 नागालैण्ड विश्वविद्यालय

 NAGALAND UNIVERSITY

(*भारत के संसद द्वारा पारित अधिनियम 1989 के अंतर्गत स्थापित केंद्रीय विश्वविद्यालय)*

*(A Central University Established by the Act of Parliament of India 1989)*

मुख्यालय : लुमामी, जुन्हेबोटो (नागालैण्ड) पिन कोड – 798627

Hqr: Lumami, Dist: Zunheboto (Nagaland) Pin Code-798 627

E-mail/ई-मेल:dcdc@nagalanduniversity.ac.in

**APPLICATION FOR ESTABLISHMENT OF NEW COLLEGE/INSTITUTION**

To,

 The Registrar

 Nagaland University,

 Headquarters: Lumami,

 Dist-Zunheboto, Nagaland-798627.

Sub: **Application for establishment of new College/Institution.**

Sir/Madam,

 In inviting a reference to the subject cited above, I herewith, apply for opening a new college/institution, within the jurisdiction of Nagaland University, with necessary details as given in PROFORMA NU (CDC)-I (Enclosed herewith).

 Signature of the Sponsoring Authority/Agency (with seal and date)

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**PROFORMA NU (CDC)- 1**

**(ESTABLISHMENT OF A NEW COLLEGE/INSTITUTION)**

1. **INTRODUCTORY INFORMATION:**
2. Name and Address of the Concerned Sponsoring Authority: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Pin \_\_\_\_\_\_\_\_\_\_\_ Contact No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_E-Mail Id\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Name and Address of the proposed College:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pin \_\_\_\_\_\_\_\_\_\_\_Contact No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_E-Mail Id\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Legal Status (Please enclose Registration of the Sponsoring Society): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Name of the Programme(s)/course(s) of study proposed to be started:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. The Academic session from which admissions are proposed to be started:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Details of fees paid (enclose payment receipt):

Amount Rs.\_\_\_\_\_\_\_\_\_\_\_\_(Rupees\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

Ref. No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **GENERAL INFORMATION:**
2. Number of Schools and students passing in Higher Secondary Examination (+2) within a radius of 25 kilometers from the proposed.

|  |  |  |
| --- | --- | --- |
| Name of the School/Institution | Number of students passing out | Distance from the proposed College |
|  |  |  |
|  |  |  |
|  |  |  |

1. Details of enrolment in the Colleges within a radius of 25 Kilometers from the proposed College.

|  |  |  |
| --- | --- | --- |
| Name of the College/Institution | Number of students Enrolled | Distance from the proposed College |
|  |  |  |
|  |  |  |
|  |  |  |

1. Specify the shift(s) (morning/day evening) during which the college/institution proposes to impart instructions:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **EXISTING RESOURCES:**
2. Actual land available for the proposed College/Institution (in acres):

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Details of facilities in the proposed College/Institution:
2. Existing building.

|  |  |  |
| --- | --- | --- |
| **Room** | **Number** | **Size(ft x ft)** |
| Principal’s / Director’s Room |  |  |
| Office Room(s) |  |  |
| Classrooms |  |  |
| Laboratory |  |  |
| Library |  |  |
| Teachers’ Common Room |  |  |
| Students’ Common Room (boys & girls) |  |  |
| Toilet facilities (Boys & Girls / Teaching Staff) |  |  |
| Canteen Facilities |  |  |
| Any other (Please specify) |  |  |

1. Size of the playground (in sq. meters) if available: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Details of Furniture, Equipment etc.:

|  |  |  |
| --- | --- | --- |
| **Furniture** | **Number** | **Size** |
| Classrooms chairs |  |  |
| Classroom tables |  |  |
| Office & other chairs |  |  |
| Office & other tables |  |  |
| Almirahs/Cupboards/Racks |  |  |
| Laboratory furniture |  |  |
| Other items (Please specify) |  |  |

