

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

F.NRC/NCTE/NRCAPP-.../250<sup>th</sup> Meeting(Part-4) /2016/

143893-94

Dated:

13 MAR 2016

**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 250<sup>th</sup> Meeting, 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 institutions have adequate financial resources, accommodation, library, laboratory, land and building as prescribed in the norms and standards for the course applied for and that it fulfils such other conditions relating to infrastructural and instructional facilities as required for proper functioning of the institution for a teacher education programme and decided to issue Letter of Intent (LOI) under clause 7(13) of the NCTE Regulations, 2014. The details of the institutions are as follows:-

S. No.	File No.	Name and Address of the Institution	Name and Address of the Society/Trust	Course	Affiliating Body
1.	NRCAPP-13078	Saraswati College of Education, Plot No. - Khevat -14, Street No. - Tosham Road, Village - Managali Brahmanan, Post Office - Mangali, Tehsil/Taluka-Hisar, Town/City - Hisar, District - Hissar, State - Haryana - 125005.	Maa Saraswati Educational Society, Plot No. - Khevat-14, Street/Road - Tosham Road, Village/Town/City - Mangali Brahmanan, Post Office - Mangali, Tehsil/Taluka - Hisar, Town/City - Hisar, District - Hissar, State - Haryana - 125005	B.Ed. M.Ed.	Kurukshetra University, Kurukshetra, Haryana

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 or Affiliating body may be initiated by the institution. The 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 Northern Regional Committee, Jaipur.

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 body, the same be adhered to. In the absence of such a provision in the Act/Statutes of the affiliating body, the institution shall select faculty members by employing a transparent, objective and judicious process and shall get the list of selected faculty approved by the affiliating body. This approved list, along with details of educational qualifications and teaching experience, shall be submitted by the institution to the Regional Committee.

4. As per Regulations, 2014 an institution can be given Maximum Two units for D.El.Ed. & B.Ed. programme.

5. 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:-


- The copy of letter issued by the affiliating body to approve the faculty.
- Advertisement given for inviting application for appointment of faculty and staff.
- An affidavit on Rs. 100/-stamp paper to the effect that the institution has selected staff as per NCTE/State/University/Affiliating body norms.(format Enclosed).
- Copies of 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.
- 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.
- The institution shall create FDRs of Rupees Seven Lakhs and Rupees Five lakhs in respect of Endowment Fund & Reserve Fund as per clause 10 of NCTE Regulation 2014. The FDRs should be in the name of the institution/society and Regional Director, NRC, Jaipur. The copies & FDRs 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 shall be submitted by the institution (Form "A")

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copy). As per provisions of the NCTE Regulations, 2014 followed by administrative guidelines issued by the NCTE Hqrs., the FDRs of Rs. 7 lakhs and Rs. 5 lakhs are required for programme and not per unit.

6. This letter of intent is subject to the following conditions:-
- (i) The institution shall ensure that the institution is composite institution as per the definition of composite institution given in the NCTE Regulation, 2014, if at any stage, if it is found that the institution was not a composite institution, the recognition, if granted will be treated as withdrawn and the sole responsibility of the same will be of the institution. However, in the case of existing institutions permitted for additional intake, shall have to ensure that they are to become composite gradually preferably from the academic session 2016-17.
  - (ii) The NOC of the affiliating body submitted by the institution, if found fake at any stage, the recognition, if granted, will be treated as withdrawn and the sole responsibility of the same will be of the institution.
7. You are advised to comply the above requirements as early as possible so that the matter could be considered for formal recognition under clause 7(16) of the NCTE Regulations, 2014.
8. 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.
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 consider and treat this letter as authorization required for operating of account for conversion of FDRs in joint operation in the name of Management of the institution & Regional Director, NRC, NCTE, Jaipur.

Yours faithfully,

  
 (Dr. S. K. Chauhan)  
 Regional Director

Encl:

- (i) Format of Affidavit on Rs.100/- stamp paper
- (ii) Format of Form 'A'
- (iii) Format of Affidavit on Rs.100/- stamp paper that the furnished information is correct of true.

Copy to :

1.	The Secretary/Manager, & above society/trust/companies	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
2.	The Principal, of above institutions	
3.	The Registrar, Kurukshetra, University, Kurukshetra, Haryana	With the request to verify the veracity of the NOC issued to the institution and thereafter approve the faculty by providing all the required assistance to the Institution so as to ensure appointment of faculty & staff strictly as per provisions of NCTE Regulations, 2014 & norms & standards there under.

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 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](http://www.ncte-india.org).