

COLLEGE CODE : BAMSPG0016

DATE OF SUBMISSION: 30/6/2015

**PROPOSAL FOR APPROVAL OF FEES FOR
THE ACADEMIC YEAR 2015-16.**

Name of the College : Shree Saptashrungi Ayurved
Mahavidyalaya & Hospital, Nashik

Address : Kamal Nagar, Hirawadi, Panchavati, Nashik

District : Nashik

Pin : 422003

Course : M.D. Ayurved (PG Course)

Concern Person : a) Name : Dr. Milind B. Aware b) Design : Principal

c) Tele : (Off) 0253-2621565, (Mob) 9665766600

Extract of Minutes of the meeting of the **Shikshan Shulka Samiti (Medical Education)** held under the Chairmanship of **Justice P.S. Patankar (Retd.)** on **Wednesday, the 8th April 2015** at 11.30 a.m. in the Conference Hall, Office of the Samiti, 3rd floor, Government Polytechnic Building, 49, Kherwadi, Bandra (E), Mumbai 400 051.

🕒 **Approved Norms For Health Science Courses For Academic Year 2015-16.**

1. Interim fee and final fee

- 1.1 The interim fee to be collected at the time of admission in the academic year 2015-16 (if the final fee is not approved by that time) is 5% more than the fee approved by the Samiti for the year 2014-15 and can be collected at the time of admission in the academic year 2015-16. In the receipt issued to the students it is to be specifically mentioned it is only interim fee and it would be finalized by the Samiti in course of time which will be payable by the students.
- 1.2 The interim fee is to be put up on the Notice Board of the respective colleges and on the website. Similarly the interim fee is also to be put up on the notice board and on the website of the Samiti.
- 1.3 The Ad-hoc fee shall be 5 % more than the approved Ad-hoc fee of the last year.
- 1.4 The approval of final fee will be done after submission of accounts, duly audited for the financial year 2014-15 and on scrutiny of the same and connected documents such as copies of service contracts entered into by the Institute, copies of TDS Challan about the salary of Teaching and Non-Teaching staff & Provident Fund Challans
- 1.5 The final fee for the year 2015-16 for the students admitted in 2015-16 will be computed in the prescribed format by considering the permitted expenditure as per audited accounts of 2014-15 and increasing it by 8% to account for the increase in cost.
- 1.6 The students admitted in the Academic Year 2015-16 and there after continuing their studies will pay an enhance fee of 5% till the completion of the course (during the stipulated period of the course). For example if the fee is approved is Rs. 1,00,000/- then from IInd years onward till completion of the course i.e. say II, III and IV year the fees will be Rs. 1,05,000/- per year. In case the student take Vth years for completing the course then he shall pay the fee approved in that year.
- 1.7 If any college does not approach the Samiti for approval of fee for 2015-16 then it can only charge fee as charged by Govt. Colleges. The list of colleges who do not submit proposal to be put on the website of the Samiti. Such colleges to charge fees which are charged by non autonomous govt. colleges, if such course is run and if such course is not run by the any Govt. college then 50% of Ad-hoc fee for that year.

- 1.8 It is to be noted that the fees approved for the students admitted in AY 2009-10 or earlier will continue to remain unchanged except for the payment of VI Pay Commission to be notified separately by the SSS. This information is to be put up on the website of Colleges/ Institutions.
- 1.9 College / Institute should provide the details of teaching & non teaching staff as per the norms of GOVT./MCI/DCI/DMER/Homoeopathic/Ayurved/Unani/Nursing- Council/ MUHS, their salaries, no of years they have put in their service & TDS paid, P.F. amount payment etc. and whether the faculty appointed is as per norms. The Institutes need to submit the details along with the relevant documents such as TDS challan, etc. They also need to submit copies of contracts they have entered into with various service agencies such as security etc. if any. They also need to submit details of legal expenses if any, they might have incurred during the said academic year. They may not be approved.

2. Norms for final approval of fees for students to be admitted in 2015-16 and thereafter.

- 2.1.1 Salary expenditure of teaching and non-teaching staff as per norms prescribed by regulatory authorities such as GOVT./MCI/DCI/DMER/ Homoeopathic/ Ayurved/Unani/ Nursing- Council/ MUHS, actually paid and certified by auditor.
- 2.1.2 Salary of employees (Teaching/Non-teaching) is to be paid through Bank Accounts only and that can only be approved by the Samiti.
- 2.1.3. Institutions which have implemented the VI pay Commission pay scale have to clearly show the payment as per V pay Commission pay scale and additional payment, including arrears, if any as per VIth pay Commission pay Scale separately.
- 2.1.4 The Additional payment on account of implementation of VI pay Commission pay scales including arrears, if any, will be borne equally by all Students in the Institution. In any case additional fee due to 6th Pay commission not to exceed for 1 year. In case if any institute has paid during 2013-14 for part of the year then for remaining period of 12 months if the payment is made during 2014-15 then that much amount will be considered as additional 6th Pay Scale component during 2015-16.
- 2.1.5 The actual salary of teaching and non-teaching staff along with Photo copy of Pay Roll for the entire Financial Year 2014-15 along with TDS returns filed quarterly (Photocopies of pay roll should be certified by Dean/Principal by signing on each page as true copy. Salary should be paid by cheque and/or directly transferred to bank account of each employee.)
- 2.2 Non salary revenue expenditure duly audited. This will not include following
a) depreciation b) rent c) depreciation for other assets d) interest on loans e) legal charges f) penalty if any and g) expenditure not essential/related to the conduct of courses. Ordinarily non salary expenditure should not exceed 40% of Salary expenditure.

