

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

Format for Compliance Report for the year 2009-10 to be submitted along with Mandatory Disclosure

- *Last date of submission of Compliance Report – 31/08/2009*
- *Compliance Report to be submitted at the concerned Regional Office.*
- *Alongwith Data Sheet for extension of approval*



**All India Council For Technical Education
7th Floor Chanderlok Building, Janpath, New Delhi - 110001**

**Phone: (011) 23724151 to 23724157 Fax: (011) 23724162/74/76
Website: www.aicte.ernet.in**

Important information for filling up the compliance report

- *The institution is required to submit two copies of the Compliance Report as per prescribed format along with mandatory disclosure to the concerned Regional Office latest by 31st August 2008.*
- *The Compliance Report should be submitted alongwith a processing fee of Rs. 50,000/- in the form of demand draft in the favour of Member Secretary, AICTE, payable at New Delhi. The compliance reports without the processing fee will not be accepted.*
- *The information in the compliance report should be filled up strictly as per the prescribed format. Compliance Reports with incomplete information will not be accepted.*
- *All the annexures should be indexed with page numbers and signed by the authorized signatory of the institution.*

FORMAT FOR COMPLIANCE REPORT

All the existing technical institutions are required to submit the following information both in the form of hard and soft copy by 31/08/2009.

1 i) Name and Address of the Institution

Name	PSG COLLEGE OF PHARMACY		
Address	P.O Box NO. 1674, Peelamedu,		
Village	Sowripalayam		
Taluk	Coimbatore		
District	Coimbatore		
Pin Code	641 004		
State	Tamil Nadu		
STD Code	0422	Phone No: 434 5841	
Fax No.	0422-2594400	E-Mail: principal@psgpharma.ac.in	
Nearest Rly Station	Coimbatore		
Nearest Airport	Coimbatore		
Web site	www.psgpharma.com		
File No with date of first approval : 732-52—006(NDEGP)/ ET / 99 dated on 11 th August 1999.			

1 ii) Information regarding Mandatory Disclosure:

- a) Whether the Mandatory Disclosure is hoisted on the institutional website: Yes No
- b) If yes, web-site address on which Mandatory Disclosure is available: www.psgpharma.com
- c) Whether the faculty information provided in the Mandatory Disclosure is same as being submitted in the Compliance Report. Yes No
- d) Whether the information provided in the Mandatory Disclosure is being regularly updated.
Yes No Date on which the Mandatory Disclosure was last updated: 28st August 2009

1 iii) Whether the institution is operating at temporary location (if so provide details of permanent location alongwith survey no.)? No

Not Applicable

2 i) Name and Address of the Society / Trust

Name	PS Govindaswamy Naidu & Sons' Charities		
Address	P.O Box No. 1609, Peelamedu, Coimbatore		
Pin Code	641 004	STD Code	0422
Phone No.	2570170 (6 lines)	Fax No.	0422 – 2594400
E-Mail	Charity @ psgtech.edu	Web site	www.psgpharma.com

Signature of Authorized Signatory with date

2 ii) Brief details regarding background of the Trust/Society, Governing body members, etc.

PS Govindasamy Naidu & Sons' Charities Trust was established in 1926 with the objective of providing quality education for all those interested without consideration of caste or creed. The Sarva Jana High School (1924), PSG Industrial Institute (1926), PSG College of Arts & Sciences (1947), PSG College of Technology (1951), PSG Institute of Medical Sciences & Research (1985), PSG College of Nursing (1994), PSG Institute of Management (1994), PSG College of Physiotherapy (1999), PSG College of Pharmacy (2001), and PSG Children School are the major educational institutions under the trust. This trust has contributed a lot for the industrial development of Coimbatore .

