

# **AFFIDAVIT-2**

## **(For the applications submitted under Chapter I/II/IV except Closure of the Institution)**

I/we, <Name>, Chairperson/ Secretary, <Name of the Trust/ Society/ Company>, son/ daughter of ....., aged....., resident of ....., do hereby solemnly affirm and declare as under:

1. That I/we have applied for .....vide application dated .....
2. That I/ we will abide by all terms and conditions as laid down in the Approval Process Handbook 2024-27.
3. That the information given by <Name(s)>in the application made to AICTE is true and complete. Nothing is false and no information/ material has been concealed;
4. That the Institution is functioning in the location as approved by the Council;
5. That I/we have uploaded the Occupancy/Completion Certificate/Building License/Form D issued by the Competent Authority and the Structural Stability Certificate by the Competent Authority;
6. That the Trust/ Society/ Company runs the following other Institutions in the same Campus; Total Built-Up Area available

Name of the Institution	Programmes/ Courses offered	Built-Up Area	Approved by AICTE or Not

7. That I/we have uploaded valid Fire Safety Certificate issued by the Competent Authority;
8. That Principal of the Institution is regular and qualified as per AICTE norms;
9. That the Faculty norms as well as Faculty : Student ratio is maintained as per Approval Process Handbook and the Faculty data uploaded is true and complete;
10. That the Institution has fulfilled the norms for Faculty and Infrastructural facilities for Reinstatement of “Reduction in Intake”;
11. That the I/we not demanded/ retained the Original Degree Certificates from the Faculty members;
12. That the declaration, information and documents submitted/uploaded as per Appendix 16/17 of the Approval Process Handbook with regard to Land, Built-up area (Instructional area, Administrative area and Amenities area) and other Infrastructure therein where the letter of approval/ Extension of Approval is sought for < Name of the Institution>is true, complete and nothing is false;
13. That the Land is contiguous, there is no dispute pertaining to the said Land;
14. That if any of the information is found to be false, incomplete, misleading and/ or that the <Name(s)>fail(s) to disclose all the information and/ or suppress any information and/ or misrepresent the information, the Council shall also be free to take any action, including Withdrawal of Approval and/ or any other action as deemed fit against the <Name(s)> and others as the case may be and/ or the individuals associated with the Trust/ Society/ Company and/ or the Institution;
15. That the Land/Built-up area details given below in the Table are true and complete;

<Reproduce only appropriate section(s) related to application in the table below>

Sl. No.	Name of the Deed Holder	Document No.	Date of Registration	Plot No.	Address (Village) District	Area in Acre
						Total area in Acre

Room No.	Room type (mention Class Room/Laboratory / Toilet, etc.)	Carpet area (in m <sup>2</sup> )	Completion of Flooring	Completion of Walls and painting	Completion of Electrification and lighting

16. That I/we have submitted/uploaded all the additional documents/information regarding resolution/ NOC's/ Certificates/ details of Building completion (partial/full) in AICTE Web-Portal in respect of our application (as applicable) and the same is true and complete;
17. That I/we have uploaded the details of faculties, Administrative and supporting Staff over portal. And Institute is adhering with pay scale, gross pay, PF deduction and TDS as per the Central / State / local authority norms as applicable;
18. That I/we have uploaded all the student data of the previous years and the same is true and complete;
19. That no students have been admitted without the approval of concerned regulatory bodies
20. That the financial transactions have been done only by digital payment;
21. That the declaration, information and documents pertaining to the availability of Faculty is true and complete. Nothing is false and no information/ material has been concealed;
22. That liabilities, if any, arise out of the Conversion of Women's Institution into Co-ed Institution and vice-versa/Conversion of Diploma Level into Degree Level Institution shall solely be that of <Name of the Trust/Society/ Company/ Technical Institution>;
23. That liabilities, if any, arise out of Change of Site/ Location shall solely be that of <Name of Trust/ Society/Company/ Technical Institution>;
24. That liabilities if any, arise out of Change in the Name of the Course(s)/ Merger of the Courses/ Reduction in Intake/ Closure of Programme(s)/ Course(s)/ Change of affiliating University/ Board shall solely be that of < Name of the Trust/ Society/ Company/ Technical Institution>;
25. That admission to NRI/Foreign Nationals/ Children of Indian workers in Gulf Countries/ Collaboration and Fellow Programme shall be strictly within the limit and shall be done on Merit basis and liability, if any, arise out of the same shall solely be that of <Name of the Trust/Society/ Company/ Technical Institution>;
26. That Audited statement of accounts of the Trust/Society/Company for the previous year has been uploaded;
27. That all Faculty and all non-teaching Staff data and all student data of all years and all Course(s), as entered by the Head of the Institution as per the prescribed Format on the Web-Portal are correct;
28. That the hostel facilities of International Standards for NRI/Foreign Nationals/ Children of Indian workers in Gulf Countries/Collaboration and established an Office and Student Counsellor to take care of the issues of such students admitted are provided. Further, their entry and exit shall be adhered to the norms specified under Ministry of External Affairs, Government of India;
29. That the Sports facilities are provided to the students;
30. That the Internal Quality Assurance Cell as per **Appendix 6** of the Approval Process Handbook before commencement of the Academic Session ..... in respect of <application number><Name and address of Institution> is constituted (in case of existing Institutions)/ will be constituted (in case of new Technical Institutions);
31. That the following Committees as per **Appendix 6** of the Approval Process Handbook before commencement of the Academic Session ..... in respect of <application number><Name and address of Institution> are constituted (in case of existing Institutions)/will be constituted (in case of new Technical Institutions);
  - Anti-Ragging Committee (As per All India Council for Technical Education notified Regulation for prevention and prohibition of ragging in AICTE approved Technical Institutions vide No. 37-3/ Legal/ AICTE/ 2009 dated 01.07.2009)
  - Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University. (As per All India Council for Technical Education (Redressal of Grievance of Students) Regulation, 2019 vide F.No.1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019)

- Internal Committee (IC) (As per Section 4 All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016)
- Committee for SC/ ST (As per the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989, No. 33 OF 1989, dated 11.09.1989)

32. That, the Institutions uploaded the Annual Report of IC in the AICTE Web-Portal.

33. That, the Institution undertakes to submit that all the employments in the Institution shall be as per the norms of the existing Labour Law and the payments shall be as per the provisions of the Minimum Wages Act of State/ UTs/ Central Government.

Name of the authorized person executing the undertaking along with his/ her Official Position)

(SEAL)

DEPONENT(s)

## VERIFICATION

I/ We, the above named deponent(s) do hereby verify that the facts stated in the above Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Verified at <Name of the place> on this the <date>.

(Name, Designation and Address of the Executants)

(SEAL)

DEPONENT(s)

Solemnly affirmed and signed before me by the deponent on this- day of – month, year ... at my office. (Judicial First Class Magistrate/ Notary Public/ Oath Commissioner)

## NOTE:

Institute shall download portal generated common affidavit as per application. The same should be printed on Non-Judicial Stamp Paper/ E-Stamp Paper of ₹100/- and upload over portal after duly Sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.