

# **GUIDELINES FOR AFFILIATION OF PRIVATE VETERINARY COLLEGES**



**NANAJI DESHMUKH VETERINARY SCIENCE UNIVERSITY  
ADMINISTRATIVE BUILDING, ADHARTAL, JABALPUR,  
MADHYA PRADESH-482004**

**NANAJI DESHMUKH VETERINARY SCIENCE UNIVERSITY, JABALPUR**

**GUIDELINES FOR AFFILIATION OF PRIVATE VETERINARY COLLEGES, 2019**

**Chapter 1**

**Preliminary**

**1. Short title extent and commencement**

- a. These Guidelines may be called ‘**Guidelines for affiliation of private veterinary colleges.**
- b. These shall extend to all private veterinary colleges who intend to affiliate or are affiliated (annual provisional or permanent, as the case may be) with this university located anywhere within the jurisdiction of the University, i.e., the whole of the state of Madhya Pradesh
- c. These shall commence with effect from 08.07.2019 sanshodhan vidheyak No.18 of 2019, i.e., the date of notification.

**2. Definitions-**In these Guidelines, unless the context otherwise requires,-

- (a) “Academic Council” means the Academic Council of the University;
- (b) “Affiliation” means a college or an institution or a unit, whether private or public, by whatever name called, affiliated (annual provisional or permanent, as the case may be) with the University with respect to specific academic programmes;
- (c) “Board” means Board of Management of the University;
- (d) “college/institution” means any college or institution affiliated to the University providing courses of study or training for admission to the examinations for degrees of the University;
- (e) “Dean of the College” means head of an affiliated college or institution or unit;
- (f) “Faculty” means Faculty of the University;
- (g) “Government” means the State Government of Madhya Pradesh;
- (h) “Prescribed” means prescribed under these Guidelines;
- (i) “Registrar” means the Registrar of the University;
- (j) “Student” means the person admitted and enrolled in an affiliated college or institution of the University for taking a course of study for a degree or other academic programme duly instituted;

- (k) “Teacher” means a person, known by any rank, appointed/hired by the affiliated college or institution for the purpose of imparting instruction;
- (l) “University” means the Nanaji Deshmukh Veterinary Science University (NDVSU), Jabalpur
- (m) “Veterinary Council of India” means the Veterinary Council of India constituted under the Indian Veterinary Council Act, 1984 (Central Act No. 52 of 1984); and
- (n) “Vice-Chancellor” means the Vice-Chancellor of the University.

## Chapter II

### Introduction

3. As provided under the Madhya Pradesh Act No. 16 of 2009 , Amendment Act No.32 of 2012 and Amendment Act of No.18 of 2019 the Nanaji Deshmukh Veterinary Science University (NDVSU) under its functions has been prescribed to affiliate colleges /Institutions. Therefore, in order to streamline the process of affiliation as well as to provide strict and appropriate guidelines so as to maintain standards of education, these Guidelines are being promulgated.
4. Before approaching the University for Affiliation, the society/trust should carefully read the provisions of Indian Veterinary Council (VCI) Act 1984 and the minimum standards of veterinary education prescribed by the VCI, which are currently in the form of MSVE (BVSc & AH) degree course regulations 2016 and as amended from time to time, as fulfilling the norms, as required in regulations, before the affiliation and thereafter, shall be the sole responsibility of the applicant body.
5. It is advised that before approaching the University for Annual Provisional Affiliation, the Applicant Body should have duly appointed a professional as a Dean/Principal of the proposed college/Institution so that interactions on technical matters can be done with the Dean/Principal for better understanding of technical matters.
6. University shall not be responsible for any kind of delay in affiliation or delay in getting permission from VCI or getting inclusion of the degree in the first schedule of the Indian Veterinary Council Act, 1984.
7. The University shall be providing Annual Provisional Affiliation to a college till it does not fulfill the requirements of permanent affiliation as mentioned in subsequent sections.
8. Any college on Annual Provisional Affiliation shall be authorized to mention the status in the form of “*With Annual Provisional Affiliation of NDVSU*” on their signboards, letterheads, properties and other such documents.

9. Once a college is permanently affiliated to the university as provided in these Guidelines, the college shall be authorized to declare its status anywhere as “*Affiliated to NDVSU*”. This is being prescribed in public interest and correct status depiction to the students.