2.2.1 The Institution is allowed to give 3 advertisements each in 2 newspapers in a year which could be chargeable towards the fees-

1. Advertisement for appointment of staff as required by law.
2. Advertisement related to admissions to the college.

In case any common advertisement is issued for many institutions then it will be required to be shared proportionately.

2.2.2 Hostel expenses to be excluded. College to state Hostel expenses separately and not to be included in non-salary expenditure except for R.A.N.M. and R.G.N.M. courses.

2.3 The basic infrastructure in the form of building and equipment is required to be provided by the Trust before starting of the College/Institute. Therefore any expenditure incurred in providing the infrastructure can not be passed on to the students. No interest on loans taken for consideration as building etc. would be considered.

2.4 The rates of depreciation fixed by the SSS are as detailed under.:-

Computers	- Life 4 years	- 25% of Cost
Other equipment (for New equipments purchase during 2014-15)	- Life 5 years	- 20% of Cost
Furniture	- Life 10 years	- 10% of Cost
Books (for new books purchase during 2014-15)	- Life 5 years	- 20% of Cost

However, these rates are to be applied on Straight Line basis. The assets as in the financial year 2007-08 will be frozen as it is for the purpose of depreciation. Additional depreciation for the new assets added in the financial year 2008-09 and thereafter will be allowed on straight line basis at the above mentioned rates. The Colleges/Institutes are required to provide the necessary details. These depreciations are to be claimed only until the total cost is recovered.

2.4.1 The college shall be allowed usage charges for the building at the rate of Rs. 8,000/- per student per year for Medical and Dental course and other than that Rs. 5,000/- per student per year as per sanctioned intake as the area of building is to be provided as per sanctioned intake. There shall be no separate payment of rent.

2.5 The calculation of final fees will be made on the basis of sanctioned strength or actual strength of students, whichever is higher. The infrastructure and staff appointed is on the basis of sanctioned strength. If the actual strength is higher, the facilities and the expenditure will be shared by all the students. If the seats remain vacant, the spare facility available on account of vacancies is of no use to the existing students and therefore such students can not be expected to bear the burden due to vacancies.

- 2.6 **Development fee:** Reasonable surplus, meant for development or expansion of the College/Institution is fixed on the basis of 8% of the tuition fee. This development fee could be charged only if the institution has provided all the infrastructure and facilities as per norms. A copy of the latest approval from MCI, DCI, CCIM, CCH, INC, LIC report of MUHS, Nashik etc. is required to be submitted along with the proposal to levy this development fee.
- 2.7 The Colleges/Institutions are strictly prohibited from collecting any excess fee/charges other than those approved by the SSS and any fee levied by the University concerned. Serious view will be taken against those who violate the directives. Such defaulting College/Institute may be punished suitably which may include reduction in fees up to 50%, recommending to the Pravesh Niyrantran Samiti for stopping of admission process and to the University for De-affiliation, etc.
- 2.8 The Colleges/Institutions are required to provide the details of their infrastructure and facilities/amenities on their website before effecting the admission of students.
- 2.9 In the case of more than one course is run in the same premises/building/campus, then the Institute/College to give number of students for each course and time spent for such course every day.
- 2.10 The Colleges should submit along with fee proposal budget for the year 2015-16 as approved by the Governing Council of the College. It should be signed by the Dean/Principal.
- 2.11 Computation Sheet made by the college should be displayed at the notice board of the college and on web site immediately on submission of proposal.
- 2.12 The fee proposal submitted to the Samiti to be made available by each college in the office for perusal of the students/parents.
- 2.13 The Colleges should also state separately if any income is earned by using the college property/infrastructure during 2014-15 other than fees and how.
- 2.14 It is made mandatory to put it whole fee approval proposal on the website of the College/Institute at the time of submission of proposal to the Samiti. Non compliance thereof may be penalized by reducing fee by 20%.
3. As regards the Hospital deficit, the Samiti decides to follow the earlier resolution passed during the meeting held on 20th April 2009 under Item No.7. The Samiti to take into consideration the deficit for medical and Dental courses i.e. to the extent of 75% for first five years and then reduced to 50% for 6th year and 25% for 7th year. There shall be no consideration of hospital deficit from 8th year onwards as it is expected that the hospital should be self-sustained by them.

However incase of other colleges of Health Sciences courses, the deficit to the extent of 75% incase of first 8 years and then reduced to 50% for 9th year and 25% for 10th year. There shall be no consideration of deficit from 11th years onward.

- 3.1 The College/Institute which are having only Post Graduate Courses they will have to submit the details of a) Administrative Salary, b) Teachers Salary, similarly in the Hospital a) consultancy charges, b) surgical instruments charges, etc. while submitting the proposals written in the hospital accounts.
- 4.1 Revision can be filed before the Samiti only by students/parents or Colleges/Institutes as they are directly interested in the approval of fees by the Samiti.
- 4.2 Revision to be filed within a period 30 days of the declaration of fees on the website of the Samiti. But the time required for obtaining Samiti's calculation sheet to be excluded incase such application is made within 1 week of the declaration. Time may be extended only by 1 month incase good cause is shown for condonation of delay. It is made clear that at the time of hearing revision/review the Samiti shall have a right to reopen the accounts and documents once again.
- 4.3 The heavy expenditure made on repairs of building to be treated as deferred revenue expenditure.
- 4.4 The jump in fee shall not be ordinarily more than 10% considering the fee approved for the last year.
- 4.5 In case of Repeater students they required to pay the fees for the subjects in which they have failed on the pro-rata basis.

