

*Regal for -*

**GOVERNMENT OF JAMMU AND KASHMIR**  
**CIVIL SECRETARIAT HIGHER EDUCATION DEPARTMENT**

Sub: - Constitution of Divisional Level Committees for inspection of sites proposed for establishment of private Educational institutions/renewal/authorization for conduct of additional course(s).

Government Order No. **159** -HE of 2008.  
Dated: - **07** - 07- 2008.

In supersession of Government Order No. 64-HE of 2008 dated 11.3.2008, sanction is accorded to the constitution of following Committees in the two divisions of Jammu & Kashmir for inspection of institutions seeking permission for:

- a) establishment of an institution to impart Higher Education;
- b) grant of renewal of permission to run such educational institutions; and
- c) introduction of new course(s) .

**A. Kashmir Division**

**a) For institutions established or proposed to be established in the districts of Srinagar and Ganderbal**

1. Principal S.P. College Srinagar (Nodal Principal).
2. A representative of the University of Kashmir to be nominated by the Vice Chancellor preferably the HOD of the subject for which the promoter seeks the permission
3. Principal of a College of the district in which the institution / College is located.

**b) For institutions established or proposed to be established in the other districts of Kashmir Division.**

1. Principal, A.S.College, Srinagar (Nodal Principal).
2. A representative of the University of Kashmir to be nominated by the Vice Chancellor preferably the HOD of the subject for which the promoter seeks the permission.
3. Principal of the College of the area in which the institution is located.

**B. Jammu Division**

**a) For institutions established or proposed to the established in the Districts of Jammu and Samba.**

1. Principal GGM Science College Jammu (Nodal Principal).
2. A representative of the University of Jammu to be nominated by the Vice Chancellor preferably the



- (2)
- HOD of the subject for which the promoter seeks the permission.
3. Principal of a College of the district in which the institution/college is located.

b) For institutions established or proposed to be established in the other districts of Jammu Division.

1. Principal, Govt. Degree College (Boys) Udhampur (Nodal Officer).
2. A representative of the University of Jammu to be nominated by the Vice Chancellor preferably the HOD of the subject for which the promoter seeks the permission.
3. Principal of the College of the area in which the institution is located.

The Nodal Principals shall fix the inspection schedule of the applicant educational institutions in consultation with the representatives of the affiliating University and as far as possible conduct the inspection on first come first serve basis.

The Committee shall make a report in accordance with the provisions of Jammu and Kashmir Private Colleges ( Regulations and Control) Act, 2002 and the rules formulated there under viz. Jammu and Kashmir Private Colleges (Regulations and Control) Rules, 2005, and shall :

- I. Have the application form as prescribed under the J&K Private Colleges ( Regulations and Control ) Rules, 2005 filled in by the applicant and obtain the requisite documents and certificates required to be annexed therewith ,duly authenticated by the competent authority. The format of the application form alongwith the proformae prescribed are enclosed herewith. This shall apply to such cases where the application in the prescribed format has not been made to the Administrative Department which the promoter is otherwise obliged to make in the first instance.
- II. Verify that the applicant educational agency is a society consisting of at least 5 permanent residents of Jammu and Kashmir and registered under Section 4 of the Societies Registration Act or a trust managed by five permanent residents of Jammu and Kashmir State and registered by the Sub-Registrar having jurisdiction over the area.
- III. Obtain certificate duly signed by the concerned district Magistrate to the effect that the members of the educational agency jointly or severally have no involvement in any antinational/subversive activities.
- IV. Verify that the applicant agency does not have a Government employee or an employee of an autonomous organization on the Society or the Trust making the application to run a private institution in his own name or in the name of the dependent family members.



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- V. Verify that the educational agency owns in the name of agency or member a plot of land with an area required under the norms prescribed therefor by UGC, AICTE, Bar Council of India, NCTE and/or the University of Kashmir and Jammu from time to time.
  - VI. Verify that the building for the college with an appropriate plinth area/floor space for class rooms/ laboratories/ library/ students services/staff room and office as may be required under the norms fixed by the universities of Kashmir and Jammu from time to time, has been raised on the plot of land required in terms of sub-rule (v) above. Provided that in case of non-availability of a building the educational agency shall furnish accounts possessing and amount of Rs. 15.00 lakh or more and an affidavit to the effect that the said amount shall be utilized for raising a building of appropriate specification before seeking affiliation from the affiliating University.
  - VII. Obtain a perspective plan for creation of residential facilities for students to be admitted in the proposed college in the campus within the 5 years of establishment of such college.
  - VIII. Verify with reference to documents or otherwise:
    - a) that the plot of land is free from any encumbrances and has a pacca motorable approach road;
    - b) that the plot of land is not located in a commercial area or in an area with high density of population;
  - IX. Obtain the undertaking that the plot of land if it exists in the name of one or more members of the educational agency, shall vest in the name of society/trust only and that no member of society/trust shall have right to delineate his share without the common consent of all other members and that no action is taken by the members of the agency regarding alienation of property or inclusion of new members which shall be done only with the permission of the competent authority.
  - X. Obtain from the educational society a certificate issued by the concerned Executive Engineer (PWD) of the area to the effect that the construction is of standard quality and that the building does not endanger the lives of the students and the staff.
  - XI. Obtain an undertaking that in case hired buildings are proposed to be used for housing of the college during the first year of its life, the buildings are of such a standard as do not contravene the Municipal/Town Area/Notified Area Committee regulations, and that the building is suitably maintained which include separate toilets and common rooms for male and female students.
  - XII. Obtain an undertaking that separate hostel buildings shall be arranged for male and female students.
  - XIII. Obtain an affidavit signed by all the members to the effect that:
    - a) furniture, books, equipments and teaching aid shall be in place before the admissions are made.



