Visvesvaraya Technological University

(State University of Government of Karnataka Established as per the VTU Act, 1994)

"Jnana Sangama" Belagavi-590018, Karnataka, India

Dr. B.E. Rangswamy. Ph.D

Registrar

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Ref: VTU/BGM/ Aca/2023-24/ 1326

Date : 12 JUN 2023

NOTIFICATION

Sub :   VTU (Minimum Norms and Standards for Affiliation of Colleges) Regulations, 2023 –reg..

Ref :   Hon'ble Vice Chancellor approval dated 10-06-2023

With reference to the above, the **VTU (Minimum Norms and Standards for Affiliation of Colleges) Regulations, 2023** are hereby notified.

These Regulations will supersede all the previous norms and will be applicable from the academic year 2023-24 , until further orders.

BY ORDER,

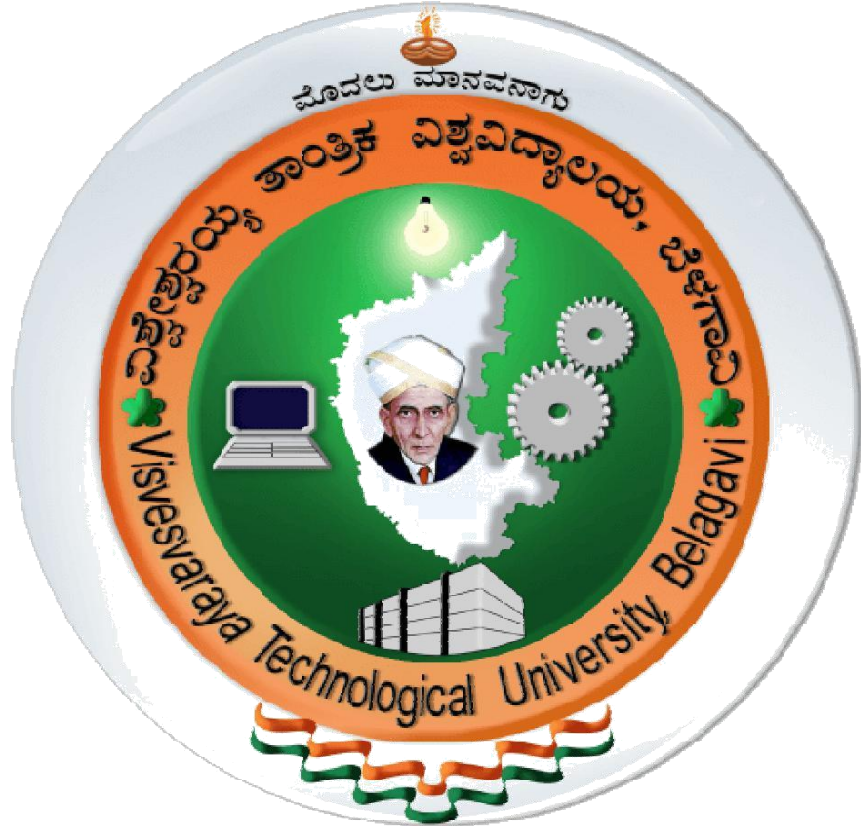Encl: as above

12-06-23

REGISTRAR

To,

The of Principals of All Engineering (Affiliated/ Autonomous/ Constituent) Colleges under the ambit of VTU, Belagavi

Copy to:

1. Hon'ble Vice Chancellor through the Secretary to VC, VTU, Belagavi for kind information
2. The Registrar (Evaluation), VTU, Belagavi
3. The Regional Directors (I/C) of all the Regional Offices of VTU for circulation
4. The Director, Computer Network Centre, VTU, Belagavi- to upload on VTU website
5. The PS to Registrar, VTU, Belagavi
6. All the concerned Special Officers and Case-workers of Academic Section, VTU, Belagavi
7. Circular file
8. Office Copy.

VISVESVARAYA TECHNOLOGICAL UNIVERSITY
(Minimum Norms and Standards for Affiliation of Colleges)
Regulations, 2023

VISVESVARAYA TECHNOLOGICAL UNIVERSITY

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"Jnana Sangama" Belagavi-590018, Karnataka, India

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https://vtu.ac.in/en/vtu-lic-2023-24/

VISVESVARAYA TECHNOLOGICAL UNIVERSITY
(Minimum Norms and Standards for Affiliation of Colleges)
Regulations, 2023

1. PREAMBLE:

Whereas, The Visvesvaraya Technological University established under Section 3 of the VTU Act – 1994 with Jurisdiction over the whole of the State of Karnataka is mandated to grant affiliation to all the Technical Educational Institutions specified in the Act.

And Whereas, all the colleges of Engineering and Technology, Management and Architecture in the state of Karnataka affiliated to the University shall maintain requisite norms and standards for continuation of recognition as per All India Council for Technical Education (Grant of Approvals for Technical Institutions) Regulations, 2020, and Approval Hand Book (APH) of AICTE with the changes notified from time to time. Hence, it is essential that all the affiliated, including constituent and autonomous, colleges shall satisfy the requirement of minimum infrastructural facilities and academic standards, with respect to such as land, building, classrooms, computing facilities, library facilities, faculty etc. as per AICTE recommendations, for grant or continuation of affiliation. The University recommends that all the colleges shall provide facilities much above the minimum requirements to raise the standard of technical education in the state of Karnataka in general, achieve higher ranking in NIRF and obtain better grade during their accreditations, in particular.

Now, Therefore, in exercise of powers conferred under Section 5(8) read with Sections 8 and Section 40 of the VTU Act 1994, and in suppression of all previous norms and standards notified in previous years, the University hereby makes the following Regulations, namely :—

1.1. Short Title, Application and Commencement

(a) These Regulations shall be called the VTU (Minimum Norms and Standards for Affiliation of Colleges) Regulations, 2023.

(b) These Regulations are applicable for all the Colleges affiliated/seeking affiliation to the University including Constituent, Autonomous collegs offering Engineering and Technological Programmes/ Allied Science at Under Graduate Degree/Post Graduate Degree Levels as under.
  i. Establishing New Technical Institution
  ii. For Existing Institution:
    1. Continuation/Extension of Affiliation
    2. To start New/Closure of the Programme/Course/Level in the existing Institutions
    3. Increase/decrease in Intake of the Programme/Course/Merger of the Course
    4. Restoration of Intake under punitive/Penal action
    5. Closure of the Institution
    6. Merger of the Institution
    7. Change in the name of the Institution/Trust/Society/Site/Location
    8. Change in the address of Trust/Society
    9. Change in the Minority status of the Institution
  iii. Introduction of Integrated/Dual Degree Programme/Course
  iv. Collaboration and Twinning Programme between Indian and Foreign Universities/ Institutions in the field of Technical Education, Research and Training
  v. Introduction of Open and Distance Learning Programme/Courses/Extension of Approval of the Programme/Courses/Increase in Approved Intake in the Courses/ Introduction of new Courses/Closure of Courses in Open and Distance Learning mode.

(c) These Regulations shall come into force from the date of approval by the Executive Council and applicable to the colleges applying for affiliation with effect from the Academic Year 2023-24.

(d) Further, these Regulations shall be amended by the University as per new Notifications/ Regulations issued by AICTE from time to time.

