

To be sent on the letter head of the Trust/Society/Institution duly signed by the Chairman, Secretary, Treasurer and Principal of Educational Institution separately for Under Graduate and Post Graduate Programmes.

To
The Chairman,

Committee on Fixation of Fee in Respect of Self Financing Professional Colleges,
Admission and Fee Regulatory Committee
Uttarakhand-248001

Sir,

We are proposing the following fee structure for the Programme run by our Institution
..... for the academic year 2020-2021, 2021-2022 and 2022-2023. The fee is
Rs. /- chargeable per student annually.

(Rupees in words)

Treasurer
(Sign with seal)

Secretary
(Sign with seal)

Chairman/President
(Sign with seal)

Principal
(Sign with seal)

Place:

Place:

Place:

Place:

Date:

Date:

Date:

Date:

FORMAT FOR THE SUBMISSION OF PROPOSAL

1.1 INSTITUTIONAL DETAILS

1	Name of the Institution				
2	Address of the Institution				
3	Phone with STD Code:				
	Fax:				
	E-mail ID:				
4	Mission of the Institution	Yes / No			
5	Vision of the Institution	Yes / No			
6	Date and Year of Establishment				
7	Whether the Institution is having Autonomus status (Attach the Proof)	If Yes, (Attach Proof)			
8	No. of Courses having permanent affiliation				
9	Type of the Institution	Private Self-financing / Aided / Minority (Religious / Linguistic)			
10	Aided (all courses aided only)	No. of Aided Courses :			
11	Aided and Unaided Courses	No. of Aided Courses		No. of Unaided Courses	
12	Programme being conducted	No. of UG Programmes	No. of PG Programmes		Any other Programmes
13	No. of Courses Accredited by NBA (If yes, Attach the Proof)				
4	Sanctioned Intake capacity for first year of the course for the years mentioned herein-against (As approved by regulatory authority) Other then students admitted under Government Fees Waiver Scheme	2019-20	2020-21	2021-22	2022-23
5	Actual number of students admitted in first year of the course during the years mentioned herein against (Other then students admitted under Government Fees Waiver Scheme)	2019-20	2020-21	2021-22	2022-23
6	Sanctioned Intake capacity of students to be admitted under Government Fees Waiver Scheme for first year of the course for the years mentioned herein-against (As approved by regulatory authority)	2019-20	2020-21	2021-22	2022-23
7	Present Fess Structure of the Institute for the course for Academic Years	2021-22			
i	Course 1				
ii	Course 2				
iii	Course 3				
iv	Course 4				
v	Course 5				
vi	Course 6				
8	Fees proposed by the Institution for the course for Academic Years mentioned herein against	2022-23	2023-24	2024-25	
A	For open seats				
i	- Course 1				
ii	- Course 2				
iii	- Course 3				
B	For NRI Seats				
i	- Course 1				
ii	- Course 2				
iii	- Course 3				
C	For Others				
i	- Course 1				
ii	- Course 2				
iii	- Course 3				
14	Whether approved by AICTE	Yes / No			
15	Whether affiliated by University	Yes / No			
16	Whether the Institution is accredited by NAAC.	If Yes, (Attach Proof)			
17	Whether the Institution is autonomous	Yes / No			
18	Whether the Institution has been awarded a ranking	If Yes, (Attach Proof)			
19	Name of the Principal				
	Qualification & Experience				
20	Full postal address of the Principal (Residence)				
21	Phone with STD Code:				
	Fax:				
	E-mail ID:				

1.2 INFORMATION OF THE TRUST / SOCIETY

1	Name of the Trust/Society			
2	Address (with pin code)			
	Telephone No. (with STD code)			
	Fax No. (with STD code)			
	E-mail ID			
	Website			
3	Registration No. of the Trust/Society	Registration No.		
4	Year of Establishment of the Trust			
5	Name of the Trutees	Enclose list with address along with mobile numbers		
6	Name of the Chairman along with his mobile number			
7	Name of the Secretary along with his mobile number			
8	Name of all the educational Institutions established/ funded/ operated by the Trust/ Society and courses conducted by such Institutions for which fess is to be determined by AFRC	S.No.	Name of Institute	Courses
				1
				2
		S.No.	Name of Institute	Courses
				1
				2
		S.No.	Name of Institute	Courses
				1
				2
9	Name of all the educational Institutions established/ funded/ operated by the Trust/ Society and courses conducted by such Institutions for which fess is not determined by AFRC	S.No.	Name of Institute	Courses
				1
				2
		S.No.	Name of Institute	Courses
				1
				2
		S.No.	Name of Institute	Courses
				1
				2
10	PAN of Trust/Soeicty	PAN No. (Enclose copy of PAN No. of Trust/Society)		
11	TAN of Trust/Soeicty	TAN No. (Enclose copy of TAN No. of Trust/Society)		
12	Annual financial report alongwith the audited financial statements of Trust/Society for F.Y.2019-20, 2020-21 and 2021-22 and the copy of complete Income Tax Return of A.Y. 2020-21, 2021-22 and 2022-23	Attach certified audited copy of the financial statements of Trust/Society along with auditor's report for F.Y.2019-20, 2020-21 and 2021-22 and copy of complete Income Tax Return of A.Y. 2020-21, 2021-22 and 2022-23		

Verification

I, _____ (full name in block letters), son/ daughter of _____, solemnly declare that to the best of my knowledge, the information given in this Proforma and statements accompanying is correct and complete. I further declare that I am submitting this Proforma in my capacity as _____ and I am competent to submit and verify the same.

Place:
Date:

Signature
(Chairman/Secretary)

1.3 QUESTIONNAIRE - INSTITUTIONAL DETAILS

A	Whether the Institution fulfills the following ESSENTIAL REQUIREMENTS (please submit proof of the requirements fulfilled)	
i	Teacher Training	Yes / No
i.i	If Yes, provide details alongwith documentary evidence	
ii	Student Inductio Programme	Yes / No
ii.i	If Yes, provide details alongwith documentary evidence	
iii	Standalone Language Laboratory	Yes / No
iii.i	If Yes, provide details alongwith documentary evidence	
iv	Backup Electricity Supply	Yes / No
iv.i	If Yes, provide details alongwith documentary evidence	
v	Sports Facilities	Yes / No
v.i	If Yes, provide details alongwith documentary evidence	
vi	Rainwater Harvesting	Yes / No
vi.i	If Yes, provide details alongwith documentary evidence	
vii	Sustainable Green Campus	Yes / No
vii.i	If Yes, provide details alongwith documentary evidence	
viii	Student Safety Insurance	Yes / No
viii.i	If Yes, provide details alongwith documentary evidence	
ix	Employee Group Accident Policy	Yes / No
ix.i	If Yes, provide details alongwith documentary evidence	
x	General Insurance for Assets	Yes / No
x.i	If Yes, provide details alongwith documentary evidence	
xi	Provision to watch MOOCs through SWAYAM	Yes / No
xi.i	If Yes, provide details alongwith documentary evidence	
xii	Student Counsellor	Yes / No
xii.i	If Yes, provide details alongwith documentary evidence	
xiii	Online Grievance Redressal Mechanism	Yes / No
xiii.i	If Yes, provide details alongwith documentary evidence	
B	Whether the Institution fulfills the following DESIRABLES REQUIREMENTS (please submit proof of the requirements fulfilled)	
i	Skill Development Courses	Yes / No
i.i	If Yes, provide details alongwith documentary evidence	
ii	Tinkering Laboratory	Yes / No
ii.i	If Yes, provide details alongwith documentary evidence	
iii	Smart Classrooms	Yes / No
iii.i	If Yes, provide details alongwith documentary evidence	
iv	Public Announcement System	Yes / No
iv.i	If Yes, provide details alongwith documentary evidence	
v	ERP	Yes / No
v.i	If Yes, provide details alongwith documentary evidence	
vi	LCD Projectors in classrooms	Yes / No
vi.i	If Yes, provide details alongwith documentary evidence	
vii	Auditorium	Yes / No
vii.i	If Yes, provide details alongwith documentary evidence	
viii	Innovation cell / Social Media cell	Yes / No
viii.i	If Yes, provide details alongwith documentary evidence	
ix	Sanitary Napkin vending & disposal	Yes / No
ix.i	If Yes, provide details alongwith documentary evidence	
x	Library automqation including barcoding	Yes / No

