

## **EXTENDED PROFILE**

### **3.2: NUMBER OF SANCTIONED POSTS YEAR WISE DURING THE LAST FIVE YEARS (2016-17 TO 2020-21)**

**DATA COLLECTION YEAR FOR ASSESSMENT**

**2016-17**

# **Jagannath International Management School**

**Vasant Kunj, New Delhi - 110070**

(Affiliated to Guru Gobind Singh Indraprastha University, Delhi)

NAAC Accredited and ISO 9001:2008 Quality Certified

Recognized Under Section 2(f) by UGC

Dated : 1<sup>st</sup> June 2016

## **Office Order**

As per the Affiliation Norms of Guru Gobind Singh Indraprastha University for the requirement of faculty in each of the 2 shifts running in each of the 3 programs of BBA, BCA and BA(JMC), the sanctioned strength of faculty for the session 2016-17 will be as under

### **BBA - Shift 1**

The sanctioned strength of faculty requirement for BBA program with the annual student intake of 120 students will be as follows:

Professor : 2  
Associate Professor : 4  
Assistant Professor : 12

### **BBA - Shift 2**

In the case of the 2<sup>nd</sup> shift, the University and the Govt. of Delhi have issued separate guidelines for calculating the faculty requirement, which is as under vide order no. DHE 4(61)/2010-11/304 dated 06.05.2011 and DHE 4(60) policy\GGSIPU\2014-15\5890-5904 dated 12/1/2016

- 1) Regular faculty requirement for the 2<sup>nd</sup> shift will be as per 50% of the regular faculty requirement of shift 1.
- 2) The remaining 50% requirement will be met in the following ways
  - a. 25% of regular faculty strength of 1<sup>st</sup> shift in terms of additional work load to some morning faculty members.
  - b. 25% of the reminder faculty requirement by way of visiting/guest faculty.

Based on these norms decided by the Govt of NCT of Delhi and the University for the Second Shift, the sanctioned strength of regular faculty for the program running in the 2<sup>nd</sup> shift with an intake of 120 students will be as under :

Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

### **BCA – Shift 1**

The sanctioned strength of faculty requirement for BCA program with the annual student intake of 60 students will be as follows:

Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

### **BCA – Shift 2**

As per the faculty norms decided by the Govt. of NCT of Delhi and the University for the 2<sup>nd</sup> Shift in each program (as mentioned under BBA 2<sup>nd</sup> Shift Program), the faculty strength for BCA 2<sup>nd</sup> Shift with an intake of 60 students will be as under:

Professor : Nil  
Associate Professor : 2  
Assistant Professor : 3

### **BA(JMC) – Shift 1**

The sanctioned strength of faculty requirement for BA(JMC) program with the annual student intake of 60 students will be as follows:

Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

### **BA(JMC) – Shift 2**

As per the faculty norms decided by the Govt. of NCT of Delhi and the University for the 2<sup>nd</sup> Shift in each program (as mentioned under BBA 2<sup>nd</sup> Shift Program), the faculty strength for BA(JMC) 2<sup>nd</sup> Shift with an intake of 60 students will be as under:

Professor : Nil  
Associate Professor : 2  
Assistant Professor : 3

  
Director

Dr. RAVI K. DHAR  
Director  
Jagannath International Management School  
(Affiliated to GGS IP University, New Delhi)  
JCF Pkt-9, Sec-B, Vasant Kunj, New Delhi-70

**DATA COLLECTION YEAR FOR ASSESSMENT**

**2017-18**



# **Jagannath International Management School**

**Vasant Kunj, New Delhi - 110070**

(Affiliated to Guru Gobind Singh Indraprastha University, New Delhi)

Grade 'A' accredited by NAAC and ISO 9001:2008 Quality Certified

Recognized u/s 2(f) by UGC

Dated : 5<sup>th</sup> June 2017

## **Office Order**

As per the Affiliation Norms of Guru Gobind Singh Indraprastha University for the requirement of faculty in each of the 2 shifts running in each of the 3 programs of BBA, BCA and BA(JMC), the sanctioned strength of faculty for the session 2017-18 will be as under

### **BBA - Shift 1**

The sanctioned strength of faculty requirement for BBA program with the annual student intake of 120 students will be as follows:

Professor : 2  
Associate Professor : 4  
Assistant Professor : 12

### **BBA - Shift 2**

In the case of the 2<sup>nd</sup> shift, the University and the Govt. of Delhi have issued separate guidelines for calculating the faculty requirement, which is as under vide order no. DHE 4(61)/2010-11/304 dated 06.05.2011 and DHE 4(60) policy\GGSIPU\2014-15\5890-5904 dated 12/1/2016

- 1) Regular faculty requirement for the 2<sup>nd</sup> shift will be as per 50% of the regular faculty requirement of shift 1.
- 2) The remaining 50% requirement will be met in the following ways
  - a. 25% of regular faculty strength of 1<sup>st</sup> shift in terms of additional work load to some morning faculty members.
  - b. 25% of the reminder faculty requirement by way of visiting/guest faculty.

