

## UNIFORM INSPECTION PERFORMA (By DGHE)

For Inspection of Colleges of Education under Self-Finance Scheme (SFS) for granting Extension/ Continuation of Provision... Affiliation to run B.Ed. (Two Years) Regular Programme with affiliated Universities under Jurisdiction of Haryana State

Annual Intake: \_\_\_\_\_ Session: \_\_\_\_\_ Date & Time of Inspection: \_\_\_\_\_

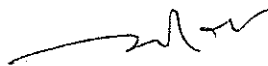
### PART-A: GENERAL INFORMATION ABOUT THE COLLEGE/ INSTITUTION

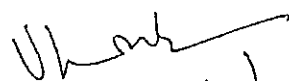
Sr. No.	Items	Observation/ Remarks
1.	Name of the College/ Institution:	
2.	Date and Year of Establishment of the College/ Institution	
3.	Complete Postal Address: Telephone/ Contact Number: Fax No. Email: Website Address: Date of last updation of website:	
4.	Location of the College/ Institution with Surrounding: North: South: East: West: (Rural/ Urban/ Semi-Urban)	
5.	Programme/ Course/ Subject for which Inspection is being conducted:	
6.	Members of Inspection Committee: Convener: Member: Member: Any Other:	
7.	Has College/ Institution got sanction/ NOC from the State Government of the Programme/ Course being inspected i.e. B.Ed? Yes/ No <i>(If yes, attach copy of sanction/ NOC from the State Government of the Programme/ Course)</i> Letter No.: Date: Total Sanctioned Intake:	
8.	Has College/ Institution got NCTE recognition of the Programme/ Course being inspected i.e. B.Ed? Yes/ No <i>(If yes, attach copy of revised/ latest letter of recognition)</i> Letter No.: Date: Total Sanctioned Intake:	

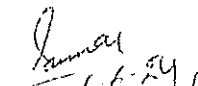
The matter regarding inspection of Self-Financed Colleges of Education to maintain quality education and also to develop a mechanism of inspection at the level of Universities, the matter was deliberated in detail and the committee finalized following measures for further necessary action at the end of NCTE, State Universities and Higher Education Department, Haryana:

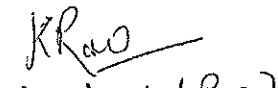
1. It is decided in the meeting that a uniform inspection performa is to be made and for that purpose a committee Universities representative present in the meeting be constituted for drafting a common performa regarding mechanism of inspection in compliance of Hon'ble Punjab and Haryana High Court order dated 13.03.2024, 14.12.2023 and 11.02.2020 passed in IOIN-CWP-25532 of 2016, further the Inspection Proforma is finalised by all members in the meeting.
2. Regarding point number 1 of letter dated 02.07.2020 it is collectively advised that the inspection in 5 year is to be conducted in colleges which are permanently affiliated to the University and annual inspection is to be conducted in those colleges which are provisionally affiliated to the University. Further, in case of any complaint the university can conduct inspection at any time.
3. A real time inspection portal is to be created for real time inspection and the data is to be linked with Parivar Pehchan Patra (PPP) and Adhaar. (UIDAI)

The meeting ended with a vote of thanks to the chair.

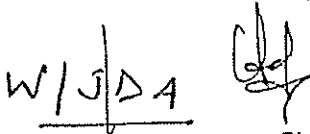
  
(Sunil Phougart)

  
(Vivek Kohli)

  
6.6.24  
(Sumant)

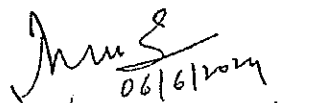
  
(Dr. Kamlesh Rao)

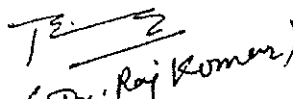
San

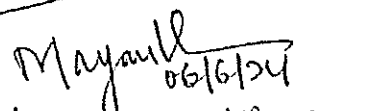
  
W/S/D/A

Navdeep Singh, HCS  
Joint Director (Admn.)

  
(SUMMEET GILL)

  
06/6/2024  
(Dr. Rajvir Singh)  
KUK

  
TE-2  
(Dr. Raj Kumar)  
CDLU.

