

₹ 2,500/-



# मगध विश्वविद्यालय

अन्तर्गत

अनापत्ति/सम्बन्धन प्राप्ति हेतु

**आवेदन पत्र**

आवेदन पत्र जमा करने की अंतिम तिथि  
15 सितम्बर (प्रत्येक वर्ष)



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विश्वविद्यालय काउन्टर से प्राप्त करने के पूर्व विश्वविद्यालय कोष में बैंक चालान के माध्यम से खाता सं० 1400942019 में आवेदन पत्र का मूल्य जमा करने के पश्चात ही आवेदन पत्र उपलब्ध कराया जा सकेगा।

मगध विश्वविद्यालय अन्तर्गत सम्बद्ध ( महाविद्यालयों/विभिन्न संस्थानों में संचालित स्ववित्त पोषित व्यवसायिक/बी.एड./लॉ/मेडिकल/डेन्टल/पारामेडिकल/बी.पी.एड. आदि के संबंधन/संबंधन विस्तार/ प्रसंस्करण की शुल्क पुनर्निर्धारित दरें निम्न प्रकार हैं :

B.P. Ed.	5,00,000/-
M.P. Ed.	5,00,000/-
M. Ed.	5,00,000/-
B. Ed.	5,00,000/-
B.D.S.	5,00,000/-
M.D.S.	5,00,000/-
B. Pharmacy	5,00,000/-
M. Pharmacy	5,00,000/-
Para-Medical (Bachelor)	5,00,000/-
Para-Medical (P.G.)	5,00,000/-
L.L.B. (Three year) + L.L.B. (Five year)	2,50,000/-
L.L.M.	2,50,000/-
Professional / Vocational Courses (Bachelor)	5,00,000/-
P.G. Diploma - One year (Professional / Vocational)	3,00,000/-
Professional / Vocational Courses (Master)	5,00,000/-
Master Degree - 2 Years (Professional)	5,00,000/-
Processing Fee (for new)	50,000/-
Fee for nomination of UR in the B. Ed. / M. Ed. College	50,000/-

# M.U. BODHGAYA

## Statutory Provisions governing issuance of NOC Affiliation Provisions of the B.S.U. Act. 1976, U/S

### 4. Purposes and Powers of the University

(19) To affiliate or disaffiliate colleges according to statutes subjects to prior approval of the State Government.

### 21. Powers and duties of the Senate

2(d) of exercising the powers for the purpose of control in Colleges and Tols, and of superintendence which include affiliation and disaffiliation of colleges :

Provided that affiliation of disaffiliation of Colleges or Tols shall not take effect, unless it is approved by the State Government :

Provided further that no medical college shall be affiliated except without the prior approval of the State Government.

Before granting such an approval, the State Government shall consider the financial viability of the college, the nature and form of the purposed management of the college, the viability of the academic standard and all other conditions which are likely to have adverse effect on the interests of students admitted to such as college.

**59. Relation of affiliated college with the University :-** The relations of the affiliated colleges with the University shall be governed by the statutes to be made in that behalf, and such statutes shall provide in particular for the exercise by the University of the following powers in respect of the colleges affiliated to the University.

1. To lay down minimum educational qualifications for the different classes of teachers and tutorial staff employed by such colleges.
2. To approve the action taken by the governing bodies of such colleges in regard to creation of posts of teachers, their appointments, dismissal, discharge, removal from service, termination of service and determination of term of post and approve the deputation of teachers to the Intermediate college delinked form the affiliated college.
3. To co-ordinate and regulate the facilities provided and expenditure incurred by such colleges, in regard to libraries, laboratories and other equipments for teaching and research.
4. To require such colleges, when necessary, to confine the enrolment of students to certain specific subjects.
5. To regulate conditions of service of teachers of such colleges including the grant of leave with or without allowances and the constitution of pension, insurance, and provident funds for the benefit of such teachers; and
6. To require satisfactory arrangements for tutorials and similar other worker in such colleges and to inspect such arrangements form time to time: .

✓ Provided that such colleges supplement such teaching by tutorial or other instruction of training in a manner to be prescribed by the Regulation to be made by the Academic Council.

