

University Grants Commission [Affiliation Of Colleges By Universities] Regulations, 2009

UNION OF INDIA

India

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Rule

UNIVERSITY-GRANTS-COMMISSION-AFFILIATION-OF-COLLEGES-BY of 2009

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1891.

In exercise of the powers conferred by clauses (f) and (g) of Sub-Section (1) of Section 26 of the University Grants Commission Act, 1956, the UGC hereby makes the following Regulations, namely :-

1. Short Title, Application and Commencement.

- 1.1 These Regulations may be called the UGC [Affiliation of Colleges by Universities] Regulations, 2009.1.2 They shall apply to all colleges seeking affiliation and already affiliated to the Universities in India established or incorporated by or under a Central Act, a Provincial Act or a State Act.1.3 They shall come into force with immediate effect.

2. Definitions.

- In these Regulations-----2.1 "affiliation" together with its grammatical variations, includes, in relation to a college, recognition of such college by, association of such college with, and admission of such college to the privileges of, a university; 2.2 "college" means any institution, whether known as such or by any other name which provides for a programme of study beyond 12 years of schooling for obtaining any qualification from a university and which, in accordance with the rules and

regulations of the university, is recognized by the UGC as competent to provide for such programme of study and present students undergoing such programme of study for the examination for the award of such qualification;2.3"Commission" means the University Grants Commission established under the UGC Act;2.4"course" means one of the units which comprise a programme of study;2.5"programme"/"programme of study" means a higher education programme pursued for a degree specified by the Commission under Section 22(3) of the UGC Act;2.6"Statutory/Regulatory body" means a body so constituted by a Central State Government Act for setting and maintaining standards in the relevant areas of higher education, such as All India Council for Technical Education (AICTE), Medical Council of India (MCI), Dental Council of India (DCI), National Council for Teacher Education (NCTE), Bar Council of India (BCI), etc.;2.7"student" means a person admitted to and pursuing a specified programme of study;

3. Eligibility Criteria for Temporary Affiliation.

- 3.1. The proposed college seeking affiliation, at the time of inspection by the university, shall satisfy the following requirements, or the requirements in respect of any of them prescribed by the Statutory/Regulatory body concerned, whichever is higher:3.1.1. undisputed ownership and possession of land measuring not less than 2 acres if it is located in metropolitan cities, and 5 acres if it is located in other areas;3.1.2. administrative, academic and other buildings with sufficient accommodation to meet the immediate academic and other space requirements as specified by the University concerned for each of the higher education course/programme with adequate scope for future expansion in conformity with those prescribed by the UGC I Statutory! Regulatory body concerned, taking care that all buildings constructed in the college are disabled friendly;3.1.3. academic building sufficient to accommodate the faculties, lecture/seminar rooms, library and laboratories with a minimum of 15 sq.ft. per student in lecture/seminar rooms/library and 20 sq.ft. per student in each of the laboratories;3.1.4. number of teaching and non-teaching staff as per University norms;3.1.5. adequate civic facilities for essentials like water, electricity, ventilation, toilets, sewerage, etc. in conformity with the norms laid down by the Central/State PWD;3.1.6. a library with at least 1000 books, or 100 books in different titles on each subject, whichever is more, of the proposed programmes to include both text books and reference books, besides two journals per subject, along with a book bank facility for students belonging to the Scheduled Castes, Scheduled Tribes and such other sections as may be specified by the UGC from time to time;3.1.7. Necessary laboratory equipments as prescribed by the University/Statutory/Regulatory body concerned, for each of the higher education programmes;3.1.8. a multi-purpose complex/an auditorium and facilities for sports, canteen, health care, separate common rooms and separate hostels for boys and girls as per the local requirements as decided by the University;3.1.9. appropriate furniture for lecture/seminar rooms, laboratories, library, faculty rooms, rooms for administrative staff including the Principal, multi-purpose complex/auditorium, common rooms and hostel rooms, and for other facilities;3.1.10. a duly constituted managing body as specified by the University.3.2The College, if not run by the State Government,---3.2.1. shall be managed by a duly constituted and registered Society or Trust;3.2.2. shall satisfy the University that adequate financial provision is available for running the college for at least three years without any aid from any external source. In particular, it shall produce evidence of creating and maintaining a Corpus Fund permanently in the name of the college by way of irrevocable Government Securities of Rs. 15

