



Guru Gobind Singh Indraprastha University
Sector - 16C, Dwarka, New Delhi - 110078

Website: www.ipu.ac.in

No.GGSIPU/DR(Aff.)/Proposal/2016-17/ 1288^u

Dated: 29/1/2016

NOTICE

Invitation of proposals from Societies / Trusts / Govt. Deptt. / Govt. Institutions for establishment of New Institution to conduct programmes in affiliation with GGS IP University for the Academic Session 2016-2017.

In view of the Govt. Order dated 12.01.2016, the University hereby invites application for Grant of Affiliation to new Institutions for the Academic Session 2016 - 2017 (which is co-terminus with Grant of NOC by the Govt. of NCT of Delhi / concerned State Govt.

The Societies/ Trusts/ Govt. Deptts./Govt. Institutions who intend to apply for affiliation, are required to submit a written request to the University for issue of Login ID along with a Demand Draft for Rs.10,000/- per programme drawn in favour of The Registrar, Guru Gobind Singh Indraprastha University, New Delhi. All the relevant documents should be uploaded in the respective format wherever required during submissions of online application form and the copy of the same has to be submitted in the:

**Affiliation Branch, Administrative Block,
Room No. 19 / 20, Ground Floor,
Guru Gobind Singh Indraprastha University
Sector 16/C, Dwarka, New Delhi - 110078.**

On authorization by the concerned dealing officer/Official in the office detailed above, the applicant will deposit the Demand Draft/Fee in the Indian Bank, GGSIP University, Sector 16-C, Dwarka, New Delhi - 110078 against a receipt, and a copy of this receipt thereafter will have to be submitted to the Affiliation Branch for obtaining the Login ID and password for affiliation. However, Institutions established and run by Central Govt., the Govt. or a State Govt., or fully funded by the Central Government/ State Govt. / PSU/Corporation etc. /Societies enacted by Act of Parliament, etc. under the direct administrative control of Central Govt./State Govt., are exempted from submitting any fee.

Accordingly the institutes will submit the online application form for the Academic Session 2016 - 2017. Step-wise instructions regarding filling up of the form is as under:

1. Login the website www.ipuaffiliation.nic.in.
2. Log in with the unique login ID and password issued to you by the Affiliation Branch.
3. Change the password, however, the Login ID would not be allowed to be changed and would be used for further communication between the University and the respective Institute.
4. As you log in to the site, the step format for the Affiliation Form for the Academic Session 2016 - 2017 would be visible, the Institutes have to make sure that all the fields should be filled in and the information to be uploaded should be done properly.

5. In case any trouble or problem arises during the filling up of the form, the affiliation branch may be contacted on the following numbers:
- a.) 011-25302172
 - b.) 011-25302174

The applicants may refer to the details given in the following paragraphs for their information/guidance:

1. In the case of proposals mandated to require *ad referendum* approval by any Statutory/Regulatory Body/Authority as per the procedure laid down by it, the status of such application(s) submitted by the applicant society/ Trust/ Govt. Deptt./Institution to that concerned Statutory/Regulatory Body/Authority must be intimated to the University, along with documentary proof, to facilitate further appropriate action, based on the merits of the case, by the University.
2. The Policy Guidelines of Govt. of NCT of Delhi, Directorate of Higher Education, vide No. DHE-4(60)/Policy/GGSIPU/2014-15/5890-5904, Dated 12.01.2016, may be referred to for issue / revalidation of "No Objection Certificate and Other related Matters" (*copy appended as Annexure-I*). However, without prejudice to the proviso contained in any of these guidelines, any new guidelines issued *mutatis mutandis* by the Govt. and so adopted by the University at any time during the currency of their validity, shall be applicable for the academic session 2016-17. Further, the guidelines of the University regarding consideration to start M. Tech., M. Ed. & M. Pharma programmes for existing affiliated Institutions shall also be applicable for new Institutions applying for such programmes (Annexure – II).
3. Further, in the context of seeking affiliation for new Colleges/Institutes, reference may also be made to the UGC (Affiliation of Colleges by Universities) Regulations 2009, published in the Gazette of India, dated 20th February, 2010 and amendment thereof notified on 26th March 2012 which is available on the UGC website : www.ugc.ac.in. Clause 3.1 of these Regulations reads, "*The proposed college seeking affiliation, at the time of inspection by the University, shall satisfy the following requirements, or the requirements in respect of any of them prescribed by the Statutory / Regulatory body concerned in the case of technical / professional courses only.*" and Clause 3.1.1 reads "*Undisputed ownership and possession of land free from any or all encumbrances measuring not less than 1.5 acres if it is located in mega cities, 2 acres if it is located in metropolitan cities and 5 acres if it is located in other cities, provided that this sub-clause shall not apply to colleges already affiliated to the Universities in India*".

However, if any changes/amendments for the same are notified by the UGC at any time, the same may be considered by the University but, and notwithstanding this, the decision of the University shall be final in the matter under its consideration.

4. The Societies/ Trusts/ Govt. Deptts./Govt. Institutions desirous of applying for affiliation with the Guru Gobind Singh Indraprastha University for the Academic Session 2016-2017 may also refer to Statute 24 which lays down the "*Conditions under which colleges and institutions may be admitted to the privileges of the University and the conditions*

under which such privileges may be withdrawn” and Ordinance I for “Procedure for Considering Proposals for Affiliation of Colleges and Institution” of Guru Gobind Singh Indraprastha University Act No.09 of 1998, which are available on the University website : www.ipu.ac.in.

5. The Societies/ Trusts/ Govt. Deptts./Govt. Institutions desirous of seeking affiliations for the Institutes which are located outside Delhi but within the Jurisdiction of the University, may also note the following clauses of its Act No.09 of 1998:

(a)“Save as otherwise provided by or under this Act, the limits of the area within which the University shall exercise its powers, shall be those of The National Capital Region as defined in the National Capital Region Planning Board Act, 985 (2 of 1985)”

(b)“No college or institution situated within the jurisdiction of the University shall be compulsorily affiliated to the University, and affiliation shall be granted by the University only to such college or institution as may agree to accept the Statutes and Ordinances”.

(c)They may also refer to the “Essential Conditions of affiliation of Colleges and Institutions” vide Clause 3 (ii) (b) of Statute 24 of Guru Gobind Singh Indraprastha University Act which reads, “it has been granted a no-objection certificate by the concerned state government and recognized by the appropriate statutory authority, wherever applicable, for the subjects and courses of study for which affiliation is being sought”.

6. Therefore, and in consonance with what has been stated in para 5 above, the applications for affiliation of Colleges/ Institutes located in NCR region with GGSIP University **shall be considered only if they are granted a No Objection Certificate by the concerned State Govt.** in which the Institute is/proposed to be located as per the proviso laid down in Statute 24 of the GGSIP University Act No.09 of 1998, as mentioned in sub-para (a) to (c) above.
7. Merely applying for affiliation of a programme does not confer any right to the Institutes to become affiliated with the University, rather as per Sub-Section 1 of Section 21 of GGS IP University Act, 1998, the Board of Affiliation shall be responsible for admitting colleges of and Institutions to privileges of the University.
8. The Institute while applying with the University must submit a additional sheet with the details as given below, duly signed by the authorized signatory of the Institute:

S. No.	Name of the Programme	Space Required As per AICTE / DHE Guidelines	Space available as per Records
1.			
2.			

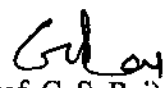
After the last date for submission of the online application is over the programme shall be automatically freezed and no further changes / correction what-so ever would be allowed to be

done by the system. Once the online submission is done, a printout of the filled in application duly signed by the Director / Principal along with all the relevant documents as mentioned in the prescribed formats shall be submitted in Affiliation Branch, Administrative Block, Room No. 19 /20, Ground Floor, GGSIP University, Sector 16C, Dwarka, New Delhi, along with the proof of having submitted one copy of the same to the concerned department of Govt. of NCT of Delhi (the pertains to the institute located in NCT).

The following information may also be noted by the Institute;

Last Date for submission of online Application form for Affiliation: upto 19th February 2016 till 11:59 p.m. and Last Date for submission of printout of the online Application form for Affiliation: upto 22th February 2016 till 3.00 p.m. (Before the last date, duly filled in pro-forma maybe submitted on any working day up to 3:00 pm.

Venue for Submitting of Printout of online Application form for Affiliation: Affiliation Branch, Room No. 19 / 20, Administrative Block, Guru Gobind Singh Indrapratha University, Sector 16/C, Dwarka, New Delhi - 110078.

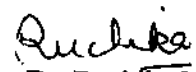

(Prof. C. S. Rai)
Incharge (Affiliation)

No.GGSIPU/DR(Aff.)/Proposal/2016-17/ 1288~

Dated: 29/1/2016

Copy to:

1. The Secretary, Higher & Technical Education, Department of Training and Technical Education and Higher Education, Govt. of NCT, Delhi, Muni Maya Ram Marg, Prembari Pul, Pitampura, New Delhi.
2. The Director, Directorate of Higher Education, Govt. of NCT of Delhi, 5, Shamnath Marg, Delhi.
3. The Director, Department of Training & Technical Education, Muni Maya Ram Marg, Prem Baripul, Pitampura, Delhi
4. The Secretary, Department of Health and Family Welfare, Govt. of NCT of Delhi, Delhi Secretariat, I.P. Estate, New Delhi.
5. The Secretary, Deptt. of Social Welfare, Govt. of NCT of Delhi, Delhi Secretariat, I.P. Estate, New Delhi.
6. COF, GGSIPU, New Delhi for information.
7. AR, VC Secretariat for kind information of Hon'ble Vice Chancellor, GGSIPU.
8. Section Officer to Pro Vice Chancellor for kind information of Pro V.C., GGSIPU
9. A.R. to Registrar for kind information of Registrar, GGSIPU.
10. Officer In-charge, Server Room with a request to upload this on the University website.