Based on these norms decided by the Govt of NCT of Delhi and the University for the Second Shift, the sanctioned strength of regular faculty for the program running in the 2<sup>nd</sup> shift with an intake of 120 students will be as under :

Professor : 1

Associate Professor : 2  
Assistant Professor : 6

### **BCA – Shift 1**

The sanctioned strength of faculty requirement for BCA program with the annual student intake of 60 students will be as follows:

Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

### **BCA – Shift 2**

As per the faculty norms decided by the Govt. of NCT of Delhi and the University for the 2<sup>nd</sup> Shift in each program (as mentioned under BBA 2<sup>nd</sup> Shift Program), the faculty strength for BCA 2<sup>nd</sup> Shift with an intake of 60 students will be as under:

Professor : Nil  
Associate Professor : 2  
Assistant Professor : 3

### **BA(JMC) – Shift 1**

The sanctioned strength of faculty requirement for BA(JMC) program with the annual student intake of 60 students will be as follows:

Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

### **BA(JMC) – Shift 2**

As per the faculty norms decided by the Govt. of NCT of Delhi and the University for the 2<sup>nd</sup> Shift in each program (as mentioned under BBA 2<sup>nd</sup> Shift Program), the faculty strength for BA(JMC) 2<sup>nd</sup> Shift with an intake of 60 students will be as under:

Professor : Nil  
Associate Professor : 2  
Assistant Professor : 3



**Director**

Dr. RAVI K. DHAR  
Director

Jagannath International Management School  
(Affiliated to GGS IP University, New Delhi)  
DCF Pkt-9, Sec-B, Vasant Kunj, New Delhi-70

**DATA COLLECTION YEAR FOR ASSESSMENT**

**2018-19**



# **Jagannath International Management School**

**Vasant Kunj, New Delhi - 110070**

(Affiliated to Guru Gobind Singh Indraprastha University, New Delhi)

Grade 'A' accredited by NAAC and ISO 9001:2015 Quality Certified

Recognized u/s 2(f) by UGC

Dated : 4<sup>th</sup> June 2018

## **Office Order**

As per the Affiliation Norms of Guru Gobind Singh Indraprastha University for the requirement of faculty in each of the 2 shifts running in each of the 3 programs of BBA, BCA and BA(JMC), the sanctioned strength of faculty for the session 2018-19 will be as under

### **BBA - Shift 1**

The sanctioned strength of faculty requirement for BBA program with the annual student intake of 120 students will be as follows:

Professor : 2  
Associate Professor : 4  
Assistant Professor : 12

### **BBA - Shift 2**

In the case of the 2<sup>nd</sup> shift, the University and the Govt. of Delhi have issued separate guidelines for calculating the faculty requirement, which is as under vide order no. DHE 4(61)/2010-11/304 dated 06.05.2011 and DHE 4(60) policy\GGSIPU\2014-15\5890-5904 dated 12/1/2016

- 1) Regular faculty requirement for the 2<sup>nd</sup> shift will be as per 50% of the regular faculty requirement of shift 1.
- 2) The remaining 50% requirement will be met in the following ways
  - a. 25% of regular faculty strength of 1<sup>st</sup> shift in terms of additional work load to some morning faculty members.
  - b. 25% of the reminder faculty requirement by way of visiting/guest faculty.

Based on these norms decided by the Govt of NCT of Delhi and the University for the Second Shift, the sanctioned strength of regular faculty for the program running in the 2<sup>nd</sup> shift with an intake of 120 students will be as under :

Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

### **BCA - Shift 1**

The sanctioned strength of faculty requirement for BCA program with the annual student intake of 60 students will be as follows:

Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

### **BCA - Shift 2**

As per the faculty norms decided by the Govt. of NCT of Delhi and the University for the 2<sup>nd</sup> Shift in each program (as mentioned under BBA 2<sup>nd</sup> Shift Program), the faculty strength for BCA 2<sup>nd</sup> Shift with an intake of 60 students will be as under:

Professor : Nil  
Associate Professor : 2  
Assistant Professor : 3

### **BA(JMC) - Shift 1**

The sanctioned strength of faculty requirement for BA(JMC) program with the annual student intake of 60 students will be as follows:

Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

### **BA(JMC) - Shift 2**

As per the faculty norms decided by the Govt. of NCT of Delhi and the University for the 2<sup>nd</sup> Shift in each program (as mentioned under BBA 2<sup>nd</sup> Shift Program), the faculty strength for BA(JMC) 2<sup>nd</sup> Shift with an intake of 60 students will be as under:

Professor : Nil  
Associate Professor : 2  
Assistant Professor : 3



**Director**

Dr. RAVI K. DHAR  
Director  
Jagannath International Management School  
(Affiliated to GGS IP University, New Delhi)  
JCF Pkt-9, Sec-B, Vasant Kunj, New Delhi-70

