

Approved by the Executive Council vide Resolution No 23
in its 7th meeting held on 3/6/2016. Annexure-I

Chaudhary Ranbir Singh University, Jind Ordinance for recognized Colleges

CHAPTER-I

AFFILIATION AND ADMINISTRATION OF COLLEGES

1. The University shall recognise/affiliate, for admission to its privileges such Colleges as may be decided upon by the Executive Council from time to time.
2. The Society/Trust applying for recognition/affiliation for a new College/Institute shall make an application, on the form prescribed by the University for this purpose (*Appendix-I*), to the Registrar and shall satisfy the Executive Council. The form (*Appendix-I*), shall be available in the University website www.crsu.ac.in.
 - (a) That the College shall have a regularly constituted Governing Body. (This condition shall not apply in the case of Colleges maintained by the Government);
 - (b) that the qualifications of the Teaching staff, their grades of pay and the conditions governing their tenure of office are such as to ensure efficient conduct of the courses of instruction to be undertaken by the Colleges;
 - (c) that the buildings in which the College is to be located, are suitable and that provision will be made in conformity with the rules and norms of the University for the residence, in the College or in the lodgings approved by the College, of students not residing with their parents or guardians, and for the supervision and physical welfare of students;
 - (d) that the provision has been or will be made for a Library;
 - (e) where recognition is sought in any branch of experimental science, arrangements have been or will be made in conformity with the rules of the University for imparting instruction in that branch of science in a properly equipped laboratory or museum;
 - (f) that due provision will, so far as circumstances may permit, be made for the residence of the Head of the College and some members of Teaching staff in, or near, the College or the place provided for the residence of students;
 - (g) that the financial resources of the College are such as to make due provision for its continued maintenance;
 - (h) that the recognition/affiliation of the college, having regard to the educational facilities provided by other Colleges in the same neighbourhood will not be injurious to the interest of education; and
 - (i) That the College shall charge only those fees and funds as prescribed by the University.

The applications shall further contain an assurance that after the College is recognised any transference of Management shall be reported to the Vice-Chancellor. Any change in the Teaching staff shall be made with the prior approval of the Vice-Chancellor and that the institution shall faithfully observe the provisions of the Act, Statutes, Ordinances and Regulations of the University as made from time to time.

Provided further that the existing recognised Colleges shall also have to obtain the prior approval of the Vice-Chancellor for making any changes in the teaching staff.

3. On receipt of a letter of application under Clause 2, the Executive Council shall:-

- (a) direct a local inquiry to be made by two or more competent persons authorized by the Vice-Chancellor in behalf; and
- (b) Make such further inquiry, as may appear to them to be necessary.

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After such further inquiry, if any, the Executive Council may grant or refuse the application or part thereof or may grant provisional affiliation for a year subject to specific conditions.

4. Where an application, or any part thereof, is granted, the resolution of the Executive Council shall specify the courses of instruction in respect of which the College is recognised/affiliated; and, where the application or any part thereof is refused, the grounds of such refusal shall be stated.

Provided that no College shall be recognised/affiliated with retrospective effect in respect of any course(s) of instruction.

5. Any application under Clause 2 may be withdrawn at any time before a resolution is passed by the Executive Council in terms of Clause 3 above.

6. A recognized/affiliated College shall pay fee as given in the below table:

Sr. No.	Type of Fee	New College/Inst.	Add. Intake/ Course/ Seat/ Increase/ Brach (Per course/ stream)
1.	Application Processing Fee/Revival/ Re-affiliation Fee/Shifting of College	Rs. 50,000/- (non refundable)	Rs. 50, 000/- (non refundable)
2.	Provisional Aff. Fee/ Revival/Re-affiliation Fee/Shifting of College	Rs. 3,00 Lac	Rs. 3,00 Lac
3.	Permanent Aff. Fee	Rs. 3,50 Lac	Rs. 2.00 Lac
4.	Continuation Fee (Annually)+ inspection fee	Rs. 50,000/-+20,000/-	-----
5.	Course Fee/Extension Fee	Rs.20,000/-	Rs.20,000/-

Table One "Fee structure for Recognized/Affiliated College.

7. If a College fails to start classes during the Academic year for which permission has been given, the recognition/affiliation for the course(s) concerned shall stand cancelled.

8.1. No College affiliated to the University shall discontinue instruction in any Faculty/Course/Subject without the prior permission of the University.

