

FINAL CHECK LIST ON THE BASIS OF COMPLETE SCRUTINY OF APPLICATION AND ESSENTIAL DATA SHEET AS PER CLAUSE 7(7) & 8(5) OF THE NCTE REGULATIONS, 2014 PROVIDED BY THE APPLICANT INSTITUTION & VERIFICATION OF INFRASTRUCTURE & INSTRUCTIONAL FACILITIES CREATED BY THE APPLICANT INSTITUTION FOR THE COURSE APPLIED FOR AS PER PROVISIONS OF THE NCTE REGULATIONS, 2014

Name of the Institution : _____

File / Code No. : _____

Name of the proposed course : _____

Date of Inspection : _____

NRC order No. & Date under which VT was constituted : _____



**Northern Regional Committee,
National Council for Teacher Education,
4th Floor, Jeevan Nidhi-II, LIC Building, Ambedkar Circle,
Bhawani Singh Marg, Jaipur-302005 (Rajasthan)**

Signatures

VT Member (Nominees of the NRC, NCTE)	VT Member	VT Member (State Govt./Affiliating body nominee) (If nominated by the State Govt./ Affiliating body)
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The Members are required to fill each and every column of VTR and no column should be left blank
Every page of the V.T. Report be signed by all the V.T. members

I. ABOUT INSTITUTION

Name and address of the society/trust of the institution as per application	
Name and address of the proposed/ existing institution as per application	
Course	

II. ABOUT VERIFICATION OF ESSENTIAL DOCUMENTS SUBMITTED BY THE INSTITUTION AS PER PROVISIONS OF THE NCTE REGULATIONS, 2014

Sl. No.	Name of the document to be verified by the VT	Pg. no. of document verified by the Visiting Team	Whether the document physically verified in original and found to be issued by the competent authority	Whether the same is as per requirement laid down in the NCTE Regulations, 2014	Deficiency, if any noticed by the Visiting Team after verification of the authenticity of the document as per provisions of the NCTE Regulations, 2014
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<p>1.</p>	<p>Certified copy of registered land documents issued by the competent authority</p> <p>It shall be noted by the VT members that as per clause 8(4) of the NCTE Regulations, 2014 “(i) No institution shall be granted recognition under these regulations unless the institution or society sponsoring the institution is in possession of required land on the date of application. The land free from all encumbrances could be either on ownership basis or on lease from Government or Government institutions for a period of not less than thirty years. In case where under relevant State or Union territory laws the maximum permissible lease period is less than thirty years, the State Government or Union territory administration law shall prevail and in any case no building shall be taken on lease for running any teacher training programme. (ii) The society sponsoring the institution shall have to ensure that proposed teacher education institution has well demarcated land area as specified by the norms. (iii) The society sponsoring the institution shall be required to transfer and vest the title of the land and building in the name of the institution within a period of six months from the date of issue of formal recognition order under sub-regulation (16) of regulations 7. However, in case, the society fails to do so due to local laws or rules or bye-laws, it shall intimate in writing with documentary evidence of its inability to do so. The Regional office shall keep this information on record and place it before the Regional Committee for its approval.”</p>				
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2.	Approved building plan issued by the competent authority				
3.	Notarized copy of the change of land use certificate issued by the competent authority				
4.	<p>Affidavit in the prescribed format on Rs.100/- stamp paper duly attested by oat commissioner or Notary Public as required under provisions of 8(5) of the NCTE Regulation, 2014.</p> <p>It shall be noted by the VT members that per clause 8(5) of the NCTE Regulations, 2014 “The institution or society shall furnish an affidavit on Rs. 100/- stamp paper duly attested, by Oath Commissioner or Notary Public stating the precise location of the land (Khasra number, village, district, state, etc.), the total area in possession and the permission of the competent authority to use the land for educational purpose and mode of possession, i.e., ownership of lease. In case of Government institutions, the said affidavit shall be furnished by the Principal or the Head of the institution or any other higher authority. The</p>				

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	affidavit shall be accompanied with the certified copy of land ownership or lease documents issued by the registering authority or civil authority, permission of the competent authority to use the land for educational purpose (and approved building plan) as per provision contained in sub-regulation(4) of the Regulation5.”				
5.	Non Encumbrance certificate				
6.	Building completion certificate It shall be noted by the VT members that s per clause 8(7) of the NCTE Regulations, 2014 “ At the time of inspection, the building of the institution shall be complete in the form of a permanent structure on the land possessed by the institution, equipped with all necessary amenities and fulfilling all such requirements as prescribed in the norms and standards. The applicant institution shall produce the original completion certificate issued by the Competent Authority, approved building plan in proof of the completion of the building and built up area and other documents to the visiting team for verification. Not temporary structure or asbestos roofing shall be allowed in the institution, even if it is in addition to the prescribed				

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	built up area.”				
7.	Status of NAAC (if applicable as per the provisions of the NCTE Rules & Regulations) It shall be noted by the VT members that as per clause 8(3) of the NCTE Regulations, 2014 “An institution which has been recognized by the Council shall obtain accreditation from an accrediting agency approved by Council within five years of such recognition.”				
8.	Status of the NOC of the affiliating body				

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III. ABOUT COMPLIANCE OF CONDITIONS FOR GRANT OF RECOGNITION AS PER CLAUSE 8 OF THE NCTE REGULATIONS, 2014