## 29. STATUTE RELATING TO ADMISSION AND EXCLUSION OF COLLEGES OTHER THAN THOSE MANAGED AND MAINTAINED BY UNIVERSITY

(As approved by the Chancellor vide letter no. BSU-16/86-1098-G.S. (1) dated 19-04-1986)

1. Admission of institutions. - Subject to the provisions of the Act, educational institutions within the territorial jurisdiction of the University may be admitted as colleges in one, or more of the faculties of the University.
2. Application for admission. - An application for admission of an educational institution as a college shall be -
  - (a) Made by an officer authorised by Govt, for the purpose in the case of an institution owned and maintained by Government and by the Governing Body, or Managing committee in the case of any other institution;
  - (b) Countersigned by two members of the Senate;
  - (c) Addressed through the Registrar to the Syndicate;
  - (d) Submitted not later than 15<sup>th</sup> June to 15<sup>th</sup> September in the case of an educational institution seeking admission for the first time or for extension, or continuation of admission of an admitted college, of the year preceding the academic session from which such admission is sought.
3. Contents of application. - (1) An application for the admission of an educational institution as a college shall state the course of instruction which it is proposed that the institution will undertake, and the standard up to which it is proposed to teach in each such course as shown in a time-table of work attached and shall contain sufficient information to satisfy the Syndicate.
  - (a) that there is genuine need of such a college in the locality, and whether the admission Of the college would adversely affect the existence of an already admitted College nearby;
  - (b) that the college shall be under the management of a regularly constituted Governing Body.
  - (c) the College shall abide by the Acts, Statutes, Ordinances, Regulations and Rules made by the University from time to time;
  - (d) the College shall not start Intermediate classes in the premises of the college;
  - (e) that no student has been, or shall be admitted to the institution, or in the subjects for the admission of which the application is being made, unless the admission prayed for has been granted by the university;
  - (f) that the institution owns and possesses at; least 10 acres of land for the college buildings, hostels, quarter and play grounds if situated in rural area or 5 acres in urban area, in not more than two blocks provided that in case the college building is not ready,

the institution has a separate building-Reserve Fund which is deemed to be sufficient by the Syndicate for putting up suitable buildings within such time as may be fixed by the Syndicate; and that the institution has at its disposal a building, to be approved by the Syndicate, for holding the classes regularly and efficiently till the construction of its own buildings is complete;

- (g) that the institution has built up space duly furnished and sufficient for running the lecture and tutorial classes and for housing the Office, Library, Staff Common Room and for the Laboratory and Museum where so required in each subject in which practical course is prescribed;
- (h) that there is in the buildings of the institution a sufficient number of class rooms for lectures, tutorials and practical's and that the floor space and cubic space in each class room are adequate;
- (i) that the institution has or shall have within such time as the Syndicate may fix, suitable playground of its own for football, other outdoor games and/sports;
- (j) that adequate provision has been made, in conformity with the Statutes and Ordinances, for the residence of the students, not residing with their parents, or guardians, in suitable hostels and that the institution owns and possesses one or more buildings of its own to provide residence for at least 20% of its students and that in case the hostel buildings are not ready, the institution has a Hostel Building, Reserve Fund which is deemed to be sufficient by the Syndicate for putting up such building within such time as may be fixed by the Syndicate; and that the institution has at its disposal a building, or buildings to be approved by the Syndicate, for residence of students till the construction of its own hostel building is complete:

Provided that in case of colleges for women provision for more housing facilities for teachers and students may be insisted upon by the Syndicate

Provided further that colleges for women shall be located as close to the city as possible from the security point of view and the land acquired for the college should be in one plot :

- (k) that suitable provision shall be made for the general supervision and physical welfare of the students;
- (l) that the following sums have been set apart for books and periodicals for the library of the college- for admission upto Bachelor Standard in the Faculties of Humanities and Social Sciences (to be counted as one) or Science or Commerce or any other faculty Rupees fifty thousand, and an additional sum of rupees ten thousand, for admission to each Honours subject; Provided that in case of an institution located in a tribal area the amount of reserve fund to be deposited in the University shall be reduced by twenty five percent;
- (m) Where admission is sought in any branch of experimental Science it would be essential to ensure