**DATA COLLECTION YEAR FOR ASSESSMENT**

**2019-20**

# Jagannath International Management School

Vasant Kunj, New Delhi-110070

(Affiliated to Guru Gobind Singh Indraprastha University, New Delhi)

Recognized u/s 2(f) by UGC & Accredited with 'A' Grade by NAAC

Participant of UNGC & UNPRME, New York

ISO 9001:2015 Quality Certified

Dated : 3<sup>rd</sup> June 2019

## Office Order

As per the Affiliation Norms of Guru Gobind Singh Indraprastha University for the requirement of faculty in each of the 2 shifts running in each of the 3 programs of BBA, BCA and BA(JMC), the sanctioned strength of faculty for the session 2019-20 will be as under

### BBA - Shift 1

The sanctioned strength of faculty requirement for BBA program with the annual student intake of 120 students will be as follows:

Professor : 2  
Associate Professor : 4  
Assistant Professor : 12

### BBA - Shift 2

In the case of the 2<sup>nd</sup> shift, the University and the Govt. of Delhi have issued separate guidelines for calculating the faculty requirement, which is as under vide order no. DHE 4(61)/2010-11/304 dated 06.05.2011 and DHE 4(60) policy\GGSIPIU\2014-15\5890-5904 dated 12/1/2016

- 1) Regular faculty requirement for the 2<sup>nd</sup> shift will be as per 50% of the regular faculty requirement of shift 1.
- 2) The remaining 50% requirement will be met in the following ways



- a. 25% of regular faculty strength of 1<sup>st</sup> shift in terms of additional work load to some morning faculty members.
- b. 25% of the reminder faculty requirement by way of visiting/guest faculty.

Based on these norms decided by the Govt of NCT of Delhi and the University for the Second Shift, the sanctioned strength of regular faculty for the program running in the 2<sup>nd</sup> shift with an intake of 120 students will be as under :

Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

#### **BCA – Shift 1**

The sanctioned strength of faculty requirement for BCA program with the annual student intake of 60 students will be as follows:

Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

#### **BCA – Shift 2**

As per the faculty norms decided by the Govt. of NCT of Delhi and the University for the 2<sup>nd</sup> Shift in each program (as mentioned under BBA 2<sup>nd</sup> Shift Program), the faculty strength for BCA 2<sup>nd</sup> Shift with an intake of 60 students will be as under:

Professor : Nil  
Associate Professor : 2  
Assistant Professor : 3

#### **BA(JMC) – Shift 1**

The sanctioned strength of faculty requirement for BA(JMC) program with the annual student intake of 60 students will be as follows:



Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

**BA(JMC) – Shift 2**

As per the faculty norms decided by the Govt. of NCT of Delhi and the University for the 2<sup>nd</sup> Shift in each program (as mentioned under BBA 2<sup>nd</sup> Shift Program), the faculty strength for BA(JMC) 2<sup>nd</sup> Shift with an intake of 60 students will be as under:

Professor : Nil  
Associate Professor : 2  
Assistant Professor : 3



**Director**

Dr. RAVI K. DHAR  
Director  
Jagannath International Management School  
(Affiliated to GGS IP University, New Delhi)  
DCF Pkt-9, Sec-B, Vasant Kunj, New Delhi-70

**DATA COLLECTION YEAR FOR ASSESSMENT**

**2020-21**

# Jagannath International Management School

Vasant Kunj, New Delhi-110070

(Affiliated to Guru Gobind Singh Indraprastha University, New Delhi)

Recognized u/s 2(f) by UGC & Accredited with 'A' Grade by NAAC

Participant of UNGC & UNPRME, New York

ISO 9001:2015 Quality Certified

Dated : 15<sup>th</sup> June 2020

## Office Order

As per the Affiliation Norms of Guru Gobind Singh Indraprastha University for the requirement of faculty in each of the 2 shifts running in each of the 3 programs of BBA, BCA and BA(JMC), the sanctioned strength of faculty for the session 2020-21 will be as under

### BBA - Shift 1

The sanctioned strength of faculty requirement for BBA program with the annual student intake of 120 students will be as follows:

Professor : 2  
Associate Professor : 4  
Assistant Professor : 12

### BBA - Shift 2

In the case of the 2<sup>nd</sup> shift, the University and the Govt. of Delhi have issued separate guidelines for calculating the faculty requirement, which is as under vide order no. DHE 4(61)/2010-11/304 dated 06.05.2011 and DHE 4(60) policy\GGSIPU\2014-15\5890-5904 dated 12/1/2016

- 1) Regular faculty requirement for the 2<sup>nd</sup> shift will be as per 50% of the regular faculty requirement of shift 1.
- 2) The remaining 50% requirement will be met in the following ways
  - a. 25% of regular faculty strength of 1<sup>st</sup> shift in terms of additional work load to some morning faculty members.
  - b. 25% of the reminder faculty requirement by way of visiting/guest faculty.

