

Ref. No.: IKGPTU / DCD / 4229

Dated: 05/4/18

Director/Principal/Chairman
Affiliated Colleges & Interested Societies
IK Gujral Punjab Technical University

Subject: **Inspection of Institutes for allotment of New College/New Course/Increase in seats under AICTE & UGC category for the session 2018-19.**

Respected Sir/Madam,

This is in continuation to the approval process of the new college/course and increase in sanctioned intake for AICTE & UGC courses/colleges for the session 2018-19. The physical inspection for the shortlisted courses shall be held very soon in the month of April. The following facilities should be ready and established before the day of inspection. The inspection committee shall verify these facilities and affiliation orders shall be issued on the basis of report submitted by inspection committee. During inspection the following facilities shall be verified by committee:-

1. Proof of Inspection fee deposited.
2. The eligible faculty (including Director/principal) shall be appointed as per AICTE/UGC/Punjab.Govt./ IKG PTU norms and must have joined before inspection and should be present on the date of inspection. The pay scale shall be as per UGC/AICTE/PTU norms.
3. Building (Classrooms/tutorials/Laboratory/Administrative office, etc) should be ready as per IKG PTU norms before the time of physical inspection.
4. The Laboratories along with all equipment's and required arrangements for running recommended courses shall be ready and placed before the time of inspection.
5. Library should be ready, Library staff shall be appointed and in place along with the books of the recommended courses shall be available as per IKG PTU norms
6. All the computational facilities like computers, Printers, Internet and software should be in place.
7. Documents showing the submission of all the required fees by the institute to the University
8. I.T. return/bank statement of faculty & staff as salary proof (for existing colleges only).
9. Copy of CLU of Land and documents regarding land shall be available.
10. In case of B.Sc Agriculture, the papers of Farming land as per norms
11. Any other requirement and facilities as per UGC/AICTE/IKG PTU norms.

The inspection committee reserves the right of cancellation of your application based on major deficiencies found during inspection.

With Regards



Director (College Development)

CC:

PS to Hon'ble Vice chancellor, IKGPTU