10. These Guidelines are complimentary to the provisions *in vogue* or made in future by regulatory bodies like UGC, VCI etc. By no means, these Guidelines shall be overriding the provisions laid down by such bodies.

### Chapter III

#### General Guidelines

11. It shall be mandatory for all private colleges/institutes to abide by these Guidelines.

12. Once, any institute is Annual Provisionally Affiliated, it shall be mandatory for that institute to implement the directions/advises of the university, failing which, such institutes shall be inviting penalty, which may be financial, disallowing future admissions and/or stoppage of affiliation.

13. Only those bodies/trusts/societies which have been accorded permission/ NOC for opening a Veterinary College by the Govt. of Madhya Pradesh, Department of Animal Husbandry shall be eligible to apply for Annual Provisional Affiliation to the university.

14. It shall be the sole responsibilities of the applicant body/affiliated college to satisfy the requirements of Government of India (Department of Animal Husbandry, Dairying and Fisheries/Veterinary Council of India, New Delhi). The university shall only be acting as forwarding and communicating agency, without any legal and financial liabilities arising out of the matters connected with the applicant body/affiliated college. The University shall also be not liable for any sort of (full or part) compensation regarding any matter pertaining to any party including students and or staff etc.

15. Annual Provisional Affiliation shall be for the academic purposes only. The applicant body/college shall be bound to follow all directives of Government of India (Department of Animal Husbandry, Dairying and Fisheries/Veterinary Council of India, New Delhi), Government of Madhya Pradesh, UGC, ICAR, University etc.

16. The applicant body shall apply on the '*Prescribed application form*' having an enclosed self declaration on a Non-Judicial Stamp of Rs. 1000/- (Rupees One thousand only) regarding

facilities developed by the applicant body as per VCI requirements for the first year and preparedness for the second year and growth plan for subsequent years (Annexure I& II).

17. If at any time during the continuation of Annual Provisional Affiliation, the Government of India (Department of Animal Husbandry, Dairying and Fisheries/Veterinary Council of India, New Delhi) raises any objection regarding adequacy of facilities, it shall be mandatory on the part of the college to fulfill the same in the prescribed time bound manner.

18. Any punitive/suggestive/advisory action by the Government of India (Department of Animal Husbandry, Dairying and Fisheries) /Veterinary Council of India, New Delhi/ ICAR, New Delhi shall be binding to the college.

19. The university may appoint such number of visitors or inspectors including Collector of the concerned district or his/her nominee, as it may deem requisite, to inspect any Annual Provisional Affiliated college or to attend any examination held by any such college or any other affair as the university deems fit. The visitors shall report to the Vice-Chancellor on the adequacy of the standards including staff, equipment, accommodation, training and other facilities as prescribed. The report of the visitor(s) shall be treated as confidential unless in any particular case the Vice-Chancellor otherwise directs.

20. The university shall be empowered to institute an enquiry into the affairs related to academics/admissions/any other matter, of the college, for which it shall be mandatory to provide required information and cooperate.

#### Chapter IV

##### **Annual Provisional Affiliation:**

21. The prescribed application form shall be made available at a charge of Rs. 10,000/- (Rupees Ten thousand only) as Application Form Charges (non-refundable), to those applicants who have been provided NOC by the Government of Madhya Pradesh for opening of a new private veterinary college. The person/body requiring application shall have to apply on the letter head and official seal of the body to which NOC has been provided by the Government of Madhya Pradesh, Department of Animal Husbandry along with an attested copy of the NOC.

22. Application for affiliation shall be in the prescribed format along with Application Processing Fees of Rs.2,00,000/- (Rupees Two Lakh only) (non-refundable). This application shall be valid for only forthcoming academic session. If the applicant fails to obtain affiliation of

the university/permission from Government of India (Department of Animal Husbandry, Dairying and Fisheries/Veterinary Council of India, New Delhi) to start the college by giving admissions of the first batch of students in that particular session, it shall have to apply afresh for the next session, by obtaining fresh prescribed application form and depositing application fee along with filled application form. Therefore, it is advised that application for affiliation should be filed at least by the month of June of the preceding academic session so that the University gets ample time to process, inspect and recommend. Nevertheless, the University does not guarantee any time limit of process to the applicant.