**APPROVED FORMAT FOR COMPUTATION OF FEES FOR HEALTH
SCIENCE COURSES FOR THE ACADEMIC YEAR 2015-16.**

1	Name of the College/Institute :	Code	Location	
	Shree Saptashringi Ayurved Mahavidyalaya & Hospital, Panchavati, Nashik	BAMSPG0016	Kamal Nagar, Hirawadi, Panchavati, Nashik	
2	a) Approved fee for Academic Year 2014-15 Rs. 111470	Proposed for AY 2015-16 (See 4.10.3) Rs. <u>396551</u>		
	b) Collected fee as per affidavit Rs. <u>111470</u>			
	c) Hospital : Own / Rent			
	d) If own, date of Hospital Establishment : 13/06/2007			
2.1	In case the Institute has not submitted its fee approval proposal for 2014-15, the fees collected by it per student	NA		
3	Whether undertaking on stamp paper submitted reg. refund?	Yes/No		
4	Computation of final tuition fee and development fee:	Expenditure incurred (in Rs.)		Expenditure permitted (in Rs.)
		Total	Per Student (divided by 4.8)	For Official use only
4.1.1	Salary expenditure for 2014-15 to approved teaching /non teaching staff. as per MCI/DCI/COA/DMER/MUHS/Ayurved/Homeopathic/Nashik/Nursing Council/GOVERNMENT norms (See norms 2.1.1 to 2.1.5)	13387731	318756	
4.1.2	Salary/Honorarium paid to visiting Faculties	3000	71	
4.1.3	Total Salary Expenditure (4.1.1 +4.1.2)	13390731	318827	
4.2	Non salary revenue expenditure (Rent, Interest on loan, Penalties if any legal charges and unrelated expenditure to be excluded) for 2014-15 (See norm 2.2)	649143	15456	
4.2.1	a) Less income derived by using college property (See norm 2.13)	0		
	b) Less Hostel expenses if any (See norm 2.2.2) except in case of RGNM/RANM	0		
4.2.2	Total (4.1.3 + 4.2)-(4.2.1)	14039874	334283	
4.2.3	Add: 8% of 4.2.2 for increase in cost for 2014-15 (See norm 1.5)	1123190	26743	
4.2.4	Add:---% of Hospital deficit (as per revised norms declared on 20 th April by SSS. See norms No. 3)	0	0	
4.3	Usage charge for building (See norm 2.4.1)	210000	5000	

4.4	Depreciation on other assets at approved rates as on 31.3.2015 (See norm 2.4)	48360	1151	
4.5	Total of (4.2.2 to 4.4)+ 4.11.1	15421424	367177	
4.6	Sanctioned strength in the course run in Academic Year 2014-15 (No.)		42	
4.7	Actual strength in the course run in Academic Year 2014-15 (No.)		41	
4.8	Controlling strength (no.) (Higher of 4.6 & 4.7)		42	
4.9	Tuition Fee (4.5 Divided by 2.6)		367177	
4.10	Development fee (8% of 4.9)		29374	
4.10.1	Total Fee (4.9 + 4.10)		396551	
4.11	Additional Expenditure of 6 th pay commission if actually paid and not included in 4.1.1(See norm 2.1.4).	4.11.1 Total		
		4.11.2 per Student		

Note: The amount in 4.11.2 is to be collected from all the student in the institution. However for the student admitted in 2015-16 it is already included in their tuition fee (See 4.5)

Note : Courses run in the same Premises /Campus/Location: (Norm 2.9)

Name of the Course	No of Students	Tuition time Per day

Date:
Place :

Signature and Seal of the Head of Institute /
College with Code No.

FOR OFFICE USE ONLY

Disallowance :-

- 1) _____
- 2) _____
- 3) _____
- 4) _____

Prepared by:
Date : / /2015

Checked by
(Chartered Accountant)

Calculation of Depreciation on other assets for AY 2015-16

Sr. No.	Item	Depreciation permitted as in 31.03.2014 Rs.	Cost of Additions during 2014-15 Rs.	Additional Depreciation at approved rates as on 31.03.2015 Rs.	Total Depreciation as on 31.03.2015 Rs.
(a)	(b)	(c)	(d)	(e)	f (c+e)
1	Computers 25% (Life 4 years)	0	53800	13450	13450
2	Equipment 20% (Life 5 years)	0	68900	13780	13780
3	Furniture 10% (Life 10 years)	0	119450	11945	11945
4	Books 20% (Life 5 years)	0	45925	9185	9185
	Total :	0	288075	48360	48360

Important Note: Depreciation in column 3 is to be claimed only for items, which have not served their full life. Depreciation on Computers & books provided before 31 March 2011 not to be taken into account. Depreciation on Equipment & Furniture provided before 31st March 2005 not to be included.

Date

**Signature and Seal
of the certifying Chartered
Accountant
and Auditors**

**Signature and Seal
of Head of the Institution
with Code No.**

CHECK - LIST**FEES APPROVAL PROPOSAL FOR HEALTH SCIENCE COURSES**
ACADEMIC YEAR 2015-16

a) Name of the College/Institute: _____

b) College Code: _____ Location: _____ Dist. _____

c) Last fee finalized by Samiti for: i) Academic Year _____, ii) Amount Rs.: _____

The Institutes/ Colleges have to submit the proposal along with the following relevant documents/information **IN PERSON** in chronological order. The proposal sent by Post/RPAD/Courier will not be Accepted on any count.

