

UNIVERSITY OF PUNE



**Conditions and Procedure for Affiliation and Recognition
of
Colleges and Institutions
(Under Maharashtra Universities Act, 1994)**

July 2004

U N I V E R S I T Y O F P U N E



THE MAHARASHTRA UNIVERSITIES ACT, 1994

CHAPTER - X

PERMISSION, AFFILIATION AND RECOGNITION

S-81. Conditions for Affiliation and Recognition

- (1) The management applying for affiliation or recognition, and management whose college or institution has been granted affiliation or recognition, shall give and comply with the following undertaking :
- (a) that the provisions of the Act and Statutes, Ordinances and Regulations thereunder and the standing orders and directions of the university shall be observed.
 - (b) that there shall be a separate local managing committee provided for an affiliated college as provided by section 85.
 - (c) that the number of students admitted for courses of study shall not exceed the limits prescribed by the university and the State Government from time to time.
 - (d) that there shall be suitable and adequate physical facilities such as buildings, laboratories, libraries, books, equipment required for teaching and research hostels, gymnasium, as may be prescribed.
 - (e) that the financial resources of the college or institution shall be such as to make due provision for its continued maintenance and working.
 - (f) that the strength and qualifications of teaching and non-teaching staff of the affiliated colleges and recognised institutions and the emoluments and the terms and conditions of service of the staff of affiliated colleges shall be such as prescribed by the university and which shall be sufficient to make due provision for courses of study, teaching or training or research, efficiently.
 - (g) that the services of all teaching and non-teaching employees and the facilities of the college to be affiliated shall be made available for conducting examinations and for promoting other activities of the university.
 - (h) that the directions, and orders issued by the Chancellor, Vice-Chancellor and other officers of the university in exercise of the powers conferred on them under the provisions of the Act, Statutes, Ordinances and Regulations shall be complied with.
 - (i) that there shall be no change or transfer of the management without previous permission of the university.

- (j) that the college or institution shall not be closed without previous permission of the university.
 - (k) that in the event of disaffiliation or derecognition or closure of the college or institution under section 92 all the assets of the college or institution including building and equipment which have been constructed or created out of the amount paid as a grant-in-aid by the State Government or University Grants Commission shall vest in the State Government.
- (2) No college which is part of another university shall be considered for affiliation unless a “no objection certificate” is given by the parent university.

S-82. Procedure for Permission

- (1) The university shall prepare a perspective Plan for educational development for the location of institution of higher learning in a manner ensuring equitable distribution of facilities for Higher Education having due regard, in particular, to the needs of unserved and under-developed areas within the jurisdiction of the university. Such plan shall be prepared by the Academic Council and shall be placed before the Senate through the Management Council and shall be updated every 5 years.
- (2) No application for opening a new college or institution of higher learning, which is not in conformity with such plan, shall be considered by the university.
- (3) The managements seeking permission to open a new college or institution of higher learning shall apply in the prescribed form to the Registrar of the university before the last day of October of the year preceding the year from which the permission is sought.
- (4) All such applications received within the aforesaid prescribed time limit, shall be scrutinised by the Board of College and University Development and be forwarded to the St Government with the approval of the Management Council on or before the last day of December of the year, with such recommendations (duly supported by relevant reasons) as are deemed appropriate by the Management Council.
- (5) Out of the applications recommended by the university, the State Government may grant permission to such institutions as it may consider right and proper in its absolute discretion, taking into account the State Government’s budgetary resources, the suitability of the managements seeking permission to open new institutions and the State level priorities with regard to location of institutions of higher learning :

Provided, however, that in exceptional cases and for the reasons to be recorded in writing any application not recommended by the university may be approved by the State Government for starting a new college or institution of higher learning.

- (6) No application shall be entertained directly by the State Government for the grant of permission for opening new college or institutions of higher learning.

S-83. Procedure for Affiliation

- (1) On receipt of the permission from the State Government under section 82 the Academic Council of the university shall consider grant of first time affiliation to the new college or institution by following the prescribed procedure given in sub-section (2) and after taking into account whether and the extent to which the stipulated conditions have been fulfilled by the college or institution. The decision of the Academic Council in this regard shall be final.
- (2) For the purpose of considering the application for the grant of affiliation the Academic Council shall cause an inquiry by a committee constituted for the purpose by it.
- (3) The Academic Council shall decide—
 - (a) whether affiliation should be granted or rejected;
 - (b) whether affiliation should be granted in whole or part;
 - (c) subjects, courses of study, the number of students to be admitted;
 - (d) conditions, if any, which may be stipulated while granting or for granting the affiliation.
- (4) The Registrar shall communicate the decision of the Academic Council to the Management with a copy to the director of Higher Education, and if the application for affiliation is granted, alongwith an intimation regarding—
 - (a) the subjects and the courses of study approved for affiliation;
 - (b) the number of students to be admitted;
 - (c) the conditions, if any, subject to the fulfilment of which the approval is granted.
- (5) The procedure referred to in section 82 (1) to (6) shall apply, mutatis mutandis, for the permission to open new courses, additional faculties, new subjects and additional divisions.
- (6) No student shall be admitted by the college or institution unless the first time affiliation has been granted by the university to the college or institution.
- (7) The procedure referred to in sub-sections (1) to (4) shall apply, mutatis mutandis, for the consideration of continuation of affiliation, from time to time.

S-84. Procedure for Recognition of Institutions

- (1) The management of an institution actively conducting research or specialised studies for a period of not less than five years, and seeking recognition shall apply to the Registrar of the university, with full Information regarding the following matters, namely :
 - (a) the constitution and personnel of the management.
 - (b) the subjects and courses of study for which recognition is sought;
 - (c) the accommodation, equipment and the number of students for whom provision has been made;

- (d) the staff, permanent, visiting and honorary, of the institution, recognised for guiding research or recognisable for the purpose by the university; their experience, evidence of research work carried out at the institution, publications, reports, monographs, books published by the institution;
 - (e) the fees levied, or proposed to be levied, and the provisions made for capital expenditure on buildings, equipment and for the continued maintenance and efficient working of the institution.
- (2) Before considering such an application, the Board of College and University Development may call for any further information which it thinks necessary.
 - (3) If the Board of College and University Development decides to consider the application, it may direct a local inquiry to be made by a competent person or persons having specialised knowledge in the subject or field concerned. After considering the report of such inquiry, and making such further inquiry, as it may think necessary, the Board of College and University Development shall submit to the Academic Council the proposal to grant or reject the application, in part or in whole.
 - (4) The Academic Council shall after considering the proposal submitted by the said Board, may, either grant or reject it. The decision of the Academic Council in the matter shall be final and binding.

S-85. Local Managing or Advisory Committee of an Affiliated College

- (1) There shall be a separate local managing committee for every affiliated college or institution, consisting of the following members :
 - (a) President or Chairman of the management—Chairman;
 - (b) Secretary of the management or his nominee;
 - (c) three local members representing different fields of the area, nominated by the management;
 - (d) three teachers, elected by the teachers of the college or institution;
 - (e) one non-teaching employee, elected by the non-teaching employees of the college or institution;
 - (f) Principal—Member-Secretary.
- (2) For a college or institution managed and maintained by the Government or local authority, the local advisory committee shall consist of the following members :
 - (a) Joint Director or Deputy Director designated by the Director of Higher Education or Director of Technical Education or the Director of Medical Education and Research or, as the case may be, the Director of Social Welfare as the nature of the college or institution may require;
 - (b) three persons representing different fields or activities, nominated by the Director concerned;
 - (c) three teachers elected by the teachers of the college or institution;
 - (d) one non-teaching employee, elected by the non-teaching employees of the college or institution;
 - (e) Principal—Member-Secretary.

- (3) The local managing or advisory committee shall meet at least twice a year.
- (4) Members elected or nominated shall have a term of five years.
- (5) The powers and duties of the local managing or advisory committee shall be to—
 - (a) prepare the budget and financial statements;
 - (b) recommend to the management the creation of the teaching and other posts;
 - (c) determine the programme of instruction and internal evaluation and to discuss the progress of studies in the college;
 - (d) make recommendations to the management for the improvement of the standard of teaching in the college;
 - (e) formulate proposals of new expenditure not provided for in the college budget;
 - (f) advise the Principal regarding the intake capacity of various classes, preparation of time-tables, distribution of the available teaching work load and such other matters relating to the internal management of the college and discipline of the college students as may be referred to it by the principal, from time to time;
 - (g) consider and make recommendations on the inspection report, if any;
 - (h) consider and make recommendations on the report of the local inquiry committee, if any;
 - (i) prepare the annual report on the work done by committee for the year ending on the **30th June** and submit the same to the management, the Management Council of the university and to the concerned Director;
 - (j) perform such other duties and exercise such other powers as may be entrusted by the management and the university.

S-86. Continuation of Affiliation or Recognition

The affiliated college or recognised institution may apply for continuation of affiliation or recognition for the courses of study for which affiliation or recognition was granted ordinarily **six months** prior to the date of expiry of such affiliation or recognition. The universities shall follow the procedure prescribed in the Statute so far as applicable for grant of continuation.

S-87. Extention of Affiliation or Recognition

The affiliated college or recognised institution may apply for affiliation or recognition for additional courses of study. The university shall follow the procedure as prescribed in sections 81, 83 and 84, so far as may be applicable.

S-88. Permanent Affiliation and Recognition

The affiliated college or recognised institution with at least six years standing as an affiliated or recognised institution may apply for permanent affiliation or recognition. The Board of College and University Development shall consider and scrutinise the application and make recommendation to the Academic Council .

If the Academic Council is satisfied that the affiliated college or recognised institution has fulfilled all the conditions of affiliation or recognition satisfactorily, and has attained high academic and administrative standards as prescribed by the university, from time to time, the Academic Council shall grant permanent affiliation or recognition to the college or institution, as the case may be.

S-89. Autonomous University Department or Institution, College or Recognised Institution

- (1) A university department or institution, affiliated college or recognised institution may apply to the university for grant of autonomous status. The Management Council on the recommendation of the Academic Council may confer the autonomous status.
- (2) The autonomous university department or institution or college or recognised institution, may constitute its authorities or bodies and exercise the powers and perform the functions and carry out the administrative, academic, financial and other activities of the university, as prescribed.
- (3) The autonomous university department or institution or college or recognised institution may prescribe its own courses of study, evolve its own teaching methods and hold examinations and tests for students receiving instruction in it and award degrees or certificates of its own. Autonomous university department or institution or college or recognised institution shall function with the objectives of promoting academic freedom and scholarship on the part of teachers and students which are essential to the fostering and development of and intellectual climate conducive to the pursuit of scholarship and excellence.

S-90. Inspection of Colleges and Recognised Institutions and Report

- (1) Every affiliated college and recognised institution shall furnish such reports, returns and other particulars as the university may require for enabling it to judge the academic standards and standards of academic administration of the college or recognised institution.
- (2) The Vice-Chancellor shall cause every university department or institution, affiliated college or recognised institution to be inspected, at least once in every three years, by one or more committees appointed by him in that behalf which shall consist of the following members, namely :
 - (a) the Director, Board of College and University Development or a Dean nominated by the Vice-Chancellor - Chairman.
 - (b) one expert, not connected with the university, nominated by the Academic Council.

- (c) one expert, to be nominated by the Management Council :
Provided that no member on such committee shall be connected with the management of college or the institution concerned.
- (3) The committee shall submit its report to the Vice-Chancellor for his consideration and for further action as may be necessary under sub-section (14) of section 14.

S-91. Withdrawal of Affiliation or Recognition

- (1) If an affiliated college or recognised institution fails to comply with the conditions of affiliation or recognition as provided in section 81 or to allow the local managing or advisory committee as provided in section 85 to function properly or to take action as per directions issued under the Act or if it is conducting the college or recognised institution in a manner prejudicial to the interest of the university or the standards laid down by it, the Board of College and University Development may issue a notice to the management to show cause as to why the privileges conferred on the college or recognised institution by affiliation or recognition should not be withdrawn in part or in whole or modified.
- (2) The Board of College and University Development shall mention the grounds on which it proposes to take the abovementioned action and shall send a copy of the notice to the principal of the college, or head of the recognised institution. It shall also specify in the notice, the period being a period which shall not be less than thirty days within which the management should file its written statement in reply to the notice.
- (3) On receipt of such written statement or on expiry of the period specified in the notice issued under Sub-section (1), the Board of College and University Development shall place before the Academic Council, the notice and the written statement, if any, with or without the motion for withdrawal or modification of such privileges.
- (4) The Academic Council shall having regard to the the interest of students studying in the colleges or recognised institution, recommend to the Vice-Chancellor the action to be taken in this behalf and the Vice-Chancellor shall, thereafter, proceed to implement the recommendations.

S-92. Closure of the College or Recognised Institution

- (1) No management of a college or recognised institution shall be allowed to close down the college or recognised institution without prior permission of the State Government.
- (2) The management desirous of closing down the college or recognised institution shall apply to the university on or before the first day of August of the preceding year, stating fully the grounds for closure, and pointing out the assets in the form of buildings and equipments, their original cost, the prevailing market value and the grants so far received by it either from the University Grants Commission, the State Government or from public fundig agencies.

- (3) On receipt of such an application, the Academic Council shall cause to make enquiries as it may deem fit, to assess and determine whether the college or recognised institution be permitted to effect the closure. The Academic Council may, examine whether the closure should be avoided by providing necessary assistance or taking over of the college or institute by the university or transferring it to another management.
- (4) If the Academic Council decides to recommend the closure, shall prepare and submit to the Management Council, a report on the extent of damages or compensation to be recovered from the management and whether the assets created utilising the funds provided by the University Grants Commission, the State Government or other public funding agencies, be transferred to the university or other management, and the payment of compensation to the teachers and the staff retrenched.
- (5) The Academic Council shall, with prior concurrence of the Management Council and approval of the State Government then decide whether the affiliated college or recognised institution be permitted the closure.
- (6) If the university decides to take over the college or recognised institution or transfer the same to another management, the procedure to be followed shall be such as may be prescribed.
- (7) The procedure to effect the closure shall be in phases, so as ensure that the students already admitted to the college or recognised institution are not affected, and that the first year shall be closed first and no new admission shall be effected. The procedure to phase out the closure shall be such as may be prescribed.

शारीरिक शिक्षण महाविद्यालय

(महाराष्ट्र शासन क्रमांक : शाशिभ/१०९४/१३९१४/प्र-९५, दि. ९ जून १९९४)

शारीरिक शिक्षण महाविद्यालयांना कायमस्वरूपी विनाअनुदान तत्वावर मान्यता देताना सन १९९४-९५ या शैक्षणिक वर्षापासून महाराष्ट्र शासनाने विहित केलेले खालील नियम व अटी :

- (१) शारीरिक शिक्षण महाविद्यालय सुरू करण्यासाठी संबंधित विद्यापीठाने शासनाकडे संस्थेची शिफारस केलेली असावी.
- (२) संस्था मार्च/नव्हेंबर किंवा एप्रिल महिन्यात १९५० किंवा १९६० अन्वये नोंदणीकृत असावी.
- (३) शारीरिक शिक्षण महाविद्यालय सुरू करण्यासाठी खालील सुविधा आवश्यक आहेत :
 - (अ) प्रशासकीय इमारत (प्राचार्य, प्राध्यापक व कार्यालयासाठी).
 - (ब) व्याख्यान व सांस्कृतिक मनोरंजनाच्या कार्यक्रमासाठी सभागृह.
 - (क) विषय अध्ययनाकरिता वर्ग खोल्या (तीस विद्यार्थ्यांकरिता एक), मुलामुलीकरिता स्वतंत्र प्रसाधनगृह व कपडे बदलण्याची खोली.
 - (द) ग्रंथालय व वाचनालयाकरिता दोन खोल्या.
 - (ई) संशोधन कक्षा, प्रयोगशाळा.
 - (फ) भांडारगृह.
 - (ग) बंदीस्त प्रेक्षागृह.
 - (ह) वैद्यकीय तपासणी व रुग्णांच्या उपचाराकरिता स्वतंत्र कक्षा.
- (४) वरील सर्व सुविधा ४०० मीटरचा टूक व इतर खेळांच्या क्रीडांगणाकरिता किमान दहा एकर अमीन संस्थेच्या मालकीची किंवा दीर्घ मुदतीच्या कराराने घेतलेली असावी.
- (५) विद्यापीठाने अभ्यासक्रमासाठी मान्य केलेल्या खेळांपैकी महाविद्यालयाने निवड केलेल्या खेळांची संबंधित खेळांच्या संघटनेच्या नियमाप्रमाणे प्रमाणित दर्जाची आणि आकाराची क्रीडांगणे त्याचप्रमाणे संबंधित खेळांचे पुरेसे क्रीडा साहित्य व प्रशिक्षण साहित्य आणि अभ्यासक्रमानुसार इतर साहित्य उपलब्ध असावे.
- (६) आवश्यक त्या क्रीडाप्रकारासाठी बंदीस्त गृह असावे.
- (७) संदर्भग्रंथ, वर्तमानपत्रे तसेच क्रीडाविषयक मासिके, नियतकालिके विद्यार्थी-संस्थेच्या आवश्यकतेनुसार ग्रंथालयात असावीत.
- (८) महाविद्यालयाच्या मान्यतेपेक्षा तीव्र तप्यात खालील सर्व सुविधा निर्माण करणे आवश्यक राहिले:

पहिल्या वर्षात	संस्थेच्या जागेवर ४०० मी. टूक, प्रशासकीय इमारत, वर्ग खोल्या, मुख्य खेळांची क्रीडांगणे, क्रीडा साहित्यासह ग्रंथालय, संदर्भग्रंथासह, भांडारगृह, अभ्यासासाठी लागणारे आवश्यक इतर साहित्य.
दुसऱ्या वर्षात	व्याख्यान व मनोरंजन कार्यक्रमासाठी सभागृह आधुनिक साहित्यासह, जिम्नॅशियम, वाचन व अभ्यासक्रम पुरेसा संदर्भपुस्तकांसह.

तिसऱ्या वर्षात

शारीरिक शिक्षण व क्रीडासंबंधी प्रयोगशाळा, संशोधन कक्ष, वैद्यकीय तपासणी व रुग्णांच्या उपचारासाठी स्वतंत्र कक्ष, बंदिस्त प्रेक्षागृह.

- (९) महाविद्यालयास शासनाची मान्यता मिळाल्यानंतर विद्यापीठाच्या मान्यतेचे प्रशिक्षित शिक्षक वीस विद्यार्थ्यांस एक या प्रमाणात पूर्ण वेळ नियुक्त करणे आवश्यक. याशिवाय प्राचार्य व वैद्यकीय अधिकारी यांची स्वतंत्रपणे नियुक्ती अत्यावश्यक आहे.
- (१०) (अ) महाविद्यालयाने आवश्यक ते प्रशासकीय कर्मचारी नियुक्त करावेत.
(ब) ग्रंथपालाची नियुक्ती अत्यावश्यक आहे.
- (११) शारीरिक शिक्षण महाविद्यालयास प्रथम तीन वर्षांचीच मान्यता संबंधित संस्थेस देण्यात येईल. तथापि, विद्यापीठाच्या स्थानिक चौकशी समितीने त्याचप्रमाणे शासनाने वेळोवेळी सुचविलेल्या शुटीची पूर्तता त्वरित करून घ्यावी सर्व सुविधा निर्माण करणे संस्थेवर बंधनकारक राहिल. शुटीची पूर्तता व सुविधा निर्माण न केल्यास महाविद्यालयाची मान्यता रद्द करण्यात येईल.
- (१२) विद्यापीठ अनुदान आयोगाने नियुक्त केलेल्या समितीने केलेल्या शिफारशी आयोगाने मान्य केलेल्या आहेत. त्यानुसार पुढील काळावधीत बी.पी.एड. हा एक वर्षाचा अभ्यासक्रम बंद करून त्याऐवजी बी.पी.ई. हा १२ वी नंतरचा तीन वर्षाचा अभ्यासक्रम सुरू करावयाचा आहे. त्यामुळे यापुढे शक्यतो बी.पी.एड. अभ्यासक्रमास मान्यता देण्यात येऊ नये आणि द्यावयाची झाल्यास त्यांना बी.पी.ई. हा अभ्यासक्रम सुरू करण्याच्या अटीवर परवानगी देण्यात यावी.
- (१३) हे निकष अस्तित्वात येण्यापूर्वी ज्या महाविद्यालयांना मान्यता देण्यात आली आहे त्या महाविद्यालयांनी निकषानुसार आवश्यक त्या सर्व बाबींची पूर्तता पुढील तीन वर्षात करावी अन्यथा मान्यता रद्द करण्याबाबत विचार केला जाईल.

NORMS FOR EVENING COLLEGES

(Circular No. 175 of 1972-73)

It is hereby notified for the information of all concerned that the University Authorities have been pleased to accept to as a matter of policy, on a report of the Committee, that Evening/Night Colleges be allowed to be started, in Arts and Commerce only, on the following conditions in addition to the normal condition governing the starting of new colleges. The conditions are as follows :

1. that the duration of the Evening Colleges shall not be less than 3.1/2 hours with a recess of 10 minutes. The timing shall be preferably from 6-30 p.m. to 10 p.m. as under :

1st period	..from 6-30 to 7-20 p.m.
2nd period	..from 7-20 to 8-10 p.m.
Recess	..from 8-10 to 8-20 p.m.
3rd period	..from 8-20 to 9-10 p.m.
4th period	..from 9-10 to 10-00 p.m.

2. that the College shall keep the library open on Sundays and holidays and shall provide sufficient number of copies of important reference and text-books for home service.

3. that the duration of the courses, the teaching arrangements, tuition fees, size of classes etc., for the Evening Colleges will be the same as those for the day Colleges.

4. that students attending Evening Colleges will be exempted from N.C.C. or P.T. which is at present compulsory.

5. that tutorials will be arranged for them on Sundays and holidays and, if necessary, in Christmas and in part of the Diwali vacation.

6. that the College shall make arrangements for sports and other extra-curricular activities on Sundays and holidays.

7. the College shall provide instruction in all the subjects in accordance with the requirements of the University.

8. that in addition to the college hours, the Administrative Office of the College shall be kept open at least two hours, preferably between 11 a.m. and 1.00 p.m. when the Principal of the College will also be present. There shall be a Vice-Principal for the Evening College.

9. that the other staff shall be the same as in the day College subject to the condition that the maximum teaching load for any full-time or part-time teacher shall not exceed the limit laid down by the University.

10. that Medical Examination of the students shall be conducted at the expense of the College, atleast once in two years.

11. that the College shall provide residential quarters for the Principal necessarily on the campus of the College.

12. that admission shall be open only to those who cannot attend a day College on account of employment. This restriction will not be applicable to ladies.

13. that the conditions regarding the hostel accommodation which is applicable to day Colleges will not be applicable to an Evening College.

14. that the class rooms shall be well lighted and the lighting arrangement shall be got approved from experts. There shall be sufficient lights on the College campus.

General Guidelines of Affiliation

(By UGC)

(i) Endowment Fund :

Every college should be registered as a Society under the Societies' Registration Act 1860 (21 of 1860) or as a Trust with Trustees being appointed and vested with legal powers and duties and create a non-transferable Endowment Fund in the name of the Society or Trust as the case may be. Endowment Fund should be invested in the manner prescribed by the University. The University may fix the quantum of endowment keeping in view the adequacy of the financial position of the college after taking into account the Government grant.

(ii) Land :

Each college should have a minimum of 5 acres of land 3-2 acres for construction of buildings including staff quarters and 2-3 acres for play fields.

The number of lecture rooms, laboratories, library, canteen/cafeteria, hostel accommodation etc. should be in accordance with the norms prescribed by the Commission under Clause (f) of Sub-Section (1) of Section 26 of the UGC Act, 1956 (No. 3 of 1956) regarding minimum standards of instructions for the grant of the first degree through formal education in the faculties of Arts, Humanities, Fine Arts, Music, Social Sciences, Commerce and Sciences.

The size of class room/lecture room, laboratory and library should be those prescribed by the Commission from time to time.

(iii) Civic Facilities :

While designing the building, it may be ensured that the adequate facilities of light ventilation and toilets are provided. While designing this, the norms laid down by the Indian Standards Institution or the local authority may be kept in view.

(iv) Student Hostel :

If the opening of a new College is to cover the students in the surrounding area, adequate hostel facilities should be provided, hostel accommodation must also be according to norms prescribed by the UGC.

(v) Principal's Residence :

Principal's residence may be provided right in the beginning.

(vi) Staff Quarters for Teachers :

Flat type accommodation for atleast 25% of the teachers alongwith certain common facilities. If the college is to be established in a remote area, higher percentage of teachers may be provided with accommodation in order to facilitate their participation in the corporate life of the college.

(vii) Essential Services :

Adequate facilities for essential service (water, electricity and sewerage facilities) be provided in all the buildings.

(viii) Laboratory :

Laboratory should have adequate safety arrangements-Gas Plants proper fitting and ensure regular supply of water, electricity etc.

(ix) Library :

In the beginning the library should have atleast 100 books in different titles on each subject. It may be raised to 200 within a period of three years. The library should have adequate number of reference books and journals. There should be a reading room and suitable space available for library staff with proper furniture. Recurring expenditure be of not less than Rs. 3,000/- per subject per year for books. This may be reviewed whenever prices of books go up.

For every subject, atleast two subject journals should be subscribed to by the library. The UGC journals, if any in the subjects concerned should also be subscribed.

For teachers to examine the class work of students and to prepare for their own lectures, cubicles should be provided (9 Sq. M.) for atleast 25% of the strength of the staff and they can be shared by the teachers. Almirahas or lockers should also be provided for each teacher.

(x) General :

- (a) Ramps be provided in the building for the Physically handicapped.
- (b) Separate common rooms for girls and boys be provided in co-educational colleges.
- (c) There should be separate toilets for girls.
- (d) Adequate accommodation be provided for Principal's Office, Bursar's Office and for administrative staff.
- (e) There should be a staff room of a proper size.

(xi) Laboratory Equipment :

The laboratory equipment should be in accordance with the norms adopted by the University. Maintenance and running expenses of the laboratory should also be in accordance with the norms prescribed by the University.

(xii) Staff :

No teacher be appointed without fulfilling the qualifications laid down by the Commission from time to time as per the regulations framed by the Commission in this regard.

**NORMS FOR LABORATORY, LECTURES ROOM AND LIBRARY
(LAID DOWN BY UNIVERSITY GRANTS COMMISSION)**

The minimum requirements regarding Laboratory Space, Working Space, Batch-wise and Class-wise strength etc.

- (i) The laboratory working space for **Chemistry** 'Practical' be as shown below :
- 0.557 Sq. meters (6 Sq. ft.) table top area for B.Sc. Part-I and
0.743 Sq. meters (8 Sq. ft.) table top area for B.Sc. Part-II and III.
 - Minimum floor area for a batch of 20 students should be about
46.451 Sq. meters (500 Sq. ft.)
- (ii) The laboratory working space for **Physics** for different classes be as shown below :
- Laboratory working space per student.
- B.Sc. Part-I : 2.5 Sq. meters. (Table top area = 0.6 Sq. meters)
 - B.Sc. Part-II : 3 Sq. meters. (Table top area = 0.6 Sq. meters)
 - B.Sc. Part-III : 3 Sq. meters. (Table top area = 0.8 Sq. meters)
- (iii) Laboratory working space for **Botany** be as under :
- B.Sc. Part-I : 0.557 Sq. meters (6 Sq. ft.). (Table top area and
a distance of 1.219 meters (4 ft.).
 - B.Sc. Part-II and III : 0.743 Sq. meters (8 Sq. ft.). (Table top area &
a distance of 1.219 meters (4 ft.) in row of tables 1.524 meters (5 ft.).
- (iv) The laboratory working space in **Zoology** be as under :
- 0.762 meters × 0.762 meters (2½' × 2½') per student at B.Sc. Part-I &
0.762 meters × 1.066 meters (2½' × 3½') for the B.Sc. Part-II & III.
- (v) The laboratory working space and laboratory space in **Geography** be as under:
- Laboratory working space per student.
- | | |
|----------------|---------------|
| B.Sc. Part-I | 2 Sq. meters. |
| B.Sc. Part-II | 2 Sq. meters. |
| B.Sc. Part-III | 2 Sq. meters. |

Laboratory Space :

Minimum floor area for a batch should be atleast 55 Sq. meters
(or 600 Sq. ft.)

- (vi) Laboratory working space for **Geology** be as under :
- B.Sc. Part-I : 0.557 Sq. meters (6 Sq.ft) table top area and distance
of 1.219 meters (4 ft)
 - B.Sc. Part-II and III : 0.743 Sq. meters (8 Sq. ft.) table top area
and distance of 1.219 meters (4 ft.) in row of tables.
- (vii) The laboratory working space for **Microbiology** for different classes be as shown below :
- Laboratory working space per student.
- B.Sc. Part-I : 0.762 meters × 0.762 meters (2½' × 2½') per student.
 - B.Sc. Part-II and III : 0.762 meters × 1.061 meters. (2½' × 3½')
per student.

- (viii) The laboratory working space for **Psychology** for different classes be as shown below :
- Laboratory working space per student :
1. For B.Sc. Part-I, II & III and for B.A. Part-III 2.31 Sq. meters (25 Sq. ft.) area including a table per student, and a distance of (4 ft.) between every two students.
 2. Laboratory space-Minimum floor area for a batch of 12 students should atleast 500 ft. (or 45 Sq. meters)
 3. There will not be more than twelve (12) students in a batch.
- (ix) The laboratory working space for **Plant Protection** for different classes be as shown below :
- Laboratory working space per student :
1. B.Sc. Part-II and III : 0.743 Sq. meters (8 Sq. ft.) (Table top area and a distance of 1.219 meters (4 ft.) in row of tables.)
 2. i) For B.Sc. II - Batch of 15 students
ii) For B.Sc. III - Batch of 12 students
- (x) The laboratory working space for **Pollution** for different classes be as shown below :
- Laboratory working space per student :
1. B.Sc. Part-II and III : 0.743 Sq. meters (8 Sq. ft.) (Table top area and a distance of 1.524 meters (5 ft.) in row of table.)
 2. i) For B.Sc. Part-II : Batch of 15 students
ii) For B.Sc. Part-III : Batch of 12 students.

The minimum requirements regarding laboratory space, working space, Batch-wise and Class-wise strength etc.

1. The laboratory working space for **‘Statistics’** be as shown below :
B.Sc. (Part I, II and III) :
0.557 Sq. meters (6 Sq. ft.) table top area and a Chair. Other facilities to include standard statistical tables, and Electronic Calculators.
2. The laboratory working space per unit student for various classes in respect of the subject **“Electronics”** be as follows :
 1. B.Sc. Part-I : 2.5 Sq. meters (Table top area : 0.6 Sq. meters)
 2. B.Sc. Part-II : 2.5 Sq. meters (Table top area : 0.6 Sq. meters)
 3. B.Sc. Part-III : 3.0 Sq. meters (Table top area : 0.8 Sq. meters)
3. The laboratory working space for **Bio-Chemistry** Practical be as shown below:
 1. 0.557 Sq. meters (6 Sq. ft.) table top area for B.Sc. Part-I and 0.743 Sq. meters (8 Sq. ft.) table top area for B.Sc. Part-II and III.
 2. Minimum floor area for a batch of 20 students should be about 46.451 Sq. meters (500 Sq. ft.)

I. Laboratory :

Average laboratory area per student undergraduate.

40 sq. ft. for subsidiary/minor, 60 sq. ft. for main subjects.

In determining the areas of under-graduate/laboratories, the basis of calculation will respectively be as follows :

(a) Number of under-graduate doing practical work at a time.

The plinth area of laboratory buildings in the Universities may be determined generally as carpet area of the laboratory plus 50% thereof. This will provide sufficient accommodation for varandahs, laboratory blocks, stair case, etc.

II. Lecture room area per student :

12 sq. ft. per student provided no lecture room has an area less than 400 sq. ft. Some of the lecture rooms for Science classes should be provided with preparation rooms with an area about 300 sq. ft.

III. Average space for Store-room :

1000 to 2000 sq. ft. per 100 to 150 students.

IV. Museums for Botany and Zoology :

A minimum space of about, 1,000 sq.ft. for each of these departments.

V. Standards for Library Buildings and Furnitures :

Based on IS 1553-1976 India Standard Recommendation relating to Primary Elements in the Design of Library Buildings (First Revision).

1. LOCATION : The library should be centrally located with reference to buildings of faculties and departments, laboratories and hostels.
2. Rooms to be provided are as follows :

Sr. No.	Rooms Normally Separate *UCL	Academic UDL**	Library
(a)	Stack Room	R	—
(b)	Catalogue Room	R	—
(c)	General Reading Room	R	R
(d)	Periodicals Reading Room	R	—
(e)	Special Reading Room	R	—
(f)	Research Cubicals	R	—
(g)	Group Study Room	R	—
(h)	Seminar Room	R	—
(i)	Conference Room	—	—
(j)	Exhibition Room	R	—
(k)	Librarian's Room	R	—
(l)	Deputy Librarian's Room	R	—

Sr. No.	Rooms Normally Separate *UCL	Academic Library UDL**	
(m)	Technical Staff Room	R	—
(n)	Administrative Staff Room	R	—
(o)	Committee Room	R	—
(p)	Display Room	R	—
(q)	Night Watchman's Room	R	—
(r)	Microfilm Reading Room	R	—
(s)	Document Reproduction Room	R	—
(t)	Audio Visual Room	—	—
(u)	Store Room	R	R

*University Central Library.

**University/College Departmental Library.

3. Stack Room :

3.1 Dimension of Stack Room should be as follows :

- (a) Clear Length in meters- $1080n + 3.10$ where n is the number of rows of book racks*

*Each Unit rack to 1m long may be assumed to house 700 to 750 volumes and 1m² of stack room area may be assumed to house 150 volumes.

Note :—(1) The centre to centre distance between consecutive racks is 1.80 m. (on the basis of 0.45 m. of rack depth plus 1.35 m of cross gangway plus 0.225 m of half rack depth).

- (2)The distance from an end wall of the stack room to the centre of the nearest row of rack is 1.55 m (on the basis of 1.325 m of the end cross gangway plus 0.225 m. of half rack depth).

Clear Width :

- (b) (i) 3m (on the basis of one rack 2m long plus one longitudinal gangway of 1 m) close to a longitudinal wall.
(ii) 5 m (on the basis of 2 racks each 2 m long plus longitudinal gangway of 1 m) close to a longitudinal wall.
(iii) 8 m (on the basis of 3 racks each 2 m long plus two longitudinal gangways of 1 m each) close to each of the longitudinal walls, and
(iv) 10 m (on the basis of 4 racks each 2 m long plus two longitudinal gangways of 1 m each) close to each of the longitudinal wall. (***)

- (c) **Clear Height** : Floor to ceiling. 2.40 m.

Note :—(1) The height of the rack is 2.20 m and allowance for day guides is 2.20 m.

- (2) The Stack room should be combined with necessary devices for effective ventilation.

3.2 Stack room should be so oriented as to avoid direct Sun.

4. Windows :

- 4.1 Stack Room Windows in the side walls of the Stack room should be opposite each cross gangway.
- 4.2 Each windows should be provided with glass shutters and protected with wire fabric having its aperture sufficiently small to prevent squirrels, rats, etc. from getting in. In its fully open position the glass shutter should not project into the gangway.
- 4.3 Other Rooms-All windows and ventilators in the rooms accessible from outside should be provided with wire fabric to prevent books, pamphlets etc. being passed out through them.

(***)Note : Three metre and five metre widths are generally only in case of stack spaces as the stack room and the reading room may be combined into a single room in such cases.

5. Sizes of Rooms :

5.1 Reading Room

The average area per reader in the reading room should be 2.33 m minimum.

Note : The Size of the reading table is 2.4 x 0.6m. The centre to centre distance between two consecutive rows of reading room table is 1.8 m with seating arrangement on one side of the table only.

5.2 Sizes of other rooms shall normally be as follows :

For use of	Area (Square Meter)
(a) Librarian and deputy librarian	30
(b) Classifier, cataloguer, accession	9 per person
(c) Librarian and maintenance librarian	
(d) Secretary to the librarian	9
(e) Visitor's room	15
(f) Administrative and professional staff not at service points and other than those mentioned in (b)	5 per person
(g) Group discussion room	2 per person
(h) Conference room	2 per person
(i) Seminar room	2 per person
(j) Committee room	2 per person
(k) Cubicles	7 per person

6. Libraries of all types are expanding at an enormous rate. Increase in demand for documents, official policy and increase in literacy make this process inevitable. Since the development of new libraries takes several years the stock to be accommodated on the opening day, therefore, will be larger than was estimated when planning started. Therefore, it is absolutely essential to estimate the areas of the library at a given future date and relate the requirements to that date.

7. Circulation

- 7.1 Each floor of the library, buildings shall be at one single level to facilitate the movement of book trolley from one part to another. Thresholds shall not be provided anywhere inside the building.
 - 7.1.1 The movement of the book trolley from one tier to another, where there are three or more tiers in the stack room, should be through electric lifts provided within the stack room with landing at every tier of the stack room and at other connected adjacent rooms. In large libraries where quick mechanical carriage of books and related materials are required, special arrangements, such as pneumatic tubes and belt conveyors may become necessary. This may require to be considered at the initial stages of designing of the library and its building.
 - 7.1.2 The rooms shall be arranged in such a way that the staff other than those servicing the reading room shall not have to pass through the reading room disturbing the readers.

8. Relative Positions of Rooms :

- 8.1 The stack room should be so placed that it is easily accessible from and proximate to every part of the library.
 - 8.2 The catalogue room should be like an ante-room to the stack room on the way from the general reading room to the stack room.
 - 8.3 The general reading room should be close to the entrance.
 - 8.4 Periodicals rooms may be further removed from the general reading room. But independent access-it shall be possible when the other rooms in the library are closed.
 - 8.5 Special reading rooms may be still further removed from the general reading room.
 - 8.6 The librarian or the deputy librarian should have his room in close proximity to the general reading room.
 - 8.7 The rooms of the technical and administrative staff should be placed in close proximity to the rooms of the librarian and the deputy librarian.
 - 8.8 The technical staff shall have independent access to the stack and catalogue areas.
 - 8.9 The cubicles, the rooms for group study, the committee room etc. may be in a separate wing or a separate floor.
 - 8.10 The exhibition room may be combined with the entrance lobby or placed as close to it as possible.
9. The furniture and fittings for library shall be as per IS : 1829 (Part I and II) and IS : Library furniture and fittings : Part I Timber (First Revision) and Part II Steel and IS : 3663-1981. Dimension for rigid couplings. Tables and Chairs and for general office purpose.
 10. Recruitment for fitment for drainage and sanitation for library building shall be as per the table enclosed.

LIBRARIES—Based on IS 1172-1983 Indian Standard Code of basic requirement for water supply, drainage and sanitation (Third Revision)

		Art galleries libraries and museums					
Sr.	Fittings	For male public	For female public	For male staff	For female staff		
1	2	3	4	5	6		
1.	Water-closets	1 per 200 persons upto 400 persons; & for over 400 persons, add at the rate of 1 per 250 persons or part thereof	1 per 100 persons upto 200 persons and for over 200 persons, add at the rate of 1 per 150 persons or part thereof	1 for 1 to 15 persons	1 for 1 to 12 persons		
2.	Abation taps	1 in each water-closet	1 in each water-closet	1 in each water-closet	1 in each water-closet		
3.	Urinals	1 per 50 persons	—	Nil upto 6 persons, 1 for 7 to 20 persons, 2 for 21 to 45 persons	—		
4.	Wash basins	1 for every 200 persons or part thereof; and for over 400 persons add at the rate of 1 per 250 persons or part thereof	1 for every 200 persons or part thereof; and for over 200 persons add at the rate of 1 per 150 persons or part thereof	1 for 1 to 15 persons	1 for 1 to 12 persons		
5.	Cleaner's Sinks	—	1 per floor, Min	—	—		
6.	Drinking water fountain	—	1 per 100, 100 or part thereof	—	—		

PERMANENT AFFILIATION

Conditions laid down for grant of Permanent Affiliation to colleges :

I. No college shall be granted permanent affiliation unless it has a standing of six years and has fulfilled all the conditions of affiliation. The society running the College(s) should be stable and financially sound and parent managing body and the Local Managing Committee or Advisory Committee as provided under Section 85 of Maharashtra Universities Act, 1994 should be efficient and satisfactory.

II. Physical Facilities :

(Essential conditions)

1. The college should have its own permanent building with sufficient accommodation, which can be approved academically for housing College upto the degree stage. The College buildings should have the following in addition to the Class-rooms :

- (i) A Teachers' Common Room
- (ii) A Common Room for Men Students
- (iii) A Common Room for Women Students
- (iv) A Library Hall with Book-shelves and reading hall accommodating at least for 10% of total students.
- (v) Office Room for the Principal.
- (vi) Office Rooms for Administrative staff and records. (All should be duly furnished and should be well lighted.)

2. The College should provide accommodation for Principal.

3. The College should provide hostel accommodation for Gents' Hostel at least for 15% and Women's hostel for 10% of the students.

(Desirable Conditions)

1. At least 25% of the teaching staff should be provided accommodation by the College on the campus or by forming Co-op. Housing Society nearby the College.

2. The College with Science wing should provide Workshop facilities with adequate staff as decided by the U.G.C. norms.

3. The college should have non-resident Students' Centre including health facilities, with a visiting Doctor.

4. The College should have the Guest house which should have accommodation for at least for 4 persons at a time two seated rooms and having separate sanitary block.

5. The college should have a decent Cafeteria, Students' Welfare Centre and Gymnasium for students.

6. The College should have its own auditorium/hall of at least of 1600 Sq.ft. size.

7. Every college must have its own play field and provide facilities for games and sports. (Running track of 400 meters.)

III. Academic Standards :

1. The number of the staff should be as per University requirements as fixed from time to time and at least 50% staff appointed should be permanent.
2. Qualifications of the teaching staff should be in accordance with the rules laid down by the Academic Council and approved by the Executive Council, from time to time.
3. All the teaching and non-teaching members of staff who have put in more than 2 years of service should have been confirmed and provident fund facilities should have been made applicable to them.
4. The results of the examinations conducted by the University so far as the College is concerned should be comparable to the results of the University.
5. The Principal should normally be occupying the post of a Principal for a minimum period of 3 years even in the case of colleges conducted by the same management. In case a system of life-membership prevails, the rotation should not be of a period of less than 3 years.
6. For Education, Science, Engineering and Medical Colleges, the educational aids and equipments of laboratories should be in accordance with the lists of apparatus and equipments which the Faculties concerned will lay-down.
7. The College should have some important minimum number of books and should spend fixed amount per subject be prescribed by the Faculties Board of Studies including the Reference books, Journals, Text-books and some standard journals for the students. The number of text-books and journals should be in proportion to the number of students.

IV. Administrative Standards :

1. There should be local Managing Committee properly constituted in the case of a non-Government College and an advisory Committee in the case of a Government College. The Committee should function regularly as per Section 88 of the Maharashtra University Act, 1994. The Local Managing Committee should be made effective by requesting the managements to define its duties to be performed and functions to be discharged.
2. There should be other committees such as College Development Council and College Examination Committee etc. The regular meetings should be called and their minutes should be kept. They be made available at any time when required for inspection.
3. The recruitment of staff should be as per the University and Government regulations laid down from time to time.
4. As the Principal of the College is the Academic leader and Chief Administrator and is answerable to the University, he should be vested with reasonably adequate powers for the day to day administration, such as finances and other issues of the College especially to carry out day to day academic and administrative duties effectively.

V. Financial Standards :

1. (a) The members of the teaching and non-teaching staff are required to be regularly and fully paid.
 - (b) The outstanding bills in regard to credit purchases are cleared within a reasonable time and they are not kept pending unduly long.
 - (c) the staff members who have put in two years of service are all confirmed, their P.F. subscription regularly recovered, Management's contribution thereon, regularly credited and accounts slips regularly given to the staff members the P.F. and gratuity rules are approved by the University/Government and provision made for investment of the accumulations.
 - (d) the grants received are to be utilized for the purpose for which they were sanctioned.
2. The Managements and the Bank authorities will give assurance that the deposits which are required to be kept by the College in a Scheduled Bank will not be withdrawn without specific written consent of the University.

VI. General Conditions :

1. The academic and welfare activities of the backward class students are properly looked into and special attention paid by the colleges to their problems.
2. Facilities to the members of the teaching and non-teaching staff for improvement of their academic qualifications are adequately given and their welfare activities also properly looked into.
3. Co-curricular extra-curricular and social activities are properly conducted by the College.
4. Creative activities are started by the College on its own.

VII. Other Desirable Conditions :

1. The College should have Adult and Continuing Education Programmes such as N.S.S., N.A.E.P. etc., at least for three years in succession and active participation in such programmes as judged by the University is necessary.
2. Earn and Learn opportunities for at least 5% of the total students for three years in succession should be given.
3. Audio-visual aids should be provided and it should have minimum :
 - (1) 16 m.m. Projector ..1
 - (2) Tape-recorder ..1
 - (3) Camera ..1
 - (4) Loop film Projector ..1 (with side projector)
 - (5) Epidiascope ..1
 - (6) Public Address system ..1
 - (7) Cyclostyling machine ..1
4. The college should have of its own one Micro-Computer with experts for handling the data concerning the college. The cost of such a Computer does not exceed Rs. 30,000/-.

College if affiliated permanently should be inspected for reviewing standards and qualities and academic and administrative set-up after every five years.

(Note : The essential conditions should have been fulfilled at the time of granting permanent affiliation. However, the desirable conditions are required for proper academic standards and development and hence may be fulfilled within the next five years.)

5. Financial Provision : The Local Inquiry Committee shall ascertain whether :

- (i) All deposits as per University Rules are maintained and necessary assurance is given to the University.
- (ii) Regular monthly payments are made to teaching and non-teaching staff.
- (iii) Payments are made regularly in the case of all other items of expenditure.
- (iv) The schemes of provident fund and gratuity as approved by the University and State Government are implemented of respect of all confirmed members of teaching and non-teaching staff.
- (v) The society has resources to make up the deficit, if any and to spend on capital projects for expansion if required.

The statement of Income and Expenditure and Balance sheet of the Society and College for the preceding two years shall be enclosed.

UNIVERSITY OF PUNE

Circular No. 186 of 1995-96

It is hereby notified for the information of all concerned that the University authorities have passed new Ordinance No. 179.

ORDINANCE No. 179 :

Penalties/Fines for Violating the Conditions of Affiliation/Recognition

1. Any affiliated college(s) or recognised institution(s) violating the conditions of affiliation/recognition or any of the directives issued by the University authorities in accordance with the Act, Statutes, Ordinances, Rules or Regulations or failing to comply with and/or abide by any of such directives and or acting in the manner prejudicial to the interests of the University and/or causing action detrimental to the educational standards of the University; bodies/person(s) in charge of and responsible to in respect of affiliated college/recognised institution as the case may be shall be liable for the penalty(ies) and/or fine(s) as may be imposed from time to time by the University specified in the following provisions.

2. *Competent Authority :*

The Management Council shall be the competent authority to take disciplinary action(s) against delinquent affiliated college/recognised institution as the case may be.

3. *Violation of Conditions :*

Affiliated college/recognised institution or the Management thereof as the case may be shall be deemed to have violated the conditions of affiliation/recognition, if it

- (a) fails to comply with the directives of the University or acts in a manner prejudicial to the interest of the University and or acts detrimental to the educational standards;
- (b) starts the course without prior proper permission of the Government, Statutory competent authority of the Central or of the State and or of the University as may be required by the conditions of affiliation/recognition;
- (c) starts additional division(s) without prior proper permission of the Government, Statutory competent authority of the Central or of the State and or of the University as may be required by the conditions of affiliation/recognition;
- (d) neglects to comply with the specific directives of the University issued from time to time or neglects to appoint adequate number of teaching and non-teaching employees;
- (e) neglects to make special efforts to recruit the teaching and non-teaching staff as per reservation policy of the Government and/or of the University;
- (f) allows un-approved teacher(s) and ineligible person(s) to be employed and/or to teach the course(s);

- (g) admits the students in excess of the strength permitted and/or violates the rules or regulations of admissions framed by the Government and/or by the Statutory competent authority of the Central or of the State and/or by the University from time to time;
- (h) neglects to scrutinise and correct, if necessary, the eligibility forms, examination forms or any other relevant document(s) before submitting it (them) to the University;
- (j) submits the eligibility forms, examination forms or any other forms beyond the date prescribed;
- (k) neglects to take due care to maintain peaceful and proper atmosphere during the conduct of examination(s);
- (m) permits and/or encourages directly or indirectly mal-practices in the conduct of College or University examination(s);
- (n) neglects to exercise due care in the smooth, proper and strict conduct of the examination(s), leading to the instances of the mal-practices or adoption of unfair-means at the centre(s) of the College/Institution;
- (o) neglects to take appropriate disciplinary action as directed by the University against the Principal/Director/Teacher(s) or other employee(s) in the light of the Statutes or other relevant provisions therefor;
- (p) neglects to execute or implement orders issued by the University College Tribunal appropriately, promptly and in the letter and spirits of the orders;
- (q) commits any other act that, in the opinion of the Management Council, is an act violating the conditions of affiliation/recognition and other rules or orders of the University.

4. Penalties and Fines :

Whenever the Management Council is satisfied that the affiliated college/recognised institution or the management thereof as the case may be has violated any of the conditions of affiliation/recognition, specified in the preceding clauses it may without prejudice to any other clause, impose and/or levy any of the following penalties and/or fines, as it may deem appropriate;

- (a) A fine upto Rs. One Lakh per course, started without the prior permission of the Government, Statutory competent authority of the central or of the State and or of the University; in addition to the fine of the amount of annual tuition fees as in clause(c) below per student admitted for such unauthorized course(s);

Provided, however that the affiliated college/recognised institution shall not be under any circumstances permitted to continue that course beyond the respective academic year.

Provided, further that the student(s) admitted to such course in the particular year would be regularized as against the number of student(s) for the regular course in the subsequent year(s) as prescribed in clause (g) below.

- (b) A fine upto Rs. One Lakh per division, for starting the division(s) without the prior proper permission of the Government, Statutory competent authority and of the University; in addition to the fine of the amount of annual tuition fees as in clause(c) below per student admitted for such unauthorized division;

Provided, however that the additional division(s) started without the prior proper permission as above shall not be permitted to be continued in the subsequent academic year.

Provided further that the student(s) admitted to such division(s) in the particular year would be regularized as against the number of student(s) for the division(s) in the subsequent year(s) as prescribed in clause (g) below.

- (c) A fine not less than the amount of annual tuition fees and not more than five times the annual tuition fees per student, for students admitted in excess of the permitted strength or for admitting students in violation of the rules of admission.
- (d) For the violation of any of the sub-clauses enumerated in (b), (k), (m), (n) of the preceding clause No. (3) the Management Council may discontinue centre for conducting the examination(s) and also impose appropriate fine on the college/institution.
- (e) For the violation of any of the sub-clauses enumerated in (d), (e), (f), of the preceding clause No. (3) the Management Council may impose a fine commensurate with the gravity of the offence.
- (f) For violation of the sub-clause(j) of the preceding clause No. (3) the University may refuse to accept the eligibility forms, examinations forms, and/or any other forms for which the time-limit is prescribed, the University may not allow such student(s) to attend the class and or to appear at examination.

Provided, however in case the Vice-Chancellor is satisfied with the merits of the case, the time-limit may be relaxed, however in such case(s) the fine upto Rs. 1,000/- per student may be imposed.

- (g) In addition to any or all of the above mentioned penalties and fines, the Management Council may impose on the affiliated college/recognised-institution/management thereof as the case may be, a condition of reduction in the strength in the course(s)/division(s)/student(s) for the subsequent year(s), not more than number of course(s)/division(s)/student(s) admitted in excess of the permitted strength for that academic year.
- (h) In addition to any or all of the penalties and fines prescribed above, the Management Council may also require the affiliated college/recognised institution or the management thereof as the case may be to prohibit such students from completing the respective course(s).

- (j) In addition to any or all of the penalties and/or fines prescribed, the Management Council may withdraw the affiliation of the college/recognised institution as the case may be
- (k) The Management Council may impose any other punitive action as it deem fit.

5. Procedure :

- (a) Upon receipt of a complaint, or suo-moto, if the Management Council is prima-facie satisfied that the affiliated college/recognised institution or the Management thereof as the case may be has committed violation of any of the conditions prescribed and attracts penalties or fines pre scribed in the preceeding clauses;
- (b) The Registrar shall issue a show-cause notice including charges/allegtions to the deliquent college/institution or the Management thereof as the case may be, indicating alleged act(s) or violating conditions of affiliation/ recognition and require the college/institution or the Management thereof as the case may be to submit written explanation to the Registrar within 15 days of issue of such statement.
- (c) In case the college/institution or the management thereof as the case may be fails to submit the written explanation to the Registrar within the time-limit of 15 days or admits the charge(s), the Registrar shall submit his report to the Management Council for deciding the quantum and penalties/ fines on the deliquent college/recognised institution or the management as per the provisions of the preceeding clauses.
- (d) If the college/institution or the management thereof as the case may be does not admit the charge(s), the Management Council shall appoint an Enquiry Committee.
- (e) The Enquiry Committee shall offer reasonable opportunity to the Univer sity and to the deliquent college/institution or the management thereof as the case may be to present their respective claims, with or without oral and/or documentary evidence. The Enquiry Committee shall record without prejudice, the findings on each and such charge(s) and shall also record the reasons for such finding and submit the report to the Manage ment Council, within a period of six weeks from completion of the enquiry.
- (f) The Management Council on the basis of the findings of the Enquiry Committee shall decide to impose any or all of the penalties and fines prescribed in clause(4) as it may deem fit.
- (g) Upon the Management Council deciding the quantum of penalties/fines as per preceeding clauses the Registrar shall issue the deliquent college/ institution or the Management thereof as the case may be a final show cause notice as to why penalty (ies) and or fine(s) as decided by the Management Council be not imposed on it (them) The Registrar shall provide a period of 15 days for showing cause thereon.

On receipt of the explanation and or in absence thereof the Registrar shall submit the case to the Vice-Chancellor who shall decide after consideration of the causes shown by the delinquent college/institution or the management thereof as the case may be, of quantum punishments to be imposed. In case the Vice-Chancellor is of the opinion that the delinquent college/institution or the management thereof as the case may be exonerated or exempted of any of the penalties and/or fines he may submit the matter to the Management Council for its consideration. Registrar to inform final order.

6. Fulfillment :

Fulfillment of the penalty and/or payment of the fine, as prescribed in the earlier clause (s) do(es) not imply and/or construe in any event that the irregularity (irregularities) committed by the delinquent college/institution or the management thereof as the case may be is (are) regularised or waived.

Ordinance No. 179 has come into force w.e.f. 22nd July, 1994.

Ganeshkhind,
Pune-411007
Ref. No. Law/95/499
Date : 8th August, 1995

Subhaschandra Bhosale
Registrar.

UNIVERSITY OF PUNE

Ordinance 169 : Fees for new Affiliation, Continuation, Extension, Permanent Affiliation for Colleges.

The application form for new affiliation, continuation of affiliation, extension of affiliation or permanent affiliation shall be submitted to the Registrar in the prescribed form accompanied by affiliation fees as prescribed below :

Sr. No.	Particulars	New Affiliation (in Rs.)	Continuation of Affiliation (in Rs.)	Extension of Affiliation (in Rs.)	Permanent Affiliation (in Rs.)
1.	Arts and/or Commerce	15,000/-	1,000/- per subject	2,000/- per subject	10,000/-
2.	Science	20,000/-	1,000/- per subject	2,000/- per subject	10,000/-
3.	Arts, Science and Commerce	25,000/-	1,000/- per subject	2,000/- per subject	15,000/-
4.	Education (including B.Ed., B.Phy.)	50,000/-	10,000/-	—	25,000/-
5.	Engineering	1,00,000/-	10,000/- per Branch	10,000/- (For Natural Growth) 25,000/- (For New Branch)	2,00,000/-
6.	Architecture (Including Printing Engg. etc.)	50,000/-	15,000/- per Branch	5,000/- (For Natural Growth) 10,000/- (For New Branch)	50,000/-

Sr. No.	Particulars	New Affiliation (in Rs.)	Continuation of Affiliation (in Rs.)	Extension of Affiliation (in Rs.)	Permanent Affiliation (in Rs.)
7.	Pharmacy	50,000/-	10,000/- per Branch	10,000/- (For Natural Growth)	50,000/-
8.	Law (Three-Year and Five-Year course)	20,000/-	5,000/-	5,000/- (For Natural Growth)	15,000/-
9.	Medicine	1,00,000/-	50,000/-	25,000/- (for Natural Growth) 30,000/- (For New Branch)	3,00,000/-
10.	Dentistry	50,000/-	25,000/-	25,000/- (For Natural Growth)	50,000/-
11.	Ayurvedic	75,000/-	20,000/-	25,000/- (For Natural Growth)	75,000/-
12.	Homoeopathic	75,000/-	20,000/-	25,000/- (For Natural Growth)	75,000/-
13.	Nursing	75,000/-	20,000/-	25,000/- (For Natural Growth)	75,000/-

Sr. No.	Particulars	New Affiliation (in Rs.)	Continuation of Affiliation (in Rs.)	Extension of Affiliation (in Rs.)	Permanent Affiliation (in Rs.)
14.	Unani	75,000/-	20,000/-	25,000/- (For Natural Growth)	75,000/-
15.	Management Studies				
	(i) Master Course	50,000/-	15,000/- (Each Course)	10,000/- (Each Course)	25,000/-
	(ii) Diploma Course	25,000/-	10,000/- (Each Course)	—	15,000/-
16.	Fine Arts	15,000/-	5,000/-	5,000/-	10,000/-
17.	Home Science	15,000/-	5,000/-	5,000/-	10,000/-
18.	Non Professional Diplomas other than Management	10,000/- (Each Diploma)	5,000/-	—	5,000/-
19.	Professional Diplomas other than Management Studies	25,000/-	10,000/-	—	10,000/-
20.	Certificate Course (Non Professional)	5,000/- (Each Course)	2,000/-	—	—
21.	Certificate Course (Professional)	10,000/- (Each Course)	5,000/-	—	—
22.	Master of Social Work	15,000/-	5,000/-	5,000/- (Natural Growth)	10,000/-

Ordinance 170 : Dates of Application and Fees for Affiliation.

- (1) Applications in the prescribed form for affiliation of new colleges, addition of faculty/faculties, continuation, extension or permanent affiliation of the existing colleges shall reach the Registrar on the dates indicated in clause (2) below. The Application for Affiliation shall be accompanied by the necessary affiliation fees as prescribed in Ordinance 169.
- (2)

(i) New affiliation/addition of faculty/faculties	}	On or before 31st October of the preceding year i.e. six months before the commencement of the academic year.
(ii) New affiliation/bifurcation of existing faculties	}	On or before 31st October of the preceding year i.e. six months before the commencement of the academic year.
(iii) Continuation of affiliation		
(iv) Extension of affiliation		
(v) Permanent affiliation	}	
- (3) In case the last date of application happens to be a Sunday or University holiday, the last date for accepting applications as above shall be the immediate previous working day.
- (4) As per provisions of Section 82 Sub-Section 3, no application for new affiliation or addition of faculty or faculties shall be accepted after 31st October.
- (5) In case the application for continuation of affiliation in respect of non-professional courses and courses of education and law are not received on or before the date indicated in clause (2) above, the same may be accepted by the Registrar on or before 15th of November, subject to provisions of clause (3), on payment of late fee Rs. 500/- (Rupees Five Hundred only).
- (6) In case of the application for continuation of affiliation in respect of professional courses, excluding courses of education and law, are not received on or before the date indicated in clause (2) above, the same may be accepted by the Registrar on or before 15th of November, subject to provisions of clause (3), on payment of late fee of Rs. 1,000/- (Rupees One Thousand only).
- (7) No application which is incomplete in any respect or which is received after the dates due as mentioned above shall be accepted.

1	2	3	4	5	6	7
(2)	Science	1,00,000/-	2,00,000/-	2,00,000/-	1,00,000/-	40,000/-
	(By instalment as under)					
	I year	50,000/-	75,000/-	75,000/-	50,000/-	20,000/-
	II year	50,000/-	50,000/-	50,000/-	25,000/-	10,000/-
	III year	—	50,000/-	50,000/-	25,000/-	10,000/-
	IV year	—	25,000/-	25,000/-	—	—
(3)	Arts, Science & Commerce	1,50,000/-	4,00,000/-	2,00,000/-	2,00,000/-	50,000/-
	(By instalment as under)					
	I year	75,000/-	2,00,000/-	75,000/-	75,000/-	30,000/-
	II year	50,000/-	1,00,000/-	50,000/-	75,000/-	20,000/-
	III year	25,000/-	1,00,000/-	50,000/-	50,000/-	—
	IV year	—	—	25,000/-	—	—
(4)	Home Science	75,000/-	2,00,000/-	—	50,000/-	30,000/-
	(By instalment as under)					
	I year	50,000/-	75,000/-	—	25,000/-	20,000/-
	II year	25,000/-	75,000/-	—	15,000/-	10,000/-
	III year	—	50,000/-	—	10,000/-	—
(5)	Education	75,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-
	(By instalment as under)					
	I year	50,000/-	1,00,000/-	50,000/-	25,000/-	—
	II year	25,000/-	1,00,000/-	50,000/-	25,000/-	—

1	2	3	4	5	6	7
(6)	Physical Education (B.Phys.Ed.) (By instalment as under)	75,000/-	2,50,000/-	1,00,000/-	50,000/-	25,000/-
	I year	50,000/-	1,00,000/-	50,000/-	25,000/-	—
	II year	25,000/-	75,000/-	50,000/-	25,000/-	—
	III year	—	*75,000/-	—	—	—
*This amount should be utilised on : (1) Play ground equipments (2) Gymnasium						
	(3) 400 M.Track		(4) 40 ' x 60 ' Gymn. Hall	(5) Medical Room, etc.		
(7)	Law (By instalment as under)	75,000/-	2,00,000/-	—	50,000/-	25,000/-
	I year	50,000/-	75,000/-	—	25,000/-	—
	II year	25,000/-	75,000/-	—	15,000/-	—
	III year	—	50,000/-	—	10,000/-	—
(8)	Fine Arts (By instalment as under)	75,000/-	2,00,000/-	—	50,000/-	30,000/-
	I year	50,000/-	75,000/-	—	25,000/-	20,000/-
	II year	25,000/-	75,000/-	—	15,000/-	10,000/-
	III year	—	50,000/-	—	10,000/-	—
(9)	Master of Social Work (By instalment as under)	75,000/-	2,00,000/-	—	50,000/-	30,000/-
	I year	50,000/-	75,000/-	—	25,000/-	20,000/-
	II year	25,000/-	75,000/-	—	15,000/-	10,000/-
	III year	—	50,000/-	—	10,000/-	—

1	2	3	4	5	6	7
(10) Management Studies	1,00,000/-	3,00,000/-		—	75,000/-	50,000/-
	(By instalment as under)					
I year	50,000/-	2,00,000/-		—	50,000/-	25,000/-
II year	50,000/-	1,00,000/-		—	25,000/-	25,000/-
(11) Ayurvedic	2,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	1,00,000/-	
	(By instalment as under)					
I year	1,00,000/-	3,00,000/-	1,00,000/-	50,000/-	50,000/-	
II year	1,00,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-	
III year	—	—	—	—	25,000/-	
(12) Homoeopathic	2,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	1,00,000/-	
	(By instalment as under)					
I year	1,00,000/-	3,00,000/-	1,00,000/-	50,000/-	50,000/-	
II year	1,00,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-	
III year	—	—	—	—	25,000/-	
(13) Unani	2,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	1,00,000/-	
	(By instalment as under)					
I year	1,00,000/-	3,00,000/-	1,00,000/-	50,000/-	50,000/-	
II year	1,00,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-	
III year	—	—	—	—	25,000/-	

1	2	3	4	5	6	7
(14) Pharmacy	2,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	1,00,000/-	
(By instalment as under)						
I year	1,00,000/-	3,00,000/-	1,00,000/-	50,000/-	50,000/-	
II year	1,00,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-	
III year	—	—	—	—	25,000/-	
(15) Nursing	2,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	1,00,000/-	
(By instalment as under)						
I year	1,00,000/-	3,00,000/-	1,00,000/-	50,000/-	50,000/-	
II year	1,00,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-	
III year	—	—	—	—	25,000/-	
(16) Dentistry	2,00,000/-	5,00,000/-	2,00,000/-	1,00,000/-	1,00,000/-	
(By instalment as under)						
I year	1,00,000/-	3,00,000/-	1,00,000/-	50,000/-	50,000/-	
II year	1,00,000/-	2,00,000/-	1,00,000/-	50,000/-	25,000/-	
III year	—	—	—	—	25,000/-	
(17) Medicine	5,00,000/-	50,00,000/-	15,00,000/-	3,00,000/-	3,00,000/-	
(By instalment as under)						
I year	2,00,000/-	15,00,000/-	3,00,000/-	60,000/-	2,00,000/-	
II year	2,00,000/-	15,00,000/-	3,00,000/-	60,000/-	1,00,000/-	
III year	1,00,000/-	10,00,000/-	3,00,000/-	60,000/-	—	
IV year	—	10,00,000/-	3,00,000/-	60,000/-	—	
V year	—	—	3,00,000/-	60,000/-	—	

1	2	3	4	5	6	7
(18)	Engineering (Including Printing and Technique) (By instalment as under)	5,00,000/-80,00,000/-	80,00,000/-	3,00,000/-	1,00,000/-	
	I year	for180	20,00,000/-	20,00,000/-	1,00,000/-	50,000/-
	II year	students	20,00,000/-	20,00,000/-	1,00,000/-	50,000/-
	III year	intake	20,00,000/-	20,00,000/-	1,00,000/-	—
	IV year	capacity	20,00,000/-	20,00,000/-	—	—
		amount be	—	—	—	—
		proportionately	—	—	—	—
		deposited for higher	—	—	—	—
		intake capacity	—	—	—	—
		(In two instalments)				
(19)	Architecture (By instalment as under)	10,00,000/-15,00,000/-	3,00,000/-	1,00,000/-	50,000/-	
	I year	5,00,000/-	5,00,000/-	1,00,000/-	40,000/-	25,000/-
	II year	5,00,000/-	5,00,000/-	1,00,000/-	40,000/-	25,000/-
	III year	—	5,00,000/-	1,00,000/-	20,000/-	—

Ordinance 172 : FUNDS

(1) Building Fund :

- (a) The college may request the University to withdraw the amount out of the Building Fund for construction of a building required for the college. With the approval of the university the college shall be entitled to withdraw not more than 90% of the amount prescribed in Ordinance 171 and not more than 75% of the cost of the Building.
- (b) The withdrawal may be sanctioned on receipt of a certificate from a Chartered Engineer, giving the valuation of the construction work already completed, in respect of which the application for withdrawal has been made.