23. Applicants should have submitted all the required documents to the Government of Madhya Pradesh, Department of Animal Husbandry as per the terms and conditions of the NOC, before applying for affiliation. They shall have to enclose a proof of it along with an attested copy of each document at the time of the application; otherwise, the application shall be rejected.

24. Incomplete application shall be rejected and fee forfeited, however, applicant shall be free to file fresh application.

25. The application fee shall be non-refundable, even in cases of withdrawal of application, rejection of application and university deciding to not to grant affiliation.

26. When the first year requirements are completely met, the management of the proposed college will file the application, make a presentation of the facilities to the university authorities, submit a video CD of the available facilities and invite the inspection team of the university. If the facilities are seemingly inadequate, the applicant body shall be communicated so during the presentation and in writing also. In such a case, the applicant body shall develop adequate facilities and again make a presentation, with fresh video CD to the university authorities.

27. Consequent to presentation and viewing the video CD, if the university authorities are satisfied that the facilities developed by the applicant body are *prima facie* worth inspecting, the university shall send a team for inspection.

28. The applicant body shall have to deposit an Inspection fee of Rs.2,50,000/- (Rupees Two lakh Fifty thousand only) (non-refundable) for fresh admission and a fee of Rs.1,50,000/- (Rupees One lakh Fifty thousand only) (non-refundable) per professional year for inspection for existing professional year(s) other than fresh admission to the university, which is mandatory.

29. The university may decide such authorities, who shall be present at the time of presentation for recommending adequacy/otherwise to the university. The presentation, however, shall be open to all faculty members of the university.

30. The Inspection team (as constituted by the university) shall visit the college after satisfactory presentation. The team shall submit the report to the Registrar, NDVSU for decision by the Academic Council. The private college /Institute shall extend all facilities and cooperation to the inspection team.

31. If the Academic Council approves, the report along with Academic Council recommendation shall be put to the next Board meeting. Otherwise it will be returned back to the applicant body of the proposed college for improving the facilities and re-inspection on a future date.

32. If approved also by the Board, the university shall issue orders of provisional affiliation, which shall be communicated to the applicant body within 4 weeks time from the approval by the Board.

33. For affiliation of the college to NDVSU, Jabalpur, the onetime affiliation fee (for fresh admission) in each year is Rs.10,00,000/- (Rupees Ten lakh only) (non-refundable).

34. The college also has to deposit a non-refundable amount of Rs.100 lakhs (Rupees One hundred lakh only) in the university in the form of bank guarantee for affiliation. This amount shall be forfeited, in case the college fails to fulfill the norms and requirements as per Veterinary Council of India, New Delhi and NDVSU, Jabalpur, Madhya Pradesh at any subsequent date in such cases, no student shall be allowed to be admitted to such institute.

35. The applicant body shall than submit a detailed status report along with request to the university to forward the case to the Government of India (Department of Animal Husbandry, Dairying and Fisheries/Veterinary Council of India, New Delhi) for obtaining permission to admit the students.

36. The applicant body will be required to complete staff (teaching and non-teaching) recruitments of first year as per VCI norms and inform the University along with documentary proof.

37. After receiving permission from Government of India (Department of Animal Husbandry, Dairying and Fisheries/Veterinary Council of India, New Delhi) to start the college/admit the students, the applicant body having completed the recruitment process, it shall invite the University Inspection Team (as constituted by the university) for Final inspection.

38. At the time of final inspection, the applicant body should ensure that all the required staff (teaching as well as non-teaching) has been recruited and present during the time of inspection, failing which, annual affiliation may be withdrawn, admission denied and the entire process of affiliation shall have to be started afresh.

39. If the staff and other facilities are adequate as per norms, the University will give a letter for admitting the students for that particular session, provided that all foregoing conditions have been fulfilled.

## Chapter V

### **Admission of students and subsequent Annual Provisional Affiliations:**

40. The college shall not be able to admit students for that session without clear cut permission by the university. The admission of the students in the private affiliated college will be as per the norms set up by the University for Constituent Colleges.

41. Before the end of first academic session, the second year requirements should be completely met. The management of the college will be required to make a presentation of the facilities to the university authorities, submit a video CD of the so far developed facilities on the date and time prescribed by the University. If the facilities are found to be inadequate, the applicant body shall be communicated during the presentation and in writing also. In such a case, the applicant body shall develop adequate facilities and again make a presentation, with fresh video CD to the university authorities, well before the admissions of the next session, failing which the college shall not be allowed to admit fresh students.