Sr. No.	Particulars	Page No.	For Office Use
1	Prescribed format of revised norms of Computation & Depreciation		
2	Affidavit		
3	Prescribed Forms A, B, C, D and E in Duplicate duly filled in.		
4	Audited financial statements of Institutes/College (along with Hospital, in case of Health Science Colleges/ Institute) i.e. Receipt & Payment Account, Income & Expenditure Account and Balance Sheet along with all the schedules with Audit Report along with notes to accounts and accounts policy for the Financial Year 2013-14 and 2014-15 duly signed by Chartered Accountant and counter signed by Dean/ Principal. All the statements mentioned at (i) to (iii) in Original. (<u>Note</u> : Photocopies or certified photocopies will not be accepted.) Confirm that the assets scheduled in the information are given as per the requirements of Form B.		
5	Sanctioned and Actual intake of the course for the academic year 2013-14 and 2014-15 of Regular and Repeater students (if any), separately- Term / Course / Category - wise.		
6	Copies of last two years fees structures finalized by Shikshan Shulka Samiti. – i.e. for academic year 2013-14 & academic year 2014-15.		
7	The actual salary of teaching and non-teaching staff along with Photo copy of Pay Roll for the entire Financial Year 2014-15 along with TDS returns filed quarterly (Photocopies of pay roll should be certified by Dean/Principal by signing on each page as true copy. Salary should be paid by cheque and/or directly transferred to bank account of each employee.)		
8	A tabular statement to be submitted giving following details:- a) Actual No. of Teaching and Non-Teaching staff b) Actual required Teaching and Non-Teaching staff as per norms c) Actual salary paid to each of them d) Salary which is required to be pay as per norms (See Form No. E)		
9	Estimate of fees for academic year 2015-16 along with proper justification based on the earlier fee structure.		

Sr. No.	Particulars	Page No.	For Office Use									
10	Information to be submitted in the form of an Affidavit on <u>Stamp Paper of Rs. 100/-</u> duly signed by head of institute/Dean of Management and Dean/ Principal of Institute/ College along with following points incorporated in it.-											
	(i) Salary paid as per norms of respective authorities. (ii) Certificate of Management stating that the same Audited statement of accounts has been filed with IT department and office of Charity Commissioner. (iii) Affirmation about the correctness of facts and figures submitted by Head of the institute. Display copy of fee approval proposal on its website and Notice Board for a period of one year.											
11	State the details of other Colleges/courses run and located in the same premises/campus.											
12	Certificate of approval of admitted students from Pravesh Niyran Samiti for the academic year 2014-15											
13	Certificate that no refund of fees claims etc. and any other matter communicated by Pravesh Niyran Samiti and Shikshan Shulka Samiti are pending at Institution/College level.											
14	Certificate that no other fees/ charges have been collected from students/ parents other than those authorized by Shikshan Shulka Samiti.											
15	Certificate that all approvals/ sanction/ affiliation taken from the concerned relevant authorities - GOVT. / MCI/ DCI/ DMER/Homoeopathic/ Ayurved/ Unani/ Nursing- Council/ MUHS, Government and University. State the date.											
16	Fees collected for the year 2014-15 from students admitted in '15% NRI Quota' in following format. (If any)											
	<table border="1"> <thead> <tr> <th>Sr.</th> <th>CET Merit</th> <th>Name of candidate</th> <th>NRI/Vacancy Against NRI</th> <th>Total Fees (Rs.) as per SSS</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Sr.	CET Merit	Name of candidate	NRI/Vacancy Against NRI	Total Fees (Rs.) as per SSS						
Sr.	CET Merit	Name of candidate	NRI/Vacancy Against NRI	Total Fees (Rs.) as per SSS								
17	Copies of Service Contracts if any entered into (such as for security etc.) The copy of TDS & PF Challan											
18	Income earned by the college during 2014-15 other than fees.											
19	The College/Institute which are having only Post Graduate Courses they will have to submit the details as per norms no. 3.1											
20	Any other relevant information/ documents College would like to submit before the Samiti.											
21	Soft copy inclusive of above 1 to 20 items (in Microsoft words or Microsoft Excel).											

Note: The Proposal should be submitted in Duplicate in A4 Size Spirally bound indicating cover page in the specified format.

Institute/College is hereby directed to bring this copy to Samiti Office for any Enquiry/ future correspondence for finalization of fees for the course started during academic year 2015-16.

College Code : _____

Course : _____

Name of the College: _____
_____**FOR OFFICE USE ONLY**Received the fee approval proposal for
academic year 2015-16Proposal for Academic Year 2015-16
Returned as Deficient Proposal.
Deficiencies mentioned as per the
Checklist

Sr. No. _____

Date: / /2015

Verified by
(Name of the Clerk & its Signature)**Signature of Section Officer
Shikshan Shulka Samiti, Mumbai**

FORM A

Proforma for common Information of organization promoting
Various Colleges/ Institutes for the year 2015-16
(Information of the Trust)

