

COLLEGE DEVELOPMENT COUNCIL
ADIKAVI NANNAYA UNIVERSITY
RAJAHMUNDRY



APPLICATION FOR COLLEGE AFFILIATION (EDUCATION)
(B.Ed, M.Ed, B.P.Ed, U.G.D.P.E.d)
ACADEMIC YEAR _____

NAME OF THE COLLEGE & ADDRESS	NAME OF THE COURSE (S) PROPOSED
	<ol style="list-style-type: none">1.2.3.4.

ADIKAVI NANNAYA UNIVERSITY:: RAJAHMUNDRY



APPLICATION FOR COLLEGE AFFILIATION (EDUCATION)

(B.Ed, M.Ed, B.P.Ed, U.G.D.P.E.d)

ACADEMIC YEAR _____

	DD No	Date	Bank Name
Inspection Fees* (Rs 10000)			
Application Fees* (Rs 22000)			

1. College Particulars:

1.1	Name & Address		
1.2	Year of Establishment		
1.3	College Code		
1.4	Office website & Email ID		
1.5	Contact Nos	Office:	Cell:

2. Society/Trust Particulars:

2.1	Name & Address		
2.2	Date of Registration		
2.3	Renewal Date of Registration		
2.4	Website /Email ID		
2.5	Correspondent/Secretary Name & Address		
2.6	Contact Nos	Office:	Cell:

3. College Status (Enclose All Copies)

3.1	Govt. Permission GO	Order No.	Dt:
3.2	NCTE formal Recognition	First Order No.	Dt:
		Latest (2015-2016) Order No.	Dt:
3.3	Affiliation	First year of affiliation Order No	
		Latest order (2013-2014) No:	
		Latest order (2014-2015) No:	
3.4	NAAC Accreditation, if any	Order No.	Dt:
3.5	Type of College	Govt. / Aided / Un-Aided / Co-education / Women / Minority	
3.6	Name & Address of the Principal		
	Ph No:	Email id:	

***Note:** Fees to be Paid along with application:
 Inspection fees: in favour of "ANUR AFFILIATION COLLEGES INSPECTION FEES ACCOUNT", payable at Rajahmundry.
 Annual Affiliation fees: in favour of "THE REGISTRAR ANUR" payable at Rajahmundry

4. Land

4.1	Extent of own land provided to the college by the Society / Trust. As per NCTE 2014 Norms	
4.2	Whether the land is in the name of the society/college. If so, enclose the copies of the registered ownership documents.	
4.3	Date of Registration of land With Document Number (Enclose Copy)	
4.4	Latest Non-Encumbrance Certificate Issued by The Concerned Sub-Registrar (Enclose Copy)	
4.5	Land Conversion Certificate Issued by RDO (Enclose Copy)	
4.6	Land Usage Certificate Issued by RDO/ MRO (Enclose Copy)	

5. Accommodation (Pucca RCC roofed only):

- a. Total allotted built up area for the college (sq.ft) :
- b. Whether the building is owned by the society/college (or) taken on lease if taken on lease period of lease (Enclose copy) :
- c. Building plan approved by Panchayat/Municipality :
- d. Building completion certificate in the specified format Supplied by NCTE And Signed by PWD/Govt Engineer Which is Submitted to NCTE. :
- e. Building fitness certificate issued by PWD/Govt Engineer :

6. Details of Teacher Education courses (Enclose Copies)

Course	Intake	Medium	Duration	Land Details, Survey No, Building Earmarked (Details in Sq.ft.) Name of the Society
B.Ed				
D.Ed				
T.P.T				
M.Ed				
B.P.Ed				
UG.D.P.Ed				

7. Details of Courses offered other than Teacher Education Courses

Course	Intake	Medium	Duration	Land Details, Survey No, Building Earmarked (Details in Sq.ft), Name of the society

8. List of Teaching Faculty: (Enclose Latest Approved Staff List along with Existing staff Details as Annexure-I in the following table format)