x.i	If Yes, provide details alongwith documentary evidence	
xi	Participation in national ranking framnetwork	Yes / No
xi.i	If Yes, provide details alongwith documentary evidence	
xii	Participation in national innovation ranking	Yes / No
xii.i	If Yes, provide details alongwith documentary evidence	
xiii	Measures for Cybersecurity	Yes / No
xiii.i	If Yes, provide details alongwith documentary evidence	
C Additional details		
i	Student Faculty Ratio	Provide details of the same separately for each course/ programme conducted by the Institute as an Annexure
ii	Details of faculty highlighting their qualification, experience, books written or papers submitted, awards to their name and any other details	Provide details of the same as an Annexure
iii	Status of Laboratory - are they equipped with latest and up-to-date equipments and technology	If Yes, (Attach Proof)
iv	Status of Computer Labs - are they equipped with latest and up-to-date equipments and technology, wi-fi system, LAN etc	If Yes, (Attach Proof)
v	E-library access and other advance education material	If Yes, (Attach Proof)
vi	Air-conditioned campus	Yes / No
vii	Hostel facility - whether fully air-conditioned with proper security incl. CCTV surveillance, separate hostel for Girls and boys, separate hostel for separate batches and courses	Provide details of the same as an Annexure
viii	Whether the Institution runs Student exchange programs or organises study tours, both within and outside India	If Yes, provide the details of the same for last three years
ix	Whether the Institution has a placement cell and organises placements to its students	If Yes, provide the details of the same for last three years
x	Whether the Institution has data of the employment of the students who have passed out from the Institution	If Yes, provide the details showing their names, year of passing, name of Company employed with and their salary for last three years

Form - B (In two copies)
Proforma for information on _____ (Course) Of.....(Institute)

1	Name of the Course						
	Specify whether UG/ PG or Diploma Course						
	Duration of the course						
2	Name of the Director/ Principal of the						
3	Name of the University to which this course is						
4	Notices issued by the AFRC for the academic years mentioned herein-against for complain redressal		2021-22	2020-21	2019-20		
i	Number of notices issued by AFRC						
ii	Number of notices replied by the Institution						
iii	Number of notices resolved						
iv	Number of notices pending						
5	Sanctioned Intake capacity for first year of the course for the years mentioned herein-against		2021-22	2020-21	2019-20		
			(Enclose copy of latest sanction letter also)				
6	Actual number of students admitted in first year of the course during the years mentioned herein against		2021-22	2020-21	2019-20		
	- Boys						
	- Girls						
	- Total						
7	Furnish the details of actual number of students admitted in first year of the course during the years mentioned herein against (as submitted in Item No. 10 below)		2021-22	2020-21	2019-20		
i	Student admitted under NRI seats						
	- Boys						
	- Girls						
ii	Others:						
a	SC/ST Students Admitted						
	- Boys						
	- Girls						
b	OBC Studetns Admitted						
	- Boys						
	- Girls						
c	Other Gerenral Studetns Admitted						
	- Boys						
	- Girls						
	Total (must match with actual number of students						
8	Furnish number of students admitted for the years mentioned herein-against		2021-22	2020-21	2019-20		
i	Through Entrance examination (like PET, JEE, MP MET, CAT, MAT, CMAT, NATA, PEPT, PPT, Non-PPT, etc.)						
ii	On the basis of other examination:						
	- By the Counselling Authority through centralised counselling						
	- By Institution itself at College level counselling						
	Total (must match with actual number of students admitted mentioned at point no. 10 & 11 below)						
9	Regular Students studying as per under mentioned table						
	Academic Year	Total No. of regular Students studying the course during the repective year	Studying in				
			Ist Year	IInd Year	IIIrd Year	IVth Year	Vth Year

Form - B (In two copies)
Proforma for information on ____ (Course) Of.....(Institute)

	2019-20						
	2020-21						
	2021-22						
10	Drop-out Students (who have taken TC from the Institution) as per under mentioned table						
	Academic Year	Total No. of drop-out Students studying the course during the respective year	Drop-out during				
			Ist Year	IInd Year	IIIrd Year	IVth Year	Vth Year
	2019-20						
	- SC						
	- ST						
	- OBC						
	- Others						
	Total						
	2020-21						
	- SC						
	- ST						
	- OBC						
	- Others						
	Total						
	2021-22						
	- SC						
	- ST						
	- OBC						
	- Others						
	Total						
11	Ex Students appearing in examination						
	Academic Year	Total No. of Ex Students studying the course during the respective F.Y.	Appearing in				
			Ist Year	IInd Year	IIIrd Year	IVth Year	Vth Year
	2019-20						
	- SC						
	- ST						
	- OBC						
	- Others						
	Total						
	2020-21						
	- SC						
	- ST						
	- OBC						
	- Others						
	Total						
	2021-22						
	- SC						
	- ST						
	- OBC						
	- Others						
	Total						
12	Date and year of initial recognition of course by Regulatory Authority						

Form - B (In two copies)
Proforma for information on _____ (Course) Of.....(Institute)

