

ACADEMIC SESSION 2025-26

REPORT OF JOINT ASSESSMENT COMMITTEE (EXISTING INSTITUTES - TECHNICAL & NON-TECHNICAL COURSES)

Department of Higher Education, Government of NCT of Delhi
and Guru Gobind Singh Indraprastha University, Delhi

Committee Members:

	NAME (BLOCK LETTERS)	SIGNATURE
Chairperson:		
Expert 1:		
Expert 2:		
Expert 3:		
Expert 4:		
Expert 5:		
Convenor:		

INSTITUTION: _____

DATE OF VISIT: _____

This report comprises of three parts.

Part I – Deals with parameters relating to physical infrastructure of an institute (carries no marks).

Part II – Evaluates several parameters that concern academic standards & infrastructure of an institute. Total of Max. Marks of Part II will depend upon the number of courses being run in an Institute.

Part III – Deals with the efforts made by the institute in complying with the terms and conditions of grant of NOC of the Government of NCT of Delhi, academic audit report and conditions of affiliation with GGSIPU during the previous year.

GGSIPI shall provide the Inspecting Teams, the proposals as submitted by the Institute along with copies of letter/s indicating the terms and conditions of NOC and affiliation along with the report of the last academic audit which were to be complied with by the institute, if any, and other relevant documents like concerned guidelines of the Govt. of NCT of Delhi, norms of the concerned statutory bodies (if applicable), etc.

Depending upon the marks obtained by the institute in Part II and Part III SEPARATELY of the Assessment Report, it may be placed in one of the following categories:

Category 'A'	75% marks or more
Category 'B'	65% marks or more but less than 75%
Category 'C'	50% marks or more but less than 65%
Category 'D'	Less than 50% marks and will be put in No Admission Category

General Guidelines for the JAC Members

1. If the concerned department of the State Government or the University is of the opinion that NOC/ Provisional affiliation is not justified, the issuance of such NOC/provisional affiliation may be revoked after following proper procedure.
2. The inspection team should evaluate facilities available on the date of inspection and should not take into account promises made by the Society/ Trust Managing the College/ Institution.
3. Wherever required additional pages may be attached in the Report.
4. While calculating the requirement of space, norms for space mentioned in Policy Guidelines of Govt. of NCT of Delhi conveyed vide letter no. DHE-4(60)/Policy/GGSIPU/2014-15/5890-5904, dated 12.01.2016 & its amendment dated 03.02.2017 and norms of the concerned Statutory Body, if any, have to be referred.
5. All pages of the JAC Report must be signed by all Members of the Committee.
6. Any cuttings/ over writings should be avoided; if any such cutting is unavoidable the same may be authenticated only by countersignatures of the Chairman of the Committee.
7. The names in capital letters of all the members of the Committee should be indicated below their respective signatures at the end of Part I and at the last page of the Report.
8. The copy of the JAC Report will be sent through e-mail to the Institute after 07 days of date of Inspection.
9. If the University has received any complaint with regard to Land / Infrastructure, safety issue, the same has to be verified.
10. JAC may obtain declaration by the authorized signatory of the Institute as per Clause 12 of the Govt. Policy Guidelines dated 12.01.2016, as per the format given by the Affiliation branch.
11. General Undertaking to be submitted by the Institute on Rs. 100/- Stamp paper at the time of inspection, as per the format given by the Affiliation branch.

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GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

A State University established by Govt. of NCT of Delhi

SECTOR-16C, DWARKA, NEW DELHI – 110078

PARTICULARS OF THE INSTITUTE

1. Date and Time of Visit : _____

2. Name and Address of the proposed/ affiliated institute : _____

District : _____

Telephone : _____

Website Address : _____

E-mail : _____

3. Name and Address of the Society/Trust/Company : _____

Telephone : _____

Website Address : _____

E-mail : _____

4. Name and Address of Chairperson of the Society/Trust/Company : _____

Telephone : _____

E-mail : _____

5. Name and Address of Director/Principal of the Institute : _____

Telephone : _____

E-mail : _____

(_____)
Convenor

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Chairman

6. Details of the Existing / Proposed Programmes

(i) Proposal for Revalidation of NOC / Continuation of Provisional Affiliation & Variation, if any, in Intake

S. No.	Existing programmes	Detail of Intake & Actual Number of Students Admitted during the last two Academic Years				Intake applied for Academic Session 2025-26
		Academic Session 2023 – 2024		Academic Session 2024 – 2025		
		Intake	Admitted	Intake	Admitted	
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

(ii) Proposal for Grant of NOC/ Grant of Provisional Affiliation for New/ Additional Programme(s).