S.No	Name And Designation	Date of Birth	Qualification	Subjects Taught	Dt. Of Appointment	Mode of Appointment (Through Selection Committee / University/ Govt Rules)	Full-time/ Part-time	Photo

9. List of Technical and Administrative Staff: (Enclose Details in the following table format as Annexure - II)

S.No	Name And Designation	Date of Birth	Qualification	Subjects Taught	Dt. Of Appointment	Mode of Appointment (Through Selection Committee/ University/ Government Rules)	Full-time/Part-time	Photo

10. Laboratory Facilities (Enclose the details as Annexure-III along with Bills copy):

S.No	Name of The Laboratory	No of Items Available	Total cost Rs

11. Physical Education resources :

- a) No of indoor courts :
 b) No of outdoor courts :
 c) Total no of Play material available (Enclose List) :

(Please give the details of the existing play ground of the institution if available already).

S.No.	Play Ground	Number	Area	Addl. Proposed
1	Foot Ball			
2	Hockey			
3	Cricket			
4	Volley-Ball			
5	Basket-Ball			
6	Badminton			
7	Kho-Kho			
8	Kabaddi			
9	Indoor Stadium			
10	Other Indian Games			

12. Infrastructure Particulars (Pucca RCC format)

S. No	Structure	No	Dimensions in (Sq.ft)		Total Plinth Area (Sq. ft)	Remarks
			Length (ft)	Breadth (ft)		
12.1	Principal Office 200 f					
12.2	Office Room(s) 200 f					
12.3	Visitors Room 200 f					
12.4	Staff Room(s) 400f					
12.5	Class Room(s) (6 nos)					
12.6	Seminar Room(s) 1000f					
12.7	Library Cum Reading Room 1000 f					
12.8	Mathematics Lab 600f					
12.9	Physical Sciences Lab 600f					
12.10	Biological Sciences Lab 600f					
12.12	Language Lab1 600f					
12.13	Language Lab2 600f					
12.14	Psychology Lab 600f					
12.15	Computers Lab 600f					
12.16	Educational Technology Lab 600f					
12.17	Arts And Craft Lab 600f					
12.18	Multipurpose Hall 2000f					
12.19	Ladies Waiting Room 300f					
12.20	Gents Waiting Room 300f					
12.21	Playground					
12.22	Parking space					
12.23	Toilets (for Staff)					
12.24	Toilets (for Boys)					
12.25	Toilets (for Girls)					
12.26	Store Room 300f					
12.27	Others (specify)					
	Total					
Hostel						
1	Girls hostel					
2	Boys hostel					

13. Furniture Particulars

S.No	Items	Office	Class Rooms	Staff Rooms	Library	Labs	Others (Specify)
13.1	Chairs						
13.2	Tables/Benches						
13.3	Almerahs/ Store-Wells						
13.4	Others (specify)						

14. Library Cum Reading Room (Enclose List along with Books Bills) :

- a) Total no of Books : Cost: Rs
- b) No of titles :
- c) No of Encyclopedias/Journals/Magazines :
- d) No of titles Added in the previous Year :

15. a. Fund Details

S.No	Nature of The Fund	Name of the Bank and Telephone No With STD Code	Amount	F.D.R No	Period For – Years	
					From	To
1	Endowment Fund					
2	Reserve Fund					

b. Whether a letter from the manager of the bank has issued FDR towards Corpus Fund is produced ? Enclose the FDR & Letter from the bank manager) yes/NO

16. Whether the Management of the College has obtained Fire Safety Certificate for the College Building (If YES enclose a Copy of Certificate) : YES / NO
17. Whether the Management of the College has obtained Sanitary Certificate (If YES enclose a Copy of Certificate) : YES / NO
18. Whether the Management of the College has provided Drinking Water facility : YES / NO (If YES enclose a Copy of Certificate)
19. Whether the Management of the College has provided Electricity facility : YES / NO (If YES enclose a Copy of Certificate)
20. Whether the enclosed the Affidavit and undertaking the prescribed proforma supplied by NCTE to be given on Rs.100 Non- judicial Stamp paper duly attested by Oath Commissioner/Notary Public. : YES / NO (If YES enclose a Copy of Certificate)
21. Whether the previous inspection reported deficiencies are fulfilled : YES / NO (If YES enclose a Copy of Certificate)
22. If the Management has more than one society, mention the name of the society and the courses offering:
23. Audit Statement of accounts of the Society/Trust along with the annual reports YES / NO (Last 2 years)