13	Date of renewal of recognition of course by Regulatory Authority for 2020-21	(Must enclose a copy of last inspection report of Regulatory Authority).				
14	Date of renewal of recognition of course by Regulatory Authority for 2021-22	(Must enclose a copy of last inspection report of Regulatory Authority).				
15	Whether Institution is having Accreditation	Yes/No(If Yes, enclose a copy of the certificate)				
	- Accreditation from mention Accreditation Agency	Yes/No(If Yes, enclose a copy of the certificate)				
16	Whether any year during 2017-18 to 2021-22 has been awarded as zero year by Regulatory Authority	Yes/No (If Yes, Enclose relevant letter from Regulatory Authority)				
17	Whether Institution has applied for discontinuance of course	Yes/No (If Yes, Enclose relevant letter from Regulatory Authority)				
18	Salary and Staff Details	Enclose details as per Annexure-I, Annexure-II and Annexure-III.				
19	Teaching Staff	Furnish details of teaching staff in the following format				
	Requirement as per Regulatory Body norms	Filled Post			Total Filled	Vacant Posts
		Regular	Adhoc	Contract		
	a) Professors					
	b) Associate Professors/Reader					
	c) Astt.Professors/Lecturers					
20	Non Teaching Staff	Furnish details of non- teaching staff in the following format.				
	Requirement as per Regulatory Body norms	Filled Post			Total Filled	Vacant Posts
		Regular	Contract		Posts	
	a) Technical					
	b) Non-Technical					
	i. Steno Typist					
	ii. Stenographers					
	iii. Store Keeper cum clerk					
	iv. Record clerk					
	c) Class -IV					
	i. Lab. Attendant					
	ii. Sweepers					
	iii. Peons					
	iv. Van Driver					
21	Student - Teacher Ratio					
	a) With approved staff only					
	b) With (regular+ contract) staff					
22	Student - Non- teaching Staff Ratio					
23	Student - Total Staff Ratio					
24	Non- Teaching - Teaching staff Ratio					
25	Furnish details of University results of semester in the following format					
	For Academic Year 2021-22					
	Year	No. of students appeared in examination		No. of students declared PASS by the University	% of Result	No. of students obtaining more then 75% marks
		Regular	Ex			No. of students in University Merit List
	Ist					
	IIInd					
	IIIrd					
	Ivth					

Form - B (In two copies)
Proforma for information on ____ (Course) Of.....(Institute)

26	Whether Institution/Society is involved in conducting any activity/ courses apart from the courses for which fees has been fixed by AFRC for F.Y. 2019-20, 2020-21 and 2021-22			Yes/No (If yes, furnish following details of said activities/courses)		
	Activity/Course	Fee per student /participant	No. of students /participants	Total fees received	Total expenditure on such activity/course	Surplus/ (Deficit)
	Others (please					
27	Audited Financial Statements of the course			Attach Audit Report along with Audited Final Accounts and all necessary schedules for each course separately for the last three years i.e. 2019-20, 2020-21 and 2021-22.		
28	Furnish comparative data of Audited Financial Statements of the course			Furnish comparative data of Audited Final Accounts in the below mentioned chart for the last three years i.e. 2019-20, 2020-21 and 2021-22 for the courses separately.		

29	Financial Information for the FY 2019-20, 2020-21 and 2021-22										
i.	Give details of common expenses apportioned between different courses in the following format										
	S.No.	Head of expenditure	Total Expenditure	Amount Apportioned between							
				Course...	Course...	Course				Course	Course ..
	1										
	2										
	3										
	Note: Also enclose working and basis of apportionment of common expenses										
ii.	Interest paid/ provided on loans			Give details as per enclosed Annexure-IVA and Annexure-IVB and also enclose copy of loan sanction letter							
iii.	Advertisement Expenses			Furnish details as per following table:							
	S.No.	Particulars								Amount	
	1	Faculty Recruitment									
	2	Counseling/admission of students for regular students									
	3	Counseling/admission of students for lateral students									
	4	Conference/ Seminar									
	5	Training and Placement									
	6	Others (Please specify each head individually)									
		TOTAL (must match with audited Income and Expenditure figure)									
iv.	Rent			Furnish details as per following table:							
	S.No.	Particulars								Amount	
	1	Paid for Building Premises									
	2	Paid for staff residence and not debited in salary head									
	3	Office Rent									
	4	Paid for Vehicle									
	5	Paid for Equipment									
	6	Others (Please specify)									
		TOTAL (must match with audited Income and Expenditure figure)									
v.(a)	Whether Hostel Facility is available			Yes/No							
	If yes, mention capacity			Boys							
				Girls							
				Total Capacity							
(b)	Whether Hostel accounts maintained separately? (i.e. not clubbed with Audited Income & Expenditure)			Yes/No/NA (If Yes,enclose Audited Income & Expenditure Account of the same and also furnish following details. If No, give details in annexure-V)							
	No. of students	Fees charged per student pa	Total Hostel Fees received	Total Expenses on Hostel							
vi. (a)	Whether Mess Facility is provided to Hostellers			Yes/No							
(b)	Whether Mess accounts maintained separately? (i.e not clubbed with Audited Income & Expenditure)			Yes/No/NA (If yes, enclose audited Income and Expenditure Account of the same also furnish following details. If No, give details in Annexure-V)							
	No.of students using Mess	Fees charged per student pa	Total Mess Fees received	Total Expenses on Mess							
vii (a)	Whether Transportation Facility is provided to students			Yes/No							
(b)	Distance of Institution from zero mile stone of the City in which Institution is situated.										
(c)	Whether Students Transportation accounts maintained separately? (i.e not clubbed with Audited Income & Expenditure)			Yes/No/NA (If yes, enclose audited Income and Expenditure Account of the same also furnish following details. If No, give details in Annexure-V)							
	No.of students	Fees charged per student pa	Total Transport Fees received	Total Expenses on Transport							

	S.No.	Nature/Head of Transportation Expenses of Students						Amount
	1	Diesel						
	2	Bus hire charges						
	3	Salary of Transport Staff						
	4	Repairs & Maintenance						
	5	Others (please specify)						
viii (a)	Whether Training & Placement Facility is provided to students		Yes/No					
(b)	Whether Training & Placement accounts maintained separately? (i.e not clubbed with Audited Income & Expenditure)		Yes/No/NA (If yes, enclose audited Income and Expenditure Account of the same also furnish following details. If No, give details in Annexure-V)					
	Students using Training & Placement facility	Fees charged per student pa	Total Training & Placement Fees received	Total Training & Placement Expenses				
	Studying in Year	No. of students						
	Ist							
	IInd							
	IIIrd							
	Ivth							
ix	Whether Uniform accounts maintained separately? (i.e. not clubbed with Audited Income & Expenditure)		Yes/No/NA (If yes, enclose audited Income and Expenditure Account of the same also furnish following details. If No, give details in Annexure-IV)					
	No.of students	Fees charged per student	Total Uniform Fees received	Total Uniform Expenses				
x	Whether University accounts maintained separately? (i.e. not clubbed with Audited Income & Expenditure)		Yes/No/NA (If yes, enclose audited Income and Expenditure Account of the same also furnish following details. If No, give details in Annexure-V)					
	S.No.	Heads of University Fees	Total Fees Received					Total Fees Paid to University
	1	Exam Fees						
	2	Development Fees						
	3	Student welfare Fees						
	4	Others (please specify)						
		Total						
xi (a)	Wheter any scholarship / freeship / concessional fess etc. has been granted to students		Yes/No (if yes, give details of source of scholarship / freeship / concessional fess, etc.)					
xi (b)	If yes, the amount thereof and the head where it has been parked in the Income and Expenditure Account.							
xii	Whether any amount has been spent on student welfare		Yes/No (If Yes, furnish the following details)					
	S.No.	Head where parked in Income and Expenditure Account	Nature of Expenditure					Amount
	1	Insurance	Insurance of Students					
	2		Provision of medical facilities					
	3		Others (please specify)					
		Total						
xiii	Whether any scholarship / freeship / subsidy in fess etc. has been reimbursed by Central / State Government or any of its depratment in respect of SC/ST students		Yes/No (If Yes, furnish the following details)					