Based on these norms decided by the Govt of NCT of Delhi and the University for the Second Shift, the sanctioned strength of regular faculty for the program running in the 2<sup>nd</sup> shift with an intake of 120 students will be as under :

Professor : 1  
Associate Professor : 2

Assistant Professor : 6

**BCA – Shift 1**

The sanctioned strength of faculty requirement for BCA program with the annual student intake of 60 students will be as follows:

Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

**BCA – Shift 2**

As per the faculty norms decided by the Govt. of NCT of Delhi and the University for the 2<sup>nd</sup> Shift in each program (as mentioned under BBA 2<sup>nd</sup> Shift Program), the faculty strength for BCA 2<sup>nd</sup> Shift with an intake of 60 students will be as under:

Professor : Nil  
Associate Professor : 2  
Assistant Professor : 3

**BA(JMC) – Shift 1**

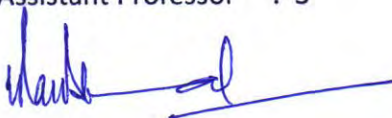
The sanctioned strength of faculty requirement for BA(JMC) program with the annual student intake of 60 students will be as follows:

Professor : 1  
Associate Professor : 2  
Assistant Professor : 6

**BA(JMC) – Shift 2**

As per the faculty norms decided by the Govt. of NCT of Delhi and the University for the 2<sup>nd</sup> Shift in each program (as mentioned under BBA 2<sup>nd</sup> Shift Program), the faculty strength for BA(JMC) 2<sup>nd</sup> Shift with an intake of 60 students will be as under:

Professor : Nil  
Associate Professor : 2  
Assistant Professor : 3



**Director**

**POLICY GUIDELINES**  
**OF**  
**GOVT.OF NCT OF DELHI**





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

Website: www.ipu.ac.in

No.GGSIPU/JR(Aff.)/Proposal/2013-14/

Dated: /12/2012

**NOTICE**

**Invitation of proposals from Societies / Trusts / Govt. depts. / Govt. Institutions for establishment of New Institution to conduct programmes in affiliation with GGS IP University for the Academic Session 2013-2014.**

The University has scheduled the process of inviting and considering the proposals for grant of affiliation to new/existing colleges/institutions for the Academic Session 2013-2014, (which is co-terminus with grant of NOC by the Govt. of NCT of Delhi) w.e.f. 14<sup>th</sup> December, 2012 (Friday).

The Societies/ Trusts/ Govt. Depts./Govt. Institutions who intend to apply for affiliation for the existing or for starting a new Institution / College, are required to submit their proposals in the prescribed pro-forma which can be obtained by submitting a written request addressed to The Registrar, GGS IP University, along with a Demand Draft for Rs.10,000/- per programme / course drawn in favour of The Registrar, Guru Gobind Singh Indraprastha University, New Delhi and the same can be submitted in:

**Affiliation Branch, Administrative Block,  
Room No. 19 / 20, Ground Floor,  
Guru Gobind Singh Indraprastha University  
Sector 16/C, Dwarka, New Delhi - 110075.**

On authorization by the concerned dealing officer/Official in the office detailed above, the applicant will deposit the Demand Draft/Fee in the Accounts Branch against a receipt, and a copy of this receipt thereafter will have to be submitted to the Affiliation Branch for obtaining the pro-forma 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.

**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(61)/2010-11/304, Dated 6.5.2011, read with other guidelines issued vide No.DHE-4(61)/2010-11/1269-1278, Dated 25/7/2011 and DHE-4(61)/2010-11/1744, Dated 29/9/11, 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 2013-14. 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. The Societies/ Trusts/ Govt. Deptts./Govt. Institutions desirous of seeking affiliation for *new* colleges/programmes may also refer to letter No. DHE.4(56)/2009-10/736-38 dated 17.06.2011, incorporating clarifications regarding opening of **new institutes** in Lal Dora/Extendend Abadi areas, along with it enclosing a copy of letter No. F20(19)/96-MP-pt/70 dated 17.03.2011, issued by the Joint Director (MP), DDA, Vikas Sadan, which, *inter-alia*, states that **“the proposal to permit new Educational Institutes in Laldora/Extended Laldora/Green Area & Agricultural land was considered in the Ministry of Urban Development, but not approved by the Competent Authority (copy appended as Annexure-III.)**
4. 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 20<sup>th</sup> February, 2010 and amendment thereof notified on 26<sup>th</sup> March 2012 which is available on the UGC website : [www.ugc.ac.in](http://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.

5. The Societies/ Trusts/ Govt. Deptts./Govt. Institutions desirous of applying for affiliation with the Guru Gobind Singh Indraprastha University for the Academic Session 2013-2014 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](http://www.ipu.ac.in).*

6. 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, 1985 (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”.*

7. Therefore, and in consonance with what has been stated in para 6 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.

8. 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.

9. The proposals / application from **new** Institutes applying for affiliation with Guru Gobind Singh Indraprastha University for the Academic Session 2013-2014, the procedure is outlined below:

Step (i): The application will be examined by a Scrutiny Committee of the University as per Clause 3(2) of Ordinance 1 of GGSIP University Act No.09 of 1998.

