

Proforma for submission of the proposal for 'Institutions of Eminence'

(For private Institutions)

PART-1

I. Particulars of Institution / proposed Institution:

S No	Information to be provided
a.	Details of applicant University / Institution: <ul style="list-style-type: none">i. Name:ii. Address:iii. Location (Metropolitan / Non-metropolitan / Non-urban area):iv. Type of Institution<ul style="list-style-type: none">a) State Private Universityb) Deemed to be Universityc) Stand alone Institutiond) Institution yet to be established

II. Fulfilment of Eligibility Criteria:

a.	In case of existing private Deemed to be University:-
	(i) Whether the Deemed to be University is satisfying all provisions of UGC (Institutions Deemed to be Universities) Regulations, 2016? (Please ✓ mark) <ul style="list-style-type: none">a. Not applicable.b. Yes.c. No <p>If "No" please give details at Annexure 1 (Pages __ to __)</p>
	(ii) Details of notices, if any, issued by UGC or any other Regulatory Bodies?
	(iii) Whether MoA & Rules are aligned with UGC Regulations 2016? If not give details of the provisions which need to be amended.
	(iv) Whether the Institution has filed any Writ Petition in any Court against the Govt /UGC/any other Regulatory Councils? If yes, then give details of the court case.

	(v) Whether the Institution has ever been punished under any Act of Parliament or Act of State Legislatures? If yes, then give details thereof.
	In case of existing State Private University:-
	(i) Whether the Private University is satisfying all provisions of UGC (Establishment of and Maintenance of Standards in Private Universities) Regulations, 2003?
	(ii) Details of notices, if any, issued by State Govt, UGC or any other Regulatory Bodies?
	(iii) Whether the Institution has filed any Writ Petition in any Court against the Govt /UGC/any other Regulatory Councils? If yes, then give details of the court case.
	(iv) Whether the Institution has ever been punished under any Act of Parliament or Act of State Legislatures? If yes, then give details thereof.
	For Greenfield Institutions:-
	(i) Whether sponsors have been involved in setting up other educational institutions? If yes, give details of the Institutions.
	(ii) Whether the Institution is satisfying all the provisions of Regulatory Authority under which they are established?
	(iii) Whether any notice has been issued to such an Institution by any Regulatory Authority? (with details)
	(iv) Whether the Institution has filed any Writ Petition in any Court against the Govt? (with details)
	(v) Whether the Institution has ever been punished under any Act of Parliament or Act of State Legislatures? (with details)
b.	Details of the Sponsoring Society / Trust / Company (For existing institutions): Name of the Sponsoring Society / Trust / Company:- i. Whether Sponsoring Society / Trust is a not-for-profit or Section 8 Company:- ii. Number of Members / Directors:-

	<p>iii. Details of other activities being carried out by the Sponsoring Society / Trust / Company (Details to credentials of members / directors relating to higher education/ Social / entrepreneurship / academia to be provided)</p>
c.	Net worth of Sponsoring Organization: (Details of names of members / proposed members alongwith their net worth to be provided)
d.	Details of credentials of members relating to higher education/ Social / entrepreneurship / academia to be provided
e.	<p>Details of core team for setting of Institutions of Eminence: Name of the Chancellor:- Name of Vice-Chancellor:- Name of other core team members:- (The details of qualification, experience, credentials, etc. of above persons may also be provided)</p>
f.	<p>Proposed Corpus fund (for brown field Institutions)</p> <p>i. Initial corpus fund- ii. Final corpus fund to be achieved in ten years- iii. Guaranteed pipelines- iv. Additional Resources-</p> <p>Proposed Corpus fund (for green field Institutions)</p> <p>i. Initial corpus fund- ii. Final corpus fund to be achieved in ten years- iii. Guaranteed pipelines- iv. Additional Resources-</p> <p>(Details of source of funds to be provided at Annexure 2 (Pages.....to.....))</p>
g.	<p>Governance structure:</p> <p>i. Composition of Apex Governing Body of Institutions of Eminence:- ii. Governance Structure of proposed Institution of Eminence:-</p> <p>(Details of credentials of members alongwith their relationship with Sponsoring Organization to be provided)</p>
h.	Evidence of experience in translating plans in to real achievements in any field in any sector preferably in education sector:

i.	<p>In case, the Institution is established under a law passed by a Legislative Assembly of a State, an undertaking from the State Government to the effect that if the University is selected as an Institution of Eminence and:-</p> <p style="padding-left: 40px;">(i) If there is an exit clause in the existing legislation governing the institution, then the State Government would withdraw its status as an institution under the said legislation and allow it to become an Institution of Eminence Deemed to be University</p> <p style="text-align: center;">or</p> <p style="padding-left: 40px;">(ii) If no such exit clause in the existing legislation governing the institution, then State Government would introduce an appropriate legislation in the State Legislature withdrawing its status as an institution.</p> <p>(Undertaking to be placed at Annexure 3 (Pages __ to __))</p>
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III. Vision for Institutions of Eminence:

