

**General Instructions with regard to submission of application for starting new college / additional programmes / permanent increase of seats**

The educational agencies applying for new colleges shall be a Society/ Trust/ Committee/Association registered under relevant Act, as the case may be, for the starting of higher educational institutions as one of its objectives.

The last date for submission of applications in all the above cases is **31<sup>st</sup> October without fine and 31<sup>st</sup> December with fine of preceding academic year.**

The rate of registration fee payable for applying to start new colleges, additional programmes and permanent increase of intake is as follows-

1.	<b>For starting new college (per application)</b>	
	a) Fee for application form	Rs. 615/-
	b) Architecture / Management Colleges	Rs. 60,780/-
	c) Other Colleges	Rs.30,395/-
	d) Late Fee	Rs.6,085/-
2.	<b>For Additional programmes (per programme)</b>	
	a) Fee for application form	Rs. 615/-
	b) Arts & Science Colleges.	Rs.11,580/-
	c) Training Colleges and Law Colleges	Rs.18,240/-
	d) Architecture	Rs.36,470/-
	e) Management	Rs.60,780/-
	f) BBA / BCA	Subject to change
	g) Late Fee (For each UG and PG application)	Rs.6,085/-
3.	<b>For Permanent increase of seats (per programme)</b>	
	a) Fee for application form	Rs. 615/-
	b) All Categories	Rs.11580/-
	c) Late Fee (For each UG and PG application)	Rs.6,085/-

The payment can be made through E-payment (Calicut University Instant Web Payment System under the head OTAA01—AFFILIATION OR ADMINISTRATION FEES).

The minimum land area required, the ownership of which shall be in favour of the educational agency, for starting a new college is as follows -

No.	Colleges	Land Area	Regulatory Body
1.	Arts & Science Colleges	5 acres	UGC
2.	Training Colleges	1 acre	NCTE
3.	Physical Education Colleges	5 to 8 acres	NCTE
4.	Law Colleges	5 acres	BCI
5.	Architectural Colleges	2.5 acres	AICTE/ CoA



6.	Management Colleges (PGDM/PGDBM/MBA)	1 acres	AICTE
7.	MCA	1.5 acres	AICTE
8.	Hotel Management & Catering Technology/ Town Planning	2.5 acres	AICTE
9.	Oriental Title/ Arabic Colleges	3 acres	CUFS 1977
10.	Applied Arts & Craft	2 acres	AICTE

The educational agencies applying for starting new college shall submit the following documents along with the application.

1. Duly filled in application in Statutory form prescribed (Application form can be downloaded from the University website (cdc.uoc.ac.in))
2. Original Chalan receipt for having remitted the required registration fee.
3. Notarized attested copies of the Title deed of the proposed land (The educational agency which proposes to run the colleges shall have exclusive proprietary right over the land as insisted by the Calicut University First Statutes 1977/ UGC/ AICTE/ NCTE/ CoA and the Statutory bodies of the University of Calicut)
4. Self attested copy of the back documents of the property.
5. Original Possession Certificate of the land property.
6. Original Non-Encumbrance Certificate of the property.
7. Attested copy of the Bye-Law / Constitution of the educational agency and the related documents
8. Original Ownership Certificate, if the classes are proposed to start in a permanent building or consent letter from the owner of the building, if the classes are proposed to start in a temporary building
9. Approved Building plan and estimate of the proposed college.
10. Original Site Plan from Village Officer.
11. Original Location Map/ Location Sketch from the Village Officer.
12. Original Location Certificate from the Village Officer.
13. Detailed Project Report of the proposed college, incorporating aim, objectives, financial aspects and future plan of the proposed college (as specified in the UGC [Affiliation of Colleges] Regulations 2009)
14. Original Notarized Affidavit, in the format available on the University website, in stamp paper worth Rs.500/-.
15. Original Legal Scrutiny Certificate from Govt. Pleader, in the format available on the University website
16. Original Land Tax receipts for the current year.
17. Fitness certificate of the building.

Separate application form shall be submitted for additional affiliations for UG and PG programmes. Only programmes with approved Syllabus will be sanctioned. The Post graduate programmes will be sanctioned in colleges where there are already under graduate programmes in the same or related subjects which are approved as the basic qualification for the particular PG programme. The colleges applying for additional affiliation / permanent increase shall not have any dues in respect of renewal of affiliation up to and including the current academic year. The

programmes under self financing mode in the Aided/ Govt colleges will be sanctioned only on specific orders from the Government in this regard.

Submission of application and forwarding of the same to the Government shall not entitle the educational agencies/ colleges for granting affiliation. The Syndicate shall be the authority to grant or refuse to grant the affiliations, subject to the provisions contained in the CUFS 1977 and the rules and regulations in force.

The colleges started during the previous academic year are not eligible to apply for new programmes/ Permanent increase of seats.

The colleges which apply for additional affiliation or permanent increase of the programmes which are governed by the regulations of the Apex bodies shall produce the approval letter from the apex bodies concerned for the respective academic years.

CU Campus

24.09.2024

  
Deputy Registrar

College Development Council