



**UNIVERSITY OF CALICUT**

No. 27742/CDC-A3/2014/CU

Calicut University P.O.

Dated: 17.11.2023

**CIRCULAR**

Sub:- CDC -- Continuation of Provisional Affiliation (CPA) to various programmes in affiliated colleges for the academic year 2024-25 -- Applications are invited through e-mail mode only -- reg.

All colleges affiliated to the University of Calicut, except Autonomous Colleges are directed to submit application for Continuation of Provisional Affiliation (CPA) to the existing programmes for the academic year 2024-25, along with challan receipts for remittance of the requisite fee, as indicated below, as well as the necessary documents, through e-mail mode only ([cpa@uoc.ac.in](mailto:cpa@uoc.ac.in)) within 15 days after the date of payment. Hard copies of the applications need not be submitted.

**I. Time schedule for submitting application.**

Particulars	Last Date of payment
Last date without fine	15 <sup>th</sup> December 2023
Last date with a fine of ₹1,165/-	31 <sup>st</sup> December 2023
Last date with a superfine of ₹11,580/- in addition to a fine of ₹1,165/-	31 <sup>st</sup> January 2024

**II. Administration Fee and Affiliation Fee.**

No.	Colleges / Programmes		Administration Fee per year (₹)	Affiliation Fee per programme per year (₹)	
1	Arts & Science Colleges	Government/ IHRD	Nil	2,900/- per batch per programme	
		Aided	Nil	5,795/- per batch per programme	
		Self Financing programmes (including self financing programmes in Aided colleges)	UG	Nil	21,000/- per batch per programme
			PG		26,250/- per batch per programme
		Self financing programmes in colleges under LBS	28,945/-	8,270/- per batch per programme	
2	Integrated Programmes	Government	Nil	2,900/- per batch per programme	
		Aided	Nil	5,795/- per batch per programme	
3	Architectural Colleges	Government	B.Arch	Nil	23,155/- per batch
			M.Arch	Nil	23,155/- per batch
		Self Financing	B.Arch	3,47,290/-	23,155/- per batch
			M.Arch	1,15,765/-	23,155/- per batch

4	Training Colleges	Government	B.Ed / B.P.Ed	Nil	2,900/- per optional subject
			M.Ed / M.P.Ed	Nil	2,900/- per optional subject
		Aided	B.Ed / B.P.Ed	Nil	5,795/- per optional subject
			M.Ed / M.P.Ed	Nil	5,795/- per optional subject
		Self Financing	B.Ed / B.P.Ed	92,610/-	11,580/- per optional subject
			M.Ed / M.P.Ed	57,885/-	11,580/- per optional subject.
5	MCA / MBA / BHMCT in Self Financing Colleges		1,15,765/- per programme	23,155/- per batch	
6	Oriental Title Colleges	Aided (UG and PG)		Nil	5,795/- per batch per programme
		Self Financing (UG and PG)		Nil	13,650/- per batch per programme
7	Law Colleges	Government		Nil	2,900/- per batch
		Self Financing		86,825/-	11,580/- per batch

#### **General Conditions & Instructions:**

1. Autonomous Colleges shall strictly comply with the directions stipulated in Circular No. 1057/CDC-E-ASST-2/2014/CU dated 03/03/2022.
2. Fee shall be remitted under the Head of Account - OTAA01 (Affiliation or Administration Fees) through E-payment/SBI E-Challan/Akshaya/Friends/Post Offices/Payment Gate way etc. **Fee for all programmes shall be paid by a single challan.**
3. Duly filled in application proforma and necessary documents shall be submitted through e-mail mode only (**cpa@uoc.ac.in**) along with the challan receipt of required amount and necessary documents. The application proforma can also be downloaded from the web sites, www.uoc.ac.in OR www.cdc.uoc.ac.in (Proforma enclosed).
4. Nomenclature of programmes shall be in accordance with syllabus and scheme approved by University.
5. Complementary programmes which are sanctioned by University for each programme shall be specified in the application.
6. Sanctioned intake shown in the application shall be in accordance with orders of University. Marginal increase of seats shall not be considered as sanctioned intake.
7. In case of continuation of provisional affiliation which requires inspection by a commission with a subject expert (i.e., after one year of granting provisional affiliation or starting the classes), an amount of ₹8,685/- per programme shall also be remitted as inspection fee in addition to affiliation /administration fees.
8. Renewed NOC from Government of Kerala is mandatory for granting continuation of provisional affiliation to all self-financing programmes in Aided and Unaided affiliated colleges except colleges under the management of IHRD & LBS.
9. Approval order from the Regulatory/ Apex body concerned is mandatory for granting continuation of provisional affiliation to the programmes which are sanctioned based on approval from such bodies.
10. Only the colleges which have attained/renewed NAAC score of 2.5 and above will be considered for granting continuation of provisional affiliation to B.Voc./M.Voc. programmes.
11. All the affiliated colleges shall invariably update NAAC score obtained while submitting application for continuation of provisional affiliation.