lakh per programme, if the college proposes to conduct programme only in Arts, Science and Commerce, Rs.35 lakh per programme or as prescribed by the relevant Statutory/Regulatory body, if it proposes to offer professional programmes, or FDRs for like amounts jointly held by the college and the University for a minimum lock in period of three years. The interest accrued out of it may be utilized by the college with the prior permission of the University for strengthening its infrastructure facilities;3.2.3. shall also provide an undertaking to the University that it has adequate recurring income from its own resources for its continued and efficient functioning.3.3The Registered Society/Trust in justified exceptional cases may be allowed to start the college for the first year of the programmes in a readily available building, with the condition that all other academic and administrative requirements are satisfied under the Regulations and the college shall complete the buildings per para 4.4.6 and other requirements cited in the detailed project report by the end of the second year and the college is moved completely to the proposed permanent building by the beginning of the third year, failing which the college shall not be granted renewal of temporary affiliation until the college moves to the permanent buildings. Under no circumstances, extension of time for this movement to the permanent building shall be granted by the University beyond five years.3.4The Registered Society/Trust proposing the college shall execute a bond :3.4.1. to impart instruction only in the subjects and for the courses/programmes in the faculties for which affiliation has been granted by the University and shall not seek retrospective affiliation. All such courses/programmes shall follow the syllabi approved by the appropriate academic bodies of the, University,3.4.2. to comply with all the provisions of the Act, the Statutes and the Ordinances, Rules and Regulations of the University framed in this regard;3.4.3. to follow the Rules, Regulations and Guidelines of the Statutory/Regulatory bodies issued from time to time;3.4.4. to the effect that the number of teaching posts, the qualification of teaching staff and their recruitment/promotion procedures as prescribed by the UGC and conditions of service shall be in accordance with the Statutes/Ordinance./Regulations of the University/State Government/UGC, and shall ensure imparting of adequate instruction to the students in the courses/programmes of studies to be undertaken by the college and that the Student-Teacher Ratio in the college shall be as per the UGC norms;3.4.5. to the effect that the members of (he teaching and non-teaching staff shall be regularly and fully paid in the pay scales along with applicable allowances as per the pay scales prescribed by the UGC/Central/State Govt., as the case may be, from time to time;3.4.6. to the effect that appointment of members of the leaching and the non-teaching staff shall be made only on considerations of merit based on qualifications and experience prescribed for them and not by demanding or accepting any donation or other consideration;3.4.7. to the effect that the college shall obtain the eligibility approval of the appointed teaching staff from the University within three months of affiliation and shall report all changes in the teaching staff and all other changes that may affect the fulfillment of the conditions for affiliation to the University within a fortnight of changes coming into effect.3.4.8. to the effect that all fees to be charged from the students shall be as per the fee structure approved by the University based on the norms of the UGC from time to time;3.4.9. to the effect that the college shall not collect any capitation fee or donation in any form amounting to corrupt practices from or on behalf of any of its students or their parents/guardians except the prescribed fee and other charges as approved by the University based on the norms of the UGC;3.4.10. to the effect that no student shall be admitted to any programme of study by the college in anticipation of grant of affiliation or in excess of the number of seats sanctioned per programme of study by the University;3.4.11to the effect that the college shall not, without the previous

permission of the University, suspend offering an already approved course/programme of study;3.4.12. to the effect that the academic and welfare activities of the students belonging to the Scheduled Castes, Scheduled Tribes and other disadvantaged groups, including minorities, wherever applicable, shall be properly taken care of by the college;3.4.13. to the effect that all registers and records, including audited statement of accounts, as required to be maintained under the Regulations/Orders of the UGC/University/Government shall be maintained and made available as and when required for inspection;3.4.14. to the effect that the college shall furnish all such returns and other information as the UGC/University/Government may require to enable it to monitor and judge the performance of the college with regard to maintenance of academic standards and shall take such action as the UGC/University/Government may direct to maintain the same;

