

# **Punjab State Regulation of Fee of Un-aided Educational Institutions Rules, 2017**

PUNJAB

India

## **Punjab State Regulation of Fee of Un-aided Educational Institutions Rules, 2017**

### **Rule**

### **PUNJAB-STATE-REGULATION-OF-FEE-OF-UN-AIDED-EDUCATIONAL of 2017**

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Punjab State Regulation of Fee of Un-aided Educational Institutions Rules, 2017Published vide Notification No. G.S.R. 16/P.A.47/2016/S.23/2017, dated 27.04.2017Last Updated 13th March, 2020No. G.S.R. 16/P.A.47/2016/S.23/2017. - In exercise of the powers conferred by section 23 of the Punjab Regulation of Fee of Un-aided Educational Institutions Act, 2016 (Punjab Act No. 47 of 2016), and all other powers enabling him in this behalf, the Governor of Punjab is pleased to make the following rules for carrying out the provisions of the said Act, namely: -

### **1. Short title and commencement.**

(1)These rules may be called the Punjab State Regulation of Fee of Un-aided Educational Institutions Rules, 2017.(2)They shall come into force on and with effect from the date of their publication in the Official Gazette.

### **2. Definitions.**

(1)In these rules, unless the context otherwise requires,-(a)'Act' means the Punjab Regulation of Fee of Un-aided Educational Institutions Act, 2016; and(b)'Form' means a form appended to these rules.(2)The words and expressions used in these rules, but not defined, shall have the same meaning as assigned to them in the Act.

### **3. Payment of remuneration and travelling allowance to nominated members [Section 3(3)].**

- A nominated member shall be paid one thousand rupees as remuneration for attending a meeting of the Regulatory Body. Apart from this, he shall also be paid the actual amount of travelling allowance for attending the meeting.

### **4. Procedure for scrutinizing complaints [Section 11(3)].**

(1) On receipt of a complaint under section 11 of the Act, the Regulatory Body shall give a notice to the concerned Un-aided Educational Institution as well as to the complainant to ascertain the correctness and genuineness of allegations made in the complaint. (2) The said notice shall be got served through the concerned District Education Officer, who shall send his report to the Regulatory Body with regard to its service. (3) The Un-aided Educational Institution shall be afforded an opportunity of hearing to explain its position with regard to the allegations levelled against it in the complaint. The Regulatory Body may also call for the record of the Un-aided Educational Institution for scrutinizing the complaint and in order to ascertain the genuineness of the allegations made in the complaint. (4) After verifying the complaint and examining the relevant record, the Regulatory Body shall decide the complaint. (5) Copies of the decision, taken on the complaint, shall be sent to the complainant, the concerned District Education Officer and the concerned Un-aided Educational Institution.

### **5. Procedure of working of Regulatory Body [Section 13(2)].**

- (1) There shall be five days week of working of Regulatory Body. (2) The office of Regulatory Body shall remain closed on every Saturday and Sunday. Apart from this, the Regulatory Body shall follow such Gazetted holidays, as may be notified or declared by the State Government from time to time. (3) The Regulatory Body shall take its decision by a quorum of majority.

### **6. Maintenance of accounts and relevant record, and preparation of annual statement of accounts [Section 18(1)].**

- (1) Every Un-aided Educational Institution shall maintain its proper accounts of fee and charges in Form 'A'. (2) Similarly, every Un-aided Educational Institution shall maintain its other relevant record in Form 'B'. (3) Likewise, every Un-aided Educational Institution shall prepare its annual statement of accounts in Form 'C'.

### **7. Preparation of annual report [Section 19].**

(1) Every Un-aided Educational Institution shall prepare its annual report for each academic year in Form 'D', and forward a copy thereof to the Regulatory Body. (2) The said annual report shall be prepared by the 30th day of April of Each academic year. Form-A Class-wise Statement of Annual Receipt of Account of Annual Fee/charges/funds Name of the

School/institution \_\_\_\_\_ Class \_\_\_\_\_  
 \_\_\_\_\_ No. of Students \_\_\_\_\_ Academic  
 Session \_\_\_\_\_

Monthly (including  
 fee/charges/funds)

SR. No.	Name of student	Annual Fund	Janu-ary	Febr-uary	March	April	May	June	July	August	Septe-mber
1											
2											
3											
4											
5											

Total

PrincipalDetails of Fee/charges/fundsManager/authorised officer

Name of Fee/ Charges/funds For Previous Year For Current Year

Per Student Rate

Per Student Rate

Monthly

Quarterly

Yearly

Monthly Quarterly Yearly

Form-8Part-1 Statement of Expenditure On SauryName of The

School/institution \_\_\_\_\_ Academic Session \_\_\_\_\_

Details of Staff	Principal / Head Master	lecturer	Master	C&V Teacher	IBT Teacher	NTT Clerk	Class IV	Miscellaneous	Total
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No, of  
 Teacher/  
 Staff

Sr. No.	Name	Designation	Monthly Salary (Including Employer share of EPFif any)	Paid for the period	Annual Expenditure
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PrincipalManager/authorised OfficerPart-2 Statement Showing Expenditure On Contingencies  
 Under Various Heads For The Year \_\_\_\_\_

Sr. No. Month Purchase of Furniture/Repair Stationery Postage Transport Miscellaneous Total

Manager/authorised OfficerPrincipalForm CName of SchoolsIncome Expenditure Account for the Year Ending 31.03.....

Expenditure	Amount (Rs.)	Income	Amount (Rs.)
To Advertisement Expenses		By Fees	
To repair & Maintenance			
To Bank Charges			
To Depreciation			
To Bank Interest			
To Diesel Expenses			
To Electricity Expenses			
To Newspaper & Periodicals			
To Kitchen Expenses			
To Printing & Stationery			
To Smart Class Charges			
To Staff Welfare			
To Rent			
To Telephone Expenses ;			
To Student Welfare			
To Salary			
To Excess of Income over Exp.			

Total  
Form-DName of SchoolsBalance Sheet as on 31.03.....

Liabilities	Amounts (Rs.)	Assets	Amount (Rs.)
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Capital Funds

Fixed Assets

As per Annexure 'B'

General Funds

Current Assets

As per Annexure 'A' Cash in hand

Deposit in Banks

Secured Loans

S.B.I.

Unsecured Loans

Total

Total

Name of Schools

Schedule of General Fund As On 31.03.20..... (Annexure A')

Particulars

Amounts

Opening Balance of General Fund

Add Excess of Income over expenditure

Total

Schedule of Fixed Assets As On 31.03.20.....(Annexure 'B')

Sr. No.

Particulars

Amounts  
(Rs)

1

Building

2

Electrical Installation

3

Furniture

4

CC TV

5

Computer

6

Notice Board

7

Sound System

8

Fire Equipments

9

Generator

10

Water Filter

11

If any other

Total