1.2. Definitions

1.	**"Act"** means Visvesvaraya Technological University Act 1994, with amendments assented by the Chancellor from time to time.
2.	**"Academic Senate"** means the Academic Senate of the University.
3.	**"Advocate"** means an Advocate registered with the Bar Council of India.
4.	**"Affidavit"** is a written sworn statement of fact voluntarily made by a deponent under an oath or affirmation administered by a person authorized to do so by Law. Such statement is witnessed as to the authenticity of the deponent's signature by a taker of oaths, such as: a Notary Public or Commissioner of Oaths.
5.	**"Affiliation"** means association of a college and its admissions to the privileges of the University.
6.	**"AICTE/Council"** means the All India Council for Technical Education.
7.	**"Applicant"** is the one who makes an application to the Council for seeking any kind of approval under these Regulations.
8.	**"Approved Intake"** means the maximum number of students that can be admitted in a Course (excluding the Supernumerary Seats) as approved by the Council.
9	**"Autonomous College"** means a College notified as an autonomous college by the University as per the prevailing VTU Statutes on Autonomous Colleges and that may be further amended from time to time as per UGC /AICTE Regulations.
10.	**"College/Institute"** means any Institution, whether known as such or by any other name, which provides for a Programme of study beyond TWELVE years of schooling for obtaining a degree conferment from the University to which it is affiliated.
11.	**"Commission"** means the University Grants Commission.
12.	**"Course"** means one of the branches of learning in a Programme such as Civil Engineering, Mechanical Engineering, etc.
13.	**"Constituent College"** means an Institution/ Department/ College/ School which forms a Part of the University.
14.	**"Division"** means • A batch of a maximum of Sixty (60) or Thirty (30) seats in Under Graduate Degree Courses in Engineering and Technology, excluding supernumerary seats, if any; • A batch of a maximum of Sixty (60) seats in Under Graduate Degree Courses in Post Graduate Courses in MCA/PGDM/MBA Programme, excluding supernumerary seats, if any; • A batch of a maximum of Forty (40) seats in Under Graduate Degree Courses in the Planning Programme, excluding supernumerary seats, if any; • A batch of a maximum of Thirty (30) seats in Post Graduate Courses in Engineering and Technology/Planning Programme, excluding supernumerary seats, if any; • A batch of a maximum of Sixty (60) seats in Integrated Degree Courses in Engineering and Technology/MCA/MBA Programme, excluding supernumerary seats, if any;
15.	**"DPR"** means the Detailed Project Report of the College.
16.	**"Executive Council"** means the Executive Council of the University.
	"Faculty member" means an individual qualified as per AICTE Regulations, working on Full Time basis in an Institution/University.
17.	**"Honours"** means degree awarded by a University as per its prevalent norms.
18.	**"Level"** means Under Graduate Degree, Post Graduate Diploma and Post Graduate Degree Programme(s).
19.	**"LIC"** means the Local Inquiry Committee of Experts constituted for conducting inspection and Physical verification of the colleges seeking affiliation.
20.	**"MOA"** means Memorandum of Association of the registered Society/Trust.
21.	**"NBA"** means the National Board of Accreditation, an autonomous body initially set up by AICTE, registered under Societies Registration Act, 1860.
22.	**"Open and Distance Learning (ODL)"** mode means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using a variety of media, including print, electronic, MOOCs, online and occasional interactive face-to-face meetings arranged by an Institution through Learner Support Services to deliver teaching-learning experience, including practical or work experience.

23.	**"Online Learning (OL)"** mode means a mode of providing flexible learning opportunities by overcoming separation of teacher and learner using a variety of media, including print, electronic, MOOCs in a totally Online mode.
24.	**"Permanent Affiliation"** means Affiliation of the Colleges and/or Programme(s) of study granted by University for a period of SIX Years at a time.
25.	**"Principal/**Head of the Institution" means the Principal/Director/such other designation as the Administrative Head of the Institution of the Technical Institution referred.
26.	**"Programme"** means the field of Technical Education, i.e., Engineering and Technology, Pharmacy, Architecture and Planning, Applied Arts and Crafts, Design, Hotel Management and Catering Technology, MCA, Management (PGCM/PGDM/MBA) and such other Programmes/ areas as notified by the Act.
27.	**"Registrar"** means the Registrar of the University.
28.	**"Restoration of Intake"** means restoring back to the "Approved Intake" of the Institution that was existing prior to any penal action.
29.	**"Self-financing Institution"** means an Institution started by a Trust/ Society/ Section 8 Company and does not receive grant/fund from Central/ State Government/ UT for meeting its recurring expenditure.
30.	**"Society"** means a Society registered under Societies Registration Act, 1860.
31.	**"Standalone Institutions"** means those Institutions which are not affiliated to any of the University/ Board but are imparting education by means of conducting regular Courses leading to Diploma/Post Diploma Certificate/Post Graduate Certificate/Post Graduate Diploma Levels in Management, Travel and Tourism, Innovation and Entrepreneurship, Computer Applications and Design.
32.	**"Student"** means the person admitted to and pursuing a specified Programme of study.
33.	**"Supernumerary seats"** means Intake over and above the "Approved Intake" which includes TFW, OCI / Foreign Nationals/ Children of Indian Workers in the Gulf Countries, Lateral Entry, PwBD, Kashmiri Migrants and PMSSS seats notified from time to time.
34.	**"Temporary Affiliation"** means Affiliation of the Programme(s) of study at the college granted by the University on an annual basis.
35.	**"Trust"** means a Trust registered under the Indian Trust Act, 1882 as amended from time to time or any other relevant Acts.
36.	**"University"** means the Visvesvaraya Technological University, Belagavi.
37.	**"University Department"** means a Department established and maintained by the University.
38.	**"Vice Chancellor"** means the Vice Chancellor of the University.

2. Affiliation Categories

The University invites applications annually for continuation of Temporary affiliation and Permanent affiliation from its affiliated colleges and also from interested Trusts/Societies for fresh affiliation to their new institutions.

2.1 Affiliation Application Procedure:

a. The application(s) to establish a new college(s) and have its courses/ programmes of study affiliated with the university must be submitted to the Registrar in the prescribed format through the Online Portal within the deadline specified by the University. The University shall also receive the application(s) from the Affiliated College(s) for extending the affiliation for a further period(s), addition of new programme(s) of study and/or course(s), variation in students' intake etc., at this time. Specified fees shall be payable to the University together with each such application.

b. The applications can be submitted by the State Government institutions and the Registered Societies/Trusts. The Governing Body of the College in the case of Government- Aided and Private Self-Financing Colleges, the Officer authorized in this behalf by the Government in the case of Government-Funded Colleges, or by the University in the case of Constituent Colleges, shall submit the applications on behalf of their respective institutions.

c. If the applicant is a Registered Society/Trust, it shall have been registered under the Societies'/Trusts' Registration Act, or any other Act of the Central/State Government on or before the date of the Application.

d. Each such application shall contain the following particulars and be accompanied by Certified Copies of the documents listed herein and the same shall be submitted through Online Portal:

    i. Certificate of Registration of the Sponsoring Authority under the Societies'/Trusts' Registration Act or any other Law and has a Governing Body

    ii. Registration status of the Society/Trust along with the details of its constitution & MOA

    iii. The Constitution and Membership of the Governing Body

    iv. The Aim and Objectives of the Society/Trust

    v. Programme(s) of study and/or Course(s) for which affiliation is sought

    vi. Previous applications, if any, for affiliation in the same Programme(s) of study/Course(s) to this or any other University and their disposal

    vii. The accommodation for academic, administrative and extra-curricular functions including barrier-free facilities for differently abled persons, equipment/facilities, teaching/non-teaching staff strength, number of students for whom provision has been made or is proposed to be made at the College

    viii. Reading room facilities and Library book collections to meet the academic needs of the faculty and students

    ix. The financial resources of the College; the cost of building and equipment proposed to be obtained; the finances available for the purpose and the funds available for creating an endowment

    x. Hostel accommodation available/proposed for the students, both Boys and Girls

    xi. The total area of grounds available in the campus and the extent of playground for the students

    xii. Civic amenities like water, power, telecom, internet, ventilation, toilets, sewerage in the campus

    xiii. A brief write-up on how the College will serve the needs of the society at large, through its presence and the Programme(s) of study offered

e. The above particulars shall be supported by documentary evidences (in certified copy form) of relevant documents like Society/Trust Registration, Land Ownership/Location, Land Use Plan, Campus Master Plan, Building Plans, Financial Status, etc., as issued by the Competent Authorities designated for the purpose in all the cases other than Government-Funded, University Constituent Colleges. Besides, the particulars under clauses i-iv of 2.1 above shall not be applicable to Government Funded and University Constituent Colleges.