1	Name of the Trust / Society	Shree Saptashrunji Shikshan Sanstha, Nashik				
2	Address (with pin code)	Kamal Nagar, Hiarawadi, Panchavati, Nashik 422003				
	Telephone No.(with STD code)	02532621565				
	Fax No.(with STD code)	02532621638				
	E-mail ID	ssamnsk@gmail.com				
	Website	www.ssam.in				
3	Registration No. of the trust	MH/2845/NASHIK, F 2774				
4	Year of Establishment of the Trust	1991				
5	Name of the Trustees	<i>Enclose list</i>				
6	Names of all the educational institution established/ funded/ operated by the Trust/ Society	<i>Enclose list</i>				
7	Name of the Courses	Sr.No	Name of the Courses	Statues		Duration
				Full Time	Part Time	
		1	BAMSPG - M.D. AYURVED	FT		3
8	Annual financial report of Trust/ Society for last 2 years	<i>Attach certified audited copy</i>				
9	Details of the Land					
Sr.No.	Particular	Area (in Sq.Mtr.)		Cost of acquisition (Rs.in Lakhs)	Extent of Subsidy/ concessi on	
		As per norms	Available			
College/ Institute						
	Land					
1)	Free Hold					
a.	Govt.	0	0	0	0	
b.	Others	12000	24000	0	0	
	Total	12000	24000	0	0	

2)	Lease Hold				
a.	Govt.	0	0	0	0
b.	Others	0	1600	0	0
	Total	0	1600	0	0

Note : Please give details for each college / Institute separately.

Whether Income tax return filed every year by the trust	(Attach certified attested copies of income tax return of last three assessment years) Yes / No
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Status of the Building :

If Rented	College / Institute	Other	Total
Built up Area (In Sq.Mtr.)	2200	3909	6109
Annual rent (Amt, in Rs.)			

If owned	College / Institute	Other	Total
Built up Area (In Sq. Mtr.)	4869	0	4869
Cost (Amt, in Rs.)	36354219	0	36354219

Built up Area required, Available as per the norms of respective authorities.

If Rented	college / Institute	Other	Total
Built up Area (In Sq.Mtr.)	0	0	0
If owned	college / Institute	Other	Total
Built up Area (In Sq.Mtr.)	4000	0	4000

10.	Whether the Institute /Trust is in receipt of any grants from Central Government /State Government/Quasi Government bodies	Yes / No If yes–Amt. Received for the Financial Year
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Date :

Place: Nashik

Signature
Head of the Institute

Form B**Proforma for information of Health Science Institutes
(Health Science Course) for the year 2015-16**

Name of the Trust / Society	Shree Saptashringi Shikshan Sanstha, Nashik					
Name of the Course	M.D. Ayurved	UG/ PG				
(a) Whether accreditation given by NBA ?	Yes / No	If yes Grade	Year			
(b) Whether gradation given by Govt. of Maharashtra ?	Yes / No	If Yes, Grade				
1.	Name of the College/Institute	Shree Saptashringi Ayurved Mahavidyalaya & Hospital, Panchavati, Nashik				
	Address (with Pin code)	Kamal Nagar, Hirawadi, Panchavati, Nashik				
	Telephone No. (with STD code)	02532621565				
	Fax No.(with STD code)	02532621638				
	E-mail ID	ssamnsk@gmail.com				
	Website	www.ssam.in				
2.	Name of the Director / Principal of the College/ Institute	Dr. Aware Milind Babarao				
3.	Sanctioned Intake capacity as per respective council norms	42				
4.	(A) Total No. of Students for the Course (Excluding NRI Students)	I year	II year	III year	IV Year	V year
		41	0	0	0	0
	(B) Total No NRI students for the Course	0	0	0	0	0
5	Year of recognition by respective council (College/Hospital)	1999				
6	Name of the University to which this course is affiliated	Maharashtra University of Health Science				
7	Whether Permitted by State Govt.	Yes / No				
		<i>(If yes, attach a copy of G.R. granting permission to start the college)</i>				
8	Whether Hostel Facility is available	Yes/No				
	If yes, mention capacity	Boys	20			
		Girls	30			
		Total Capacity	50			

9	Total No. of laboratories in the Department		Name of laboratory		Cost of equipments Rs. In Lakhs			
	Total cost of equipments in the department		3		0.68			
10	Total Cost of equipments in the Department including software (Rs. In Lakhs) in Working Condition		a) UG		0			
11	Total Cost of equipments in the Department including software (Rs. In Lakhs) in Working Condition		b) PG		0.71			
12	a) Whether library facility is available (Departmental) Excluding Central Library detail if yes give detail		No. of Titles		2672			
			No. of Books available		11112			
			No. of Journals subscribed in current year		27			
	b) Carpet Area in Use for Library (in Sq. Mtr.)		285.9					
			1.	Photocopier				
		2.	Free Internet					
		3.	Digitalization					
		4.	Hall 120 capacity					
13	No. of Staff		Attach subjectwise statement of teaching & non-teaching staff in the following format					
Teaching Staff		As per Council norms		Posts filed in			Total Filled in Posts	Vacant Posts
				Regular	Adhoc	Contract		
a) Professors		12	13	0	0	13		
b) Associates Professor		2	2	0	0	2		
c) Assistant Professors/Lecture		7	9	0	0	9		
d) Senior Resident Tutor								
List of approved Staff by the University		Attach subjectwise detailed statement of approved teaching staff with letter of Approval from Authority						
		Sanctioned Intake			Students on roll			
Student – Teacher Ratio								
a) With approved staff		42			41			
b) With (approved adhoc + contract) staff		0			0			
Non Teaching Staff (In the Department Attach list)		As per council norms		Posts filed in			Total Filled in Posts	Vacant Posts
				Regular	Adhoc	Contract		
a) Technical		0	6	0	0	6		
b) Non-Technical		0	2			2		
c) Class – IV		0	14	0		14		