	S.No.	No.of students	Fees reimbursed per	Total Fees reimbursed	Head where parked					Name of authority reimbursing
	1									
	2									
	3									
xiv	Whether Growth and Development Fund accounts maintained separately? (i.e. not clubbed with Audited Income & Expenditure)			Yes/No/NA (If yes, enclose audited Income and Expenditure Account of the same also furnish following details. If No, give reasons for not maintaining separate accounts and also furnish following details.)						
	Receipts:									
	Year	No.of Students	Growth & Development fee per Student		Total Growth & Development Fees Received					
	Ist Year									
	IIInd Year									
	IIIrd Year									
	IVth Year									
	Total (A)									
	Expenditure on Growth and Development:									
	Head of Expenses									Amount Expended
	Construrction Fixed Assets									
	Acquition of Fixed Assets									
	Others									
	Total (B)									
	Give reasons for short / excess expenditure [A - B]									
xv	Amount of total donation received by the Institute from the date of establishment of Institute till 31.03.2022 from:									
	- Parents of students									
	- Other then parents of students									
	Total									
xvi	Submit the details of caution money returned in the undermentioned format									
	S.No.	Financial Year	Total Caution	No.of students	Average caution					Head where parked in Final
	1	2019-20								
	2	2020-21								
	3	2021-22								
xvii	Details of Income/Receipts			Furnish details of all Income (segregating the same nature wise in as much detail as possible) received in the following format						
	Head of Income	Amount	Whether credited in Income and Expenditure Account of Institution. (Yes/No)	Head of Income where reflected in the Income and Expenditure Account						Specify the nature and purpose for which the same has been received
A	Tuition Fees									
B	Development Fees									
C	Fees from NRI/Management quota									
D	Application and Prospectus Fees									
E	Registration/Admission Fees									
F	Digital Library/Internet/Browsing cha									
G	Training & Placement fee#									
H	Examination Fees									
I	University Fees									
J	Insurance Fees									
K	Hostel Fees									
L	Transportation charges per year									
M	Sports Fee									

N	Cultural Activity fee														
O	Alumni Fees														
P	Mess Fees														
Q	Any other fee collected by the Institution (specify)#														
R	Hostel Deposit														
S	Mess Deposit														
T	Transport Deposit														
U	Caution Deposit														
V	Interest earned on Fixed Deposits														
W	Interest earned on Saving Banks														
X	Interest realized on staff loans														
Y	Other Rentals realized if any														
Z	Consultancy services fee														
AA	Testing fee														
AB	Donations, if any (specify the source)														
AC	Dividend Income														
AD	Any other revenue (specify)														

30	Fixed Assets and Depreciation	Enclose Fixed Assets schedule for 2019-20, 2020-21 and 2021-22 prepared in accordance with the rate of depreciation prescribed as per Annexure-VI as per Gross Block basis along with land details as per Proforma.													
31	Details of Tution Fees collected during last four years in under-mentioned Proformas														

I. Under Graduate other then lateral entry students and students admitted under government fees waiver scheme & Lateral Entry Students (Fill 3 year data or as applicable on Institution)

Year	NRI Seats			Institution Preference Seats			Open Seats			Student Fee Source Details				Total Seats	
	Paid by Self		Paid by Government Sponsored												
Studyi ng in Year	No. of Stude nts (A)	Fees per Student	Total Fees Collected/ Collectible (B)	No. of Students (C)	Fees per Student	Total Fees Collected/ Collectible (D)	No. of Students (E)	Fees per Student	Total Fees Collected/ Collectibl e (F)	No. of Students (G)	Total Fees Collected / Collectibl e (H)	No. of Students (I)	Total Fees Collected / Collectibl e (J)	No. of Students (A+C+E=G+I)	Total Fees Collected/ Collectible (B+D+F=H+J)
F.Y. 2019-20															
Ist															
2nd															
3rd															
4th															
5th															
Total															
F.Y. 2020-21															
Ist															
2nd															
3rd															
4th															
5th															
Total															
F.Y. 2021-22															
Ist															
2nd															
3rd															

4th															
5th															
Total															
II. Under Graduate for government fees waiver scheme and lateral entry students (Fill 3 year data or as applicable on Institution)															
Year	Government fees waiver scheme Students Fees Fixed by Committee for Open Seats			Lateral Entry Students			Student Fee Source Details				Total Seats				
	Paid by Self		Paid by Government Sponsored		Total Seats										
Studyi ng in Year	No. of Stude nts (A)	Fees per Student	Total Fees Collected/ Collectible (B)	No. of Students (C)	Fees per Student	Total Fees Collected/ Collectible (D)	No. of Students (E)	Total Fees Collecte d/ Collectib le (F)	No. of Students (G)	Total Fees Collected/ Collectible (H)	No. of Students (A+C=E+ G)	Total Fees Collected/ Collectible (B+D=F+H)			
F.Y. 2019-20															
Ist															
2nd															
3rd															
4th															
5th															
Total															
F.Y. 2020-21															
Ist															
2nd															
3rd															
4th															
5th															
Total															
F.Y. 2021-22															
Ist															
2nd															
3rd															
4th															
5th															
Total															
III. Post Graduate (Fill 3 year data or as applicable on Institution)															
Year	NRI Seats			Open Seats			Student Fee Source Details				Total Seats				
	Paid by Self		Paid By Government Sponsored		Total Seats										
Studyi ng in Year	No. of Stude nts (A)	Fees per Student	Total Fees Collected/ Collectible (B)	No. of Students (C)	Fees per Student	Total Fees Collected/ Collectible (D)	No. of Students (E)	Total Fees Collecte d/ Collectib le (F)	No. of Students (G)	Total Fees Collected/ Collectible (H)	No. of Students (A+C=E+ G)	Total Fees Collected/ Collectible (B+D=F+H)			
F.Y. 2019-20															
Ist															
2nd															
3rd															
Total															
F.Y. 2020-21															
Ist															
2nd															
3rd															
Total															

F.Y. 2021-22													
Ist													
2nd													
3rd													
Total													
32	Whether 2022-23 is the first Academic Year of Institution						Yes/No (If Yes, enclose copy of DPR submitted to Regulatory Authority)						
33	Fees proposed by the Institution for the course for Academic Years mentioned herein against						2022-2023	2023-2024	2024-2025				
	- For open seats												
	- For NRI Seats												
	- For Institution Preference Seats												
34	Justification for fees proposed as above						Enclose working sheet including justification for the fee proposed as above.						

Verification

(The person signing the Verification clause must satisfy himself/herself about correctness of the information before affixing his/ her signature)

I, (full name in block letters), son/daughter solemnly declare that to the best of my knowledge, the information given in this proforma and statements accompanying is correct and complete. I further declare that I am submitting this proforma in my capacity and I am competent to submit and verify the same.

Date :
Place :

(Sign with stamp)
Chairman/Secretary

Auditors Certificate

We have audited the above said Proforma and Annexures thereof. In our opinion and to the best of our information and according to explanations given to us the particulars given in the said Proforma and Annexures

For XYZ & Co.
Chartered Accountants

Date :
Place :

(ABC)
Partner/Prop.
M. No.

Note: Above certification should be given by the statutory auditor of Trust/Institution.

