

**LETTER OF INTENT PRIOR TO GRANT OF
RECOGNITION/PERMISSION**

F.NRC/NCTE / NRCAPP-7388/ 242nd Meeting/2015/ 123574

Dated: 14 SEP 2015

Sub.: Letter of intent prior to grant of recognition/permission under Clause 7(13) NCTE (Recognition Norms and Procedure) Regulations, 2014/reg.

The NRC in its 242nd meetings on the basis of the scrutiny of the documents submitted by the institution, input received from the Visiting Team Report and video-graphy observed that the following institution have adequate financial resources, accommodation, library and laboratory as prescribed in the norms and standards and that it fulfils all such other conditions relating to infrastructural and instructional facilities required for proper functioning of the institution for a teacher education course and decided to issue Letter of Intent under clause 7(13) of the NCTE Regulations, 2014. The details are as follows:-

S. No.	File No.	Name of the Institution	Name of Society / Trust	Course
1.	NRCAPP-7388	Hare Krishna College of Humanities, Plot Number- 2973, Street/Road- 1, Village/Town/City- Sarsaul, Post Office- Sarsaul, Tehsil/Taluka- Kanpur Nagar, Town/City- Kanpur Nagar, District- Kanpur Nagar (UP), State- UP, Pin Code- 209402	Hare Krishna Education Foundation, Plot No. 2973, Street / Road - 1, Village/Town/City - Sarsaul, Post Office - Sarsaul, Tehsil/Taluka - Kanpur Nagar, Town/City - Kanpur Nagar, District - Kanpur Nagar, State - Uttar Pradesh, Pin Code - 209402	B.Ed.

Note: The detailed list of FDR's required to be converted in joint operation between Management & Reserve Fund are as under :-

S. No.	Name of the Bank	Head	FDR No.	Amount in Rs.
1.	Bank of Baroda	E.F.	TDR/2011/MM/103879	5,00,000/-
2.	Bank of Baroda	R.F.	TDR/2011/MM/103882	3,00,000/-

2. As per provision of clause 7(13) of the NCTE Regulations, 2014, the process of appointment of qualified staff as per policy of State Government or University Grant Commission or University may be initiated by the institution and affiliating body will provide all assistance to the institution to ensure that the staff or faculty is appointed as per National Council for Teacher Education norms within two months. The institution shall submit the list of faculty, as approved by the affiliating body, to the Regional Committee.

3. In this regard as per decision taken by NRC in its 199th meeting, it is clarified that the above implies that where there exists a provision of nomination of expert/experts for the Selection Committee by the affiliating university, the same be adhered to. In the absence of such a provision in the Act/Statutes of the affiliating university, the institution shall select faculty members by employing a transparent, objective and judicious process and shall get the list of selected teachers approved by the affiliating university. This approved list, along with details of educational qualifications and teaching experience, shall be submitted by the institution to the Regional Committee.

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4. In view of above, before grant of formal recognition under Regulation 7(16) of the NCTE Regulations, 2014 is considered, the following documents are required to be submitted by the institution:-

- a. The institution shall submit particulars of the staff duly approved by the University/affiliating body as per prescribed format available on the NRC, NCTE website.
- b. Advertisement given for recruitment of faculty and staff.
- c. An affidavit on Rs. 100/-stamp paper to the effect that the institution has selected staff as per NCTE/State/University norms.(format Enclosed).
- d. Educational & professional qualification certificates of all teaching staff showing their eligibility for appointment as per the NCTE norms and experience certificate of the Principal /HOD.
- e. Downloaded copies of the website of the institution with the hyperlink of the same as per provisions of clause 7(14) of the NCTE Regulations, 2014.
- f. The institution shall convert the above Endowment Fund & Reserve Fund into a Joint Account and furnish the evidence / documents in this regard to NRC alongwith Form A showing the details of the FDR Account No., Name of the Bank and address, Phone No. of the Bank, Branch Code, IFSC Code, Signature ID Code of the issuing authority of the FDR.

Note: As per decision taken by the NRC in its 231st meeting, there shall be an Endowment Fund of Rs. 5.00 lakhs per programme and a Reserve Fund of Rs.7.00 lakhs per programme. The institution is required to submit FDRs in joint account accordingly.

