

Format for Compliance Report for the year 2010-11 to be submitted along with Mandatory Disclosure

- *Last date of submission of Compliance Report – 30.11.2009*
- *Compliance Report to be submitted at the Joint Director of concerned Regional Office.*



**DIRECTORATE OF TECHNICAL EDUCATION,
MAHARASHTRA STATE,
3, MAHAPALIKA MARG, MUMBAI 400 001.
TEL.: (022) 22620601, 22690602, 22641150, 22641151
FAX: 22692102, 22690007
Website: www.dte.org.in
E-mail: desk10@dte.org.in**


Important information for filling up the compliance report

- *The institution is required to submit two copies of the Compliance Report as per prescribed format along with mandatory disclosure to the concerned Regional Office latest by 31st December 2008.*
- *The Compliance Report should be submitted along with a prescribed Registration fee in the form of demand draft in the favor of Joint Director, Technical Education of the concern region. The compliance reports without the Registration fee will not be accepted. For details of Registration fees contact to the office of Joint Director, Technical Education.*
- *The information in the compliance report should be filled up strictly as per the prescribed format*
- *Compliance Reports with incomplete information will not be accepted. All the annexures should be indexed with page numbers and signed by the authorized signatory of the institution.*

FORMAT FOR COMPLIANCE REPORT

All the existing technical institutions are required to submit the following information both in the form of hard and soft copy by 31/12/2008.

1 i) Name and Address of the Institution

Name of the Institutions	Address of the Permanent Site with Pin Code & Nearest City	Classification of the permanent Site
Dr. Nandkumar Y. Tasgaonkar Year of Establishment 2009	SR. NO. 14	
	Village : DIKSAL	
	Taluka : KARJAT	
	District : RAIGAD	
	State : MAHARASHTRA Pin Code : 410201	
	Fax No: 225707 STD Code: 02148	
	Phone No. 225706	
	E-mail: dr.nytptech@gmail.com Web site: www.tasgaonkartech.com.	

1 ii) a) Whether accredited: No

b) If yes, when :

b) If not, whether applied or not : No

1 iii) Information regarding Mandatory Disclosure:

a) Whether the Mandatory Disclosure is hoisted on the institutional website: {Yes}

b) If yes, web-site address on which Mandatory Disclosure is available: www.tasgaonkartech.com

c) Whether the faculty information provided in the Mandatory Disclosure is same as being submitted in the Compliance Report. {Yes}

d) Whether the information provided in the Mandatory Disclosure is being regularly updated.
{Yes } Date on which the Mandatory Disclosure was last updated: _____

1 iv) Whether the institution is operating at temporary location (if so provide details of permanent location along with survey no.)?

NA	
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2 Name and Address of the Society / Trust

Name	Saraswati Education Society		
Address	Sumati Krishna Niwas , 1 st floor Sena Bhavan Path, Shivaji Park Dadar (w) Mumbai 28		
Pin Code	400028	STD Code	022
Phone No.	022 24366402/05/06	Fax No.	022 24318823
E-Mail	nanduyt@hotmail.com	Web site	www.tasgaonkartech.com

3. Name and Designation of the Head of the Institution (*Principal*)

Name	Ravindra B. Sholapurkar				
Designation	Principal	Qualification ME & MTech	Highest Degree	Specialization	Total Experience
		Experience : 16 years			
		Date of Birth: 21/07/1968	MTech	Construction Management & Environmental Engineering	16 years
STD Code	02148	Phone No. (O) 225706	Fax No.	225707	
STD Code	0251	Phone No. (R) 2433375	Fax No.	---	
E-Mail	rbs.@68yahoo.co.in	Mobile No. 9702083888	Date of joining the institution: 27 May 2009		

4. Type of Technical Institution (*Tick √ whichever is applicable*)

- i) Central / State Government
- ii) Government Aided
- iii) Self-Financing (Minority)
- iv) Self-Financing (Non-Minority)
- v) Any other (Please specify)

5. Information on Establishment of the Institution

- i) Year of Establishment : 2009
- ii) Date on which first approval was accorded by the Council : 29th June 2009
- iii) Year of Commencement of the first batch : 2009-10
- iv) Details of Last extension letter with year of approval : __-_____