- (i) that arrangements have been, or will be made, for which the institution has necessary funds, at its disposal, for imparting instruction in that branch of Science in a properly equipped laboratory and, where necessary, a museum;
- (ii) that the gas and water supply, the apparatus, the chemicals, and the design and general fitting of the laboratory, lecture rooms and museums shall conform to such requirements as the Syndicate may from time to time prescribe;
- (iii) that the Institution has a separate Laboratory - Reserve fund of not less than Rupees thirty thousand in case of affiliation in Science or in any branch of experimental science and an additional sum of rupees ten thousand for each Honours subject in which practical course is prescribed;
- (n) that due provision will be made for the residence of the Principal of the institution in its compound and of at least 20 per cent of the members of the teaching staff in or near building of the institution or in the place provided for the residence of the students, within such time as may be fixed by the Syndicate;
- (o) that the institution has a Reserve Fund deposited with the University, besides the college and hostel building, library and laboratory funds to be disbursed only after obtaining the previous sanction of the Syndicate, the following amounts;
  - (i) rupees two lacs and fifty thousand for admission to the Bachelor standard in one Faculty (Humanities & Social Science to be counted as one);
  - (ii) an additional sum of rupees one lac and fifty thousand for admission in each additional (Faculty of Humanities and Social Science? To be counted as one), Science, or Commerce or any other faculty:
- (p) that the institution has sufficient financial resources and fund for meeting recurring expenditure on library, laboratories, furniture, repairs to buildings and the maintenance of the college as whole for at least five years.
- (1) that the fees, if any, payable by the students shall be fixed in accordance with the provisions of the Ordinances.
- (2) An institution applying for imparting education in Pharmacy or in any other branch of learning except Physical Education for which the separate statutes are to be framed, shall provide adequate building space, floor area laboratory equipments etc. and staff as may be laid down by the Syndicate from time to time.
- (3) The Institution applying for admission shall pay along with the application in the case of an application seeking admission to any faculty for the first time, and inspection fee of Rs. 1,000/- and in case of an application for admission to any new subject or for extension for admission a fee of Rs. 500/- The fees so paid shall not be refunded.
- (4) The institution shall also send along with the application certified copies of all Trust deeds or Title deeds executed in favour of, or for the benefit of the institution along with a non encumbrance certificate from the Registry Office in respect of the land/building acquired for/owned by the institution and up to date land revenue receipts relating thereto. An affidavit duly sworn in a court of Law shall also be required to be submitted

by the sponsors/Managiag Committee/ Governing Body of the institution in respect of the fulfillment of the condition pre-scribed in Art. 3 of this Chapter and also indicating that the funds reserved for Building, Library & Laboratories shall not be withdrawn and spent on any other purpose.

(4) (1) On receipt of an application for admission the Syndicate if it is satisfied on the basis of the materials supplied in the application, or otherwise that the college proposed to be established has nearly fulfilled, or is likely to fulfil all the conditions required by the law of the University and is likely to be run efficiently, shall cause a local enquiry to be made as regards the matters specified in Article 3 of this Chapter by such persons as may be authorized in this behalf, or it may, if not so satisfied, reject the application mentioning the reasons thereof.

(2) On the completion of such enquiry, or any further enquiries which may be considered necessary, the Syndicate shall forward a copy of its resolution to the Academic Council for suggestions concerning the academic aspects and shall, on receipt of the suggestions of the Academic Council, if any, recommend to the Senate as to whether the application should be granted with, or without, modifications on a permanent basis, or provisionally for a limited period or should be rejected. All connected papers shall be placed before the Senate along with the recommendation of the Syndicate.

(5) On receipt of the recommendation of the 'Syndicate the Senate may allow the application, with or without modification, either on a permanent basis or provisionally for a limited period, or reject it. If the application, or any part thereof is rejected the grounds of such rejection shall be stated.

(6) (1) The decision of the Senate shall be communicated to the institution concerned, specifying the courses of the instruction in which the institution is admitted and the standard up to which admission is granted, together with the condition and limitations imposed. The institution shall duly report to the Syndicate regarding the fulfillment of the various conditions imposed.

(2) No admission shall be made in the college unless the Syndicate is satisfied that conditions necessary for starting classes have been fulfilled.

(3) No appointment of the Principal or any lecturer of the college shall be made except on the recommendation of the College Service Commission:

Provided that in case of emergency, the college may appoint a Principal/ Lecturers on temporary basis only on the basis of All India Advertisement and on the recommendation of a Selection Committee consisting of at least five members of whom at least three shall be the experts in the subject concerned not below the rank of Readers in the active service of the University.