42. If the university authorities are satisfied that the facilities developed for the second year by the applicant body are *prima facie* worth inspecting, the university shall send a team for inspection. The applicant body shall have to deposit an Annual Inspection fee of Rs.1,50,000/- (Rupees One lakh Fifty thousand only) (non-refundable) per professional year to the university.

43. The university shall be free to take decision in consultation with the Government of Madhya Pradesh, Department of Animal Husbandry regarding shifting of existing students of first year, when they come in second year (or during any subsequent year, as the case may be) to another college, as deemed fit, if the concerned College fails to develop adequate facilities for the second year as per the norms required by the University.

44. The Affiliated College will have to deposit Annual Administrative Expenses 2.5% of the total fee collected from all the enrolled students of each professional year (non-refundable).



## Chapter VII

### **Withdrawal of Affiliation**

45. Annual Affiliation granted to a College/Institute may be withdrawn or modified if the college fails to comply with any of the provisions/direction of affiliation specified by the university, Veterinary council of India, Govt. of India, Madhya Pradesh State Government or any other regulatory body, at any stage of affiliation.

46. In case of finding deficiency / deficiencies, the University may also resort to reduction of intake capacity, to the level deemed fit, for one or more academic sessions.

47. The inspectors/Visitors/any other person authorized by the University, while submitting their reports/communication to university, points out any deficiency (ies) violation of affiliation provision/non-compliance of directives of regulatory body/ affiliating University, the university may issue a warning letter and subsequently may impose financial penalty on the institute/ college (Annexure-III). In such cases the University would advise the concerned institute to rectifying the deficiency/violation of provisions/compliance of directives in a stipulated time along with the payment of penalty. If institute fulfils the above requirements in the stipulated time, university may depute the inspector/ visitor/ any other person again, to verify the remedial measures, taken by the college/Institution

48. The privileges conferred on a college by affiliation may be withdrawn in part or in full, suspended or modified, if the college on due enquiry, is found to have failed to comply with any of the provisions of the Act, the Statutes, the Ordinances, the Guidelines and Regulations or any other direction or instruction of the/University/ Statutory/ Regulatory body concerned, or failed to observe any of the conditions of affiliation, or has conducted itself in a manner prejudicial to the academic and administrative standards and interests of the University.

49. When an affiliated college ceases to function or is shifted to a different location or is transferred to a different Society, Trust, individual or a group of individuals without the prior approval of the University, the affiliation granted to the college shall lapse automatically in such a case and it shall be treated as a new college for the purposes of future affiliation. The University in consultation with the Government shall have to alleviate the educational future of the affected students in an appropriate manner as per its decision.

50. The University on its own, on the basis of any complaint or any other information or report from any other source, can cause an enquiry in respect of a college, and after giving the college a

reasonable opportunity of being heard, may pass an order prohibiting such college from presenting any student then undergoing such specified course / programme of study therein to the University for the award of the degree concerned.

51. If the University decides to withdraw the affiliation of the college, or the affiliation stands terminated by the order of the University such decision shall not affect the interests of the students of the college who were on its rolls at the time of issue of the order till they pass out the normal duration of programmes to which they are registered at that time. The University in consultation with the Government shall have to alleviate the educational future of the affected students in an appropriate manner as per its decision.

52. In cases where the institute/college does not fulfill the requirements or remedial measures taken are not adequate, the University may submit the report of such Institute/College to the Academic Council, recommending withdrawal of affiliation of the Institute/College.

53. The decision of Academic Council would be put up before the Board of Management (BOM) for further approval.

54. The BOM, before providing approval, may, if deemed necessary, provide a hearing to the college concerned.

55. If BOM intends to withdraw affiliation of Institute/College, the University shall inform the Government that the institute/college has failed to honour the terms and conditions laid down by the Government in its NOC and therefore, shall further request to the Government to withdraw the NOC issued to the Institute/ College and to approve arrangements suggested regarding shifting of students of ongoing batches in that particular College.

56. The college shall be deemed to be de-affiliated consequent to withdrawal of NOC by the State Government.

57. The University reserves the right to amend the Guidelines/procedures/fee(s), related to affiliation of institutes, in future without prior information to the institutions.

