

AICTE COUNCIL FOR TECHNICAL EDUCATION
Tutory Body of the Government of India (under Section 3 of the Technical Education Act, 1947)



REGIONAL OFFICE
Kalamassery
Kalamassery Road
Kalamassery - 683 002

☎ : (080) 220 5974
(080) 220 5919
FAX : (080) 225 3232

14-197-98/SWRO/3199

Date : 16 March 1998

To Principal
Rajagiri Instt. of Mgt. Dept. of Business Administration
Kalamassery

BY REGISTERED POST

Furnishing of status reports & compliance of conditions for assessment and consideration of extension of AICTE's approval period for 1998-99 :-Reg.

In pursuance of the regulatory provisions of AICTE under section 23 of the Act, (52 of 1987) the Council has been engaging in constant monitoring of existing institutions with respect to providing of minimum facilities & resources vis-a-vis AICTE's standards for such courses and accordingly to consider for approval of the courses.

As in the previous years, the continuation of approvals are to be based on fulfilment of minimum requirements & meeting all various general & specific conditions in areas such as infrastructural, physical facilities, academic, faculty, library and other areas by all such Institutions as conditions prescribed during the previous assessments.

It is in this context that the Regional Office has been entrusted with the responsibility of monitoring of progress made and compliance of conditions by the institutions on which assessments the council shall consider the continuation of approvals or otherwise.

To facilitate the process of assessment of compliance of conditions & monitoring of progress made by the institutions, it has been decided to obtain details on latest status of the institution & various progress made through the reports which shall be submitted to the Regional Office & examined by the assessment committee which will be visiting for the detailed verification.

To facilitate providing the required details & status report, we are providing with a format of data summary sheet with necessary instructions to the institutions to provide the required details.

461

Principal
Rajagiri College of Social Sciences
Kalamassery - 683 104

The format has been designed with provision for Institution details vis-a-vis important requirements of AICTE and also to enumerate its efforts in making overall progress & development. Institution may like to furnish any other details relevant besides the may also be sent along with report as additions.

In furnishing the reports it is desired that the Institution shall send Data Summary Sheet as Hard Copy shall also send all the details (3 1/2" Floppy Disk using Microsoft Word 6.0). This may be Annexures 4A, 4B & 4C as in Instructions for submission of Data enclosed herewith.

It may be noted that furnishing of the data called for as per the sheet format with all connected substantiating documents & certificates important and Institution should make all efforts to furnish all the details

Further, as this exercise of collection of the details (data of the report) is the first step towards the comprehensive assessment to be carried subsequently includes visit of Expert Committee to physically verify all the requested that the details shall be furnished as per records without any

Finally, it may be noted that the required report (data summary sheet) sent by 30th MARCH 1993 & any delay shall only be constraining the AICTE's considering continuation of approval period.

As such Institutions are requested to provide the required data prescribed date without any delay.

Enc: FORMAT of Data summary sheet with ANNEXURES.

Yours faithfully,

[MOHAN DAS
Deputy Secretary

Member Secretary

Principal
Rajagiri College of Social Sciences
Kalamassery - 683 104