  
06/6/24  
(Dr. Mayank Kinger)  
CDLU, Bhiwani

28

9.	Name & Address of the Affiliating University:	
10.	Has College/ Institution got Provisional Affiliation for the last Session from the Affiliating University? Yes/ No (If yes, attach copy of letter of Affiliation) Letter No.: Date:	
11.	Whether the College/ Institution is NAAC Accredited? Yes/ No (If yes, attach copy of latest letter of Accreditation) Letter No.: Date: Grade & Validity Period:	
12.	Endowment Fund: Do College/ Institution possess the required amount of Endowment Fund for the Programme/ Course being inspected i.e. B.Ed? Yes/ No (Attach a certified copy of proof)	
13.	Name of the different Programmes/ Courses running in the College/ Institution Premise along with the Programme/ Course under inspection i.e. B.Ed.: (Attach certified list along with the sanctioned intake of all Programmes/ Courses)	

Signature: Principal of College/ Institution  
(with Stamp)

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

**PART-B: INFORMATION ABOUT THE MANAGEMENT COMMITTEE**

Sr. No.	Items	Observation/ Remarks
1.	Management/ Society/ Trust: Is the College/ Institution Management Committee/ Society/ Trust registered? Yes/ No (Attach a certified copy of proof)	
2.	Name of the President/ Chairman of the Management Committee/ Society/ Trust: Phone/ Mobile No.	
3.	Name, address, post and phone/ mobile numbers of the members of the Management Committee/ Society/ Trust: (Attach a certified list)	
4.	Resolution of the Management Committee/ Society/ Trust to start the B.Ed. Programme: (Attach a certified copy of proof)	
5.	Permanent Account Number (PAN/ TAN) of the	

Management Committee/ Society/ Trust/ College/ Institution: (Attach a certified copy of proof)	
------------------------------------------------------------------------------------------------------	--

Signature: Principal of College/ Institution  
(with Stamp)

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

**PART-C: INFORMATION ABOUT THE LAND AND BUILDING** (The infrastructure shall be in actual acquisition)

Sr. No.	Items	Observation/ Remarks
1.	Does the land in the name of the Management Committee/ Society/ Trust? Yes/ No (Attach a certified copy of proof)	
2.	Resolution of the Management Committee/ Society/ Trust to use the earmarked land exclusively for the B.Ed. Programme: Yes/ No (Attach a certified copy of proof)	
3.	Total land in College/ Institution exclusively for B.Ed. Programme (In Sqr. Mtrs.): Is it as per requirements of NCTE and in accordance with the sanctioned intake and other Programmes/ Courses running in the College/ Institute? Yes/ No (Attach a certified copy of proof)	
4.	CLU of the land: Yes/ No (Attach a certified copy of proof)	
5.	Total Built up area (In Sqr. Mtrs.): Is it as per requirements of NCTE and in accordance with the sanctioned intake and other Programmes/ Courses running in the College/ Institute? Yes/ No (Attach a certified copy of proof)	
6.	Building Plan approved by the Competent Authority: Yes/ No (Attach a certified copy of proof)	
7.	Is the College/ Institution on the same land & building on which NCTE has granted recognition? Yes/ No (Attach a certified copy of proof) Details, if required (in case of NO):	
8.	Is the College/ Institution approachable?	

	Yes/ No Details, if required:	
9.	Is the building – Well furnished: Yes/ No Maintained, Yes/ No Neat & clean? Yes/ No	

Signature: Principal of College/ Institution  
(with Stamp)

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

#### PART-D: DETAILS OF LAST INSPECTION

Sr. No.	Items	Observation/ Remarks
1.	Details of Last Inspection of the College/ Institution w.r.t. B.Ed. (Two Years Programme) Date of Inspection: Inspection for Session: Marks Secured in the Last Inspection: (Attach a certified copy of Report)	
2.	Recommendations/ Shortcomings as listed by the Inspection Committee during the Last Inspection: (Attach a certified copy of proof)	
3.	Action Taken Report (ATR) of the College/ Institution w.r.t. the Recommendations/ Shortcomings as listed by the Inspection Committee during the Last Inspection: (Attach a certified copy of proof)	
4.	Continuation & Programme Extension Fee of Current Session (Attach a certified copy of proof)	

Signature: Principal of College/ Institution  
(with Stamp)

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

#### PART-E: TEACHING FACULTY

Sr. No.	Items	Observation/ Remarks
1.	Do College/ Institution have an approved Principal for B.Ed. Programme? Yes/ No Name: Mobile No.:	
2.	Number of approved Assistant Professors (for B.Ed.	

