



No. L3/996/24/DTE

Dated: 12.01.2024

CIRCULAR

Sub:- Education - Technical - Applications invited for Extension of AICTE Approval to Government /Aided Engineering Colleges and Self Financing Engineering Colleges for the year 2024-2025.

Ref :- 1. Public Notice for Approval Process 2024-2025 by All India Council for Technical Education.
2. Govt Order No. 360/2019/HEDN dated, 27/10/2019.

The All India Council for Technical Education has issued the 'PUBLIC NOTICE FOR APPROVAL PROCESS 2024-2025" inviting applications for various purposes including Extension of Approval for the year 2023-2024 from the existing Institutions in the State which offer Technical Programmes such as B.Tech/ M.Tech/ MBA/ MCA and BHMCT etc. The institutions are directed to submit the **application for Extension of Approval to the AICTE for the academic year 2023-2024** through online in the AICTE Web portal **www.aicte-india.org** which will be available on **31st January 2024**. After submitting the application to the AICTE, a copy of the hard copy with the following documents is to be submitted to the undersigned on or before **30.01.2024** for further processing.

I. Submission of documents for Extension of Approval for Technical Programmes such as B.Tech/ M.Tech/ MBA/ MCA/B.Arch/M.Arch and BHMCT etc.

1. Letter of Undertaking and Affidavit I and II in stamp paper worth with Rs. 220/- each.
2. Copy of Occupancy certificate as stipulated by AICTE.
3. Copy of latest AICTE approval and University affiliation for all regular/part time/Evening Courses.
4. Copy of Government approval for each course.
5. Copy of NOC for extension of approval of existing courses conducted by the institution for the year 2023-2024 sanctioned by Government.
6. List of faculty with qualification, designation and date of joining in the institution etc. (branch wise).
7. Result Analysis for all semesters (last published) certified by the Principal.
8. Details of Grievance Redressal Committee for Faculty/Staff in the Institution.
9. In the academic year 2023 - 2024, if the institution got approval for various purposes like Approval of new course, Increase & Reduction in intake, Closure of courses etc in chapter II of

the AICTE approval process handbook in 2023-2024 should be submitted No objection certificate from Govt.

10. Processing Fee – Demand Draft for 21,000/- for existing institutions in favour of Director of Technical Education payable at Thiruvananthapuram.

II. Separate request should be submitted for the applications for various purposes in Chapter II of the AICTE Approval Handbook 2024-2027.

III. For getting NOC from Govt. for extension of approval in 2024-2025, AICTE EoA and university affiliation order of 2024-2025 should be submitted. (for Architectural institutions EoA of Council of Architecture).

IV. All Institutions are also requested to upload the details of the year 2024-2025 in the website www.admissions.dtekerala.gov.in/aicte as done in yester-years for getting receipt for uploading AICTE portal.

Dr. Rajasree M.S
Director of Technical Education (in-charge)

Approval Valid

Digitally Approved By

Dr. Rajasree M.S

Date: 12.01.2024

Reason: Approved

The document is digitally approved. Hence signature is not needed.

AFFIDAVIT -1

I(name of the authorized signatory) S/o.....(Name & Address of the Trust) is the (Designation) of the Trust do hereby solemnly affirm and state as follows:

I am an applicant for seeking(Extension of approval/increase or decrease in Intake/Closure of courses or Institution, etc.....) of NOC for conducting course in (name of Institution) during the year.....

I am authorized to swear this Affidavit on behalf of(Name & Address of the Trust).

I for and on behalf of the Educational agency(Name & Address of the Trust) do hereby agree and declare that, I shall abide by all the provisions contained in the Agreement annexed hereto and further agree to abide by the rules and orders issued by the Government of Kerala from time to time in this regard.

I for and on behalf of the educational agency,.....(Name & Address of the Trust) do hereby and declare that, the educational agency shall run only courses approved by Government in the College.

All the facts stated above are and correct to my knowledge and belief.

Verified at(place) on thisday of(month) 20...

For.....(Name of the Trust)

.....
.....

(Signature, Name & Designation of the authorised Signatory)

(Deponent)

AFFIDAVIT – II

I(name of the authorized signatory) S/o.....(Name & Address of the Trust) is the (Designation) of the Trust do hereby solemnly affirm and state as follows:

..... (Name of the Trust), having its registered office at (Address of the Trust) is an an applicant for seeking (Extension of approval/increase or decrease in Intake/Closure of courses or Institution, etc.....) of NOC for conducting during the year..... in (Name of the College) (herein after referred to as the “College”)

I am authorized to swear this Affidavit on behalf of(Name & Address of the Trust), having its registered office at (Address of the Trust) (herein after referred to as the “Educational agency ”) represented by its Chairman (Name & Address of the chairman)

I for and on behalf of the College, do hereby agree and declare that, I shall abide by all the provisions contained in the Agreement submitted and comply the following further conditions, namely:

1. Seats remaining unfilled in the 50% Government quota will be filled up only after Government Orders in that regard are issued and further that the filling of seats in the Government quota will be subject to such terms and conditions as the Government may imposed from time to time.
2. 2. The College shall the fee as approved by the Government from time to time.

All the facts stated above are and correct to my knowledge and belief.

Verified at(place) on thisday of(month) 20...

For.....(Name of the Trust)

.....

.....

(Signature, Name & Designation of the authorised Signatory)

(Deponent)

AFFIDAVIT – III

I (Name of chairman and Address of the Trust), do hereby solemnly affirm that the Trust is bound to provide all facilities as prescribed by AICTE Council of Architecture , University & Government norms for the smooth conduct of the newly approved B.Tech/B.Arch/M.Tech/MBA/MCA/BHMCT course in with intake of seats in our institutions viz, (Name of institution).

I do hereby solemnly affirm that the following additional facilities are providing in the institution to the proportionate increasing intake/additional course.

- 1) No. of Computers & accessories.
- 2) Internet connections.
- 3) No. of corresponding Library books & journals.
- 4) Furniture.
- 5) Classroom Area.
- 6) Hostel facilities
- 7) Library Equipments & floor area.
- 8) Sports Facilities (facilities for more Games)
- 9) Common Facilities like Toilets, Ladies waiting Room, Circulation Space, Reading Room, Recreation Area etc.
- 10) College Buses
- 11) Canteen Facilities
- 12) Qualified Facilities
- 13) Supporting Staffs
- 14) Information Communication Technology Facilities.
- 15) Career Guidance & Counseling Centre.
- 16) Other facilities specified by AICTE/Council of Architecture/Universities.

Further I would also affirm that on inspection by any agencies/officials of Government of Kerala deputed for the purpose, if facilities are found to be lacking we are bound to pay a fine of Rs. 1,00,000/- (One Lakh only) to Government and we agree that the sanction for the course would be cancelled.

(Office Seal)

Witnesses

- 1.
- 2.

Signature
(Authorized Signatory)
(Seal)

LETTER OF UNDERTAKING

Dated

I(Name & Address of the Trust) deponent and authorized signatory for the management of
.....(Name & Address of the College), managed by
.....(Name of the Trust) do hereby agree for and on behalf of the management of the College that, we will abide by the terms and conditions issued from time to time by the Government for running Self Financing Institution, in the State and also to execute the Agreement with the Government in the said format.

For and on behalf of the Management

.....

.....

(Name & Designation of the Authorized Signatory)