

Savitribai Phule Pune University



Circular No. 233/2021

Norms for Permanent Affiliation

The term "The University" means Savitribai Phule Pune University.

The affiliated college/recognized institute can apply for permanent affiliation/recognition of the University after the successful completion of five academic years.

I. Eligibility

The College/Institute shall be eligible for applying permanent affiliation/recognition of the university, if it fulfills the following conditions:

- a. For U.G. programs the College/ Institute must have at least three batches of graduated students and for P.G. programs four batches of graduated students.
- b. The society running the College/Institute should be academically and financially sound to run the College(s)/Institute(s).
- c. The College/Institute must have College Development Committee as per Section 97 of The Maharashtra Public Universities Act, 2016 and other statutory committee(s) prescribed by apex bodies, if applicable.
- d. The College/Institute must have approved Principal/Director at the time of application for permanent Affiliation/Recognition as well as at the time of the visit of the committee for recommending permanent Affiliation/Recognition.

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II. Essential Conditions:

A. Infrastructure

1. The College/Institute should have its own building with required facilities as per the norms. The College/Institute building should have the following in addition to the Class-rooms.
 - i A male and female Teachers' common Room separately with sanitary and other necessary facilities.
 - ii A Common Room for male and female students separately with sanitary and other necessary facilities.
 - iii A Library with sufficient Book-shelves and reading hall accommodating at least 10% of total students for non - professional faculties and for professional faculties as per norms AICTE and other central bodies.
 - iv Adequate number of Books, Reference Books, Textbooks, Journals and e-Journals as per norms of the University and other Statutory Bodies.
 - v Duly furnished office room for the Principal/Director, at least of 400 sq. ft area (appropriate size as per norms) with sanitary facilities and internet facilities.
 - vi Office rooms for Administrative staff and records with minimum area of 800 sq. ft area (appropriate size as per norms) duly furnished and accompanied by internet facilities.
 - vii Library, learning and laboratory equipments in accordance with norms.
2. The College/Institute should provide well furnished accommodation for Principal/Director.
3. The College/ Institute should have an IQAC Cell, Student Development unit, Gymkhana, NSS, Counseling center etc.
4. The College/Institute must have well equipped laboratories and class rooms as per the norms of the UGC, AICTE and other Central Bodies.
5. There should be a separate and sufficient parking area for the staff and students.
6. Ramp, Lift and other facilities for differently abled person.

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B. Academic requirements:

1. (a) **For Undergraduate courses :** The number of approved teachers should be as per the norms and at least 50% of the total teacher should have permanent approval.
- (b) **For Post Graduate courses:**
 - (i) The number of approved teachers should be as per the norms and at least 50% of should be permanent.
 - (ii) Teachers must be PG approved/recognized or Ph.D. degree holders.
 - (iii) At least 50% of the teachers must have been appointed and also approved by the university for P.G courses.
2. Provident Fund facilities should be made applicable to the eligible teaching and non-teaching staff as per the Government rules.

C. Administrative requirements:

1. All statutory Committees should be duly constituted and records shall be maintained as per the norms in respect of meetings.
2. The recruitment of staff should be as per the statutory bodies and Government regulations laid down from time to time.
3. As Principal/Director is the Academic and Administrative head as well as drawing and disbursing authority of the College/Institute and is answerable to the University, State Government, UGC & other Statutory Bodies, he should be vested with reasonably adequate powers such as finances and other issues of the College/Institute especially to carry out day to day academic and administrative duties effectively.

D. Financial requirements:

- a. The salary of teaching, non-teaching staff should be regularly paid through bank as per the norms.
- b. Provident fund, gratuity and related benefits should be given to the eligible employees and financial provision should be properly made for the same.
- c. The grants received/ funds raised are to be properly utilized for the purpose for which they were sanctioned/ raised in the stipulated period.

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- d. The management and the bank authorities shall give assurance that the deposits which are required to be kept by the College/Institute will not be withdrawn without specific written consent by the University.

III. Desirable Conditions / Facilities:

1. Hostel accommodation for at least 10% male and female students. The hostel facilities are as per the norms of UGC, AICTE & other Statutory Bodies.
2. Non-resident Student's Centre including health facilities with a visiting Doctor.
3. A Guest House and a Canteen on its campus.
4. Auditorium with AV facilities.
5. Adequate sports facilities.
6. Conduct of academic and welfare activities for the students of backward class/differently abled persons.
7. Adequate facilities for the teaching and non-teaching staff for improvement of academic qualifications and ICT skills.
8. Conduct of Co-curricular, extra-curricular, extension and community engagement activities.
9. Conduct of webinar, seminar/workshop/symposium at State/National - International levels regularly.
10. Establish NSS Unit, Adult and Continuing Education, Youth Red Cross (YRC), NCC, Personality Development Centre and such other activities.
11. The College/Institute shall provide Earn and Learn facilities for needy students.

E: A College/Institute with permanent affiliation/ recognition shall be duly inspected by a committee after every five years for ensuring the satisfactory follow up of the norms laid down.

Ganeshkhind, Pune – 411 007)
Ref.No. CA/ 1286)
Date : 31 August, 2021)


(Munjaji Rasve)
Deputy Registrar,
Academic Section

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All Principal/Director, Affiliated colleges/Recognized Institutes.