	Programme) working in the College/ Institution (Attach certified list/ Profile of the Approved Teaching Faculty for B.Ed. Programme as per the attached Proforma)	
3.	Total admitted students in B.Ed. Programme: a. Haryana Domiciled: b. From Other States: (Attach a certified list of admitted students)	

Signature: Principal of College/ Institution  
(with Stamp)

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

**Note:**

- (a) The marks will be awarded only when the Teaching Staff is approved by respective affiliating University. Further the marks will only be awarded if the approved staff joined the college/ institution – information sent to University, Teacher's Return furnished well in time and the staff member is also on roll of college/ institution at the time of inspection for any assessment session. 75% weight age shall be given to Principal/Assistant Professors when the proceedings of the selection committee got approved by the University. 100% weight age shall be awarded only if the Academic approval of the faculty was obtained.  
(b) Full credit to faculty will be given to the institution only if the teacher was on rolls of the institution at least One Year prior to the date of inspection. 75% credit will be given if teacher is appointed 09 months prior to the date inspection, 50% credit if the teacher is appointed 06 months prior to the date of inspection and 25% credit will be given in teacher is appointed less than 03 months prior to the date of inspection.

2. Salary to teaching staff should to given through cheque/bank only.

3. The College/ Institution should present/provide the sufficient proof of appointment (Terms and Conditions of Service) of Teaching Faculty, their qualification, salary in full grade, salary paid through cheque/bank, deduction of PF and Income Tax deducted at source, copy of the salary register with signature of employee, cash book and copy of bank pass book etc. to the Inspection Committee to claim the marks for Teaching Faculty.

Sr. No.	Academic Faculty	Minimum Requirement for an Annual Intake					Maximum Marks					Avail able	Marks Secured
		1 Basic Unit	2 Basic Units	3 Basic Units	4 Basic Units	6 Basic Units	1 Basic Unit	2 Basic Units	3 Basic Units	4 Basic Units	6 Basic Units		
		Total 100*	Total 200*	Total 300*	Total 400*	Total 600*	Total 100*	Total 200*	Total 300*	Total 400*	Total 600*		
1.	Principal	1	1	1	1	1	50	50	50	50	50		
2.	Assistant Professors Perspective in Education	2	4	6	8	12	40 (20 marks for each)	80 (20 marks for each)	120 (20 marks for each)	160 (20 marks for each)	240 (20 marks for each)		
3.	Assistant Professors Pedagogy Subjects	4	8	12	16	24	80 (20 marks for each)	160 (20 marks for each)	240 (20 marks for each)	320 (20 marks for each)	480 (20 marks for each)		
4.	Assistant	3	3	3	3	3	60	60	60	60	60		

	Professors Health & Physical Education, Fine Arts, Performing Arts (Music/ Dance/ Theatre)						(20 marks for each)	(20 marks for each)	(20 marks for each)	(20 marks for each)	(20 marks for each)		
5.	Terms and Conditions of Service	1+9	1+15	1+21	1+27	1+39	10 (1 marks for each)	16 (1 marks for each)	22 (1 marks for each)	28 (1 marks for each)	40 (1 marks for each)		
6.	Salary in full grade	1+9	1+15	1+21	1+27	1+39	20 (2 marks for each)	32 (2 marks for each)	44 (2 marks for each)	56 (2 marks for each)	80 (2 marks for each)		
7.	Salary Through Cheque/ Bank	1+9	1+15	1+21	1+27	1+39	10 (1 marks for each)	16 (1 marks for each)	22 (1 marks for each)	28 (1 marks for each)	40 (1 marks for each)		
8.	Provident Fund	1+9	1+15	1+21	1+27	1+39	5 (0.5 marks for each)	8 (0.5 marks for each)	11 (0.5 marks for each)	14 (0.5 marks for each)	20 (0.5 marks for each)		
9.	Income Tax Deductions at Source	1+9	1+15	1+21	1+27	1+39	5 (0.5 marks for each)	8 (0.5 marks for each)	11 (0.5 marks for each)	14 (0.5 marks for each)	20 (0.5 marks for each)		
<b>TOTAL</b>							<b>280</b>	<b>430</b>	<b>580</b>	<b>730</b>	<b>1030</b>		
<b>PERCENTAGE</b>													

\*Please see Appendix -4 of NCTE Regulation 2014 before filling up the Performa

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

#### PART-F: ADMINISTRATIVE & PROFESSIONAL STAFF

##### Note:

1. Salary to Administrative & Professional Staff should to given through cheque/bank only.
2. The College/ Institution should present/provide the sufficient proof of appointment (Terms and Conditions of Service) of Administrative & Professional Staff, their qualification, salary, salary paid through cheque/bank, deduction of PF and Income Tax deducted at source, copy of the salary register with signature of the employee, cash book and copy of bank pass book etc. to the Inspection Committee to claim the marks.

