



**ESTABLISHMENT OF
NEW PRIVATE UNAIDED DEGREE COLLEGES
IN ANDHRA PRADESH - 2011-2012**

RULES BOOK

Important Dates

Commencement of Downloading of Applications : 06.01.2011
Last Date for Submission of filled in Applications : 31.01.2011



A.P. STATE COUNCIL OF HIGHER EDUCATION

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RULES FOR ESTABLISHMENT OF PRIVATE UNAIDED DEGREE COLLEGES DURING THE ACADEMIC YEAR 2011-2012

- ❖ Applications are invited from Registered Educational Societies for starting New Private Un-Aided Degree Colleges for the academic year 2011-2012 as per the details mentioned in the notification.
- ❖ The Educational Society sponsoring a New Private Unaided Degree College during the academic year 2011-2012, shall be a Registered Society under Societies Act.

1. APPLICATION

Application form in two sets along with Rules for establishment of New Private Unaided Degree Colleges for starting B.A., B.Sc., B.Com., Hotel Management, etc., can be downloaded from the website www.apsche.org. A DD for Rs.1000/- (Rupees One Thousand only) drawn on any branch of Nationalized / Scheduled / Regional Rural Bank in favour of **the Secretary, APSCHE, Hyderabad**, towards cost of application form is to be enclosed to the application form.

The name and address of the applicant Society has to be mentioned on the reverse of the Demand Draft

2. REGISTRATION

Sponsoring Educational Societies shall register their applications by remitting a sum of **Rs.30,000/- (Rupees Thirty Thousand only)** towards registration, processing and inspection fee in the form of a crossed DD taken on or after the date of notification and on or before the last date for submission of application form, drawn on any Nationalised / Scheduled / Regional Rural Bank in favour of **THE SECRETARY, AP STATE COUNCIL OF HIGHER EDUCATION, HYDERABAD**, payable at **Hyderabad**. The name and address of the applicant Society has to be mentioned on the reverse of the Demand Draft.

3. LAST DATE FOR SUBMISSION

Two sets of filled in application complete in all respects accompanied by the required enclosures mentioned in **Para 7** of the Rules Booklet should reach the **SECRETARY, AP STATE COUNCIL OF HIGHER EDUCATION, OPP: MAHAVIR HOSPITAL, MASAB TANK, HYDERABAD-500 028** on or before the last date given in the notification, i.e., **31st January 2011**.

4. PROCESSING OF THE APPLICATION

A. PRIMA-FACIE SCRUTINY

Prima-facie scrutiny of all the registered applications will be conducted by the **AP State Council of Higher Education**. Applications, which do not satisfy the prescribed conditions are liable to be rejected.

B. COUNSELING

The applicant Society will be given an opportunity to rectify the deficiencies pointed out by the Prima-Facie Scrutiny Committee on the date specified for this purpose by APSCHE.

An amount of **Rs.15,000/-** (Rupees Fifteen Thousand Only) will be **refunded** in case of **prima-facie rejection**.

C. INSPECTION

(i) Based on the recommendations of prima-facie Scrutiny Committee / Counselling committee, the A.P. State Council of Higher Education shall arrange to conduct Joint Inspection of the proposed College for physical verification of all the documents and to examine the suitability of location and viability of the college.

(ii) The Inspection Committee shall consist of

- a) A nominee of A.P. State Council of Higher Education (Convener),
- b) A nominee of the University concerned and
- c) A nominee of the Commissioner of Collegiate Education

- (iii) Documentary evidence in original with regard to Land, Building, Accommodation, Corpus Fund, Financial Resources, Playground, Parking area and Fire Safety shall be produced by the Society before the Joint Inspection Committee.
- (iv) T.A. & D.A. to the members of the Committee will be paid by APSCHE.
- (v) The A.P. State Council of Higher Education will inform the date of Joint Inspection to the Educational Society. The Dean, College Development Council of the concerned University shall coordinate the Joint Inspection.
- (vi) *The Secretary / Correspondent of the proposed college is required to sign on each page of the JIC report along with the members of the Joint Inspection Committee.*
- (vii) If the proposal is rejected after the visit of the Joint Inspection Committee, no refund shall be made.