f. Each Application for a new College shall be accompanied by a DPR prepared in the format prescribed by the Council, containing such details as, Background, Development Plan, Architectural Master Plan, Faculty/Staff Recruitment/Retention/Development Policy, Academic and Administrative Governance structure, Financing Plan, Resource Projections and their Utilization Schedule. and, Applications for other categories of affiliation in later years shall be based on pursuance of the various plans and projections included in the DPR.

g. The new Institutions are not eligible to apply for the introduction of Twining Program.

2.2. Applications for Extending the Affiliation:

Where additions to the existing Programme(s) of study and/or Courses in a College already affiliated to the University are required, the Governing Body of the College or the Officer authorized in case of Government-Funded/ University Colleges shall make applications to the Registrar giving details of the Programme(s) of study and/or Courses for which the College is already affiliated to the University and including the new Programme(s) of study or Course(s) proposed, the variations in students' intake planned, or combinations thereof. Such Applications shall reach the Registrar along with the prescribed fee not later than the date notified by the University.

All the new Programmes of Study/Courses shall have to be chosen from the list of those instituted by the University already. If in case, the course/programme proposed by the College is not listed, the college has to submit a request to institute the course/programme in the prescribed format as specified by the University. However, such course/programme must be listed in the UGC specification of Degrees, 2014 and notified by AICTE from time to time.

The colleges will have temperory affiliation acorded on annual basis or permanent affiliation granted.

3. Establishing New Technical Institution

The applicant offering multi-disciplinary courses as per Global and Local needs will be given consideration for establishing New technical institution.

3.1 Requirements and Eligibility

The College seeking Temporary Affiliation shall satisfy the following requirements or the requirements in respect of any of them prescribed by the Council from time to time, whichever is higher:

a. Undisputed ownership and possession of land as in Table 1;

Table 1: Land requirement for establishing of Institution

Category	Metro/Urban/Rural *
Engineering & Technology	1.5 Acres $
Standalone Architecture & Planning	Minimum 2 Acres or 8000 Sq. m.

*Competent authority to certify that, the place is located in Metro cities or Urban or in a Rural area. (Competent authority to certify in Metro/Urban/Rural area will be the Corporation Office (Ex: BBMP)/Town Municipal Office/Village Panchayat Office/Revenue Authority)

$ In Metro/Urban/Rural areas the 1.5 Acres can be split into two plots with the academic, instructional, administrative and amenities area shall be in one plot not less than 1.5 acres. The distance between the plots shall not exceed 2.0 km. The remaining land will only be utilized for sporting infrastructure/Hostel/Staff accommodation and related educational activities of the Institution.

b. Administrative, academic and other buildings with sufficient space and barrier-free facilities for differently abled persons in the existing and proposed Programmes of Study, as specified by the Council

c. Number of teaching and non-teaching staff of the appropriate cadres, as specified by the Council based on proposed students' intake, however, the AICTE/CoA norms as applicable in this regard shall prevail. Institutional Governance; The College shall have comprehensive Cadre and Recruitment Rules governing Staff recruitment, salary, promotion, Faculty appraisal, duties and responsibilities. Also, other rules required for governance along with the C and R rules, approved by the GC/BoG/BOM

d. Internet, well ventilated Classrooms/Labs/Administrative Sections, toilets, sewerage, Fire safety, Rain water harvesting in the campus, as specified by the Council

e. Central Library for the College meeting the specifications prescribed by the AICTE/CoA

f. Necessary teaching and laboratory/workshop facilities as specified by the Council for the Programmes and/or Courses proposed

g. Multipurpose complex or Auditorium and facilities for separate common rooms, students' hostels, NSS/Yoga/Sports, canteen, health centre etc., as per the norms of the Council

h. Appropriate furniture for the class rooms/seminar halls/auditoria/laboratories/ workshops/Principal's & Faculty Offices/Library Reading Rooms etc., meeting the norms of the Council

i. The new Institutions are not eligible to apply for the introduction of Twining Program.

j. A duly constituted Managing Body as specified by the Council, based on Government-Funded, Government-Aided, University or Private Self-Financing nature of the College as detailed below:

3.2 Recommended Composition of Board of Governors (BoG)/Board of Management (BoM) of the Technical Institutions

A. The Governing Body shall have at least eleven members including the Chairman and the Member Secretary. The Registered Trust/Society/Company shall nominate six members including the Chairman and the Member Secretary, and the remaining five members shall be nominated as indicated below.

    i. Chairman to be nominated by the Government/Registered Trust/Society/Company. The Chairman of the Governing Body shall preferably be a technical person either Entrepreneur or an Industrialist or an Educationist of repute who is interested in the development of Technical Education and has demonstrated an interest in promotion of quality Education

    ii. Three to five Members (Industrialist/Technologist/Educationist) to be nominated by the Registered Trust/Society/Company.

    iii. Nominee of the affiliating University/Board (Not applicable to PGDM Institutions)

    iv. Nominee of the All India Council for Technical Education (Ex-officio) (Applicable to PGDM Institutions Only)

    v. Nominee of the State Government/UT(Ex-officio)

    vi. An Industrialist/Technologist/Educationist from the Region nominated by the State Government/UT

    vii. Principal/Director of the concerned Technical Institution (as nominee of the Trust/Society/Company) – Member Secretary

    viii. Two Faculty members to be nominated from amongst the Regular Staff, one at the Level of Professor and one at the Level of Assistant Professor

B. The number of members can be increased equally by adding nominees of the registered Society and by adding an equal number of Nominees from the Region keeping in view the interest of the Technical Institution. The total number of members of a Governing Body, however, shall not exceed 21.

C. Structure of the governing body format as in table 2

Table 2: format of Structure of the governing body

Sl. No.	Category of the Representative (i to viii)	Academic Background		Industry Representative	Others
		Technical	Non-Technical		

4. Existing Institution

4.1 Introduction

i. Institution offering Technical Programme(s)/Course(s) shall not admit students without prior approval of the Council/University.

ii. Each Institution offering Technical Under Graduate Degree/Post Graduate Diploma/Post Graduate Degree Level shall submit an application through VTU web portal to the Council every year for Extension of Approval of Course(s).

iii. The applications received shall be processed as per the norms and procedures specified in the VTU Regulations, and Statutes. The Institution shall also adhere to the existing Central, State and Local Laws and norms of any other Regulatory Body, if applicable.

iv. In case of Institutions having Lease agreement for Land, the Council shall not issue EoA from the Year in which the Live Lease is equal to the number of years of the Course having the 12-maximum duration. However, if such Institutions submit the Lease extended for a further 30 years with at least 25 years of Live Lease, EoA shall be considered.