- 33
3. The qualification and selection criteria in case of Administrative & Professional Staff shall be applicable as prescribed by the affiliating University.

Sr. No.	Administrative & Professional Staff	Minimum Requirement for an Annual Intake					Maximum Marks					Available	Marks Secured
		1 Basic Unit	2 Basic Units	3 Basic Units	4 Basic Units	6 Basic Units	1 Basic Unit	2 Basic Units	3 Basic Units	4 Basic Units	6 Basic Units		
		Total 100*	Total 200*	Total 300*	Total 400*	Total 600*	Total 100*	Total 200*	Total 300*	Total 400*	Total 600*		
1.	Librarian	1	1	1	1	1	10	10	10	10	10		
2.	Lab Assistant	1	1	1	1	1	10	10	10	10	10		
3.	Office-cum-Account Assistant	1	1	1	1	1	10	10	10	10	10		
4.	Office Assistant-cum - Computer Operator	1	1	1	1	1	10	10	10	10	10		
5.	Store-Keeper	1	1	1	1	1	10	10	10	10	10		
6.	Technical Assistant	1	1	1	1	1	10	10	10	10	10		
7.	Lab. Attendants/ Helpers/ Support Staff	2	2	2	2	2	10 (05 for each)	10 (05 for each)	10 (05 for each)	10 (05 for each)	10 (05 for each)		
8.	Terms and Conditions of Service	8	8	8	8	8	4 (0.5 for each)	4 (0.5 for each)	4 (0.5 for each)	4 (0.5 for each)	4 (0.5 for each)		
9.	Salary in full grade	8	8	8	8	8	08 (01 for each)	08 (01 for each)	08 (01 for each)	08 (01 for each)	08 (01 for each)		
10.	Salary Through Cheque/ Bank	8	8	8	8	8	8 (1 for each)	8 (1 for each)	8 (1 for each)	8 (1 for each)	8 (1 for each)		
11.	Provident	8	8	8	8	8	4	4	4	4	4		



34

Func							(0.5 for each)	(0.5 for each)	(0.5 for each)	(0.5 for each)	(0.5 for each)		
12.	Income Tax deductions at source	8	8	8	8	8	6	6	6	6	6		
<b>TOTAL</b>							100	100	100	100	100		
<b>PERCENTAGE</b>													

\*Please see Appendix -4 of NCTE Regulation 2014 before filling up the Performa

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

#### PART-G: ACADEMIC SUPPORT & GROWTH OF STAFF

Sr. No.	Activity	Allotted Marks	Marks Secured
1.	Academic Calendar of all Activities (Academic Calendar prepared and approved by the Staff Council of the College/ Institution at the start of academic session required) (Attach a certified copy of proof)	06	
2.	School Internship Programme (SIP): The College/ Institution shall have easy access to sufficient number of recognized schools within reasonable distance for field work and practice teaching related activities of the student teachers. The Institution shall furnish undertaking from the schools that they are willing to provide facilities for practice teaching. The approval letter of the District Education Authorities required. (Not more than ten and twenty student-teachers shall be allotted with a school having pupil strength up to 1000 and 2000 respectively) (Attach a certified copy of proof)	10 (01 mark for each school)	
3.	Curriculum Transaction: Copy of Time-Table, Case-Studies, Problem-Solving, Discussion on Reflective Journals in Colloquia and Observation Records etc. maintained by Student-Teachers (Attach a certified copy of proof)	06 (01 mark for each)	
4.	Academic Discourse: Organisation of Periodic Seminars, Debates, Lectures, Group-Discussions etc for students and faculties in the College/ Institutions (Attach a certified copy of proof)	06 (01 mark for each)	
5.	Interaction Programmes: Interaction with faculty from parent disciplines, invited lectures, extension/ guest lectures by experts in the field, feedback from school teachers/ discipline experts (Attach a certified copy of proof)	08 (02 mark for each)	
6.	Mentor-Mentee Mechanism developed by the College/ Institution (Attach a certified copy of proof)	06	