3. STUDENT DETAILS

3.1 NAME OF THE COURSE FOR THE ACADEMIC YEAR _____ AND NUMBER OF STUDENTS IN EACH YEAR

Sl. No.	Name of the Course	First		Second		Third		Fourth	
		Year		Year		Year		Year	
		S	A	S	A	S	A	S	A
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
Total		0	0	0	0	0	0	0	0
S - Sanctioned, A - Admitted									

4. INFRASTRUCTURE FACILITIES

Sl. No.	Infrastructure	Existing	As per AICTE Norms
4.1	LAND		
i	Extent in Acres		
ii	If the institution is having separate and exclusive compound wall (if yes attach photo)		
iii	Rain water Harvesting is provide in the campus, if yes how many such provisions are available		
iv	No.of Buildings / Blocks are available in the campus (Attach Photo)		
v	What is the total utilization of Electricity power in kwh (Enclosed E.B. card exclusively for Engineering College)		
vi	Whether the Solar Power plant is installed in the campus , if yes , what is the capacity (Attach Proof)		
vii	Whether property is Purchased / Leased/ Donated		
viii	If Purchased amount (in lakhs) and year of purchase		
ix	If leased from Private/Government source		
x	If on lease, date of lease and period in years		
xi	Lease amount payable annually		
xii	Layout Plan of the campus showing all the buildings and features on A3 size format.		
xiii	Future Plans, if any, for investment on land acquisition or development (in Lakhs)		

Sl. No.	Infrastructure	Year of construction	Carpet area in Square Meters*		Size of the class room	No. of Class	Investment (Rs. in Lakhs)	Rate of Depreciation
			Existing	As per AICTE Norms				
4.2	BUILDINGS (General, Administrative, Academic)							
i	Existing (Numbers), Name							
	Total							
ii	Class Rooms							
	Smart Class rooms available (attach proof)							
	Total							
iii	Air Conditioned Smart Classrooms							
	Smart class rooms fitted with Air Conditioner							
	Total							
iv	Laboratories							
	Total							
iv	Tutorial Hall available							
	Total							

v	Hostels, Residential and others							
	Existing (Numbers), Name							
	Total							
vi	Proposed /Planned (with proof)							
	Total							

Buildings: Please list chronologically (indicate the year of completion) the number of buildings in the campus giving the name of each building.

* Carpet area of all the floors to be given.

Sl. No.	Infrastructure	No.	Cost In lakhs	Rate of Depreciation
4.3	FURNITURE - Classrooms, Laboratory etc.			
i				
ii				
iii				
iv				
v				
vi				
vii				
	Total			

Sl. No.	Infrastructure	Requirement as per AICTE norms	Actually Provided	List of the Equipments and Machinery available in each lab & workshop	Cost In lakhs	Year of Purchase	Rate of Depreciation
4.4	LABORATORY EQUIPMENTS						
	(Course-wise)						
i							
ii							
iii							
iv							
v							
vi							
vii							
	Total						

Sl. No.	Infrastructure	Cost In lakhs	Year of Purchase	Rate of Depreciation	Name of the Licensed Software's available	Software's available beyond the Syllabus
4.5	COMPUTER AND IT RELATED					
	Name of the Branch					
i						
ii						
iii						
iv						
v						
vi						
vii						
	Total					

Sl. No.	Infrastructure	Area Available	Cost In lakhs	Year of Purchase	Rate of Depreciation
4.6	SPORTS FACILITIES AND EQUIPMENTS				
i					
ii					
iii					
iv					
v					
	Total				

Sl. No.	Infrastructure	Cost In lakhs	Year of Purchase	Rate of Depreciation
4.7	OFFICE EQUIPMENTS			
i				
ii				
iii				
iv				
v				
vi				
vii				
	Total			

Sl. No.	Infrastructure	Volume per Title	Cost In lakhs	Year of Purchase	Rate of Depreciation
4.8	LIBRARY BOOKS AND JOURNALS etc - No. of Volumes and Titles of Books available				
	(Course Wise)				
i					
ii					
iii					
iv					
v					
vi					
vii					
viii					
ix					
	Total				

Sl.No.	Infrastructure	Cost In lakhs	Year of Purchase	Rate of Depreciation
4.9	Students amenities eg.: Canteen facilities, Medical facilities etc.			
i				
ii				
iii				
iv				
v				
vi				
vii				
	Total			

Sl.No.	Infrastructure	Cost In lakhs	Year of Purchase	Rate of Depreciation
4.10	Any others -future capital expenditure to be provided other than equipments (give details with necessary documents)			
i				
ii				
iii				
iv				
v				
	Total			

Sl.No.	Infrastructure	Cost In lakhs	Year of Purchase	Rate of Depreciation
4.11	Any others - additional equipments to be purchased in future , (give details with necessary documents)			
i				
ii				
iii				
iv				
v				
	Total			

15	Alumni Fees									
16	Mess Fees									
17	Any other fee collected by the Institution (specify)#									
	Sub Total A									
B	Deposits (Refundable)									
1	Hostel Deposit									
2	Mess Deposit									
3	Transport Deposit									
4	Caution Deposit****									
	Sub Total B									
	TOTAL [A+B]									

Note : The details to be furnished based on Audited Statement

* Development Fees - As per AICTE, maximum development fees which can be charged by the Institute is limited to 15% of the Tution Fees

** University Fees - As per AICTE, the Institutes shall recover fees to be paid to the University on behalf of the student such as Registration / Enrolment, Examination and Convocation etc as prescribed by the affiliating University from time to time. But no additional fees can be charged towards Cultural activities, Gymkhana etc charged by the affiliating University

*** Insurance Fees - As per AICTE, the Institutes shall establish insurance scheme at reasonable premium to cover fees of the student to complete the program in case of the death of the parent / guardian and also cover expenses in cse of the accident to the student on Institutes premises.

**** Caution Money - As per NFC 2021, maximum caution money which can be collected by an Institute is 5000/-

The Institutes can charge Other Fees like Placement Fees, Contingency/Emergency Fund, Outreach, Medical, Counsellor or Industry Participation Tour under Other fees for the services offered to student. But the maximum fees under this head except Industry Tour can not be more than 2000/-. As far as the Industry Tour is concerned, the student shall bear the cost towards the actual expenditure on the same.

Any other fee collected by the Institution (specify)#		
Fine & Penalty		
Prospectus Sale		
Books & Study Material Sale		
Rent Receipts		
Donation		

5.1 ABSTRACT OF REVENUE OF THE INSTITUTE (Compiled from 4)5

(Rs. in Lakhs)

Sl. No.	Particulars	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees in	
		Expenditure incurred					Estimated Expenditure			
A	Recurring Revenue									
1	Tuition Fees									
2	Development Fees*									
3	Fees from NRI/Management quota									
4	Application and Prospectus Fees									
5	Registration/ Admission Fees									
6	Digital Library/Internet/Browsing charges									
7	Training & Placement fee#									
8	Examination Fees									
9	University Fees**									
10	Insurance Fees***									
11	Hostel Fees									
12	Transportation charges per year									
13	Sports Fee									
14	Cultural Activity fee									
15	Alumni Fees									
16	Mess Fees									
17	Any other fee collected by the Institution (specify)#									
	Sub Total A									
B	Deposits (Refundable)									
1	Hostel Deposit									
2	Mess Deposit									
3	Transport Deposit									
4	Caution Deposit****									
	Sub Total B									
	TOTAL [A+B]									

The details to be furnished based on Audited Statement

	Sub Total A								
B	Deposits (Refundable/Non-refundable)								
1	Hostel Deposit								
2	Mess Deposit								
3	Transport Deposit								
4	Caution Deposit****								
	Sub Total B								
	TOTAL COURSE 6 [A+B]								
	GRAND TOTAL OF ALL COURSES [1+2+3+4+5+6]								

1 match with the total at line 35 of Annx 5.1

6. REVENUE FROM ASSETS, SERVICES AND OTHERS

(Rs. in Lakhs)

Sl. No.	Particulars	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees
	Fixed Deposits during the period*				
1	Interest earned on Fixed Deposits				
2	Interest earned on Saving Banks				
3	Interest realized on staff loans				
4	Other Rentals realized if any				
5	Consultancy services fee				
6	Testing fee				
7	Donations, if any (specify the source)				
8	Dividend Income				
9	Any other revenue (specify)				
	Total				

Note: * Please indicate the details of Deposits for reference.