D. RECOMMENDATIONS OF THE VICE-CHANCELLOR

- I. The report containing the observations and assessment of the Joint Inspection Committee shall be presented by the Dean, CDC of the concerned University to the Vice-Chancellor for his/her perusal.
- II. The Vice-Chancellor shall forward the Joint Inspection Committee's report with his / her own recommendations with reasons thereof to A.P. State Council of Higher Education.

E. GRANTING OF PERMISSION BY APSCHE

- (i) The AP State Council of Higher Education shall take into account the Joint Inspection Committee's report and the recommendations of the Vice-Chancellor concerned while arriving at a decision with regard to according permission.
- (ii) The University concerned, Commissioner / Director of Collegiate Education Govt., of A.P. and the Society will be provided with copies of the proceedings issued in this regard to the approved proposals.

Note:

- AP State Council of Higher Education / University reserves the right to conduct surprise inspections at any time and also reserves the right to cancel permission/ affiliation of the college at any stage, if it is found that the documents produced by the Management are false, interpolated and improper and the Management is not able to run the college as per the norms of the Government and academic stipulations of the concerned University.

F. AFFILIATION

- I. Educational Society shall approach the University concerned to obtain affiliation for the College in the same academic year during which the permission is granted, failing which the permission orders issued are deemed to be cancelled.
- II. Conditions to be fulfilled for obtaining affiliation by the concerned university
 - (i) The concerned University authorities shall send Affiliation Committee to verify the following original documents.
 - a) The FDR regarding payment of 1/3 of Corpus Fund.
 - b) A letter from the Bank Manager addressed to the Secretary, APSCHE, Hyderabad in the prescribed proforma regarding corpus fund (Annexure - I).
 - c) Registered ownership / lease deed documents in support of possession of building accommodation for the college in the name of Society.
 - d) Registered ownership document for the required extent of land in the name of Society.
 - (ii) The following are to be physically verified by the concerned University authorities
 - a) Building accommodation.
 - b) Furniture (Black boards, writing planks, chairs etc.) for classrooms, staff room, Principal's room, Waiting room etc.
 - c) Well equipped Laboratory
 - d) Well equipped Library
 - e) Adequate facilities for games and sports
 - f) Adequate toilet facilities
 - g) Adequate parking area
 - h) Required Fire Safety measures

- (iii) Appointment of qualified staff (Teaching & Non-Teaching) as per the norms prescribed by the concerned University / Govt. of Andhra Pradesh.
- (iv) Payment of affiliation fee as per the norms of the concerned University.
- (v) All other Conditions in addition to the above, which are stipulated by the A.P. State Council of Higher Education / Concerned University from time to time.

5. CONDITIONS TO BE FULFILLED

- *No Educational agency can claim as of right, permission to start a New Private Unaided Degree College even by fulfilling all the conditions mentioned herein (Refer Rule 4, sub rule (2) of G.O.Ms.No.29 Edn. (Rules), dated 05.02.1987).*
- *In case the application for New Private Unaided Degree College is rejected exclusively on the basis of the above rule, the amount paid towards registration, processing and inspection fee will be returned to the applicant Society.*

The Educational Society desirous of starting New Pvt. Unaided Degree College shall fulfill the following conditions:

A. LAND

[G.O.Ms.No.29 Edn.(Rules) Dept., Dt:05.02.87 as amended in G.O.Ms.No.826 Edn.(U.E.II) Dept., Dt:08.7.98 and G.O.Ms.No.5, HE (C.E.I.2) Dept., Dt.08.01.08]

- (i) The Educational Society desirous of starting a degree college, in addition to the built-up area for proposed college building, shall provide own land, Registered in the name of the Society, as per the following requirements:

Place	Area Required to be Provided	
	Upto student strength of 1000	For student strength above 1000
In 5 Urban Agglomerations of Hyderabad, Warangal, Vijayawada, Visakhapatnam & Guntur.	1.00 Acre	2.00 Acres
In other places in the State	2.00 Acres	4.00 Acres

- (ii) The total extent of land mentioned above shall be a single bit of land provided at one place only in and around the proposed college.
- (iii) If it is located away from the proposed college it shall be at a reasonable distance, so that it could be used for future development of the college, as mentioned below:

Rural areas	:	Within the same Mandal
Municipalities / Corporations	:	within a radius of 20 km from the proposed college building and within the same District.
Greater Hyderabad And Greater Vizag	:	within a radius of 30 km from the proposed college building.