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- b) the facilities for sports and other extra curricular activities shall be provided to the students:
  - c) the site of the institution does not serve as a campus for any other institutions.
  - d) that in case the permission is granted by the Government, the stipulations contained in Rules 9, 10, 11 and 12 of the J&K Private Colleges ( Regulations and Control) Rules 2005 shall be adhered to in letter and spirit.

The Committee shall also verify:

- a) That the members of society/trust are not running other educational institutions in which case the competent authority shall refuse the permission for setting up of the institution.
- b) That the course of study for which the permission is sought is such as is offered for affiliation by the Universities of Jammu/Kashmir in their respective jurisdiction or by any other university created under an Act passed by the Jammu and Kashmir State Legislative Assembly with its seat within the territorial jurisdiction of the State.

XIV. The Committee shall also obtain an affidavit from the educational agency that the agency shall abide by the Act, Rules, regulations formulated for regulation and control of private colleges and the specific stipulations viz-a-viz the infrastructure, instructional facilities and all related requirements stipulated for the purpose by the affiliating authority as also the Councils like AICTE, Bar Council of India, NCTE or any other relevant authority enjoying the competence to provide for the said regulations and guidelines and the agency shall abide by the rules, regulations and orders passed with reference to fee chargeable from the students admitted to the course(s) in the institution.

It is also ordered that:-

- A. An Inspection fee of Rs.15000/-(Non-refundable) per institution shall be deposited by the promoter alongwith the application form for conduct of inspection pledged to the F.A.& C.A.O Higher Education Department which shall be credited to the account of the central pool fund maintained in the Higher Education Department.
- B. An amount of Rs.5000/-( Non-refundable) per course shall be charged as Inspection fee for inspection in respect of request for grant of additional course(s) in the existing authorized institutions. The said amount shall also be pledged to the F.A.& C.A.O. Higher Education Department and credited to the account of the central pool fund maintained in the Higher Education Department.



C. No Inspection fee shall be charged if consequent upon the receipt of report of the Inspection Committee, a re-inspection is ordered by the Administrative Department.

D. The Nodal Principals shall incur expenditure on inspections out of college local fund / pool fund, and submit the statement of expenditure to the Administrative Department for reimbursement out of central pool fund.

E. The expenditure to be incurred shall include:-

- i) Actual costs of transportation;
- ii) Refreshment charges admissible under rules.
- iii) Accommodation charges, if needed, as per actuals;
- iv) Honorarium of Rs.500/- per person in lieu D.A.
- v) Stationery and miscellaneous expenses.

The Committee shall on the strength of site inspection, perusal of documents and records and enquiries if any made, make a recommendation to the competent authority for consideration of grant or otherwise of the request.

By order of the Government of Jammu and Kashmir.

Sd/-

(K.M Wani) IAS

Commissioner / Secretary to Government,  
Higher Education Department.

No. HE/Recog./BCA/IMI/122/2005. Dated:- 07-07-2008.

Copy to the:-

1. Vice-Chancellor University of Kashmir.
2. Vice Chancellor University of Jammu.
3. Principal Secretary to Government, Law Department..
4. Commissioner Secretary to Government, General Admn. Department
5. Secretary to Government, PWD(R&B) Department.
6. Chief Engineer PWD (R&B) Kashmir/Jammu.
7. Registrar, University of Kashmir/ Jammu.
8. Dean/Director Colleges Dev. Council, University of Kashmir/ Jammu.
9. Jt. Director (Planning) Hr. Education Department.
10. F.A./C.A.O, Higher Education Department.
11. Principal, S.P. College, Srinagar/G.G.M.Sc.College, Jammu. / P. 2.4 (3) Udhampur / A.S. College, Srinagar.
12. Special Assistant to Hon'ble Minister for Higher Education.
13. Dy. Secretary/ Under Secretary to Govt., Higher Education Department.
14. P.S. to Commissioner & Secretary ( H&TE) Department;
15. P.A. to Director Colleges.
16. M.R.file (w.3.s.c.)
17. Stock file.

(Shakeel Ul Rehman)

Deputy Secretary to Government,  
Higher Education Department.