4. Procedure for granting Temporary Affiliation.

- 4.1. The application to start a new college and to get it affiliated to an University can be submitted by Central/State Government institutions and Registered Society/Trust.4.2If the applicant is a Society/Trust, it shall have been registered under Registration of Societies Act, the Trusts Act or any other Act of the Central! State Government on or before the date of submission of the application.4.3The Government/Society/Trust which proposes to start the college and wishes to get it affiliated to the University in whose jurisdiction the location of college falls shall make an application within the stipulated time to the University in the prescribed proforma along with the prescribed fee in the form of Demand Draft drawn in favour of the Registrar of the University.4.4The application shall be submitted with certified copies of the following documents:4.4.1Registration of the Society/Trust along with details of Constitution and Memorandum of Association;4.4.2Letter from the Competent Authority designated by the Government concerned for classification of land and its location as Metropolitan or other areas;4.4.3Land Use Certificate from the Competent Authority designated by the Government concerned;4.4.4Registered land/Govt. leased land documents in the name of the applicant;4.4.5Appropriate order from the Govt. permitting the Society/Trust to start the college with details of the courses/programmes intended to be offered;4.4.6Building Plan of the proposed college prepared by a registered Architect and approved by the Competent Authority designated by the Govt. concerned;4.4.7Registered documents by the registered Society/Trust earmarking land and buildings for the proposed college;4.4.8Details of the latest fund position along with photocopies of relevant bank accounts, including the evidence of the Corpus Fund earmarked for the purpose as specified under Clause 3.2.2.4.4.9. Detailed Project Report giving--a) background of the Society/Trust with reference to its experience in promoting, managing and operating educational institutions; details of its promoters including their background; its activities in the social, charitable and educational spheres since its inception and its Vision and Mission;b) development plan for the college with timeline, spelling out its growth plan over the first 10 year period in terms of phasing of academic programmes, increase in students intake and introduction of postgraduate programmes/research, and the time schedule for stage-wise development of the academic infrastructure, like recruitment of faculty, and other support facilities, including student amenities, such as hostels, sports and recreational facilities.c) architectural master plan indicating the land use pattern including those for the future;d) policy with regard to faculty recruitment, retention and development;e) structure of academic and administrative governance;f) sources of financing of

capital and operating expenditure, besides funds to be generated through students fees; and g) resource projections and their utilization schedule.4.5The University shall make a preliminary scrutiny of the application, and if found satisfactory, issue a letter of intent, within two weeks from the date of receipt of the application by the university, to cause an inspection within a period of three months or physical verification of all requirements for the grant of temporary affiliation.4.6The college shall be subjected to an inspection by the University through a committee of experts nominated by the Vice chancellor consisting of:4.6.1One Expert for each of the subject areas proposed,4.6.2Dean, College Development Council,/an equivalent academician of the university,4.6.3a representative of the higher education department of the Government not below the rank of Deputy Director, and4.6.4an Engineer from the PWD/CPWD or the University not below the rank of Executive Engineer.One of the subject experts at the level of Professor, as nominated by the Vice-Chancellor, shall be the Chairperson of the Committee.4.7The report of the inspection Committee shall be submitted by the Chairperson to the University duly filled in and signed by all the members. The University shall process the report through its appropriate Bodies and decide to grant, or not to grant, temporary affiliation to the college, recording the reasons in writing for its decision within three months of inspection.4.8On the basis of the infrastructure and other facilities available at the college, the University shall decide the number of seats for each programme in the college.4.9The Syndicate/ Executive Council of the University shall be the ultimate to decide granting, or not granting, affiliation.4.10Continuation of temporary affiliation of the programmes of study and the college itself shall be granted by the University on a year to year basis through inspection process prescribed in these Regulations.4.11If the University decides not to grant affiliation to the college for reasons, recorded in writing, of its failure to meet the conditions/requirements for getting affiliation, the college may apply again if it fulfils the conditions/requirements subsequently, but not earlier than six months from the date of rejection of its earlier application.

5. Eligibility Criteria for Permanent Affiliation.

- 5.1. The college shall have completed at least five years of satisfactory performance after getting temporary affiliation and attained the academic and administrative standards as prescribed by the University/UGC/Statutory/Regulatory Body concerned from time to time.5.2The college shall have completed construction of buildings and all infrastructure/facilities as stipulated in the Regulations.5.3All the teaching and non-teaching staff are appointed on permanent (appointed on regular basis, in case of a Government college) on the UGC/Government scales of pay.5.4The college shall have a duly constituted College Council as per the norms.