- (iv) The said land may be either in the form of open land or well equipped gymnasium / recreation and games facility or both.
- (v) ***The Society shall submit a notarized affidavit to the effect that it would construct its own building in the land shown for the purpose of the college within 5 years from the date of commencement of the college.***
- (vi) A sketch plan of the land giving dimensions and details of survey no./ patta no., name of the place, District, etc., as mentioned in the land document and certified by concerned MRO shall be provided.

B. BUILDING ACCOMMODATION

[G.O.Ms.No.29 Edn (Rules) Dept., Dt:05.02.87 as amended in G.O.Rt.No.826 Edn (UE-II.1) Dept, Dt:08.07.98, G.O.Ms.No.1357 Edn. (UE-II) Dept, Dt:30.10.98 and G.O.Ms.No.5, HE (C.E.I.2) Dept., Dt:08.01.08]

NOTE: THE APPLICANT SOCIETY SHALL OBTAIN A CERTIFICATE FROM THE CONCERNED MRO / TAHASILDAR STATING THAT THE PROPOSED COLLEGE BUILDING IS LOCATED WITHIN THE JURISDICTION OF THE NOTIFIED MANDAL.

(i) Minimum Requirements

- a. The Society intending to start a Degree College (with not more than four courses / combinations) shall provide its own / leased building as per the following requirements.

Particulars of Accommodation		Minimum Area Required (in sft.)	Remarks
Minimum required area	Urban Areas	8000	
	Rural Areas	6000	
Class Rooms required	For 3 Courses / Combinations	5 Classrooms	
	For 4 Courses / Combinations	6 Classrooms	
Labs Required		one lab for each science subject in 1 or 2 combinations	
REQUIRED ROOM DIMENSIONS			
Class Room		600	
Labs		600	
English Language Lab (Mandatory)		600	
COMMON FACILITIES			
Principal's Room		200	2000 sft.
Staff Room		300	
Office Room		300	
Library		600	
Games Room		200	
Ladies Waiting Room		200	
Toilets		200	
FOR HOTEL MANAGEMENT COURSE			
Theory Class Rooms (3 Classrooms of 600sft. each)		1800	5650 sft. in addition to common facilities of 2000 sft., ----- Total 7650sft. -----
Basic Training Kitchen		400	
Quantity Kitchen		400	
Advanced Training Kitchen		400	
Bakery		150	
Food & Beverage Service		400	
House Keeping / Accommodation Operation		300	
Front Office		300	
Store Room		100	
Boys Locker's Room		100	
Girls Locker's Room		100	
Students Dinning Hall (Desirable)		600	
Computer Laboratory		600	

- b. The Educational Society shall choose such courses which can be run within the remaining carpet area of the college building.
- c. If the Society intends to choose courses that need more laboratories and classrooms, it shall have to provide additional accommodation as per the requirement over and above 8000 sft. area.

SCALE

If the Society intends to start three groups / combinations in B.Sc. and one group / combination in B.A./B.Com, it has to provide accommodation as indicated below:

Example:

- B.Sc.**
1. Maths, Physics, Chemistry
 2. Maths, Physics, Computer Science
 3. Botany, Zoology, Chemistry
 4. B.A./B.Com. one section
- } **4 sections**

Sl. No.	Details of Accommodation	Minimum no. of rooms	Minimum carpet area required (sft.)
1.	Classrooms	06	06X600 = 3600
2.	Laboratories (Botany, Zoology, Physics, Chemistry, Computer Science & English language lab)	06	06x600 = 3600
3.	Common facilities (Principal's Room, Staff Room etc.)	07	2000
	Minimum total carpet area required		9200

- d. Poultry / arrack/ tobacco sheds or abandoned godowns / thatched houses or any kind of sheds and such other accommodation will not be considered. The college proposed in a building nearer to (less than 100mts.) Bar, Arrack shop(s), liquor shop(s) **will not be permitted**. The atmosphere surrounding the proposed college building also will be taken into consideration while sanctioning the college.
- e. The building should be completed and ready in all respects to start the proposed college at the time of submission of application. Buildings under construction will not be considered for starting a New Degree College.