Dr. Ruchika Minocha
Assistant Registrar (Affiliation)



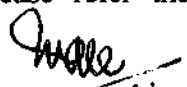
Guru Gobind Singh Indraprastha University

Sector – 16C, Dwarka, New Delhi – 110078

www.ipu.ac.in

Inviting Proposal for Grant / Revalidation of Continuation of provisional Affiliation for the Academic Session 2016 – 2017

Guru Gobind Singh Indraprastha University, Delhi has initiated the process for considering online applications of proposals for Affiliation of Colleges and Institutions for Grant / Revalidation of Continuation of Provisional Affiliation by the University for the Academic Session 2016 – 2017. The Last Date for submission of online Application Form for Affiliation is 19th February 2016 till 11:59 p.m. and Last Date for submission of printout of the online Application Form for Affiliation is upto 22th February 2016 till 3.00 p.m. (working days / working hours) in Room No. 20, Administrative Block, GGSIP University, Sector 16-C, Dwarka, New Delhi 110078. For details please refer the University website, www.ipu.ac.in


(Rajiv Kale)
Registrar

**STEP WISE INSTRUCTION FOR FILLING-UP THE ONLINE APPLICATION FOR
GRANT / CONTINUATION OF PROVISIONAL AFFILIATION FOR THE
ACADEMIC SESSION 2016-17**

1. Open the website www.ipuaaffiliation.nic.in
2. Enter the Login id and password issued by Affiliation Branch. For Existing Institutes the password will be the same as issued during 2015-16 or modified by the institute. For new institutions, the institute will request for Login and Password from Affiliation Branch.
3. For Security reasons, as soon as the password is issued by the Affiliation Branch, the Institute may change the password.
4. Follow the instructions for new password. After entering user id and new password user details are to be updated.
5. Go to the Master and Click on Trust Master
6. Click on the "Add New Trust" on the right corner of the screen
7. Go to Entry Tab>Affiliation Form>Step Wise Instruction> Click on the check box at the left side corner of the bottom of the screen>submit.
8. Select the Academic Year for which you are applying for
9. After entering the details in the respective fields press insert button to save the same. To add another data after pressing insert click on add button to go to the next field.
10. **In part IV: Academic programme for which continuation of Affiliation / NOC is sought:**
Existing Courses: For Existing Institutes, the field of Letter no. of State Govt. , Letter no. of Statutory Body, Letter no. of Affiliation Letter is required to be filled and copy of the document is also required to be attached in Pdf format. The process of attachment of the Pdf file(s) is as under:
 - a) Create Pdf files of the required documents and save it on the computer.
 - b) Go to Master Tab > click add button > Choose file> Insert>.
 - c) The above process has to be repeated for attaching other files also.
 - d) Then go to para IV >Select and attach the files> Insert>.
11. If under the list of Pay Scale, any Pay Scale is not shown or any additional Pay Scale is to be added the same can be done by clicking on Pay Scale Master.
12. If under the list of Pay Band, any Pay Band is not shown or any additional Pay Band is to be added the same can be done by clicking on Pay Band Master.
13. If under the list of Designation, any Designation is not shown or any additional Designation is to be added the same can be done by clicking on Designation Master.
14. If under the list of Labs, any Lab is not shown or any additional lab is to be added, the same can be done by clicking on Lab Master.
15. If under the list of qualification, any qualification is not shown or any additional qualification is to be added the same can be done by clicking on Qualification Master.

16. A. For the existing institutions the following fee structure will have to be adopted:

S. No.	Particular	Processing Fees	Application Fees for new / additional programme
1.	Institute located in Delhi	Rs. 45,000/- per programme	Rs. 10,000/- per programme
2.	Institute located Outside Delhi	Rs. 30,000/- per programme	Rs. 10,000/- per programme

However, Institutions established and run by Central Govt., the Govt. or a State Govt., or fully funded by the Central Government/ State Govt. / PSU/Corporation etc. /Societies enacted by Act of Parliament, etc. under the direct administrative control of Central Govt./State Govt., are exempted from submitting any fee.

The above fees would be deposited in the Indian Bank, GGSIP University Branch through Demand Draft after taking permission from the Affiliation Branch. The details of the fees submitted will have to be entered in the online application form.

For deposition of the processing fee for continuation of existing programmes and new programmes, a written request has to be submitted in the Affiliation Branch, for approval. Based on approval from affiliation branch, copy of request letter has to be deposited in the Indian Bank, GGSIP University, Sector 16-C, Dwarka, New Delhi – 110078 along with the Demand Draft within due time 10.30 a.m. to 3.30 p.m. (2.00 pm to 2.30 p.m. lunch time). The information about deposition of fee should be entered in the online application form within due time. University will not be responsible for any delay in deposition of fee or uploading of the details and submission of the same after due time i.e. 19th February, 2016 till 11.59 p.m. (for submission of online application form for affiliation) and 22nd February, 2016 till 3.00 p.m. (for submission of printout of online application form for affiliation in Affiliation Branch, room no. 20, Administrative Block, GGSIP University, Sector 16-C, Dwarka, New Delhi – 110078).

B. For the new institutions an amount of Rs. 10,000/- per programme will have to be deposited in the Indian Bank, GGSIP University Branch through Demand Draft after taking permission from the Affiliation Branch as mentioned above.

17. Copy of Challan received from Indian Bank may also be submitted with printout of online application form.
18. Follow the instructions and fill all the details of the Institute as required in respective fields.
19. No field should be left un-filled, else the software won't accept and proceed further.
20. All the documents to be uploaded in the online form should be in .pdf format.
21. In any field where detailed information is required and cannot be entered in the fields provided the same may be uploaded as annexure through the browse button provided.

Note: In case of any trouble in filling-up the form or for assistance please contact on the following numbers during working hours on each working day i.e. 9.30 to 5.30 from Monday to Friday:

1. 011-25302174
2. 011-25302172

GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sector-16C, Dwarka, New Delhi –110078.

Declaration Form in respect of norms of the University

w.e.f. academic session 2016-2017

(For use of applicant body to be submitted by the authorized signatory (permanent member) of the society/trust alongwith prescribed application form of the University for Affiliation)

PROPOSAL OF (Society/Trust).....

FOR AFFILIATION OF (College / Institute) (NAME).....

ADDRESS.....

CONTACT NO LANDLINE MOBILE NO.....

FAX..... Email TO CONDUCT

(Programme/s)..... DURING (Session)

..... IN AFFILIATION WITH GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY.

1. Registered Society / Trust (Name).....
(Registration No..... dated)
Address
Contact No..... Fax..... Email.....
2. Allotment Papers of Permanent Campus (PC)
(Document No..... dated)
3. Ownership Documents of PC - Registered sale deed/lease deed.
(Document No..... dated)
4. Record of Possession of PC - To be verified through tax receipt (water/property tax /
electricity bill / telephone connection/any other)
(Document No..... dated)
5. Land use certificate from DDA or Competent Government Body.
(Document No..... dated)
Issued by
6. Sanctioned plan of the built-up area by DDA or Competent Government Body. Annexure No.....
(Document No..... dated)
Issued by
7. Actual built up area available exclusively for the proposed programme duly attested by the
Authorized Signatory (permanent member) of the Society / Trust. Annexure No.....
(Document No..... dated)
Issued by

(Signature & Seal of Authorized signatory)

8. Constitution of Governing Body of the Society. Annexure No.....
(Document No..... dated)
Issued by
9. By laws or Memorandum of Association of the Society/Trust. Annexure No.....
(Document No..... dated)
Issued by
10. Safety Certificate of the Building Structure / Earth Quake resistance / Fire Safety for
establishment of an educational institution from the Competent Authority of the Government.
Date of Issue Date of Expiry
(Document No..... dated)
Issued by
11. Status of programme (s)conducted in case the
institute is already established and the recognizing body/ University.
(Proof No..... dated)
12. Undertaking in case the institute is running other programme of any other University/ body.
Annexure No.....
(Document No..... dated)
Issued by
13. Undertaking of the Society / Trust to abide by the Act, Statute, Ordinance,
Norms/Regulations of the GGSIP University. Annexure No.....
(Document No..... dated)
Issued by
14. No Objection Certificate of the concerned State Government.....Annexure No.....
(Document No..... dated)
Issued by
15. Letter of the Governing body of Society/Trust indicating the nomination of the authorized
signatory for correspondence with this University. Annexure
16. Use of basement, if any.

Specimen Signatures of the
Authorized signatory with seal

Name of authorized signatory _____
Designation _____
(with seal)

(Authorization Letter No..... dated)
Issued by

16. Approval of the Statutory BodyAnnexure No.....
(Document No..... dated)
Issued by

(Signature & Seal of Authorized signatory)

17. In case the institution proposed to be established, is in Lal Dora, Extended Lal Dora, School premises of Lal Dora/Extended Lal Dora; then following undertaking have to be submitted -
 (i) undertaking that the Land use is governed as per the Master Plan of Delhi 2021 and zonal plan.
 Annexure No.....Document No.....dated
- (ii) Undertaking that the proposed institute is proven to be operating in the non conforming area i.e. (Lal Dora/Extended Lal Dora for at least two years prior to the notification of MPD - 2021).
 Annexure No.....Document No..... dated
19. The institute is required to obtain an NOC from the concerned regulatory body that permits the courses to be run for which affiliation/ NOC is required. Annexure No.....
 (Document No..... dated)
 Issued by
20. I have not attempted to suppress or exaggerate data concerning the proposed institution in respect of Annexures detailed above and enclosed herewith and I also undertake that the institute will comply with all the conditions as may be imposed by the Govt. of NCT, Delhi/ University/ Statutory body and the institute shall not conduct any full time/ part time or distance education programme(s) within its premises without the specific prior permission of the University and will not use the trade mark/ trade name of the University for any other admission / teaching activity / conduct of any programme at any other campus.
21. The institute will provide the facilities available in the institute like campus / building / class room / other facilities / faculty / officials for University work as per the requirement of the University from time to time.

In the above provided information, there is no concealment of facts.

(Signature & Seal of Authorized signatory)

Name _____

Address _____

Date _____

Place _____

I hereby certify that all the above information are true and verified to the best of my knowledge and belief.

Signature of the Advocate

Seal / Stamp of the advocate

Name of the Advocate

Practicing at

Registration No.

Date

Place:

**For All Institutes/ Colleges which propose to apply for revalidation of NOC and
continuation of provisional affiliation
for Academic Session 2016-2017**

UNDERTAKING

*(to be submitted by authorized signatory of the registered Society/Trust/Govt. Body and
Director/Principal in case of existing institute)*

I (Name of the Director/Principal) Director/Principal of (Name of the institute) hereby undertake to comply with all the conditions indicated by the University at the time of grant / continuation of provisional affiliation, Statutory Body while according approval and State Government while issuing No Objection Certificate for the academic session 2016-2017 along with other conditions imposed from time to time throughout the year by them.

The University does not owe any responsibility for any number of seats remaining vacant in various programmes being conducted in the institute.

The Management of the institute is liable to return the fees to the students, if the admitted students withdraw their admission or are transferred to another institute.

I (Name of the Director/Principal) of the Institute (Name of the institute) also hereby undertake to abide by the Policy Guidelines of Govt. of NCT, Delhi /GGSIP University for academic session 2016-2017 onwards.

Signature:
Chairman/ Secretary of the Society/Trust
Name:
Designation:
Dated:
Seal of the Society:

Signature:
Director/Principal of the Institute
Name:
Designation: [.....]
Dated:
Seal of the Institute :

I hereby certify that all the above information are true and verified to the best of my knowledge and belief.

Signature of the Advocate

Seal / Stamp of the advocate

Name of the Advocate

Practicing at

Registration No.

Date

Place:

(The Undertaking should be submitted on a non-judicial stamp paper of Rs.100/-)

- Kindly read the enclosed proformas / formats carefully and provide the information as per existing status. Also please see that all the Annexures / Papers / Documents bearing information provided by you are duly signed and attested. (Please verify with the originals if photocopies are being enclosed).
- Please ensure that all information / detail provided by you is authentic and verifiable. In case of wrong or incomplete information, the institute will be liable to own demerits, therefore furnish us with the latest / correct information specially in respect of the status of teaching/non-teaching staff, library, labs, computer centre, infrastructure, etc.
- Please use additional sheets wherever required but also do not furnish irrelevant papers / enclosure to substantiate your information.
- The Institutions established and run by Central Govt., the Govt. or a State Govt., or fully funded by the Central Government, the Government or a State Government may submit the above said undertaking on the letter head of the Institution duly attested by the Principal /Director of the Institute.