6. Procedure for granting Permanent Affiliation. - 6.1. A college which wishes to get permanent affiliation shall apply to the University any time after completing five years of temporary affiliation in the proforma along with the prescribed fee in the form of Demand Draft drawn in favour of the Registrar of the University.

6.2 The procedure for according permanent affiliation shall be the same as for granting temporary affiliation given in the Regulations. 6.3 If the University decides not to grant permanent affiliation to the college for reasons, to be recorded in writing, of its failure to meet the conditions/requirements for getting such affiliation, the college may apply again if it fulfills the conditions/requirements subsequently, but not earlier than six months from the date of rejection of its earlier application.

7. Eligibility to apply for addition of new programmes of study. - 7.1. Any proposal for adding new programmes shall be considered by the University only after ensuring equitable distribution of facilities for higher education, having due regard, in particular, to the needs of the unserved, underdeveloped, rural, hilly, tribal and backward areas within its jurisdiction.

7.2 Any proposal for raising the existing under-graduate college to postgraduate studies level shall be considered by the University only after satisfactory completion of two years of the under-graduate programme and the proposed buildings, qualified faculty and other infrastructure facilities are fully created as per the Regulations. 7.3 Each application for addition of a new programme or for upgrading the existing programme to post-graduate level shall be accompanied by the prescribed fee in the form of Demand drafts drawn in favour of the Registrar of the University. 7.4 The procedure for according temporary affiliation to additional programmes of study or for upgrading the existing programmes in the college shall be the same as prescribed under the Regulations for temporary affiliation.

8. Withdrawal of affiliation. - 8.1. The privileges conferred on a college by affiliation may be withdrawn in part or in full, suspended or modified, if the college, on due enquiry, is found to have failed to comply with any of the provisions of the Act, the Statutes, the Ordinances, the Rules and Regulations or any other direction or instruction of the UGC/University/Statutory/Regulatory body concerned, or failed to observe any of the conditions of affiliation, or has conducted itself in a manner prejudicial to the academic and administrative standards and interests of the University.

8.2 If an affiliated college ceases to function or is shifted to a different location or is transferred to a different Society, Trust, individual or a group of individuals without the prior approval of the University, the affiliation granted to the college shall lapse automatically on such ceasing, shifting or transfer as the case may be, and it shall be treated as a new college for the purposes of future affiliation. The University/Government shall have the duty to alleviate the educational future of the affected students in an appropriate manner as per its decision. 8.3 Without prejudice to the Regulations, the Commission on its own, or on the basis of any complaint or any other information or report from any other source, can cause an enquiry by the University in respect of a college, and after giving the college a reasonable opportunity of being heard, may pass an order under Section

(12A)(4) of the UGC Act prohibiting such college from presenting any student then undergoing such specified course/programme of study therein to an university for the award of the qualification concerned and the affiliation of the college shall stand terminated as per Section (12A)(5) of the UGC Act. 8.4 If the University decides to withdraw the affiliation of the college, or "the affiliation stands terminated by the order of the University, temporarily or permanently, such decision shall not affect the interests of the students of the college who were on its rolls at the time of issue of the order till they pass out the normal duration of programmes to which they are registered at that time. The University/Government shall have the duty to alleviate the educational future of the affected students in an appropriate manner as per its decision.

9. Penalties on the Universities granting affiliation to sub-standard colleges or failure of Universities or colleges to comply with the Regulations of Commission.

- 9.1 If any University grants affiliation to a college which does not fulfill the conditions/requirements for affiliation as per the Regulations, or if the University grants affiliation in contravention of the relevant provisions of the UGC Act and Regulations, the Commission may take such action as it may deem fit, including that of withholding the grants to the University and/or delisting the said University from the list of universities maintained by the Commission under Section 12B of the UGC Act. 9.2 If any college included under section 2(f) and receiving UGC Grants under section 12B is found guilty of violation of the Regulations, the Commission may take such action as it may deem fit, including that of withholding the grants to the college and/or delisting the said college from the list of colleges maintained by the Commission under Sections 2(f) and/or 12B of the UGC Act.