Institutions shall be eligible for new Course(s)/expansion of existing Course(s), equal to the number of valid NBA accredited Course(s), limited to a maximum FOUR new Course(s)/expansion of existing Course(s) within the definition of Division/Programme/level in the Regular/First Shift, subject to the following conditions:

a. A maximum of three Divisions shall be allowed to be added in the existing valid NBA accredited Under Graduate/Post Graduate Course (s), subject to the condition that total number of Divisions after expansion per Course shall not exceed FOUR Divisions.

b. New Under Graduate Course (s) with only ONE Division shall be allowed at respective level including Technical Campus.

c. New Post Graduate Course (s) with only ONE Division shall be allowed in specializations where corresponding or relevant Under Graduate Course (s) exists (except MCA and MBA).

d. Institutions with any accredited Course shall be permitted to utilize the benefit of accreditation **only once** for increase in Intake/additional Course (s) etc.

e. If an Institution is having more than FOUR accredited Courses, the accredited Course (s) above FOUR (NBA Accredited Courses) shall be utilized for increase in Intake/additional Course (s) in the subsequent years subject to the validity of accreditation.

f. Institution getting approval for new Course (s) in a particular Academic Year shall also be considered for grant of NRI/OCI/PIO/FN/Children of Indian Workers in the Gulf Countries subject to fulfillment of norms of Approval Process Handbook.

g. NBA awards accreditation for either 3 or 6 years. An institution having a valid NBA accreditation shall utilize for an increase in the Intake/Introduction of a new Course ONLY ONCE within a span of 6 years. However, institutes which had accreditation for 3 years, even if the accreditation is renewed for another 3 years. Shall take benefit of introducing a new course or increased division only once during the 6 years.

h. Institutions having an "Approved Intake" less than a Division size in any of the Regular/First Shift Course (s) as prescribed by the All India Council for Technical Education may apply for Intake of full Division size themselves and shall maintain Faculty: Student ratio accordingly.

4.1.1 Continuation/Extension of Affiliation:

The institutes wish to maintain the status quo shall also apply for continuation and extension of affiliation. Without the continuation/extension is granted, no institute is eligible to admit students.

4.1.2 Closure of the Institution

The existing Institution seeking for Progressive Closure or Complete Closure should apply to the university.

   a. In case of Progressive Closure, Closure at the First Year Level shall be allowed in the current Academic Year and the subsequent years of working shall be closed at the end of each Academic Year progressively with maintain required faculty student ratio. However, final Closure order shall be issued after completion of the Programme(s) and submission of Affidavit to be submitted by the Applicant on a Non-Judicial Stamp Paper/e-stamp paper of Rs 100/- duly sworn before a First-Class Judicial Magistrate or Notary or an Oath Commissioner stating that the Applicant has no liability with respect to Faculty members, Staff, students etc. Progressive Closure or Complete Closure is subject to no pending legal issues against the Institution and no Charge sheet filed against the Institution. The college will continue to pay the affiliation fee till the last batch of the admitted students passes out.

   b. In case of Complete Closure, the Institution shall be closed completely in one Instance provided the institution pay closure fees while applying for closure.

   c. For either progressive closure or complete closure, the application by the college is presented in Academic Senate and Executive Council for approval and the same is communicated to the college later.

4.1.3 Merging of Courses:

Merging of Courses in Engineering and Technology in UG Degree is permitted as per AICTE's Approval Process Handbook as well as different specializations of MBA is permitted, so that the Intake after merger shall be equal to the sum total of the individual Course(s) and Divisions, subject to the condition that total number of Divisions after merger per Programme(s) shall not exceed THREE Divisions, provided the Faculty student ratio is maintained. Partial merging of few divisions is not permissible.

4.1.4 Change in the Name of the Institution

The Applicant shall submit the application to the University along with the applicable fees and the same would be placed before Academic Senate and Executive Council for consideration. The outcome would be duly communicated to the respective institute for further processing.

4.1.5 Change in the Name of the Trust/Society/Company

The existing Institution seeking approval for Change in the Name of the Trust/Society/Company including the merger of the Trusts/Societies/Companies shall apply to the University with relevant applicable fees and the same would be placed before Academic Senate and Executive Council for consideration and shall be permitted only for those Trusts/Societies/Companies having the same common objects of education, etc. and either of which have not been disqualified by the AICTE/Court of Law/any Statutory Body in the past.

4.1.6 Change of Site/Location

The college shall apply along with applicable fees for change in site/location to the University and an LIC team will be formed for visiting the new site/location. The LIC team shall verify the completeness of Infrastructure ONLY to ensure that academic and other activities be initiated at the new Site/Location. A report for the same is submitted to the university by the LIC team and the same will be placed before Academic Senate and Executive Council for consideration.

4.1.7 To start New Programme(s) in the Existing Institutions

The application received along with applicable fees from the college opting to start new Programme/level in the existing institutions. The Local Inquiry Committee (LIC) is constituted and date of the visit shall be communicated to the college through e-mail. The Local Inquiry Committee (LIC) will submit a report for the same. The report will be placed before Academic Senate and Executive Council for consideration.

4.1.8 Merger of Institutions under the same Trust/Society/Company operating in the same Campus or City

The existing Institutions of the same Trust/Society/Company operating in the same location/city shall be permitted to merge into a single Institution with all the facilities at the proposed Parent Institution and/or part/full facilities of the Child Institution(s), if necessary. If all the required facilities are available exclusively in the Parent Institution (without depending on the facilities of the Child Institution (s)), as the Child Institution (s) shall be considered for Complete Closure. However, the convenience/approachability of all stakeholders of the Child Institution(s) to the Site/Location of the Parent Institution shall also be taken care of by the Institutions (including commutation).

NOTE: Intra-Day movement of Students and Faculty NOT Allowed under any circumstances (in case of infrastructure & other facilities required by Parent institution after mergers are in multiple locations). Institutions going for such merger shall duly inform all the stake holders regarding schedule of conduct of Programme(s)/Courses prior to admission.

The Built-Up area requirement and other facilities required for the entire duration of all the Programme(s)/Courses shall be fulfilled in all respects and shall maintain Faculty: Student ratio as specified in the Approval Process Handbook 2023-24. The total Land after the Merger shall be same as the highest Land required amongst all the Programme(s).

The child Institutions shall apply with applicable fees to the University along with stake holders (Government, AICTE) consent for the merger.

All or selected Courses of Child Institution(s) shall be merged with the Parent Institution. However, the rest of the AICTE approved Courses, if any, in the Child Institution(s) shall be considered as closed and due procedure for closure of the same shall be followed.

If Merger of Institutions is approved, the (Child) Institutions that are merged with the (Parent) Institutions are considered as cease to exist and the liabilities, if any, arise out of this merger for the Child Institution(s), shall solely be that of Trust/Society/Company/Parent Institution ONLY.

The Principal of the Institution shall have the qualifications (satisfying AICTE norms) preferably corresponding to the Programme having the maximum "Approved Intake".

If anyone of the Institution is Women's Institution, then the application shall be processed first for the Conversion of Women's Institution into Co-ed Institution by Scrutiny/Re Scrutiny Committee of VTU, if found in order, then only the application shall be processed further for Merger of Institutions following the procedure specified in the Approval Process Handbook time to time.

The intake shall be fixed as that of the "Approved Intake" of the Course. "Approved Intake" for the Courses of the Institution after the merger shall be based on the admission status of the last five years of all the Institutions that are to be merged, rounded off to the size of the Division. In any case, the total number of Divisions after merger per Course shall NOT exceed THREE Divisions.

The University reserves right to reject the application for merger of Institutions under the same Trust/Society/Company operating in the same Campus, if it finds the reasons given are not justified or Commercial or Business angle is suspected, or to defeat the provisions of any Law.

NOTE: It shall be the responsibility of the Promoter to take approval from the other Regulatory Bodies, (if applicable) in view of merger of the Institutions.