6. Whether there is any change of Name of the Institution, Society / Trust and Location of the Institution after AICTE approval? If yes, enclose details

- i) Whether the name of the Society has been changed { No }
If yes, give details
- ii) Whether the composition of the Society has been changed { No }
If yes, give details
- iii) Whether the name of the Institution has been changed { No }
If yes, give details
- iv) Whether the Institution is functioning at temporary site { No }
If yes, give details

- v) Whether the Institution has changed its permanent location { No}
If yes, give details

7. i) **Whether there is any Court Case filed by the Institution against AICTE / Govt. / DTE which is in progress?** (Please tick (✓) appropriate box) { No }
If yes, then give details with name of the Court, Writ Petition No. Subject Matter and Latest Status.

NOT APPLICABLE

7. ii) **Whether there is any case of Malpractice / Complaints/ or being penalized on account of non-submission of compliance within the cut-off-date, making excess admissions etc. against the Institution ? if yes, provide details**

NOT APPLICABLE

7. iii) **Whether anybody has filed any court case against Institute / Trust? If yes, give details**

NOT APPLICABLE

8. i) **AICTE approved existing course(s) of study during academic year 2009-2010**

Diploma Courses	1 st Year of approval by AICTE (give approval ref. no. & date)	AICTE Approved Intake during last 2years				Status of Accreditation with Validity period
		2009-2010		2008-2009		
		Sanctio ned intake	Actual admissi ons	Sanctio ned intake	Actual admission s	
COMPUTER ENGG	22-2857/2009(DIP ENGG 29/06/2009)	60	17			TWO YEARS
ELECTRICAL ENGINEERING		60	60			
MECHANICAL ENGINEERING		60	60			
ELECTRONICS & TELE COMMUNICATION ENGINEERING		60	49			
INFORMATION TECHNOLOGY		60	00			
	TOTAL	300	186			

FT: Full Time, PT: Part Time

8. ii) AICTE approved course(s) in 2nd Shift for academic year 2008-2009

Diploma Courses	Intake
NOT APPLICABLE	

9. Whether any excess admissions over and above the sanctioned strength are made? If yes, give details.

NO EXCESS ADMISSIONS

Sr. No.	Courses	Sanctioned Intake 2008-2009	Actual Admissions	No. of Excess Admissions	Reasons
	Existing Courses				
			NOT APPLICABLE		
	2nd Shift Courses				

10. Whether the Institution is sharing its facilities / premises with any other Institution or running any unapproved Programmes? {Yes / No√} If yes, give details.

A. Name of the other Institutions, which are sharing the facilities

B. Any other course(s) functioning in the college premises, its duration and intake

Sr. No.	Courses	Approving Authority	Affiliating Body	Degree / Diploma / Certificate	Duration (Years)	Sanctioned Intake	Actual Admissions during 2008-09
			NOT APPLICABLE				

11. Status of Compliance of Specific Conditions / Deficiencies Communicated in the Last Approval / Extension of Approval by AICTE.

Sr. No.	Deficiencies Communicated / Specific Conditions	Compliance Report
NOT APPLICABLE		

12 i) Whether Regular Principal appointed? {Yes √/ No }

If Yes, Whether approved by D.T.E. Approval is in process {Yes / No√ }

12 ii) (a) *Faculty Position for the existing programme(s) (Branch-wise)

×

Name of the Course	Total Sanctioned Intake	Details of Faculty Available							Total number of Permanent faculty & Approved by DTE	
		H.O.D.		Lecturer					H.O.D.	Lecturer
		Req. as per AICTE norms	Available	Req. as per AICTE norms	Regular	Adhoc Basis	Visiting faculty	Total		
Computer ENGG	60	-	-	3	3	-	-	3	-	3
Electrical Engg	60	-	-	3	3	-	-	3	-	3
Mechanical Engg	60	-	-	3	3	-	-	3	-	3
Electronics & Telecommunication	60	-	-	3	3	-	-	3	-	3
Information Technology	60	-	-	3	3	-	-	3	-	3

**NOTE: The institution should clearly give information about the faculty in each approved course(s) separately without any ambiguity in 'Annexure-A'.*

12

ii) (b) Details of the Full Time Teaching Faculty exclusively appointed and working for the AICTE approved Programme (Programme wise).