(ii) Registered Ownership / Lease Document

- a. The document related to ownership / lease of a building, in which the college is proposed to be established, shall be registered in the name of the sponsoring Educational Society represented by its Secretary / Correspondent.
- b. If the college is proposed to be located in a leased building, the lease deed shall be registered for a period of 5 years.
- c. The Document should contain, apart from other details, Survey No., Door No., Village / Town, boundaries of the building, floor-wise carpet area and total carpet area.

(iii) Building Plans

The Educational Society proposing to start a new degree college shall submit the following building plans

a) Approved Plan

Plan of the building duly approved by the authorities of Municipality / Corporation / Grampanchayat along with permission orders for construction of the building in which college is proposed to be established.

b) Working Plan

Building Plan, drawn to scale by a licensed architect and certified by the Principal of a nearby Govt. Degree College.

The building plans should reflect property details as mentioned in the registered documents indicating clear demarcation of the existing accommodation for classroom, principal room, etc., location and dimensions of each room and total built-up area.

Accommodation under construction or proposed to be constructed need not be shown in the plans.

(iv) **Statement of Building Accommodation**

Details of the rooms are to be furnished in the following proforma, duly signed by the Secretary of the Society, and it shall be enclosed to the building plan to be submitted along with the application:

Sl. No.	Building No.	Room No.	Dimensions (in feet)	Carpet area (in sft.)	Purpose for which it is used
Grand Total					

(v) **Photographs**

The Management shall also submit latest photographs of the college building showing the details of the proposed College certified by the Principal of a nearby Government Degree College after physical verification.

Note: The Educational Society is advised to request the Principal of a nearby Government Degree College to obtain his / her certification in respect of building plan, photographs of the college building after physical verification

(vi) **Sanitary Certificate**

Sanitary certificate from the Municipal Health Officer / Medical Officer of primary health centre of the area concerned, shall also be enclosed in respect of the proposed college building.

(vii) If the Management intends to start a new degree college in the same premises where other Educational Institution(s) is/are being run **by the same Management or otherwise** and if the Management intends to locate the proposed Degree College in the existing educational institution by shifting it to some other place, a **NO OBJECTION CERTIFICATE** from the competent authority [Director of School Education / Intermediate Education / Collegiate Education (as the case may be)] shall be produced for running the New Degree College].

(viii) The Society shall run the College without shift system.

(ix) Using accommodation to run two or more institutions in one premises in shift system is also not permitted.

(x) **RELAXATION IN BUILDING ACCOMMODATION**

[G.O.Ms.No.827, Edn.(UE-II-1) Dept., Dt:22.05.97 and amended G.O.Ms.No.826 Edn.(UE-II) Dept., Dt:8.7.98]

In respect of Women's Colleges / Colleges in rural and tribal areas, the proposed College building with a carpet area of **6000 sft.**, should be made available at the time of inspection and **8000 sft.** of carpet area shall be made ready before the commencement of 3rd year.

The Society has to choose such courses, which can be run within the available building accommodation as per the rooms specifications.

C. **CORPUS FUND**

[G.O.Ms.No.29 Edn.(Rules) Dept., Dt:05.02.1987 and amended in G.O.Ms.No.208 Edn.,(CE-I) Dept., Dt:21.08.90 and G.O.Rt.No.857 Edn.(U.E.-II) Dept., Dt.07.07.1999]

(i) **Details of corpus fund payable by the Societies are as indicated below:**

- Degree Colleges (for Boys or coeducation) : Rs. 7.50 lakhs
- Degree Colleges (for Women) : Rs. 5.00 lakhs

(ii) 1/3rd of Corpus Fund i.e. Rs. 2.50 lakhs (for Boys or Co-Educational Colleges) and Rs. 1.67 lakhs (for Women's College) shall be deposited in the form of FDR before starting the college and the balance shall be paid in the form of FDR in two equal annual installments in the month of June of succeeding academic years.