An affidavit shall be submitted to the effect that the Land and Built-up area remain the same before/after the merger of the Institutions and shall not be utilized for other purposes. The application shall be processed as per the Approval Process Handbook.

4.1.9 Approval of the Existing Institutions after a Break in the Preceding Academic Year(s)/ Restoration of Intake

The college shall apply with applicable fees for approval of existing institutions after a break in the preceding academic year(s). Restoration of Intake for an Institution shall be processed upon verification of the availability of adequate Infrastructural and other facilities as specified in the Approval Process Handbook by an LIC team. The university shall decide on the acceptance/rejection based on the report submitted by the LIC team.

4.2 Other Procedures

4.2.1 Increase in Intake/Starting of New course(s):

The following are guidelines for increase in intake/Starting of New course/Programme which are in line with AICTE Approval process Handbook for 2023-24.

Sl. No.	AICTE	VTU
i.	The institution shall have valid NBA accreditation for existing Courses.	In line with AICTE
ii.	The institution applied for NBA and waiting for the results of the visit is also eligible to apply, but a valid NBA certificate shall be produced at the time of scrutiny.	The institution applied for NBA and waiting for the results of the visit is also eligible to apply, but a valid NBA certificate shall be produced at the time of LIC visit.
iii.	Increase in Intake/Additional Course in Diploma/Under Graduate Degree/Post Graduate Degree Level in Engineering and Technology shall be permissible only in Emerging/Multidisciplinary Areas (Not applicable for Clause 2.14.1.1 "Promotion of Indian/Regional language in Technical Education").	Same as AICTE
iv.	Institutions shall be eligible for new Courses/expansion of existing Course (s), equal to the number of valid NBA accredited Course (s), subject to the condition that total number of Divisions after expansion per course shall not exceed the "Maximum Intake Allowed" (UG-300, MBA-300, MCA-180) Note: NBA validity of one accredited Course can be used for one increase in intake of another non-accredited Course. However, the increase in intake is allowed only in Emerging/Multidisciplinary area Course.	Same as AICTE
v.	The existing institutions having total "Approved Intake" equal to/less than the "Maximum Intake Allowed"/institutions not eligible to apply for NBA accreditation, shall be permitted to increase (without NBA accreditation) in the same level in the same Programme (UG/MCA/MBA) upto the "maximum intake allowed" in each Programme as that of a new technical institution.	Same as AICTE
vi.	The existing institutions having total "Approved Intake" exceeding the "Maximum intake allowed" seeking for approval for increase in intake/additional Course (without NBA accreditation) in the same level in the same Programme (UG/MCA/MBA) shall have to apply for the closure of Course (s) as per the procedure and shall apply for increase in intake/additional Course (s) in lieu of the same, without exceeding the total "Approved intake" as well as the number of Courses/divisions. Note: New course shall be allowed only in case of more than 50 % overall enrollment in last year (at respective level and Programme)	Same as AICTE

Institutions shall be eligible for new Course (s)/expansion of existing Course (s), equal to the number of valid NBA accredited Course (s), limited to a maximum FOUR new Course (s)/expansion of existing Course (s) within the definition of Division/Programme/level in the Regular/First Shift, subject to the following conditions:

i. A maximum of three Divisions shall be allowed to be added in the existing valid NBA accredited Under Graduate/Post Graduate Course (s), subject to the condition that total number of Divisions after expansion per Course shall not exceed FOUR Divisions.

ii. New Under Graduate Course (s) with only ONE Division shall be allowed at respective level including Technical Campus.

iii. New Post Graduate Course (s) with only ONE Division shall be allowed in specializations where corresponding or relevant Under Graduate Course (s) exists (except MCA and MBA).

iv. Institutions with any accredited Course shall be permitted to utilize the benefit of accreditation only once for increase in Intake/additional Course (s) etc.

v. If an Institution is having more than FOUR accredited Courses, the accredited Course (s) above FOUR shall be utilized for increase in Intake/additional Course (s) in the subsequent years subject to the validity of accreditation.

vi. Institution getting approval for new Course (s) in a particular Academic Year shall also be considered for grant of NRI/OCI/PIO/FN/Children of Indian Workers in the Gulf Countries subject to fulfillment of norms of Approval Process Handbook.

vii. NBA awards accreditation for either 3 or 6 years. An institution having a valid NBA accreditation shall utilize for an increase in the Intake/Introduction of a new Course ONLY ONCE within a span of 6 years. However, institutes which had accreditation for 3 years, even if the accreditation is renewed for another 3 years. Shall take benefit of introducing a new course or increased division only once during the 6 years.

viii. Institutions having an "Approved Intake" less than a Division size in any of the Regular/First Shift Course (s) as prescribed by the All India Council for Technical Education may apply for Intake of full Division size themselves and shall maintain Faculty: Student ratio accordingly.

4.2.2 Introduction of Integrated/Dual Degree Course

a. The existing Institutions where Course (s) in Engineering and Technology/ Planning/MCA/Management Programme are already in existence shall be eligible for approval of respective Integrated Degree. It is mandatory for the existing Engineering and Technology/Planning/MCA/Management Programme to be accredited by NBA to start the respective Integrated Degree Course.

b. Approval shall be considered only to those Institutions where there is "Nil Deficiency" based on Self-Disclosure & Not eligible for the Introduction of NRI/OCI/FN/Children of Indian Workers in the Gulf Countries.

c. Collaboration and Twinning Programme shall NOT be permitted for these Course(s).

d. Only one Division of 60 students (40 students in case of Planning) shall be approved for Institutions applying for Integrated Degree in Engineering and Technology/Planning/ Management/MCA where University affiliated Course (s) in Engineering and Technology/Planning/Management/MCA Programme respectively are already in existence.

4.2.3 Twinning Programme

a. As long as there is "Nil Deficiency" based on Self-Disclosure, an institution that is already in existence and has received proper council approval is interested in offering technical education leading to the award of an undergraduate degree/postgraduate diploma/postgraduate degree from a university or institution.

b. The Institution's NBA certification for the programme or course for which collaboration is sought must have a score of 650 or more points and be valid beyond April 10 of the next calendar year. If the institution has AICTE-approved programme(s), it must have an NAAC score of 3.01 or higher.

c. Accreditation by the authorized agency in the parent country or figured within Top 1000 rank in the QS/THE ranking shall be the pre-requisite for any Foreign University or Institution to engage in collaborative Programme with Indian University/Institute.

d. The Educational Programme(s) to be conducted in India by Foreign Universities or Institutions leading to the award of Under Graduate Degree/Post Graduate Diploma/Post Graduate Degree Level (Only for regular courses conducted in physical mode) shall have the same nomenclature as it exists in the university board of studies. There shall not be any distinction in the academic curriculum, mode of delivery, pattern of examination, etc. and such Under Graduate Degree/Post Graduate Diploma/Post Graduate Degree should be fully recognized in their Parent Country.

e. Any Course or Programme, which jeopardizes the National interest, shall not be allowed to be offered in India.

f. The Indian Partner Institution should obtain a NOC from the affiliating University/Board (Not applicable to University Departments).

g. Both the Institutions shall enter into a bipartite agreement/MoU for the purpose of collaboration.

h. The Indian Institutions shall enter into a bipartite agreement with its affiliating body.

i. For Course(s) where University approval is not mandatory, both the Institutions shall enter into a bipartite agreement/MoU for this purpose.

j. Credits earned by the students shall not exceed 30% of the total credits under Twinning Programme.

k. The students failing to secure Visa should be enrolled in a similar Programme being conducted by the Indian Partner Institution, affiliated to a University. The Intake of such students shall be over and above the "Approved Intake" of the Programme being conducted by the Indian Partner Institution. The colleges fulfilling the norms at envisaged in this chapter for possible grant of approval for Twinning Programme(s) shall be granted and additional batch subject to a maximum approved intake of 60.