3. Name and Designation of the Head of the Institution (*Principal / Director*)

Name	Prof. A. K. Chandrasekharan				
Designation		Qualification & Experience :M.Pharm 39 years "Teaching experience and 3 years" analytical lab. Experience	Highest Degree M. Pharm	Specialization Pharmaceutical Chemistry	Total Experience 42 y
		Date of Birth: 18.01.1945			
STD Code	0422	Phone No. (O): 0422 - 4345840	Fax No.	0422 - 2594400	
STD Code	0422	Phone No. (R) 9194430 83899	Fax No.		
E-Mail	principal@psgpharma.ac.in akchandrasedkharan@gmail.com	Mobile No. 94430 83899	Date of joining the institution: 11-02-2001		

4. Type of Technical Institution (*Tick ✓ whichever is applicable*)

- i) University Dept./Constituent College of University/Deemed to be University
- ii) Central / State Government
- iii) Government Aided
- iv) Self-Financing (Minority)
- v) Self-Financing (Non-Minority)**
- vi) Any other (Please specify)

5. Information on Establishment of the Institution

i) Year of Establishment	2001
ii) Date on which first approval was accorded by the Council	11 th August 1999
iii) Year of Commencement of the first batch	2001
iv) Details of Last extension letter with year of approval	730-52-037(P)ET/97 dt.15.08.08

6. Whether there is any change of Name of the Institution, Society / Trust and Location of the Institution after AICTE approval? If yes, enclose details

- i) Whether the name of the Society has been changed
If yes, give details Yes No
- ii) Whether the composition of the Society has been changed
If yes, give details Yes No
- iii) Whether the name of the Institution has been changed
If yes, give details Yes No
- iv) Whether the Institution is functioning at temporary site
If yes, give details Yes No
- v) Whether the Institution has changed its permanent location
If yes, give details Yes No

7. i) Whether there is any Court Case filed by the Institution against AICTE which is in progress? (Please tick (✓) appropriate box)

Yes No

If yes, then give details with name of the Court, Writ Petition No. Subject Matter and Latest Status.

Signature of Authorized Signatory with date

ii) Whether there is any case of Malpractices / Complaints/ or being penalized on account of non-submission of compliance within the cut-off-date, making excess admissions etc. against the Institution ? if yes, provide details

No

8. Name and Address of the Affiliating University

Name	The T.N Dr. M. G. R. Medical University		
Address	69, Annasalai, Guindy, Chennai – 600 032.		
Pin Code	600 032	Period of Affiliation	2008-09
STD Code	044	Phone No.	22353574
Fax No.	91 – 44 - 22353579	E-Mail/ Web site	www. tnmmu. ac. in

9. i) AICTE approved existing course(s) of study during academic year 2009-2010

			AICTE Approved Intake during last 4 years								Status of Accreditation (Validity period)
Courses	1 st Year of approval by AICTE (give approval ref. no. & date)	2009-2010		2008-2009		2007-2008		2006-2007			
		Sanctioned intake	Actual admissions	Sanctioned intake	Actual admissions	Sanctioned intake	Actual admissions	Sanctioned intake	Actual admissions		
UG(FT)											
B.Pharm	1999 730-52-037(P)ET/97 dt.15.08.08	60	Admission Procedure not yet started	60	25 (First Year) 26 (Lateral Entry)	60	39- I Year 21- Lateral Entry (II year)	60	43(I year) 17(Lateral entry II year)	Not applicable	
UG(PT)											
PG(FT)											
M.Pharm (Pharmaceutics)	2007	10	10	10	10	10	10				
M.Pharm (Pharmacology)	2008	10	10	10	10	--	-				
PG(PT)											

FT: Full Time, PT: Part Time

Signature of Authorized Signatory with date

10. i) Whether the Institution is sharing its facilities / premises with any other Institution or running any unapproved Programmes? If yes, give details. Yes

No



A. Name of the other Institutions, which are sharing the facilities

NIL

B. Unapproved course(s) functioning in the college premises, its duration and intake

S. No.	Courses	Approving Authority	Affiliating Body	Degree / Diploma / Certificate	Duration (Years)	Sanctioned Intake	Actual Admissions during 2008-09
Not Applicable							
TOTAL							

10 ii) Whether admissions under PIO / Foreign Nationals quota has been approved for your institution by the AICTE? If yes, give details. ----- NO-----

S. No.	Courses	Sanctioned Intake 2008-2009	Actual Admissions

11. Status of Compliance of Specific Conditions / Deficiencies Communicated in the Last Approval/Extension of Approval by AICTE. Nil

S.No.	Deficiencies Communicated / Specific Conditions	Compliance Report
1		
2		
3		
4		
5		

Signature of Authorized Signatory with date

12.

