

# JIWAJI UNIVERSITY, GWALIOR



Form for Extension  
Of  
Affiliation of M.B.A. & M.A.M. College  
**(SESSION 2023-24)**

Note: The Management colleges are required to submit the form in duplicate one hard copy and one C.D. with supporting documents to the University. In the absence of this documents inspection will not be carried out.

<b>I. <u>GENERAL</u></b>	
a) Name of College with Address	
b) Principal Name	
c) Phone /Mobile No.	
d) College E-mail/ College Website	
e) Year of Establishment	<b>Govt./Autonomous/Aided/Private</b>
f) Status of College	
g) AISHE Information [Enclose letter]	
h) Name of ownership Society/Trust/ Company/Individual with Address and Name of President/ Secretary with Mob. No.	
i) Year of Foundation of Society/Trust/ Company	
j) Whether the college is running on rented building YES/No (if so enclosed rent agreement also)	
k) Whether same building/campus is being shared by any other college/any other faculty/ course/subject of the same college or of the same society ?	
<b>II. <u>AFFILIATION</u></b>	
1. Nature of affiliation granted by the University  (Temporary of Permanent) Give details.  [Enclose copy of approval letter]	
2. State whether approval of Approval of the AICTE	

has been obtained. If so, on what date? If not, reasons to be stated. <b>[Enclose copy of AICTE letter]</b>		
3. (Attach AICTE proforma filled for approval)		
<b>III. STATUS</b> 1. Date on which the college was first started along with supporting documents		
2. Whether at any point of time, the college was inspected by the jiwaji university? If so, on what date? If not, reasons to be stated.		
3. Furnish approval given by M.P. state higher education (Enclose Documents)		
<b>IV. Details of other institutions, if any being run by society the same premises</b>	<b>Course Conducted</b>	
	<b>Course of Jiwaji University</b>	
	<b>Course of any other University</b>	
<b>V. Facilities</b>  Land area is 0.5 Acre for Urban  Land area is 1.0 Acre for Rural		
<b>VI. STUDENT BODY</b>  1. (a) Total number students selected for admission in 1 <sup>st</sup> year. [Enclose list] <ul style="list-style-type: none"> <li>• M.B.A.</li> <li>• M.A.M.</li> </ul>		



standing at the Bar. Pay scale if any and the present pay.			
<b>[Enclosed Documents]</b>			
<b>Note:- fill enclosed proforma Annexure –I and Annexure –II for teaching staff and Annexure –III for Non teaching staff.</b>			
3. Whether any dearth or difficulty experienced in recruiting qualified teachers. State the exact nature of difficulties.			
<b>VIII. LIBRARY</b>  1 (a) Reading Room 1000 sq. ft.  (b) Total number of books in the library with a list of books, classified subject wise. (Enclose List)	With a reading room capacity for at least 25% students  500 books for one unit. including text & reference educational encyclopedia, year books. CDROMs, minimum 5 journals. The library must be augmented with 200 titles annually. Photocopier Computer		
(C) Details of additions during the year with a list of books, classified subject wise. (Enclose List)			
(d) Details of journals and periodicals subscribed. (Enclose List)	1.  2.		
(e) Total amount spent during the year for purchase of books with Xerox copies of cash vouchers.	1. Initial  2. First year		

(f) Reading hours and extent of students attendance and use of library facilities. Whether leading of books is allowed.			
<b>IX. Building</b>	<b>AICTE Norms</b>	<b>Present Status (To be filled by the college)</b>	<b>Shortfall (To be filled by inspection committee)</b>
1(a) Details of constructed building with details of area floor/ room wise.  (b) Completion certificate from local authority			
	No. of Rooms	Area in SQ.ft.	Present Status (To be filled by the college)
			Shortfall (To be filled by inspection committee)
(a) Class Rooms			
M.B.A.	02	660 sq.ft. each	
M.A.M.	02	660 sq.ft. each	
(b) Multi purpose Hall	01	1320 sq. ft.	
(c) Activity Room	01		
(d) Principal Room	01	300 sq.ft.	
(e) Faculty Room	01 For each faculty	100 sq.ft.	
(f) Library	01	1000 sq.ft.	