(iii) The **Corpus Fund** shall be deposited in the form of Fixed Deposit Receipt (FDR), **after the date of notification** for the establishment of New Pvt. Unaided Degree Colleges, 2011-2012, in the **joint account of Secretary / Correspondent of the sponsoring Educational Society and the concerned Regional Joint Director of Collegiate Education**, in any Nationalised / Scheduled Bank for a period of 10 years.

- (iv) The purpose for which the FDR is taken must be reflected in the FDR. The Management shall request the Banker to write on FDR as “Towards Corpus Fund for starting of

(Name of the College)

- (v) **Bank guarantee will not be accepted**
- (vi) The Management is expected to approach the concerned RJD, Collegiate Education to obtain his/her signature on the application form provided by the Bank for taking the FDR. The RJDs of Collegiate Education are requested to cooperate with the managements approaching them for the purpose (See **Annexure-III**).
- (vii) The applicant Society has to obtain a letter in the proforma (see **ANNEXURE - I**) from the Manager of the Bank who has issued FDR towards payment of corpus fund in the joint account and submit it to the Joint Inspection Committee along with a Xerox copy of the FDR.
- (viii) The Management **cannot withdraw the Corpus Fund**. However, the **interest that will accrue over three years** can be **utilised** for the development of the institution after obtaining permission from the Director / Commissioner of Collegiate Education, Govt. of AP **OR** a suitable Officer identified by the Govt. of AP. **The FDR shall continue to be renewed after the expiry of each term**. The FDR must not be misused.
- (ix) The Management can produce FDR towards corpus fund at the time of the visit of Joint Inspection Committee and need not deposit the amount at the time of applying for the College.
- (x) **RELAXATION IN CORPUS FUND**
(G.O.Ms.No.185, Edn.,(UE-I) Dept., Dt:20.08.93, G.O.Ms.No.77, H.E., (CE-II) Dept., Dt:20.07.05)

Payment of Corpus Fund is **exempted** for the Degree Colleges proposed to be established in:

- rural / tribal areas, either for women or co-education irrespective of medium of instruction;
- for the first Degree College in Urban areas with Urdu as medium of instruction; [Relevant Area Certificate (Rural / Tribal) issued by the MRO / Tahasildar should be enclosed to the application to avail the exemption].

D. FINANCIAL RESOURCES

(G.O.Ms.No. 159 Edn. (UE-II-2) Dept., Dt. 15.5.99 and G.O.Ms.No.3 HE Dept., Dt:02.02.2002)

- (i) The Society has to provide the following **minimum financial resources to start different courses** in a Degree College in addition to the corpus fund to be deposited.

Sl. No	Course(s) Proposed	Financial resources to be provided during the 1 st year of the Course (Rs. in lakhs)
1.	B.A. or B.Com. (one Group only)	3.00
2.	B.A. & B.Com. (One group in each course)	4.00
3.	B.Sc. (one group only)	5.00
4.	B.A. or B.Com. & B.Sc. (one group in each course)	6.00
5.	B.A., B.Com. & B.Sc. (One group in each course)	7.00
6.	Hotel Management	5.00

Additional Deposits

For every additional combination without Computers in B.Sc	Rs.1.50 Lakhs
For each additional combination without Computers in other courses (B.A. / B.Com.)	Rs.0.75 Lakhs
Additional combination with Computers in any course (B.A. / B.Com. / B.Sc.)	Rs.2.00 Lakhs (Over & above the amount mentioned above) Ex:- Rs.1.50 + 2.00 Lakhs (for B.Sc.) or Rs.0.75 + 2.00 Lakhs (for BA/B.Com.)

- (ii) The Educational Society shall choose a **minimum of three** and a **maximum of four courses /groups** subject to availability of prescribed carpet area (Refer 5 (B)(i)(c)-Scale of Rules Book). However, they shall restrict their choice to not more than three groups in a single course (i.e. either in B.A. or B.Com. or B.Sc.).
- (iii) FDRs towards Financial Resources shall be taken, **after the date of notification** for the establishment of New Pvt. Unaided Degree Colleges, on any Nationalized / Scheduled Bank, ***in favour of the Secretary / Correspondent of the sponsoring Society***, for a period of **6 months**. Bank Guarantee will not be accepted.
- (iv) The purpose for which the FDR is taken shall be written on the FDR by the Bank as **“Towards Financial Resources to start a New Private Un-Aided Degree College”**.
- (v) The Society is permitted to withdraw the financial resources after obtaining necessary orders for the sanction of the New Degree College and this amount may be utilized for providing necessary infrastructure.