5 NORMS FOR INFRASTRUCTURE

For establishing an Institution offering UG/PG Level courses in technical Programme(s), based on the approved intake and duration of the course per Programme, the built-up area requirement will be calculated.

The land required for the same will be based on prevailing FSI/FAR norms applicable for that location as declared by the respective competent authority to house the required built-up area as per norms. The same shall be applicable for the Institutions to be established/already established in Mega/Metro/Urban/Rural areas as mentioned as in Table 1 of Chapter 3.

5.1 Minimum Built-up Area Requirement

5.1.1 For Engineering & Technology:

Particulars	Number of Rooms required	Carpet Area in Sq. m per Room
Class Rooms	Total Number of Divisions x 0.5	66/33*
Tutorial Rooms$^+$	25% of total Class Room	33
Laboratory for First Year	4 (which includes 2 Laboratories for Basic sciences)	66
Laboratory other than First Year	2 per Programme per Year	66
Laboratory for Post Graduate Programme(s)	1 per Programme	66
	1 Research Laboratory	66
Workshop$^\#$	1	200
Additional Laboratory/Workshop for "X" Category Programme(s)	1	200
Drawing Hall$^\#$ CAD Centre	1	132
Computer Centre$^\#$	1	150
Seminar Hall	1	132
Library^{++}	1	400
Language Laboratory$^+$	1	33

However, it is desirable that an institution shall possess carpet area of 1.1 Sq.m per student to be utilized for teaching learning purpose (class rooms and tutorial rooms).

For Courses having more than 3 Divisions, additional Laboratories equivalent to the required number on pro rata basis for the said Courses shall be created.
* Applicable for Post Graduate Course only.
+ Language Laboratory shall have a minimum of 20 Computers with appropriate Software. Additional Laboratory required, if number of Divisions >5.
++ Additional Library area of 50 mt per 60 Students beyond 420 "Approved Intake".
"X" Category Courses such as Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and Allied Courses shall require an Additional Laboratory/Workshop.

 # Drawing Halls, Computer Centres and Workshops to be created as given below:

Approved Intake	Computer Centre	Workshop	Drawing Hall/CAD Centre
Up to 600	1	1	1
601-1200	2	2	2
Note: Infrastructure Requirement shall be calculated on pro rata basis for "Approved Intake" greater than 1200			

- Additional Laboratories to be created (if required) as per Curriculum of the Visvesvaraya Technological University.
- Under Graduate Laboratories, if shared with Post Graduate Courses shall be upgraded to meet the requirements of Post Graduate Curriculum.
- The Institution shall have one Smart Class Room/Course with LCD projector, Smart Board, Internet Connection, etc.
- Institutions shall have facilities for conducting online classes (Theory and Practical)
- Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart Board, PA system and Executive Chairs.
- Institutions shall have MOOCs Facility Centre and Innovation/Fab Laboratory.

5.1.2   For Architecture and Town Planning (for Integrated Course)

Particulars		Area Sq. m.	Minimum Number of Rooms/Intake		
			40	80	120
Class Rooms *	UG	60Sq.m./Room	4	8	12
	PG	30Sq.m./Room	1/Specialization		
UG Studio		120 Sq.m.	4	8	12
PG Studio		60Sq.m.	Minimum one		
Computer Centre		75 Sq.m.			
Model making and Carpentry Workshop		120Sq.m.			
Laboratories		60Sq.m./Room	2/Course		
Library & Reading Room		150 Sq.m.			
Seminar Halls		One per Programme			

*Number of Class Room = (Number of Divisions/Year × Duration of the Course) × 0.75
#10% variations in Area is permitted.

Note:
- The above areas do not include the rooms of the teaching staff even though such staff rooms are attached to the laboratories. However, they do include the sitting space for the technical supporting staff and storage of laboratory consumables and instruments.
- Out of total number of Classrooms per department at least one shall be Smart Classroom.

5.1.3   For Standalone Architecture and Town Planning

Particulars		Area Sq. m.	Minimum Number of Rooms/Intake														
			1st Year			2nd Year			3rd Year			4th Year			5th Year		
			40	80	120	40	80	120	40	80	120	40	80	120	40	80	120
Class Rooms	UG	60 Sq.m./Room	1	2	3	1	2	3	2	3	4	2	3	4	2	3	4
	PG	30 Sq.m./Room	Minimum one/Specialization														
UG Studio		120 Sq.m.	1	2		3	2	4	6	3	6	9	4	8	12	4	8	12
PG Studio		60 Sq.m.	Minimum one/Specialization														
Computer Centre		75 Sq.m.	Minimum one														
Labs and Workshops		40 Sq.m. each	1	1		1	2	2	2	2	3	3	2	3	3	2	3	3
Library & Reading Room		0.6 Sq.m./Student up to total sanctioned strength of 200 and 0.3 Sq.m. for every additional beyond sanctioned strength of 200															

5.2   Administrative Area
Principal/Director and Department Office

Particulars	Principal/ Director	Board Room	Office all inclusive	Cabin for Head and Office	Faculty Rooms	Central Stores	Maintenance	Security	House keeping	Pantry for Staff	Examinations Control Office	Placement Office
Carpet Area in m² Per Room	30	20	150* / 300$	20	5	30	10	10	10	10	30	30
Number of Rooms required for new Technical Institution	1	1	1	-	First Year Student intake/15	1	1	1	1	1	1	-
Total Number of Rooms	1	1	1	1/Department	One per Faculty (as per norms) in the Institution	1	1	1	1	1	1	1

$Technical Institution having more than one Programme
*Technical Institution having one Programme

5.3 Amenities

*Total area for the Technical Institution having more than one Programme

Particulars	Toilets (Ladies & Gents)	Boys Common Room	Girls Common Room	Cafeteria	Stationery, Store and Reprography Reprography	First Aid cum sick room	Principal's Quarter	Guest House	Sports Club/Symposium	Auditorium/Amphit heatre	Boys Hostel	Girls Hostel
Carpet Area in m^2 per Room for the Technical Campus having more than one Programme	350*	100	100	150	10	10	150	30	200	400	Adequate	Adequate
Carpet Area in m^2 per Room for Technical Campus having one Programme	150$	75	75	150	10	10	150	30	100	250		
Number of Rooms required for the new Technical Institution	Adequate	1	1	1	1	1	-	-	-	-	-	-
Total Number of Rooms	Adequate	1	1	1	1	1	Desirable	Desirable	Desirable	Desirable	Desirable	Desirable

$ Total area for the Technical Institution having one Programme

Circulation Area in m²

Access and Circulation area (ACA) of 25% of sum of Instructional, Administrative and Amenities area is desired covering common walkways, staircases and entrance lobby.