Sr. No.	Name of the Course	Name (s) of the Teaching Faculty	Designation	Qualifications with class	Date of Birth	Experience		Date of Joining the Institution	Gross total salary as on date with scale & Basic pay
						a) Teaching	b) Industry		
						a	b		
1	Civil Engg	Mr. R.B.Sholapurkar	Principal	ME Mtech - 1 st Class	21/07/1968	14	3	9 July 09	16400-450-21200
2	Mechanical Engg	Mr. Deepak Patil	Lecturer	B.E.Mech-1 st Class	29/10/1985	1	1.5	20 July 09	8000-275-13500
3	Science & Humanities	Mr. Kadge M. V.	Lecturer	B.E. P.G.-1 ST Class	12/06/1976			3 Aug 09	8000-275-13500
4	Mech Engg	Mr. Vispute B.	Lecturer	BE Mech-1 st Class	07/07/1982			20 July 09	8000-275-13500
5	Science & humanities	Mr. Kunte Bhim	Lecturer	M.A.B.Ed Eng 1 st Class	10/12/1980			3 Aug 09	8000-275-13500
6	Computer Engg	Mr. Jadhav Chandrabhan	Lecturer	BE IT – 1 ST -Class	07/03/1982			3 Aug 09	8000-275-13500
7	Science & Humanities	Mr. Jadhav Vishwanath P.	Lecturer	M.Sc. Chemistry B.Ed.	15/06/1982			3 Aug 09	8000-275-13500
8	Electrical Engg	Mrs. Patil R.S.	Lecturer	B.E. Electrical	25/09/1976			3 Aug 09	8000-275-13500
9	Science & Humanities	Mrs. Jadhav R.A.	Lecturer	MSc.Physics 1 st Class	30/11/1983			3 Aug 09	8000-275-13500
10	Science & Humanities	Ms Gaonkar Trupti	Lecturer	M.A.B.Ed. Eng 1 st Class	14/04/1985			3 Aug 09	8000-275-13500
11	Computer Engg	Chamankar S.A.	Lecturer	B.E.Computer	5/12/1986			3 Aug 09	8000-275-13500
12	Science & Humanities	Mr. Kumbhar G.G.	Lecturer	MSC.Bed. Maths	12/9/1983			3 Aug 09	8000-275-13500
13	Science & Humanities	Mr. Jangam A.S.	Lecturer	MSC/Physics 1 st Class	27/12/1983			3 Aug 09	8000-275-13500
14	Science & Humanities	Mr. Chavan V.S.	Lecturer	MSC Mphil 1 st Class	29/11/1975			3 Aug 09	8000-275-13500
15	Mech Engg	Mr. Jadhav S. G.	Lecturer	M.E. Design	7/1/1975			3 Aug 09	8000-275-13500
16	Electronics & Telecommunication	Ms. Adhangle V.S.	Lecturer	B.E. EXTC 1 st Class	05/06/1987			3 Aug 09	8000-275-13500

Important Note:

1. The institution is required to submit:

- i. A statement signed by each faculty member stating that he / she has been appointed and is working exclusively for the AICTE approved programme in the institution.
- ii. An affidavit from the Chairman of the Trust / Society / Director of the institution stating that faculty members mentioned in the section 12 of the compliance report are exclusively teaching for the AICTE approved programme / institution.

12 ii) (c) Information about stability of the Faculty as on today. (Separately for each Programme).

Sr. No.	Course	Category	Period of appointment				Total
			Less than 6 Months	Between 6 Months to 1 year	Between 2 to 3 years	More than 3 years	
		H.O.D.	All are joined to the institute in the last 6 months back				
		Lecturers					
		Others					

12 ii) (d) Mode of selection of faculty and staff:

Name of the newspapers in which advertisements are placed and their circulation status
TIMES OF INDIA, RAIGAD TIMES
(ALL OVER MAHARASHTRA)

Constitution of the selection committee

Chairman, Two Trustees, Principal, Four Subject Experts.

Whether DTE representative is invited in the selection committee meeting.