Status of Endowment Fund created by the institute in case of programmes where it is not submitted to the statutory body

Sl. No.	Programmes	Year of Start of Programme in the University	Details of Endowment Fund (indicates Date, Amount, Bank and joint FDR number)		
			1 st Instalment	2 nd Instalment	3 rd Instalment
1.	BBA				
2.	BBA [CAM]				
3.	BBA[T&TM]				
4.	BBA [B&I]				
5.	BBA (Second Shift)				
6.	BBA [CAM] (Second Shift)				
7.	BBA [B&I] (Second Shift)				
8.	BCA				
9.	BCA (Second Shift)				
10.	BJMC				
11.	BJMC (Second Shift)				
12.	B. Com. (Hons.)				
13.	B. Com. (Hons.) (Second Shift)				

(Please enclose attested photocopies of the indicated instalments)

Signature:
Chairman/ Secretary of the Society/Trust
Name:
Designation:
Dated:
Seal of the Society:

Signature:
Director/Principal of the Institute
Name:
Designation:
Dated:
Seal of the Institute :

Performance and Placement of Students in the past years

Kindly provide details in the following format in respect of student performance, admitted to various batches at your institute from its inception programme-wise.

Performance Sheet

Batch-wise details (mention the batch/year of admission of students)

Semester-wise performance	Unsuccessful	Detained	Second Class	First Class	First with distinction	Exemplary performance
1 st Sem.						
2 nd Sem.						
3 rd Sem.						

- Past Record – Year-wise details of any other extra curricular achievements of students like debates, quizzes, competitions and other academic activities which have been taken up / attended by students (seminars, workshops, conference, Group Discussions).
- Details of student association (Duties/Privileges)
- Nature of Discipline maintained by students of the college
- Events Identified for the year & plan of implementation (academic events, sports, other co-curricular activities)

Signature:

Chairman/ Secretary of the Society/Trust

Name:

Designation:

Dated:

Seal of the Society:

Signature:

Director/Principal of the Institute

Name:

Designation:

Dated:

Seal of the Institute :

**GOVT. OF NCT OF DELHI
DIRECTORATE OF HIGHER EDUCATION
B' WING, 2ND FLOOR, 5-SHAM NATH MARG, DELHI-54.**

No. DHE- 4(60)/Policy/GGSIPU/2014-15/ 9820 900-7 Dated: 12/01/2016

To

The Registrar,
Guru Govind Singh Indraprastha University,
Sector-16C,
Dwarka, New Delhi-110078.

SUB: Policy Guidelines for the issue of NOC to the new/existing Institutions situated in conforming/non-conforming areas and allied matters related to self-financed institutions affiliated to GGSIP University for the year 2016-17 & onward.

Sir,

The Society/Institute should directly apply to the Registrar, Guru Gobind Singh Indraprastha University for revalidation/issue of NOC as per guidelines.

NOC shall be considered/granted only to those new Institutions which are located in conforming area as per MPD 2021.

1. Eligibility criteria for Affiliation

1.1 The government may permit new institutions to be set up in permanent building /complex only in conforming areas subject to the condition that they shall satisfy the following requirements, or the requirements in respect of any of them prescribed by any concerned Statutory body/ regulatory body:

- i. The applicant society or trust must have its own land and building in a conforming area of NCT of Delhi, as per MPD- 2021 and norms of U.G.C. notified vide notification dated 26.03.2012 will apply which is; 'undisputed ownership and possession of land free from any encumbrances measuring not less than 1.5 acres, if it is located in mega cities, 2 acres if it is located in metropolitan cities and 5 acres if it is located in other cities.'
- ii. The applicant society/trust must fulfil all statutory clearances, if applicable, and the terms and conditions prescribed by the Government of NCT of Delhi and the GGSIP University before an affiliation is granted by the University for setting up a new institution to run any approved course/ courses.
- iii. The covered area of the building in which the course is proposed shall be as follows:
 - a. For the programmes within the purview of GGSIP University such as BBA, BCA, B.Com & BJMC, the institute would be required to have built-up space in the ratio of 4.25 sqm. (all inclusive per student). For LLB, the built-up space in the ratio of 4.5 sqm. (all inclusive per student) till specific space factor is defined by Bar Council of India. For B.Voc, the built up space in the ratio of 5.0 sqm. (all inclusive per student).
 - b. For the programmes of very specialized nature such as B.Sc. (Medical Technology -Radiotherapy), the institute would be required to have built-up space in the ratio of 6.0 sq. mtrs. (all inclusive per student). In

view of the lesser number of students, this would however be subject to the satisfaction of the concerned joint inspection team, which may prescribe even higher requirement of space.

- c. For courses related to Special Education, NOC will be issued after the approval of RCI and based on the infrastructural norms of RCI, as applicable to a course.
- d. Wherever the approval is required from any statutory body, the norms prescribed, if available precisely, from that body for that programme would have to be adopted mutatis mutandis.
- e. Such institutions would be required to have the built up area for the total number of students as per the sanctioned intake for that particular year in addition to the sanctioned strength of students in the preceding years as on the date of inspection.
- f. If the institution is unable to add more space to accommodate fresh batch in the new academic year, no fresh admission would be allowed.
- g. The FAR for the Institutes in conforming area may be increased maximum up to 225% as notified by MOUD vide Notification dated 23.09.2013.
- h. The built-up area as assessed and verified by the JAC during their visit to an institute in conforming area and mentioned in their report may be

considered for granting the course(s)/ intake to that Institute, subject to the maximum limit as prescribed. Considering the fact that any building in use may have common operational areas like Basement, stairs etc., JAC may be advised not to take covered area strictly as built up area, Instead, the built up area as certified by the local body/ architect may be taken as final.

- i. Construction of covered area up to only 225% of area of the plot shall be considered for this purpose as per the sanctioned building plan from local body/ architect. Any construction beyond 225FAR will not be considered while allowing the intake for any particular course.
- j. The Buildings shall be disabled friendly.

1.2 Institutes located in non-conforming areas like Lal Dora and Extended Lal Dora will be allowed for annual renewal from their existing locations till notification of MPD 2021 subject to the condition that they are under consideration of DDA for regularization in MPD 2021. Thereafter, their continuation will be subject to the provisions of MPD 2021. Institutes functioning from agricultural land, rented premises and school building will be given annual renewal as per policy. However, till that time no addition and alteration shall be allowed in the existing infrastructure in institutes located in non-conforming areas and on agricultural land etc. as on date which is annexed as per the annexure-I (as per academic year 2014-15). Approval for this policy will separately be taken by the Department from the Govt.

2. Use of Basement

- 2.1 Extent and purpose of use of basement shall be determined on the basis of sanctioned building plan of the concerned Institute by the competent local body for the approved purposes and as per the usage allowed under MPD-2021. The use of basement will be specific for the purpose as mentioned in the sanctioned building plan and institutes are to obtain such usage permission from the competent local body with clear mention of the usage of basement allowed to the institute.
- 2.2 Any of the existing Institute whose use of basement is other than the approved purpose may be given one year time to relocate the activity which is presently going on. However, till then, no increase in seat, no new course and no second shift shall be allowed in these institutions.

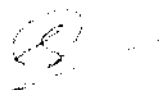
3. Eligibility criteria for Long Term NOC

- 3.1 The Government may revalidate NOC granted to institutions affiliated to the GGSIP University for up to a period of five years ,for a particular course ,subject to the following conditions:-
- i) The institution should be running in conforming area and in a permanent campus of its own.
 - ii) No penal action for last five years has been initiated against the Institute, no fine imposed by the AICTE/ concerned statutory body, DHE, DTTE, GGSIP University or any other Govt. Department.
 - iii) The institution should be successfully running academic programme(s) approved by the GGSIP University for at least a period of three years.

- iv) The Institution has secured 'A' Category in the inspection report of JAC during the last three preceding years.
- v) Academic Audit will continue to be done every year by the University even for courses for which NOC has been granted for more than one year.
- vi) After the expiry of five years, further revalidation of NOC on long term will be made on the basis of the preceding two years Academic Audit Report conducted by the University and subject to securing Category 'A' by JAC committee for the current academic year.
- vii) The Institute shall have built up area available for the entire duration of course.

3.2 The Government may revalidate NOC granted to institutions affiliated to the GGSIP University for up to a period of three years, for a particular course, subject to the following conditions:-

- i) The institutions should be running in conforming area and in a permanent campus of its own.
- ii) No penal action for last five years has been initiated against the Institute, no fine imposed by the AICTE/ concerned statutory body, DHE, DTTE , GGSIP University or any other Govt. Department.
- iii) The institution should be successfully running academic programme (s) approved by the GGSIP University for at least a period of three years.
- (iv) The Institution has secured minimum of 'B' Grade in the inspection report of JAC during the last three preceding years.



- (v) Academic Audit will continue to be done annually by the University Even for Courses for which NOC has been granted for more than one year.
- (vi) After the expiry of three years, further revalidation of NOC on long term will be made on the basis of the preceding two years Academic Audit Report conducted by the University and subject to securing Category 'B' by JAC committee for the current academic year.
- (vii) The Institute shall have built up area available for the entire duration of course.

3.3 In any case, where NOC has been granted conditionally for any course for less than full term of the programme due to non-fulfillment of infrastructure and built up space requirement , Long term NOC will not be granted till the time Institute fulfills space requirement for full term of course.

4. Revalidation of NOC and allied matters

4.1 In case of renewal of NOC for any programme, No fresh admission shall be allowed in a programme of an affiliated institution where admission has been less than 50% of the sanctioned seats for the last 2 years and further there should not be more than 20% short fall in faculty position. The Government may revalidate a No Objection Certificate granted to an affiliated institution running in a permanent campus for running existing programmes after careful consideration of the following parameters:-

- (i) That programmes are being run smoothly and the quality of education imparted is of acceptable standards.
- (ii) That all terms and conditions given in the NOC are being complied with.
- (iii) All terms and conditions for affiliation prescribed by the GGSIP University and other Statutory Bodies are observed.

Revalidation of NOC in Non-Conforming area

4.2 The revalidation of NOC for the courses running in Institutes located in non-conforming areas like Lal Dora / Extended Lal Dora will be given on annual basis till notification of MPD 2021 subject to the condition that they are under consideration of DDA for regularization in MPD 2021. However, till that time no addition and alteration shall be allowed in the existing infrastructure as on date which is annexed as per the annexure-I (as per academic year 2014-15). Addition of new courses, additional intake will be allowed within the existing infrastructure only on the recommendation of the JAC. Space norms will be applicable as mentioned in section 1.1(iii)(a) to 1.1(iii)(d). This will further be subject to the condition that the Institutions would procure a communication from DDA clarifying that the institute is located either in the conforming area or area proposed for inclusion as institutional land or area proposed for regularization as per policy of DDA. Further documentary proof of legal possession of the premises will be provided.

4.3 The revalidation of NOC for the courses running in Institutes located in Agriculture Land, School Building and Rented Premises will be given on annual basis only. No addition and alteration shall be allowed in the existing infrastructure as on date which is annexed as per the annexure-I(as per academic year 2014-15).

5. Withdrawal or cancellation of NOC

5.1 Notwithstanding the revalidation of the NOC for more than one year of such institutions, the government, at its sole discretion, reserves the right to continue to carry out annual inspections of institutions to ensure that the terms and conditions of NOC and the policies and norms of the government, the GGSIP University and other statutory bodies are being observed.