S.No.	Programme(s)	Duration (in years)	Intake

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Convenor

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Chairman

PART- I: (PHYSICAL INFRASTRUCTURE)

Parameter 1 A : Legality of ownership and possession of land, land use

Parameters		Yes	No
(1)(a) The land and building owned by the Society/Trust/Company (acquisition by allotment/ procurement) (b) Rented building in conforming area	a)		
	b)		
(2)(a) The land available as per norms in conforming area (2)(b) Land use certificate of institutional area	a)		
	b)		
(2)(c) The land available in non-conforming area and as per norms of relevant statutory bodies (like UGC, AICTE, NCTE, BCI etc.)	(c)		

P.S.:- Duly attested copies of relevant documents to be enclosed. For existing Government colleges, a certificate from the competent authority/Head of Institution to be provided that the norms have been complied with.

Parameter 1B: Availability of space and sanctioned building plan

Parameters	Yes	No
Sanctioned building plan as approved by DDA/ MCD/ Govt. Body Name of the Sanctioning Authority: _____		
Building Occupancy Certificate		
Availability of space as per the norms of Statutory Body/ University/ Govt. for proposed programme(s).		

P.S.:- Duly attested copies of relevant documents to be enclosed.

Parameter 1C: Safety Measures

Parameters	Yes	No
(1) Structural Safety Certificate of building of the Institute/College issued by Registered Architect/ Structural Engineer		
(2) Certificate indicating that the building is earthquake resistant		
(3) Availability of fire fighting devices at the Institute.		
(4) Fire Safety Certificate by Delhi Fire Service or concerned department of the State (NCR) where the Institute is located: Valid upto _____		
(5) Use of basement for other than approved purpose, if any in the Institute:		
(a) Use of Basement (approved)		
(b) Use of Basement other than approved purpose		

P.S.:- Duly attested copies of relevant documents to be enclosed.

NOC from the concerned department of the concerned State Government for relevant programme(s) (wherever applicable).	Copy Attached: YES / NO
---	--------------------------------

Note: All above details to be verified.

Remarks, if any:

(_____) (_____) (_____) (_____)
 Convenor Subject Expert Subject Expert Subject Expert

 (_____) (_____) (_____)
 Subject Expert Subject Expert Chairman

PART-II: (ACADEMIC STANDARDS & INFRASTRUCTURE)

PART-II: Academic Standards

Parameter II A: Status of Director/Principal: (Max. Marks 100)

Criteria	Yes / No	Marks awarded out of 100
<p>Is the Director/Principal (in position), as per norms of Statutory Body (NMC, AYUSH, Homoeopathy Council, Dental Council etc.) UGC / University.</p> <p>(A) Private/ Self-Financing Institute has to provide all the documents as mentioned below:</p> <p>1. Following documents are to be submitted by the Institute for the Director/Principal in position during the last 2 years in reverse chronological order.</p> <ul style="list-style-type: none"> • Name • PAN No. • Copy of AADHAR Card • Attested Copies of Educational Qualifications. • Attested copy of Experience Certificate. • Copy of Advertisement. • Composition of the Selection Committee. • Minutes of the Selection committee. • Offer of Appointment. • Acceptance by the incumbent. • Proof of salary transfer in his/her bank account since joining. <p>(B) In case of Govt. Institute/ College</p> <ul style="list-style-type: none"> • Appointment Letter given by the Authority. • PAN No. • Copy of AADHAR Card • Self-certified copy of the experience in a tabular form • Self-certified certificate from the Head of the Institution that he fulfills the eligibility criterion as per the regulatory authority's regulations • Relieving letter/Joining letter in case the Head of Institution has joined since the last assessment 		<p style="text-align: center;">-----</p> <p>Note:</p> <p>(i) Award 100 marks, if eligible and all documents are provided.</p> <p>(ii) Award zero marks, if the Director/ Principal is not as per norms and non-submission of any of the desired certificates/ documents.</p>

Note: Documents required if there is change in occupancy of the post from last inspection, when the above documents had been verified by the JAC team.