Yes No

12 ii) (e) Details of Technical / Administrative / supporting Staff

Sr. No	Category Staff	Number
1	Technical Supporting Staff	1
	a) Foreman	1
	b) Workshop Instructor	1
	c) Workshop Technician	1
	d) Technical Laboratory Assistant	1
	e) Laboratory Assistant	1
	f) Librarian	1
	g) Assistant Librarian	1
	h) Programmer	1
	i) System Analyst	1
	j) Others (Computer Lab in-charge, Lab Attendant etc)	1
2	Administrative Staff	
	a) Administrative Officer	1
	b) Registrar	1
	c) Accounts Officer/Assistant Account Officer	1
	d) Clerks	3
e) Others	5	

13. Student's data and pass percentage since last three years. (Course-wise)

Sr. No.	Course	Year	Sanctioned Intake	Students Admitted	Students Passed out in first attempt	% of Students passed in first attempt	% of Students passing out with Distinction	% of Students with 1st Division	% of Students with IInd Division
	FIRST BATCH								

NOTE: Average result of two Semesters in case of Semester system

NYTP

14. i) Whether placement cell has been established? { No }

14. ii) If yes, total no. of students placed by the Institution through its Placement Cell (Discipline wise)

Year	Discipline	Total no. of students passed out (last 3 years)	Total no. of students placed through (last 3 years)	% of Placement
		NA		

15. Library facilities:

- A Total area of the library – 300 Sq Feet
- B Seating capacity of the library - 100
- C Working hours of library – 54 Hours /Week
- D Library Networking facility (yes / No)- YES
- E Total Investment on Library as on today : 7,30,495 + 1,22,000 = 852495/-
- F Details of the library facilities

Sr. No.	Course(s)	Number of titles of the books	Number of volumes	No. of Journals	
				National	International
1	EXTC	104	497	3	3
2	ELECTRICAL ENGG	80	410	4	3
3	MACHANICAL ENGG	97	-	4	3
4	COMPUTER ENGG.	100	611	4	3
5	INFORMATION TECHNOLOGY	68	320	2	3
6	SCIENCE & HUMANITIES	107	352	3	-

16.i) Details of Laboratories & Workshops

Sr.No	Name of the Course	Name of the laboratory/workshop	Total Area of lab/workshop	Major equipment	Total cost of Equipments
1	Common for all	PHYSICS	175		242280
2		CHEMISTRY	80		346454
3		COMPUTER	200		1540000
4		WORKSHOP	900		554771

17. Computer Facilities for the existing programme (s)

S.No	Particulars	Requirements as per Norms		Availability
1.	No of Computer terminals	75		75
2.	Hardware Specification	160GB Harddisk RAM 1 GB Processor- core 2 Deco speed 2.66 GHZ DVD Writer Intel motherboard		YES
3.	No of terminals of LAN/WAN	60		60
4.	Relevant Legal Software	Application	1)MS Office 2007 2)Adobe Reader-8 3)P-Spice 4)MATLAB 5)Antivirus s/w(quickheal)	YES
		System	Windows xoperating system. Internet in kbps & hours wireless network with capacity min 2mbps	YES
5.	Peripheral(s)/ Printers	5		5
6.	Internet Accessibility (in kbps & hrs)	2 mbps		2MBPS

Whether the computer facilities are suitable for the existing programmes? { Yes }

18. Building

1. Available Built up area per student :- 9 square meter

2. Total Built up Area for the existing programme(s) _____

Particulars	Area required as per norms (Sq.M)	Building with RCC Roof (Sq.M)	Building with Sheet Roof (if suitable for Educational Institution) (Sq.M)	Total sanctioned intake (last 3 yrs. for Engg./ HMCT etc. & 2 yrs. for pharmacy)	Built up area per student	Total Area Available (Sq.M)
Instructional Area (Carpet Area)	900	2670			12.2 Sq.ft	2670
Administrative Area (Carpet Area)	1200	240				240
Amenities (Carpet Area)		750				750
Circulation & Others						
Total	2700	3660				3660

19. Instructional Area for the existing programme(s)

Particulars	Number of rooms		Carpet area of each room	
	Requirement as per norms	Available in the institution	Requirement as per norms	Available in the Institution (Sq.M)
Class Rooms	05	05	66	80*5 =400
Tutorial Hall	01	02	40	40*2=80
Drawing Hall (*)	01	01	150	105*1=150
Computer Centre	01	01	190	190*1=190
Library	01	01	300	300*1=300
Laboratories & workshops	04+01	04+01		1550
Total				2670