5.2 If it comes to the knowledge of the government through such inspections or through Complaints received with credible evidences /complaints that there has been violation of the terms and conditions of the NOC or that of the policies and norms of the GGSIP University as well as the provisions of GGSIPU Act or any other statutory bodies, the NOC may either be withdrawn or cancelled.

5.3 NOC is also liable to be cancelled if it has been obtained by fraud or misrepresentation of facts.

6 Addition of new programmes/ additional intake/interchange of programmes

6.1 No inter-change of programmes will be allowed. Only withdrawal and introduction of new programmes can be allowed subject to the following:

- (i) The request for withdrawal of any course/programme along with the request of interchange shall not be entertained. Thus the withdrawal shall not be linked to the interchange of a programme. Reasons for withdrawal to be specified in the application for the same along with the status of admission for the last years in the programme are to be provided. Further the policy proposed to be adopted for dealing with the existing students if the course(s) is allowed to be withdrawn needs to be specified. The students admitted to the

programme in an institute will be taken care by the institute with respect to providing teaching as well as other amenities till the permissible periods for the programme as per the University Ordinance, in case of withdrawal of a programme by the institute before completion of normal period.

ii) If an institution has been permitted to withdraw a programme, its request, if any for re-introduction of the same programme at a later stage shall be considered only as a new programme. There will be no consideration of any programme, earlier run by the Institute.

6.2 Addition of new programmes will be allowed to the Institute only if it has been awarded A and B Category by the JAC during the last two academic years.


6.3 Additional intake in a running programme will be allowed in the Institute only if the admission in the same programme during the last two academic years in the Institute is more than 75%.

7. Second Shift

7.1 New Institutions as well as existing institutions (both in conforming and non-conforming area) may be allowed to run 2nd shift for any course which is running in the morning shift **for at least two years in the institute**, where the recognition/NOC has been received from the statutory body/Govt., wherever applicable, subject to the fulfilment of condition of academic faculty requirement, infrastructural requirement and the curriculum as stipulated by the university and recommended by Joint Assessment Committee. The terms and conditions of the 2nd shift are as follows:



- i. As regards AICTE approved courses, in the annual review/inspection of the institution by the Joint Assessment Committee, the institution must have obtained more than 60% marks for the past 2 years in succession. The institution must have 80% faculty in position for the last two years for all programmes that have been approved.
- ii. The institution/society must not have been penalized for any major offence during the last three years by the University/Government.
- iii. The 2nd shift may be permitted for those institutes which are preferred on the basis of quality of education, distance, fee etc.
- iv. The institution must have at least 50% of the required senior faculty i.e. Professors and Readers for the last two years. The institution should however meet the senior faculty norms within the next two years.
- v. In any institution only those programme(s) can be permitted in the evening shift, which are being conducted in the morning shift. In any case, the number of students in any programme in the evening shift will not be more than that in the morning shift.
 - a) The commencement of the classes in the second shift and the examinations in the second shift will be held concurrently with the morning shift students in the same programme to keep the same standard of examination.
 - b) The Institution may recruit teachers for the second shift and have them in position two weeks before the commencement of actual classes.
 - c) The institution will have to procure more text books for the evening shift students, as may be required by the GGSIP University/Statutory Body.
 - d) The institution must recruit 50% additional permanent faculty as per approved norms for the 2nd shift and have them in position two weeks before the commencement of actual classes. For the said purpose 25% faculty may be utilized from the existing faculty. The existing faculty may be paid 50% of the Basic Pay + DA for the additional work.

- e) As far as non-teaching supporting staff is concerned, at least 50% additional staff should be appointed for 2nd shift and 50% existing staff of the 1st shift may be utilized. The existing staff may be paid 50% of Basic Pay + DA for the additional work.
- vi. If the institution is able to satisfy the University regarding the teaching staff being in position, non-teaching staff arrangements having been made and the schedule of classes being approved at least two weeks before the allotment of students, the students may be allotted during counseling itself.
- vii. All such institutes as are permitted to run 2nd shift shall be required to deposit 25% of the fee collected from the students admitted in 2nd shift till the course is completed, in higher education/training & technical education Departments for providing financial assistance to the students belonging to economically weaker section of the Society.
- viii. GGSIP University shall also inform the Government the number of 2nd shift programmes started in various institutes within a week from the last date of admission.
- ix. As regards, AICTE approved courses, the 2nd shift may be permitted only for those programmes which are already running in the existing institutions/premises for at least four years.
- x. Admission to the 2nd shift programme would be made on the basis of Common Entrance Test being conducted for the regular programme.
- xi. The reservation policy for admission would be same as that of the regular programme/guidelines issued by the govt. of NCT of Delhi.
- xii. The fee for the students admitted in the 2nd shifts would be the same as that for the students admitted in the regular programme.
- xiii. The institution will be required to give fresh undertaking for the programmes to be started in 2nd shift that they will abide by the terms and conditions/guidelines framed by Govt. of NCT of Delhi for running the said programme.
- 

xiv. After these conditions are satisfied, the University will issue a Letter of Intent (LOI) to the institute for starting the second shift of programme(s) in their Institution. After this letter is issued the institute is expected to comply with the following:-

- a) Submit to the University a proposed schedule of the classes for both the shifts in that programme.
- b) The schedule and timing of both the shifts will be prominently displayed by the Institutions in the premises. The evening shift students might have to study six days, which might include Saturday/Sunday in full, to complete the hours of study as per the scheme of the course. There would be no relaxation on academic content for the second shift.

8. Introduction of new Programmes

8.1 Any new programme other than existing programmes offered by University may be permitted after approval of relevant bodies/statutory bodies of the University and consent from Govt. of NCT of Delhi.

9. Institutes in Rented Premises and continuation of B.Ed in school buildings

9.1 Regarding college/institutes granted provisional affiliations on continuous basis and without shifting to permanent campus in the confirming area such existing institutions being running from rented premises, such institutes may shift to permanent campus and they will not be allowed any new admission w.e.f. 2017-2018, if not shifted in permanent campus. The Government/University may initiate action of complete closure of such Institutes in rented building after



the students enrolled in the institutes are phased out on completion of their courses.

- 9.2 Only B.Ed, course will be allowed to continue in the existing Institutes located in school building constructed on at least 2.5 acres of land situated in confirming are subject to the approval of NCTE/existing Policy of DDA. This will be further subject to the condition that sufficient provision has been made for operation of the school in a separate building/separately partitioned entity.

10. Courses run by SCERT

- 10.1 SCERT, an autonomous organization of Govt. of NCT of Delhi is according affiliation for ETT/ NTT etc. courses in Delhi. Since SCERT is an autonomous organization of Directorate of Education, Govt, of NCT of Delhi, the course of teacher training being run by the said organization may be clubbed with B.Ed, course. The institutions running B.Ed, course and intending to run other teacher training courses such as ETT/NTT etc. may run the said additional courses if they additionally meet the space norms, laid down by the NCTE for these courses under information to the University for running such courses.

11. Other clearances

- 11.1 All the Institutions should also submit Completion Certificate, Structural Safety Certificate, Earthquake Resistance Certificate and Fire Safety Certificate from the relevant authorities/ departments, alongwith the report of the JAC duly recommended by the University, as per the provisions contained in the GGSIP Act, 1998. The University may ensure that they comply with the U.G.C. Regulation 2009 notified on 20.02.2010 and amendments thereof notified on 26.03.2012.

12. Courses of other Universities:-

12.1 No institution that is affiliated to the GGSIP University will be allowed to run a course in affiliation with any Indian Central/ State/ Deemed / Private/ Foreign Universities. If any institution is found to have either run a course or is running a course in contravention of the norms of the GGSIP University, appropriate action for withdrawal of affiliation will be taken. The GGSIP University shall immediately report to the Government any instance of an Institute running a course affiliated to a University other than the GGSIP University for withdrawal or cancellation of NOC.

13. Reservation of Seats:-

The reservation policy and allocation of seats regarding admission of students for various courses in Govt., Govt, aided/ sponsored institutions shall be as per the guidelines/ instructions issued by the Government. In respect of self-financed privately managed institutions affiliated to the GGSIP University, the provisions of the Delhi Professional Colleges and Institutions (Prohibition of Capitation Fee, Regulation of Admission, Fixation of Non-Exploitative Fee and Other Measures to Ensure Quality and Excellence) Act, 2007 would apply for both the shifts.

14. Common Entrance Test:-

The GGSIP University has been appointed as 'Designated Agency' to conduct the Common Entrance Test and counselling for impartial & merit based selection of the students on behalf of the Government as has been done in previous years. No institutions would be allowed to make admissions without CET and counselling or as per procedure prescribed and/or notification so issued by Govt. of NCT of Delhi from time to time in this regard.

15. Issuance of LOI.

University will not issue LOI to any Institute for any programme without conducting the physical inspection of the Institute for availability of infrastructure.

16. Constitution of JAC

JAC may include the following:

- a. Chairman(IAS (Retd.)/Working or Senior DANICS (Retd.) /working
- b. Subject Expert (2) depending upon the number of programme intend/running in the institute from Central/State Universities and Govt. established Institutions of repute in Higher Education etc.
- c. Executive Engineer preferably from PWD from concerned area, wherever required
- d. Convener from GGSIP University.

17. JAC Report

JAC report in the prescribed proforma alongwith sanctioned building plan of the building, statutory clearances and safety certificates may be sent to the DHE within 3 days of its receipt.

18. Time schedule

Receiving of Applications for affiliation. Preferably December onwards of the ensuing Academic Year.

Start of JAC visits..... February onwards

Forwarding of JAC report to Govt.....simultaneously with conduct of JAC



Issue of NOC by the Govt.....Preferably within ten days of the receipt of each JAC report.

Finalization of intake by University..... by May End.

Start of Academic Session.....1st August

Note: No applications for new colleges/new courses or for additional intake in existing courses shall be entertained beyond the stipulated date as notified by the University for submission of application for provisional/revalidation/long term affiliation and in any case shall not be considered beyond the month of February. The application coming after that date should be considered in the next Academic Year.

19. Fees:-

The fee to be charged from the students admitted in both the shifts would be regulated by the State Fee Regulatory Committee under 'The Delhi Professional Colleges or Institutions (Prohibition of Capitation Fee, Regulation of Admission, Fixation of Non-Exploitative Fee and Other Measures to Ensure Equity and Excellence) Act, 2007'

20. Validity:-

These policy Guidelines shall be valid for a period of three years commencing from the academic year 2016-17. Nothing in these guidelines shall prevent the Government from making such changes in these guidelines at any time during the period of its validity as may be deemed appropriate.

These Policy Guidelines may be brought to the notice of all affiliated Institutions/concerned.

This issue with the prior approval of the Competent Authority.