E. PLAY GROUND FACILITIES

The Educational Society which is not having the required land, within the premises of the proposed college building, will have to make available to its students Gymnasium / Recreation and Games facility by providing separate built up space and equipments for this purpose in a public place e.g., Municipal Play Ground or in another Educational Institution by having necessary tie up arrangements with the concerned management within a distance of 5km. of the college premises along with a bus facility for transportation of the students whenever required.

F. PARKING AREA

If the proposed college building is located on the main road in Urban Areas, the Educational Society shall be required to provide parking area to an extent of 20% of the total built up area either in the college premises or within a distance of 100 mtrs. thereof.

G. FIRE SAFETY

The Educational Society is required to apply for and obtain Fire Safety Certificate in respect of the proposed college building from Fire Services Department.

H. WEBSITE OF THE COLLEGE

The Educational Society after seeking permission for starting New Degree College has to create and maintain a website of it's own and keep all necessary information regarding the college on the website in order to maintain transparency.

Note: The Educational Society is also advised to approach the Dean, College Development Council of the concerned University or A.P. State Council of Higher Education to obtain necessary information, if required, before applying for starting a private Degree College in the State.

6. RELEVANT GOVERNMENT ORDERS FOR STARTING NEW PRIVATE DEGREE COLLEGES

In addition to the rules mentioned above the managements are advised to go through the rules and orders issued in the following Government orders and also amendments issued from time to time in this regard.

1. G.O.Ms.No. 29 Edn, (Rules) Dept., Dt. 05.02.1987(A.P. Edn. Act - General Rules)
2. G.O.Ms.No. 208 Edn, (CE-I.1) Dept., Dt. 21.08.1990(Amendment to Corpus fund)
3. G.O.Ms.No. 185 Edn, (UE-I) Dept., Dt. 20.08.1993(Relaxation in Corpus fund)
4. G.O.Ms.No. 278 Edn, (UE-II-1) Dept., Dt. 24.07.1995(Delegation of powers to APSCHE)
5. G.O.Ms.No. 827 Edn, (UE-I-1) Dept., Dt. 22.05.1997(Amendment to Land & Building)
6. G.O.Rt.No. 826 Edn, (UE II) Dept., Dt. 08.07.1998(Land & Building)
7. G.O.Rt.No. 1357 Edn, (UE-II) Dept., Dt. 30.10.1998(Amendment to accommodation)
8. G.O.Ms.No. 159 Edn, (UE-II-2) Dept., Dt. 15.05.1999(Financial Resources)
9. G.O.Rt.No. 857 Edn, (UE-II) Dept., Dt. 07.07.1999(Amendment to Corpus fund)
10. G.O.Ms.No.98 Edn. (UE.II.2) Dept., Dt. 16.06.2K (Registration & Processing fee)
11. G.O.Rt.No.550 Edn. (UE.II.2) Dept., Dt.17.08.2K (Amendment to Land and Building)
12. G.O.Ms.No.03, HE Dept., Dt: 02.02.2002 (Amendment to Financial Resources)
13. G.O.Ms.No.77, HE.,(CE-II) Dept., Dt: 20.07.2005 (Amendment to Corpus Fund)
14. G.O.Ms.No.5, HE (C.E.I.2) Dept., Dt:08.01.08

7. LIST OF ENCLOSURES

Copies of the following list of documents are to be submitted in two sets along with the Application forms :

