



# CHHATTISGARH SWAMI VIVEKANAND TECHNICAL UNIVERSITY

छत्तीसगढ़ स्वामी विवेकानंद तकनीकी विश्वावेद्यालय

## APPLICATION FOR AFFILIATION FOR NEW INSTITUTE

Year 2020-21

To,

The Registrar,  
Chhattisgarh Swami Vivekanand Technical University,  
Bhilai (C.G.)

Sir,

I have the honour to apply for the affiliation of New Institute

(Name of the Institution/College)

to the Chhattisgarh Swami Vivekanand Technical University, Bhilai for the \_\_\_\_\_ year Dip./B.E./B.Arch/MCA/ME/MBA/B.Pharmacy/ D. Pharmacy course in the following Existing disciplines for the session \_\_\_\_\_

Sl No.	Programme (UG/PG/Diploma)	Disciplines	Applied Intake
1			
2			
3			
4			
5			
6			
7			

The filled up Application Form along with the Affiliation fee\* of Rs. \_\_\_\_\_ deposited in SBI Power Jyoti Account No:- 030921501167 through Challan, is being submitted for kind consideration.

Challan details

Date \_\_\_\_\_  
No. \_\_\_\_\_  
Amount \_\_\_\_\_

Yours faithfully

Signature \_\_\_\_\_  
Designation \_\_\_\_\_  
Full Address \_\_\_\_\_

P.T.O.

The Affiliation Fee is to be paid as per the detail given below:

**RATES OF THE AFFILIATION FEE PAYABLE BY THE INSTITUTIONS/COLLEGES ADMITTED TO THE PRIVILEGES OF THE UNIVERSITY for the session 2020 -21**

1. Diploma Course:
  - (i) up to three disciplines Rs. 30,000/-
  - (ii) for each additional discipline Rs. 5,000/-
2. Degree Course:
  - (i) up to three disciplines Rs. 40,000/-
  - (ii) for each additional discipline Rs. 10,000/-
3. P.G. Course:
  - for each discipline Rs. 40,000/-
4. Inspection Fee Rs.10,000/-
5. Processing fees for examining the proposal of new technical institution (UG/PG) Rs.30,000/-
6. Processing fees for examining the proposal of Existing technical institution :
  - a. Variation intake capacity graduate courses (Engg./Arch/Pharmacy) - 10,000/-
  - b. Variation in intake capacity of PG Courses - Rs.15,000/-
  - c. For starting additional graduate courses - Rs.20,000/-
  - d. For starting additional PG courses - Rs.20,000/-
  - e. Variation in intake capacity of diploma course - Rs.10,000/-
7. Processing fee for examining the proposal of New Polytechnic- Rs.30,000/-
8. Processing fee for examining the proposal of additional diploma course- Rs.10,000/-

**Fee calculation Details**

Affiliation fee:		
Programme	No. of Disciplines	Amount
UG		
PG		
Diploma		
Processing fee (please specify):-		
Details		Amount
Inspection Fee		Rs. 10,000/-
Grand Total		

**Application for Affiliation of the Diploma/Graduate/Post Graduate Degree Programmes/Courses in Chhattisgarh Swami Vivekanand Technical University for the academic year 2020 -21**

**INSTITUTIONAL DETAILS**

**1. Name and Address of the Institution**

Name		
Address	Permanent Location as approved by AICTE	Temporary Location (if applicable)
Village		
Taluka		
District		
PIN		
State		
STD Code		Phone No.
Fax No.		E-Mail:
Web site		
Nearest Rly Station		Distance in Kms
Nearest Airport		Distance in Kms

**2. Type of Technical Institution (Tick ✓ whichever is applicable)**

- |                                  |                          |
|----------------------------------|--------------------------|
| 1. State Government              | <input type="checkbox"/> |
| 2. Government Aided              | <input type="checkbox"/> |
| 3. Self-Financing (Minority)     | <input type="checkbox"/> |
| 4. Self-Financing (Non-Minority) | <input type="checkbox"/> |
| 5. Any other (Specify)           | <input type="checkbox"/> |