35

7.	Number of teachers attended Orientation/Refresher Courses (Attach a certified copy of proof)	12 (04 marks for each subject to maximum of 12 marks)	
8.	Number of teachers presented paper in International/ National/Regional Conference, Seminar, Workshop (Attach a certified copy of proof)	10 (02 marks for each subject to maximum of 10 marks)	
9.	Organization of International/National/ Regional Conference, Seminar, Workshop in the college (Attach a certified copy of proof)	10 (05 marks for each National/ Regional Level Organization and 10 marks for International Level Organization subject to maximum of 10 marks)	
10.	Number of teachers Published Paper/Book in International/ National (Journal/Publisher ) (Attach a certified copy of proof)	10 (02 marks for each subject to maximum of 10 marks)	
11.	Grievance Redress Mechanism of the College/ Institution (Attach a certified copy of proof)	06	
12.	Student present on the day of Inspection (Attach a certified copy of proof)	10 (01 mark for 10% presence of students)	
<b>TOTAL</b>		<b>100</b>	
<b>PERCENTAGE</b>			

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

**PART-H: INFRASTRUCTURAL FACILITIES** (The Infrastructure & Amenities shall be in actual acquisition)  
(Each Item to include facilitation for PWD)

**Note:**

Land area and built-up area for running course in combination shall be as under:

- The institutions shall possess 2500 Sq. Mtrs. (two thousand five hundred square meters) of exclusive well demarcated land for the initial intake of fifty students out of which 1500 Sq. Mtrs. (one thousand five hundred square meters) shall be the built up area and the remaining space for lawns, playfields, etc. For an additional intake of fifty students, it shall possess additional land of 500 Sq. Mtrs. (five hundred square meters). For an annual intake beyond two hundred and up to three hundred, it shall possess land of 3500 Sq. Mtrs. (Three thousand five hundred square meters). For the institutions established prior to NCTE Regulations (2014), for an additional intake of one hundred students, built up area is to be increased by 500 Sq. Mtrs. (Five hundred square meters) and the requirement of additional land may not apply to them.

Built up area for running other teacher education programmes in combination with B.Ed. programme shall be as under (as per NCTE Regulations, 2014):

Sr.No.	Course (s)	Built up Area (in Sq. Mtrs.)	Land Area (in Sq. Mtrs.)
1.	B.Ed. (Two Years Programme)	1500	2500
2.	B.Ed. (Two Years Programme) plus M.Ed. (Two Years Programme)	2000	3000

2. The College/ Institution should be in actual possession of land & built-up area and other amenities & resources (human & physical) as per the revised/ latest norms/ guidelines of NCTE enforced time to time w.r.t. the B.Ed. Programme.
3. If the college is running some other Programme(s)/ Course(s) in addition to B.Ed. Programme in the same building, then the College/ Institution should have separately earmarked the land, built-up area, other amenities and resources that are exclusively for B.Ed. Programme.
4. Inspection Committee should exclude the facilities required and earmarked for other programme(s)/ course(s) while allotting the marks to the B.Ed. Programme. However, some of the facilities such as Playground, Multipurpose Hall, Library and Laboratory (with proportionate addition of books and equipments) and instructional space can be shared by the students of all the programme(s)/ course(s) provided no inconvenience is caused to the students.
5. The college/ institution will show all the records relating to purchase, maintenance and record keeping of all equipment/ resources/ amenities (furniture, equipment in laboratories, library, office, computer section, college etc.) – stock register, bills, cash book, pass book etc. If the Management Committee/ Society/ Trust/ College/ Institution fails to present the above documents/ proofs to the Inspection Committee, then no marks will be given.