Ratio of Non -Teaching - Teaching staff		1.5:1					
14	Staff in Library Department if any	Give details of staff in Library with posts and scale, nature of appointment etc. (List Attached)					
15	Salary given to the staff (Whether it is as per 5th /6th Pay commission / any other norms)	Yes/No If yes : a) Attach Salary Certificate of March 2015 b) Attach Certified copy of Form-16 A of each Employee					
Whether Building os owned / <u>Rental by college</u> / Institute: Owned							
16	a) if owned built-up 2200 area in Sq.Mtr		College / Institute	Others	Total		
		Capital investment (Amount Rs. in Lakhs)	33763739	0	33763739		
	b) If Rental Built-up area in 3859 Sq.Mtr.		College / Institute	Others	Total		
		Annual Expenditure (Amount Rs. in Lakhs)	0	0	0		
17	Mention relation of the landlord with the college / institute if Any	-					
18	Financial Information						
Annual Income (Rs. in lakhs) (attach certified audited statement showing income from all sources of last two years i.e. 2013-14, 2014-15)							
		2013-14			2014-15		
a) College / Institute		Approved Course		Non approved other Courses	Approved Course		Non approved other Courses
		Under Graduate	Post Graduate		Under Graduate	Post Graduate	
	Tuition Fees	0			4681740		
	Development Fee	0			0		
	Gymkhana Fee	0			0		
	Training & Placement Fee	0			0		
	Library Fee	0			0		
	Laboratories Fee	0			0		
	Internet & Email facility fee	0			0		
	Cultural activity fee	0			0		
	Forms & Brochure Fee	0			0		
	Exam. Fee	0			50680		
	By way of Fine & Penalty	0			0		

	Any other fee	0					
	Total (a)	0				4732420	
		2013-14			2014-15		
		Approved Course		Non approved other Courses	Approved Course		Non approved other Courses
		Under Graduate	Post Graduate		Under Graduate	Post Graduate	
	Donation	0				0	
	Interest	0				0	
	Dividend	0				0	
	Other Misc.	0				0	
	Total (b)	0	0	0		0	0
Total (a+b)		0	0	0		4732420	0

Annual Expenses (Rs. in lakhs) (Click here to Attach audited statement showing expenditure from all sources of last two years i.e. i.e. 2013-14, 2014-15)

		College/Institute Financial Year 2013-14			College/Institute Financial Year 2014-15			
		Expenses directly attributable to course (Rs. In Lakhs)	Share of Common Expenses (Rs. In Lakhs)	Total expenses (Rs. In Lakhs)	Expenses directly attributable to course (Rs. In Lakhs)	Share of Common Expenses (Rs. In Lakhs)	Total expenses (Rs. In Lakhs)	
i	Rent Paid							
ii	Advertisement Expenses							
iii.	Salary Cost	Salaries, wages & Bonus			133.87		133.87	
		Contribution to provident fund & other			0.12		0.12	
		Staff Welfare & training expenses				0		0
		Others				0.65		0.65
iv.	Consumable	Work shop			0.18		0.18	
		Component						
		Project Ex						
		Chemicals						
		Others						
V	Operating & Other Expenses *	Electricity Charges			0.24		0.24	
		Telephone, postage,			0.10		0.10	

		Xerox expenses						
		Water charges						
		Traveling & conveyance				0.65		0.65
		Vehicle expenses						
		Repair & maintenance				0.85		0.85
		Others						
vi	Administrative Expenses					2.31		2.31
vii	Scholarships					0		0
viii	Cost of Software					0.4		0.4
ix	Printing Expenses					0.25		0.25
x	Stationery					0.29		0.29
xi	Insurance							
xii	Interest on Loan							
		Plant & Machinery				0.066		0.066
		Vehicle				0		0
		Furniture				0.11		0.11
xiii	Depreciation	Computers & Others				0.13		0.13
xiv	Educational Tours expenses for students							
xv	Training & Placement expenses for students							
xvi	Sports expenses							
xvii	Annual Social expenses							
xviii	Internet expenses							
xix	Taxes							
XX	* Any other expenses							
	Grand Total					140.216		140.216

* Any expenditure which is more than 5% of the total expenses should be shown separately. (Note : In the case of "common" cost which are apportioned, please attach a separate note indicating the bases adopted by you for apportioning such costs, giving your justification for the same)

19	Attach List of the Equipment Furniture, Vehical etc.(Only items costing more than Rs.50,000/- to be included)		<i>Attach certified audited details of cost of equipments with date of purchase & cost of annual maintenance</i>		
20	Fixed Asset Details		<i>With all major heads of fixed assets</i>		
	Cost Data	College / Institute / Hostel			
	Particular	Gross block 31/3/2015 Amount in Rs.	WDV as on 31/3/2015 Amount in Rs.	Depreciation for the year on 31/3/2015 Amount in Rs	Rate of depreciation %
a	Land (area.24000)	0	0	0	0
b	Building(s) (Built-up area in 4400 sq.mtr.)	0	0	0	0
c	Lab / Work shop	0	0	0	0
d	Laboratory equipments	68900	62010	6890	10%
e	Books	45925	34444	11481	25%
f	Furniture & dead stock	119450	107505	11945	10%
g	Vehicle	0	0	0	0
h	Computers	53800	40350	13450	25%
i	Others	0	0	0	10%
	Total	288075	244309	43766	
	Projected Addition	College / Institute / Hostel			
	Particular	2015-16 (Rs. In lakhs)	2016-17 _____ (Rs. In lakhs)	2017-18 _____ (Rs. In lakhs)	
a	Land (area)	0	0	0	
b	Buildings (Built-up area insq. mtr.)	0	0	0	
c	Lab / Work shop	0	0	0	
d	Laboratory equipments	0	0	0	
e	Books	0	0	0	
f	Furniture & dead stock	0	0	0	
g	Vehicle	0	0	0	
h	Others	0	0	0	
	Total	0	0	0	
21	The common infrastructure used by the trust for various colleges run by them		<i>Attach detailed list of infrastructure. Also indicate the bases adopted for the appointment of the common infrastructure.</i>		
22	a) Expenses per student for UG course		<i>Attach detailed calculations for the year 2015-16</i>		
	b) Expenses per student for PG course		<i>Attach detailed calculations for the year 2015-16</i>		
23	Fees collected during last two years per student for UG course				