5. As per provisions of the NCTE Regulations, 2014 and decision taken by the NRC, NCTE in all related matters in its 242nd meeting , the institution shall also be required to submit the following:

- (i) A proof/evidence to the effect that it is a composite institution as pr provisions of the NCTE Regulations, 2014.
- (ii) In case the institutions which are not composite at present shall ensue that they have become composite institutions before commencement of the academic session 2016-17. An affidavit to this effect is required to be submitted by the institution to the NRC, NCTE.,
- (iii) No Objection Certificate issued by the concerned affiliating body as required under clause 5(3) of the NCTE Regulations, 2014.
- (iv) It shall be noted by the institution that apart from the above, if any additional infrastructure/instructional facility is required as per provisions of the NCTE Regulations, 2014, the same shall be complied and reported by the concerned institution to the Regional Committee.

The above documents should be accompanied with written representation alongwith an Affidavit (on Rs.100/- stamp paper) stating under oath for correctness of documents being submitted by the institution to NRC, NCTE.

6. You are advised to comply to the above requirements before the case for formal recognition is considered under clause 7(16) of the NCTE Regulations, 2014.


7. Admissions shall not be made until formal recognition under clause 7 (16) of the NCTE Regulations, 2014 is issued by the Northern Regional Committee, NCTE and affiliation is obtained from the University/examining body concerned.

8. The compliance report/reply alongwith all necessary documents accompanied with an Affidavit in support of the reply on the above points should be submitted within two months of issue of this letter, failing which appropriate action will be taken as deemed fit and proper.

9. The compliance report/reply alongwith all necessary documents accompanied with an Affidavit in support of the reply on the above points should be submitted within two months of issue of this letter, failing which appropriate action will be taken as deemed fit and proper.

10. The Regional Director is an authorized officer from the side of Northern Regional Committee, NCTE. All the concerned Bank officers are requested to kindly consider and treated as authorization required for conversion of following FDRs in joint operation in the name of Management of the institution & Regional Director, NRC, NCTE, Jaipur.

Yours faithfully,

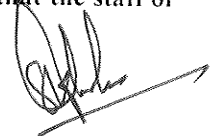

(Dr. S. K. Chhabra)
Regional Director

Encl:

- (i) Format of Affidavit on Rs.100/- stamp paper
- (ii) Format of Form 'A'
- (iii) Above original FDRs.

Copy to :

1. The Secretary/Manager, Hare Krishna Education Foundation, Plot No. 2973, Street / Road – 1, Village/Town/City – Sarsaul, Post Office – Sarsaul, Tehsil/Taluka – Kanpur Nagar, Town/City – Kanpur Nagar, District – Kanpur Nagar, State – Uttar Pradesh, Pin Code - 209402.
2. The Principal, Hare Krishna College of Humanities, Plot Number– 2973, , Street/Road– 1, Village/Town/City- Sarsaul, Post Office– Sarsaul, Tehsil/Taluka- Kanpur Nagar, Town/City- Kanpur Nagar, District- Kanpur Nagar (UP), State– UP, Pin Code- 209402, with the direction to submit all the requisite documents in compliance of the Letter of Intent prior to grant of recognition/permission under clause 7(13) of the NCTE Regulation, 2014 and requisite documents as per para 5 above.
3. The Registrar, C.S.J.M. University, Kanpur Nagar, Uttar Pradesh, Please ensure issue of No Objection Certificate issued by the concerned affiliating body as required under clause 5(3) of the NCTE Regulations, 2014 and provide all the assistance to the institution to ensure that the staff or faculty is appointed as per NCTE Regulations, 2014.


Regional Director

Note: For latest & updated details of the NCTE Regulations published by the NCTE from time to time in the Gazette of India, you may please visit NCTE website i.e. www.ncte-india.org.

FORMAT OF AFFIDAVIT TO BE SUBMITTED BY THE INSTITUTION ON RS. 100/- STAMP PAPER

I, _____ son of Shri _____ aged _____ years, resident of _____ (address) in the capacity of Chairman/President (or any authorised person of the Management) of _____ (Name of the Society/Trust with complete address as in the society registration papers) take oath and state as under:-

1. That I am Chairman/President (or any authorized person of the management) of _____ (Name of the Society/Trust with complete address as in the society/trust registration papers) and signing this Affidavit of behalf of it for which I am fully authorized.
2. That the managing society/ trust has made an application to the NRC, NCTE for running an institution, namely, _____ (name & address of the institution) for _____ (name of the course) with an intake of _____. The institution after fulfilling all the provisions of the NCTE Act, Rules & Regulations has got letter of intent under clause 7(13) of the NCTE Regulations, 2014 vide NRC, NCTE letter No. _____ dated _____.
3. That the managing society/trust of the institution has constituted the Selection Committee for appointment of faculty as per the policy of the State Government/University/UGC and the following were the Members of the Committee :-

Name	Status of Selection Committee

4. That the following faculty members have been appointed by the duly constituted selection committee having requisite qualifications and experience as prescribed in NCTE Regulations.
Details of qualifications and experience are given in Annexure – I.