8.2. If the Governing Body of a College proposes to discontinue a particular Course/Subject in the College, it shall seek the prior permission of the University and a formal application giving sound reasons in support of the proposal shall be made not later than the 31st October of the year, proceeding the year in which the discontinuance is proposed.

8.3. In the case of discontinuation of the College, it shall be incumbent upon the Governing Body of the Institution concerned to give a notice of one year to its employees regarding termination of their services, which will take effect only if and when the permission is granted by the University and subject to the condition, if any, imposed by it.

8.4. The discontinuation in respect of each integrated Course of Study/Subject for which it is affiliated shall be in stages as under :-

- In the First Year, admissions to Part I Classes will be discontinued and admissions to the Part II/III will continue.
- In the Second Year, admissions to Part II Class will be discontinued and Class for Part III, if any, will continue.

(iii) In the Third Year, there may be no admissions.

9. If a College does not provide instruction in the course(s) for which recognition had been granted, for three years continuously, the recognition for such course(s) shall stand cancelled.
10. Where a college desires to add to the course(s) of instruction in respect of which it is recognised, the procedure prescribed by Clauses 2, 3 and 4 above shall, so far as may be, be followed.

Provided that in such cases as the Executive Council deems fit the condition of inquiry may be dispensed with.

11. Every College shall also furnish such reports, returns and other information as the Executive Council may require from time to time enabling it to judge the efficiency of the College.
12. The Principal of every recognised/affiliated College shall submit to the Registrar, before the 31st August each year, a report indicating :-
 - (a) the changes in the management;
 - (b) changes in :
 - (i) the teaching staff and qualifications of new members;
 - (ii) other staff;
 - (c) number and distribution of students;
 - (d) income and expenditure of the previous financial year;
 - (e) results of examinations;
 - (f) scholarships;
 - (g) condition of library;
 - (h) number of students in the College hostel; and
 - (i) Payment of salary and Provident Fund contribution.

13. The following record must be kept by every recognised college and submitted when required, to the officer nominated by the Vice-Chancellor :-
 - (1) A register of admissions and withdrawal. The register will give, in the case of every student, the date of admission, date of birth, name of birth place, parentage, and attendance at College examinations and results of such examinations, a record of University career, and date of withdrawal.
 - (2) Registers of daily attendance of students at lectures.
 - (3) A register of fees.
 - (4) A time-table.

14. The Executive Council, on the recommendation of the Vice-Chancellor shall cause every recognised College to be inspected from time to time by one or more competent persons authorized by it in this behalf.

Provided that each College shall be inspected ordinarily once in every year, and at other times where in the opinion of the Executive Council such inspection is necessary.

15. An Inspection Committee shall ordinarily consist of two members and no persons ordinarily shall be given more than two inspections. One of the members of the Inspection Committee in the case of a Science College will ordinarily be a Science man and in the case of Training/Professional College, shall belong to the particular profession in which the College is recognised.

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16. A Convener of the Inspection Committee shall be appointed by the Vice-Chancellor and he will be responsible for arranging the inspection.
17. The members of an Inspection Committee shall be paid travelling and halting allowance of the class to which they are entitled according to normal rules, and, in addition, an inspection fee of Rs.2,000/-per visit / members TA/DA+ inspection Fee to be paid by University.
18. The inspection will be directed primarily to the purpose of ascertaining:-
 - (a) if the conditions of recognition prescribed by and under the Ordinance are being complied with;
 - (b) that adequate measures are taken to ensure efficiency as regards —
 - (i) qualifications of, and duties performed by, members of the staff;
 - (ii) instruction, residence and supervision of students;
 - (iii) accommodation for classes and administrative offices;
 - (iv) furniture, apparatus and sanitary arrangements;
 - (v) library;
 - (vi) registers for various purposes; and
 - (vii) proper maintenance of Accounts, Regular payment of Salary and Provident Fund Contribution.
 - (viii) any violation of rules and instructions.
 - (ix) other similar matters.
 - (c) If the rules concerning the science practicals are being complied with and the laboratories are properly fitted with requisite apparatus, gas and water-supply.
19. The report of the Inspection Committee shall be submitted in printed form (*Appendix II*) as the case may be within 10 days of the date of inspection to the Registrar for consideration of the Executive Council.
20. If the report calls for any action by the Executive Council, the Executive Council shall specify the points on which it considers the College deficient and fix time, which may be extended for sufficient reasons, within which the College shall take action necessary to comply with the directions of the Executive Council.
21. If at any time the Executive Council finds that a College is not complying with the requirements of the Act, Statutes, Ordinances or Regulations of the University, Central Regulatory Body (NCTE), or any instructions issued by it or on its behalf, the Executive Council will have the authority to impose any one or more of the following penalties :-
 - (1) students of the College concerned shall not be accepted for the University Examination;
 - (2) the College staff shall be debarred from University work such as appointment as examiners, superintendents of examination centers, etc.;
 - (3) the Principal or the teacher concerned shall be debarred from seeking election or nomination to a University body or his name shall be removed from the list of members of the University bodies;
 - (4) the approval of the Principal and the recognition of the Governing Body of the College shall be withdrawn;
 - (5) The recognition, granted to the College, shall be withdrawn in part or in whole.
 - (6) **Financial penalty as may be deemed appropriate by the Academic Council/Executive**