		2013-14	
		No of students	Fees collected (Rs)
1st Year			
2nd Year			
3rd Year			
4th Year			
5th yr			
		2014-15	
1st Year			
2nd Year			
3rd Year			
4th Year			
5th Year			
24	Fees collected during last two years per student for PG course		
		2013-14	
		No of Students	Fees Collected (Rs)
1st Year			
2nd Year			
		2014-15	
1st Year	41		4602860
2nd Year			
25	Fees collected (2014-15) per student for UG/ PG course		PG Course - 111470
No. of Students of 1st year		Average fees collected per student (Amount in Rs.)	Total fees collected (Amount Rs. In Lakhs)
a) Indian (Govt. Quota + Management)		111470	4602860
b) PIO + Foreign National			
26	Fees proposed for each course during 2015-16. Justification for this.		Justify Separately.

a) Administrative Staff in the Institute / College

Name of the Principal / Director	Dr. Aware Milind Babarao	Regular/ Incharge	Regular		
Pay Scale	16400-450-22400				
Sr. No.	Name of the Staff	Designation	Whether required as per AICTE norms	Scale	Nature of appointment
List Attached					

b) Staff in the Central Library

Sr. No.	Designation	Whether required as per AICTE norms	Qualification	Scale	Nature of appointment
1	Librarian	Y	M.Lib	22828	PERMANENT
2	Asstt. Librarian	Y	B.Lib	10925	PERMANENT
3	Attendant	Y	Graduate	7556	PERMANENT

(C) Student - Teacher Ratio (Total no. of students & total no. of staff in the college)

	Ratio
1. Regular approved staff	5:1
2. Regular + Contract + Adhoc	5:1

(D) Ratio of Non-Teaching -Teaching Staff

	Ratio	As per Council Norms
Inclusive of administrative, ministerial, Technical & other unskilled & semi skilled staff	3:2	1:2

VERIFICATION

(The person signing the Verification clause must satisfy himself / herself about correctness of the information before affixing his / her signature)

I, _____ (full name in block letters), son / daughter of _____ solemnly declare that to the best of my knowledge, the information given in this proforma and statements accompanying is correct and complete. I further declare that I am submitting this proforma in my capacity as _____ and I am also competent to submit the same and verify it.

Date :
Place:

Trustee/Director/Principal
Sign with Seal

Form C
Central Library facility

- I) Total No. of students in the Institute **260**
 II) Reading hall capacity **120**
 III) Total carpet Area sq. mtr. **260**

a)	No. of Titles	2672	
b)	No. of Books	11112	
c)	No. of National Journals	27	
d)	No. of International Journals	1	
e)	Non-Technical Journals	2	
f)	Total Cost of		
	a) Books	30.83	Lakhs
	b) Subscription for Journals	0.11	Lakhs
g)	Cost of furniture	16.36	Lakhs
h)	Whether xerox facility is available	Yes	
i)	Whether Internet facility is available	Yes	
		Band Width	2 MBPs
j)	No. of Computers available in the Library	P III	0
		P IV	0
		P V	10
k)	Whether multimedia facility available	Yes	
l)	Whether digitization of library is done	Yes	
m)	Any other amenities provided to students in library.	1) e-books 2) Reference Service 3) Book Bank Scheme 4) World Coding System	

Date :
Place :

Trustee/Director/Principal
(sign with stamp)

FORM- D**Information of Central Computing Facilities in the Institute**

1	Whether the central computing facility is available	Yes		
2	Number of PIII or equivalent and above PC available	40		
3	Whether legal licenses of System & Application Software available?	Yes		
4	Number of System Softwares available	5		
5	Number of Applications Softwares available	17		
6	Number of Printers available (Type: DMP/ DeskJet /LaserJet)	22		
7	Number of Scanners available	3		
8	Total cost of the Printers and Scanners	492000		
9	Whether the Generator / UPS back-up available (back-up period and capacity in KVA)	Yes		
10	Whether the Campus is Networked	Yes		
11	Whether the Laboratories are Networked through LAN	Yes		
12	Whether is Internet connection is available	Yes		
13	If Yes specify type Dial-up/ISDN/DSL/Leased Line/any other	BROAD BAND BSNL		
14	Specify Bandwidth available	2 MBPs		
15	Specify compression ratio	-		
16	Cost of Hard Ware in Computer Center	Rs. Lakhs 12.2		
17	Cost of Software in Computer Center	Rs. Lakhs 3.80		
18	Cost of furniture in Computer Center	Rs. Lakhs 4.98		
19	Annual fee of the Internet Services in	Rs. Lakhs 0.33		
20	Staff in Computer Center	Yes / No	Number	Pay Scale
	1. System Manager	Yes	1	as per UGC
	2. System Analyst	Yes	1	as per UGC
	3. Computer Programmer	Yes	1	as per UGC
	4. Computer Operator	Yes	2	as per UGC
	5. Non – Teaching Staff	Yes	1	as per UGC
	6. Maintenance Staff	Yes	2	as per UGC