- ❖ Whether a barrier free environment has been created in the building for Physically challenged persons. { Yes / No }
- ❖ Whether the Classrooms, Tutorial hall, Drawing hall, Computer centre, Library, Laboratory and workshops are well equipped for the existing courses. { Yes / No }

20. Land Availability

Land Category (Rural/ District Head Quarter/ State Capital/ Metropolitan city/ Mega City)	Area required as per Land Category (Acres)	Total Area available (Acres)
Rural	5 Acres	5 acres

(a) Whether the said land is demarcated by fencing/ boundary wall for the institution (Tick ✓ appropriate box) { Yes } |

(b) Whether the land is contiguous (Tick ✓ appropriate box) { Yes } |

If Not, Number of plots Distance between the plots (Sq.M)

(c) Whether the surroundings of the institution are suitable for educational purpose.

{ Yes }

21. Availability of other facilities:

S.No.	Parameter	Availability
1	All Weather Approach Road (cemented / kuchha)	Cemented
2	Potable Water Supply System (own bore well / municipal corporation)	Own borewell
3	Electrical Generator (5kv, 5-10 kv, 10-15 kv, more than 20 kv)	50 kv
4	Students' Canteen	Yes
5	Students' Common Room (Boys / Girls)	Yes
6	Hostel	Boys
		Girls
	If no hostel facility is available, whether arrangements have been made for boarding and lodging of students near to the institution, if yes mode of travel from the place of stay to the institution	
7	Principal's Quarters	No
8	Digital Library	No
9	Quarters for Faculty	No
10	Guest House	Yes
11	Parking facilities	Yes
12	Medical facilities (full time / part time doctor / dispensary)	Yes Full time
13	Insurance facilities	Yes
14	Telephone booth	Yes
15	Gymnasium /indoor / outdoor stadium	Yes
16	Rainwater-harvesting facilities are available	No
17	Post office facility	No
18	Bank facility	Yes
19	Transport facility for day scholars	Yes
20.	Reprographic facilities in the Institutions.	No
21.	Barrier free environment for physically challenged.	No

22. Fee Structure of the Institution (Attach copy of Shikshan Shulka Samiti fee sanctioned letter.)

Sr.No.	Category	Fixed by the Shikshan Shulka Samiti	Fees being charged by the institution
1.	Admission Fee		
2.	Tuition Fee		
3.	Examination Fee, Registration Fee etc.		
4.	Hostel Fee (Rent etc.)		
5.	Laboratory Fee		
6.	Library Fee		
7.	Any other Fee		
	Total Fee		

Note:- Shikshan Shulka Samiti fee Sanctioned letter is attached

23. Financial Position

(i) Whether applicant has opened a bank account in the name of the Society/ Trust for the existing institution { Yes /NO }

(ii) Source of income & expenditure during the last year - Newly Established College

S.No.	Source of Income	Rs. (in lakhs)	Expenditure during the last year	Rs. (in lakhs)
1.	Central Government		Salary of Full-Time Faculty	
2.	State Government		Salary for Visiting/Adjunct faculty	
3.	Other Central/State Govt. Bodies		Salary of Non-Teaching Staff	
4.	Private Trust		Library	
5.	Donations		Computer Centre	
6.	Student Fees		Equipments Labs and Workshops	
7.	Internal Revenue Generation		Building	
8.	Others (<i>please specify</i>)		Others (<i>please specify</i>)	
	Total		Total	

(iii) Details of Operational funds

Sr. No.	Name of Bank With Branch & Full Address	Account No.	Cash Balance (<i>in lakhs</i>)	FDR, if any (<i>Excluding joint FDR submitted to AICTE / DTE</i>)	Total Amount (<i>in lakhs</i>)

Declaration:

It is certified that:

- Existing Courses are being conducted as per norms, standards and guidelines of the AICTE.
- All the physical deficiencies stated in the last approval letter have been complied with.
- The AICTE pay scales are being paid to the faculty members.
- The admissions are made on merit and no capitation fee or donation of any kind is charged for admission.
- The teaching faculty has been recruited as per qualifications and experience laid down by AICTE.
- The tuition and the other fee is being charged as prescribed by the Competent Authority.
- No new course has been started (since the last approval by AICTE) without prior approval of AICTE.
- The institution is not running any courses not approved by AICTE in the premises of the AICTE approved institution.
- The intake in any of the AICTE approved course has not been increased beyond the sanctioned intake, without prior approval of AICTE.