Name : Prof. A. K. Chandrasekharan

Date of Birth : 18th January, 1945

Academic qualifications (with field of specialization) : M.Pharm (Pharmaceutical Chemistry)

Details of Experience (Academic / Industrial) : Analyst in the Drugs Testing Lab,
Govt, of Kerala, 1967 – 1970

Tutor, college of Pharm, Sciences, Govt Medical College Trivandrum - 1970 - 71

Asst. Professor do - 1971-79

Asst Professor Govt. Medical College calicut - 1979-84

Professor Govt. Medical College, Trivandum - 1984 – 94

Professor & Head of College of Pharm .Sciences .Govt .Medical College,
Trivandrum - 1994-2000

Chairman, Board of D. Pharm. Examinations .Govt. of Kerala - 1994 – 2000

Principal, PSG College of Pharmacy, Coimbatore - 11-02-2001 to till date

Date of the appointment in the present institution - 11-02-2001

12 ii) (a) *Faculty Position for the existing programme(s) (Programme-wise)

Name of the Programme (UG & PG)	Total Sanctioned Intake (last 4 yrs. for Engg./Arch. / HMCT/ Pharmacy/ Applied Arts etc. , last 3 yrs. for MCA and last 2 yrs. for MBA/ PGDBM)	Total number of Faculty required as per norms (column 2 divided by 15)	Details of Faculty Available							Nature of Appointment	
			Professors (Rs. 16400-22400 scale) Ph.D. / Non Ph.D. 4	Assistant Professors/ Readers (Rs. 12000-18000) 5	Lecturers (Rs.8000-13500) 6	Total 7	Others/visiting faculty 8	Total number of faculty Permanent & Approved by University 9	Total number of faculty on adhoc Basis 10		
			Ph . D.	N on Ph .D .	Ph . D.	N on Ph .D .					
B.PHARM & M.Pharm	270	18	03	01	05	06	16	31	02	33	nil
Humanities	--	--	--	--	--	-					
Social Sciences											

**NOTE: The institution should clearly give information about the faculty in each approved course(s) separately without any ambiguity.*

Signature of Authorized Signatory with date

12 ii) (c) Information about stability of the Faculty (separately for each Programme).

S. No.	Programme	Category	Period of appointment				Total
			Less than 6 Months	Between 6 Months to 1 year	Between 1 to 3 years	More than 3 years	
1	B.PHARM & M.Pharm	Professors	Nil	Nil	2	3	05
		Assistant Prof.	1	1	3	7	12
		Lecturers	--	5	4	4	14
		Others	---	-	---	2	2
			-				
TOTAL							29

12 ii) (d) Mode of selection of faculty and staff:

Name of the newspapers in which advertisements are placed and their circulation status
The Hindu, Ranks first in circulation status

Constitution of the selection committee

- | | | |
|---|---|-----------------|
| 1. Principal, College of Pharmacy | | Chairman |
| 2. Principal of Medical / Physiotherapy / Nursing College | - | Member |
| 3. Vice Principal, College of Pharmacy | - | Member |
| 4. Professor of Pharmacology, College of Pharmacy | - | Member |
| 5. Professor of Pharm. Chemistry, College of Pharmacy | - | Member |
| 6. Administrative Superintendent, PSG IMSR & H | - | Member |
| 7. Assistant Manager, HR, PSG IMSR & H | - | Convenor |

Whether University representative is invited in the selection committee meeting. Yes **No**