Date :
Place :

Trustee/Director/Principal
(sign with stamp)

Form - E**(A) Format for details of Teaching and Non Teaching staff for the Accounting Year 2014-15.**

(A) Details of Teaching and Non Teaching staff for the Accounting Year 2014-15			
Sr No	Particular	Actual requirement of Staff as per respective Council norms	Actual appointed
1	DIRECTOR	0	0
2	DEAN / PRINCIPAL	1	1
3	DY. DEAN / VICE - PRINCIPAL	1	1
4	A) PROFESSOR	12	13
5	B) ASSOCIATE PROFESSOR	2	2
6	C) ASST.PROFESSOR / LECTURER	7	9
7	D) READER	0	0
8	I) PROGRAMMERS	0	0
9	II) ASST PROGRAMMERS	0	0
10	III) COMPUTER OPERATORS	0	0
11	IV) TECHNICIANS	0	0
12	V) LAB ASSISTANTS	0	0
13	A) MANAGER	0	0
14	B) REGISTRAR	0	0
15	C) ADMINISTRATIVE OFFICER	0	0
16	D) ACCOUNTS OFFICER	0	0
17	E) PUBLIC RELATION OFFICER	0	0
18	F) SUPERINDENDENT	0	0
19	G) SENIOR ASSISTANT / CLERK	0	3
20	H) JUNIOR ASSISTANT / CLERK	0	2
21	I) STENO CUM P.A.	0	0
22	J) DATA ENTRY OPERATOR	0	1
23	K) LIBRARIANS	0	0
24	L) ASST LIBRARIAN	0	0
25	M) TYPIST	0	7

26	N) RECORD ASST	0	1
27	O) ATTAINDER	0	2
28	P) DRIVER	0	0
29	Q) TELEPHONE OPERATOR	0	0
30	R) PEON	0	6
31	S) WATCHMAN / SECURITY GUARDS	0	0
32	T) GARDENER	0	0
33	U) SWEEPER	0	0
34	V) ANY OTHER, SPECIFIED IN DETAILS	0	0
Total		23	48

(B) Details of Salary in respect of Teaching and Non Teaching staff for the Accounting Year 2014-15.

Sr. No.	Name of the Staff	Designation	Actually Salary paid (per annum)	Salary which is required to be paid as per respective Council Norms
List Attached				

Sign with Seal

Date : Trustee / Principal / Director/ Head of the Institute.

Rs. 100/- Stamp Paper

APPROVED AFFIDAVIT (Health Science Courses)

Academic Year – 2015-16

I, Age years residing at

_____do here by solemnly affirm and state as under :-

1. That I am the head / Director of the institute

 and that I am fully authorized to execute an affidavit on behalf of the institution .
2. That I state and affirm that for the academic year 2015-16, for
 course/courses, I am submitting the fee approval proposal along with the following documents.
 - Form No A,B,C,D and E
 - Audited Balance Sheet, Income and Expenditure Accounts for the years 2013-14 and 2014-15.
 - Receipt & Payments for the financial Year 2013-14 and 2014-15.
 - Sanctioned and actual intake for the year 2014-15
 - Details of salary paid to the Teaching & Non Teaching staff along with the information such as their names, designation/ Qualification & TDS deducted for the academic year 2014-15, their qualifications and salaries paid as per the norms of MCI/DCI/DMER/HOMEOPATHY-AURVEDC-DENTAL- NURSING CONCILS./MUHS NASHIK /GOVRNMENT, PF Paid etc.
 - Computation of proposed fees for 2015-16 in the prescribed format.
 - Copies of TDS Challan & PF Challans
 - Certificate that statements of accounts submitted to Shikshan Shulka Samiti are the same as submitted Income Tax authorities and Charity Commissioner.
 - **Certificate incorporating the details of proposed fee approval proposal for academic year 2015-16 having put up on the web site of the institute and on the notice board.**
3. Details of Teaching staff required as per directives of MCI / DCI / DMER / Homoeopathic / Ayurved / Unani / Nursing -Council / MUHS, Nashik and Government etc.

1. I further state that no separate amount was charged for any cultural activities or function conducted by the college.
5. That I state and affirm that actual fee charged from students during the academic year 2014-15 was Rs...../ per student and I further state that they were not charged more than what was approved by Shikshan Shulka Samiti.
6. That I state and affirm that facilities were provided for which fees were charged during 2014-15.
7. In case for the Academic Year 2015-16, if the final fee declared is less than the interim fee then we will refund the excess fee collected.
8. The College/Institute has fulfilled all the conditions laid down by the concerned authorities.
9. That I state and affirm that I am aware of the fact that any of the statements/ averments made herein before, if turns out to be false or misleading or suppressed then I shall have no objection for reduction of fees by 50% of the fees as resolved by the Samiti. This apart I am fully aware of the fact that for such an act of furthering misleading and or false statements or suppression. I shall be liable for appropriate actions under penal laws existing for time being in force.
10. The proposal has been put on the website of the College/Institute before it's submission to the Samiti. I am aware that in case it is not put then fee may be reduced by 20%.
11. That I state and affirm that I have submitted true and correct accounts for the year 2014-15 duly audited and submitted to Income tax authorities and also to the Charity Commissioner.

Place:-
Date:-

Signature
Head/ Director of Institute

Verified and solemnly affirmed before me on..... at.....

Executive Magistrate
(Seal & Signature)