Step (ii): The recommendation of the Scrutiny Committee will be placed before the Competent Authority and if the same is approved by it, the recommended Institute will be asked to deposit the requisite ‘processing fee per programme’ for physical inspection of the concerned Institute.

Step (iii): Thereafter a Joint Assessment Committee (JAC) will visit the institute for physical verification / inspection of the facilities available in the institute with regard to all the parameters laid down by the University and other Statutory/Regulatory bodies, for the purpose

10. The complete application, duly filled-in on **the prescribed pro-forma**, with each and every page duly signed/attested by the authorized signatory of the

Institute, may be submitted to the Affiliation Branch, Administrative Block, Room No. 19 /20, Ground Floor, GGSIP University, Sector 16C, Dwarka, New Delhi.

**Please Note:** For the Colleges/Institute located in Delhi, it is mandatory to attach, along with their duly filled application in the prescribed pro-forma, **proof** of having submitted **one copy** of the said proposal to the concerned Department of Govt. of NCT Delhi for scrutiny of the matters related to land etc. for issuance of NOC by them.

**Last Date of issue of prescribed pro-forma / Application form for Affiliation:** upto **28<sup>th</sup> December, 2012 [Friday] till 3:00 p.m. and**

**Last Date for submitting duly filled in pro-forma / Application form for Affiliation:** upto **31<sup>st</sup> December 2012 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 in the

**Venue for Obtaining & Submitting pro-forma / Application form for Affiliation:** Affiliation Branch, Room No. 19 20, Administrative Block, Guru Gobind Singh Indrapratha University, Sector 16/c, Dwarka, New Delhi - 110075)

This is issued with approval of the Competent Authority.

  
(Sunita Shiva)

Deputy Registrar (Affiliation)

No.GGSIPU/JR(Aff.)/Proposal/2013-14/

Dated: /12/2012

**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 Secretary, Department of Health and Family Welfare, Govt. of NCT of Delhi, Delhi Secretariat, I.P. Estate, New Delhi.
4. The Secretary, Deptt. of Social Welfare, Govt. of NCT of Delhi, Delhi Secretariat, I.P. Estate, New Delhi.
5. COF, GGSIPU, New Delhi for information.
6. AR, VC Secretariat for kind information of Hon'ble Vice Chancellor, GGSIPU.
7. SO to Registrar for kind information of Registrar, GGSIPU.
8. Officer In-charge, Server Room with a request to upload this on the University website.

  
(Sunita Shiva)  
Deputy Registrar (Affiliation)



Annexure-I  
105/c

GOVT. OF NCT OF DELHI  
DIRECTORATE OF HIGHER EDUCATION  
B-WING, 2<sup>nd</sup> 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;

*[Handwritten signature]*  
10/5/11  
6/5/11



184/c

- 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 GGSI 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 GGSI University for at least a period of three years.*
  - iii) *The Joint inspection team appointed by the GGSI 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 GGSI 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 GGSI University for at least a period of three years.*

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- 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) 2<sup>nd</sup> Shift:-

*(1) Institutions running in permanent campus may be allowed to run 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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*



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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 2<sup>nd</sup> 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 2<sup>nd</sup> shift and 50% existing staff of the 1<sup>st</sup> 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 2<sup>nd</sup> shift shall be required to deposit 25% of the fee collected from the students admitted in 2<sup>nd</sup> 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 2<sup>nd</sup> shift programmes started in various institutes within a week from the last date of admission.
- ix. As regards AICTE approved courses, the 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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 GGSJ 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 GGSJ 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 to 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.



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- 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 lal-dora/ extended lal-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 2<sup>nd</sup> 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 GGSJ 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 GGSJ University, appropriate action for withdrawal of affiliation will be taken. The GGSJ University shall immediately report to the government any instance of an institute running a course affiliated to a University other than the GGSJ 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.

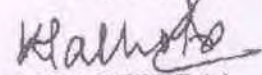
These Policy Guidelines may be brought to the notice of all affiliated institutions / concerned.



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This issues with the approval of the Competent Authority.

Yours faithfully,



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

Ph. No. 23831012

Dated: 6.5.2011

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

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 Price Regulatory Committee, A-61, Gulmohar Park, New Delhi.
6. The Pr. Secretary (H&FW), Department of Health & Family Welfare, 9<sup>th</sup> 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, 7<sup>th</sup> Floor, Chanderlok 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, 2<sup>ND</sup> FLOOR, 5-SHAM NATH MARG, DELHI-54

No. DHE-4(61)/2010-11/ 1744

Dated: 29/9/11

175/c

To

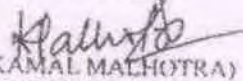
The Registrar,  
Guru Gobind Singh Indraprastha University,  
Sector-16 C, Dawarka,  
New Delhi-110075.

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,

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 B.Ed (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. Edu.)  
Ph. No. 23831012.

