



राजस्थान विश्वविद्यालय, जयपुर

जवाहर लाल नेहरू मार्ग, जयपुर 302004

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क्रमांक: शैक्ष. द्वितीय / 2024 / 4840

दिनांक 30/03/2024

समस्त प्राचार्य,
राजस्थान विश्वविद्यालय से सम्बद्धता प्राप्त
राजकीय व निजी महाविद्यालय।

विषय:- सत्र 2024-25 के निरीक्षण प्रारूप के कम में।

महोदय / महोदया,

उपरोक्त विषयान्तर्गत लेख है कि सत्र 2024-25 से नवीन सम्बद्धता / विषय अभिवृद्धि / सीट अभिवृद्धि / स्थाई सम्बद्धता / सम्बद्धता में अभिवृद्धि के लिए महाविद्यालयों के भौतिक निरीक्षण प्रारूप में आवश्यक संशोधित किया गया है।

अतः निर्देशानुसार आपको सूचित किया जाता है कि सत्र 2024-25 से नवीन सम्बद्धता / विषय अभिवृद्धि / सीट अभिवृद्धि / स्थाई सम्बद्धता / सम्बद्धता में अभिवृद्धि के लिए महाविद्यालयों के भौतिक निरीक्षण की निरीक्षण रिपोर्ट संलग्न प्रारूप में तैयार करवाकर विश्वविद्यालय में प्रस्तुत करें अन्यथा पुराने निरीक्षण प्रारूप को स्वीकार नहीं किया जावेगा।

उक्त आदेश निरीक्षण प्रारूप सक्षम स्तर से अनुमोदित है।

भवदीय,

— Sd —

(डॉ. कुलदीप मिश्रा)

उप-कुलसचिव (शैक्षणिक-2)

क्रमांक: शैक्ष. द्वितीय / 2024 / 4841 - 4843

दिनांक 30/03/2024

प्रतिलिपि सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

1. निदेशक, इन्फोनेट सेन्टर, राजस्थान विश्वविद्यालय, जयपुर।
2. वरिष्ठ निजी सहायक भाननीय कुलपति / कुलसचिव, राजस्थान विश्वविद्यालय, जयपुर।

1000/1/28.3.2024

(डॉ. कुलदीप मिश्रा)

उप-कुलसचिव (शैक्षणिक-2)



1-4
28.3.22

UNIVERSITY OF RAJASTHAN, JAIPUR

FORM OF INSPECTION REPORT FOR COLLEGES FOR THE ACADEMIC SESSION (To be filled Up by the Inspection Team)

Type of affiliation: Session.....

(Fresh/Extention/Additional/Increase Intake/Permanent)

1. Profile of the College :-

(i) Name of the College :.....

(ii) Place & Address :.....

(iii) Contact No. Office No. :

Mobile No. :.....

E-Mail ID :.....

WebSite :.....

(iv) College Code No. :.....

(v) Year of Establishment of College :.....

2. Details of Existing Course(s) :-

Sl. No.	Name of the Course offered by the college	Name of the Subject	Sanctioned (Number of Seats)	Intake
1				
2				
3				
4				
5				
6				
7				

3. Courses/Subjects for which affiliation is sought :-

S.No.	Name of Courses	Name of Subjects	Seats applied for
1			
2			
3			
4			
5			

4. Name of Inspectors visiting the college :-

(i).....

(ii).....

(iii).....

(iv).....

5. Date of Inspection :-.....

6. Details of Land :-

(i) Property (Registered or Rented).....

(ii) Total Land Available (in sq. m.).....

[Signature]

[Signature]

[Signature]

[Signature]

- (iii) Total Constructed Area (in sq.m.).....
- (iv) Plot No.....
- (v) Khasra No.....
- (vi) Google Map Location.....

7. Details About Registered Land Documents :-

- (i) Certified copy of registered land document
- (ii) Approved Building Plan
- (iii) Building Completion Certificate
- (iv) Building Safety Certificate.....
- (v) Whether Building is disabled friendly.....

8. Details of Society :-

- (i) Date of Establishment & Registration No. of the Society.....
- (ii) Name of Society with Address under which the above College is being run, if any.....
- (iii) Name of President..... (Contact No.)E-Mail.....
- (iv) Name of Secretary..... (Contact No.).....E-Mail.....

9. Course wise details of FDR(s) towards Endowment Fund (certified copy to be attached) as per University Provisions/Norms :-

Joint FDR No..... Amount.....Date.....

Maturity Date..... along with Bank Name

To be physically verified Yes/No

10. Details of NOC of the State Government (Give letter reference number and date) :-

Letter No.....Date.....

Name of Courses/Subjects/Increase Intake

Session.....

11. Statement of Assets/Buildings :-

(A) Classes Room

- (i) Total No. of Classrooms & Size
- (ii) Total Capacity of Classrooms (No. of students)
- (iii) Are the Class rooms accomodious, well ventilated and electric fittings conditions are satisfactory?
- (iv) Whether the existing class rooms are sufficient for existing classes.
- (v) How much class rooms are proposed to be provided for starting class in the subject for which affiliation is sought.

(B) Library

- (i) Size of the Library and Total number of seating.
- (ii) Size of Reading room and seating capacity.

