



MOHANLAL SUKHADIA UNIVERSITY, UDAIPUR

FORM FOR REPORT ON THE INSPECTION OF COLLEGES FOR AFFILIATION

(PROVISIONAL/ PERMANENT)

Note :- All the information furnished by the college/institution applying for affiliation /extension of affiliation are to be verified by the screenings /inspection team with the original documents at the time of call for inspection.

1.	Name of the College and the Year of foundation	Name Year of foundation	_____
2.	Name of Social /Trust With Registration No.	Name Registration	_____
3.	Date of Inspection of documents /verification		_____
4.	No objection Certificate from State Govt. (give reference number and date)		_____
5.	Affiliation Sought for And intake capacity	Faculty /Faculties Subject (s) Class (s) Session	_____ _____ _____ _____
6.	Details of previous applications for Affiliation in the subject (s)		_____
7.	Subjects already taught		_____
8.	Funds position :		
	(i) Financial Resources of the College in Relation to the proposed development		_____
	(ii) Present financial position		_____
	(iii) Reserve fund available at present		_____
	a. Cash in hand		_____
	b. In Trustees Securities		_____
	c. F.D.R.		_____
	d. Bank Guarantee		_____
	e. Immovable Registered Property		_____
	(iv) Additional financial resources proposed to provided		_____
9.	About the Management (In case of private Institution) :		
	(i) Whether Management Committee Constituted For this College	Yes/No	_____
	(ii) Total Numbers of Committee Members		_____
	(iii) Total Nos. of Committee Members those Who are from Education Field		_____
	(iv) Whether the Principal and at least one other Member of the teaching staff are the Ex- Officio members of the managing committee		_____ _____
10.	Principal, Faculty & Staff : The Principal and faculties appointed is certified.		
	(i) Whether the Principal is qualified		_____
	Give details	Name Age _____ Qualifications _____ Experience _____ Salary & grade _____	_____ _____ _____
	(ii) Number of faculty required, Appointed and proposed	Required _____ Appointed _____ Qualified /Not qualified Proposed _____ Qualified /Not qualified	_____ _____ _____
	(iii) Non-teaching and class IV staff	Required	Appointed Proposed

Librarian (Qualified /Not qualified)	_____	_____	_____
Non-teaching	_____	_____	_____
Class IV	_____	_____	_____

11. Land & Building :
 - (i) Does the management possess
Own land for the College. If yes,
Give total area in Acre. _____
 - (ii) Does the management possess
Own building for the College ? If yes, _____
 - (iii) Building acquired on
Rent or a long lease. Give total
Construction area in sq. ft. _____

12. Class Rooms :
 - (i) No. of Class Rooms & Size _____
 - (ii) Allocation of Class Rooms _____
 - (iii) Are the Class rooms commodious,
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 classes
in the subjects for which affiliation
is sought . _____
 - (vi) What is the maximum number of
Classes being held at the same time ?
What is the maximum strength of
a section ? _____

13. 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 classed. _____
 - (vi) How much Labs. are proposed
to be provided for starting classes
in the subjects for which affiliation
is sought. _____

14. Library
 - (i) Size of the Library and
Total number of seating _____
 - (ii) Total Number of Books available
Subject wise total number of books _____
 - (iii) Total Number of Journals Available
Subject wise total number of Journals _____

- (iv) Whether Accession Registrar is maintained _____
- (v) Funds already provided and proposed For Library books and journals _____
15. Other Rooms and play ground:
- (i) Are there Principals & faculty rooms ? _____
If yes, give size and number. Whether these rooms are furnished properly ? _____
- (ii) Are there Girls Common Room and conference rooms ? If yes, give size furnished properly ? _____
- (iii) Is there Canteen Building, If yes, give size seating capacity _____
- (iv) Number of toilets. Male _____ Female _____
Whether the toilets are well cleaned and fitted with proper sanitation and electricity fittings _____
- (v) Is there any play ground ? _____
If yes, give size ? Whether games activities are held and material available _____
16. Hostel :
- (i) Whether Hostel facility is available ? _____
- (ii) If yes, give intake capacity ? _____
17. Teaching and office equipments : _____
(give details of equipments procured or Proposed for teaching and office with cost. Whether stock registrar is maintained ?
- | | |
|--------------------|-------|
| LCD Projector | _____ |
| Overhead Projector | _____ |
| Computer /Printer | _____ |
| Photocopier | _____ |
| Fax Machine | _____ |
| Television | _____ |
| Audio System | _____ |
| Water Cooler (s) | _____ |
| Other Equipments | _____ |
18. Furniture & Fixtures : _____
(give details of Furniture procured or) Proposed for Class Rooms/Laboratory / Library /Principal Room/ Faculty Room / Girls Common R oom/Conference Room/ Canteen /Office etc. office with cost Whether stock registrar is maintained ?
- | | |
|-------------------|-------|
| Class Room | _____ |
| Laboratory | _____ |
| Library | _____ |
| Principals Room | _____ |
| Faculty Room | _____ |
| Office | _____ |
| Girls Common Room | _____ |
| Conference Room | _____ |
| Canteen | _____ |
| Others | _____ |
- Only for office use – alongwith No. of students to be admitted in the course.
19. Data relating to (AISHE) All India Survey of Higher Education have been uploaded on MHRD Portal. Yes / No

20. General impression about the Institution _____

21. Does the committee recommends affiliation Yes /No.

While recommending affiliation, the Inspectors are requested to carefully examine the conditions in which the Institution had originally been granted affiliation and to recommends affiliation or upgrading only when they find that the original conditions have been satisfactorily fulfilled and that the institution possesses the necessary facilities in respect of staff, funds and accommodation etc. and that it is fit to be raised to higher standards.

22. Summary of recommendations (Specify the no. of sections and intake of students in each course. Including conditions for provisional affiliation if recommended.) _____

23.	Name of the Inspection Committee Member	Signature
1.	_____	_____
2.	_____	_____
3.	_____	_____

24. Counter Signature of Director CDC
MLS University, Udaipur