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अखिल भारतीय तकनीकी शिक्षा परिषद्
ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
(भारत सरकार का एक सांविधिक निकाय) (A STATUTORY BODY OF THE GOVT. OF INDIA)

F.No.: 06/05/AP/ENGG/2005/035

June 10, 2005

LETTER OF INTENT

THE CHAIRMAN / PRESIDENT
TEJA EDUCATIONAL SOCIETY
2-1-88/1, ANAND NAGAR, 'X' ROAD, BUNDLAGUDA (V),
NAGOLE, HYDERBAD - 500 068

Sir / Madam,

Sub: Issuance of Letter of Intent for establishment of new Degree Engineering & Technology institution in the name and style of GEETANJALI COLLEGE OF ENGINEERING & TECHNOLOGY CHERYAL VILLAGE, R.R. DISTT., ANDHRA PRADESH for the block period 2005-08.

This is with reference to your application and subsequent appeal and verification of documents at Southern Regional Office, All India Council for Technical Education (AICTE) for establishment of new technical institution for the academic year 2005-06.

I am directed to convey the decision of the Council to issue the letter of Intent (LOI) for establishment of new **Degree Engineering & Technology** institution in the name and style of **GEETANJALI COLLEGE OF ENGINEERING & TECHNOLOGY CHERYAL VILLAGE, R.R. DISTT., ANDHRA PRADESH** based on the recommendations of the Appraisal Committee and EC Sub-Committee, which examined your proposal as per the procedures, guidelines, policy and norms & standards of AICTE. **The Letter of Intent will be valid for three academic years.**

To facilitate further processing of the proposal for grant of approval, you are now requested to furnish the following documents in one lot to the concerned Regional Office of AICTE, on or before June 17, 2005.

1. A registered undertaking on non-judicial stamp paper of not less than Rs. 100/-, stating that the Institution shall abide by all the Regulations, Guidelines, Norms and Standards of the Council as applicable from time to time.
2. As per the new policy a '**Refundable Performance Guarantee Fee (RPGF)**' in the form of a Demand Draft in favour of "The Member Secretary, AICTE", on any nationalized bank payable at New Delhi for an amount as applicable to the category of the institutions indicated below:

Category of the institution	Refundable Performance Guarantee Fee
Engineering & Technology (Degree)	Rs. 35.00 Lakhs
Pharmacy / HMCT/ Architecture / Applied Arts & Crafts (Degree) / MBA / MCA	Rs. 15.00 Lakhs

This RPGF will be deposited in AICTE A/C at the Head Quarters, in the form of a Fixed Deposit for a period of at least 8 years. The interest accrued shall be remitted to the Institution on yearly basis strictly for the purpose of giving Scholarships and Books to meritorious but needy students. On successful completion of 8 years of existence, the Performance Guarantee Deposit will be released for the purpose of the development of the institution. However, the period of fixed deposit may be extended beyond the initial period of 8 years in case of failure to comply with the norms and standards / complaints against the institution.

Contd...2/-

इंदिरा गांधी खेल परिसर, इन्द्रप्रस्थ एस्टेट, नई दिल्ली - 110002
Indira Gandhi Sports Complex, I. P. Estate, New Delhi - 110 002
दूरभाष / Phone : 23392506, 63-65-68, 71, 73-75 फैक्स / Fax : 011-23392554
वेबसाइट / Website : www.aicte.ernet.in

3. Original documents related to the land for the proposed institution and the other existing institutions (if any) for verification.
4. The site plan for the proposed land in relation to the adjoining built up structures, road etc.
5. The building plan for the proposed institution clearly mentioning the survey numbers of the land area.
6. Latest photographs of the available built up area.
7. A non-refundable visiting fee of Rs. 50,000/- drawn in favour of The Member Secretary, AICTE on any nationalized bank payable at New Delhi.

If any of the above requirements is not fulfilled, your proposal shall not be eligible for further processing and is liable to be rejected for the academic year 2005-06 and shall stand transferred for the academic year 2006-2007.

Subject to the fulfillment of all the conditions mentioned above by the cut-off date, an Expert Committee visit shall be arranged by the Council for verification of all the facilities required for establishment of a new institution on **June 20, 2005**.

The Visiting Expert Committee will verify that all the necessary infrastructure facilities have been created for the proposed institution, as indicated below, as per Norms of AICTE.

1. The land of the proposed Institution has been fully developed with clear demarcations, either by a boundary wall / barbed wire fencing and all weather approach road to the Institution.
2. Clear-cut demarcation of the built up space for the proposed institution from the built up space for the existing institution/s (if any in the same land/premises).
3. Building is complete in all respects including plastering, internal electrification and effective conduct of classes etc. at least adequate for first year of the programme.
4. Permanent electrical and potable water connection is obtained.
5. All the required furniture and fixtures are in place as per requirements.
6. Books and Journals, as per Norms and Standards, have been procured, stamped and entered in the Accession Register.
7. Equipment, as per syllabus of first year, has been procured and is ready for use.
8. Copy of advertisement for recruitment of faculty, composition and proceedings of selection committee meeting.
9. Director / Principal has been appointed, and faculty identified and their consent letter for joining the institution obtained.
10. Adequate operational funds as per AICTE norms are available in the form FDR/ Savings Account/Current Account in the name of the Society/Trust for all the institutions run by the Trust.

It may kindly be noted that there will be a thorough verification of facilities available in respect of each of the parameter listed above. AICTE will not accept any quality dilution of the norms. It may be noted that 100% fulfillment of the norms /AICTE requirements are essential for grant of approval to the institution. Non-fulfillment of any of the norms /requirements or misrepresentation / covering up of the facts may lead to rejection of the proposal for the year 2005-06. However, you have the option of getting the Expert Committee visit transferred to the next academic session i.e. 2006-07, in case you feel that the proposed technical institution is lacking any of the parameters as listed in the Expert committee visit format.

It would be highly appreciated that if you could keep the records (in original) / facilities/information as mentioned in Annexure - A, completely ready for verification by the experts, along with the copies of the same, so that the experts could carry each at the end of the inspection.

Contd...3/-

It should be noted that we would require a video CD from you covering the Expert Committee visit specifically focusing on physical infrastructure of the institution, interaction of experts with management, identified/appointed teaching and non-teaching staff. It should also be noted that an adverse view would be taken, if the interaction is discouraged and /or is not properly video recorded, as there will be an assumption that the Society /Trust is discouraging the expert Committee from interacting with the appointed / identified faculty for fear of covering up of facts of omission and commission.

For detailed information an expert visit format is being e-mailed to you.

The Expert Committee while examining the infrastructure / facilities will verify as to whether the development is in consonance with the proposal in the DPR and shall get a complete video CD of all the facilities. The Expert Committee report shall be processed as per the revised Approval Process.

The applicant Trust / Society is hereby informed that issuance of LOI by AICTE does not entitle it automatic grant of final Approval. The proposed institution cannot commence any educational activity and admit students based on LOI.

Thanking you,

Yours faithfully,


(Prof. P. Venkateswara Rao)
Advisor (UG/PG)

Copy to:

1. The Regional officer , Southern Regional Office, AICTE, 26 Haddows Road, Shastri Bhavan, Chennai - 600 006.
2. The Principal Secretary (Education Department), Govt. of Andhra Pradesh, A.P. Govt. Secretariat, Hyderabad - 500 028
3. The Registrar, JNTU, HYDERBAD
4. Guard File, Bureau, AICTE, New Delhi.