**Annexure-I**

**FORM OF APPLICATION FOR FRESH AFFILIATION(S)**

**(To be submitted in person or by Speed Post only)**

**Note:** Application can be got typed and printed a fresh with appropriate spacing required without altering the format. No action shall be taken on incomplete forms. Therefore, please ensure that the application is complete in all respects along with requisite enclosures duly attested with seal by the authorized signatory of the applicant body. The applicant body is suggested to go through the guidelines before submitting the application for affiliation to the University.

**To,**

**From:**

**The Registrar,**

Nanaji Deshmukh Veterinary Science University

Administrative Building

Livestock farm

Adhartal

Jabalpur (M.P):482004

Dear Sir,

I have the honour to apply for Annual Provisional Affiliation to the University for the College, viz., (Mention here the name of the proposed College) .....  
.....proposed to be started at the place- ..... from the month of July in the year..... for the B.V.Sc. & A.H. Degree Programme.

I Beg to furnish the following information with the requisite application fees in the form of Bank Draft of Rs. .... (Rupees ..... only) vide DD No. .... dated ..... drawn on the ..... (Name of the Bank) in favour of the “Comptroller, Nanaji Deshmukh Veterinary Science University, Jabalpur” payable at Jabalpur.

Place.....

Date.....

\*(a) The proposed College will be under the Management of the .....  
.....which has a regularly constituted governing body. The constitution, powers and details of the persons of the said governing body are as under:-

**(i) Constitution:**

**(ii) Powers:**

**(iii) Personnel:**

**(iv) Details of Registration:**

I enclosed herewith a true copy of the Certificate of Registration of the Said Society/trust/body  
(Vide Appendix A)

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- Here give the name of Society/ Trust/ Government/ other body or institution which is making the application.
- The space under any head in this form if found insufficient, the applicant should give the required information in a separate sheet(s) attached to the application form.
- Strike off where found not necessary,

N.B.:- (1) No application will be entertained unless accompanied by the requisite application money by Bank Draft only.

(2) No Institution shall open classes in the Subject/ Standards for which affiliation is sought even on a provisional basis, in anticipation of the sanction of the University. Such classes opened by any Institution shall not be recognized by the University under any circumstances.

\*(b) The qualification of the teaching staff and the condition governing their tenure of office are such as to make due provision for the courses of instruction to be under taken by the College.

Mr. .... will be the Dean of the College. His salary, Grade, Qualifications and experience are as follows:

.....  
.....

The following members of the teaching staff in addition to the Dean, have been appointed on the salaries, in the grades and on the terms and conditions mentioned against each of them:

1) (A typed or printed statement, giving the qualifications and experience, should be attached and marked as per VCI norms Appendix B)

2)

3)

The following teaching posts, with the qualifications required for and the terms and conditions of service in respect of each of them, will be created and filled up for teaching the subjects and courses in which affiliation is sought.

(A typed or printed statement giving the designation and qualifications, scales of pay and the other terms and conditions of service in detail, in respect of the posts which have yet to be filled up, should be attached and marked as per VCI norms Appendix C)

(c) The buildings in which the college is to be located are suitable. I enclose herewith detailed plans (vide Appendix D) with dimensions of the rooms of the existing building proposed for the college, the students Hostel and the College play grounds etc. It is proposed to make the following provision for games and sports, for the physical training of students, and for medical examination and aid:

(d) The library will be located in ..... It will be equipped with suitable books on which it is proposed to incur an initial outlay of Rs.....and an annual recurring expenditure of Rs. ....

\*(e) The following arrangements have been/will be made for experimental/ and/ or clinical work in connection with the various departments in which affiliation is sought

(A statement showing details of the accommodation, equipment and apparatus of laboratory and/ or museum for each department as per VCI norms should be attached and marked Appendix E

Details of Veterinary Clinical Complex building, equipment and other facilities as per VCI norms Appendix F

Details of Livestock Farm Complex building, animals, equipment and other facilities as per VCI norms Appendix G)

The non-recurring and recurring grant proposed for each item should be specified.

(f) The following provision has been/ will be made for the residence of the members of the teaching staff who will be Incharge of the Students Hostel.

(Detailed plans of the building accommodation, showing distance from the college and hostel buildings should be annexed and marked as per VCI norms Appendix H)

(g) Necessary equipment in each subject, wherever required, is there, or is proposed to added. Non recurring and recurring grants proposed to be provided (Details to be given).