Signature of Authorized Signatory with date

12 ii) (e) Details of Technical / Administrative / supporting Staff

S.No	Category Staff	Number
1	Technical Supporting Staff	-
	a) Workshop Attendant	6
	b) Workshop Technician	10
	c) Laboratory Assistant	1
	d) Librarian	1
	e) Assistant Librarian	1
	f) Programmer	1
	g) System Analyst	1
	h) Others (Computer Lab in-charge, Lab Attendant etc)	1
2	Administrative Staff	1
	a) Administrative Officer	2
	b) Accounts Officer/Assistant Account Officer	1
	c) Clerks	6
	d) Others	

13. **Strengths & Weaknesses of the institution in terms of Teaching Methodology/Transaction of Syllabus /Innovations /best practices (if any)/ industrial project / Industrial consultancy / research taken up for industry and amount granted thereby:**

1. **Approved Research Centre:** Department of Science & Technology, Government of India has approved the college as a Research Centre.
2. **ISO Certification :** The college has been awarded ISO 9001 : 2000 certificate. It has got a well defined quality policy and properly planned procedures to deliver quality education in a well defined manner and scope for training the faculty, students and environment and a system to monitor the implementation of standards.
3. **Innovations:** The students are trained to present scientific topics in seminars so that they get proper exposure. Practical manuals have been prepared and issued to the students in the beginning of the session. Academic calendar is prepared and issued to the students in the beginning of the session The schedule of classes is published in the beginning of each month
4. **Industrial consultancy:** Pharmacological screening of drugs was started on a commercial basis Coimbatore Arya Vaidya Pharmacy, a leading Ayurveda manufacturing, research and treatment institution of this part is collaborating with this college for modernization of Ayurvedic formulations.
5. **Research Activities:** Application for patenting a herbal product has been filed (Patent No.997/CHE/2004 A)
6. Dept of Science and Technology has sanctioned Rs.21 lakhs for a Research Project namely
Glabaridin derivatives for Estrogen receptor mediated growth control of prostate cancer cells
7. Dept of Science and Technology has sanctioned Rs. 51 lakhs for a Research Project namely
“Standardization, validation and development of herbal formulation for the treatment of neuropathic pain”
8. An MOU was signed with Arya vaidya Nilayam, Madurai for collaborative research in Ayurveda and Herbal Medicine
9. A collaborative research project with Forest Reserch Institue, Coimbatore is ongoing .

15. i) Total no. of students placed by the Institution through its Placement Cell (Discipline wise)

Year	Discipline	Total no. of students passed out (last 3 years)	Total no. of students placed through placement cell (last 3 years)
2006	B.Pharm	20	7
2007	B.Pharm	38	5
2008	B.Pharm	29	10

15 ii) Provide details of companies/Industries, which visited the institute for placement since the last three years.

S.No.	Year	Name of the Company/Industry	Number of Students placed
1	2006	Pfizer India (P) Ltd. Mumbai.	2
		Zydus Cadilla Healthcare (P) Ltd, Mumbai	2
		Madras Pharmaceuticals (P) Ltd, Mumbai	1
		Cipla Pharmaceuticals (P) Ltd, Mumbai	2
2	2007	Cipla Pharmaceuticals (P) Ltd, Mumbai	3
		Baffna Pharmaceuticals, Chennai	2
3	2008	H & H Pharmaceuticals, Bangalore	3
		Ranboxy Laboratories, New Delhi	2
		Biocon Ltd, Bangalore	1
		Nicholas Piramal Health Care, Mumbai	1
		Torrent Pharmaceutical Ltd, Ahmadabad	3

