**ANNEXURE –I (SECULAR COLLEGES) for 2019 – 2020**

**PROFORMA FOR GRANT-IN-AID SCHEME UNDER**

**DEPARTMENT OF HIGHER EDUCATION**

**NAGALAND: KOHIMA.**

1. Name of the Institution \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Name of the Principal \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Mobile No. of the Principal \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Postal Address of the Institution/Society \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Email/Website of the Institutions ( for new Colleges or change of ID)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Telephone number/Fax number of the Institution/Society \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. University to which affiliated \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Govt’s permission/NOC No…………………………….. & Date ………………………
2. Date of Establishment \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Date of permanent affiliation to the University ……………………………………………….
4. If Temporary affiliation, mention up to which date granted ……………………………………
5. Date of inclusion under section 2(f) of the U.G.C Act 1956 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Date of inclusion under section 12 B of the U.G.C Act 1956 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Date of NAAC Assessment & Grade \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. Faculty (Tick) Arts/Science/Commerce/Teacher Education/Law/BCA/BBA/Other

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Programme – Postgraduate/Undergraduate/others \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Arts/Degree/Postgraduate **(Tick)**
3. Science/Degree/Postgraduate **(Tick)**
4. Commerce Degree/Postgraduate **(Tick)**
5. Law Degree/Postgraduate **(Tick)**
6. Others \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Whether situated in urban/rural/Backward area \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. Cadastral land area (Acres) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
9. Infrastructure available at present \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
10. Class room \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ numbers
11. