

FORM A

Proforma for common information of organization promoting
Various Colleges / Institutes for the year 2006-07

(Information of the Trust)

1	Name of the Trust / Society	Saraswati Education Society
2	Address (with pin code)	D-45/414, MIG Colony, Group - III, Near Ninad Gas Agency, Bandra (E), Mumbai. Pin - 400 051.
	Telephone No. (with STD code)	022- 2431 88 19 / 23, 2436 6402
	Fax No. (with STD code)	022- 2431 88 19 / 23
	E-Mail ID	nanduyt@hotmail.com info@tasgaonkartech.com
	Website	www.tasgaonkartech.com
3	Registration No. of the trust	
4	Year of Establishment of the Trust	2007
5	Name of the Trustees	Annx - I
6	Names of all the educational institution established funded operated by the Trust / Society	Yadavrao Tasgaonkar School of Business Management
7	Name of the Courses	MMS
8	Annual financial report of Trust / Society for last 3 years	Annx - II

9 Details of the Land

Sr. No.	Particular	Area (in Sq. Mtr.)		Cost of Acquisition (Rs. in Lakhs)	Extent of Subsidy / Concession
		As per Norms	Available		
College / Institute					
	Land				
1)	Free Hold				
	a Govt.				
	b Others				
	Total				
2)	Lease Hold				
	a Govt.				
	b Others				
	Total				

Note : Please give separately the details for each college / Institute

10	Whether income tax return filed every year by the trust	(Attached certified attested copies of income tax return of last three assessment years) Yes / No			
11	Status of the Building				
a)	If Rented	College / Institute	Other	Total	
	Built up Area (in sq. mtr.)				
	Annual rent (Amt. in Rs.)	N.A.	N.A.	N.A.	
b)	If owned	College / Institute	Other	Total	
	Built up Area (in sq. mtr.)	3 Acre 6 Gunthas			
	Cost (Amt. in Rs.)				
12	Built up Area required Available as per AICTE / PCI / COA				
a)	If Rented	College / Institute	Other	Total	

	Built up Area (in sq. mtr.)	N.A.	N.A.	N.A.
b)	If owned	College / Institute	Other	Total
	Built up Area (in sq. mtr.)	1 Acre		

Verification

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

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 the same and verify it.

Date
Place

Sign & Designation of the Trustee

Form B

Proforma for information of Technical Education Institutes

(Engineering / Pharmacy / Architecture / HMCT Degree / Diploma and MCA Post Graduation course)
for the year 2006-07

(Information of the College / Institute to be filled with the Form A and for each course separately)

Name of the Trust / Society	Saraswati Education Society	
Name of the Course	MMS	UG / PG

(a) Whether accreditation given by NBA?	Yes / No	If yes, Grade	Year	N.A.
(b) Whether gradation given by Govt. of Maharashtra ?	Yes / No	If yes, Grade		

(Gradation)

1	Name of the College / Institute	Yadavrao Tasgaonkar School of Business Management				
	Address (with Pin Code)	Dr.N.Y.Tasgaonkar Educational Complex, Chandhai, Bhivpuri Road Station, Taluka Karjat, Dist. Raigad – 410201.				
	Telephone No. (with STD code)	02148-320782/ 09324376201/ 09322211261				
	Fax No. (with STD code)	022-24318823				
	E-Mail ID	nanduyt@hotmail.com info@tasgaonkartech.com				
	Website	www.tasgaonkartech.com				
2	Name of the Director / Principal of the College / Institute	Dr. C. D. Ashtikar				
3	Sanctioned intake capacity as per AICTE/PCI/COA/University	60				
4	(A) Total No. of students for the Course (Excluding PIO / Foreign National Students)	I Year	II Year	III Year	IV Year	V Year
	(B) Total No. PIO / Foreign National Students for the Course			N.A.		
5	Year of recognition by respective council	2007				
6	Name of the University to which this course is affiliated	Mumbai University				
7	Whether Permitted by State Govt.	Yes / No				
		<i>(If yes, attach a copy of G. R. granting permission to start the college)</i>				
8	Whether Hostel facility is available	Yes / No			Yes	
	If yes, mention capacity	Boys			30	
		Girls			30	
		Total Capacity			60	
9	Total No. of laboratories in the Department	Name of the Laboratory N.A.			Cost of equipments Rs. in	
	Total cost of equipments in the department					
10	Total cost of equipments in the Department including software (Rs. in Lakhs) in Working Condition	a) UG				
11	Total Cost of equipments in the Department including software (Rs. in Lakhs) in Working Condition	b) PG				