Provided further that in the case of appointment of Principal these experts shall be University Professor and/or Principals not below the rank of University Professors.

7. (1) In case the conditions are substantially fulfilled and provisional admission for a fixed period is granted but all the conditions are not fulfilled by the end of the said period, the institution may apply within the prescribed time, showing sufficient cause for non-fulfilment of the conditions and for

continuance of the admission and the Syndicate may, after such enquiry as it may think proper recommend to the Senate for the continuance of the provisional admission for another fixed period either in whole or in part, but in no case the extension shall exceed two years at a time and four years in all.

(2) If all the conditions are fulfilled the Syndicate may, at the end of the period, recommend to the Senate to grant the admission on a permanent basis either in whole or in part, as the case may be.

**8. Admission in additional course.**

(1) When a college desires to add to the courses of instruction, an application for permission to make such additions shall be made by the college not later than the date prescribed for the purpose.

(2) The application shall contain sufficient information to satisfy the Syndicate that, so far as the additional courses of instruction are concerned adequate provision has been made in respect of matters specified; in Article 3 of this Chapter.

(3) Every such application shall be dealt with in the manner prescribed by Articles 4 to 6 of this Chapter.

**9. Withdrawal of application** - An application for admission may be with-drawn at any time before an order has been passed on the application.

**10. Exclusion of Colleges from privileges** - An admitted college may, at any time, on the motion of the Syndicate, be deprived by the Senate, in whole or in part, of the privileges granted to it under Statutes of this Chapter, if the conditions of admission are not fulfilled or observed, or for gross mismanagement of it or for any other reason the Syndicate is of opinion that the college should be deprived of such privileges either in whole or in part.

**11. Action by the Syndicate on motion for exclusion. -**

(i) The Syndicate shall, before, bringing any such proposal before the Senate under Article 10 of this Chapter, send a copy of it, stating the grounds and reasons for the same, to the Secretary of the Governing Body of the College concerned or the officer of the Government authorized to apply for admission in case of Government colleges, together with an intimation that any representation in writing on behalf of the college submitted within the period to be specified in such intimation will be considered by the Syndicate :

Provided that the Syndicate may, from time to time, extend the period so specified not exceeding three months in all.

(ii) On receipt of the representation of the college concerned, or if no such representation of the college is received on the expiration of the period or any extension thereof allowed under sub-clause.

(iii) the Syndicate may order such inspection or enquiry to be made as it considers necessary.

(iv) After consideration of the representation, if any, the college concerned, and the results of such inspection or enquiry, if any, the Syndicate may drop the proposal or place before the next meeting of the Senate their recommendations together with all connected papers.

**12. Decision by the Senate** - On receipt of the recommendation of the Syndicate the Senate shall decide whether to accept the recommendations with or without modifications, or to reject the same. If the Senate; accepts the recommendations with or without modification, the college shall be deprived of such of its privileges from the ensuing session or from such date as; the Senate may specify. When a decision is made depriving a college, whether in whole or in part, of its privileges, the grounds of such decisions shall be stated. The decision of the Senate shall be communicated to the College concerned.

**13. Suspension of instruction and lapse of privileges** - It shall be open to a college, after obtaining the previous approval of the Syndicate to suspend instruction from the beginning of an academic year in any subject or subjects or courses of study in which the college is admitted, for want of students, or one any other grounds. The classes in the subject or subjects suspended shall not be restored without obtaining the previous sanction of the Syndicate, and if the work is not resumed at the end of a period of four years the admission previously granted shall be regarded as having lapsed.

**14. Non-opening of classes and lapse of privileges** - If for any reason, a college is unable to open classes and impart instruction in any of the subjects in which the college is admitted, for a period of three years, the admission previously given in such subjects shall be regarded as having lapsed.

**15. (i)** An Evening College may be started for the benefit of office employees and other wages earners at such places as may be defined by the Syndicate.

**(ii)** The provisions of the above articles regarding grant of affiliation may be relaxed in the following matters in the case of the Evening College:

**(a)** The security deposit may be reduced up to 50%.

**(b)** An Evening College may be allowed to function in the buildings of an existing college or a Secondary School or any other suitable building.