12. Affiliation status of all the programmes shall be updated by the colleges. Colleges shall submit application for continuation of provisional affiliation to all the programmes to which permanent affiliation is not granted.
13. All affiliated colleges shall update details of colleges on the Centralized College Portal of the University prior to applying for continuation of provisional affiliation.
14. The colleges should strictly adhere to rules and regulations of respective regulatory bodies (UGC/NCTE/CoA/AICTE/BCI/RCI etc.) and Kerala Self financing College Teaching and Non Teaching Employees (Appointment and Conditions of Service) Act, 2021 (Act 13 of 2021) .
15. The Principals of all Aided and self financing colleges should submit the details of the teaching faculty of their unaided section along with an undertaking in the prescribed format, according to U.O.No.4848/2021/Admn dated 24/04/2021 and U.O.No.10828/2023/Admn dated 07/07/2023.(See Annexure I enclosed)
16. The Principals of the Training colleges should submit an affidavit in the prescribed format along with the application for continuation of provisional affiliation in accordance with U.O.No.8363/2020/Admn dated 20/09/2020 and direction from NCTE. (See Annexure II enclosed)
17. Admission for the academic year 2024-25 will be permitted only to those programmes having valid affiliation orders for the year. The University examinations will not be conducted in those colleges which have not renewed their continuation of provisional affiliation for the academic year 2024-25.
18. Granting of continuation of provisional affiliation to self financing colleges will not be considered if the teachers of the respective colleges do not participate in valuation camps.
19. Matter of granting continuation of provisional affiliation to programmes in affiliated colleges which do not furnish data required for preparation of Annual Report 2023 will not be considered.

### **How to Apply**

The following scanned pdf documents shall be submitted through official e-mail ID of the Colleges to **cpa@uoc.ac.in** within 15 days from the date of payment of challan, as per the above conditions. Hard copies of the applications need not be submitted. Submission of application after the stipulated time shall not be entertained.

1. Filled application proforma
2. Single Challan receipt
3. Details of Teaching Faculty & Undertaking - Annexure I (Aided/ SF Colleges only)
4. Affidavit - Annexure II (Training Colleges only)
5. Renewed NOC (Aided/ SF Colleges only)
6. Approval order from Apex body (if applicable)

**Dr. Satheesh.E.K**  
Registrar

To:-

1. Principals of all Affiliated Colleges (via e-mail)
  2. Tappal Section, CDC Branch (with request to take necessary steps to ensure that applications are submitted on time)
  3. System Analyst, Digital Wing (for uploading the circular on the website)
- Copy to: PS to VC/ PA to R/ PA to CE/ DR, DoA/ All sections in CDC/ SF.

Forwarded / By Order

Section Officer



**UNIVERSITY OF CALICUT  
COLLEGE DEVELOPMENT COUNCIL**

**APPLICATION FOR CONTINUATION OF PROVISIONAL AFFILIATION TO VARIOUS  
PROGRAMMES FOR 2024-25**

(vide Circular No. 27742/CDC-A3/2014/CU dated 17/11/2023)

**1. Details of the College:**

No.	Particulars			
i	Name and address of the college			
ii	Name of the educational agency running the college			
iii	Whether Govt./ Aided / Self financing		Year of starting:	
iv	Whether the College is functioning in Permanent or Rented Building			
v	Total extent of land available to the College (specify location)			
vi	No. of programmes offered in the college	<b>UG:</b>	<b>PG:</b>	<b>Total:</b>
vii	Latest NAAC Score of the College			

**2. Details of the programme to which continuation of provisional affiliation is sought:**

No.	Name of programme	G/A/SF	Complementary / Specialisation / Elective / Optional	Intake	Common Courses	Order no. with date of last CPA
i						
ii						
iii						
iv						
v						
vi						
vii						
viii						
ix						
x						

(Attach separate sheet, if required)

**3. Details of fee remitted:**

Challan no.	Date	Amount	Mode of Paymemnt

4. Whether updating of data on the Centralized College Portal is completed :

5. No. of teachers in the college:- Permanent:

Temporary:

Total:

**6. Building facilities:**

i	Whether all the class rooms in the college are accommodated in the permanent building	
ii	Whether sufficiently furnished class rooms are available for each batch	

**7. Laboratory Facilities:**

i	Whether internet facility is available	
ii	Whether the computer facilities are sufficient to the students	
iii	Whether laboratory facilities are available to core and complementary subjects	

**8. Details of Library Books available in the Library:**

No	Name of Department/ Particulars	No. of books
i		
ii		
iii		
iv		
v		
vi		
vii		
<b>Total books available</b>		

**9. Number of Journals & Periodicals subscribed:**

No	Core/Complementary	No. of journals
i		
ii		
iii		
iv		
v		

**Declaration**

1. All the teachers in the college have registered on the Centralized College Portal and their profiles have been checked and found correct.
2. As directed by the University, the teachers have participated in the valuation camps.
3. All details are uploaded/ updated on the centralized college portal.
4. The details furnished above are true as per the records of the college.

Place:

Date:

College Seal

Signature of the Principal with seal

**Details of Teaching Faculty for the Academic Year 2024-25**

(For Colleges conducting self financing programmes only)

[vide Circular No. 27742/CDC-A3/2014/CU dated 17/11/2023]

Sl No.	Name of Teacher	Designation	Subject of teaching	Date of birth	Whether belongs to SC/ST/OBC other eligible category	Educational Qualifications					Date of appointment	Experience in years	Remarks
						UG with % of marks	PG with % of marks	B.Ed with % of marks	M.Ed with % of marks	NET/PhD			
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													

**Undertaking**

I have personally verified the age and educational qualifications of the staff with supporting documents and found them correct and all are eligible for the post as per the existing rules.

Place:  
Date:

College Seal

Signature of the Principal with seal

**Affidavit**

**(For Training Colleges only)**

**[vide Circular No. 27742/CDC-A3/2014/CU dated 17/11/2023]**

**The standards defined by the NCTE are guaranteed in the College and appointments of teaching faculty in the College are made in compliance with the eligibility criteria prescribed by NCTE. Regular payment of salary is made into individual bank accounts in tune with regulations of NCTE before according affiliation.**

**Place:**

**Date:**

**College Seal**

**Signature of the Principal with seal**