I / We solemnly declare that no information has been withheld and all the information provided in this Compliance Report is correct. If any information is found to be incorrect or false, I/We understand that proposal shall be liable for rejection.

Date:

**Name and Signature of the
Authorized Signatory of the
institution with seal**

Place:.....

List of Annexure's to be submitted along with the Compliance Report
(Annexure should be strictly submitted in the following order alongwith index and page numbers and signed by the authorized signatory).

Annexure 'A' Faculty Profile

Annexure 1 Copy of Mandatory Disclosure.

Annexure 2 Faculty & Staff

(A) Existing faculty:

The following documents should be submitted for each of the existing faculty members in the serial order as mentioned **in the section 12. ii b)** of the compliance report.

- 1) One page bio-data alongwith attested passport size photographs (with details covering number of papers published, books written, summer winter schools attended, R&D projects undertaken etc.).
- 2) Copies of appointment letters with terms and conditions of appointment and joining report.
- 3) Acquaintance rolls of Faculty / Non-teaching staff for the current year.
- 4) Salary register of faculty/proof of salary paid to the staff along with TDS records.

(B) Additional faculty appointed.

The following documents should be submitted for the additional faculty members appointed.

- 1) Copy of the advertisement.
- 2) Details of the number of candidates applied and called for interview.
- 3) Selection Committee minutes and recommendations.
- 4) Approval by the Governing body or board of governors.
- 5) One page biodata of the appointed candidates.
- 6) Appointment letter and joining letters of the appointed faculty.

(C) The institution is required to submit a statement signed by each faculty member stating that he / she has been appointed and is working exclusively for the AICTE approved programme in the institution.

(D) An affidavit from the Chairman of the Trust / Director / Principal of the institution stating that faculty members mentioned in the section 12 of the compliance report are exclusively teaching for the AICTE approved programme / institution is required to be submitted by the institution.

Annexure 3 Details of the Built-up Area.

- Details of instructional area, administrative area, amenity area & circulation area (excluding play grounds, residential area, parking space and open air theater) duly certified by Registered Architect.
- Approved building plan with total area of built-up space.
- Building completion certificate from competent authority.
- Details of proposed/under construction area. (if any)

Annexure 4 Photographs and Video CD

- The Institution is required to submit a group photograph with name underneath of all the faculty members and staff (Technical and Non-Technical, etc. separately) along with the head of the Institution.
- Photograph (color) of the building attested by the Chairman/Secretary of the Trust/Society.

Annexure 5 Correspondence related to AICTE Approval.

- Copy of the first approval of AICTE.
- Copies of subsequent extension of approval letters of AICTE.
- Latest Affiliation of MSBTE.
- Details of reduction in intake last year, if any.
- Documents related to penal action against the Institution by the State/AICTE last year, if any.

Annexure 6 Details regarding workshop, laboratories, library and computers– Course-wise

- Stock Register of Library Books (copies of last five pages to be submitted)
- Usage register of books (copies of last five pages),
- Stock registers of Computers, equipment
- Internet facility, (Type and bandwidth details)
- Copies of Cover page of all journals (last six months) Cover Page of all Journals to bear the stamp of the institution.
- List of laboratories available with area of each lab and major equipments.

Annexure 7 Students data.

- Course-wise number of Students admitted in the previous year.
- Percentage of Pass in each course for the last three years. (A copy of the affiliating Body Results of the last three years to be provided.)

Annexure 8 Land details.

- A copy of original Land documents.

Annexure 9 Financial details

- Audited Statement of accounts of the institution
- Latest bank statement, funds available in the FDR and Saving Account/Current Account
- A copy of fee receipts with details of the fee being charged from the students.
- TDS Certificate in respect of the Income Tax deducted from salary of faculty members.

Annexure 10 Details of Curricular activities conducted.

- Sports / Gymkhana.
- I.S.T.E. students chapter
- Institute & Engineering chapter
- Personality Development
- Projects.