12	[a] Whether library facility is available (Departmental) Excluding Central Library If you give detail	No. of Titles			588		
		No. of Books available			1507		
		No. of Journals subscribed in current year			12		
	[b] Carpet Area in Uses for Library (in Sq.Mtr.)						
	[c] Facilities in Department-Library	1					
	2						
	3						
	4						
13	No. of Staff	Attach subject wise details statement of teaching & non teaching staff in the following format					
Teaching Staff		As per Council norms	Filleu Post			Total Filed Posts	Vacant Posts
			Regular	Adhoc	Contact		
a) Professors		-					
b) Assistant Professors/ HOD		01					
c) Lecturers		03					
List of approved staff by the University		Attach subject wise detailed statement of approved teaching staff with letter of Approval from					
		Sanctioned Intake			Students on roll		
Student-Teacher Ratio :		60					
a) With approved staff							
b) With (approved adhoc + contract) staff							
Non Teaching staff (in the Department Attach list)		As per Council norms	Filleu Post			Total Filed Post	Vacant Posts
			Regular	Adhoc	Contact		
a) Technical							
b) Non- Technical							
c) class-IV							
Ratio of Non-Teaching-Teaching staff							
Note:- Please separately Indicate common staff, teaching and non-teaching declared as separately employed for various colleges/ course.							
14	Staff in the Library Department if any	Give details of staff in Library Department with posts and Scale, nature of appointment -					

15	Salary given to the staff (whether it is as per 5 th pay commission /any other norms)	Yes/ No If Yes a) Attach salary certificate of March 2003 Attach Certificate copy of form -18 A of each Employee b)			
16	Whether Building is owned /Rental by college /Institute:				
	a) If owned Built-up area in sq. mtr.		College/Institute	Others	Total
	Capital investment (Amount Rs. In Lakhs)			---	--
	Recurring annual expenditure (Amount Rs.in)				
	b) If Rental Built-up area in sq. mtr.		College/Institute	Others	Total
	Annual Expenditure (Amount Rs.in Lakhs)				
17	Mention relation of the landlord with the college / Institute, if any				

18	Financial Information			
Annual Income (Rs. in Lakhs) (attach certified audited statement showing income from all sources of last three years i.e. 2004-2005 2005-2006 2006-2007)				
a) College / Institute		Approved Courses		Non approved other courses
		Under Graduate	Post Graduate	
	Tuition Fees			
	Development Fee			
	Gymkhana Fee			
	Training & Placement Fee			
	Library Fee			
	Laboratories Fee			
	Internet & E-mail facility fee			
	Cultural activity fee			
	Forms & Brochure Fee			
	Exam Fee			
	By way of Fine & Penalty			
	Any other fee			
	Total (a)			
b) General		Approved Courses		Non approved other courses
		Under Graduate	Post Graduate	
	Donation			
	Interest			
	Dividend			
	Other Misc.			
	Total (b)			
Grand Total (a + b)				

Please give the break up of income course wise and discipline

Annual Expenses (Rs. in lakhs)

Attach audited statement showing expenditure from all sources of last three years i.e. 2004-2005, 2005-2006, 2006-2007.

Sr. No.		College / Institute		
		Expenses directly attributed to course (Rs. in Lakhs)	Share of common expenses (Rs. in Lakhs)	Total Expenses (Rs. in Lakhs)
i	Rent Paid			
ii	Advertisement Expenses			
iii	Salary Cost	Salaries wages & Bonus		
		Contribution to provident fund & other funds		
		Staff Welfare & training expenses		
		Others		
iv	Consumable	Work shop materials		
		Components		
		Project Expenses		
		Chemicals		
		Others		
v	Operating and Other Expenses	Electricity Charges		
		Telephone, Postage, Xerox expenses		
		Water charges		
		Traveling & conveyance		
		Vehicle expenses		
		Repair & maintenance		
		Others		
vi	Administrative Expenses			
vii	Scholarships			
viii	Cost of Software's			
ix	Printing Expenses			
x	Stationary			
xi	Insurance			
xii	Interest on Loan			
xiii	Depreciation	Plant & Machinery		
		Vehicle		
		Furniture		
		Computers & Others		
xiv	Educational Tours Expenses for students			
xv	Training & Placement expenses for students			
xvi	Sports expenses			
xvii	Annual Social expenses			
xiii	Internet expenses			
xix	Taxes			
xx	* Any other expenses			
	Grand Total			