**3.(i) Name and Address of the Society/Trust (In case of self financing institution)**

Name			
Address			
Pin		STD Code	
Phone No.		Fax No.	
E-Mail		Web site	

- (ii) a. A copy of constitution of the Foundation Society. Please attach as (Annexure\_\_\_\_)
- b. Certified copies of the trust Deeds and title deeds of the property, if any. (Annexure\_\_\_\_)

- c A certificate from the Technical Education, Govt. of Chhattisgarh showing that the Govt. of Chhattisgarh has permitted the establishment of the institution. Please attach as (Annexure \_\_\_\_)
- d An undertaking that the Foundation Society shall, before the Institution is granted affiliation, deposit with the University Endowment Fund of the Institution. Please attach as (Annexure\_\_\_\_)

**4. Land details**

- i) Land Category: Metro/State Capital/Dist Headquarters/Rural
- ii) Land area available for the entire Institution in \_\_\_\_\_ acres.
- iii) Land ownership details Please attach as (Annexure \_\_\_\_\_)

**5. Name and Particulars of the Head of the Institution (Principal/Director)**

Name				
Qualifications		Date of Birth		
STD Code		Phone No. (O)	Fax No.	
STD Code		Phone No. (R)	Fax No.	
E-Mail		Mobile Phone		
Date of Joining				

**N.B.**Please attach appointment order, UG, PG and Ph.D. degree certificate of Principal/Director(Annexure.....)

- 6. Approval by State Government (please attach Approval letter) (Annexure\_\_\_\_)
- 7. Details of Academic Area available

Particulars	Number	Approx. Area of each (in Sq.m.)	Total Available Area (in Sq. m.)	Seating Capacity
Class rooms (UG)				
Class rooms (PG)				
Tutorial Rooms				
Laboratory				
Research Laboratory				
Drawing Hall				
Seminar Hall				
Computer Centre				
Library & Reading Room				
Workshop				

Please attach details of laboratory and workshop facilities (Annexure.....) in Form-1

8. Administrative Area

Type	Number	Approx. Area of each (in Sq.m.)	Total Available Area (in Sq. m.)
Principal Room			
Faculty Rooms			
Cabins for Head of Deptt.			
Board Room			
Office all inclusive			
Central Store			
Maintenance			
Security			
Housekeeping			
Pantry for staff			
Examination Control Office			
Placement Office			

9. (i) Amenities Area

Type	Number	Approx. Area of each (in Sq.m.)	Total Available Area (in Sq. m.)
Boys Common Room			
Girls Common Room			
Cafeteria/Canteen			
Stationery Store			
First aid cum Sick Room			
Toilets (Ladies and Gents )			

(ii) Other Amenities Area

Type	Number	Approx. Area of each (in Sq.m.)	Total Available Area (in Sq. m.)
Principal's quarter (Desirable)			
Guest House(Desirable)			
Sports / Gymnasium (Desirable)			
Auditorium / Amphitheater (Desirable)			
Boys Hostel(Desirable)			
Girls Hostel(Desirable)			

10. Library:

a) Books

Category	Total books available as on date	
	Total No. of titles	Total No. of Volumes
Text Books		
Reference section		
Others		
<b>Total</b>		

b) Journals

Particulars	Total no. of Journals subscribed presently		Total
	Supporting Departments	Technical Departments	
National			
International			
E-journals			

- c) Reading Room - Available / not available
- d) Library Management Software - Available/not available
- e) library Networking facility -available/not available
- f) Annual library budget as a percent  
of annual student fee collected. - .....
- g) Reprographic Facility - Available /not available

11. Computational Facilities

Type	Available/Not available
Internet Bandwidth/ Internet Accessibility (in Kbps & hrs)	
Hardware Specification-IV / Latest Configuration	
No. of Terminals on LAN/WAN	
Printers	
Legal Application S/W	
Legal System S/W	
PCs to Student ratio	

**12. FACULTY INFORMATION** please attach list in Form 2, programmewise and Branchwise

I) Faculty: (For BE/Diploma/B Arch- First Year (I & II Sem))

First Year Intake \_\_\_\_\_

Sl. No.	Subject	Professor	Associate Professor	Assistant Professor	Total
1	Chemistry				
2	Physics				
3	Maths				
4	English				