**(c)** An Evening College should be given affiliation in a subject requiring attendance at practical classes only if it arranges for the use of the laboratory' of the institution in which it is functioning, provided that adequate requisite facilities exist.

**(d)** No additional provision for library need be made if the institution in which the college is functioning has a suitable library, the use of which is permitted to the staff and students of the Evening College.

**(e)** An Evening college may be allowed to have part-time teachers including retired hands, provided they are otherwise qualified.

**16.** The University shall fix the maximum number of students to be admitted in each class of each college depending upon the facilities available in the college. The number of seats in the Honours class of a subject in which no practical course is prescribed shall not ordinarily exceed 75 and in a subject having a practical course the number of seats in the Honours class shall not exceed 32.

## Application for NOC/Affiliation of a College/Institution

1. All fields are mandatory
2. if (\*) is left out application will not be entertained
- \* Name of College
- \* Address
- \* Email
- \* Phone
- \* Fax
- \* Mobile No.
- \* Name of Secretary Aadhaar Card No.
- \* Name of Principal Aadhaar Card No.
- \* Distance from Highway in K.M.
- \* Distance from Railways Station in K.M.
- \* Distance from Police Station in K.M.
- \* Accessibility through
  - (a) Kuccha Road
  - (b) Pucca Road
- \* No. of B.Ed. Colleges in the District No. of High Schools in the District
- \* Attach all documents Self-attested and the application must be sent by Registered/Speed post / by a special messenger only.
- \* No application should be submitted by hand. All hand submitted applications will be rejected. However, application being submitted under the order of the Hon'ble Court may be submitted to the office of the Registrar only.
- \* Note : A copy of application with annexures be scanned and sent through email to Registrar.
- \* All applications must be substantiated by an affidavit (sworn before an Executive Magistrate)
- \* Incomplete application will not be entertained.
- \* College inspections (conventional and professional)**
- \* Phase I (Self-assessment & Profile)
3. Details of built-up area, Land in Acre, Registration paper certified by the competent officer like C.O./B.D.O. etc.

### **Annexures**

- i. Society/Trust deed Self-attested
- ii. Name of the Chairman, Sec & Members; Mobile No., Pan Card, Aadhaar Card No.  
(Details of Governing Body)

- iii. Declaration that they are not blood relations beyond the limit set by law
- iv. Registration papers certified by C. O.
- v. Certified photocopy of Resolution of Society/Trust regarding setting up of college

**4. Details of Land Status**

Institution must have its own land and building where requested courses/(s) are to be started. In this case copies of following documents are required to be submitted:

- (i) Registration Deed
- (ii) Map/layout plan of the existing and proposed building/(s)
- (iii) Receipt of tax payment to Municipal Corporation/Municipality/Other Authority if, Institution does not have its own land and building, then it must be on lease for at least 10 (ten) years positively.

(i) copy of Registered Lease Agreement submitted.

It is mandatory to acquire its own land and building for the Institution within a span of 5 (five) years positively.

(i) An Affidavit on a Non-Judicial Stamp Paper must be submitted by the competent authority of the Institution in this regard.

**5. Details of built up area**

- i. No. of Classrooms - with size in sq. ft.
- ii. No. of Conference Hall - Size in sq. ft.
- iii. No. of Labs. - Size in sq. ft.
- iv. No. of Common Rooms (i) Boys (ii) Girls
- v. No. of Staff Rooms (Size) in sq. ft. (i) Teaching
- vi. No. of Toilets (Separate for girls, boys & staff)
- vii. Computer Centre along with Internet facility
- viii. Canteen
- ix. Principal Office
- x. Administrative Office
- xi. Reception

**6. Library (Size) in sq. ft.**

(i) No. of Books Subject wise

Subject	No.
1.	6.
2.	7.
3.	8.
4.	9.
5.	10. (copy of accession register attached .....)