Council may be imposed keeping in view of the circumstances of each case.

- (7) Seats may be reduced for the next Academic Session.
- (8) If any college made admissions irregularly can reduce seats at the most by twice the number of irregular admission made for the next academic Session.
- (9) Any penalty imposed under Class 6-7 and 8 above the same shall be communicated to the central regulatory body/authority for such further action may be decided at/their level.
22. Where the Executive Council proposes to withdraw the recognition/affiliation of a College, in whole or in part, the Executive Council shall send, to the Principal of the College concerned, a registered notice stating therein the grounds on which the action is proposed to be taken together with an indication that any representation in writing submitted on behalf of the college, within a specific period, shall be considered by the Executive Council. The period may, if considered necessary by the Executive Council, be extended.
23. On receipt of the representation or on expiration of the period referred to in Clause 22, the Executive Council shall consider the notice of motion, the statement and representation, if any, and make such order as the circumstances may require.
24. Where, by an order made under Clause 23, the rights conferred by recognition/affiliation are withdrawn in whole or in part, the grounds for such withdrawal shall be stated in the order and communicated to the Head of the College concerned.
25. In the event of withdrawal of the recognition of a College, the Executive Council shall have power to decide regarding the disposal of the 'Amalgamated Fund and other students' Funds'.

Recognition of Teachers.

1. All the teachers appointed in the Recognised/Affiliated Colleges through duly constituted Selection Committees shall be deemed as recognised/approved teachers of the University in case their appointment has been approved by the competent officer of the University.

Provided further that a teacher of any other Professional Institute not covered under the above provision who is appointed on the recommendations of a duly constituted Selection Committee/Board consisting of Vice-Chancellor's nominee, will also be deemed to have been recognized as a teacher of the University to the comparable post, i.e., Professor, Reader or Lecturer, as the case may be.

2. In case a teacher including the Principal is found guilty of gross misconduct/dereliction of duty/negligence, the Executive Council may, on a reference from the Vice-Chancellor withdraw the recognition/ approval of the teacher/principal after conducting a proper enquiry and serving a show-cause notice.

However, the teacher/principal concerned may, within a period of thirty days from the date of order of withdrawal, appeal against the order to the Chancellor whose decision shall be final.

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APPENDIX-I

FORM OF APPLICATION

1. An application for recognition shall be made in the case of a Government College by the Higher Education Commissioner or the Head of the Education Department, and in the case of a non-government institution by the Chairman or any other authority appointed for the purpose by the Governing Body of the College.

Fee is prescribed in table on "Fee structure for Recognized/Affiliated College."

Application for grant of recognition to new College accompanied by the fee as under and other documents must reach the Registrar by 31st October of the year preceding the one in which it is proposed to start the College:

Before applying for grant of affiliation to a new College the Registered Society of the proposed College must satisfy the following conditions:

- (i) The condition of 15 K.M. distance between two Colleges in rural area may be relaxed for College of Education keeping in view the fact that the infrastructure in these Colleges hardly remains unutilized.
- (ii) In urban area, no new College should be started unless all existing Colleges have attained the maximum strength of 1000 students. However, if there is no Girls College in that town then this condition will not be applicable for starting a purely Girls College.

In case the above conditions are satisfied the Society/Trust will be required to fulfill the following conditions by 15th May so that the College is inspected by the University Inspection Committee for the grant of provisional affiliation. The Committee will make further suggestions regarding books, play grounds, laboratories, staff etc. If within one year of this letter of clearance the Society does not fulfil these conditions, the University would be free to withdraw the clearance and the applications of some Society, if any, may be considered.

- (a) The proposed Girls and Co-educational College should have land and infrastructure as prescribed by the NCTE.
- (b) All the rooms should be furnished with necessary furniture and equipment.
- (c) The College Society should have Bank balance as per NCTE Norms.