18. Details of Laboratories & Workshops

S.No	Name of the Course	Name of the laboratory/workshop	Total Area of lab/workshop	Major equipment
1.	B.Pharm & M.Pharm2	Pharmaceutical Chemistry Lab	3 x 110	UV, HPLC. Infra red Spectroscopy, FluroMeter, ColoriMeter, digital PH meter, Digital Balance, Single pan Balance, Potentiometer, Karlfisher Reagent apparatus, TLC, Millipore water purifier Tablet punching machine, coating / polishing pan, Rotary evaporator apparatus Disintegration aaparatus, Multi basket dissolution apparatus, Homogenizer. Mechanical Stirrer, Ampoule filling and sealing Machine, Laminar Air low bench, BOD Incubator, Gel ElectroPhoresis etc
2.		Pharmaceutics Lab	3 x110	
3.		Pharmacognosy Lab	1 x121	
4.		Pharmacology Lab 1 Pharmacology lab 2 Psychopharmacology lab	1x110 1x150 1x33	
5.		Pharm. Analysis Lab	1 x 110	
6.		Instrument Room	1 x 72	
7.		Biotechnology Lab	1 x 146	
8.		Anatomy Lab & Physiology Lab	1 x 110	
9.		Machine Room	1 x 110	
10.		Computer lab	1x75	

19. Computer Facilities for the existing programme(s)

S.No	Particulars	Requirements as per Norms (1:4 all undergraduate UG Programmes and 1:2 for MBA/MCA/ PGDM/ PGDBM)		Availability	
1.	No of Computer terminals	55		60	
2.	Hardware Specification	PIV Processors		PIV Processors	
3.	No of terminals of LAN/WAN	28		30	
4.	Relevant Legal Software	Application	System	Oracle	VB
				D2k	SQL Server
5.	Peripheral(s)/ Printers	06		08	
6.	Internet Accessibility (in kbps & hrs)	-		2MBPS/ LEASED LINE	

Whether the computer facilities are suitable for the existing programmes ? Yes No

20. Building

1. Available Built up area per student _____ 21.08 _____
 2. Total Built up Area for the existing programme(s) 5481

Particulars	Area required as per norms (Sq.M)	Building with RCC Roof (Sq.M)	Building with Sheet Roof (if suitable for Educational Institution) (Sq.M)	Total sanctioned intake (last 4 yrs. for Engg./Pharmacy/ HMCT/ Arch. etc. 2 yrs. MBA/ PGDBM and 3 yrs. for MCA)	Built up area per student	Total Area Available (Sq.M)
Instructional Area (Carpet Area)	2340	2928	-	210[2005-2006]	14.64	2928
Administrative Area (Carpet Area)	260	347	-	220[2006-2007]	1.65	347
Amenities (Carpet Area)	520	564	-	230[2007-2008]	2.56	564
Circulation & Others	1424	1642	--	270(2008-2009)	7.13	1642
Total	4544	5481	-	930	25.98	5481

21. Instructional Area for the existing programme(s)

Particulars	Number of rooms		Carpet area of each room	
	Requirement as per norms	Available in the institution	Requirement as per norms	Available in the Institution (Sq.M)
Class Rooms	8	8	238	678
Tutorial Hall	3	3	108	120
Drawing Hall (*)	-	-	-	-
Computer Centre	1	1	75Sq.M	75
Library	1	1	150Sq.M	300
Laboratories & workshops	-	15	1650Sq.M	3033
Total	13	28	2221	4206

- Whether any academic activity is being carried out in the basement
 Yes No
- ❖ If yes, give details.
- ❖ Whether a barrier free environment has been created in the building for Physically challenged persons. Yes No
- ❖ Whether the Classrooms, Tutorial hall, Drawing hall, Computer centre, Library, Laboratory and workshops are well equipped for the existing courses. Yes No

22. Land Availability

Land Category <i>(Rural/ District Head Quarter/ State Capital/ Metropolitan city/ Mega City)</i>	Area required as per Land Category (Acres)	Total Area available (Acres)
District Headquarters	2.5 Acres	2.85 Acres

- (a) Whether the said land is demarcated by fencing/ boundary wall for the institution *(Tick ✓ appropriate box)* Yes No
- (b) Whether the land is contiguous *(Tick ✓ appropriate box)* Yes No
- If Not, Number of plots Distance between the plots (Sq.M)
- (c) Whether the surroundings of the institution are suitable for educational purpose. Yes No