Remarks, if any:

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Convenor

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Chairman

Parameter II B: Status of Teacher Student Ratio & Faculty Cadre Ratio

IIB(i): Teacher Student Ratio:

Note: The teacher student ratio shall be as per the ratio specified by the specific statutory/ regulatory body for the programme of study (if any) otherwise shall be 1:20.

S. N.	Programme	Student Intake upto Academic Session 2025-26 (A)	Number of Teachers required (B)	Number of Teachers Available (C)	Teacher Student Ratio (TS=C:A)	Programme-wise MARKS (Max. Marks 100 per programme) (See Guideline) (D)
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
Marks Awarded (Average of the Column D) out of 100:						

NOTE: Marks are to be awarded as per guidelines.

Remarks, if

(_____)

Convenor

(_____)

Subject Expert

(_____)

Subject Expert

(_____)

Subject Expert

(_____)

Subject Expert

(_____)

Subject Expert

(_____)

Chairman

IIB(ii): Faculty Cadre Ratio:

Note: The teachers appointed must be in the cadre of Professor, Associate Professor and Assistant Professor, in all programme of studies. The cadre ratio shall be as per the cadre ratio specified by the specific statutory / regulatory body for the programme of study, wherever applicable. Please see the guidelines for calculation of award of marks.

S. N.	Programme of Study	Intake upto Academic Session 2025-26	Number of Teachers required				No. of Teachers in position		CRF (As per Guideline) $\frac{K - SF}{SF}$	Programme-wise MARKS (Max. Marks 100 per programme) – (to be awarded as per guidelines) (C)
			Total Faculty (K)	Professor	Associate Professor	Assistant Professor	Professors + Associate Professor(s) (A)	Assistant Professor(s) (B)		
							(SF)			
1.										
2.										
3.										
4.										
5.										
6.										
7.										
8.										
9.										
10.										
11.										
12.										
13.										
14.										
15.										
Marks Awarded (Average of the Column C) out of 100:										

NOTE: Marks are to be awarded as per guidelines.

Remarks, if any:

(_____)
Convenor

(_____)
Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

(_____)
Subject Expert

(_____)
Chairman

Parameter IIC: Computer Centre: (Max. Marks 100)

Criteria	Parameters, wherever applicable	Maximum Marks	Marks Awarded
Number of computers/ configuration and the licensed software be evaluated as per requirement of course(s) conducted and strength of the students. Note: Norms of Statutory Body be followed wherever applicable. For other programmes, the terminal student ratio may be as follows: U.G. prog. – 1 : 6 P.G. prog. – 1 : 3	Number and configuration of Terminals	25	
	Availability of licensed software	25	
	Internet connectivity	25	
	Availability of peripherals such as printers, scanners, server of sufficient capacity etc.	25	
Total Marks		100	

Remarks, if any:

(_____)
Convenor

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Subject Expert

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Subject Expert

(_____)
Chairman

Parameter IID: Status of Library: (Max. Marks 250)

Criteria	Parameters	Maximum Marks	Marks Awarded
Number of titles and volumes may be in the ratio of 1:8 for U.G. prog. and 1:4 for P.G. prog. OR as approved by concerned statutory body.	Total Titles/ Volumes (Existing)	60	
	Total Titles/ Volumes (New)		
<u>Books – U.G. Programme</u> (per prog.) - Titles:200; Volume:1600. <u>P.G. Programme</u> (per prog.) - Titles:200; Volume:800.	Number of journals (national/ international) (Existing)	60	
	Number of journals (national/ international) (New)		
Journals: For U.G./ P.G. Prog. - Indian–12; International– 03.	Number of magazines / newspapers	30	
	Computerization / online subscription	25	
	Reading Room and Reprographic facilities (photocopier and book binding)	25	
	Subscription of e-books	50	
Total Marks		250	

Note: The JAC should verify the purchases from the Invoices/ Bills.