S. No.	Information to be provided
a.	Fifteen year Vision Plan including Mission Statement, Values, Institutional Goals & Vision to meet the objectives and Characteristics of an Institution of Eminence with quantified milestones and timelines to achieve world class repute as expected in the Regulations.
b.	How far is the Institution/ University from becoming an Institution of Eminence, including the present status of the institution, the status which seek to achieve to become as world class and gap in each parameter as given in Regulation 4.2 & 4.3.
c.	Plan to become an Institution of Eminence. The plan should give the status of the Institution at the present stage on all relevant parameters, the status to which they seek to reach after ten years and fifteen years on each of the parameters, and how they target to reach the same on each of the parameters.
d.	SWOT analysis of the institution/university focusing on its present status in the quality hierarchy and the proposed measures to address the shortcomings.

IV. Proposed fifteen year strategic Plan (for each five year):

a.	An academic plan showing the courses proposed and a research plan focussing on current thrust / niche area(s) of expertise and proposed plan in pursuit of excellence in those areas.
b.	A faculty recruitment policy and plan to meet the academic plan requirements and to achieve 1:10 faculty-students ratio.
c.	Proposal, if any, to recruit faculty from industry, Government, Non-profit Organizations, etc. Including foreign faculty.
d.	Student admissions policy mentioning plan to select Indian and foreign students.
e.	Plan to provide scholarship to meritorious Indian and foreign students.
f.	A comprehensive plan to develop research laboratories with demonstrable progress towards it.
g.	Plan for Teaching and Research Collaborations with Global Universities figuring in the most reputed global rankings.
h.	Networking plan outlining the teaching and research collaborations and partnerships
i.	Infrastructure development plan. (Existing and Proposed infrastructure with financial repercussion and time line for development)
j.	Administrative plan for getting accreditation from National and International Agencies as well as marketing and promotion.
k.	Governance plan elaborating the proposed Institutional structure and how it overlaps with ownership, decision-making process and social engagement.
l.	Clarify as to how Governance plan will be committed to the highest global standards of transparency, accountability and efficiency.
m.	Plan for involving the alumni in the management of the Institution and leveraging alumni financial resources.
n.	Intended target on possible world ranking after five, eight, ten, thirteen and fifteen years.
o.	<p>i. land details for existing institutions:</p> <p>Land Available at Main Campuses:</p> <p>Land available at Off campuses/constituent institutions:</p> <p>Area of land proposed to be acquired or to be taken on lease if any:</p> <p>Total:</p> <p>(The title of the land, location, whether freehold or leasehold along with lease period may also be mentioned. Documents may be provided at Annexure 4 (page.....to)</p>

	<p>ii. Land details for yet to be established institutions:</p> <p>The following details may be provided:</p> <p>a) Whether acquired or yet to be acquired</p> <p>b) Location (please provide longitude and latitude also)</p> <p>c) Area</p> <p>d) Freehold /leasehold</p> <p>e) Title of the land</p> <p>f) Leasehold period</p>
o.	A research plan indicting the research laboratories and other facilities proposed to be established. In case of humanities, social sciences and other interdisciplinary faculties, the research plan should indicate the broad areas and nature of field work and research sought to be done
<p>(Note: Please refer to relevant sections of the UGC (Institutions of Eminence Deemed to be Universities) Regulations, 2017 while detailing the strategic Plan)</p>	

V. Proposed five years implementation plan (for each year)

a.	To mention the detailed and tangible action plan, milestones, and timelines by which it seeks to achieve each of the parameters laid down in Regulation 4.2 & 4.3, mentioning milestones to be achieved in first five years and over 15 years.
b.	Timeline to achieve the expectations for each of the parameters (as given in Regulation 4.2 & 4.3) as proposed in the fifteen year strategic plan.