(h) Furniture in the college (including that for laboratories) and Hostel is satisfactory, or proposed to be added. Non recurring and recurring grants proposed to be provided (Details to be given).

(i) The financial resources of the College are such as to make due provision for its continued maintenance. (Vide Appendix I)

(j) The fees fixed for the courses of instructions would not involve such competition with any existing college in the same neighborhood as would be injurious to the interests of education. They are as under:

(k) Pension or Provident Fund for the staff:-

I hereby give an assurance on behalf of the ..... that, after the College is affiliated, and transference of Management and all changes in the teaching staff will be forthwith reported to the Syndicate.

I also assure that the directions in regard to Academic Programmes including exam would be followed *in Toto*.

Place.....

Signed.....

Date.....

**Chairman/Principal/Secretary**

**Society**

**Date.....**

- 
- Pl. furnish details considering the VCI norms which will have to be followed.
  - A statement of the capital resources proposed to be utilized for the buildings and equipments, the balance sheets of the assets and liabilities, if the college is run by a Society or Trust, the budget for the first two years and the provision for meeting possible deficit should be enclosed with this application.

**Annexure-II**  
**DECLARATION**

**(TO BE PRODUCED ON RS. 1000/- NON JUDICIAL STAMP PAPER ATTESTED BY NOTARY PUBLIC)**

I.....S/O.....resident of  
..... on behalf of  
..... **(Organization/Trust) solemnly declare that:**

1. I have applied for affiliation of institute (named below) for award of the Degree-Bachelor of Veterinary Science & Animal Husbandry (B.V.Sc. & A.H.) to the Nanaji Deshmukh Veterinary Science University, Jabalpur on the prescribed form along with prescribed fee.

2. The details about the institute are given below:

2.1. Name of Institution **(in capitals letters)**

(In English).....

(In Hindi).....

2.2. Complete Postal Address of the Institute **(in capital letters)**

(In English).....

(In Hindi).....

2.3. Institute phone numbers with STD code

Office..... Residence.....

Fax..... Mobile.....

Email address (compulsory):.....

Name and complete postal address of controlling organization/trust **(in capital letters)**

(In English).....

(In Hindi).....

.....  
Name and complete postal address of authorized signatory on behalf of controlling organization/trust (**in capital letters**)

(In English).....

.....(In Hindi).....

.....Authorized

signatory's phone numbers with STD code

Office..... Residence.....

Fax..... Mobile.....

Email address (compulsory):.....

Details of ownership rights of land and building and blue print are provided in Annexure 1.

3. Detailed infrastructure facilities etc. are given in Annexure 2 entitled as - REQUIREMENTS FOR AFFILIATION OF A NEW COLLEGE/INSTITUTE FOR AWARD OF THE DEGREE-BACHELOR OF VETERINARY SCIENCE & ANIMAL HUSBANDRY (B.V.Sc. & A.H.) AS PER VETERINARY COUNCIL OF INDIA (VCI) NORMS

consisting of total.....pages, duly filled in on behalf of me.

4. On behalf of the applicant body, I am authorized declaring representative. I have full knowledge of the norms of the Veterinary Council of India (VCI), New Delhi formed under the provision of the Indian Veterinary Council Act, 1984 and as amended from time to time.

5. On behalf of the applicant, body of which I am the authorized representative, I am fully aware that the degree programme, to which the applicant body, of which I am authorized declaring representative, has applied, is governed by the norms of the Veterinary Council of India (VCI), New Delhi.

6. On behalf of the applicant body, of which as authorized declaring representative, I declare that it shall be binding on the applicant body to fully, in letter and spirit, follow the norms of the Veterinary Council of India (VCI), New Delhi, as laid down at present as well as in future.

7. On behalf of the applicant body, of which I am authorized declaring representative, I declare that it shall be binding on the applicant body to fully, in letter and spirit, abide by the guidelines/



advises/directives etc. provided by the Veterinary Council of India (VCI), New Delhi and Nanaji Deshmukh Veterinary Science University including their authorities.

8. On behalf of the applicant body, of which I am authorized declaring representative, I declare that it shall be binding on the applicant body fully, in letter and spirit, abide by the norms of affiliation as laid down at present as well as in future of the Nanaji Deshmukh Veterinary Science University, Jabalpur

9. Details of management committee members along with verified address (by tehsildar/ revenue officer) and their photographs are provided in Annexure 3.