Remarks, if any:

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Convenor

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Chairman

Parameter IIE(i) : Status of Labs./ Workshops, wherever applicable: (Max. Marks 100)

Criteria	Parameters, wherever applicable	Maximum Marks	Marks Awarded
Norms of Statutory Body will be followed for their concerned programmes. For other programmes, the subject experts will assess as per the requirement of experiment recommended in the syllabus for the programme.	Availability of equipments / instruments, work table / work stations shall be as per the requirement	50	
	(1) Minimum Technical Lab staff shall be:- One Lab Assistant & One Lab Attendant (for each lab) AND/ OR (2) Minimum Technical Staff for Workshop: One Workshop Superintendent One Senior Technician One Junior Technician	30	
	Size of the Lab as per norms of the Statutory Body	20	
Total Marks		100	

Remarks, if any:

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Convenor

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Chairman

Parameter IIE(ii) : Practical Training : (Max. Marks 100)
Applicable to all programmes except LLB

Criteria	Parameters	Maximum Marks	Marks Awarded
The subject experts will assess on the basis of extent of participation of students and involvement of the institute in arranging such programmes (a report to this effect be submitted by the respective Institute).	Summer training programmes/ Project reports / Presentations/ orientation	50	
	Group discussions/ mock interviews/ home assignments/ case studies/ case analysis/ multimedia/ Programming/ Dissertation etc.	25	
	Participation of students in workshops, seminars and conferences as part of practical training organized by the Institute/ College.	25	
Total Marks		100	

Remarks, if any:

(_____)
 Convenor

(_____)
 Subject Expert

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 Subject Expert

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 Subject Expert

(_____)
 Subject Expert

(_____)
 Subject Expert

(_____)
 Chairman

Parameter IIE(iii): Applicable for 5 year integrated LLB programme: (Max. Marks 100)

Criteria	Parameters	Maximum Marks	Marks Awarded
The subject experts will assess on the basis of extent of participation of students and involvement of the Institute in arranging such programmes (a report to this effect be submitted by the respective institute).	Moot Court, Pre-trial preparation, participation in trial proceedings etc.	40	
	Public interest lawyering/ Group discussions/ home assignments/ case studies/ case analysis/ Lok Adalats, etc.	20	
	Drafting, pleading, conveyancing and visits to the Courts.	20	
	Participation of students in workshops, seminars and conferences organized by the Institute/ College.	20	
Total Marks		100	

Remarks, if any:

(_____)
 Convenor

(_____)
 Subject Expert

(_____)
 Subject Expert

(_____)
 Subject Expert

(_____)
 Subject Expert

(_____)
 Subject Expert

(_____)
 Chairman

Parameter IIF: Ancillary and Other Essential Facilities: (Max. Marks 250)

Criteria	Parameters	Maximum Marks	Marks Awarded
Physical verification by the Committee	Medical/ First-Aid facility with Medical Room and availability of Doctors	20	
	Sports and games (indoor / outdoor)	20	
	Computer and Internet facility for the faculty members/ students/ staff	30	
	Facilities for differently abled :		
	(i) Lift	4	
	(ii) Ramp	4	
	(iii) Toilet	4	
	(iv) Railing	4	
	(v) Tactile pathways for visually impaired	4	
	Separate common rooms for boys and girls with wash room facility (separate/ attached)	20	
	Students canteen	20	
	Availability of Power Backup	10	
	Potable water and water coolers for summer season	10	
	Faculty cubicles	15	
	Solar Energy utilization	10	
	Environmental Upgradation (Tree plantation, greenery etc.)	10	
	Building Maintenance	20	
	General Cleanliness & Hygiene	15	
	Rain Water Harvesting	10	
	Record Maintenance	10	
Display of Boards & Signages	10		
Total Marks		250	

Remarks, if any:

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Convenor

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Chairman

**Parameter IIG: Framework for Students' Grievance Redressal Mechanism:
(Max. Marks 100)**

Criteria	Parameters	Maximum Marks	Marks Awarded
Physical verification by the Committee	Availability of Students' Grievance Redressal Committee (SGRC)	10	
	Whether the Grievance Redressal Committee has elected students representative and complies with latest UGC Regulations and relevant Court Order	15	
	Whether meticulous and verifiable documentations of the proceedings of Students' Grievance Redressal Committee is maintained	15	
	Availability of Psychiatrist, Psychologist and professional students' Counsellor	15	
	Whether the institute has published/notified prominently the details of SGRC on website and admission prospectus	15	
	Whether students are satisfied with the effectiveness of the SGRC	10	
	Whether reports of the proceedings of SGRC are being sent to the University every semester	10	
	Whether the directions of the University w.r.t. redressal of students grievances are complied	10	
Total Marks		100	