VI. Financial plan for the institutions

Existing Resources and Expenditure (for existing institutions):

a.	<p>Existing Revenue Sources (average of last five years) (In Crore):</p> <p>*Funds Received from Central Govt:</p> <p>*Funds Received from State Govt:</p> <p>Fees collected from students (Indian):</p> <p>Fees collected from foreign students (if any):</p> <p>Interest from corpus fund, if any:</p> <p>Earnings from consultancy:</p> <p>Support from alumni:</p> <p>Other earnings from training, workshops, etc:</p> <p>Other please specify:</p> <p>Total: _____ crore.</p> <p>*(Please specify names of Ministries of Central Govt or the State Govt or UGC or any other Agencies of the Govt from where the funds are being received)</p> <p>(Details to be provided at Annexure 5 (page.....to)</p>
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b.	<p>Existing Expenditure (average of last five years) (In Crore):-</p> <p>Revenue:</p> <p>Capital:</p> <p>Total:</p> <p>(Year wise details to be provided at Annexure 6 (page.....to)</p>
c.	<p>Existing Corpus Fund of last five years (year-wise) if any (In Crore):</p>

Expected Expenditure (for existing as well as Greenfield institutions):

a.	<p>Total Expected Expenditure (In Crore) in first five years:</p> <p>Revenue: _____(Cr)</p> <p>Capital: _____ (Cr)</p> <p>Total: _____ (Cr)</p> <p>(Year wise and item wise details to be provided at Annexure 7 (page.....to)</p>
b.	<p>Average yearly Expenditure (beyond five years) (In Crore):-</p> <p>Revenue: _____(Cr)</p> <p>Capital: _____ (Cr)</p> <p>Total: _____ (Cr)</p> <p>(Details of calculation to be provided at Annexure 8 (page.....to)</p>
c.	<p>Expected Corpus Fund if any (In Crore):</p> <p>2021-22- _____(Cr)</p> <p>2026-27- _____(Cr)</p>

Expected Resources (for existing as well as Greenfield institutions):

a.	<p>Expected Sources (for first five years) (In Crore):</p> <p>Expected Funds to be received from Central Govt:</p> <p>Expected Funds to be received from State Govt:</p> <p>Fees to be collected from domestic students:</p> <p>Fees to be collected from foreign students :</p> <p>Interest from corpus fund, if any:</p>
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	<p>Earnings from consultancy: Support from Alumni: Other earnings from training, workshops, etc: Other please specify: Total: _____ crore.</p> <p>(Details of year wise calculation to be provided at Annexure 9 (page.....to)</p>
b.	<p>Expected yearly Financial Resources (beyond five years) (In Crore):-</p> <p>Expected Funds to be received from Central Govt: Expected Funds to be received from State Govt: Fees to be collected from domestic students: Fees to be collected from foreign students : Interest from corpus fund, if any: Earnings from consultancy: Support from Alumni: Other earnings from training, workshops, etc: Other please specify: Total: _____ crore.</p> <p>(Details of calculations to be provided at Annexure 10 (page.....to)</p>

PART-2

I. Processing Fee (Rs. One Crore):

S.No.	Particular
a.	<p>The processing fee to be sent through RTGS/NEFT to the following accounts:-</p> <p>Name of the Bank - Canara Bank (UGC-General) Branch - UGC, New Delhi Account No. - 8627101002122 IFSC Code - CNRB0008627 MICR No. - 110015170</p> <p>The Institute to sent the following details about the processing fee sent:-</p> <p>Name of the Institution - Address - Name of the Bank - Branch - Branch Code - Account No. - IFSC Code - Amount - UTR No. -</p> <p>In case of DD - In favour of The Secretary, UGC as per the Regulations with the relevant details.</p>

PART-3

(Applicable to existing Institutions only)