7. GRANT FROM FUNDING AGENCIES

(Rs. in Lakhs)

Sl. No.	Particulars	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees
1	CSIR				
2	DST				
3	AICTE				
4	UGC				
5	OTHER AGENCIES				
	Total				

8. GRANT-IN-AID - INSTITUTIONS

(Rs. in lakhs)

Sl. No.	Particulars	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees
1	Grant-in-Aid from State Government for Under Graduate Programmes				
2	Grant from funding agencies for running Post Graduate Programmes				
	Total				

9. SALARY STATEMENT OFINSTITUTION

I Primary Sheet (As per audited final accounts ofInstitution)

S. No	Heading (as per audited final accounts of the Institution)	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees in lakhs
A		Expenditure incurred				Estimated Expenditure			
	Total No. of faculty (Existing)								
	New Appointments proposed								
1	Salary and Wages								
2	Other Heads (if amount of salary covered in any other head)								
	i Consultancy								
	ii Welfare Measurers (EPF/LTC/Medical/LTC/TA-DA/Others)								
	iii Security Expenses								
	iv Wages and Labour Expenses								
	v Rent or other perquisite/facilities provided/paid or reimbursed to Employees								
	vi Staff Development								
	vii Retirement Benefits								
	viii Others								
	Total (A)								

II Secondary Sheet

S. No	Particulars	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees in lakhs
		Expenditure incurred				Estimated Expenditure			
B1	For Teaching Staff								
B2	For Administrative Staff								
B3	Non Teaching Staff								
B4	Others, if any								
	Total (B)								

Note: Total (B) must match with Total(A).

ANNEXURE -9.1

A. SALARY STATEMENT OF (Course) ofCOLLEGE / INSTITUTION

Annexure to Item No. B1 of Secondary Sheet (For Teaching Staff)

S. No.	Names	Qualification	Designation	Department	PAN	Aadhar Number	Common Resource (Yes/No)	Whether included in employees list submitted to Regulatory Authority (Yes/No)	Date of appointment	Date of leaving if left during the year	Pay scale	Gross Salary for March 2022	Gross Salary for the period 01.04.21 to 31.03.22	TDS Deduction for the period 01.04.21 to 31.03.22	PF Deduction for the period 01.04.21 to 31.03.22
1															
Note: Must match with Item No. B1 of Secondary Sheet												Total			

Annexure to Item No. B2 of Secondary Sheet (For Administrative Staff)

S. No.	Names	Qualification	Designation	Department	PAN	Aadhar Number	Common Resource (Yes/No)	Whether included in employees list submitted to Regulatory Authority (Yes/No)	Date of appointment	Date of leaving if left during the year	Pay scale	Gross Salary for March 2022	Gross Salary for the period 01.04.21 to 31.03.22	TDS Deduction for the period 01.04.21 to 31.03.22	PF Deduction for the period 01.04.21 to 31.03.22
1															
Note: Must match with Item No. B2 of Secondary Sheet												Total			

Annexure to Item No. B3 of Secondary Sheet (Non Teaching Staff)

S. No.	Names	Qualification	Designation	Department	PAN	Aadhar Number	Common Resource (Yes/No)	Whether included in employees list submitted to Regulatory Authority (Yes/No)	Date of appointment	Date of leaving if left during the year	Pay scale	Gross Salary for March 2022	Gross Salary for the period 01.04.21 to 31.03.22	TDS Deduction for the period 01.04.21 to 31.03.22	PF Deduction for the period 01.04.21 to 31.03.22
1															
Note: Must match with Item No. B3 of Secondary Sheet												Total			

Annexure to Item No. B4 of Secondary Sheet (Other Staff)

S. No.	Names	Qualification	Designation	Department	PAN	Aadhar Number	Common Resource (Yes/No)	Whether included in employees list submitted to Regulatory Authority (Yes/No)	Date of appointment	Date of leaving if left during the year	Pay scale	Gross Salary for March 2022	Gross Salary for the period 01.04.21 to 31.03.22	TDS Deduction for the period 01.04.21 to 31.03.22	PF Deduction for the period 01.04.21 to 31.03.22
1															
Note: Must match with Item No. B4 of Secondary Sheet												Total			

9.3 EXPENDITURE - ADMINISTRATIVE STAFF (TOTAL MUST TALLY WITH ANNEXURE 9 - B2]

(Rs. in lakhs)

Sl No.	Particulars	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees in lakhs	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees in lakhs
A	Salaries	Expenditure incurred				Estimated Expenditure			
1	Total No. of faculty (Existing)								
2	New Appointments proposed								
3	Basic Pay								
4	DA								
5	HRA								
6	CCA								
7	Any others (specify)								
	Total A								
B	Faculty Development								
8	Deputation to higher studies								
9	Research Fund								
10	Industrial/Admin. Training Programmes								
	Total B								
C	Welfare Measures								
11	Contributory Provident Fund/EPF								
12	Home Travel Concession								
13	LTC								
14	Medical Reimbursement/ Allowance								
15	Leave Encashment								
16	TA & DA								
17	Any other								
	Total C								
D	Retirement Benefits,if any								
18	Gratuity								
19	Pension								
20	Compensations paid if any								
	Total D								
	Grand Total [A+B+C+D]								

The details to be furnished based on Audited Statement

9.4 EXPENDITURE - NON-TEACHING STAFF (TOTAL MUST TALLY WITH ANNEXURE 9 - B3]

(Rs. in lakhs)

Sl No.	Particulars	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees in lakhs	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees in lakhs
A	Salaries	Expenditure incurred				Estimated Expenditure			
1	Total No. of faculty (Existing)								
2	New Appointments proposed								
3	Basic Pay								
4	DA								
5	HRA								
6	CCA								
7	Any others (specify)								
	Total A								
B	Faculty Development								
8	Deputation to higher studies								
9	Research Fund								
10	Industrial/Admin. Training Programmes								
	Total B								
C	Welfare Measures								
11	Contributory Provident Fund/EPF								
12	Home Travel Concession								
13	LTC								
14	Medical Reimbursement/Allowance								
15	Leave Encashment								
16	TA & DA								
17	Any other								
	Total C								
D	Retirement Benefits,if any								
18	Gratuity								
19	Pension								
20	Compensations paid if any								
	Total D								
	Grand Total [A+B+C+D]								