Annexure 11 Grants received from any other agencies like AICTE etc.

Annexure 12 Details of training.

Sr. No.	Name & Designation of staff	Training undergone	Duration	Training Agency
	Faculties			
	Administrative Staff			
	Supporting Staff			

ANNEXTURE – ‘A’

FACULTY PROFIL

1. Name of the faculty Member (Surname first) :- _____
2. Gender (Please tick) :- a Male b Femal
3. Present Designation :- _____
4. Date of Birth :- _____
5. Father's Name :- _____
6. Permanent Address with PIN / Telephone and Fax nos. :- _____

7. Residential address for the last Two years. :- _____
8. Academic Qualifications (Bachelor Degree Onwards) :- _____

Sr. No.	Degree held	Name of Institute	Year of Passing	Specialization

9. Industrial Experience, if any :- _____
10. Research Publication (No. of Publication) :- _____

11. Employment Records : (In reverse chronological order)

Sr. No.	Position / Designation held	Period	Name of employer	Last Pay drawn (Pay scale)	Nature of Appointment

12. The salary in the present institute is being paid as consolidated amount or as per AICTE pay scale.

a. If consolidated then total amount paid Rs. _____

b. If as per AICTE pay scales then details to be given as per following format:

Basic	DA	HRA	Other	Total

13. Is the salary paid in cash or by cheque _____

If cheque, name of the Bank and Account Number to be mentioned _____

14. Teaching load / week
Course Unit wise

Title of the course units	Hours per week

15. Whether the appointment is approved by the State Govt./ DTE

Yes	No
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16. Areas of consultancy (if applicable)

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17. Number of Institutions where working
As visiting or guest faculty

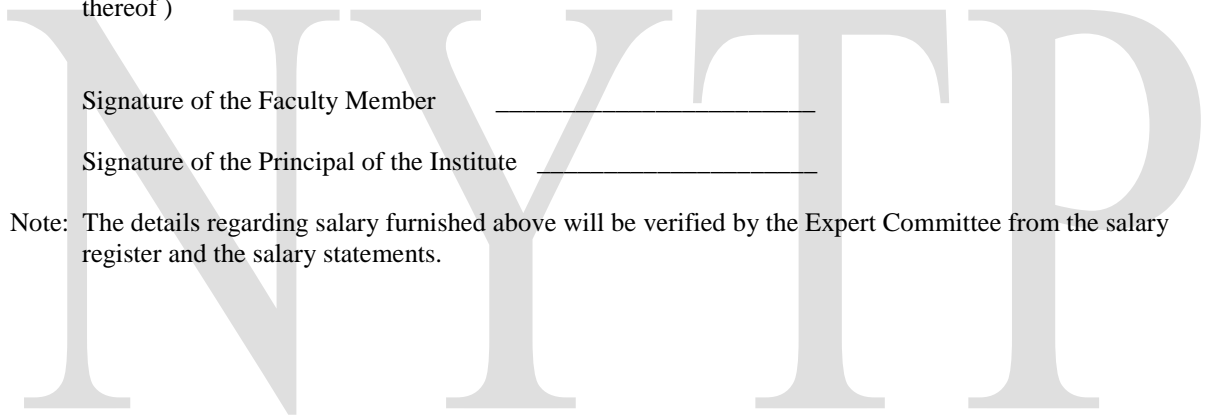
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18. If sponsored by the said institute for any industrial training/higher studies/QIP programmes (If so details thereof)

Signature of the Faculty Member _____

Signature of the Principal of the Institute _____

Note: The details regarding salary furnished above will be verified by the Expert Committee from the salary register and the salary statements.



MANDATORY DISCLOSURES

(Should be submitted in the form of C.D. only. Do not submit hard copy.)

DIPLOMA IN ENGINEERING & TECHNOLOGY / PHARMACY / H.M.C.T. PROGRAMMES

The following information is to be given in the Information Brochure besides being hosted on the Institution's official Website.

"The information has been provided by the concerned institution and the onus of authenticity lies with the institution and not on AICTE / Govt. / DTE."

I. NAME OF THE INSTITUTION

- Address including telephone, Fax, e-mail.

II. NAME & ADDRESS OF THE PRINCIPAL

- Address including telephone, Fax, e-mail.