Sr. No.	Name of the staff & Designation	Qualifications*				Experience	
		B.Ed. (with %)	M.Ed. (with %)	PG (Subject %)	NET/SLET/Ph.D. (Subject with %)	Teacher Training college	School

5. The staff has joined/shall join the duty in the institution and will not be permitted to serve in any other institution on regular basis without appointing eligible teacher/principal and the same will be intimated to the affiliating body and NRC-NCTE, Jaipur.
6. That the academic staff of the institution (including part-time staff) is/shall be paid salary in such scale of pay as prescribed in the UGC/University/affiliating body from time to time. The supporting staff shall be paid as per the UGC/State Government/Central Government pay scale structure.

7. That the society/trust has appointed required number of Technical support staff and Administrative Staff of the requisite qualifications and experience as per norms and standards laid down by NCTE/State Government/Affiliating body. Salary is being/shall be paid to the staff members through bank/account payee cheque as prescribed by the NCTE.
8. The management of the institution shall discharge all the statutory duties relating to pension, gratuity, provident fund, etc for its employees as per the admissibility. The institution shall follow the norms of the NCTE as amended from time to time.
9. The details of staff appointed shall be displayed on the official website of the institution i.e. www._____ (website of the institution).
10. The information about staff has been verified from the original records submitted by the candidate and found correct.

(Signature of Deponent)

Verification

I, _____, the above named deponent do hereby verify that the statement made by me in para (1) to para (10) are true and correct to the best of my knowledge and belief. This Affidavit is being submitted to the NRC-NCTE for grant of formal Recognition as per clause 7(16) of the NCTE Regulations, 2014 in compliance to the Letter of intent prior to grant of recognition/permission issued by NRC vide letter No. _____ dated _____, and if any variation/incorrect or deliberately distorted information is found, the sole responsibility shall be of the managing society/trust only and the managing society/trust shall be liable for action as per provisions of the NCTE Regulations, 2014.

(Signature of Deponent)

Place :-

Date:-

FORM 'A'

To,

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

Sub: Creation of Fixed Deposit Receipts towards Endowment and Reserve Fund in the joint name of the..... (Authorized name) and the Regional Director, NRC, NCTE for recognized/yet to be recognized institution.

Sir,

This is to certify that the following FDRs have been issued by our Bank, namely, _____, address of the Bank _____, Telephone/Mobile No. _____, IFSC Code No. _____ by our authorized authority of the Bank, namely, _____ under the Signature ID Code No. _____ issued by our Bank for issue of the following FDRs:-

- (i) Fixed Deposit Receipt No. _____ dated ___/___/___ for Rs. 5,00,000/- (Rupees Five Lakhs only) for the maturity period of 05 years from _____ to ___/___/___ in the joint name of _____ & Regional Director, NRC NCTE under FDR Account No. _____
- (ii) Fixed Deposit Receipt No. ----- dated ----- for Rs. 7,00,000/- (Rupees Seven Lakh only) for the maturity period of 05 years from ___/___/___ to ___/___/___ in the joint name of _____ & Regional Director, NRC NCTE under FDR Account No. _____.

The application for Fixed Deposit Receipts has been signed by Shri _____, Chairman / President / Secretary on behalf of the Trust / Society/Company/Institution. The name of Regional Director, NRC, (NCTE) has been included in the FDRs. A photocopy of the FDRs is attached with this letter.

The Fixed Deposit Receipts so created shall not be encased, broken, utilized in any manner for any other purpose before the maturity period and without obtaining clearance from the Office of Regional Director, NRC, NCTE, Fourth Floor, Jeevan Nidhi-II, LIC Building, Bhawani Singh Marg, Ambedkar Circle, Jaipur 302 005, Rajasthan, (E.mail nrc@ncte-india.org).

Yours faithfully,

(Signature of Branch Manager with seal)