Remarks, if any:

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Convenor

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Chairman

Parameter IIIH: NAAC Accreditation for all Institutions and NBA Accreditation for AICTE approved Institutions (If Eligible): (Max. Marks 100)

(i) NAAC Accreditation

Criteria	Parameters	Maximum Marks	Marks Awarded
Physical verification of documents by the Committee	Accreditation of NAAC (Tick whichever is applicable)		
	1. A++ (50)	50	
	2. A+ (45)		
	3. A (40)		
	4. B++ (35)		
	5. B+ (30)		
	6. B (20)		
	7. C (10)		
8. D (0)			
Total Marks		50	

(ii) NBA Accreditation

Criteria	Parameters	Maximum Marks	Marks Awarded
Physical verification of documents by the Committee	Accreditation of NBA (if not accredited, no marks are to be awarded)	50	
Total Marks		50	

Note: NBA Accreditation is not applicable to the Non-Technical Institutions and in such cases total marks will be given out of 50.

Remarks, if any:

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Convenor

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Subject Expert

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Chairman

SUMMARY OF MARKS OF PART II

A	B	C
Unit	Maximum Marks	Marks Awarded
Part II:-		
Parameter II A (Status of Director/ Principal)	100	
Parameter II B(i) (Teacher Student Ratio)	100	
Parameter II B(ii) (Faculty Cadre Ratio)	100	
Parameter II C (Computer Centre)	100	
Parameter II D (Status of Library)	250	
Parameter IIE(i) (Status of Labs/ Workshops, wherever applicable)	100	
Parameter IIE(ii) (Practical Training)	100	
Parameter IIE(iii) (for 5 years integrated LLB Programme)	100	
Parameter II F (Ancillary and other Essential Facilities)	250	
Parameter II G (Framework for Students' Grievance Redressal Mechanism)	100	
Parameter II H (NAAC Accreditation for all Institutions and NBA Accreditation for AICTE approved Institutions)	100 / 50	
TOTAL OF PART II		

Percentage of Marks obtained in Part II $\left\{ \frac{\text{Total of C} \times 100}{\text{Total of B}} \right\} =$

(_____)
Convenor

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Subject Expert

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Subject Expert

(_____)
Subject Expert

(_____)
Chairman

Part III: Status of Compliance with the terms and conditions of the Academic Audit and NOC for grant of affiliation (JAC/ NOC/ Conditions of Affiliation Order) during the previous Academic year (Marks 200).

S. No.	Terms and conditions to be complied with by the Institute	Maximum Marks	Marks Obtained
A	Compliance of observations of last Academic Audit	100	
B	Compliance of observations of JAC/ NOC/ Conditions of Affiliation Order of previous Academic Year	100	
Total Marks		200	

Note: 100 Marks are to be awarded after assessment if all terms and conditions are met otherwise, as proportionate to terms and conditions met. Reasons for the award of marks to be recorded in writing:

PS: For award of Category please refer the instructions on first page of the report.

Maximum marks in Part III =
Marks obtained in Part III =

Percentage obtained in Part III $\left\{ \frac{\text{Marks Obtained} \times 100}{\text{Maximum Marks}} \right\} =$

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 Convenor

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 Subject Expert

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 Subject Expert

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 Subject Expert

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 Subject Expert

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 Chairman

Recommendation regarding Programme(s) with justification on the basis of space factor (covered area) as stipulated by the concerned Statutory Body / University/ Policy Guidelines of GNCTD.