[Handwritten signatures and initials]

- (iii) Total Number of Books available Subjectwise.
- (iv) Availability of Books in subjects for which affiliation is sought.
- (v) Total Number of Journals available Subjectwise.
- (vi) Whether Accession register is maintained. (Attach list)
- (vii) Amount spent on library books during the last two years be indicated year-wise. (Attach list)
- (viii) Is the in-charge of the college library qualified?

(C) Laboratories

- (i) Total Number of Labs & their size
- (ii) Allocation of Laboratories
- (iii) Are Laboratories properly equipped
- (iv) Are the Laboratories commodious, well ventilated, sanitary and electric fittings conditions are satisfactory ?
- (v) Whether the existing Laboratories are sufficient for existing classes.
- (vi) How much Labs are proposed to be provided for starting classes in the subjects for which affiliation is sought.

(D) Canteen

- (i) Floor Area (Sq. Feet)
- (ii) Hygiene (Yes/No)
- (iii) Sitting Capacity

(E) Facilities

- (i) Boys (Capacity)
- (ii) Girls (Capacity)

(F) Seminar Halls

- (i) Number
- (ii) Capacity

(G) Playground

- (i) Approx. Area
- (ii) Available Courts (Games/Nos.)

(H) Auditoriums

- (i) Area
- (i) Capacity

Handwritten signatures and initials at the bottom of the page, including "Sangita", "Alshu", "R...", "ABD", and "1-2".

(I) Computer Lab

(i) No. of PC's/Laptops

(ii) Internet (Yes/No)

12. Whether the Society is running other Institution(s) also if so, details be given in separate sheet :-

YES/NO

13. Whether any other College/Institutions is being run in the same premises/building, if yes, give details of such College/Institution. :-

YES/NO

14. The details of the Principal and teaching staff working in the College :-

(A) Details of Principal working in College :-

Name of Principal with Mob. No.	Qualifications	Qualified as per Univ. norms or not	Appointment approved or not (if approved than letter number & date must be mentioned)	Date of Joining	Mode of Payment of Salary	Details of Bank A/c in which the salary is being paid	Details of Bank A/c from which the salary is being paid

Signature of Secretary

Signature of Principal

(B) Details of Teaching Staff working in the College (a. Actual Number of teachers required b. Actual Number of teachers working) :-

Name of Teachers actually working in the College (the subject must be specified for which he/she appointed)	Qualifications	Qualified as per Univ. norms or not	Appointment approved or not (if approved than letter number & date must be mentioned)	Date of Joining	Mode of Payment of Salary with specifying the grade pay and pay scale	Details of their Bank accounts in which the salary is being paid	Details of Bank A/c from which the salary is being paid

Signature of Secretary

Signature of Principal

N.B: The Bank Statements of last six months in respect of the Principal and Individual teachers duly verified by the Bank Manager and the Principal must be enclosed after testifying the same as per University norms.

15. List of Non Teaching Staff including Librarian :-

(Attach Separate List for Non Teaching Staff in the Performa given below).

Non-teaching staff Details :-

S.No	Name	Designation	Educational Qualification	Date of Joining	Mode of Payment of Salary with specifying the grade pay and pay scale	Details of their Bank accounts in which the salary is being paid	Details of Bank A/c from which the salary is being paid
1							
2							

Signature of Secretary

Signature of Principal

Signature of Secretary *Signature of Principal*

16. Name of the other Institution(s) running in the adjoining building. (Give Details) :-

.....

.....

17. Details of Inspection/Affiliation fee paid :-

S.No.	Name of Course	Nature of Affiliation (fresh/extension/ increase intake /permanent)	Amount	Bank Account Details with Name	Date
1					
2					
3					
4					

18. Website Details :-

S.No	Particulars	Observations		Particulars	Remarks
		Yes	No		
1	Whether the College website is made, if yes, give the specific details				
2	Whether updating college website regularly?				
3	Whether mandatory disclosures are uploaded on the college website ?				
4	Whether the duly signed latest staff profile is uploaded on the website? (Date of last update)				

19. Summary of the recommendations for :-

Fresh affiliation.....

.....

.....

Extension of Provisional affiliation

.....

.....

For Increased Intake.....

.....

.....

For Provisional Affiliation in Additional Subjects.....

.....

.....

For Permanent Affiliation

.....

.....

Justification for above recommendations:-

.....

.....

.....

Signature *Signature* *Signature* *Signature* *Signature* *Signature*

20. Deficiencies found (if any) :-

Facilities	Nature of Deficiencies	Period required to fulfill
Class rooms		
Library		
Labs		
Toilets		
Canteen		
Playground		
Others		

21. Does the Inspection Team(s) recommend for Fresh affiliation/ Permanent affiliation/Additional Subject/Increase intake :- **YES/NO**

.....

.....

22. Course (s) Subject (s) for which affiliation is recommended :-

S.No.	Name of Courses	Name of Course (s)/ Subject (s)	No. of Seats recommended
1			
2			
3			
4			
5			

N.B. Please attach separate sheet if, required .

23. Mention NAAC Accreditation Certificate :-.....

24. Mention UGC Certificate (2F & 12B) :-.....

25. Mention AISHE Code :-.....

I/We have carried out the inspection of the above college thoroughly and checked the information/papers provided by the College Principal/Management.

Name of the Inspector(s)

Signature

- | | |
|---------|-------|
| 1. | |
| 2. | |
| 3. | |
| 4. | |

Dated :

Note : All the documents referred above alongwith photo copies of NOC of State Govt, recognition of the Central Agencies (NCTE,RCI etc.) if applicable.