The VT should note the following provisions of the NCTE Regulations, 2014

- (i) As per clause 8(8) of the NCTE Regulations, 2014 “At the time of inspection for new programme or enhancement of intake, visiting team shall also verify the facilities for existing teacher education programmes already accorded recognition by the Council and ascertain the fulfillment and maintenance of regulations and norms and standards for the existing programmes as well.
- (ii) As per clause 8(9) of the NCTE Regulations, 2014
“In case of change of premises, prior approval of the Regional Committee concerned shall be necessary, which may be accorded after due inspection of the institution at the new site. Application for change of premises, in the specified format alongwith the processing fee and other relevant documents shall be submitted by the institution online to the Regional office for prior approval of change of premises. The change may be permitted to a site which, if applied initially, would have qualified for establishment of an institution as per specified norms of Council. The change shall be displayed on website thereafter.”
- (iii) As per clause 8(11) of the NCTE Regulations, 2014
“Whenever there are changes in the norms and standards for a programme in teacher education, the institution shall comply with the requirements laid down in the revised norms and standards immediately. However, the revised land area related norms shall not be applicable to the existing institutions, but the required built up area shall have to be increased by existing institutions to conform to the revised norms and the institutions not having land area as per the revised norms, shall not be allowed to expand by way of additional programmes or additional intake.”

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Sl. No.	Conditions as per provisions of the NCTE Regulations, 2014 to be verified by the VT	Whether the Institution fulfills conditions for grant of recognition as per provisions of the NCTE Regulation, 2014.	Deficiency, if any noticed by the Visiting Team after verification conditions for grant of recognition as per provisions of the NCTE Regulations, 2014						
1.	<p><u>Status of the Institution</u></p> <p>The VT members shall note that as per provisions of clause 2(b) of the NCTE Regulation, 2014, “Composite institution” means a duly recognized higher education institution offering undergraduate or postgraduate programmes of study in the field of liberal arts or humanities or social sciences or sciences or commerce or mathematics, as the case may be, at the time of applying for recognition of teacher education programmes, or an institution offering multiple teacher education programmes” and as per clause 8 of the NCTE Regulation, 2014 “New teacher education institution shall be located in composite institutions and the existing teacher education institutions shall continue to function as stand-alone institutions; and gradually move towards becoming composite institutions.”</p> <p>Also as per clause 8 of the NCTE Regulations captioned “Conditions for grant of recognition”, the Clause 8(1) provides that “New Teacher Education Institutions shall be located in composite institutions and the existing teacher education institutions shall continue to function as stand-alone institutions and gradually move towards becoming composite institutions</p> <table border="1" data-bbox="188 651 2056 1002"> <tr> <td data-bbox="188 651 875 815">Composite Institution</td> <td data-bbox="875 651 1292 815"></td> <td data-bbox="1292 651 2056 815"></td> </tr> <tr> <td data-bbox="188 815 875 1002">Stand alone Institution</td> <td data-bbox="875 815 1292 1002"></td> <td data-bbox="1292 815 2056 1002"></td> </tr> </table>			Composite Institution			Stand alone Institution		
Composite Institution									
Stand alone Institution									
2.	Status of land area and built up area as a Composite Institution								

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	Land Area as a composite institution			
	Built up area as a composite institution			
	Earmarked land area & built up area for the proposed programme.			
3.	Status of land area and built up area as a standalone Institution.			
	Land Area as a standalone institution			
	Built up area as a standalone institution			
4.	No. of units applied for by the institution			

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5.	Whether the institution fulfill all the conditions pertaining to norms and standards for conducting the programme or training in teacher education. These norms, inter alia, provide conditions relating to financial resources, accommodation, library, laboratory, availability of land area, built up area, facilities of class rooms, multi purpose hall, library etc. with reference to the facilities shown in the building plan.		
	Whether the institution fulfills criteria of infrastructure & instructional facilities as per the norms & standards for one unit.		
	Whether the institution fulfills criteria of infrastructure & instructional facilities as per the norms & standards for more than one unit.		

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	<p>In case of existing institution whether the institution fulfills all the conditions pertaining to norms and standards for conducting the programme or training in teacher education relating to qualified staff including teaching and non-teaching personnel</p> <p>The VT is to note that as per clause 8(2) of the NCTE Regulations, 2014 “An institution shall fulfill all the conditions pertaining to norms and standards for conducting the programme or training in teacher education. These norms, inter alia, provide conditions relating to financial resources, accommodation, library, laboratory, other physical infrastructure, qualified staff including teaching and non-teaching personnel.”</p>		
<p>6.</p>	<p>Status of the website of the Institution</p> <p>The VT shall note that per clause 8(6) of the NCTE Regulations, 2014 “The copy of the affidavit shall be displayed by the institution on its official website. In case, the contents of the affidavit are found to be incorrect or false, the society or trust or the institution concerned shall be liable for civil and criminal action under the relevant provisions of the Indian Penal Code and other relevant laws, and shall also be liable for withdrawal of recognition by the Regional Committee concerned.”</p> <p>Also as per clause 8(14) of the NCTE Regulations, 2014 “The institution shall adhere to the mandatory disclosure in the prescribed format and display up-to-date information on its official website.”</p>		
	<p>Website address of the institution</p>		

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	Whether the Institution uploaded the requisite affidavit in its website.		
	Longitude & latitude of the Institution location for maintaining the GIS		
7.	Status of maintenance of the records of the institution. As per clause 8(13) of the NCTE Regulations, 2014 “The institution shall maintain records, registers or other documents, which are essential for running an educational institution especially those prescribed under the relevant rules or regulation and norms and standards and guidelines or instructions of the Central or State of Union territory administrations, affiliating or examining bodies.”		

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