S. N.	Programme	Recommended (YES or NO)	Intake Recommended / duration of programme	Space factor (covered area) (in Sq. Mtrs.)	Space (covered area) required per programme (in Sq.Mtrs.)	If not recommended reasons thereof
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
Total of Space (covered area) required for all the programme/ intake recommended: _____						

Total plot area (Sq. Mtrs./Acres) _____

Total covered area required for recommended intake (Sq. Mtrs./ Acres): _____

Available Covered Area as per Sanctioned Building Plan (Sq. Mtrs./ Acres): _____

Permissible FAR: **225%**

FAR Achieved (should be within permissible FAR limit as per Sanctioned Building Plan) (in %): _____

- Note:** (i) Programmes/ intake should be recommended subject to the availability of space required.
- (ii) If the actual covered area as per permissible FAR (presently 225) is less than the total area required as per norms for that programme and number of seats, then seats would be reduced to the extent of proportionate shortfall in space.
- (iii) In case of Institutions which are conducting any P.G. Diploma Programme, the total space should be mentioned excluding the area required for any P.G. Diploma Programme.
- (iv) While calculating the requirement of space, norms for space mentioned in Policy Guidelines of Govt. of NCT of Delhi conveyed vide letter no. DHE-4(60)/Policy/GGSIPU/2014-15/5890-5904, dated 12.01.2016 & its amendment dated 03.02.2017 and norms of the concerned Statutory Body, if any, have to be referred.

(_____)
 Convenor

(_____)
 Subject Expert

(_____)
 Subject Expert

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 Subject Expert

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 Subject Expert

(_____)
 Subject Expert

(_____)
 Chairman

RECOMMENDATION REGARDING CATEGORY

1. Based on the Inspecting Team’s finding in respect of Part II and Part III as detailed in the given tables, the Inspecting Team recommends the Institute to be in Category ____ (Write Category “A” or Category “B” or Category “C” or Category “D”) keeping in view the benchmarks given in the first page of the format. These recommendations will be valid only if the conditions of Part I are met by the Institute.

2. Subject to the fulfillment/ non-fulfillment of stated conditions for Cadre Ratio, the institute is

Placed / Not Placed under
“provisional affiliation for the academic year 2025-26”.

Date of Visit: _____

(_____)
Convenor

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Subject Expert

(_____)
Chairman

REMARKS/ OBSERVATION(S)

Name of the Institute: _____

Date of Visit: _____

(_____)
 Convenor

(_____)
 Subject Expert

(_____)
 Subject Expert

(_____)
 Subject Expert

(_____)
 Subject Expert

(_____)
 Subject Expert

(_____)
 Chairman

GUIDELINES FOR THE JAC MEMBERS

PART ONE

For calculating the marks to be awarded for Faculty Cadre Ratio (FCR):-

SF = Senior Faculty (Professors + Associate Professors)

JF = Junior Faculty (Assistant Professors)

TS = Teachers Students Ratio as defined by the AICTE / other bodies

S = Number of students per division

N = No. of Divisions approved

D = Duration of the programme

t = Reciprocal of Teachers Students Ratio = $1/TS$

K = Total Teaching Faculty Required as per the Norm = $\frac{S \times N \times D}{t}$

f = Cadre Ratio Factor (CRF) = $\frac{(K - \text{SF actually in position})}{\text{SF actually in position}}$

If the required FCR is 1:2 and the worst FCR acceptable is 1:7, the marks will be awarded as per following formula :-

$$\text{Awarded Marks} = 50 + 10(7-f)$$

(Cap to 100)

However, when the term within the parenthesis (7-f) becomes negative, the marks awarded will be zero. Therefore, an institute having Actual FCR 1:8, then CRF (f) becomes 8, the Marks Awarded will be '0' (Zero).

For more explanation, please see the example on next page.

Example

For any programme of 03 years duration with one division of 60 students, where Teachers Students Ratio is 1:20

1. Total teaching faculty required $K = (S \times N \times D) / (t) = (60 \times 1 \times 3) / (20) = 9$
2. Here, in Ideal Case, the requirement of SF & JF, CRF and Awarded Marks will be calculated as under:-
 - a) Requirement of SF = $1 \times (K/3) = 1 \times (9/3) = 1 \times 3 = 3$ (if the value is in decimal, the value shall be considered in next whole number)
 - b) Requirement of JF = $2 \times (K/3) = 2 \times (9/3) = 2 \times 3 = 6$ (if the value is in decimal, the value shall be considered in whole number only and value in decimal shall be ignored)
 - c) CRF (f) = $(K - \text{SF actually in position}) / (\text{SF actually in position}) = (9 - 3) / 3 = 6 / 3 = 2$ (the value shall be considered 2, in case it is less than 2)
 - d) Awarded Marks = $50 + 10(7 - f) = 50 + 10(7 - 2) = 50 + 10 \times 5 = 50 + 50 = 100$
3. Suppose, in above case any institute having 1 SF, then
 - a) CRF (f) = $(K - \text{SF actually in position}) / \text{SF actually in position} = (9 - 1) / 1 = 8 / 1 = 8$
 - b) Awarded Marks will be $50 + 10(7 - f) = 50 + 10(7 - 8)$. As parenthesis (7-f) is -1, hence, the marks awarded will be '0'.