Yours faithfully,


(SUNIL KUMAR)

A.O. -II(HIGHER EDUCATION)

No. DHE- 4(60)/Policy/GGSIPU/2014-15/5834: 5844 Dated: 12/01/2016
Copy to the following for information and further necessary action:

1. The Pr. Secy. to Hon'ble Lt. Governor, Raj Niwas, Delhi -54.
2. The Pr. Secretary to Hon'ble Chief Minister of Delhi, GNCTD, Delhi Secretariat, New Delhi-110002.
3. The Secretary to Hon'ble Deputy Chief Minister of Delhi, GNCTD, Delhi Secretariat, New Delhi-110002.
4. The OSD to Chief Secretary, GNCTD, Delhi Secretariat, New Delhi-110002.
5. The Vice Chancellor, GGSIP University, Sector-16 C, Dwarka, New Delhi with the request to place it on the web-site to give it wide publicity.
6. The Chairman, State Fee Regulatory Committee, Kashmere Gate Campus, Lothian Road, Delhi-110006.
7. The Pr. Secretary (H&FW), Deptt. of Health & Family Welfare, 9th Level, Delhi Secretariat, New Delhi-110002.
8. The Secretary (TTE), Deptt. of Training & Technical Education, Muni Maya Ram Marg, Pitampura, Delhi-88.
9. The Joint Secretary, MHRD, Govt. of India, Shastri Bhawan, New Delhi.
10. The Director (SCERT), Varun Marg, Defence Colony, New Delhi.
11. The Chairman, AICTE, 7th Floor, Chanderlok Building, Janpath, New Delhi.
12. The Chairman, Bar Council of India, 21, Rouse Avenue, Institutional Area, New Delhi-110002.
13. The Director, Medical Council of India, Pocket-14, Sector-8, Dwarka, New Delhi.
14. The Asstt. Programmer, DHE, with the request to place it on the web-site to give it wide publicity.


(SUNIL KUMAR)

A.O. -II(HIGHER EDUCATION)

**INSTITUTE RUNNING FROM SCHOOL BUILDING/RENTED
BUILDING/AGRICULTURE LAND PREMISES**

INSTITUTE RUNNING IN SCHOOL BUILDING

S.NO.	NAME & ADDRESS OF THE INSTITUTE
INSTITUTE AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY	
1	Amity Institute of Education, M-Block, Saket, New Delhi-110017
2	Guru Nanak College of Education, Road No. 75, Punjabi Bagh, New Delhi-110026
3	Guru Ram Dass College of Education, West Jyoti Nagar, Shahdara, Delhi-110094
4	Kalka Institute for Research and Advanced Studies, Kalka Public School Campus, Alaknanda, New Delhi-110019.
5	Mother Teresa Institute of Management, C-14, Prdct Vihar, Delhi-110092
6	Pradeep Memorial Comprehensive College of Education, Pratap Vihar, Kirari Extn., Nangloi, Delhi-110041.
7	R.C. Institute of Technology, Gopal Nagar, Najafgarh, New Delhi-11043.
8	St. Lawrence College of Higher Education, Geeta Colony Facility Centre, Delhi-110031
9	Trinity Institute of Higher Education, D-Block, Vikas Puri, ADJ. Kamal Public School, New Delhi-110018
10	V.D. Institute of Technology, Krishan Vihar, Sultan Puri, Delhi-110041.
11	Guru Nanak Institute of Management, Road No. 75, Punjabi Bagh (West), New Delhi-110026.
12	Lal Bahadur Shastri Institute of Management, Plot No. 11/7, Sector-11, Dwarka, New Delhi-110075.
13	School of Computer Science (Delhi Kannada Education Society), 3, Lodhi Estate, New Delhi.
14	Father Agnel Polytechnic, Father Agnel School,
INSTITUTE AFFILIATED TO BOARD OF TECHNICAL EDUCATION	
15	Guru Tegh Bahadur Polytechnic Institute (GT)

INSTITUTE RUNNING FROM RENTED BUILDING

S.NO.	NAME & ADDRESS OF THE INSTITUTE
INSTITUTE AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY	
16	Delhi College of Advanced Studies, B-7, Shankar Garden, Janak Puri, New Delhi-110018
17	Madhubala Institute of Communication and Electronic Media, 12-B, Madangir, New Delhi-110062.
18	Amity School of Engineering & Technology, 580, Delhi Palam Vihar Road, Brijwasan, New Delhi-110061.
INSTITUTE AFFILIATED TO BOARD OF TECHNICAL EDUCATION	
19	Marathwada Institute of Technology (MI)

Continue at page.....2

INSTITUTE RUNNING FROM AGRICULTURE LAND PREMISES

S.NO.	NAME & ADDRESS OF THE INSTITUTE
INSTITUTE AFFILIATED TO BOARD OF TECHNICAL EDUCATION	
20	Chhotu Ram Rural Institute of Technology (CR)
21	International Polytechnic for Women (IN)

**INSTITUTES RUNNING FROM NON CONFORMING AREA
(LAL DORA/EXTENDED LAL DORA)**

S.NO.	NAME & ADDRESS OF THE INSTITUTE
INSTITUTES AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY	
22	Beri Institute of Technology, Training and Research
23	Delhi Institute of Rural Development (DIRD), G.T. Karnal Road, Holambi Khurd, Delhi-110082
24	Delhi Institute of Rural Development (Sister Branch of DIRD), G.T. Karnal Road, Village Nangali Puna, Delhi-110036
25	Delhi Teachers Training College, 340, Deen Pur, Bijwasan Road, Najafgarh, New Delhi
26	Fairfield Institute of Management & Technology, Plot No. 1037/1, FIMT Campus, Kapashera, New Delhi-110037
27	Kamal Institute of Higher Education and Advanced Technology, K-1 (Block), Mohan Garden, New Delhi-110059
28	Kastur. Ram College of Higher Education, Village Kharola (Kh. No. 17/1/2/3 dated 33/3), Narela, Delhi-110040
29	Lingaya's Lalita Devi Institute of Management and Sciences, 847-848, Mandi Road, Village Mandi, New Delhi-110047
30	Sant Hari Dass College of Higher Education, (Opp. Air Force Station), Bani Camp, Najafgarh, New Delhi-110043
31	Sri Ram Institute of Teacher Education, Sector 25, Dwarka, New Delhi-110045
32	HMR Institute of Technology & Management, Harmed Pur, Delhi-110036
INSTITUTES AFFILIATED TO BOARD OF TECHNICAL EDUCATION (TTE)	
33	Baba Haridas College of Pharmacy Jharoda Kalan, Delhi
34	Subramanlyam Bharati College of Science & Tech Holambi Khurd

1152

GOVT. OF NCT OF DELHI
DIRECTORATE OF HIGHER EDUCATION
B-WING, 2ND FLOOR, 5-SHAM NATH MARG, DELHI-110054

No.F.DHE-4(60)/Policy Guidelines/14-15/Pt.file/52

Dated:- 29/01/15

To,

The Vice Chancellor,
Guru Gobind Singh Indraprastha University,
Sector 16-C, Dwarka,
New Delhi-110075

Sub:- Approval for publishing an advertisement with respect of invitation of proposal for continuation of provisional affiliation for the academic session 2015-16 by GGSIP University.

Sir,

I am directed to convey the No Objection of Chief Electoral Officer, Delhi to publish an advertisement with respect to invitation of proposal for continuation of provisional affiliation for the academic session 2015-16 by GGSIP University, with the condition that :

"No impression should be given or created that the same has been done with a view to influencing the electorate in favour of ruling party. Further, in case of advertisements, photo of any minister/ political functionary should not be contained therein".

Besides, Hon'ble Lt. Governor, Delhi has also approved the continuation of the existing Policy Guidelines norms vide letter dated 06/05/2011 as modified vide letter dated 02/04/2014 and 01/07/2014.

Yours faithfully.

(Achia Singh)
Director (Higher Education)

Affiliation Branch 5883
Received on... 29/1/15



294/6
11/3/14

**GOVT. OF NCT OF DELHI
DIRECTORATE OF HIGHER EDUCATION
B -WING, 2ND FLOOR, 5 SHAM NATH MARG, DELHI-54.**

NO.DHE-4(61)/2010-11/1391

Dated: - 04/7/14

To,

The Registrar,
Guru Gobind Singh Indraprastha University,
Sector-16C, Dwarka,
New Delhi-110 075.

**Sub: POLICY GUIDELINES FOR ISSUE/REVALIDATION OF 'NO
OBJECTION CERTIFICATE' FOR THE ACADEMIC YEAR 2014-15-
CONTINUATION REGARDING**

Sir,

In this regard, I am directed to convey approval of Hon'ble L.G in regard to modification/additions in the existing Policy Guidelines conveyed by this office letter no. DHE,4 (61)/2010-11/08 dated 02/4/2014 for the academic year 2014-15:

1. The FAR for the institutes in the conforming area may be increased maximum up to 225%, as notified by the MOUD vide notification dated 23/9/2013.
2. The built up area as assessed and verified by the JAC during their visit to an institute in conforming area and mentioned in their report may be considered for granting the course(s)/ intake to that Institute, subject to the maximum limit as prescribed. Considering the fact that any building in use may have common operational areas like Basement, stairs etc., JAC may be advised not to take covered area strictly as built up area. Instead, the built up area as certified by the local body/architect may be taken as final.
3. Cases of all those institutes who were allowed to start various new programme/additional intake during 2013-14 on the recommendation of the JAC and without the NOC of the Delhi government may be reviewed. Issuance of NOC to various institutes for such

22/7/14
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programmes/intake for 2013-14 may be reconsidered as per the recommendations of JAC and availability of built up space as verified and mentioned by the JAC on the basis of legal documents. Since some of the Institutes that were not considered for such programmes / intake by the JAC for 2014-15, University may be asked to conduct separate JAC for this purpose, wherever required and NOC may be granted based on recommendation of JAC.

4. Interchange of existing programmes in the institutes may be allowed among the courses being run in the institute subject to the provisions of the policy guidelines, more especially the space factor as explained at item nos. (1) and (2) above.
5. The ban on the new affiliations during the academic year 2014-15 may be relaxed and affiliation may be granted subject to strict scrutiny of facilities to ensure fulfillment of all norms about infrastructure, staff / faculty etc. through JAC and only after NOC is obtained from the State Government. The University shall ensure that an engineer of at least EE rank is a part of the assessment committee.
6. For MBA programme, norms and standards for infrastructure and academic facilities as prescribed by AICTE may be considered for grant of intake and issuance of NOC.
7. For colleges located outside Delhi, 85% seats must be reserved for Delhi residents.

This supersedes the earlier letter no. NO.DHE-4(61)/2010-11/1342 dt. 27/6/2014.

Yours faithfully,

(ATUL MARWAH)

ADMN. OFFICER (HIGHER EDUCATION)

296/6
11/2

GOVT. OF NCT OF DELHI
DIRECTORATE OF HIGHER EDUCATION
B -WING, 2ND FLOOR, 5 SHAM NATH MARG, DELHI-54.

NO.DHE-4(61)/2010-11/1390

Dated: - 01/7/14

To,

The Registrar,
Guru Gobind Singh Indraprastha University,
Sector-16C, Dwarka,
New Delhi-110 075.

Sub: LOI issued by GGSIP University for Academic Year 2014-15

Sir,

I am directed to convey approval of Hon'ble L.G of the following :

1. LOI issued by the University in the case of JIMS Institute, Noida is concerned with the State Government of U.P. Institute may be asked to take-up the matter with concerned State Government and then approach the GGSIP University.
2. LOI issued by the University in the case of Chanderprabhu Jain College of Higher Studies may be honoured subject to the approval of the statutory body and recommendation of JAC for the academic year 2014-15.