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

Dated:

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, Dawarka, 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-61, Gulmohar Park, New Delhi.
6. The Pr. Secretary (H&FW), Department of Health & Family Welfare, 9<sup>th</sup> level, A-Wing, Delhi Sect. I.P. Estate, New Delhi-2.
7. The Pr. Secretary (TTE), Govt of NCT of Delhi, Department of Ig & Tech. Education Muni Maya Ram Marg, Pitam Pura Delhi.
8. The Joint Secretary MHRD, Govt of India, Shastri Bhawan, New Delhi.
9. The Director, SCERT, Vardhi 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. Edu.)



GOVT. OF NCT OF DELHI  
DIRECTORATE OF HIGHER EDUCATION  
B-WING, 2<sup>nd</sup> FLOOR, 5 SHAM NATH MARG, DELHI

No. DHE-4(61)/2010-11/ 1269-1270

Dated: 25/7/2011

174/K

To

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

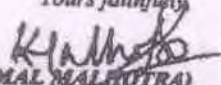
**Sub: POLICY GUIDELINES FOR ISSUE / REVALIDATION OF 'NO OBJECTION CERTIFICATE' AND OTHER ALLIED MATTERS TO PRIVATELY MANAGED SELF-FINANCED INSTITUTIONS LOCATED IN CONFORMING AREA, SEEKING AFFILIATION / AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY FOR THE ACADEMIC YEAR 2011-12 & ONWARDS.**

Sr.

In continuation to this office letter of even number dated 06.05.2011 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 norms 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,

  
(KAMAL MALHOTRA)  
DY. DIRECTOR (Hr. Edu.)  
Ph. No. 23831012  
Dated: 2011

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-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-61, Gulmohar Park, New Delhi.
6. The Pr. Secretary (H&FW), Department of Health & Family Welfare, 9<sup>th</sup> Level, A-Wing, Delhi Sectt., I.P. Estate, New Delhi-2
7. The Pr. Secretary (ITE), Govt. of NCT of Delhi, Department of Trg. & Tech. Education, Muni Maya Ram Marg, Planaspura, Delhi.
8. The Chairman, AICTE, 7th Floor, Chandertok Building, Janpath, New Delhi.
9. Notice Board.

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RECEIVED



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

*Annexure-II*

No.: GGSIPU/JR(Aff.) 2011/705

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 11<sup>th</sup> 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.

*Nitin Malik*  
(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, Prembari 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.ipu.ac.in

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

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.ipu.ac.in

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 AICTE 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, 2<sup>nd</sup> FLOOR, 5 SHAM NATH MARG, DELHI

173/C

No. DHE.4(56)/2009-10/ 736-38

Dated: 7/06/11

To

- 1) The Addl. Secretary (H&FW)  
 Health & Family Welfare Department,  
 Delhi Sectt., I.P. Estate,  
 New Delhi-110 002.
- ✓ 2) The Registrar  
 Guru Gobind Singh, Indraprastha University,  
 Kashmere Gate,  
 Delhi-110 006.
- 3) The Dy. Director (SB)  
 Department of Training & Technical Education,  
 Muni Maya Ram Marg,  
 Pitampura, 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-pf/70-dated 17-03-2011 received from Joint Director(MP), DDA, Vikas sadan, New Delhi alongwith its enclosure in respect of Clarification regarding opening of new institutes from Lal-dora /Extended Abadi for taking further necessary action.

Encl: As above

Yours faithfully,

*Kamal Malhotra*  
 (KAMAL MALHOTRA  
 DY. DIRECTOR (Hr. Edn.  
 Ph. NO. 2393051



172/c

Master Plan  
6<sup>th</sup> Floor, Vikas  
New Delhi

No.: F20(19)96-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, 2<sup>nd</sup> Floor, 5 Sham Nath Marg, Delhi.

Sub.: Clarification regarding opening of new institute from Lal-dora  
Abadi.

Ref.:

- i. Letter No. DHE.4(56/2009-10/7146 dated 14-01-11.
- ii. Letter No. DHE-4(56)/2009-10/7829 dated 03-03-11.

Sir,

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

Please find enclosed a copy of letter No. N-11013/7/2010-DDIB dated 13-03-2011 from Under Secretary to the Govt. of India for your information.

You

Jt. Dir

Encl.: As above

Copy to: Director (Plg.)/MPD-2021. DC & PF. 6<sup>th</sup> floor Vikas Minar,  
Delhi for information please.

Most Immediate  
Pl discuss.

HP  
24/3

discussed  
US

Jt. Director (MP)

3570/117  
42/8/11



Secretary to Government of India  
Block No. 4-302  
New Delhi - 110011

171/C



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

सिर्माण भवन / New Delhi  
नई दिल्ली / New Delhi  
Dated 7<sup>th</sup> February, 2011

7-73  
10/2/11

To

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

MP/PT/248-G  
Vikas Minar N. Delhi  
Dr. No. 1-236  
De. 18-2-11

18/2/11

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

Sir,

I am directed to refer to DDA's letter No. 20(19)/MP/PT./248-G dated 7.12.2010 forwarding therewith proposal to permit new Educational Institutions in Lal Dora/Extended Lal Dora/grc area & agriculture land and to say that the proposal has been considered but not approved by the competent authority.