5.4 Norms for Books, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment of the Technical Institutions

5.4.1 Computers, Software, Internet and Printers

Programme		Number of PCs/Laptop to student ratio (Minimum 20 PCs)	Legal System Software @	Legal Appln Software**	LAN and Internet	Mail Server and Client	Printers including Color Printer (% of total number of PCs/Laptops)
Engineering and Technology	UG	1:10	03	20	All	Desirable	5%
	PG	1:4					
Planning	UG	1:6	01	10	All	Desirable	5%*
	PG	1:4					
MCA	PG	1:4	03	20	All	Desirable	5%
Management	PG	1:6	01	10	All	Desirable	5%

*At least one printer to be A1 Size Color Printer/Plotter
** Includes Plagiarism checking Software

Internet speed required for the Institution

Approved Intake	Internet Band width (1:1)*
up to 300	100 Mbps
301 - 600	300 Mbps
601 - 900	500 Mbps
>900	1Gbps

* In case of Non-Availability of Bandwidth in a Single Connection, Multiple connections shall be ensured to fulfill the specified Norms. At least 8 Mbps Wi-Fi connectivity and hotspots shall be made available where ever required (minimum 5 Hotspots) Arrangement to view NPTEL/SWAYAM & SWAYAM PRABHA etc. shall be made available.

a. Utilization of Open Source Software shall be encouraged
b. Secured Wi-Fi facility with reliable hardware is highly recommended
c. Utilization of indigenized Video conferencing facility is recommended
d. Library, Administrative Offices and Faculty members shall be provided with exclusive computing facilities along with LAN and Internet. This shall be considered as over and above the requirement meant for PCs to students' ratio
e. Adequate number of software licenses are required
f. Central Photo copying facility for students is preferred
g. Computing facility shall also include Laptops in the inventory of the Institution
h. Every Department shall have separate Computer Laboratory with at least 20 Computers and a centralized Computer Laboratory with at least 100 Computers
i. Effective utilization of ICT/Research/Other academic related facilities extended by agencies/organizations through MoU with All India Council for Technical Education (AICTE) is highly recommended (https://www.aicte-india.org/education/collaborations)

5.4.2 Laboratory Equipment and Experiments

Laboratories shall have equipment that meets the requirements of the affiliated university's curriculum/board's requirements for experiments. It is desired that the number of experimental set-ups is arranged so that a maximum of four students may work on each set.

5.4.3 Books and Library Facilities

Programme	Total Number of Divisions	Titles	Volumes	Reading Room Seating	Multimedia PCs for Digital Library/internet Surfing located in the reading room
		Number		% of Total Students	% of Total Students
Engineering and Technology (Under Graduate)	B	$100^{\#}$	$500 \times B^{\#}$	15 % (Max. 150)	Minimum 10
		50 per*Course	250 per*Course		
Planning (Under Graduate)	B	$100^{\#}$	$400 \times B^{\#}$		
		50^{*}	$400 \times B^{*}$		
		50^{*}	$500 \times B^{*}$		
Engineering and Technology/Planning/Applied Arts and Crafts/Design/Hotel Management and Catering Technology (Post Graduate)	B	$50^{\#}$	$200^{\#}$	25 % (Max. 100)	
		As$^{\$}$ Required	$100^{\$}$		
MCA/PGDM/MBA (Post Graduate)	B	$100^{\#}$	$500 \times B^{\#}$		
		50^{*}	$500 \times B^{*}$		

B - Number of Divisions at First year

1#	Book Titles and Volumes required at the time of starting a new Technical Institution equally distributed per subject.
2*	Annual Increment equally distributed per subject.

3	Total number of Titles and Volumes shall be increased in continuation till 10 years from the starting of the Programme(s), which shall be the minimum stock of Books. Institutions shall have to add an annual increment of Books based on the changes in Curriculum and Syllabus from time to time by the affiliating University/Board. NOTE: After 10 years as per the Affiliating Body Curriculum and Syllabus, the Older Edition Books shall be replaced with latest edition by 5% of the total minimum Books required for that Programme.
4	Component for additional Division/Course.
5	Books shall also include subjects of Science, Humanities, Management and Social Science as per the requirements of the Curriculum and Syllabus.
6	Digital Library facility with multimedia facility is essential.
7	Reprographic facility in the Library is essential.
8	Document scanning facility in the Library is essential.
9	Library Books/non-Books processing as per the standard classification and catalogue system is essential.
10	Facilities to access the Online Courses is essential.
11	Library automation software including Bar coding is desirable.
12	Upto 66% of the total number of Titles and Volumes may be in the form of e-books with intranet access is mandatory in case of Post Graduate Level Programme(s) and shall be desirable in case of UG/Diploma Programme(s). Member in NDL/Indian National Digital Library in Engineering Sciences and Technology (INDEST) or any other National Consortium is permissible for e-books.
13	The Institution shall be a member of National Digital Library. Aggregators shall also be used.
14	NDL membership for faculty and students is highly desirable.

6. TEACHING and NON-TEACHING:

6.1 Faculty Requirement for UG Programme(s)

Programme	Faculty: Student based on Approved Intake	Principal/ Director	Professor	Associate Professor	Assistant Professor	Total
		A	B	C	D	A+B+C+D
Engineering and Technology	1:20	1	$\frac{S}{20\,x\,R} - 1$	$\frac{S}{20\,x\,R}\,x\,2$	$\frac{S}{20\,x\,R}\,x\,6$	$\frac{S}{20}$
Planning	1:16	1	$\frac{S}{16\,x\,R} - 1$	$\frac{S}{16\,x\,R}\,x\,2$	$\frac{S}{16\,x\,R}\,x\,6$	$\frac{S}{16}$

S - Sum of the number of students as per "Approved Intake" for all years, R = (1+2+6) =9

6.2 Faculty Requirement for Post Graduate Degree Programme

Programme	Faculty: Student based on Approved Intake	Principal/ Director	Professor	Associate Professor	Assistant Professor	Total
		A	B	C	D	A+B+C+D
*Engineering and Technology	1:15	-	$\frac{S}{15\,x\,R}$	$\frac{S}{15\,x\,R}$	$\frac{S}{15\,x\,R}$	$\frac{S}{15}$
Planning	1:10	-	$\frac{S}{10\,x\,R}$	$\frac{S}{10\,x\,R}$	$\frac{S}{10\,x\,R}$	$\frac{S}{10}$
#MCA	1:20	1	$\frac{S}{20\,x\,R} - 1$	$\frac{S}{20\,x\,R}\,x\,2$	$\frac{S}{20\,x\,R}\,x\,6$	$\frac{S}{20}$
#MBA/PGDM	1:20	1	$\frac{S}{20\,x\,R} - 1$	$\frac{S}{20\,x\,R}\,x\,2$	$\frac{S}{20\,x\,R}\,x\,6$	$\frac{S}{20}$

S - Sum of the number of students as per "Approved Intake" for all years. In the case of non-availability of qualified Professor, an Associate Professor may be considered. *R = (1+1+1); #R = (1+2+6)

In case of the average admission during last 3 years is less than or equal to 50% of the average sanction intake, the requirement of faculty members shall be reduced by 25% on account of the number of batches of students going to laboratory/project work/seminars/workshops etc. The same is illustrated below.

Programme	Sanctioned Intake during last 3 academic years.	Average admissions during last three academic years	Duration of course in years	Faculty required as per norms	Faculty required as per recommendations
Engineering and Technology	300	175 (Above 50%)	4	60	60
Planning	300	175 (Above 50%)	4	60	45 (60 X 0.75)

In case of non-availability of qualified Professor, an Associate Professor may be considered.

In Integrated Planning Course, Faculty requirement is 1:16 for the first three years and 1:10 for the next two years.

However, Institutions Deemed to be Universities/Institutions having Accreditation/Autonomy status shall have Faculty: Student ratio of 1:15 in Under Graduate Degree Level in Engineering and Technology and maintain a better Cadre ratio in order to achieve excellence in Technical Education & Research.

The institution should maintain the appropriate number of teachers from physics, chemistry, mathematics and other allied/general subjects within the overall number of teachers as 1:15/1:20 (faculty student ratio) as applicable. The teachers should have a load of 8 units of theory per week and 4.5 units of practical's per week or equivalent.