Certificate

(By Secretary & Correspondent/Principal)

We, the undersigned hereby certify that the management of our college has fulfilled all the Conditions stipulated by the Adikavi Nannaya University as per the norms of the NCTE – 2014 for grant of Temporary Affiliation/Conditional Affiliation to the courses mentioned above and the particulars furnished in the prescribed Proforma are true to the best of our knowledge.

Signature of the Principal
With Office Seal
(Full Name in Block Letters)

Signature of the
Secretary & Correspondent
(Full Name in Block Letters)

NOTE:

1. Photos of the Buildings, Laboratories, Library, Halls, Class Rooms, Staff Room, Office Room, Principal Room, etc., need to be mandatorily enclosed and duly signed by the Secretary & Correspondent/Principal.
2. All the documents along with this application should be submitted in spiral binding.
3. Secretary & correspondent and principal alongwith all the staff members must attend at the time of affiliation inspection

List of Documents to be submitted along with the Application

1. Society/Trust:
 - a. Society/Trust Registration Certificate. YES / NO
 - b. By-laws YES / NO
 - c. Latest Society/Trust renewal Certificate. YES / NO
 2. Land:
 - a. Land Documents English/Telugu version YES / NO
 - b. Latest Non-Encumbrance Certificate issued by the concerned Sub-Registrar Office. YES / NO
 - c. Land Conversion Certificate issued by RDO. YES / NO
 - d. Land usage certificate issued by MRO/RDO. YES / NO
 3. Building(Pucca RCC roofed only)
 - a. Building Plan approved by Panchayath/Municipality. YES / NO
 - b. Building completion certificate in the specified format supplied by NCTE and signed PWD/Government Engineer. YES / NO
 - c. Building fitness certificate issued by PWD/Government Engineer. YES / NO
 - d. In case of composite college details of buildings being used to run other courses. YES / NO
 4. First and latest formal recognition order obtained from NCTE Bangalore. YES / NO
 5. First and latest affiliation copies obtained from Andhra University. YES / NO
 6. Government G.O. for sanction of B.Ed., Course. YES / NO
 7. Latest approved staff list obtained from Andhra University before 30thJune 2015. YES / NO
 8. Affidavit and Undertaking the prescribed proforma supplied by NCTE to be given on Rs.100 Non-Judicial Stamp Paper duly attested by Oath Commissioner/Notary Public. YES / NO
 9. List of furniture (Room wise) should be given in a table YES / NO
 10. List of Science lab equipment along with bills YES / NO
 11. List of Psychology Lab equipment along with bills. YES / NO
 12. List of ET Lab equipment along with bills YES / NO
 13. List of ICT equipment along with bills YES / NO
 14. List of Mathematic lab equipment along with bills YES / NO
 15. List of equipment in the Arts, Crafts & Music along with bills. YES / NO
 16. List of Play material of Indoor and Outdoor courts along with bills. YES / NO
 17. List of books and journals in the library along with bills. YES / NO
 18. Fixed Deposits:
 - a) Reserve Fund for Rs. 5 Lakhs YES / NO
 - b) Endowment Fund for Rs. 3 Lakhs YES / NO
- Note: 1. FDR should be in joint account of Secretary & Correspondent of the Society/Trust and Regional Director, SRC NCTE, Bangalore.
2. If the FDRs are not in force the new FDRs should be drawn for
- a. Reserve Fund for Rs. 5 Lakhs
 - b. Endowment Fund for Rs. 7 Lakhs
19. Audit Statement of accounts of the Society/Trust along with the annual reports (Last 2 years) YES / NO