336-B  
10/2/11

Yours faithfully

Under Secretary to the Government of India



GOVT. OF NCT OF DELHI  
DIRECTORATE OF HIGHER EDUCATION  
B-WING, 2<sup>nd</sup> FLOOR, 5 SHAM NATH MARG, DELHI

F.No. DHE 4(60)/Policy/GGSIPU/2014-15/465

Dated: 03/02/17

To,

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

**SUB: Amendments to the 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 2017-18 & onwards.**

Sir,

The following amendments have been made to the existing policy guidelines, issued vide letter No.DHE-4(60)/Policy/ GGSIPU/2014-15/5890-5904 dated 12.01.2016, for 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 :-

- a. In the policy guideline, in general, wherever the phrase "built up area" occurs the same should be read as "covered area for FAR". This is because certified building plans provide for "covered area for FAR" instead of "built up area". More specifically, the **clause 1.1 iii. h.** should be read as:

"The covered area for FAR as assessed and verified by 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 the institute. The covered area for FAR as certified by the local body / architect may be taken as final. For implementation of this clause, all new institutes will be allotted seats on the basis of covered area for FAR. For existing institutions, the built up area as assessed / certified by JAC for Academic Session 2016-17 shall be considered as final for allocation of seats. Any addition in the area will be considered in terms of covered area for FAR only for allocation of seats."

Page no. 1 of 3.

353  
08-02-17

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C. Soanin  
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Mandana  
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Gulri  
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SO(E)/SO(S)  
24/02/17



b. Clause 4.1 should be read as:

“At the time of renewal of NOC for any programme or grant of intake for any programme, the status of admission as against the sanctioned seats will be reviewed. If for any programme in an institute, the admission has been less than 50% of the sanctioned seats consecutively for the last three academic years (i.e. in each of the three years the admission is less than 50% of the sanctioned strength), then no fresh admission will be allowed. If for a programme in an affiliated institution, the admission has been less than 50% of sanctioned seats consecutively for two years, then the University will issue a warning letter that if for the third consecutive year also the admission is less than 50%, then no fresh admission will be considered for the 4<sup>th</sup> year. This shall not be applicable to institutes with minority status. If in an institution (minority or otherwise), the short fall in faculty position is 20% or more for two consecutive years for a programme, then no fresh admission shall be allowed. 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) That all terms and conditions for affiliation prescribed by the GGSIP University and other Statutory Bodies are being observed.”

c. Clause 4.3 should be read as:

“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 Annexure-I (as per academic year 2015-16). NOC will be subject to the conditions that no new construction would be taken up. They will be allowed to continue only the existing courses. No new course and intake will be allowed.”



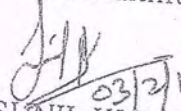


These amendments of the Policy Guidelines may be brought to the notice of all affiliated Institutions/concerned.

This issues with the prior approval of the Competent Authority.

Encl. : As above

Yours faithfully,

  
(SUNIL KUMAR)

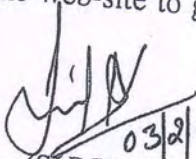
A.O.-II (HIGHER EDUCATION)

F.No. DHE 4(60)/Policy/GGSIPU/2014-15/ 466 - 79

Dated: 03/02/17

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 website 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 and Family Welfare, 9<sup>th</sup> Level, Delhi Secretariat, New Delhi - 110002.
8. The Secretary (TTE), Deptt of Training & Technical Education, Muni Maya Ram Marg, Pitampura, Delhi - 110088.
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, 7<sup>th</sup> 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)



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

**INSTITUTES RUNNING FROM SCHOOL BUILDINGS LOCATED IN LAL  
DORA/EXTENDED LAL DORA**

S.NO.	NAME & ADDRESS OF THE INSTITUTE
<b>INSTITUTES AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY</b>	
1	Guru Ram Dass College of Education, West Jyoti Nagar, Shahdara, Delhi-110094
2	Pradeep Memorial Comprehensive College of Education, Pratap Vihar, Kirari Extn., Nangloi, Delhi-110041.
3	R.C. Institute of Technology, Gopal Nagar, Najafgarh, New Delhi-11043.
4	V.D. Institute of Technology, Krishan Vihar, Sultan Puri, Delhi-110041.

**INSTITUTES RUNNING IN SCHOOL BUILDING**

S.NO.	NAME & ADDRESS OF THE INSTITUTE
<b>INSTITUTES AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY</b>	
5	Amity Institute of Education, M-Block, Saket,, New Delhi-110017
6	Gitarattan Institute of Advanced Studies & Training, D-Block, Sector-7, Rohini, Delhi.
7	Guru Nanak College of Education, Road No. 75, Punjabi Bagh, New Delhi-110026
8	Kalka Institute for Research and Advanced Studies, Kalka Public School Campus, Alaknanda, New Delhi-110019.
9	St. Lawrence College of Higher Education, Geeta Colony Facility Centre, Delhi- 110031
10	Guru Nanak Institute of Management, Road No. 75, Punjabi Bagh (West), New Delhi-110026.