**13 (a).Details of Supporting Technical staff Staff. Please attach details as (Annexure \_\_)in Form 4**

Department	No. of Staff

**14 (b).Details of Office/library/Administration/Non-Technical Staff.**

Please attach details as (Annexure \_\_) in Form 5

Department	No. of Staff

**18. Amenities (a)Essential Amenities**

S.No	Particulars	Availability (YES/NO)
1	Stand alone language laboratory. This lab shall have 25 computers for every 1000 students	
2	Potable water supply and outlet for drinking water at strategic locations	
3	Electric supply	
4	Sewage disposal	
5	Telephone and fax	
6	Vehicle Parking	
7	Institution website with mandatory disclosure	
8	Barrier free built environment for disabled and elderly persons as per the guidelines/standards by CPWD, Ministry of Urban & Employment, Govt. of India	
9	Safety provisions including fire and other calamities	
10	Digital Library with multimedia facility/Internet surfing in reading room	
11	Classification of books in the Library as per standard	
12	Availability of NPTEL facility in the library	
13	General insurance provided for assets against fire, burglary and other calamities	
14	Motorised Road	
15	General Notice boards and Departmental Notice boards	
16	First Aid, Medical and counseling Facilities	
17	Establishment of Grievance Redressal Committee and appointment of OMBUDSMAN	
18	Constitution of Committee for preventing anti-sexual harassment at the workplace	
19	Meeting records of above three committees	

**(b)Desirable Amenities**

Sl. No.	Details	Availability (YES/NO)
1	Industry Institute Interaction	
2	Placement and Training	
3	Back up Electric supply	
4	ERP Software	
5	Transport facility	
6	Post/Bank facility/ATM	
7	CCTV System	
8	LCD Projector in Class-room	
9	Staff quarters	
10	Display of courses and approved intake	
11	Public announcement system at strategic locations	
12	Group insurance for the employees & Insurance for students	
13	Display of courses and approved intake in the institute at the entrance of the institute	



Note: 1

All the above mentioned details will have to be produced before the expert committee who will be visiting your institution for verification of all the facilities/claims made by you in the application form.

Note: 2.

Before submission of application please ensure that none of the fields has been left blank.

Note: 3.

The applicant is required to submit approval of AICTE and other Statutory bodies and No Objection Certificate from Government of Chhattisgarh for the year 2020-21 in due course of time.

Note: 4

At the end of the affiliation form, please enclose list of Annexure.

Note: 5.

Every page of application form as well as Annexure must be duly signed by Principal/Director of the institute.

#### **UNDERTAKING BY MANAGEMENT & PRINCIPAL**

On behalf of the Institution we undertake

1. to abide by the Rules and Regulations specified by AICTE and the University and also Notified by the AICTE / University from time to time
2. to submit to the University all necessary details regarding any change in the constitution and membership in the management and the staff of the Institution
3. to abide by the conditions stipulated by the University at the time of according approval for Affiliation
4. to acknowledge that all the details provided in the annexure are correct and true to our knowledge and belief.

We hereby declare that the institute is not having affiliation with any other University.

**Signature with Date  
Chairman/Secretary of the Institution**

**Signature with Date  
Principal**

## Forms

### Form-1

#### Laboratory and Workshop facilities (detailed)

Department.....

Sl.No	Name of the Laboratory	Carpet Area (Sq.m)	Major Equipments available
	TOTAL		

### Form-2

#### List of identified faculties. Department-wise and Programme-wise (for UG and PG Separately)

Programme\_\_\_\_\_

Course\_\_\_\_\_

Sl. No.	Name of the Faculty	Designation	Date of ratification	Qualifications and Specialization	Date of joining	Basic Pay	Total Salary	P F A/c No	PAN No.	Sign	Thumb impression	Photo graph

### Form-3

#### Details of Supporting Technical Staff

Sl. No.	Name	Designation	Date of Birth	Qualifications	Experience (in yrs)	Date of joining the Institution	Basic Pay	Salary	Thumb impression	Photograph

### Form-4

#### Details of Office Staff /Admn/Non Technical Staff (Department-wise)

Sl. No.	Name	Designation	Date of Birth	Qualifications	Experience (in yrs)	Date of joining the Institution	Basic Pay	Salary	Thumb impression	Photograph

**Signature with Date  
Principal/Director**