The details to be furnished based on Audited Statement

9.5 EXPENDITURE - OTHER STAFF (TOTAL MUST TALLY WITH ANNEXURE 9 - B4]

(Rs. in lakhs)

Sl No.	Particulars	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees in lakhs	YEAR 1 (20__ - 20__)	YEAR 2 (20__ - 20__)	YEAR 3 (20__ - 20__)	Total in Rupees in lakhs
A	Salaries	Expenditure incurred				Estimated Expenditure			
1	Total No. of faculty (Existing)								
2	New Appointments proposed								
3	Basic Pay								
4	DA								
5	HRA								
6	CCA								
7	Any others (specify)								
	Total A								
B	Faculty Development								
8	Deputation to higher studies								
9	Research Fund								
10	Industrial/Admin. Training Programmes								
	Total B								
C	Welfare Measures								
11	Contributory Provident Fund/EPF								
12	Home Travel Concession								
13	LTC								
14	Medical Reimbursement/ Allowance								
15	Leave Encashment								
16	TA & DA								
17	Any other								
	Total C								
D	Retirement Benefits,if any								
18	Gratuity								
19	Pension								
20	Compensations paid if any								
	Total D								
	Grand Total [A+B+C+D]								

The details to be furnished based on Audited Statement

iii	e-Resources						
iv	Library Software & Automation						
v	Newspaper, books & periodicals/journals						
	Total B						
C	Operational Cost/ Administrative Expenses						
i	Consultancy & Legal Charges						
ii	Electricity Charges						
iii	Insurance						
iv	Petrol Expenses						
v	Postage and Telecom						
vi	Printing and Stationery						
vii	Rent and Amentites (incl Lease rent, if any)						
viii	Security Charges						
ix	Membership & Subscription						
x	Telephone Charges						
xi	Travel and Conveyance						
xii	Welfare Expenses						
xiii	College Building Maintenance						
xiv	Laboratory (incl Computer lab) Maintenance						
xv	Electrical Maintenance						
xvi	Equipment Maintenance						
xvii	Furniture Maintenance						
xviii	Garden Maintenance						
xix	Generator Maintenance						
xx	Administrative Building Maintenance						
xxi	Office Vehicle Maintenance						
xxii	Repairs and maintenance - Others Specify						
xxiii	Water						
xxiv	Advertisment (for recruitment of faculty and staff)						
xxv	Public relations						
xxvi	Accounting & Audit fees						
xxvii	Taxes (if any)						
xxviii	Newspaper, Books and periodicals etc						
xxix	Bank Charges						
xxx	Cleaning Charges						
xxxi	Conference & Seminar Expenses						
xxxii	Office Expenses						
xxxiii	General Staff Welfare						
xxxiv	Internet & Communication expenses						
xxxv	Medical Consumables						
xxxvi	Hospitality Expenses						
	Total C						
D	Student Expenses						
i	Admission Expenses						
ii	Advertisement						
iii	Alumni Meet Expenses						
iv	Convocation expenses						
v	Examination & Campus Expenses						
vi	Computer Softwares						
vii	Lab Consumables & Expenses						
viii	Sports Activities & Other Functional Expenses						
ix	Identity card and other certificates etc						
x	Affiliation/Eqivalence/ Approvals and Visits therefor						

SANCTIONED STUDENT STRENGTH (NO.)							
ACTUAL STUDENT STRENGTH (NO.)							
COST PER STUDENT (AS PER SANCTIONED STRENGTH)							

B	Learning Resources						
i	Library Books						
ii	Library Journals						
iii	e-Resources						
iv	Library Software & Automation						
v	Newspaper, books & periodicals/journals						
	Total B						
C	Operational Cost / Administrative Expenses						
i	Consultancy & Legal Charges						
ii	Electricity Charges						
iii	Insurance						
iv	Petrol Expenses						
v	Postage and Telecom						
vi	Printing and Stationery						
vii	Rent and Amentities (incl Lease rent, if any)						
viii	Security Charges						
ix	Membership & Subscription						
x	Telephone Charges						
xi	Travel and Conveyance						
xii	Welfare Expenses						
xiii	College Building Maintenance						
xiv	Laboratory (incl Computer lab) Maintenance						
xv	Electrical Maintenance						
xvi	Equipment Maintenance						
xvii	Furniture Maintenance						
xviii	Garden Maintenance						
xix	Generator Maintenance						
xx	Administrative Building Maintenance						
xxi	Office Vehicle Maintenance						
xxii	Repairs and maintenance - Others Specify						
xxiii	Water						
xxiv	Advertisement (for recruitment of faculty and staff)						
xxv	Public relations						
xxvi	Accounting & Audit fees						
xxvii	Taxes (if any)						
xxviii	Newspaper, Books and periodicals etc						
xxix	Bank Charges						
xxx	Cleaning Charges						
xxxi	Conference & Seminar Expenses						
xxxii	Office Expenses						
xxxiii	General Staff Welfare						
xxxiv	Internet & Communication expenses						
xxxv	Medical Consumables						
xxxvi	Hospitality Expenses						
	Total C						
D	Student Expenses						
i	Admission Expenses						
ii	Advertisement						
iii	Alumni Meet Expenses						
iv	Convocation expenses						
v	Examination & Campus Expenses						

vi	Computer Softwares						
vii	Lab Consumables & Expenses						
viii	Sports Activities & Other Functional Expenses						
ix	Identity card and other certificates etc						
x	Affiliation/Equivalence/Approvals and Visits therefor						
xi	Placement / Recruitment Expenses						
xii	Workshop Expenses						
xiii	Smart Classroom/ Seminar Hall/ MCCS Faculty Center Expenses						
	Total D						
E	Payments to Statutory Bodies						
i	AICTE Expenses and Affiliation Exp						
ii	University Entrance Fee Expenses						
iii	Membership fees to Association						
iv	Inspection Fees						
	Total E						
F	Interest and Finance Charges						
i	Bank Charges						
ii	Bank Interest on Loan						
iii	Other Interest Expenses						
	Total F						
G	Depreciation						
i	Depreciation on Building						
ii	Depreciation on Furniture & Fixtures						
iii	Depreciation on Computer & peripherals						
iv	Depreciation on Lab Equipments						
v	Depreciation on Books						
vi	Depreciation on Vehicles						
vii	Depreciation on Other Equipments						
	Total G						
H	Hostel Expenses						
i	Consumables to Hostel						
ii	Hostel Maintenance						
iii	Hostel Rent						
	Total H						
I	Student Transportation						
i	Petrol Expenses						
ii	Bus / Vehicle Maintenance						
	Total I						
J	Other Expenditure - Specify						
i	Expenditure on desiarables (Tinkering Lab, Smart classrooms, ERP etc)						
	Total J						