PART TWO

FOR CALCULATING THE MARKS TO BE AWARDED FOR TEACHERS STUDENTS (TS) RATIO

Case One

(For BBA, BCA, B.A.-Economics, B.A.-English, B.Sc-Yoga Science, B.Com, BJMC, B.Tech, BHMCT, MCA & MBA)

Where the Required TS ratio is 1:20, the worst TS ratio acceptable will be 1:25

And the Awarded Marks will be as per the formula given below:

$$\text{Awarded Marks for TS ratio} = 50 + 10(25-t)$$

(Cap to 100)

Where the **t = Reciprocal of Teachers Students Ratio.**

For example, for an institute having Actual TS ratio 1:20, $t=20$, and the Awarded marks $=50+10(25-20)=50+50=100$

For an institute having Actual TS Ratio 1:21, $t=21$, and the Awarded marks $=50+10(25-21)=50+40=90$, and so on

However, the moment the term within the parenthesis (25-t) becomes negative, the marks awarded will be zero, for example, for an institute having Actual TS ratio 1:26, $t=26$, the Marks Awarded WILL BE ZERO

Case Two

(For B.Arch & B.Plan)

Where the Required TS ratio is 1:16, the worst TS ratio acceptable will be 1:20

And the Awarded Marks will be as per the formula given below:

$$\text{Awarded Marks for TS ratio} = 50 + 12.50(20-t)$$

(Cap to 100)

Where **t = Reciprocal of Teachers Students Ratio.**

For example, for an institute having Actual TS ratio 1:16, $t=16$, and the Awarded marks $=50+12.50(20-16)=50+50=100$

For an institute having actual TS ratio 1:17, then $t=17$, and the Awarded marks $=50+12.50(20-17)=50+37.50=87.50$ and so on

But for an institute having Actual TS ratio beyond 1:20 i.e. $t=21$, the term within parenthesis (20-t) becomes negative and the Marks Awarded WILL BE ZERO, as explained earlier.

Case Three

(For M.A.-Criminology, M.Sc-Forensic Science, MAHM & MCPHM)

Where the Required TS ratio is 1:15, the worst TS ratio acceptable will be 1:20

And the Awarded Marks will be as per the formula given below:

Awarded Marks for TS ratio = $50 + 10(20-t)$

(Cap to 100)

But for an institute having Actual TS ratio beyond 1:20 i.e. $t=21$, the term within parenthesis $(20-t)$ becomes negative and the Marks Awarded **WILL BE ZERO, as explained earlier.**

Case Four

(For M.Tech & MHMCT)

Where the Required TS ratio is 1:12, the worst TS ratio acceptable will be 1:15

And the Awarded Marks will be as per the formula given below:

Awarded Marks for TS ratio = $50 + 16.67(15-t)$

(Cap to 100)

But for an institute having Actual TS ratio beyond 1:15 i.e. $t=16$, the term within parenthesis $(15-t)$ becomes negative and the Marks Awarded **WILL BE ZERO, as explained earlier.**

Case Five

(Only for Law Programmes)

Where the Required TS ratio is 1:20, the worst TS ratio acceptable will be 1:40

And the Awarded Marks will be as per the formula given below:

Awarded Marks for TS ratio = $50 + 2.5(40-t)$

(Cap to 100)

But for an institute having Actual TS ratio beyond 1:40 i.e. $t=41$, the term within parenthesis $(40-t)$ becomes negative and the Marks Awarded **WILL BE ZERO, as explained earlier.**

Any institute not obtaining at least 75% for 'A' Category and 65 % for 'B' Category in Part III shall be placed in the immediate succeeding category.

VERY IMPORTANT NOTE:

The above calculation has been done keeping in view the requirement of Teachers for the complete duration of the course. However, in cases where new programme has been started or to be started or for programmes where atleast one batch of students has not passed out, the requirement of teachers shall be calculated proportionately.