(g) Boys common room	01	1000 sq.ft.		
Girls common room	01	1000 sq.ft.		
(h) Office Room	01	1500 sq.ft.		
(i) Store Room	01			
(j) Computer Lab	01	1500 sq. ft.		
(k) Tutorial Room	04	330 sq. ft. each		
(l) Board Room	01	400 sq. ft.		
(m) Details of outdoor/Indoor Games				
<b><u>X. PRACTICAL TRAINING</u></b>				
1. (a) Details as to how the practical training is conducted.				
(d) Whether the prescribed methods of training strictly followed. Whether any difficulty experienced.				
<b><u>XI. EXAMINATION</u></b>				
1. (a) Dates of annual examination/semester examinations				
(b) Number of students appeared				
<b><u>XII. FEE &amp; OTHER INCOME OF THE COLLEGE</u></b>				
1. (a) Details of the fee structure of the college, admission fee rate, month/annual fee and examination fee rate to be stated.				
(b) Total amount of fee collected during the year and other income of the college.				

(c) Details of amounts spent on the following for further development during the year:	
(i) Library	
(ii) Building of the college	
(iii) Furniture of the college	
(iv) For the welfare of the students and teachers of the college.	
<b><u>XIII. OTHER INFORMATION</u></b>	
1.(a) Enclose a copy of the prospectus for the current year.	
(b) Medium of instructions in the college.	
(c) Working hours and shifts, if any. Copies of class routines to be enclosed.	
<b><u>XV. RECENT TRENDS IN THE COLLEGES REGARDS</u></b>	
1. (a) Enrolment year wise	
(b) Income and expenditure	
(c) Sources if income, Government and private	
(d) Does the college, charge capitations fees, if so, when and at what rate and what is the trend?	
<b><u>XVI. STUDENT DISCIPLINE</u></b> State the nature of discipline maintained by students of the college giving details.	
<b><u>XVII. COMPETITION IN ATTRACTING STUDENTS</u></b> Do you experience any unfair competition from any other m.b.a. college or department of University in the matter of inflow of student? If so, state the nature and source of such competition and suggest remedies.	
<ul style="list-style-type: none"> <li>• Playground</li> </ul>	
<ul style="list-style-type: none"> <li>• Drinking water facility, Parking and Separate Toilets</li> </ul>	



<ul style="list-style-type: none"> <li>• fire fighting Facility and Generator</li> </ul>	
<p><b><u>XV. DECLARATION</u></b></p> <p>The statements in this form are truly and responsibly made with awareness that any statement found untrue, suppression any or suggestion false will render the approval of affiliation to the college liable to be cancelled by the Jiwaji University.</p> <p><b>This is to certify that all information Given in the Performa is correct To the best of the knowledge.</b></p> <p>Date:</p> <p>Place:</p> <p style="text-align: center;">Signature with Seal (Principal)</p> <p style="text-align: right;">Signature Member of Management Committee Chairman/Secretary</p>	

**Note:- Incomplete Performa's are liable to be rejected.**

**Name of the inspection committee members.**

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

**Observation of the Inspection Committee :-**

**Recommendation of the Inspection Committee :-**

**YES / NO**

**REMARK:-**

## परिनियम 28/17 के अन्तर्गत कार्यरत शिक्षक

महाविद्यालय का नाम.....

(सत्र 2023-24) हेतु

स. क.	शिक्षक का नाम	पद का नाम	जन्म दिनांक	बैंक खाता क्रमांक	कक्षा 12 50 %	स्नातक 50%	स्नातकोत्तर 55%	नेट	पी. एचडी	अनुभव	फोटो रंगीन	हस्ताक्षर

नोट:- तालिका के साथ 28/17 की चयन समिति की अनुशंसा (एन.सी.टी.ई./यू.जी.सी.नियमानुसार) संलग्न करे उक्त जानकारी पूर्ण न होने की दशा में होने वाली असुविधा के लिये महाविद्यालय स्वयं जिम्मेदार होंगे।

हस्ताक्षर प्राचार्य

महाविद्यालय का नाम.....

महाविद्यालय प्रबंधन समिति द्वारा कार्यरत शिक्षक

(सत्र 2023-24) हेतु

स. क्र.	शिक्षक का नाम	पद का नाम	जन्म दिनांक	बैंक खाता क्रमांक	कक्षा 12 50 %	स्नातक 50%	स्नातकोत्तर 55%	नेट	पी. एचडी	अनुभव	फोटो रंगीन	हस्ताक्षर

हस्ताक्षर प्राचार्य

महाविद्यालय का नाम.....

गैर शिक्षक कार्यरत कर्मचारियों की सूची

(सत्र 2023-24) हेतु

क्र.	कर्मचारी का नाम	पद	कार्यरत कर्मचारियों की जानकारी		
			नियमित	संविदा	आउटसोर्स

हस्ताक्षर प्राचार्य