1. Demand Draft for Rs.30,000/- (Rupees Thirty Thousand only) towards Registration, Processing & Inspection fee.
(Enclose Original D.D. to the first copy of the filled in application and Xerox copy of the D.D. to other set of application).
2. Certificate of Registration of sponsoring Society under Societies Act along with constitution and bye-laws of the Educational Society mentioning the duties of the Members of the Society and their powers.
3. The Registered ownership document in respect of land possessed by the Management in the name of the Society for the proposed college.
4. Sketch plan of the land drawn by licensed surveyor and certified by the concerned MRO / Tahasildar.
5. The Registered Ownership / Lease Deed of the proposed college building.
6. Building Plans
 - (a) The building plan along with permission letter approved by the authorities of Municipality / Corporation / Gram Panchayat for construction of the building of proposed college.
 - (b) The Building plan drawn to scale by a licensed architect and certified by the Principal of a nearby Government Degree College.
7. FDR taken towards Financial Resources for the proposed Courses / Groups.
8. Photographs of the proposed college building certified by the Principal of a nearby Government Degree College.
9. Sanitary Certificate in respect of the college building issued by the competent authority.
10. Fire Safety Certificate from Fire Services Department (nearest Fire Station).
11. Documentary evidence for parking area .
12. Rural Area certificate in respect of the area where the proposed college is located, issued by the MRO / Tahasildar.
13. Notarized Affidavit for construction of own building within 5 years (for the proposals in leased building only).
14. Certificate from the concerned MRO/Tahasildar stating that the proposed college building is located within the jurisdiction of the notified mandal.

Note:

Documentary evidence in original with regard to Land, Building, Accommodation, Corpus Fund, Financial Resources, Playground, Parking area, Fire Safety, etc., shall be produced by the Society before the Counseling Committee / Joint Inspection Committee/ whenever asked for by the Govt. / APSCHE / University.

SECRETARY
AP STATE COUNCIL OF HIGHER EDUCATION

ANNEXURE – I

PROFORMA TO BE FILLED IN BY THE BANK MANAGER OF THE NATIONALISED / SCHEDULED BANK REGARDING PAYMENT OF CORPUS FUND BY THE APPLICANT SOCIETY

To
The Secretary
APSCHE
HYDERABAD

Sir,

Sub: Details of FDR issued in the joint account of the Secretary / Correspondent of _____ and Regional Joint Director, Collegiate
(Name of the Society & Place)
Education _____ towards payment of corpus fund - Utilization of interest
(Place)
accrued - Reg.

-o0o-

1. A fixed deposit receipt bearing no. _____ and dated _____ for Rs.2.50lakhs (Rupees two lakhs fifty thousand only) / Rs.1.67 lakhs (Rupees one lakh sixty seven thousand only) for a period of ten years i.e. from _____ to _____ in the joint account of the Secretary / Correspondent of _____
(Name of the Society & Place)
and Regional Joint Director (RJD), Collegiate Education _____ has
(Place)
been issued by this bank against the remittance of the said amount accompanied by an application to this effect signed jointly by the Secretary / Correspondent of the Society and RJD, Collegiate Education mentioned above.
2. This FDR is issued towards the payment of 1st instalment of 1/3rd of corpus fund (Rs.7.50lakhs / Rs.5.00lakhs) for starting the proposed _____
(Name of the College)
private unaided degree college sponsored by _____
(Name of the Society, Place)
during the academic year 2011-2012.
3. The interest that will accrue after three years on the said fixed deposit shall be paid to the Secretary / Correspondent of the Society mentioned above which has started new private unaided degree college at _____ after receiving the
(Place)
necessary orders from the Commissioner / Director of Collegiate Education, Govt. of Andhra Pradesh, Hyderabad OR a suitable alternate Officer which may be decided by the Government.
4. This FDR bearing No. _____ dated _____ shall be operated jointly by the Secretary / Correspondent of the Society/College and RJD, Collegiate Education mentioned above.

Place :	Signature	: _____
Date :	Name	: _____
	Designation	: _____
	Seal of the Bank:	_____

ANNEXURE - II

PROCEEDINGS OF THE DIRECTOR OF COLLEGIATE EDUCATION, A.P.,HYD

PRESENT D.S. MURTHY, I.A.S.

L.D. is No. 242/P.C.II-2/98

Date: 28.01.98

Sub: Private Un-aided Colleges - Establishment of New Private Un-aided Colleges (Degree) from the academic year 1998-99, Co-operation of Principal's of all Govt. Colleges - Certain Instructions issued.