23. Availability of other facilities:

S. No	Parameter	Availability	
1	All Weather Approach Road (cemented / kuchha)	Cemented	
2	Potable Water Supply System (own bore well / municipal corporation)	Bore well & Municipal Water	
3	Electrical Generator (5kv, 5-10 kv, 10-15 kv, more than 20 kv)	Electrical Generator capacity more than 20 KV	
4	Students' Canteen	Available	
5	Students' Common Room (Boys / Girls)	Available	
6	Hostel	Boys	Available
		Girls	Available
	If no hostel facility is available, whether arrangements have been made for boarding and lodging of students near to the institution, if yes mode of travel from the place of stay to the institution		
7	Principal's Quarters	Available	
8	Digital Library	Not Available	
9	Quarters for Faculty	Available	
10	Guest House	Available	
11	Parking facilities	Available	
12	Medical facilities (full time / part time doctor / dispensary)	Institution attached with the Hospital	
13	Insurance facilities	Available	
14	Telephone booth	Available	
15	Gymnasium /indoor / outdoor stadium	Available	
16	Rainwater-harvesting facilities are available	Available	
17	Post office facility	Not Available	
18	Bank facility	Available	
19	Transport facility for day scholars	Available	
20.	Reprographic facilities in the Institutions.	Available	
21.	Barrier free environment for physically challenged.	Available	

Fees structure of this institution

S.No.	Category	CET quota		Management quota	
		Fixed by the State Fee Committee	Being charged by the Institution	Fixed by the State Fee Committee	Being charged by the Institution
1.	Admission Fee		1000.00		1000.00
2.	Tuition Fee		40000.00		40000.00
3.	University fee (Examination fee, Registration fee etc.)		3905.00		3905.00
4.	Hostel fee (Rent etc.)		15000.00		15000.00
5.	Laboratory fee		4000.00		4000.00
6.	Library fee		-		0
7.	Any other		5450.00		5450.00
Total Fee			69355.00		69355.00

25. Financial Position

(i) Whether applicant has opened a bank account in the name of the Society/ Trust for the existing institution Yes No

(ii) Source of income & expenditure during the last year

S.No.	Source of Income	Rs. (in lakhs)	Expenditure during the last year	Rs. (in lakhs)
1.	Central Government	-	Salary of Full-Time Faculty	44,08,750
2.	State Government	-	Salary for Visiting/Adjunct faculty	
3.	University Grants Commission	-	Salary of Non-Teaching Staff	
4.	Other Central/State Govt. Bodies	-	Library	10,00,000
5.	Private Trust	-	Computer Centre	-
6.	Donations	-	Equipments Labs and Workshops	10,56,147
7.	Student Fees	77,10,042	Building	2,92,047
8.	Internal Revenue Generation	-	Others (please specify) Printing & Stationery Endowment & Affiliation fees	31,60,356
9.	Others (please specify) Contribution from Trust	22,07,438		
	Total	99,17,480	Total	99, 17, 300

(iii) Details of Operational funds

S.No.	Name of Bank With Branch & Full Address	Account No.	Cash Balance (in lakhs)	FDR, if any (Excluding joint FDR submitted to AICTE)	Total Amount (in lakhs)
1	Central Bank of India, Peelamedu Branch, Avinashi Road, Coimbatore - 4	SB A/ C No. 42282	91 as on 22.08.2008	1 crore	1 crore 91 lakhs

Declaration:

It is certified that:

- Existing Courses are being conducted as per norms, standards and guidelines of the AICTE.
- All the physical deficiencies stated in the last approval letter have been complied with.
- The AICTE pay scales are being paid to the faculty members.
- The admissions are made on merit and no capitation fee or donation of any kind is charged for admission.
- The teaching faculty has been recruited as per qualifications and experience laid down by AICTE.
- The tuition and the other fee is being charged as prescribed by the Competent Authority.
- No new course has been started (since the last approval by AICTE) without prior approval of AICTE.
- The institution is not running any courses not approved by AICTE in the premises of the AICTE approved institution.
- The intake in any of the AICTE approved course has not been increased beyond the sanctioned intake, without prior approval of AICTE.

