

FORM – II

(Revised)

(to be submitted to the R.I.O. concerned)

Under Rule 12 (2) of the Andhra Pradesh Educational Institutions (Establishment, Recognition, Administration and Control of Institutions of Higher Education) Rules 1987

Application for opening of additional sections / courses / media / second languages :

1. (a) College Code
- (b) Name of the Institution
- (c) Address (H.No., Locality, Town/Village, Mandal, District and pin code)
- (d) Phone No. (with S.T.D. code)
2. (a) Name of the educational agency
- (b) Name & Address of the Correspondent / Secretary with Phone No.
3. Year in which the college was permitted (G.O./Proceedings No. & Date)
4. (a) Particulars of sections sanctioned at the time of first provisional permission and provisional affiliation (*furnish details group-wise, medium-wise and Second languages permitted*)

Sl. No.	SECTION Group / Medium	No. of sections Sanctioned	G.O./Proceedings in which the sanction is made and date	Remarks
	Total			

Sl. No.	Second Language	G.O./Proceedings in which the sanction is made and date	Remarks

5. Details of additional sections sanctioned during 1998-1999 :
(Copy of the sanction order to be enclosed)

Sl. No.	SECTION Group / Medium	Academic Year 1998-1999	
		No. of sections Sanctioned	Proceedings & Date of BIE/

6. (a) Details of additional sections/courses/second languages applied for (including Medium) & Prospective Strength after treating additional sections sanctioned during 1998-1999 as Regular Sections.

NOTE : *Affiliation fee for additional sections @ Rs.1000/- per section should be paid
Only after sanction is accorded.*

Sl. No.	Sections Group / Medium	No. of additional sections required	Prospective Strength
	Total		

Sl. No.	Second Language	Proposed Strength	Remarks

7. Pass outs of SSC in revenue mandal and in city limits in corporation areas.
(to be supported by the certificate issued by the Mandal Education Officer / Dist. Educational Officer concerned)

(a) Main 1998	<input type="text"/>	Supplementary 1998	<input type="text"/>
(b) Main 1999	<input type="text"/>	Supplementary 1999	<input type="text"/>
(c) Main 2000	<input type="text"/>	Advance Supplementary 2000	<input type="text"/>

8. Natural barriers if any with the neighbouring Institutions deserving permission to the education agencies.

REPORT OF THE REGIONAL INSPECTION OFFICER

Re.No. _____

Date _____

1. (a) No. of junior colleges in the Mandal
- (b) Additional sections sanctioned to these colleges
2. Facilities for additional sections

Sl.No.		Unit	Provided for additional sections	Arrangements made (if not provided so far)
1.	Class rooms	No. and Area		
2.	Laboratories	No. and Area		
3.	Furniture	Seating capacity		

3. Information of the college
- (a) Whether any rule of admission violated
- (b) Whether involved in any malpractice
- (c) Whether qualified teachers appointed
In adequate number
- (d) Whether the management is sending
Staff for examination duties promptly.
- (e) Whether the staff is attending
the spot valuation work promptly.
- (f) Information regarding sanctioned section/s

Sl.No.	Permanent sections as per the first Provisional permission and provisional Affiliation	Additional sections Sanctioned during 1998-1999
	SECOND LANGUAGES	SECOND LANGUAGES

4. (a) No. of junior colleges in the Mandal
 (b) Total number of sanctioned sections in these colleges
 (c) Sanctioned strength in these colleges
 (d) Highest of SSC pass outs in the last 3 years
(As per coloumn No.7 of application)
 (e) Surplus pass outs (d – c)

5. RECOMMENDATION OF THE R.I.O

(Indicate with Mark in the appropriate box)

- (i) There is no pressing need to sanction any additional section
 (ii) Additional sections as below may be considered for sanction

Sl.No.	Group / Medium	No. of sections
	Total	

Sl.No.	Second Language
	Total

SIGNATURE OF THE R.I.O.

Name :

Stamp :

Date :

Place :

ANNEXURE – A

(DETAILS OF FACULTY APPOINTED)

1.	<input type="text"/>																																																		
2.	<input type="text"/>																																																		
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	4.	<input type="text"/>																																														
	(enclose copy of SSC)																																																		
5.	<input type="text"/>																											6.a.	<input type="text"/>																						
																												b.	<input type="text"/>																						
	(enclose copies of certificates)				(Mention Designation & period of working)																																														
7.	<input type="text"/>	<input type="text"/>	<input type="text"/>	8.Rs.	<input type="text"/>																																														

Passport size photograph with signature of staff member

II.																																																			
1.	<input type="text"/>																																																		
2.	<input type="text"/>																																																		
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	4.	<input type="text"/>																																														
	(enclose copy of SSC)																																																		
5.	<input type="text"/>																											6.a.	<input type="text"/>																						
																												b.	<input type="text"/>																						
	(enclose copies of certificates)				(Mention Designation & period of working)																																														
7.	<input type="text"/>	<input type="text"/>	<input type="text"/>	8.Rs.	<input type="text"/>																																														

Passport size photograph with signature of staff member

III.

1.	<input type="text"/>	
2.	<input type="text"/>	Passport size photograph with signature of staff member
3.	<input type="text"/> <input type="text"/> <input type="text"/>	
	(enclose copy of SSC)	
4.	<input type="text"/>	
5.	<input type="text"/>	6.a. <input type="text"/>
	(enclose copies of certificates)	6.b. <input type="text"/>
		(Mention Designation & period of working)
7.	<input type="text"/> <input type="text"/> <input type="text"/>	8.Rs. <input type="text"/>

IV.

1.	<input type="text"/>	
2.	<input type="text"/>	Passport size photograph with signature of staff member
3.	<input type="text"/> <input type="text"/> <input type="text"/>	
	(enclose copy of SSC)	
4.	<input type="text"/>	
5.	<input type="text"/>	6.a. <input type="text"/>
	(enclose copies of certificates)	6.b. <input type="text"/>
		(Mention Designation & period of working)
7.	<input type="text"/> <input type="text"/> <input type="text"/>	8.Rs. <input type="text"/>

- 1. FULL NAME
- 2. FATHER'S NAME
- 3. DATE OF BIRTH
- 4. SUBJECT TAUGHT

- 5. QUALIFICATIONS
- 6. PARTICULARS OF WORKING
- 7. DATE OF APPOINTMENT
- 8. REMUNERATION PAID

SIGNATURE OF THE PRINCIPAL
(Seal)

9. Infrastructure facilities

Sl. No.		Unit	Available	Proposed to be provided for the addl. Sections	Arrangements for providing addl. facilities
1	Playground	Area in square yards			
2	Classrooms	No. Size			
3	Laboratories	Area (Sft.)			
4	Library & reading room	Area (Sft.)			
5	Furniture for students	No.			

10. No. of faculty working and their qualifications : (enclose a list of junior lecturers with names, age and qualifications) with photos as per Annexure – A.

11. Strength particulars of the college :

Sl. No.	Sections	Admitted strength	

12. Expenditure involved in running the new classes
(Recurring & Non-recurring)

Signature of Principal / Secretary / Correspondent
(Office Seal)