I. Basic information of the Institution / University:

S No	Information to be provided																	
a.	Name of the Institution: Address of the Institution / University:																	
b.	Location of the applicant Institution / University (Please mark \checkmark): i. Metropolitan area ii. Non-metropolitan area iii. Non-urban area																	
c.	Name, Contact No., Email, Address, etc. of Director / Vice-Chancellor and Registrar of the applicant Institution / University:																	
	<table border="1" style="width: 100%;"><tr><td style="width: 50%;">Designation: _____</td><td style="width: 50%;">Designation: _____</td></tr><tr><td>Name: _____</td><td>Name: _____</td></tr><tr><td>Address: _____</td><td>Address: _____</td></tr><tr><td>_____</td><td>_____</td></tr><tr><td>_____</td><td>_____</td></tr><tr><td>Email: _____</td><td>Email: _____</td></tr><tr><td>Mobile: _____</td><td>Mobile: _____</td></tr><tr><td>Phone: _____</td><td>Phone: _____</td></tr><tr><td>Fax: _____</td><td>Fax: _____</td></tr></table>	Designation: _____	Designation: _____	Name: _____	Name: _____	Address: _____	Address: _____	_____	_____	_____	_____	Email: _____	Email: _____	Mobile: _____	Mobile: _____	Phone: _____	Phone: _____	Fax: _____
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Email: _____	Email: _____																	
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Phone: _____	Phone: _____																	
Fax: _____	Fax: _____																	
d.	Act / Notification / MoA under which existing Institution / University established: (Please enclose copy of the Act / Notification / MoA as Annexure: 11 (Pages__ to __))																	
e.	Year of Establishment: _____.																	
f.	No. of Off campuses: No. of Off shore campuses: No. of Constituent Unit: No. of Constituent Institutions: No. of Affiliated Colleges: (Names and Address of above institutions & Approval of the Government to be provided in Annexure: 12 (Pages__ to __))																	

c.	<p>No. of courses offered in Distance education:</p> <p>UG Level:</p> <p>PG level:</p> <p>(Names of courses to be provided at Annexure: 19 (Pages__ to __) along with details of study centres, if any)</p>																								
d.	<p>Details of Students enrolled during the last three years:</p> <table border="1" data-bbox="284 568 1382 936"> <thead> <tr> <th data-bbox="284 568 557 669">Number of admitted students</th> <th data-bbox="560 568 831 669">CAYm2</th> <th data-bbox="834 568 1106 669">CAYm1</th> <th data-bbox="1109 568 1382 669">CAY</th> </tr> </thead> <tbody> <tr> <td data-bbox="284 669 557 725">UG courses</td> <td data-bbox="560 669 831 725"></td> <td data-bbox="834 669 1106 725"></td> <td data-bbox="1109 669 1382 725"></td> </tr> <tr> <td data-bbox="284 725 557 781">PG courses</td> <td data-bbox="560 725 831 781"></td> <td data-bbox="834 725 1106 781"></td> <td data-bbox="1109 725 1382 781"></td> </tr> <tr> <td data-bbox="284 781 557 837">Ph.d</td> <td data-bbox="560 781 831 837"></td> <td data-bbox="834 781 1106 837"></td> <td data-bbox="1109 781 1382 837"></td> </tr> <tr> <td data-bbox="284 837 557 893">Other courses</td> <td data-bbox="560 837 831 893"></td> <td data-bbox="834 837 1106 893"></td> <td data-bbox="1109 837 1382 893"></td> </tr> <tr> <td data-bbox="284 893 557 936">Total</td> <td data-bbox="560 893 831 936"></td> <td data-bbox="834 893 1106 936"></td> <td data-bbox="1109 893 1382 936"></td> </tr> </tbody> </table> <p>CAY – Current Academic Year, CAYm1 is current academic year minus 1 year, CAYm2 is current academic year minus 2 year</p> <p>(The course wise details separately for main campus and off-campus / affiliating colleges to be provided as per Annexure: 20 (Pages__ to __))</p>	Number of admitted students	CAYm2	CAYm1	CAY	UG courses				PG courses				Ph.d				Other courses				Total			
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Number of admitted students	CAYm2	CAYm1	CAY																						
UG courses																									
PG courses																									
Ph.d																									
Other courses																									
Total																									

f.	Total number of the existing faculty as against approved positions (regular): Main Campus: Off-Campus:- Constituent Institutions:- Constituent Units:- (Department-wise details of the faculties (regular, ad-hoc, part-time, guest, visiting, contractual faculty, etc) to be provided at Annexure: 22 (Pages__ to __)) (Note: One faculty to be placed in one category only)
g.	Number of the foreign faculty (regular, adjunct, ad-hoc, part-time, guest, visiting, contractual faculty, etc): Main Campus: Off-Campus:- Constituent Institutions:- Constituent Units:- (Department-wise details of the foreign faculties (regular, ad-hoc, part-time, guest, visiting, contractual faculty, etc) to be provided at Annexure: 23 (Pages__ to __)) (Note: One faculty to be placed in one category only)
h.	Department-wise details of the faculties like names, designations, qualifications, Pay Scale and experience to be provided at Annexure: 23 (Pages__ to __)
i.	Existing faculty-students ratio: _____. (The faculty means regular faculty, adjunct faculty, and long term faculty (for at least three years). Part time faculty shall not be counted for the purpose)
j.	Existing students admission policy for domestic students: (Details at Annexure: 24 (Pages__ to __))
k.	Existing students admission policy for foreign students, if any: (Details at Annexure: 25 (Pages__ to __))
l.	Existing faculty recruitment policy: (Details at Annexure: 26 (Pages__ to __))
m.	Existing reservations policy for students & faculty: (Details at Annexure: 27 (Pages__ to __))
n.	Existing policy on providing scholarship to meritorious / needy students: (Details at Annexure: 28 (Pages__ to __))

