

NATIONAL BOARD OF ACCREDITATION

Pro-forma for Pre-Qualifiers

(Extension of Duration of Accreditation from 5 years to 6 years)

PART A- Profile of the Institute

A1. Name and Address of the College:-

City:-

State:-

Pin Code:-

Website:-

E-mail:-

STD Code:-

Phone No:-

Fax STD Code:-

Fax:-

A2. Year of Establishment:-

A3. Head of the Institution:-

Name:-

Designation:-

Status of Appointment:-

Phone No:-

Mobile:-

E-mail:-

Fax No:-

A4. Name and Address of the Affiliating University:-

City:-

State:-

Pin Code:-

Website:-

E-mail:-

Phone No:-

Fax:-

A5. Type of the Institution:

Institute of National Importance
University
Deemed University

Autonomous
Any other (Please specify)*

**Provide Details:*

A6. Ownership Status:

Central Government

Trust

State Government

Society

Government Aided

Section 25 Company

Self financing

Any Other (Please specify)*

**Provide Details:*

A7. Students Admissions (Institute level considering all UG programs):

Item	CAY 2016-17	CAYm1 2015-16	CAYm2 2014-15	Total
Sanctioned intake				
Number of students admitted				
% of Students Admitted over last three academic years (including the current academic year) (Total Admitted/Sanctioned Intake)				

Kindly note that the year mentioned here is exemplary, institute has to consider the academic years as per the definition given in the document and according to the prevailing year.

Table A7

CAY: Current Academic Year

CAYm1: Current Academic Year minus 1

CAYm2: Current Academic Year minus 2

A8. Details of all the programs offered by the Department:

Sr. No.	Program Name	Year of Start

Table A8

A9. Programs to be considered for accreditation vide this application:

Sr. No.	Program Name

Table A9

PART B- Program information

(To be filled separately for all the programs applied for)

B1. Provide separate Information for each program applied for:-

Name of the Department	Name of the programs running	Name of the program to be considered	Year of Start	Initial Intake	Increase/decrease in intake, if any <small>(mention the no. of seats increased/d decreased, also)</small>	Year of increase	AICTE Approval Letter No.	Accreditation Status*

Table B1

Note: Please mention **all increase/decrease intake** starting from the first increase for all programs

* **Write applicable one:**

- Applying first time
- Granted provisional accreditation for two years for the period(specify period)
- Granted accreditation for 5 years for the period (specify period)
- Not accredited (specify visit dates, year)
- Withdrawn (specify visit dates, year)
- Not eligible for accreditation
- Eligible but not applied

B2. Student Admissions (Program specific):-

Item	CAY 2016-17	CAYm1 2015-16	CAYm2 2014-15	Total
Sanctioned intake of the program (N)				
N of students admitted (N1)				
% of Students Admitted over last three academic years (N1/N). (including the current academic year)				

Kindly note that the year mentioned here is exemplary, institute has to consider the academic years as per the definition given in the document and according to the prevailing year.

Table B2

CAY: Current Academic Year

CAYm1: Current Academic Year minus 1

CAYm2: Current Academic Year minus 2

B3. Information of Faculty

Please provide the list of faculty in the department as per the below format for all the years under consideration

S. No.	Name	PAN No.	Qualification	Designation	Date of Joining	Currently Associated (Y/N)	Nature of Association (Regular/Contract/Adjunct)	Date of Leaving (In case Currently Associated is "No")
1.								
..								
N.								

Table B3

B3.1. No. of the Available Faculty

S. No.	Designation/Numbers	Number of Faculty in the Department for both UG and PG	
		CAY (2016-17)	CAY (2015-16)
1.	Professor		
2.	Associate Professor		
3.	Assistant Professor		
4.	Number of Ph.D. (as per the AICTE norms)		

Kindly note that the year mentioned here is exemplary, institute has to consider the academic years as per the definition given in the document and according to the prevailing year.

Table B3.1.1

*At least two Professors or one Professor and one Associate Professor should be available exclusively for the department of the program under consideration

B3.2. Detail of Head of the Department for the program under consideration:

Name:-

Qualification:-

Ph.D.

Others

B4. Student Faculty Ratio

(To be calculated at Department Level)

No. of UG Programs in the Department (n): _____

No. of PG Programs in the Department (m): _____

No. of Students in UG 2nd Year= **u1**

No. of Students in UG 3rd Year= **u2**

No. of Students in UG 4th Year= **u3**

No. of Students in PG 1st Year= **p1**

No. of Students in PG 2nd Year= **p2**

No. of Students = Sanctioned Intake

(The above data to be provided considering all the UG and PG programs of the department)

S=Number of Students in the Department = UG1 + UG2 +.. +UGn + PG1 + ...PGm
F = Total Number of Faculty Members in the Department (excluding first year faculty)

Student Teacher Ratio (STR) = S / F

Year	CAY	CAYm1	CAYm2
u1.1			
u1.2			
u1.3			
UG1	u1.1+u1.2+u1.3	u1.1+u1.2+u1.3	u1.1+u1.2+u1.3
...			
u _n .1			
u _n .2			
u _n .3			
UGn	u_n.1+u_n.2+u_n.3	u_n.1+u_n.2+u_n.3	u_n.1+u_n.2+u_n.3
p1.1			
p1.2			
PG1	p1.1+p1.2	p1.1+p1.2	p1.1+p1.2

.....			
pm.1	pm.1+pm.2	pm.1+pm.2	pm.1+pm.2
pm.2			
PGm	pm.1+pm.2	pm.1+pm.2	pm.1+pm.2
Total No. of Students in the Department (S)	UG1 + UG2 +.. +UGn + PG1 + ...PGm	UG1 + UG2 + .. +UGn + PG1+... + PGm	UG1 + UG2 + .. +UGn + PG1+... + PGm
No. of Faculty in the Department (F)	F1	F2	F3
Student Faculty Ration (SFR)	SFR1=S1/F1	SFR2= S2/F2	SFR3= S3/F3
Average SFR	SFR=(SFR1+SFR2+SFR3)/3		

Table B4

Note: 75% should be Regular/Full Time faculty and the remaining shall be Contractual Faculty/Adjunct Faculty/Resource Person from industry as per AICTE norms and standards.

The contractual Faculty will be considered for assessment only if a faculty is drawing a salary as prescribed by the concerned State Government for the contractual faculty in the respective cadre and who have taught over consecutive 4 semesters.

Compliance Status to Pre-Visit Qualifiers

Sr. No.	Pre Visit Qualifiers	Current Status	Compliance Status Complied/Not Complied
1	Whether admissions in the undergraduate programs at the Institute level has been more than or equal to 60% for Tier I institutes and 50% for Tier II institutes.* (average of the previous three academic years including Current Academic Year)		
2	Whether admissions in the undergraduate programs under consideration has been more than or equal to 75%** (average of the previous three academic years including Current Academic Year)		
3	Whether faculty student ratio in the department under consideration is better than or equal to 1:15 averaged for previous three academic years including Current Academic Year.		
4	Whether at least two Professors or one Professor and one Associate Professor available in the respective Department for previous two academic years including Current Academic Year.		
5	Whether number of available Ph.Ds. in the department is greater than or equal to 30% of the required number of faculty for previous two academic years including Current Academic Year.		
6	Whether HOD possess Ph.D. degree for the programs under consideration		

*Total number of students admitted in first year minus number of students migrated to other institutions, plus the number of students migrated to this institution divided by the sanctioned intake.

**Total number of students admitted in first year in the respective program minus number of students migrated to other programs/ institutions plus the number of students migrated to this program divided by the sanctioned intake in the respective program.