Provided further that if an existing College intends to start Post-graduate Classes, it shall satisfy the following requirements.

2. The application shall be accompanied by the following statements, in addition to other particulars expressly required by the Ordinance: --
 - (a) a statement containing full information regarding the Constitution of the Governing Body and the names of its members.
 - (b) a statement showing the staff of teachers employed, or proposed to be employed, their qualifications, the subject or subjects proposed to be taught by each of them, their salaries, grades of pay, and the conditions governing their tenure of office.
 - (c) a complete plan to scale of the building and grounds.
 - (d) statements indicating: --
 - (1) the number of students attending the College or proposed to be admitted in the College;
 - (2) the number of such students not residing with their parents or guardians;
 - (3) the arrangements made or proposed to be made for the residence in the College, or lodging

- approved by the College of students not residing with their parents or guardians;
- (4) the arrangements made or proposed to be made for :
- (a) the supervision of students; and
 - (b) physical welfare of students including arrangements for games, physical training, play grounds, and medical assistance;
- (5) the arrangements made or proposed to be made for the benefit of girl students if the College provides co-education.
- (e) a statement showing the number and character of the books composing the library, and the expenditure annually provided or proposed to be provided for the improvement of the library.
- (f) a statement, showing the appliances (including laboratory equipments, apparatus and chemicals, etc.) provided or proposed to be provided for teaching the subjects in which recognition is sought and amount to be annually expended on such appliances.
- (g) a statement showing the accommodation provided for the residence of the Principal of the College and of any members of the teaching staff in or near the College or the place for the residence of students.
- (h) a statement showing the financial resources of the College, including a statement of the annual income and expenditure.
- (i) a statement with proof that they possess –
- (i) An Endowment Fund as required under the rules of the University/NCTE.
 - (ii) Adequate building, equipment, furniture and library books or adequate funds, as determined by the Executive Council for the purpose.
- (j) an assurance that after the College is recognized any transference of Management shall be reported to the Vice-Chancellor. Any change in the Teaching staff shall be made with the prior approval of the Vice-Chancellor and that the institution shall faithfully observe the provisions of the Act, Statutes, Ordinances and Regulations of the University or any instructions issued by the Executive Council or on its behalf, from time to time.
- (3) In the case of a College founded by individual donors, the following basic conditions for a Trust-deed shall be observed unless the management is vested in societies registered under a Government Act :-
- (i) that the Founder of the Trust is the sole absolute owner of the property endowed;
 - (ii) that the Trust is created by a regularly registered deed to be approved by the Executive Council;
 - (iii) that the Founder permanently and unequivocally divests himself, his heirs and executors, of all interests in the property endowed;
 - (iv) that the endowed property is made to vest permanently and absolutely in the Trustees collectively;
 - (v) that the Board of Trustees consists of at least seven members of whom at least five are independent members who are not in any way related to or dependent upon the Founder of the Trust;
 - (vi) that in case of future vacancies in the Board, nominations are made by the Board and not by the Founder and such nominations are forthwith reported to the Vice-Chancellor;

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- (vii) that all buildings included in the Trust are sufficiently insured against fire;
- (viii) that copies of the proceedings of the Board and a statement of the annual income and expenditure of the Trust are supplied to the Vice-Chancellor.

(4) Constitution of Governing Bodies/Boards of Governors :

(a) Every Non-Govt. recognised College shall have a Governing Body consisting of not more than 21 members and not less than 11 members, as under :-

- (i) President, Vice-President, Treasurer and General Secretary to be elected by the members of the parent Society/Trust which is running the College.
- (ii) The Principal of the College shall be ex-officio Member-Secretary of the Governing Body.
- (iii) One nominee of the University.
- (iv) One nominee of the State Government.
- (v) Two teacher representatives elected from among themselves by the whole time approved teachers of the College and one representative of the Non-teaching Staff to be elected also on the Governing Body.
- (vi) Remaining members (upto a maximum of 11) to be nominated by the President.

(b) If the post of President of Governing Body falls vacant for any reason the Vice-President will work as Acting President for the remaining period of the term. In case the posts of President and Vice-President fall vacant, then the election will be held for both these posts for the remaining period, within 3 months. If the post of any of the remaining office bearers of the Governing Body falls vacant, the President, Governing body will have the power to give officiating charge of that post to any member of the Governing Body for the remaining period of the term.