III. Books & Journals and Equipment:

a.	Institution-wise and discipline / faculty-wise No. of Books and Journals (List of Books and Journals to be provided at Annexure 29 (Pages __ to __))
b.	Institution-wise and department-wise list of equipment (more than Rs. 25 lakh) (Details at Annexure 30 (Pages __ to __))
c.	Details of the modern information resources (Broadband connectivity, internet connections, wi-fi enabled campus and other learning materials) (Details at Annexure 31 (Pages __ to __))

IV. Academic Activities:

a.	Academic achievements by the faculty for the last five years: i. No. of Books and Edited Books:- ii. No. of Book Chapters:- iii. No. of Articles in Referred Journals (SCOPUS):- iv. No. of Peer-reviewed Monographs:- v. No. of Referred Papers and Presentations:- vi. Other publications (occasional papers, monographs, working papers, policy briefs, etc:- (Details to be provided at Annexure 32 (Pages __ to __))
b.	No. of Honours and Awards in the last five years (Details to be provided at Annexure 33 (Pages __ to __))
c.	Research Grants and Fellowships received during the last five years (Details to be provided at Annexure 34 (Pages __ to __))
d.	i. Professional Experience / Activities ii. Contribution to Professional and / or Public Service iii. Dissertation supervised by Regular faculty (Details of the last five years to be provided at Annexure 35 (Pages __ to __))
e.	Research Projects / sponsored research undertaken during the last 5 years including those completed during the period (Name of the Faculty / Department, No. of Research Projects completed / in progress, sponsoring agency, funds received, etc. to be provided at Annexure 36 (Pages ____ to ____))
f.	Extramural research projects sponsored by other agencies (public and private) and implemented by the Institute (s) during last five years: (Details including names of the Principal Investigator, sponsoring agencies and funds received at Annexure: 37 (Pages __ to __))

g.	No. of Patents in last five years: Copyrights in last five years: Transfer of Technology in last five years: (Details at Annexure 38 (Pages __ to __))
h.	National / International Conferences / Seminar / Symposia /Workshop organized in the last five years: Numbers (Year Wise): (Details at Annexure 39 (Pages __ to __))
i.	Other research oriented activities in the last five years
j.	Details of the inter-disciplinary orientation
k.	No. of Research linkages of the Institution (s) with the University and other national and international agencies: (Details at Annexure 40 (Pages __ to __))
l.	Details of the full time Doctoral/Post-Doctoral research programmes: (Details at Annexure 41 (Pages __ to __))

V. Programmes and Activities:

a.	Whether academic programmes offer sufficient scope for interdisciplinary learning and research? If yes, the details thereof. (Details at Annexure 42 (Pages __ to __))
b.	Examination process: (Details at Annexure 43 (Pages __ to __))
c.	Evaluation system: (Details at Annexure 44 (Pages __ to __))

VI. Miscellaneous:

a	Details of periodic reviews and assessments of the Institution/University by recognized external accrediting/assessment agencies, if any (Documentary evidence at Annexure 45 (Pages __ to __))
b.	Details of extension services/activities, societal engagements, continuing education programmes, sports and games, cultural activities etc. undertaken by the Institution/ University (Details at Annexure 46 (Pages __ to __))

Certificate

This is to certify that all the information provided in this proposal is true to the best of my knowledge and belief.

Signed and Sealed by the Head of the Institution

Note:-

- 1. Serial Numbers of Annexures should not be changed. If any additional Annexure is to be submitted, it may be mentioned at Annexure -1(A), 1(B)....., 2(A), 2(B).....etc.**
- 2. If Institutions so desires to submit additional information, they may do so at appropriate places along with the Annexures, if any.**