt. / Govt. (A)
7.	Status of Autonomy	: UG Courses / PG Courses / Professional/ Nil
8.	Status of NAAC Accreditation & Year of Accreditation	:

II. INFORMATION ABOUT THE MANAGING SOCIETY		
1.	Name of the Society	:
2.	Address of the Society	:
3.	Telephone Nos (With STD Code)	:
4.	Registration No. & Year of Registration of the Society	:
5.	Brief History of Society along with Constitution / Bye – Laws (Enclose Copy of Bye – Law)	:
6.	Name of Secretary of the Society	:

III INFORMATION REGARDING THE COURSES SANCTIONED & WITHDRAWN & EXISTING COURSE (GIVE DETAILS FOR Aided (A) / Un – Aided / Govt. / Govt. (A) COURSES)

S.No.	Courses/Combinations/Groups	Medium	No. of Sections	Sancti oned Intake	Year of Sanction with Proceedings No. & date	Year of withdrawal, if any, with No. Date of Progs.	Remarks
1.	M.A. a. b. c.						
2.	M.Com a. b. c.						
3.	M.Sc. a. b. c.						
4.	Professional Courses						
5.							

Note: Attach a Separate Sheet if needed.

Previous Year Examination Centre

a) Theory :
b) Practical :
c) English Lab :

S.No.	Existing Courses with Combinations	Medium	No. of Sections	Sanctioned Intake as per Original Procg.	First Year		
					Sanctioned Intake	Students on rolls	Second Language opted with Title
1.	M.A. a. b. c.						
2.	M.Com a. b. c.						
3.	M.Sc. a. b. c.						
4.							
5.							

Note: Attach a Separate Sheet if needed

V. DETAILS OF FACULTY MEMBERS

S.No.	Name	Qualifications with Subject	Class obtained with percentage of marks	Permanent / Temporary / Part – Time / Contract	Total Years of Service

Note: Attach a Separate Sheet if needed

VI. DETAILS OF OWN LAND			
Particulars		As Mentioned in Regd. Document	As Mentioned in Sketch Plan
1.	Extent of the Land in acres		
2.	Village / Mandal		
3.	District		
4.	Survey No.		
5.	Registered in the Name of (Society / Individual)		
6.	Distance of land from the proposed college building (in Km.)		

VII. DETAILS OF BUILDING ACCOMMODATON				
1.	Status of the College Building (whichever is applicable)	:	Own / Leased	
2.	Registered in the name of	:		
3.	Details of the Building as per the Regd. Ownership / Leased Deed and Building Plan			
			Own	Leased
	Survey No.	:		
	Do.No.	:		
	Village / Locality	:		
	Mandal	:		
	District	:		
	Type of Roof	:		
	Total Carpet Area	:		
	Period of Lease Deed	:	Not Applicable	Not Applicable
4.	Building Plan drawn to scale by licensed Architect and permission for construction of the Building approved by the authorities of (whichever is applicable)	:	Municipal Corporation / Municipality / Gram Panchayat	
5.	Working Plan is attested by	:		
6.	Photographs of the Building are attested by	:		

7.	Particulars of the Building Accommodation (Enclose Separate Sheet, if required giving full details)				
S.No.	Building Door No. / Floor	Room No.	Dimensions (in feet)	Carpet Area (in sft.)	Purpose for which it is used
I					
II					
III					
IV					
V					
VI					
VII					
VIII					
IX					
X					
Grand Total					

Note: Room Nos and total carpet area mentioned here shall be reflected in the approved building plan.

8.	In case new / Separate buildings are shown for additional accommodation, whether copy of the building plan certified by the Principal of a nearby Government Degree College is enclosed.	:	YES / NO
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VIII. DETAILS OF CORPUS FUND DEPOSITED

S.No.	Installment	Amount	Period (From – To)	FDR/Bank Guarantee No.	Date	Name, Code No. & Address of the issuing Nationalized / Scheduled Bank	Date Maturity	Date of Renewal
1.	First							
2.	Second							
3.	Third							

IX. DETAILS OF FINANCIAL RESOURCES

S.No.	Amount	Period (From – To)	FDR No.	Date	Name, Code No. & Address of the issuing Bank
1.					
2.					
3.					

X. PLAY GROUND FACILITIES

1.	Extent of Playground facility provided (Documentary evidence to be produced)				
	▶ If Provided in Same Premises (in sft.)	:			
	▶ If Provided within 5kms distance from the college (in sft.)	:			
2.	Place where such facility is provided	:			
3.	Designation of the competent authority with whom alternative arrangements are made	:			
4.	Whether transportation facilities are provided to take the students to the playground	:			YES / NO

XI. PARKING AREA

1.	Extent of parking area provided (minimum 20% of total built-up area) (Documentary evidence to be produced)				
	▶ If Provided in Same Premises (in sft.)	:			
	▶ If Provided within 100mts. From the college (in sft.)	:			

XII. SANITARY CERTIFICATE

1.	Name of the Sanitary Certificate issuing Authority	:			
2.	Designation	:			
3.	Address	:			

XIII. FIRE SAFETY CERTIFICATE

1.	Name of the Fire Safety Certificate Issuing Authority	:	
2.	Designation	:	
3.	Address	:	

XIV. OTHER INFORMATION, IF ANY

	Any other relevant information that the management of the college would like to provide in support of the Affiliation.	
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DECLARATION

I _____ of _____ Society / College hereby declare that the details given above are true and correct to the best of my knowledge.

I also understand that in case the particulars furnished in the applicant are found incorrect at any stage, the permission given may be withdrawn without giving any reasons.

Signature of Secretary / Correspondent of the Society