1. Hostels facilities for Students (Boys & Girls):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Whether all the above resources are owned or leased. a No Objection Certificate or registered Lease Deed from the owner for use of the building/land/furniture etc. is to be furnished along with the form.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **FINANCIAL POSITION:**
2. Details of the reserved fund in a long-term fixed deposit scheme in a bank of the amount as prescribed in the relevant regulation, in the name of the proposed college/institution:

|  |  |  |  |
| --- | --- | --- | --- |
| Name of the Bank | Amount | Period | Date of Maturity |
|  |  |  |  |

1. Details of various sources of income of the proposed College/Institution:

 (a) Grants from Government :

 (b) Fees :

1. (c) Donation :
2. (d) Others (Please name the sources) :
3. (e) Total annual income. :
4. Is the above amount sufficient to run the College? If not, how do you plan to raise the remaining amount? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. What are the proposed heads of Expenditure?

|  |  |  |
| --- | --- | --- |
| **Sl. No.** | **Heads of expenditure** | **Amount** |
| 1 | Staff salary |  |
| 2 | Library books |  |
| 3 | Furniture |  |
| 4 | Sports |  |
| 5 | Laboratory |  |
| 6 | Other items (Please name them) |  |

1. **ACADEMIC DETAILS**:
2. Have you started making appointments to the teaching posts? Yes/No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Whether a full-time qualified Principal is available? Yes/No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Do you propose to appoint a Librarian? YES/NO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. What is the expected enrolment for the first Academic year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Admission Policy- whether it will maintain high standard and non- discriminatory principles (Yes/No). **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
7. **CO-CURRICULAR ACTIVITIES:**

Please give details of proposed Co-curricular activities as students service, sports NSS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **DETAILS OF PROPOSED ADMINISTRATIVE POSTS**.

|  |  |  |  |
| --- | --- | --- | --- |
| **Designation** | **Name of posts**  | **Minimum Pay** | **Remarks** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

Date:

Place: Signature of the Chairman/President

 Sponsoring Authority/Agency

**Note:**

* **The application, complete in all respects, should reach the Registrar, Nagaland University, Lumami, not later than the date notified by the University.**
* **Fees to be paid through SBI collect.**
* **Application along with duly filled in Proforma NU (CDC)-I should be submitted in spiral binding with original & duplicate copy.**

 **Criteria to be verified for Establishment of New College/institution**

1. No Objection Certificate from the Government of Nagaland, Department of Higher Education.
2. Essentiality Certificate from the State Government (in case of Allied Health Sciences & Paramedical Course)
3. Approval/Recognition from the Apex Body like, National Council of Teacher Education (NCTE)/ All India Council for Technical Education (AICTE)/ Medical Council of India (MCI)/ Dental Council of India (DCI)/Bar Council of India (BCI) or other Statutory/Regulatory body (In case of Professional Course).
4. Constitution of the Trust/Society (for non-govt. college/institution).
5. Certificate of the Trust/Society Registration under Registration of Societies Acts, 1860(for non-government college/institution).
6. Constitution of Governing Body (Private college/institutions)/College Advisory (Govt. college/institutions) comprising of academicians, Politicians, Public Leaders, Government Officials.
7. Bond Undertaking is to be executed by the Sponsoring Society/Trust as per U.G.C. Regulations 2009 Para 3.4.
8. Proposed site of the College/Institution should be conducive for educational institute. The College/Institution should have undisputed ownership and possession of land measuring not less than 2 Acres if it is in Metropolitan cities and 5 Acres if it is in other cities. In this regard, following documents are required:
9. Registered Land documents.
10. Land Use Certificate from the competent authority designated by the Government concerned

. (c) Building Plan of the proposed college, prepared by an Architect.

 (d) Earthquake Protection Certificate, Fire Safety Certificate, from the competent authority.

 (e) Adequate civic facilities for essentials like-water, electricity, ventilations, toilets etc.

 (f) Adequate measures for safety, security, pollution control etc.

1. Financial position (may be revised from time to time): Reserved Fund (fixed deposit in the name of the College for (5) five years). Certificate is to be enclosed.

(i) General College/Institution (Arts/Com/Sc.) : **Rs.10 lacs**

(ii) Professional College/institution : **Rs.15 lacs**

1. Opening of new College/Institution fees:
2. General College/Institution (Arts/ Science /Commerce) : Rs.30,000/-
3. Professional College/Institution : Rs.40,000/-