- (c) There is no need to maintain a Building Fund if the college is permanently affiliated.
- (d) Request for withdrawal from the Building Fund may be granted only if the amount so withdrawn is intended to be utilised for building work relating to the college and for no other purpose.

(2) Deficit Fund :

The college shall maintain a Deficit Fund for a period of 5 years from the date of its commencement. The amount of Deficit fund shall reflect in the Annual Financial Estimates of the college. The college may withdraw the part of the amount with the permission of the University for the reasons that may be, prescribed by the University from time to time, upto a limit that may be approved by the University. Provided, that the amount so withdrawn shall be reimbursed to the Deficit Fund within a period prescribed by the University.

(3) Reserve Fund :

- (a) Reserve Fund shall be maintained by the college for a period of 10 (Ten) years or till permanent affiliation is granted.
 - (b) The extent of withdrawal from the Reserve Fund shall be determined by the Management Council in each individual case.
 - (c) The Management Council may lay down specific conditions for sanctioning the withdrawal from Reserve Funds.
 - (d) The College Management shall undertake to reimburse the amount withdrawn, in a manner to be determined by the Management Council, on studying the circumstances of each individual case. If the college is permanently affiliated or produces satisfactory evidence of its financial stability for the continued maintenance of the college, the Management Council may not insist upon the reimbursement of the amount withdrawn.
- (4) The Bank Guarantee shall not be accepted in respect of any fund. After the Reserve Fund as laid down in Ordinance 171 has been once built up and deposited by the college, the Management Council may allow the college to withdraw from the Reserve Fund permanently an amount not exceeding half of that amount for incurring expenditure of permanent nature in connection with the development and stabilisation of the college. No withdrawal shall be permitted from the Reserve Fund under any circumstances till the amount of the Reserve Fund has been built up as per Ordinance 171.
- (5) All such Funds prescribed above shall be deposited with the nationalised banks in most beneficial manner and shall not be withdrawn without the permission from the University. The Management of the College shall give written assurance to that effect. The college shall not rise any loan against such deposits, without prior approval of the University.
- (6) A disciplinary action shall be initiated against a college not fulfilling any of these conditions or violating any of them.

Ordinance 173 : Fee for Additional Division/Intake Capacity.

- (1) The college intending to increase the intake capacity in the existing division or intending to add a division shall apply to the Registrar in a prescribed form on or before **31st October** every year, subject to provisions of Ordinance 170 (3). The application for increasing the intake capacity or additional division shall be accompanied by the fees as prescribed below :

(a) For professional courses other than Law ... Rs. 10,000/-

(b) For non-professional courses including Law ... Rs. 3,000/-

- (2) The fees are non-refundable.

Ordinance 174 : Annual Affiliation Fee.

- (1) Every affiliated college shall pay to the University the Annual Affiliation Fee, at the rates prescribed below :

(a) Colleges for professional courses other than Law, Education and Physical Education :Rs. 10,000/-.

(b) Colleges for non-professional courses (including Law, Education and Physical Education)

(i) having strength of students up to 500 ... Rs. 1,000/-

(ii) having strength of students between 501 to 1000 ... Rs. 2,000/-

(iii) having strength of students between 1001 to 1500 ... Rs. 3,000/-

(iv) having strength of students above 1500 ... Rs. 4,000/-

- (2) The fees shall be paid on or before 31st October of each year on the basis of the strength of the students on the roll of the college as on 31st December of the preceding year, In case the fees are not paid on or before the due dates, the college shall be charged late fee, as a penalty, at the rate of Rs. 100/- per month. The students admitted to Junior College shall not be counted for calculation of Annual Affiliation Fees.
- (3) The amount of Annual Affiliation Fee shall be payable by Demand Draft drawn in favour of the Registrar, University of Pune, Pune-411007.

Ordinance 175 : Date of Application & Fees for Post-graduate Courses.

- (1) Applications in the prescribed form from affiliated colleges for starting Post-graduate Courses/Centres or extension of permission to teach P.G. Courses or continuation of permission to teach P.G. Courses shall reach the Registrar on the following dates. The application shall be accompanied by fees as prescribed.
- (2) Date of Application :

1 New Affiliation for starting P.G. Courses i.e. M.A., M.Sc., M.Com., LL.M., M.Ed., M.E., M.D., M.S., M.Sc., (P.P.R.) M.E. (by research) etc.	2 Continuation of Affiliation for teaching P.G. Courses, M.Sc. theory & Dissertation and M.E. (by research)	3 New Affiliation for starting M.Phil. Courses	4 Continuation of Affiliation for teaching M.Phil. courses	5 Perm. Affiliation and Registration for P.G. Courses and Post Master Courses	6 Extension for Affiliation	7 Increase of study/absolnka capacity/ additional division
On or before 31st October of the preceding year Fee : Rs. 3,000/- (for each subject)	On or before 31st October of the preceding year Fee : Rs. 1,000/- (for each subject)	On or before 31st October of the preceding year Fee : Rs. 3,000/- (for each subject)	On or before 31st October of the preceding year Fee : Rs. 500/- (for each course)	On or before 31st October of the preceding year Fee : Rs. 5,000/-	On or before 31st October of the preceding year Fee : Rs. 1,000/-	On or before 31st October of the preceding year Fee : Rs. 5,000/- (per division)
—	Late application upto 15th Nov. of the preceding year late fee Rs. 500/-	—	Late application upto 15th Nov. of the preceding year late fee Rs. 500/-	Late fee of Rs. 500/- upto 15th Nov. of the preceding year	Late application upto 15th Nov. of the preceding year late fee- Rs. 500/-	Late application upto 15th Nov. of the preceding year late fee Rs. 500/-

- (3) (i) The College desiring to start P. G. course shall submit separate application (in duplicate) with the required fees as indicated above for subject.
- (ii) Starting of any new subject will be treated as new/fresh affiliation.
- (iii) Incomplete applications and applications without fee will not be accepted for consideration.
- (iv) For permission to increase the number of students to be admitted to a class or for opening an additional division, the college shall pay the fee of Rs. 5000/- for each subject/branch.
- (v) Additional fee of Rs. 500/- per student shall be charged for M.Phil. Courses.
- (vi) The fees shall not be refunded on any account.

Recognition of Institution

Ordinance 176 :

- (D) The Management shall submit an application in the prescribed form for Recognition of the Institution as Research Institute or an institution of advanced Studies, other than the colleges and for Continuation of Recognition or Extension of Recognition under Section 6 of the Maharashtra University Act. The application shall be submitted on or before the dates indicated in clause 2 below and shall be accompanied by the Recognition Fees as prescribed in clause 3.
- (E) Date of Application :

New Recognition of the Institution	Continuation of Recognition	Extension of Recognition	Permanent Recognition
31st October (The applications should reach on or before 31st October of the preceding year)	31st October (The applications should reach on or before 31st October of the preceding year)	31st October (The applications should reach on or before 31st October of the preceding year)	31st Oct. (The applications should reach on or before 31st Oct. of the preceding year)

(F) Fees:

New Recognition for starting courses	Fees (in Rs.)	Continuation of Recognition for teaching courses	Extension of Recognition for conducting Research and for Specialised course	Permanent Recognition
(A) For Research only	15,000/-	Rs. 5,000/-	—	Rs. 10,000/-
(B) For Professional courses	50,000/-	Rs. 15,000/- (each course)	Rs. 10,000/- (each course)	Rs. 25,000/-
(C) For Non-professional diploma courses	10,000/-	Rs. 5,000/- (each course)	—	Rs. 10,000/-
(D) For Professional Diploma course	25,000/-	Rs. 10,000/-	—	Rs. 15,000/-
(E) For Certificate course	10,000/-	Rs. 10,000/- (each course)	—	Rs. 10,000/-

- (4) Annual Recognition Fee :
- Every Recognised Institution shall pay to the University Annual Recognition fees at the rates prescribed below :
- | | | |
|--|-----|---------------------|
| (a) Recognised Institutions for Professional studies | ... | Rs. 10,000/- |
| (b) Recognised Institutions for Non-Professional studies including Research Institutions | ... | Rs. 2,000/- |
| (c) Recognised Institutions for teaching Certificate courses and Non-professional diplomas | ... | Rs. 1,000/- |
- (5) (i) Institutions desiring to start Special study/Diploma course shall submit separate application with the required fees for each application (in duplicate).
- (ii) In respect of the last date the provisions of the Ordinance 170(3) shall apply.
- (iii) Incomplete applications and the applications received late shall not be entertained.
- (iv) Late applications for continuation and extension will be accepted on or before **15th November** of the preceding year alongwith the late fees of **Rs. 500/-**.
- (v) Application for permission to increase the number of students to be admitted to a class or for opening an additional division the fee shall be charged as per rates prescribed for the colleges.
- (vi) The fees once paid are not refundable.

Ordinance 177 : Recognition of Laboratories/Research Centres :

- (1) Applications in the prescribed form from the Research Centre/Laboratory of the Affiliated Colleges for carrying out Research shall be sent to the Registrar on or before **31st October** every year, subject to Ordinance 170(3).
- (2) The fee of **Rs. 5,000/-** shall be remitted by Demand Draft alongwith application form.
- (3) Late fee of **Rs. 500/-** shall be charged if the application is received up to **15th November** every year.
- (4) Incomplete application and the applications received without fees, shall not be considered.
- (5) The Annual Affiliation Fee for the Research Centre/Laboratory shall be **Rs. 2,000/-**. The amount of Annual Affiliation Fees shall be paid to the University on or before **31st October** of every year. The payment of these fees shall be paid by the Demand Draft drawn in favour of the Registrar, University of Pune, Pune 411007.
- (6) The fees shall not be refunded on any account.