

Appl. No. _____



ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION

APPLICATION FOR ESTABLISHMENT OF
NEW PRIVATE UNAIDED DEGREE COLLEGES
2012-2013

District : _____

Mandal : _____

University Area : _____

DETAILS OF REGISTRATION FEE

Amount : _____

DD No. : _____

Date : _____

Name &
Branch of : _____
the Bank

Opp: Mahavir Hospital, Masab Tank, Hyderabad – 500 028

☎: 040-23300437, Fax: 040-23311470

website: www.apsche.org email: apsche@ap.nic.in

CHECK LIST

Enclose clear copies of **the documents** to the Application Form in proof of all the information furnished in Application as per the details and **in the same order as given in the check list below:**

(Write Page No. at the right top corner of each copy of the document enclosed to the application).

Sl. No.	Particulars of Enclosures	Page No.
1.	Demand Draft for Rs.30,000/- towards Registration, Processing & Inspection fee. (Enclose Original DD to the first copy of the filled in application and copy of the DD to other set of application).	
2.	Certificate of Registration of sponsoring Society along with constitution and bye-laws.	
3.	Registered ownership document in respect of land.	
4.	Sketch plan of the land drawn by licensed surveyor and certified by the concerned MRO.	
5.	Registered Ownership / Lease Deed of the proposed college building.	
6.	(a). Building plan drawn to scale and drawn by a licensed architect and certified by the Principal of a nearby Government Degree College. (b). Building plan along with permission letter approved by the authorities of Municipality / Corporation / Gram Panchayat for construction of the proposed college building.	
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	
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.	
15.	Any Other	

APPLICATION FORM

(To be submitted in Two sets along with Enclosures)

IMPORTANT NOTE:

- *The Educational Society / Trust which is proposing to start an Unaided Private Degree College is advised to read thoroughly the rules booklet supplied along with the application before filling up the application form and not leave any column unfilled.*
- *Incomplete Application forms will not be considered.*
- *The Educational Society has to produce the original documents whenever required by the authorities of AP State Council of Higher Education and the University concerned.*

INFORMATION ABOUT THE EDUCATIONAL SOCIETY	
1.	Name of the Society : _____
2.	Address of the Society : _____
3.	Telephone Nos. : _____
4.	Registration No. & Year of Registration of the Society : _____
5.	Brief history of Society along with Constitution / Bye-Laws (Enclose copy of Bye-Laws) : _____
6.	Name of the Secretary of the Society : _____
7.	The details of the Educational Institutions, if any, managed by the Society with the years of establishment Eg: Degree, PG & Professional Colleges (Furnish the details in a separate sheet, if necessary) : _____

INFORMATION ABOUT THE PROPOSED COLLEGE	
1.	Name of the Proposed College : _____
2.	Address of the proposed College : Door No : _____ Village/Street : _____ Mandal : _____ District : _____
3.	Status of the Proposed College (√ whichever is applicable) : <div style="text-align: center; margin-top: 10px;">Co - Education / Women's College</div>
4.	Area of the proposed college (√ whichever is applicable) : <div style="text-align: center; margin-top: 10px;">Urban / Rural / Tribal</div>

DETAILS OF PROPOSED COURSES (A Minimum of 3 and maximum of 4 courses / combinations may be proposed)			
Sl. No.	Courses (B.A./B.Com./ B.Sc.)	Combinations Proposed (In full form - not in abbreviated form)	Medium of Instruction
1.			
2.			
3.			
4.			

DETAILS OF OWN LAND			
Particulars		As mentioned in Regd. Document	As mentioned in Sketch Plan
1.	Extent of the land in acres		
2.	Village / Mandal		
3.	District		
4.	Survey No.		
5.	Registered in the Name of (Society / Individual)		
6.	Distance of land from the proposed college building (in km.)		

DETAILS OF BUILDING ACCOMMODATION			
1.	Status of the proposed college building (√ whichever is applicable)	:	Owned / Leased
2.	Registered in the name of	:	
3.	Details of the Building as per the Regd. Ownership / Lease Deed and Building Plan		
		Owned	Leased
	Survey No. :		
	Door No. :		
	Village / Locality :		
	Mandal :		
	District :		
	Type of Roof :		
	Total Carpet Area :		
	Period of Lease Deed :	Not Applicable	Not Applicable

4.	Building Plan drawn to scale by Licensed Architect and permission for construction of the Building is approved by the authorities of (√ whichever is applicable)	:	Municipal Corporation / Municipality / Gram Panchayat		
5.	Working Plan is attested by	:			
6.	Photographs of the Building are attested by	:			
7.	Particulars of the Building Accommodation (Enclose separate sheet, if required giving full details)				
Sl. No.	Building Door No. / Floor	Room No.	Dimensions (in feet)	Carpet area (in sft.)	Purpose for which it is used
I					
II					
III					
IV					
V					
VI					
VII					
VIII					
IX					
X					
XI					
XII					
XIII					
XIV					
XV					
	Grand Total				
Note: Room nos and total carpet area mentioned above shall be reflected in the approved building plan.					
8.	Whether there are any institutions existing in the same premises in which the proposed Degree College is to be located?	:	Yes / No		
9.	If yes, whether a no objection certificate from the competent authority to shift the existing institution to some other place is enclosed?	:	Yes / No		
10.	Whether the building is ready in all respects for starting the proposed Degree College?	:	Yes / No		

FINANCIAL RESOURCES	
1.	Details of Financial Resources deposited as per the requirements of the proposed courses
	Amount : _____
	FDR No. : _____

	Date	:	
	Name & Branch of the Bank	:	
	Purpose as mentioned in FDR		

PLAY GROUND FACILITIES			
1.	Extent of Playground facility Provided (Documentary evidence to be produced)		
	➤ If Provided in Same Premises (in sft.)	:	
	➤ If Provided within 5kms distance from the college (in sft.)	:	
2.	Place where such facility is provided	:	
3.	Designation of the competent authority with whom alternative arrangements are made	:	
4.	Whether transportation facilities are provided to take the students to the playground	:	YES / NO

PARKING AREA			
1.	Extent of Parking area Provided (Minimum 20% of total built-up area) (Documentary evidence to be produced)		
	➤ If Provided in Same Premises (in sft.)	:	
	➤ If Provided within 100mts. from the college (in sft.)	:	

SANITARY CERTIFICATE			
1.	Name of the Sanitary Certificate Issuing Authority	:	
2.	Designation	:	
3.	Address	:	

FIRE SAFETY CERTIFICATE			
1.	Name of the Fire Safety Certificate Issuing Authority	:	
2.	Designation	:	
3.	Address	:	

DECLARATION - I

I _____ of _____
_____ Society / College hereby
declare that the details given above are true and correct to the best of my knowledge
and I will not advertise / canvas about the proposed degree college before obtaining
permission from the APSCHE and affiliation from University concerned.

I also understand that in case the particulars furnished in the proposal are
found incorrect at any stage, the permission given is liable to be withdrawn without
giving any reasons thereof.

I also understand that I will not have any claim for grant-in-aid either now or in
future from the Government.

Signature of Secretary / Correspondent of the Society

DECLARATION - II

(For the Educational Societies intending to start un-aided Degree Colleges in rented accommodation)

I _____ of _____
Society hereby declare that the _____
(Name of the College)
Private Un-aided Degree College which is proposed to be located temporarily in a
rental building will be shifted into our own building **within five years** from the date
of starting of the College.

Signature of Secretary /Correspondent of the Society