Signature of Authorized Signatory with date

I/We solemnly declare that no information has been withheld and all the information provided in this Compliance Report is correct. If any information is found to be incorrect or false, I/We understand that proposal shall be liable for rejection.

Date:

**Name and Signature of the Authorized
Signatory of the institution with seal**

Place:

List of Annexure's to be submitted along with the Compliance Report

(Annexures should be strictly submitted in the following order alongwith index and page numbers and signed by the authorized signatory).

Annexure 1 Copy of Mandatory Disclosure.

Annexure 2 Faculty & Staff

(A) Existing faculty:

The following documents should be submitted for each of the existing faculty members in the serial order as mentioned **in the section 12. ii b)** of the compliance report.

- 1) One page biodata alongwith attested passport size photographs (with details covering number of papers published, books written, summer winter schools attended, R&D projects undertaken etc.).
- 2) Copies of appointment letters with terms and conditions of appointment and joining report.
- 3) Acquittance roll of Faculty / Non-teaching staff for the current and previous year.
- 4) Salary register of faculty/proof of salary paid to the staff along with TDS records.

(B) Additional faculty appointed.

The following documents should be submitted for the additional faculty members appointed.

- 1) Copy of the advertisement.
- 2) Details of the number of candidates applied and called for interview.
- 3) Selection Committee minutes and recommendations.
- 4) Approval by the Governing body or board of governors.
- 5) One page biodata of the appointed candidates.
- 6) Appointment letter and joining letters of the appointed faculty.

(C) The institution is required to submit a statement signed by each faculty member stating that he / she has been appointed and is working exclusively for the AICTE approved programme in the institution.

(D) An affidavit from the Chairman of the Trust / Director / Principal of the institution stating that faculty members mentioned in the section 12 of the compliance report are exclusively teaching for the AICTE approved programme / institution is required to be submitted by the institution.

Annexure 3 Details of the Built-up Area.

- Details of instructional area, administrative area, amenities area & circulation area (excluding play grounds, residential area, parking space and open air theater) duly certified by Registered Architect.
- Approved building plan with total area of built-up space.
- Building completion certificate from competent authority.
- Details of proposed/under construction area. (if any)

Annexure 4 Photographs and Video CD

- The Institution is required to submit a group photograph with name underneath of all the faculty members and staff (Technical and Non-Technical, etc. separately) along with the head of the Institution.
- Photograph (color) of the building attested by the Chairman/Secretary of the Trust/Society.

Annexure 5 Correspondence related to AICTE Approval.

- Copy of the first approval of AICTE
- Copies of subsequent extension of approval letters of AICTE
- Latest Affiliation of University

- Details of reduction in intake last year, if any.
- Documents related to penal action against the Institution by the University/State/AICTE last year, if any.

Annexure 6 Details regarding workshop, laboratories, library and computers– Course-wise

- Stock Register of Library Books (copies of last five pages to be submitted)
- Usage register of books (copies of last five pages),
- Stock registers of Computers, equipment
- Internet facility, (Type and bandwidth details)
- Copies of Cover page of all journals (last six months) Cover Page of all Journals to bear the stamp of the institution.
- List of laboratories available with area of each lab and major equipments.

Annexure 7 Students data.

- Course-wise number of Students admitted in the previous year.
- Percentage of Pass in each course for the last three years. (A copy of the affiliating University Results of the last three years to be provided.)
- No. of students admitted under PIO / Foreign Nationals (with passport details and account and currency in which fees have been paid).

Annexure 8 Land details.

- A copy of original Land documents.

Annexure 9 Financial details

- Audited Statement of accounts of the institution
- Latest bank statement, funds available in the FDR and Saving Account/Current Account
- A copy of fee receipts with details of the fee being charged from the students.
- TDS Certificate in respect of the Income Tax deducted from salary of faculty members.