**INSTITUTES RUNNING FROM RENTED BUILDING**

S.NO.	NAME & ADDRESS OF THE INSTITUTES
<b>INSTITUTES AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY</b>	
11	Madhubala Institute of Communication and Electronic Media, 12-B, Madangir, New Delhi-110062.
12	Amity School of Engineering & Technology, 580, Delhi Palam Vihar Road, Bijwasan, New Delhi-110061.
<b>INSTITUTE AFFILIATED TO BOARD OF TECHNICAL EDUCATION</b>	
13	Aditya Institute of Technology, Kishan Garh, VasantKunj, New Delhi.



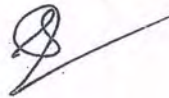


**INSTITUTES RUNNING FROM AGRICULTURE LAND PREMISES**

S.NO.	NAME & ADDRESS OF THE INSTITUTE
<b>INSTITUTES AFFILIATED TO BOARD OF TECHNICAL EDUCATION</b>	
14	Chhotu Ram Rural Institute of Technology (CR)
15	International Polytechnic for Women (IN)

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

S.NO.	NAME & ADDRESS OF THE INSTITUTE
<b>INSTITUTES AFFILIATED TO GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY</b>	
16	Delhi Institute of Rural Development (DIRD), G.T. Karnal Road, Holambi Khurd, Delhi-110082
17	B.K. Institute of Education & Technology, Khasra Village Ghevra, Plot No. 141, Main Narela Road, Delhi-110081
18	Delhi Institute of Rural Development (Sister Branch of DIRD), G.T. Karnal Road, Village Nangali Puna, Delhi-110036
19	Delhi Teachers Training College, 340, Deen Pur, Bijwasan Road, Najafgarh, New Delhi
20	Fairfield Institute of Management & Technology, Plot No. 1037/1, FIMT Campus, Kapashera, New Delhi-110037
21	Kamal Institute of Higher Education and Advanced Technology, K-1 (Block), Mohan Garden, New Delhi-110059
22	Kasturi Ram College of Higher Education, Village Kureni (Kh. No. 17/1/2/3 dated 33/3), Narela, Delhi-110040
23	Lingaya's Lalita Devi Institute of Management and Sciences, 847-848, Mandi Road, Village Mandi, New Delhi-110047
24	Sant Hari Dass College of Higher Education, (Opp. Air Force Station), Bani Camp, Najafgarh, New Delhi-110043
25	Sri Ram Institute of Teacher Education, Sector-28, Dwarka, New Delhi-110045.
26	HMR Institute of Technology & Management, Hameed Pur, Delhi-110036.
<b>INSTITUTES AFFILIATED TO BOARD OF TECHNICAL EDUCATION (TTE)</b>	
27	Baba Haridas College of Pharmacy, Jharoda Kalan, Delhi
28	Subramaniyam Bharati College of Science & Tech., Holambi Khurd





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

No. DHE- 4(60)/Policy/GGSIPU/2014-15/5890-5904 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:



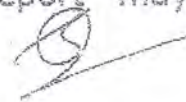
- i. The applicant society or trust must have its own land and building in a conforming area of NCT of Delhi, as per MPD- 2021 and norms of U.G.C. notified vide notification dated 26.03.2012 will apply which is; 'undisputed ownership and possession of land free from any encumbrances measuring not less 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.

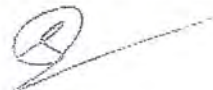




- iv) The Institution has secured 'A' Category in the inspection report of JAC during the last three preceding years.
- v) Academic Audit will continue to be done every year by the University even for courses for which NOC has been granted for more than one year.
- vi) After the expiry of five years, 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.



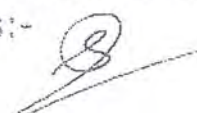


- (v) Academic Audit will continue to be done annually by the University Even for Courses for which NOC has been granted for more than one year.
- (vi) After the expiry of three years, further revalidation of NOC on long term will be made on the basis of the preceding two years Academic Audit Report 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 fufills 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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





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

Start of Academic Session.....1<sup>st</sup> 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.

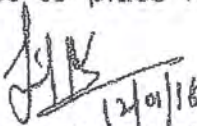
Yours faithfully,

  
12/01/16  
(SUNIL KUMAR)

A.O. -II(HIGHER EDUCATION)

No. DHE- 4(60)/Policy/GGSIPU/2014-15/5890-5904 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, 9<sup>th</sup> 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, 7<sup>th</sup> 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.

  
12/01/16  
(SUNIL KUMAR)

A.O. -II(HIGHER EDUCATION)