Provided further that an elected staff member of the Governing Body who resigns his service or proceeds on leave for 6 months or more shall cease to be a member of the Governing Body and a substitute shall be elected for the remaining period. If the period of his leave is less than six months, his membership will be held in abeyance till his return or the expiry of the period of six months, whichever is later. No substitute member will be elected, where the membership is held in abeyance.

- (c) (i) The tenure of the Governing Body shall be three years and election shall be held after every three years. The election shall be held under the supervision of the observer to be appointed by the University.
- (ii) The voters list shall be verified by the Principal of the College being ex-officio Member Secretary of the Governing Body.
- (iii) The Governing Body shall appoint Returning Officer for conduct of election if the elections are held during the tenure of the Governing Body.
- (iv) The Principal of the College shall work as Returning Officer if the Governing Body does not exist due to any reason before expiry of tenure of Governing Body.
- (v) The Principal of the College shall work as Returning Officer if the election are held after expiry of tenure of the Governing Body.

(d) In case the election of the Governing Body is not held within the prescribed period of three years, the University shall be competent to arrange the election to constitute a new Governing Body, at the earliest possible. However, the Vice-Chancellor may appoint an

Administrator for smooth & proper working of the College, during such period, if the circumstances so warrant.

- (e) The meeting of the Governing Body shall be held after reasonable intervals, i.e., at least one per term at the College Campus.
 - (f) The consent of the University nominee on the Governing Body shall be obtained before fixing the meeting of the Governing Body. In case the University nominee after having given his consent does not attend the meeting of the Governing Body, the meeting may be held if the Quorum is complete and the decisions taken in the meeting shall be valid.
 - (g) Notice for the meeting of the Governing Body alongwith Agenda will be supplied to all the members at least 15 days before the meeting. Simultaneously, a copy of the Agenda will also be supplied to the University. The proceedings of the meeting will be circulated to the members of the Governing Body and the University within 7 days after the meeting.
 - (h) Three/fifth of the members shall form the quorum.
 - (i) (a) Each person on the electoral roll shall have one vote.
(b) After counting, the nominees shall be listed in descending order of number of votes secured.
(c) From the list of precedence as at (b) above, the vacancies shall be filled by persons in the order of precedence in which they have been listed.
(d) In case of ties for any material place in the order of precedence, the election shall be decided by a toss of the coin, having two distinctly distinguishable sides.
- (5) The self-financing Professional Colleges including self-financing Colleges of Education will constitute their own Board of Governors, consisting of a Chairman and ten members. Out of the ten members, at least five should be outside the Society/Trust with break-up as under :-
- (a) Educationist members 2
 - (b) Industrailist member 1
 - (c) Corporate member 1
 - (d) Other member concerned 1
with social cause *etc.*

All these members should be eminent/renowned in their field.

(e) One University Nominee may be appointed from Self-financing Technical Institutions /Colleges affiliated to this University on the request of the concerned Self-financing Institutions / Colleges.

Other rules regarding the functioning of the Boards of Governors in self-financing Colleges/Institutes will be the same as are in operation in respect of Governing Bodies of Non-Govt. affiliated Colleges.

- (6) In every college there shall be an Advisory Council consisting of 15% or 5 staff members, whichever is higher, nominated in order of seniority and in a manner that no faculty remains unrepresented on the Council. In addition to this, one more left out senior-most teacher will be nominated on the Council on rotation basis for a term of one year.

The following shall also be the members in the meeting of the Advisory Council, as per requirement of the agenda :

- (i) Lecturer in Physical Education (ii) Teacher-in-Charge, Women Cell, (iii) Public Relations Officer.

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(iv) Teacher-in-Charge, N.C.C., (v) Teacher-in-Charge, Cultural Activities, (vi) Teacher-in-Charge, NSS, (vii) Teacher-in-Charge of any other activity.

PRESIDENT

The Principal of the college shall be the ex-officio President of the Council and will preside over its meetings.

SECRETARY

The senior most teachers on the Advisory Council shall be the member-secretary of the Council. He will call meetings of the Council in consultation with the President. He will record minutes of the meetings of the Advisory Council and keep record thereof.

Meetings of the Advisory Council

The Advisory Council will call its quarterly meeting in an academic year. Further, before convening each meeting of Advisory Council, suggestions to be placed before the Advisory Council be invited by the Principal of the college from a sub-committee comprising one senior most teacher from each faculty of the college for academic improvement/ activities

Requisition meeting of the Council will transact only the agenda for which the meeting has been requisitioned.

2/5 of members of the Council shall constitute the quorum.

Notices of Meeting

Meeting of the Advisory Council shall be called at a notice of at least 7 days. However, an emergent meeting can be called in case of emergency, even at a shorter notice, as may be decided by the President.