(ii) National Journals

(iii) International Journals

(iv) Magazine

- (v) Periodicals  
 (vi) Newspaper  
 (vii) Reprographic Facility  
 (viii) Computerization  
 (ix) Digitization  
 (x) Other, Pls. specify  
 (xi) Whether all the books have been entered into the stock register Yes / No  
 (xii) Whether all books have been marked with accession no. Yes/No  
 (xiii) Whether Reading room has been created Yes/No  
 (xiv) Whether water supply exists Yes/No  
 (if yes; give details)  
 (xv) Whether electric supply is there Yes/No  
 (xvi) Whether power backup is there Yes/No  
 (If yes - give the bill /voucher no. of gen set and stock entry no.)  
 (xvii) Whether water filter / RO is available or not Yes/No  
 (xviii) Whether play ground is there Yes/No  
 (If yes; whether play ground has been made functional or not ?)  
 (xix) Whether there is water logging monsoon during season Yes/No  
 (xx) Whether indoor game facility is available or not Yes/No

7. Details of the Teachers

(i) Name of Teachers : (use separate sheets if space is not sufficient)

Name Father Name & Address	Educational Qualification With % of Marks	Subject	Aadhaar No.	PAN No.	Mobile No.	Date & Mode of Appointment	Experience

(ii) Name of the Non-teaching Staff: (use separate sheets if space is not sufficient)

Name Father Name & Address	Educational Qualification With % of Marks	Subject	Aadhaar No.	PAN No.	Mobile No.	Date & Mode of Appointment	Experience

(iii) Bank A/c details : (Separately for Teaching and Non-teaching employees)

Bank A/c No. ....

IFSC Code .....

Mode of operation ..... Single or Joint

Balance as on Date .....

- (iv) Whether Wi-Fi facility exists
- (v) Whether Smart class exists
- (vi) Whether Audio Visual System      Exists, if yes
  - (a) Give details of configuration
  - (b) Details of Legal software with licence
  - (c) Whether trained Computer Operator is available
- (vii) Whether Payment to teacher and staff is made though RTGS/Bank Transfer *Yes/No*
- (viii) Whether all financial transaction is cashless or not *Yes/No*
- (ix) Whether Biometric attendance has been implemented *Yes/No*
- (x) Whether there is cycle Stand *Yes/No*
- (xi) Whether the Buildings have:
  - (a) Ramps *Yes/No*
  - (b) Water recharge system *Yes/No*
  - (c) Lightening proof *Yes/No*
- (xii) Whether emergency medical room is available with primary medicine *Yes/No*
- (xiii) Whether security is available or not *Yes/No*

**8. General Facilities :**

Facility	Requirement	Availability Status	
		Yes/No	Remarks
Generator Set			
Dispensary / First Aid			
Waiting Space			
Parking			
Open Space			
All weather Road			
Drinking Water			
Conference Hal			
Out Door Game			
Indoor Games			
Guest House / Room			
Hostel for Girls			
Hostel for Boys			
Faculty / Staff Residence			
Principal Residence			
Photocopier Machine			
LCD Projector			
OHP Projector			
Interactive / Small Board			
Intercom			
CCTV			

**General Remarks:**

**9. Financial Resources Availability**

There must be sufficient fund in the Bank Account of the Institution to discharge academic and administrative activities. For this purpose, there should be a separate Bank Account and preferable Rs. 5,00,000.00 must be there

Bank Name	Amount

Copy of the Audited Statement of accounts must be submitted.

**General Remarks**

**10. Name of the college representatives present during the inspection**

Sr. No.	Name	Designation/ Signature

**Important :**

1. An affidavit on Rs. 100/- stamp paper to the institution provide that all documents submitted to the inspection team are genuine and correct. Affidavit must be signed by Principal & Counter Signed by Secretary/Chairman.
2. Declaration of fulfilment of conditions laid down by the university.
3. Bank statement of last six months.

Signature of Inspection Team Members **with date :**

Sr.No.	Name	Designation / Address	Signature

## UNDERTAKING

I.....S/o,W/o,H/o.....  
who is the Secretary/President of .....Society/Trust solemnly declare as under:

- (i) That I am competent to file this application.
- (ii) That nothing has been concealed in this application.
- (iii) That I undertake to abide by the guidelines laid down by the University/NCTE/State Govt, in letter and spirit.
- (iv) That in case of anything found different from the statement made by me, the University shall have the right to summarily reject my claim of affiliation and I shall have no objection in this regard.
- (v) I undertake to comply with the decision of the university in this matter.

Recommendation of two  
members of the Senate

- 1.
- 2.

Signatory  
Authority/Sponsoring Society/Trust /  
Stamp of the institution  
Sponsoring Society/Trust