Read: 1. Lr.No.APSCHE/Sec/New Degree Colleges/DCE/98-1, Dt: 16.01.98
2. Lr.No.128/UE-II/98-1, Dt: 21.01.98, Govt. of A.P., Hyderabad

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The principals of all Government Degree Colleges in the State are informed that, Government have approved guidelines for starting of New Private Un-aided Degree Colleges from the year 1998-99. Accordingly, the Private Managements have to submit the following, documents in partial fulfillment of stipulated conditions duly certifying the same by the Govt. Colleges Principals.

1. A sketch plan of the land showing schedule of the property
2. An Architect-drawn building plan showing details of schedule of property and room dimensions.

The Principals of all Government Degree Colleges in the state are therefore requested to physically verify and certify the above two documents whenever the private managements approach them.

A copy of the guidelines issued by the Government will be sent to them by the Secretary, APSCHE, Hyderabad for the Guidance.

Sd/-
D.S. Murthy
Director of Collegiate Education

To

All the Principals
Government Degree Colleges
in the State.

ANNEXURE - III

**PROCEEDINGS OF THE DIRECTOR OF COLLEGIATE EDUCATION, A.P.,HYD
PRESENT D.S. MURTHY, I.A.S.**

L.D. is No. 808/P.C.II-2/98

Dt:18.03.98

Sub: Colleges - New Private Un-aided Colleges - From the year 1998-99 Co-operation of Regional Joint Director's in creating the corpus fund in the form of FDR in the joint account of Secretary/Correspondent and RJD.

Ref: 1. Lr.No.APSCHE/Secy/NDC/98-2, Dt: 23.2.98
2. Lr.No.128/UE-II/98-1, Dt: 21.02.98 of Secretary to Govt. Edn.
Dept. Govt. of A.P., Hyderabad
3. G.O.Ms.No.29 Edn (UE-II-1) Dept. 5-2-87 read with G.O.Ms.
No. 1623 Edn (CE.I.2) Dept. Dt: 12.10.90.

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All the Regional Joint Directors of Higher Education in the State are informed that, Government have issued new guidelines for opening of new private Unaided Colleges in the state. According to which the management have to deposit one third of corpus fund of (7.50 lakhs for boys and co-education colleges and 5.00 lakhs for women colleges) at the time of opening of the colleges. The said corpus fund shall be deposited in cash (FDR) for a period of 10 years in the Joint Account of Secretary / Correspondent of the Society and Regional Joint Director of Higher Education concerned in any nationalized Bank.

Therefore, all the Regional Joint Directors of Higher Education are requested to cooperate with the managements who are likely to approach them for depositing the corpus fund into the joint account in any nationalized bank in connection with opening of new Unaided colleges.

**Sd/-
D.S. Murthy
Director of Collegiate Education**

To

All the Regional Joint Directors
in the State.

TOTAL NO. OF DEGREE COLLEGES IN ANDHRA PRADESH AS ON DECEMBER - 2010

Sl. No.	University Area	District	No. of Govt. Colleges	No. of Aided Colleges	No. of Unaided Colleges	Total
1	Andhra University	Visakhapatnam	10	8	90	108
		Vizianagaram	4	5	55	64
2	Aadikavi Nannaya University	E.G.	13	10	105	128
		W.G.	15	12	67	94
3	Dr. B.R. Ambedkar University	Srikakulam	10	1	70	81
4	Acharya Nagarjuna University	Guntur	5	26	84	115
		Prakasham	8	8	60	76
5	Krishna University	Krishna	8	23	75	106
6	Sri Venkateswara University	Chittoor	15	5	88	108
7	Yogi Vemana University	Kadapa	12	9	45	66
8	Vikrama Simhapuri University	Nellore	9	8	51	68
9	Osmania University	Hyderabad	7	36	146	189
		Ranga Reddy	5	4	87	96
		Medak	15	0	52	67
10	Mahatma Gandhi University	Nalgonda	8	3	77	88
11	Palamuru University	Mahaboobnagar	17	1	56	74
12	Telangana University	Nizamabad	9	2	42	53
13	Kakatiya University	Warangal	13	4	63	80
		Khammam	11	2	60	73
		Adilabad	11	1	44	56
14	Satavahana University	Karimnagar	16	0	75	91
15	Sri Krishnadevaraya University	Anantapur	13	3	43	59
16	Royalaseema University	Kurnool	14	8	36	58
Grand Total :			248	179	1571	1998