III. GOVERNANCE

- Members of the Board and their brief background
- Members of Academic Advisory Body
- Frequency of the Board Meetings and Academic Advisory Body
- Organizational chart and processes
- Nature and Extent of involvement of faculty and students in academic affairs / improvements
- Mechanism / Norms & Procedure for democratic / good Governance.
- Student Feedback on Institutional Governance / faculty performance.
- Grievance redressal mechanism for faculty, staff and students.

IV. PROGRAMMES

- Name of the Programmes approved by the AICTE
- Name of the Programmes accredited by the AICTE
- For each Programme the following details are to be given:
 - Name
 - Number of seats
 - Duration
 - Cut off mark / rank for admission during the last three years
 - Fee
 - Placement Facilities
 - Campus placement in last three years with minimum salary, maximum salary and average salary

V. FACULTY

- Branch wise list faculty members:
 - Permanent Faculty
 - Visiting Faculty
 - Adhoc Faculty
 - Permanent Faculty: Student Ratio

- Date for acceptance by the candidate (time given should in no case be less than 15 days.)
- Last date for closing of admission.
- Starting of the Academic session.
- The waiting list should be activated only on the expiry of date of main list.
- The policy of refund of the fee, in case of withdrawal, should be clearly notified.

**Item No I-IX must be given in information brochure and must be hosted as fixed content in the website of the Institution.
The Website must be dynamically updated with regard to IX-**

X. APPLICATION FORM

- Downloadable application form, with online submission possibilities.

XI. LIST OF APPLICANTS

- List of candidates whose applications have been received along with percentile / percentage score for each of the qualifying examination in separate categories for open seats.
- List of candidates who have been offered admissions.

XII. RESULTS OF ADMISSIONS UNDER MANAGEMENT SEATS / VACANT SEATS

- Composition of selection team for admission under management quota with the brief profiles of the members. (This information be made available in the public domain after the admission process is over.)
- Score of the individual candidates admitted arrange in order of merit.
- List of candidates who have been offered admission.
- Waiting list of the candidates in order of merit to be operative from the last date of joining of the first list candidates.
- List of the candidates who joined within the date, vacancy position in each category before operation of waiting list.

XIII. INFORMATION ON INFRASTRUCTURE AND OTHER RESOURCES AVAILABLE

LIBRARY:

- Number of Library books/Titles/Journals available (programme-wise)
- List of online National/International Journals subscribed.
- E-Library facilities

LABORATORY:

For each Laboratory

- List of Major Equipment/Facilities
- List of Experimental Setup

COMPUTING FACILITIES:

- Number and Configuration of Systems
- Total number of systems connected by LAN
- Total number of systems connected to WAN
- Internet bandwidth
- Major software packages available
- Special purpose facilities available

WORKSHOP:

- List of facilities available.
Games and Sports Facilities
Extra Curriculum Activities
Soft Skill Development Facilities
Number of Classrooms and size of each
Number of Tutorial rooms and size of each
Number of laboratories and size of each
Number of drawing halls and size of each
Number of Computer Centres with capacity of each
Central Examination Facility, Number of rooms and capacity of each.

Teaching Learning process

- Curricula and syllabi for each of the programmes as approved by the MSBTE.
- Academic Calendar of the MSBTE.
- Academic Time Table
- Teaching Load of each Faculty
- Internal Continuous Evaluation System and place
- Students' assessment of Faculty, System in place.

Faculty Profile

Sr.No.	Name	Designation	Subject Teaching
1.			
2.			
3.			

Brief profile of each faculty.

Special purpose.

- Software, all design tools in case
- Academic Calendar and frame work.
- Research Focus.

List of typical research projects.

- ▶ Industry Linkage
- ▶ Publications (if any)
- ▶ Placement status
- ▶ Admission procedure
- ▶ Fee Structure
- ▶ Hostel Facilities

NOTE: Suppression and / or misrepresentation of information would attract appropriate penal action.

I / We solemnly declare that no information has been withheld and all the information provided in this Mandatory Disclosures is correct. If any information is found to be incorrect or false, I / We understand that proposal shall be liable for rejection.

Date: **Name and Signature of the Authorized Signatory of the**
institution with seal
Place:

NYTP