Yours faithfully,


(ATUL MARWAH)
ADMN. OFFICER (HIGHER EDUCATION)

**GOVT. OF NCT OF DELHI
DIRECTORATE OF HIGHER EDUCATION
B-WING, 2nd FLOOR, 5 SHAM NATH MARG, DELHI**

No.DHE-4(61)/2010-11/ 304

Dated: 6.5.2011

To

The Registrar,
Guru Gobind Singh Indraprastha University,
Sector -16 C, Dwarka,
New Delhi-110 075.

**Sub: POLICY GUIDELINES FOR ISSUE / REVALIDATION OF 'NO
OBJECTION CERTIFICATE' AND OTHER ALLIED
MATTERS TO PRIVATELY MANAGED SELF-FINANCED
INSTITUTIONS LOCATED IN CONFORMING AREA,
SEEKING AFFILIATION / AFFILIATED TO GURU GOBIND
SINGH INDRAPRASTHA UNIVERSITY FOR THE ACADEMIC
YEAR 2011-12 & ONWARDS.**

Sir,

The Society / Institute should directly apply to the Registrar, Guru
Gobind Singh Indraprastha University for revalidation / Issue of NOC as
per Guidelines.

NOC shall be considered / granted only to those new institutions
which are located in conforming area as per MPD 2021.

(1) Existing Institution in Permanent Campus:-

If an institution functioning from a permanent building or campus
wishes to withdraw or inter-change a programme, the institution
may do so by submitting an application to the Guru Gobind Singh
Indraprastha University, hereinafter called G.G.S.I. University,
Govt. of NCT of Delhi enclosing the following details:-

- i) Status of admission for the last 2 years for that
programme;
- ii) The reasons for proposed withdrawal or inter-change;

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- iii) The Policy proposed to be adopted for dealing with existing students if the course(s) is allowed to be withdrawn or interchanged.
- (2) No fresh admission might be allowed in a programme of an affiliated institution where admission has been less than 50% of the sanctioned seats for the last 2 years and where faculty position is unsatisfactory. Consequently, the programme shall be placed in "No Admission" category. The Government may revalidate a No Objection Certificate granted to an affiliated institution running in a permanent campus for running existing programmes after careful consideration of the following parameters:-
- i) That programmes are being run smoothly and the quality of education imparted is of acceptable standards.
 - ii) That all terms and conditions given in the NOC are being complied with.
 - iii) All terms and conditions for affiliation prescribed by the G.G.S.I. University and other Statutory Bodies are observed.
- (3) (a) The Government may revalidate NOC granted to institutions affiliated to the GGSJ University for up to a period of five years subject to the following conditions:-
- i) The institutions should be running in conforming area and in a permanent campus of its own.
 - ii) The institution should be successfully running academic programme(s) approved by the GGSJ University for at least a period of three years.
 - iii) The Joint inspection team appointed by the GGSJ University has recommended grant of NOC for up to five years on the basis of other parameters as well.
 - iv) The Institution has secured at least 75% of the maximum marks of the inspection report.
- (b) The Government may revalidate NOC granted to institutions affiliated to the GGSJ University for up to a period of three years subject to the following conditions:-
- i) The institutions should be running in conforming area and in a permanent campus of its own.
 - ii) The institution should be successfully running academic programme(s) approved by the GGSJ University for at least a period of three years.

- iii) The Joint inspection team appointed by the GGSJ University has recommended grant of NOC for up to three years on the basis of other parameters as well.
 - iv) The Institution has secured 65% to 74% of the maximum marks of the inspection report
- (4) Notwithstanding the revalidation of the NOC for more than one year of such institutions, the government, at its sole discretion, reserves the right to continue to carry out inspections of institutions to ensure that the terms and conditions of NOC and the policies and norms of the government, the GGSJ University and other statutory bodies are being observed.
- (5) If it comes to the knowledge of the government through such inspections or otherwise that there has been violation of the terms and conditions of the NOC and that of the policies and norms of the GGSJ University and other statutory bodies, the NOC may either be withdrawn or cancelled after following appropriate procedure.
- (6) NOC is also liable to be cancelled if it has been obtained by fraud or misrepresentation of facts.

(7) 2nd Shift:-

(1) Institutions running in permanent campus may be allowed to run 2nd shift for BBA, BBA(B&I), BBA(T&TM), BBA(CAM), BCA, BJMC and where the recognition / NOC has been received from the statutory bodies. The terms & conditions of the 2nd shift are as mentioned below:-

- i. As regards AICTE approved courses, in the annual review/ inspection of the institution by the Joint Assessment Committee, the institution must have obtained more than 60% marks for the past 2 years in succession. The institution must have 80% faculty in position for the last two years for all programmes that have been approved.
- ii. The institution / society must not have been penalised for any major offence during the last three years by the University/ Government.
- iii. The 2nd shift may be permitted for those institutes which are preferred on the basis of quality of education, distance, fee etc.
- iv. The institution must have atleast 50% of the required senior faculty i.e. Professors and Readers for the last

two years. The institution should however meet the senior faculty norms within the next two years.

v. In any institution only those programme(s) can be permitted in the evening shift, which are being conducted in the morning shift. In any case, the number of students in any programme in the evening shift will not be more than that in the morning shift.

- a) The commencement of the classes in the second shift and the examinations in the second shift will be held concurrently with the morning shift students in the same programme to keep the same standard of examination.
- b) The institution may recruit teachers for the second shift and have them in position two weeks before the commencement of actual classes.
- c) The institution will have to procure more text books for the evening shift students, as may be required by the CGSI University / Statutory Body.
- d) The institution must recruit 50% additional permanent faculty as per approved norms for the 2nd shift and have them in position two weeks before the commencement of actual classes. For the said purpose 25% visiting faculty may be engaged and remaining 25% faculty may be utilized from the existing faculty. The existing faculty may be paid 50% of the Basic Pay + DA for the additional work.
- e) As far as non-teaching supporting staff is concerned, at least 50% additional staff should be appointed for 2nd shift and 50% existing staff of the 1st shift may be utilized. The existing staff may be paid 50% of Basic Pay + DA for the additional work.

vi. If the institution is able to satisfy the University regarding the teaching staff being in position, non-teaching staff arrangements having been made and the schedule of classes being approved atleast two weeks before the allotment of students, the students may be allotted during counselling itself.

vii. All such institutes as are permitted to run 2nd shift shall be required to deposit 25% of the fee collected from the students admitted in 2nd shift till the course is completed, in higher education / training & technical education Departments for providing financial

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assistance to the students belonging to economically weaker section of the Society.

- viii. GGSJ University shall also inform the Government the number of 2nd shift programmes started in various Institutes within a week from the last date of admission.
- ix. As regards AICTE approved courses, the 2nd shift may be permitted only for those programmes which are already running in the existing institutions/premises for at least four years.
- x. Admission to the 2nd shift programme would be made on the basis of Common Entrance Test being conducted for the regular programme.
- xi. The reservation policy for admission would be same as that of the regular programme/guidelines issued by the Govt. of NCT of Delhi.
- xii. The fee for the students admitted in the 2nd shift would be the same as that for the students admitted in the regular programme.
- xiii. The Institution will be required to give fresh undertaking for the programmes to be started in 2nd shift that they will abide by the terms and conditions/guidelines framed by Govt. of NCT of Delhi for running the said programme.
- xiv. After these conditions are satisfied, the University will issue a Letter of Intent (Loi) to the Institute for starting the second shift of programme(s) in their Institution. After this letter is issued, the institute is expected to comply with the following :-
 - a) Submit to the University a proposed routine of the classes for both the shifts in that programme.
 - b) The evening shift students might have to study six days, which might include Saturday/ Sunday in full, to complete the hours of study as per the scheme of the course. There would be no relaxation on academic content for the second shift.

- (8) The Government will permit commencement of existing courses, other than BBA, BBA (B&I), BBA (T&TM), BBA(CAM); BCA and BJMC of the GGS Indraprastha University, as well as the following courses to new institutions during the year 2011-12:-
- | | | |
|--------------------------|---|-------------------------------|
| a) MBBS, MS, MD |) | Provided the Society/ |
| b) BHMS, BAMS, BUMS, |) | Trust has its own |
| c) BDS, MDS, |) | Hospital as prescribed |
| d) B.Sc. Nursing |) | under the provision of the |
| e) Paramedical Education |) | Statutory Authority concerned |
- (9) Only B.Ed. course will be allowed to be run in a school building or complex that has been constructed on at least 2.5 acre plot situated in a conforming area, as per MPD-2021.
- (10) SCERT, an autonomous organization of Govt. of NCT of Delhi is according affiliation for ETT/ NTT etc. courses in Delhi. Since SCERT is an autonomous organization of Directorate of Education, Govt. of NCT of Delhi, the course of teacher training being run by the said organization may be clubbed with B.Ed. course. The institutions running B.Ed. course and intending to run other teacher training courses such as ETT/NTT etc. may run the said additional courses if they additionally meet the space norms, laid down by the NCTE, Jaipur for the courses.
11. The applicant society or trust must have its own land and building in a conforming area of NCT of Delhi, as per MPD- 2021 and norms of U.G.C. notified vide notification dated 20.02.2010 will apply which is; 'undisputed ownership and possession of land measuring not less than 2 acres. If it is located in Metropolitan Cities'.
12. The applicant society/trust must fulfil all statutory clearances, if applicable, and the terms and conditions prescribed by the Government of NCT of Delhi and the GGS Indraprastha University before an affiliation is granted by the University for setting up a new institution to run any approved course/ courses.
13. Use of basement shall be determined on the basis of sanction building plan of the concerned institute by the competent local body.
14. All the Institutions applying for issue/ revalidation of NOC should be running in conforming area and in a permanent Campus as per MPD-2021. They should also submit Completion Certificate, Structural Safety Certificate, Earthquake Resistance Certificate and Fire Safety Certificate from the relevant authorities/ departments, alongwith the report of the JAC duly recommended by the University, as per the provisions contained in the I.P. Act, 1998. The University may ensure that they comply with the U.G.C. Regulation 2009 notified on 20.02.2010.

15. The existing Institutions which are running from rented premises are allowed to continue in the same premises for further period of two years w.e.f. 2011-12 to 2012-13.

16. Norms for New /existing Institutions

The government may permit new institutions to be set up in permanent building /complex only in conforming areas provided that;

- a) the minimum size of the plot on which the building has been constructed shall not be less than two acres (as per norms of UGC) and;
- b) The covered area of the building in which the course is proposed shall be as follows;
 - i) for the programmes with in the purview of GGSJ University such as BBA, BCA & BJMC, the institute would be required to have built-up space in the ratio of 4.25 sqm. (all inclusive per student), for LLB, the built-up space in the ratio of 4.5 sqm. (all inclusive per student). This would, however not be applicable to the programmes of very specialized nature.
 - ii) For the programmes of very specialized nature such as B.Sc. (Medical Technology - Radiotherapy) etc., the institute would be required to have built-up space in the ratio of 6.0sq. mtrs. (all inclusive) per student. In view of the lesser number of students, this would however be subject to the satisfaction of the concerned joint inspection team, which may prescribed even higher requirement of covered area.
 - iii) Wherever the approval is required from any statutory body, the norms prescribed, if available precisely, from that body for that programme would have to be adopted mutatis mutandis.
 - iv) The institution would be required to have the built up area for the total number of students as per the sanctioned intake for that particular year in addition to the sanctioned strength of students in the preceding years as on the date of inspection.
 - v) If the institution is unable to add more space to accommodate fresh batch in the new academic year, no fresh admission would be allowed.