Sr. No.	Facility	Allotted Marks	Marks Secured
1.	Land area and built-up area for running course (As per requirement specified by NCTE)( <i>Attach a certified copy of proof</i> )	05	
2.	Approved Building Plan( <i>Attach a certified copy of proof</i> )	05	
3.	Multipurpose Hall with seating capacity and arrangement(2000Sq.ft) (As per the total intake) and a dais	05	
4.	Principal's Office with Attached Toilet facility	05	
5.	Staff Room	05	
6.	Administrative Office	05	
7.	Visitor's Room	05	
8.	Store Room (2)	05 (2.5 marks for each)	
9.	Multipurpose Playfield	05	
10.	Safeguard against Fire hazard be provided in all part of the Building ( <i>Attach a certified copy of proof</i> )	05	
11.	Institution campus, building etc. should be barrier free	05	
12.	Open space for additional accommodation	05	
<b>TOTAL</b>		<b>60</b>	
<b>PERCENTAGE</b>			

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

34

**PART-I: INSTRUCTIONAL FACILITIES**  
(Each Item to include facilitation for PWD)

Sr. No.	Facility	Allotted Marks	Marks Secured
1	<p>One Classroom for every 50 students (Marks to be allotted proportionately w.r.t. available classrooms &amp; required classrooms as per the total intake of the College/ Institutions and also taking into consideration the requirement of classrooms for other running courses in the College/ Institution, if any)</p> <p>(For Annual Intake of 01 Unit i.e. Total Intake 100; 02 classrooms required)</p> <p>(For Annual Intake of 02 Units i.e. Total Intake 200; 04 classrooms required)</p> <p>(For Annual Intake of 03 Units i.e. Total Intake 300; 06 classrooms required)</p> <p>(For Annual Intake of 04 Units i.e. Total Intake 400; 08 classrooms required)</p> <p>(For Annual Intake of 06 Units i.e. Total Intake 600; 12 classrooms required)</p>	<p>12</p> <p>(06 marks for each 01 classroom in case of Total Intake of 100)</p> <p>(03 marks for each 01 classroom in case of Total Intake of 200)</p> <p>(02 marks for each 01 classroom in case of Total Intake of 300)</p> <p>(1.5 marks for each 01 classroom in case of Total Intake of 400)</p> <p>(01 marks for each 01 classroom in case of Total Intake of 600)</p>	
2	<p>Library-cum-Reading Room (With seating capacity for at least fifty percent students as per total intake)</p>	08	
	<p>(i) Library equipped with minimum 1000 (one thousand) Titles and 3000 (three thousand) Books including text and reference books relevant to the course of study and curriculum enforced (Except in the case of textbooks and reference books there shall not more than three multiple copies of each title) <i>(Attach a certified copy of proof)</i></p>	15	
	<p>(ii) Library holdings shall be augmented with addition of 200 titles annually including books and journals) <i>(Attach a certified copy of proof)</i></p>	10	
	<p>(iii) Educational Encyclopaedias, Yearbooks, Electronic Publications (CD-ROMs), Online Resources (01 marks for each) <i>(Attach a certified copy of proof)</i></p>	05	
	<p>(iv) Journals (5 refereed journals on Education and 5 other in related disciplines) (01 marks for each) <i>(Attach a certified copy of proof)</i></p>	05+05=10	
	<p>(v) Photocopying Facility in the Library</p>	05	
	<p>(vi) Computer with Internet Facility in the Library for the use of</p>	05	

	faculty and student-teachers (Attach a certified copy of proof)		
3	ICT Facilities with hardware and software including computers, internet, TV, Camera ICT Equipments like ROT (Receive Only Terminal), SIT (Satellite Interlinking Terminal) etc.  (01 marks for each) (Attach a certified copy of proof)	05	
4	Curriculum Laboratory (With materials and resources relating to different areas of school curriculum)	05	
5	Teaching-Learning Resource Centre for Arts and Work Experience	05	
6	Games and Sports Equipments for common indoors and out door games (01 marks for each)	05	
7	Simple Musical Instruments such as Harmonium, Tabla, Manjira and other indigenous instruments (01 marks for each)	05	
8	Seminar Room	05	
<b>TOTAL</b>		<b>100</b>	
<b>PERCENTAGE</b>			

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

**PART-J: OTHER AMENITIES**  
(Each Item to include facilitation for PWD)

Sr. No.	Amenities	Allotted Marks	Marks Secured
1	Functional and appropriate furniture in required number for instructional and other purposes	10	
2	Separate Common Room for Male & Female Students	06 (03 for each)	
3	Canteen	03	
4	Separate Toilet facility for male and female students, for staff and for PWD	08 (02 for each)	
5	Arrangement for parking of vehicles	02	
6	Access to Safe Drinking Water provided in the institution	04	