GRAND TOTAL [A+B+C+D+E+F+G+H+I+J]							
% OF SHARE ACCORDING TO TUTION FEES							
SHARE OF EXPENSES							
SANCTIONED STUDENT STRENGTH (NO.)							
ACTUAL STUDENT STRENGTH (NO.)							
COST PER STUDENT (AS PER SANCTIONED STRENGTH)							

i	Library Books						
ii	Library Journals						
iii	e-Resources						
iv	Library Software & Automation						
v	Newspaper, books & periodicals/journals						
	Total B						
C	Operational Cost / Administrative Expenses						
i	Consultancy & Legal Charges						
ii	Electricity Charges						
iii	Insurance						
iv	Petrol Expenses						
v	Postage and Telecom						
vi	Printing and Stationery						
vii	Rent and Amentites (incl Lease rent, if any)						
viii	Security Charges						
ix	Membership & Subscription						
x	Telephone Charges						
xi	Travel and Conveyance						
xii	Welfare Expenses						
xiii	College Building Maintenance						
xiv	Laboratory (incl Computer lab) Maintenance						
xv	Electrical Maintenance						
xvi	Equipment Maintenance						
xvii	Furniture Maintenance						
xviii	Garden Maintenance						
xix	Generator Maintenance						
xx	Administrative Building Maintenance						
xxi	Office Vehicle Maintenance						
xxii	Repairs and maintenance - Others Specify						
xxiii	Water						
xxiv	Advertismet (for recruitment of faculty and staff)						
xxv	Public relations						
xxvi	Accounting & Audit fees						
xxvii	Taxes (if any)						
xxviii	Newspaper, Books and periodicals etc						
xxix	Bank Charges						
xxx	Cleaning Charges						
xxxi	Conference & Seminar Expenses						
xxxii	Office Expenses						
xxxiii	General Staff Welfare						
xxxiv	Internet & Communication expenses						
xxxv	Medical Consumables						
xxxvi	Hospitality Expenses						
	Total C						
D	Student Expenses						
i	Admission Expenses						
ii	Advertisement						
iii	Alumni Meet Expenses						
iv	Convocation expenses						
v	Examination & Campus Expenses						
vi	Computer Softwares						

vii	Lab Consumables & Expenses						
viii	Sports Activities & Other Functional Expenses						
ix	Identity card and other certificates etc						
x	Affiliation/Equivalence/Approvals and Visits therefor						
xi	Placement / Recruitment Expenses						
xii	Workshop Expenses						
xiii	Smart Classroom/ Seminar Hall/MOOCs Facility Center Expenses						
	Total D						
E	Payments to Statutory Bodies						
i	AICTE Expenses and Affiliation Exp						
ii	University Entrance Fee Expenses						
iii	Membership fees to Association						
iv	Inspection Fees						
	Total E						
F	Interest and Finance Charges						
i	Bank Charges						
ii	Bank Interest on Loan						
iii	Other Interest Expenses						
	Total F						
G	Depreciation						
i	Depreciation on Building						
ii	Depreciation on Furniture & Fixtures						
iii	Depreciation on Computer & peripherals						
iv	Depreciation on Lab Equipments						
v	Depreciation on Books						
vi	Depreciation on Vehicles						
vii	Depreciation on Other Equipments						
	Total G						
H	Hostel Expenses						
i	Consumables to Hostel						
ii	Hostel Maintenance						
iii	Hostel Rent						
	Total H						
I	Student Transportation						
i	Petrol Expenses						
ii	Bus / Vehicle Maintenance						
	Total I						
J	Other Expenditure - Specify						
i	Expenditure on desiarables (Tinkering Lab, Smart classrooms, ERP etc)						
	Total J						

	GRAND TOTAL [A+B+C+D+E+F+G+H+I+J]							
	% OF SHARE ACCORDING TO TUTION FEES							
	SHARE OF EXPENSES							
	SANCTIONED STUDENT STRENGTH (NO.)							
	ACTUAL STUDENT STRENGTH (NO.)							
	COST PER STUDENT (AS PER SANCTIONED STRENGTH)							

VII	OFFICE EQUIPMENTS								
	a)								
	b)								
VIII	LIBRARY BOOKS AND JOURNALS etc								
	a)								
	b)								
IX	Students amenities eg.: Canteen facilities, Medical								
	a)								
	b)								
X	Salary and other								
	a) Salary of Teaching staff								
	b) Salary of Non-Teaching								
	c) Salary of Administrative								
	d) Others								
XI	Learning Resources								
XII	Operational Cost/ Administrative Expenses								
XIII	Student Expenses								
XIV	Payments to Statutory Bodies								
XV	Interest and Finance Charges								
XVI	Depreciation								

XVII	Hostel Expenses								
XVIII	Student Transportation								
XIX	Other Expenditure - Specify								
	Total								

Enclose the Audited Statements, Balance Sheet, Income and Expenditure Statements for the last three years ended 31.3.2020, 31.03.2021 AND 31.03.2022 along with Cash flow statements for the last financial year and next three years i.e. FY 2022-2023, 2023-2024 and 2024-2025.

12. COMPARATIVE STATEMENT OF MESS, HOSTEL TRANSPORTATION ETC WITH EXPENDITURE THEREON

As per Audited Final Accounts of FY 2019-20, 2020-21 and 2021-22

S. No.	Particulars	Expenditure		Income			
		Amount	Head Where Booked	No. of Students availing facility	Fees per Student	Amount	Head Where Booked
	2019-2020						
1	Mess						
2	Hostel						
3	Transportation						
4	Training & Placement						
5	Uniform						
6	University Fees						
a	Exam Fees						
b	Development Fees						
c	Student welfare Fees						
d	Others (please specify)						
	Total						
	2020-2021						
1	Mess						
2	Hostel						
3	Transportation						
4	Training & Placement						
5	Uniform						
6	University Fees						
a	Exam Fees						
b	Development Fees						
c	Student welfare Fees						
d	Others (please specify)						
	Total						
	2020-2021						
1	Mess						
2	Hostel						
3	Transportation						
4	Training & Placement						
5	Uniform						
6	University Fees						
a	Exam Fees						
b	Development Fees						
c	Student welfare Fees						
d	Others (please specify)						
	Total						

Please submit the details of receipts and expenditure related to mess, transportation, hostel, training & placement, Hospital and such other heads if credited / debited to the Income & Expenditure Account for the financial year 2015-16 and the accounting heads where these receipts / expenses have been parked / debited in the final accounts for FY 2015-16.

13. FIXED ASSETS & DEPRECIATION SCHEDULE

For the period 01.04.2019 to 31.03.2020

Sl. No.	Name of Assets	Rate of Depreciation as per SLM	GROSS BLOCK				DEPRICIATION				NET BLOCK	
			AS AT	ADDITION	SALE	AS AT	UPTO	ADJUSTMENT	FOR THE	UPTO	AS AT	AS AT
			01.04.2019			31.03.2020			31.03.19		YEAR	31.03.2020
			X	A	B	C	D	E	F	G	H	J
				(A+B-C)			(D*X)	(E-F)+G	D-H	A-E		
1	Land & Site Development	0.00%										
2	Building (mention separately for each type)	0.00%										
3	Lab / workshop Equipment	0.00%										
4	Other Equipment (separately for each equipment)	0.00%										
5	DG Set	0.00%										
6	Plant & Machinery (Specify)	0.00%										
7	Computers & Peripherals (Separately for each item)	0.00%										
8	Motor Car	0.00%										
9	Buses	0.00%										
10	Furniture & Fittings	0.00%										
11	Library Books	0.00%										
12	Others (Specify)	0.00%										
	Total :Rs.											
13	CWIP											