- vi) Construction of covered area up to only 150% of area of the plot shall be considered for this purpose.

17. NOC / Revalidation of NOC in non-conforming area:-

The establishment of new Institutes in lai-dora/ extended lai-dora/ agricultural land has to be taken up as per norms of DDA under the notification of MPD-2021 only. The Policy for revalidation of NOC for the Institutes located in non-conforming area is to be taken up by the Cabinet, including issue of NOC for 2nd shift, if any application is received.

Second shift may be allowed in existing institutions falling in non-conforming areas, provided they fulfil all the necessary conditions in terms of space, security, faculty, library etc. and also have clearance from the statutory authorities like AICTE, UGC. Since Zonal Development Plans of all the relevant zones have been approved/notified by the Delhi Development Authority pursuant to MPD 2021, the proposal will be subject to the condition that the institution would procure a communication from DDA clarifying that the institute is located either in the conforming area or area proposed for inclusion as institutional land or area proposed for regularization as per the policy of the DDA on the matter.

18. Courses of other Universities:-

No institution that is affiliated to the GGS Indraprastha University will be allowed to run a course in affiliation with any Indian Central/ State/ Deemed / Private/ Foreign Universities. If any institution is found to have either run a course or is running a course in contravention of the norms of the GGS Indraprastha University, appropriate action for withdrawal of affiliation will be taken. The GGS Indraprastha University shall immediately report to the government any instance of an institute running a course affiliated to a University other than the GGS Indraprastha University for withdrawal or cancellation of NOC.

19. A copy of the report of the JAC in respect of the institution to which it relates shall be made available to the concerned institution free of cost.

20. **Reservation of Seats:-**

The reservation policy and allocation of seats regarding admission of students for various courses in Govt., Govt. aided/ sponsored institutions shall be as per the guidelines/ instructions prescribed by the Government. In respect of self-financed privately managed institutions affiliated to the GGSJ University, the provisions of the Delhi Professional Colleges and Institutions (Prohibition of Capitation Fee, Regulation of Admission, Fixation of Non-Exploitative Fee and Other Measures to Ensure Quality and Excellence) Act, 2007 would apply for both the shifts.

21. **Common Entrance Test:-** The GGSJ University is designated as 'designating agency' to conduct a Common Entrance Test and counselling for impartial & merit based selection of the students on behalf of the Government as has been done in previous years. No institutions would be allowed to make admissions without CET and counselling, as per procedure prescribed.

22. **Fees:-** The fee to be charged from the students admitted in both the shifts would be regulated by the State Fee Regulatory Committee under 'The Delhi Professional Colleges or Institutions (Prohibition of Capitation Fee, Regulation of Admission, Fixation of Non-Exploitative Fee and Other Measures to Ensure Equity and Excellence) Act, 2007'.

23. **Validity:-** These policy Guidelines shall be valid for a period of three years commencing from the academic year 2011-12. Nothing in these guidelines shall prevent the Government from making such changes in these guidelines at any time during the period of its validity as may be deemed appropriate.

These Policy Guidelines may be brought to the notice of all affiliated institutions / concerned.

This issues with the approval of the Competent Authority.

Yours faithfully,



(KAMAL MALHOTRA)
DY. DIRECTOR (Hr. Edn.)
Ph. No. 23831012

No.DHE-4(61)/2010-11/305-18

Dated: 6.5.2011

Copy to the following for information and further necessary action :-

1. The Pr. Secretary to Hon'ble Lt. Governor, Raj Niwas, Delhi-110 054.
2. The Pr. Secretary to Hon'ble Chief Minister of Delhi, Govt. of NCT of Delhi, Delhi Sectt., I.P. Estate, New Delhi-110 002.
3. The OSD to Chief Secretary, Govt. of NCT of Delhi, Delhi Sectt., I.P., New Delhi.
4. The Vice Chancellor, GGSIP University, Sector-16 C, Dwarka, New Delhi with the request to place it on the web-site to give it wide publicity.
5. The Chairman, State Fee Regulatory Committee, A-6J, Gulmohur Park, New Delhi.
6. The Pr. Secretary (H&FW), Department of Health & Family Welfare, 9th Level, A-Wing, Delhi Sectt., I.P. Estate, New Delhi-2
7. The Pr. Secretary (TTE), Govt. of NCT of Delhi, Department of Trg & Tech. Education, Muni Maya Ram Marg, Pitampura, Delhi.
8. The Joint Secy., MHRD, Govt. of India, Shastri Bhawan, New Delhi.
9. The Director, SCERT, Varun Marg, Defence Colony, New Delhi.
10. The Regional Director, National Council of Teacher's Education, A-46, Shanti Path, Jaipur (Rajasthan).
11. The Chairman, AICTE, 7th Floor, Chandertok Building, Janpath, New Delhi.
12. The Chairman, Bar Council of India, 21, Rouse Avenue, Institutional Area, New Delhi-110 002.
13. The Director, Medical Council of India, Pocket-14, Sector-8, Dwarka, New Delhi.
14. Notice Board.

GOVT. OF NCT OF DELHI
DIRECTORATE OF HIGHER EDUCATION
B' WING, 2ND FLOOR, 5 SHAM NATH MARG, DELHI-110054

No. DHE-4(61)/2010-11/ MY4

Date: 29/7/11

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To


The Registrar,
Guru Gobind Singh Indraprastha University,
Sector-16 C, Dwarka,
New Delhi-110075.

Subj: POLICY GUIDELINES FOR ISSUE/REVALIDATION OF NO
OBJECTION CERTIFICATE AND OTHER ALLIED MATTERS
TO PRIVATELY MANAGED SELF-FINANCED INSTITUTIONS
LOCATED IN CONFORMING AREA, SEEKING
AFFILIATION/AFFILIATED TO GURU GOBIND SINGH
INDRAPRASTHA UNIVERSITY FOR THE ACADEMIC YEAR
2011-12 & ONWARDS.

Sir,

In continuation to this office letter of even no dated 06/05/2011 on the
subject cited above, I am directed to convey the approval of the Competent
Authority for including H.U. (Special Education) Programme for affiliation to
privately managed/self financed institutions located in conforming area,
seeking affiliation/affiliated to Guru Gobind Singh Indraprastha University
for the year 2011-12 & onwards, on the terms and conditions already mentioned
in the letter mentioned above.

Yours faithfully


(KAMAL MALHOTRA)
DY. DIRECTOR (Hr.Edn.)
Ph. No. 23831012

Dated:

No. DHE-4(61)/2010-11/

Copy to the following for information and further necessary action:-

1. The Pr. Secretary to Hon'ble Lt. Governor, Raj Niwas, Delhi-110054.
2. The Pr. Secretary to Hon'ble Chief Minister of Delhi, Govt. of NCT of Delhi, Delhi Sect., I.P. Estate, New Delhi-110002.
3. The OSD to Chief Secretary, Govt. of NCT of Delhi, Delhi Sect., I.P., New Delhi.
4. The Vice Chancellor, GGSIP University, Sector-16 C, Dwarka, New Delhi, with the request to place it on the website to give it wide publicity.
5. The Chairman, State Fee Regulatory Committee, A-61, Gulamohar Park, New Delhi.
6. The Pr. Secretary (H&FW), Department of Health & Family Welfare, 9th Level, A-Wing, Delhi Sect., I.P. Estate, New Delhi-2.
7. The Pr. Secretary (TEFA), Govt. of NCT of Delhi, Department of Trg. & Tech. Education, Muni Maya Ram Marg, Pitam Pura Delhi.
8. The Joint Secretary AIRD, Govt. of India, Shastri Bhawan, New Delhi.
9. The Director, SCERT, Vasant Marg, Defence Colony, New Delhi.
10. The Regional Director, National Council of Teacher's Education, A-46, Shanti Path, Jaipur (Rajasthan).
11. Notice Board
12. Guard File.

(KAMAL MALHOTRA)
DY. DIRECTOR (Hr.Edn.)

GOVT. OF NCT OF DELHI
DIRECTORATE OF HIGHER EDUCATION
B-WING, 7th FLOOR, 1, BHAI RAJENDRA MARG, DELHI

No.DHE-4(61)/2018-11/ 129-1278

Date: 11/11/2018

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To
The Registrar,
Guru Gobind Singh Indraprastha University,
Sector-16 C, Dwarka,
New Delhi-110 073.

Sub: POLICY GUIDELINES FOR ISSUE / REVALIDATION OF TWO SEMESTER
CERTIFICATE* AND OTHER ALLED MATTERS TO PRIVATELY
MANAGED SELF-FINANCED INSTITUTIONS LOCATED IN
CONFORMING WITH AICTE'S APPROVAL / AFFILIATION TO GURU
GOBIND SINGH INDRAPRASTHA UNIVERSITY FOR THE ACADEMIC
YEAR 2021-22 & ONWARDS.

Sr.

In continuation to this office letter of serial number dated 04.05.2018 on the subject
cited above, I am directed to convey the approval of the Competent Authority, which is as
under:-

"Such Institutes which are presently not affiliated to GGSIP University but were earlier
affiliated and had to withdraw courses because of the requirement of AICTE may be
considered as a separate category. The course of approval for such Institutes may be
applicable as that for the existing affiliated Institutes for the courses which were withdrawn
because of the AICTE requirements."

Yours faithfully,

K. K. Sharma
K. K. SHARMA
BY: DIRECTOR (H.E. Sec.)
Pr. No. 2018/11/2
Date: 11/11

No.DHE-4(61)/2018-11/

Copy to the following for information and further necessary action:-

1. The Pr. Secretary to Hon'ble Lt. Governor, 301, Ashoka, Delhi-110 054.
2. The Pr. Secretary to Hon'ble Chief Minister of Delhi, Govt. of NCT of Delhi, Delhi
Secret., L.P. Estate, New Delhi-110 002.
3. The OSD to Chief Secretary, Govt. of NCT of Delhi, Delhi Secret., L.P., New Delhi.
4. The Vice Chancellor, GGSIP University Sector-16 C, Dwarka, New Delhi with the
request to place it on the web-site to give it wide publicity.
5. The Chairman, State Fee Regulatory Committee, A-41, Qutub Park, New Delhi.
6. The Pr. Secretary (H&FW), Department of Health & Family Welfare, 9th Level, 2-
Wing, Delhi Secret., L.P. Estate, New Delhi-2.
7. The Pr. Secretary (T&E), Govt. of NCT of Delhi, Department of Trg. & Tech.
Education, 1st Floor, Ram Marg, Pusa, New Delhi.
8. The Chairman, AICTE, 7th Floor, Chamberlain Building, Jangpura, New Delhi.
9. Notice Board.

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Annexure-II.

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Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka, New Delhi-110075

No. GGSIPU/JR/ATTN/2011/765

Dated: 05.05.2011

CIRCULAR

GGSIPU, a teaching and an affiliating University offering professional and technical academic programmes and has been pioneer in introducing large number of innovative academic programmes in the emerging areas of higher & technical education with aim towards providing quality, excellence of knowledge.

The University in past has been receiving request from its self financing affiliated institutes for consideration for start of Post Graduate programmes viz. M.Tech, M.Ed. and M.Pharm. programme. The Competent Authority considering such requests constituted Committee of Experts to examine and formulate guidelines for consideration of start of the PG programmes in self financing affiliated institutes for Academic Session 2011-2012.