Power and Functions of Advisory Council.

To draw perspective plan for integrated development of the college.

To prepare yearly calendar of academic sports, cultural and extension activities.

To advise about the introduction of new courses and enhancement of seats in the existing courses.

To suggest guidelines/efforts for the all round development of students.

To suggest measures for the proper utilization of grants and efficient implementation of UGC projects.

To keep in touch with the students and suggest measures to redress their grievances.

To design in-house mechanism to improve the general functioning of the college.

(7) . A College having student's strength upto 1000 or more on its roll may appoint a teacher as Bursar for helping the Principal in proper maintenance of College Accounts. He will be paid honorarium out of Amalgamated Fund as under :-

Students strength

Upto 1000	Rs.300/-p.m.
More than 1000	Rs.500/-p.m.

(a) All appointments of Teachers in the Non-Govt. recognised/ affiliated Colleges, whether on permanent, probation, temporary, ad hoc or part-time basis, shall be subject to the approval of

the Registrar or any other Competent Officer authorised by the Vice-Chancellor. No person shall be appointed as a Principal or as a Teacher in a recognised/ affiliated College unless he possesses the qualifications as prescribed by the University.

(b) Non-Govt. Colleges shall comply with the requirements laid down in the Regulations Governing the Service and Conduct of Teaching as well as Non-Teaching Staff in Non-Govt. Colleges as may be framed by the Executive Council from time to time.

(8) Additional Requirements for Co-educational Institutions :

A College having Co-education shall be required to fulfil the following conditions also: -

- (i) In every co-educational institution, there shall be at least one duly qualified Lady Teacher for every 50 Women Students, or part thereof.
- (ii) There shall be a Physical Instructress in every Co-educational Institution, where the number of Women Students on the rolls of the College is 100 or more.
- (iii) In case a Co-educational Institution is recognised in the subject of Music, the College shall have a Woman Music Teacher.
- (iv) There shall be a separate lounge for Women Students with a Toilet room (with proper sanitary fittings).
- (v) The College shall have a suitable Playground for girls.
- (vi) There may be a part-time or whole-time Medical Officer.

(9) Additional requirements for Colleges for Women only :

“The Principal of a Women’s College shall be a qualified lady.

- (i) In case of a Women’s Professional College/Institute, if a qualified lady Principal is not available after two advertisements in two national newspapers, a male Principal with minimum age of 50 years may be appointed with the prior permission of the Vice-Chancellor.”
- (ii) Only Woman teacher shall be appointed in a women colleges, in case a qualified women teacher in a particular subject is not available after due advertisements of found suitable, a male teacher may be appointed with specific prior approval of the Vice-Chancellor.
Provided that on their retirement or otherwise vacating the post, the substitutes shall be appointed in accordance with the conditions mentioned above.

(10) The College may employ part-time teachers, who shall be paid as per Govt. rules.

(11) There shall be a Physical Instructress/Instructor in each College as per under-mentioned norms :-

- (i) Upto 500 student ... One
- (ii) From 501 to 1000 students ... Two
- (iii) Above 1000 students ... Three

(The maximum number of Physical Instructress/ Instructor would be three).

Provided further that there shall be at least one Lady Lecturer in Physical Education having 100 girl students or more in Co-educational Institutions.

(12) There may be a part-time or whole time Woman Medical Officer.

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- (13) Hostels, if any, shall be under the charge of a whole time Woman Superintendent who shall work under the overall exclusive control and supervision of the Principal.

The hostel fee and funds shall be fixed in accordance with the prevailing local conditions by a Committee consisting of two members appointed by the Principal and a nominee of the Vice-Chancellor and approved by the University from time to time.

- (14) There shall be a lounge which shall have a Toilet room etc., with proper sanitary facilities.

- (15) Additional Requirements for Colleges of Education :

- (1) Only independent College of Education shall be considered for grant of recognition and not Arts or Science College shall be permitted to add B.Ed. Class.
- (2) The institution shall appoint adequate staff in accordance with the qualifications laid down by the Executive Council. The teacher-pupil ratio shall not be less than 1:16.
- (3) Each College of Education must have a separate Principal.
- (4) Each College of Education must have a first rate practising School attached to it. The School should have adequate equipment and experienced staff. The minimum number of pupils on rolls in the practising school shall be 3 times the number of students under training in B.Ed. Class.
- (5) The College should make suitable arrangements both with regard to staff and equipment for the teaching of crafts.