3 rd Year									
4 th Year									
5 th Year									

24	Fees collected during last three years per student for PG course								
Year	Management Seats		Payment Seats		Free Seats		Total		Average fees collected per student (Rs.)
	No. of students	Fees collected (Rs.)	No. of students	Fees collected (Rs.)	No. of students	Fees collected (Rs.)	No. of students	Fees collected (Rs.)	
2003-2004									
1 st Year									
2 nd Year									
2004-2005									
1 st Year									
2 nd Year									
2005-2006									
1 st Year									
2 nd Year									
25	Fees collected (2003-04) per student for UG/PG course								
No. of Students 1 st year			Average fees collected per student (Amount in Rs.)			Total fees collected (Amount Rs. in Lakhs)			
a) Indian (Govt. Quota + Management)									
b) PIO + Foreign National									

26	Fees proposed for each course during 2007-08 Justification for this	Explain justification for this in a separate Annexure
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a) Administrative Staff in the Institute /College

Name of the Principal/Director		Regular/Incharge			
Pay Scale					
Sr. No.	Name of the Staff	Designation	Whether required as per AICTE norms	Scale	Nature of appointment

b) Staff in the Central Library

Sr. No.	Designation	Whether required as per AICTE norms	Qualification	Scale	Nature of appointment
1	Librarian				
2	Asst. Librarian				
3	Attendant				
4	Any other staff				

C) Student – Teacher Ratio (Total no. of students & total no. of staff in the college)

	Ratio
1. Regular approved staff	
2. Regular + Contract + Adhoc	

d) Ratio of Non-Teaching staff

	Ratio	As per Council Norms
Inclusive of administrative, ministerial Technical & other unskilled & semi skilled staff		

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 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 also competent to submit the same and verify it.

Date :

Place :

Trustee / Director / Principal
(sign with stamp)

Form C

Central Library facility

Total No of students in the institute	
Reading hall capacity	30
Total carpet Area sq.mtr.	

a)	No. of Titles	585	
b)	No. of Books	1507	
c)	No. of National Journals	09	
d)	No. of International Journals	03	
e)	Non-Technical Journals	-	
f)	Total Cost of		
	a) Books	6,51,782	Lakhs
	b) Subscription for Journals	26,628	Lakhs
g)	Cost of furniture		Lakhs
h)	Whether Xerox facility is available	Yes / No	
i)	Whether Internet facility is available	Yes / No	
		Band Width	
j)	No. of Computers available in the Library	P III	
		P IV	01
		P V	
k)	Whether multimedia facility available	Yes / No	
l)	Whether digitization of library is done	Yes / No	
m)	Any other amenities provided to students in library.	Book Bank	

Date :

Place :

Trustee/Director/Principal
(sign with stamp)

FORM-D

Information of the Central Computing Facilities in the Institute

1	Whether the central computing facility is available	Yes/No	
2	Number of PIII or equivalent and above PC available		
3	Whether legal licenses of System & Application Software available ?	Yes/No	
4	Number of System Software available		
5	Number of Applications Software available		
6	Number of Printers available (Type : DMP/ DeskJet/ LaserJet)		
7	Number of Scanners available		
8	Total cost of the Printers and Scanners		
9	Whether the Generator / UPS back-up available (back-up period and capacity in KVA)	Yes/No	
10	Whether the Campus is Networked	Yes/No	
11	Whether the Laboratories are Networked through LAN	Yes/No	
12	Whether is Internet connection is available	Yes/No	
13	If Yes specify type Dial-up/ISDN/DSL/Leased Line/any other		
14	Specify Bandwidth available		
15	Specify compression ratio		
16	Cost of Hard Ware in Computer Center	Rs. Lakhs	
17	Cost of Software in Computer Center	Rs. Lakhs	
18	Cost of furniture in Computer Center	Rs. Lakhs	
19	Annual fee of the Internet Services in	Rs. Lakhs	
20	Staff in Computer Center	Number	Pay Scale
	1. System Manager	Yes/No	
	2. System Analyst	Yes/No	
	3. Computer Programmer	Yes/No	
	4. Computer Operator	Yes/No	
	5. Non – Teaching Staff	Yes/No	
	6. Maintenance Staff	Yes/No	

Date :
Place :

Trustee/Director/Principal
(sign with stamp)