The University guidelines for consideration of start of M.Tech., M.Ed., M.Pharm programme in self financing affiliated institutes, as duly recommended by expert committee and as approved for Academic Session 2011-2012 are enclosed herewith. These guidelines have been forwarded to concerned Statutory Body to be kept in consideration before giving recognition for conduct of the said programme in self financing institutions with the University for the Academic Session 2011-2012.

All concern Institutes may take a note of the guidelines for consideration of start of M.Tech, M.Ed. and M.Pharm. programme by the University in its Self Financing Affiliated Institutes from Academic Session 2011-2012. The Institutes desirous to submit application for consideration to start the mentioned PG programmes as per University guidelines may submit the requisite application form latest by 11th May, 2011 upto 3:00 p.m. on working days at Room No.19, Administrative Block, GGSIP University, Sector-16C, Dwarka, New Delhi.

This issues with the approval of the Competent Authority.


(Dr. Nitin Malik)

Joint Registrar (Affiliation)

Encl: As above

Copy to:

1. Principal Secretary, Department of Training and Technical Education & Higher Education, Govt. of NCT, Delhi, Muni Maya Ram Marg, Premburi Pul, Pitampura, Delhi -110085.
2. In-charge, Server Room, GGSIPU for uploading the same on the University website.



Guru Gobind Singh Indraprastha University

Sector 16C, Dwarka, New Delhi - 110075

Website: www.ggi.ac.in

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University guidelines for consideration to start M.Tech programme in its affiliated institutes w.e.f. Academic Session 2011-2012 on approval of the Statutory Body.

1. Eligibility Criteria to Start M.Tech Program

- (i) At least 5 batches of B.Tech Program should have passed successfully in the relevant / related discipline.
- (ii) The average stay of 40% faculty should be more than 4 years.

2. Norms

- (i) The entrance to the M.Tech program will be regulated by the University through CET/GATE score.
- (ii) **Faculty strength:** There should be at least 5 faculty members with a minimum qualification of M.Tech in relevant discipline to run the program, out of which at least one faculty members should be at the post of Professor with Ph.D. qualification and atleast one at Associate Professor with Ph.D. qualification. The number of faculty members should be exclusive for M.Tech programme. In addition, they should have atleast 30 journals (indexed) out of which atleast 15 should be foreign journal (hard copy) alongwith e-journals.
- (iii) The batch size should be as per AICTE norms and for every increase of 10 students in the batch size one faculty member should be added. However, for an additional batch/ section the same norms will be replicated.
- (iv) **Infrastructure**
The physical infrastructure of the institute should be as per AICTE norms and the academic infrastructure e.g. labs, library, computing facilities etc. should be as per university norms and syllabi applicable from time to time.
- (v) **Research Publication**
The institute should demonstrate potential for research work in the area of M.Tech programs proposed, as M.Tech is predominantly dissertation based. Each professor of the concerned department offering M.Tech program should have a minimum 12 publications in the last 5 years and Associate Professor at least 8 publications in the last 5 years in National / International journals and conferences, out of which 50% must be in reputed national /international refereed / indexed journals. The total number of the publications of the Institute across all branches should be at least 50 in refereed/ indexed national / international journals during the last 5 years.



Guru Gobind Singh Indraprastha University

Sector 16C, Dwarka, New Delhi - 110075

Website: www.ipu.ac.in

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University guidelines for consideration to start M.Ed. programme in its affiliated institutes w.e.f. Academic Session 2011-2012 on approval of the Statutory Body.

"Looking at the quality concern of the University it is important that only those colleges be allowed to run the M.Ed. programme who have already run the B.Ed. programme effectively for at least 5 yrs and must have been accorded the 'A' grade in the Joint Assessment Committee of the GGSIP University for at least three years continuously.

It must be ensured that the following conditions are met before an affiliated Institution is granted the permission to start the M.Ed. programme:

- (a) The qualification of the Head as well as the faculty shall be as per NCTE and GGSIP University norms.*
- (b) The Professor shall be required to have 8 research-papers publications in reputed refereed journals in addition to doctoral degree in Education.*
- (c) The Associate Professor should have Ph.D. Degree in Education and at least 5 research-paper publications in reputed referred journals.*
- (d) Assistant Professor: At entry level to hold a Ph.D. degree as well NET in Education and should have minimum of 2-3 research-paper publications. It is desirable to have at least three years of experience of teaching B.Ed. pupil-teachers.*
- (e) The Institutions should have good track record of organizing workshops, seminars on current educational issues and varied faculty development programmes as parameters of quality education. Minimum number of such events should be at least seven per year in the last five years.*
- (f) The faculty members appointed should be exclusively recruited for the M.Ed. programme and not to be counted with the teachers recruited for the B.Ed. programme in the Institution.*
- (g) The Institution shall have atleast 50 publications (in the discipline of Education) with respect to the total published work of its own and of the concerned faculty members in the previous 5 years.*
- (h) The library of the college should house quality journals and periodicals as the curriculum of the M.Ed. course has exhaustive research component, which requires ready reference by the scholars. There should be minimum number of eleven indexed journals of Education available in the library".*



Guru Gobind Singh Indraprastha University
Sector 16C, Dwarka, New Delhi - 110075
Website: www.ggiu.ac.in

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University guidelines for consideration to start M. Pharm. in its affiliated institutes w.e.f. Academic Session 2011-2012 on approval of the Statutory Body.

1. Eligibility Criteria to Start M.Pharm. Programme in Institutes

- (i) At least two batches of B.Pharm. Programme should be successfully passed in the Institute affiliated with the University.
- (ii) The average stay of 40% faculty at B.Pharm programme in the Institute should be more than 4 years

2 Norms

- (i) The admissions will be made on the basis of GPAT score and merit in the University Test and weightage will be given 50% each of the marks in the test. However, for non GPAT candidates the admissions will be made in the order of merit of Entrance Test conducted by the University.
- (ii) The seats will be allotted according to AICTE norms, however, the University policy for the Academic Session & reservation & Management Quota will apply.
- (iii) **Faculty strength:** The following faculty is must for start of PG programme in the relevant discipline:
 1. Professor - 01 (One) in relevant specialization - over and above the existing UG faculty.
 2. Associate Professor - 01 (One) in relevant specialization - over and above the existing UG faculty
 3. Assistant Professor - 02 (Two) in relevant specialization - over and above the existing UG faculty

The Qualification of Professors/ Associate Professor & Assistant Professor will be as under:-

1. **Assistant Professor** - First class in both B.Pharm. and M.Pharm. degree.
2. **Associate Professor** - Qualifications will be same as for the post of Assistant Professor with Ph.D. in Pharmacy subjects from the recognized University with 4 year of teaching and / or research experience at the level of Assistant Professor.
3. **Professor** - Qualification as above that for the post of Associate Professor with minimum of 10 years Teaching and / or research experience out of which atleast 5 years should be at the level of Associate Professor.

(3) Infrastructure

The physical infrastructure of the institute should be as per AICTE/ University norms and the academic infrastructure e.g. labs, library (should be equipped with subscription of atleast 10 National / International Journal in Pharmacy and allied subjects). Computer facilities with 1:2 availability ratio with Postgraduate students etc. should be as per AICTE/University norms and syllabi applicable from time to time.

There should be atleast two Laboratories exclusively for the concerned PG programme (atleast 75 Sq.mtrs in area) for each PG programme. In addition to this one Seminar Hall/ Tutorial room (minimum of 60 Sq.mtrs. in area) should be available.

(4) Research Publication

The Institute should demonstrate potential for research work in the area of M.Pharm. programmes proposed, as M.Pharm. programme is comprised of course work dissertation. Each Professor of the concerned specialty offering M.Pharm. programme should have the minimum 10 publications in indexed journal and for Associate Professor at least 5 publications in indexed journal of Pharmacy/Medical or allied discipline. In addition, already existing requirement of availability of journals for UG programmes as per AKTE requirement the Institute must have subscription of atleast 5 National / International indexed journals in a relevant discipline of M.Pharm. programme. The institution (as a whole), the total number of publication from all faculty in the last five year should be minimum fifty in indexed National/International journals in pharmacy or allied discipline with reasonable impact factor.

GOVT. OF N.C.T. OF DELHI
DIRECTORATE OF HIGHER EDUCATION
B-WING, 3rd FLOOR, 5 SHAM NATH MARG, DELHI

No. DHE.4(36)/2009-10 736-38

Dated: 11/11

To

- 1) The Asst. Secretary (H.E.)
Health & Family Welfare Department,
Delhi Secret., P.P. Bldg.,
New Delhi-110 002.
- 2) The Registrar
Guru Gobind Singh Indraprastha University,
Kashmere Gate,
Delhi-110 006.
- 3) The Dy. Director (SR)
Department of Training & Technical Education,
Muni Mayek Ram Marg,
Phompura, Delhi.

Sub: Clarification regarding opening of new institutes from Lal-dora / Extended Abadi.

Sir,

I am directed to enclose herewith a copy of letter no. F20(19)96-MP dated 17-03-2011 received from Joint Director (MP), DDA, Vikas garden, New Delhi along with its enclosure in respect of Clarification regarding opening of new institutes from Lal-dora / Extended Abadi for taking further necessary action.

Encl: As above

(KAMAL KUMAR)
DY. DIRECTOR (Hr. Edu.)
PA. NO. 233051

172/c

Min
6th Floor
New

No.: F28(18)06-MP-Pt 170

From: H.S. Dhillon
Jt. Director (MP)

To:

The Dy. Director (Hr. Education)
Govt. of NCT of Delhi
Directorate of Higher Education
B-wing, 2nd Floor, 5 Sham Nath Marg, Delhi.

Subj.: Clarification regarding opening of new institute from Lal-d
Abadi.

Ref:

- i. Letter No. DHE-4(56)2003-18/7146 dated 14-01-11
- ii. Letter No. DHE-4(56)2007-18/7825 dated 03-03-11.

Sir,

With reference to your above mentioned letters on the subject, I am
inform that the proposal to permit new Educational Institutes in Laldora
Laldora / Green area & Agricultural land was considered in the Ministry
Development, but not approved by the competent authority.

Please find enclosed a copy of letter No. N-11013/7/2010-DDEB
2011 from Under Secretary to the Govt. of India for your information.

Encl.: As above

Copy to: Director (Plg.)MPD-2021, DC & PF, 6th floor Vikas Marg
Delhi for information, please.

Most Immediate
Pl discuss.

24/3

Discuss
US

Jt. Dir

3570/117
62202/119
22/8/11

17/12/11

17/12/11

No. N-11013/7/2010-DDA
भारत सरकार / Government of India
शहरी विकास मंत्रालय / Ministry of Urban Development

विभागीय प्रमुख

भारत

नई दिल्ली

New Delhi

Dated 7th Dec 2011

To

The Vice Chairman,
Delhi Development Authority,
Vikas Sadan, INA,
New Delhi.

Subject:- Regarding permissibility of setting up of
Institutions in Lal Dora/ Extended Lal Dora
and Agricultural Land.

Sir,

I am directed to refer to DDA's letter (19)/
MP/Pt./248-G dated 7.12.2010 forwarding therewith proposal
to permit new Educational Institutions in Lal Dora/Extended
area & agriculture land and to say that the proposal has been
considered but not approved by the competent authority.

336-B
12.12.11

Under Secretary to