10. I hereby declare that the said College/institute (which has applied for affiliation) shall abide all the Guidelines and regulations, orders, instruction etc. issued by the university and also framed by in the future, failing which the university reserves the right to withdraw the affiliation.

11. The above information in Para 1 to 10 is correct to the best of my knowledge and nothing, herein, has been concealed.

Annexure enclosed with it:

a) Annexure 1: Prescribed format duly filled and signed **YES/NO**

b) Annexure 2: copy of ownership rights of land and building and blue print of the existing & proposed building. **YES/NO**

c) Annexure 3: The details of management committee members along with verified address (by Tehsildar/ revenue office) and their photographs. **YES/NO**

Signature

**Date:**

**(Authorized signatory on**

**Place:**

**behalf of organization/trust)**

**Witness 1:**

**Witness 2:**

**Name:**

**Name:**

**Father's name:**

**Father's name:**

**Full Address:**

**Full Address:**

Annexure III

**Financial Penalties**

Penalties in the form of fine may be up to the following limits, as recommended by the Inspectors/Visitors/Authorized Persons.

**Items of Deficiencies Amount in Rupees**

1. Library 1,00,000
2. Building 5,00,000
3. Staff 10,00,000
4. Equipments 5,00,000
5. General upkeep of the campus 1,00,000
6. Delay in submission of admission list 15,000
7. Admission of in-eligible candidates 15,000
8. Incomplete Enrollment forms 15,000
9. Delayed enrolment 15,000
10. Delayed submission of examination marks 15,000
11. Rs.100 Lakhs ( as Bank Guarantee) will be penalized if the college decide to stop the affiliation or stop B.V.Sc.& A.H. course in between or the University cancels affiliation at any time due to any reason.
12. Other deficiencies as decided by the university

Imposition of penalty shall be subject to the recommendations in the Inspection Report and its approval by the Academic Council, which shall have a right to modify and/or wave off the recommended penalty also. Decision of the Academic Council shall be final in the matter.

**Approved by the Competent Authority**

**Sd/-**

**Registrar**

**Summary of various non-refundable charges**

<b>S.No</b>	<b>Particulars</b>	<b>Amount (Rs.)</b>
<b>1</b>	<b>Cost of application form</b>	10,000/-
<b>2.</b>	<b>Application processing fee</b>	2.00 lakh
3	Inspection fee for fresh admission	2.50 lakh
4	Inspection fee for existing professional years other than fresh admission	1.50 lakh/ professional year
5	Affiliation fee for fresh admission	10.00 lakh
6	Bank Guarantee	100.00 lakh
7	Annual Administrative Expenses	The Affiliated College will have to deposit Annual Administrative Expenses 2.5% of the total fee collected from all the enrolled students of each professional year.

**Note: The fees/ charges etc. are non-refundable and liable to be changed by the University at any time.**

## CHECK LIST

**Please tick (√) appropriate box of the documents you have submitted with this application.**

**(Attach only the attested photocopies in the sequence given below)**

1. Annexure-I: Form of Application for fresh affiliation(s) ( )
- i. Appendix A: Certificate of Registration of the Said Society/trust/body ( )
- ii. Appendix B: Details of teaching staff as per VCI norms ( )
- iii. Appendix C: Details of designation and qualifications, scales of pay and the other terms and conditions of service in detail, in respect of the posts which have yet to be filled up as per VCI norms ( )
- iv. Appendix D: Details of dimensions of the rooms of the existing building proposed for the college, the students Hostel and the College play grounds etc. as per VCI norms ( )
- v. Appendix E: Details of the accommodation, equipment and apparatus of laboratory and/ or museum for each department as per VCI norms ( )
- vi. Appendix F: Details of Veterinary Clinical Complex building, equipment and other facilities as per VCI norms ( )
- vii. Appendix G: Details of Livestock Farm Complex building, animals, equipment and other facilities as per VCI norms ( )
- vi. Appendix H: Details of the building accommodation, showing distance from the college and hostel buildings ( )
- vii. Appendix I: Details of the financial resources of the College are such as to make due provision for its continued maintenance ( )
2. Annexure-II: Declaration (to be produced on Rs. 1000/- Non Judicial Stamp Paper attested by Notary Public) ( )

**Date:**

**(Authorized signatory on**

**Place:**

**behalf of organization/trust)**