Faculty: student ratio calculation should consider basic science faculty and first year subject stream faculty (subjects taught by Programme(s) which are not in the institute). For example, in a given institute, if Mechanical engineering Programme is not available, but still institute should have Faculty from Mechanical stream to teach Mechanical related subjects at first year level).

Qualification: **As per AICTE Norms**										
Principal/Director: 1(To include as Professor in concerned Department)										
Cadre Ratio: Professor: Associate Professor: Assistant Professor (**Minimum Cadre Ratio shall be 1: 2 : 6 or better)**										
Faculty: Student Ratio:: **1 : 20**										
I YEAR WORK LOAD (Y)										
Sl. No.	Dept.	Intake								
		240	300	360	420	480	540	600	660	720*
1	ECE	1	1	1	1	2	2	2	3	3
2	EEE	1	1	1	1	2	2	2	3	3
2	CSE	2	2	2	3	3	3	4	4	5
3	CV	1	1	1	1	1	2	2	3	3
4	MECH	2	2	2	3	3	3	4	4	5
5	Phy.	2	2	3	4	4	5	5	6	6
6	Chem.	2	2	3	4	4	5	5	6	6
7	Maths	4	4	4	5	6	7	7	8	8

*For intake more than 720 an SFR of 1:20 shall be maintained appropriately

6.3 Faculty Cadre ratio for UG-Architecture and Town Planning Programme(s)

Qualification: **As per AICTE/CoA Norms**			
Cadre Ratio: Professor: Associate Professor: Assistant Professor (**Minimum Cadre Ratio shall be 1 : 3 : 10 or better)**			
Faculty: Student Ratio: **1:16**			
CoA			
Intake	40	80	120
Cadre Ratio	1 : 3: 10	2 : 6 : 20	3 : 10 : 28

6.4 Faculty Cadre ratio for PG Programme(s)

Qualification: **As per AICTE Norms**			
Principal/Director: 1(To include as Professor in concerned Department)			
Cadre Ratio: Professor: Associate Professor: Assistant Professor			
Programme	Particulars		
M.Tech.#	Intake		
	18	24	30
	1 : 1 : 1	1 : 1 : 2	1 : 2 : 2
M.Arch./M.Plan## **(as per AICTE for Integrated Course)**	Intake		
	20		
	1 : 1 : 2		
MCA**	Intake		
	60	120	180
	1 : 2 : 6	1 : 4 : 13	2 : 6 : 19
MBA **	1 : 1 : 4	1 : 3 : 8	2 : 4 : 12

\#   Faculty: Student: 1 : 12

\##   Faculty: Student: 1 : 10

**   Faculty: Student: 1 : 20

Note:
1. For the calculation of departmental staff- student ratio, the total number of faculty required is X
2. Y is the number of additional faculty required to cater to first year work load.
3. For an intake > 600 students, there should be at least one Professor and one Associate Professor and Y-2 Assistant professors in Physics, Chemistry and Mathematics departments, each,
4. There shall be separate qualified faculty to teach Kannada, English and Constitution of India and Professional Ethics (CIP).
5. Any Adjunct Faculty/Resource persons in the department should not be considered against the cadre ratio of 1:2:6. The faculty who have worked for one preceding semester will be counted as regular faculty in cadre ratio.

6. For standalone Architecture and Town planning course is as follows
   - Only candidates registered with Council of Architecture (COA) under the provisions of the Architects Act, 1972 shall be eligible for the core faculty posts subject to minimum qualifications and experience as prescribed by CoA.
   - Full time faculty may be recruited in the allied areas from the field of Engineering/Fine Arts/Humanities, etc. provided that there is a minimum of 12 core full time faculty along with Head for an intake of 40. The faculty from allied areas shall not exceed more than 3 for an intake of 40, 6 for an intake of 80 and 9 for an intake of 120. Further, they should be appointed only at the posts of Associate Professor and Assistant Professor in the cadre ratio of 1:2. The minimum qualifications and experience required for appointment of these faculty shall be as per AICTE/UGC Norms, as the case may be.
   - To maintain teacher/student ratio of 1:10, the institution shall have requisite number of visiting faculty teaching equivalents in addition to Full time teaching staff
   - One Professor Design Chair for every intake of 40 can be appointed and shall be counted against Professor Cadre
   - Professor Design Chair and other faculty members appointed on tenure basis cannot be considered as Head of the Institution/Principal/Dean/Head of Department
   - Up to 50% of the faculty members other than Professors (excluding Professor Design Chair) can be on tenure basis. The minimum duration of tenure should be 3 years.

6.5 Faculty Cadre and Qualifications

Faculty Cadre and Qualifications shall be as per AICTE Regulations on Pay Scales, Service Conditions and Minimum Qualifications for the Appointment of Teachers and Other Academic Staff such as Library, Physical Education and Training & Placement Personnel in Technical Institutions and Measures for the maintenance of Standards in Technical Education – (Degree) Regulation, 2021 and subsequent amendments/new Regulations issued by AICTE from time to time.

6.6 Technical/Supporting Staff (for Integrated Course)

Sl. No.	Cadre	Number of Staff Required
1	Foreman/Supervisor	One per Programme (Preferably One for 60 UG Intake)
2	Instructor/Assistant Instructor/Mechanic	One per Laboratory
3	Helper	Minimum Two (2) per Course
4	System Analyst	One for Central Computer Centre
5	Programmer	Minimum Two (2) per Institute
6	Librarian	One
7	Physical Education Director	One

** As per the norms of the Institution, Student/Staff ratio required to be maintained for the special courses.

6.7 Non- Teaching Staff (For Standalone Architecture & Town planning)

Sl.No.	Cadre	Number of Staff Required		
		40	80	120
1	Librarian		1	
2	Asst. Librarian	0	0	1
3	Lab/Workshop Technician	3	3	5
4	Administrative personnel	5	9	10
5	Accounts personnel	4	4	9
6	Helpers	As required		

7. **PRE-REQUISITE FOR PERMANENT AFFILIATION**
   a. College shall be eligible for permanent affiliation in any Course/Subject/Programme after enjoying temporary affiliation for a continuous period of five years in that Programme/subject and has fulfilled all the conditions of affiliation and attained the academic and administrative standards prescribed by the University from time to time. The Course/Programme applicable for permanent affiliation should have been accredited by NBA or NAAC.
   b. College shall have 2(f) status.
   c. Eligibility criteria for permanent affiliation as specified in "VTU Statutes on Permanent Affiliation of Colleges (Amended) -2011"

   Important Note:
   - All the colleges are required to maintain norms and standards of VTU/AICTE, prescribed from time to time.
   - In case the previous Local Inquiry Committee has reported any short fall, the institutions shall comply with the norms and produce the compliance report.

8. **Miscellaneous**

8.1 Repeal and Savings
   (i) Notwithstanding anything contained in the foregoing, the University shall have the power to issue directions/clarifications/orders and prescribe such format / procedure, as it may deem fit to implement the provisions of these Regulations to address and removal of any difficulty.
   (ii) Nothing in the foregoing may be construed as limiting the power of the University to amend, modify or repeal any or all of the above.

8.2 Interpretation and Powers
   (i) In case of any ambiguity in these Regulations, if any, the AICTE regulations shall prevail, and any question as to the interpretation of these Regulations shall be decided by the University, whose decision shall be final.
   (ii) The University shall have the powers to issue clarifications to remove any doubt, difficulty or anomaly which may arise during the implementation of the provisions of these Regulations.
   (iii) Subject to the provisions of these Regulations, the Executive Council may, from time to time, formulate/frame, amend, alter or rescind any or all the provisions brought out in this Regulations or for such other norms and standards relating to affiliation matters.

12/06/23

REGISTRAR