

**LETTER OF INTENT UNDER CLAUSE 7(13) OF THE NCTE REGULATIONS, 2014**

F.No.WRC/APP3487/D.EL.Ed./249<sup>th</sup>/CG/2016/165752,54,59

Date : .....  
26/04/16

To,

**The Principal  
Swami Shri Swaroopanand Saraswati Mahavidyalaya,  
Plot Number – TAPB/TI-21/01, Street No. Amdi Nagar,  
Village – Amdi, Post office – Hudco,  
Tehsil/Taluka – Durg,  
District – Durg,  
Chhattisgarh – 490006.**

Sub: Letter of Intent under clause 7(13) of the National Council for Teacher Education (Recognition Norms and Procedure) Regulations, 2014 for grant of permission for **D.EL.Ed.** course.

**(Code No. APP3487)**

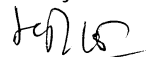
Sir/Madam,

In terms of Section 15 of the NCTE Act, 1993, the SHRI GANJALI EDUCATION SOCIETY, PLOT NUMBER - 291/1 PART, STREET/ROAD - AMDI NAGAR HUDCO, VILLAGE - BHILAI, POST OFFICE - HUDCO, TEHSIL/TALUKA - DURG, DISTRICT - DURG, CHHATTISGARH - 490006. had submitted an application (APP3487) to the WRC on 30.06.2015 for grant of permission for one unit (50 students) of D.El.Ed Course of 2 year duration at SWAMI SHRI SWAROOPANAND SARASWATI MAHAVIDYALAYA, PLOT NUMBER - TAPB/TI-21/01, STREET NO. AMDI NAGAR, VILLAGE - AMDI, POST OFFICE - HUDCO, TEHSIL/TALUKA - DURG, DISTRICT - DURG, CHHATTISGARH - 490006.

2. On the basis of scrutiny of the documents submitted by the institution, the documents attached therewith, input received from the Visiting Team Report and videography along with related documents, the Western Regional Committee in its 249<sup>th</sup> meeting held on April 21 - 23, 2016 is satisfied that the above institution has adequate financial resources, accommodation, library, laboratory as prescribed in the norms and standards and that it fulfils all such other conditions relating to infrastructural and instructional facilities required for proper functioning of the institution for a teacher education course. The WRC, NCTE, Bhopal intended to give Letter of Intent (LOI) before grant of formal recognition for D.El.Ed. programme of 2 year duration for one unit (50 students). Hence, the LOI under clause 7(13) of the NCTE Regulations, 2014 is being issued with the following directions subject to fulfillment of all requirements.

3. Before grant of formal recognition under clause 7(16) of NCTE Regulations, 2014 is considered, you are requested to submit the following:-

- (i) The institution shall initiate the process of appointment of qualified staff as per policy of State Government or University Grants Commission or University and ensure that the staff or faculty is appointed as per NCTE norms. The institution shall submit the list of the faculty as approved by the affiliating body to the Western Regional Committee. An affidavit on Rs. 100/- Non-Judicial stamp paper on the enclosed format from the Management/Institution and another affidavit on Rs.10/- Non-Judicial stamp paper on the enclosed format from each faculty member appointed are to be submitted.
- (ii) The institution shall launch its own website covering, inter alia, the details of the institution, its location, name of the course applied for with intake, availability of physical infrastructure (land, building, office, classrooms, and other facilities/amenities), instructional facilities (laboratory, library etc.) and the particulars of their proposed teaching non-teaching staff etc. with photographs, Permanent Account Number (PAN) or Unique Identity Number (UIN) of the teacher educators whenever issued by NCTE, for information of all concerned. The institution shall also make available on its website information relating to:-
  - (a) Sanctioned programmes along with annual intake in the institution.
  - (b) Name of faculty and staff in full as mentioned in school certificate along with their qualifications, scale of pay and photograph.
  - (c) Name of faculty members who left or joined during the last quarter.



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- d) Names of students admitted during the current session along with qualification, percentage of marks in the qualifying examination and in the entrance test, if any, date of admission etc.
  - (e) Fee charged from students.
  - (f) Available infrastructural facilities.
  - (g) Facilities added during the last quarter.
  - (h) Number of books in the library, journals subscribed to and additions, if any, in the last quarter.
  - (i) The institution shall be free to post additional relevant information, if it so desires.
- (iii) The institution shall submit FDR of Rs. 5.00 lakhs towards Endowment Fund and Rs. 7.00 lakhs towards Reserve Fund in the joint name of an authorized representative of the management and the Regional Director, WRC, NCTE and the same shall be maintained perpetually by way of renewal of FDRs at the intervals of every five years. The FDRs submitted by the institution are returned herewith for conversion/renewal.
4. Any false or incomplete information on its website shall render the institution liable for withdrawal of recognition, under the Act of NCTE.
  5. Admission should not be made until formal recognition order under clause 7(16) of the NCTE (Recognition Norms & Procedure) clause 7(16) of NCTE Regulations, 2014 is issued by the Western Regional Committee, NCTE, Bhopal and affiliation is obtained from the University/Examining body concerned.
  6. You are advised to comply the above requirement before formal recognition is considered under clause 7(16) of NCTE (Recognition Norms and Procedure) Regulations, 2014 and under Section 15(3) (a) of the NCTE Act, 1993.
  7. The Management is also advised to complete the formalities required after issue of LOI as per Appendix 2 of NCTE Regulations, 2014. The formalities required after issue of LOI are as follows:-
    - (i) Appointment of the requisite faculty or staff as per Appendix-2 of NCTE Regulations, 2014.
    - (ii) Submission of staff list approved by the concerned affiliating body;
    - (iii) An affidavit on Rs.100/- Non-Judicial stamp paper on the enclosed format from the Management/Institution
    - (iv) An affidavit on Rs.10/- Non-Judicial stamp paper on the enclosed format from each faculty member appointed are to be submitted.
    - (v) FDRs converted in the joint account with the Regional Director.
    - (vi) Details regarding launching of Website as per para 3(ii) of LOI.

**Note:- The institution also be directed to submit the notarized copy of the Building Completion Certificate signed by a Govt. Engineer.**

**The Applicant be informed that the case will be considered for the session 2016-2017, only if the formalities necessary after issue of LOI are completed well before 2<sup>nd</sup> May, 2016.**

Yours faithfully,

  
**(Satish Gupta)**  
**Regional Director**

Encl: Formats of Affidavits

Copy to:

1. The Secretary, SHRI GANJALI EDUCATION SOCIETY, PLOT NUMBER 291/1 PART, STREET/ROAD -- AMDI NAGAR HUDCO, VILLAGE -- BHITAI, POST OFFICE -- HUDCO, TEHSIL/TALUKA -- DURG, DISTRICT -- DURG, CHHATTISGARH -- 490006.
2. The Director, State Council of Educational Research & Training, Shankar Nagar, Raipur- 492006 with a request that process of appointment of qualified staff should be as per policy of state Govt. and all assistance be provided to the institution to ensure that all faculty is appointed as per NCTE Norms and grant affiliation to the institution only after the institution presents formal recognition order issued under clause 7 (16) of the National Council for Teacher Education (Recognition Norms and Procedure) Regulations, 2014.
3. Institution File No. WRCAPP3487.

  
**Regional Director**

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