

## Brief Check List

Sr. No.	Check List	Point No. in Proforma	Remarks (Y/N)
1.	Name of the Courses/Faculty	2	
2.	Session	3	
3.	Criteria for Affiliation <b>(land 2acre require in Metro and 5 acre for other cities)</b>	5	
4.	Procedure for granting temp. affiliation <b>(Society Trust registered under the Society Act &amp; under the Jurisdiction of Affiliated Univ.)</b>	6	
5.	NOC issued by the Regulatory Body <b>(Degree Colleges regulated body DGHE Haryana)</b>	7	
6.	Basic Information	9	
7.	Land Record	10	
8.	Building <b>(Building Plan prepared by a registered architect &amp; certified by qualified Engineer)</b>	11	
9.	Playgrounds	13	
10.	Library <b>(Proposed amount for purchase of Books)</b>	14	
11.	Furniture & Equipment <b>(Proposed amount for purchase of furniture &amp; Equipments)</b>	15	
12.	Laboratories <b>(Lab. Are properly equipped)</b>	16	
13.	Staff (As per Norms)	17	
14.	Financial Category <b>(SFS/Aided/Govt. Owned)</b>	21	
15.	Society/Trust fulfills the requirements/conditions	25 & 26	
16.	Management/Society fulfilled % for starting of new college/instit. <b>(100%, 80%, 60%, 40%, 20%)</b>	28	
17.	Observations/Recommendations of the Inspection Committee <b>(% of conditions/requirement fulfilled by the Society/Trust of newly proposed College/Instt.)</b>	29	
18.	Recommendations of the Courses by the Inspection Committee <b>(i.e. Arts/Science/Commerce)</b>	30	

**FORM FOR INSPECTION REPORT****FOR****NEW COLLEGE/INSTITUTE****(To be filled up by the Inspection Committee)**

1. Name of the proposed College. \_\_\_\_\_.
2. Name of the Courses/Faculty for which recognition is sought: \_\_\_\_\_  
\_\_\_\_\_
3. Session/Year from which recognition is sought : \_\_\_\_\_
4. Date of Inspection \_\_\_\_\_
5. **Eligibility Criteria for Temporary Affiliation:**
  - (i) 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 in the case of technical/professional courses only."
    - (a) Undisputed ownership and possession of land free from any or all encumbrances measuring not less than 1.5 acres if it is located in mega cities, 2 acres if it is located in metropolitan cities and 5 acres if it is located in other cities:  
Provided that this sub-clause shall not apply to colleges already affiliated to the Universities in India:  
Provided further that the lesser land requirement in mega cities shall not compromise extracurricular/extra mural curricular activities of the college:  
Provided also that the requirement of 5 acres in hilly areas could be contiguous or upto three places which are not separated by more than 2 kilometers."
    - (b) 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/Statutory/Regulatory body concerned taking care that all building constructed in the college are disabled friendly:
    - (c) academic building sufficient to accommodate the faculties, lecturer/seminar rooms, library and laboratories with a minimum of 15 sq. ft. per student in lecture/seminar room/ library and 20 sq. ft. per student in each of the laboratories:  
Provided that this sub-clause shall not apply to colleges already affiliated to the Universities in India."
    - (d) number of teaching and non teaching staff as per University norms.