7	Cleanliness of Campus	04	
8	First-Aid Room	03	
<b>TOTAL</b>		<b>40</b>	
<b>PERCENTAGE</b>			

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

### OVERALL ASSESSMENT

Sr. No.	PART	Maximum Marks	Marks Secured	Percentage
1	E: TEACHING FACULTY			
2	F: ADMINISTRATIVE & PROFESSIONAL STAFF			
3	G: ACADEMIC SUPPORT & GROWTH OF STAFF			
4	H: INFRASTRUCTURAL FACILITIES			
5	I: INSTRUCTIONAL FACILITIES			
6	J: OTHER AMENITIES			
TOTAL				
OVERALL (AGGREGATE) PERCENTAGE				
CATEGORY ALLOTTMENT (On the basis of overall assessment by Inspection Committee)				Category
Category – A: If a College/ Institution secure 70% & above in all Parts (i.e. Part E, F, G, H, I & J) separately and also in aggregate (i.e. Overall)				
Category – B: If a College/ Institution secure 50% or more & less than 70% above in all Parts (i.e. Part E, F, G, H, I & J) separately and also in aggregate (i.e. Overall)				
Category – C: If a College/ Institution secure less than 50% in any Parts (i.e. Part E, F, G, H, I & J) separately and/ or in aggregate (i.e. Overall)				

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

### AFFILIATION CRITERIA:

1. Concealment & misinformation of facts on part of Management Committee/ Society/ Trust/ College/ Institution may lead to disaffiliation of the College/ Institution by the University and invite legal action on the responsible authorities of the College/ Institution.
2. Minimum 50% in all Parts (i.e. Part E, F, G, H, I & J) separately and also in aggregate (i.e. Overall) is required for getting affiliation to run B.Ed. (Two Years Course).
3. Below 50% (in any part) - No Affiliation.

4. The College/ Institution securing less than 50% in any Part/s i.e. Part E/ F /G /H /I /J or all of the above mentioned Part/s or in Aggregate will be given only one chance further to make up its deficiencies/ shortcomings with in a period of three months from the date of dispatch of last Inspection Report (to the College/ Institution). The College/ Institution have to deposit a penalty of Rs. 1,00,000/- (One Lakh Rupees) in the University and make a request in the office of Dean of Colleges for Re-Inspection. The Re-Inspection will be conducted by the same committee (as and when reappointed by the College Branch) that conducted the last Inspection in which the College/ Institution secured less than 50%. The same Inspection Committee will check whether the pointed out deficiencies/ shortcomings have been removed by the College/ Institution or not. And if the College/ Institution fails to secure 50% in all Parts (i.e. Part E, F, G, H, I & J) separately and also in aggregate (i.e. Overall) even in Re-Inspection also then Disaffiliation proceedings will be initiated against that College/ Institution with intimation to the NCTE.
5. If a college/ institution obtain/ secure 70% or more regularly for three consecutive sessions in all Parts (i.e. Part E, F, G, H, I & J) separately and also in aggregate (i.e. Overall), then the college/ institution may apply for permanent affiliation to the affiliating University (as per provisions/ conditions of the affiliating University and fulfilling them as per the prescribed procedures). After getting permanent affiliation, the college/ institution will be inspected after every five years.

**RECOMMENDATIONS OF THE INSPECTION COMMITTEE:** (Attach separate sheet if required)

1.

2.

3.

4.

5.

6.

7.

8.

Signature: Convener \_\_\_\_\_ Member \_\_\_\_\_ Member \_\_\_\_\_

41

1. The Inspection Committee will bring a list of available working Teaching Faculty including Principal and Non-Teaching Staff (Administrative & Professional Staff) in the prescribed Performa as:

Sr. No.	Name & Full Address (including Andhar No. PPP No.)	Designation	Qualification	Letter No. & Date of University Approval	Date of joining	ID No./ Academic Approval	Pay Scale	Photo	Signature

(with supporting documents)

(Inspection Committee will check the details given and meet the staff in person)

2. College/ Institution will submit the following Undertaking:

### UNDERTAKING

Session: .....

It is certified

1. That ..... (Name of the college) has been running since ..... (Years) on the site and in the building duly approved by the NCTE and ..... (Name of the Affiliating University).
2. That all information about the college is available on the college website ..... and being continuously updated by 10<sup>th</sup> of every month.

Name of Principal:

Address:

Date:

PRINCIPAL  
(with Office Seal/ Stamp)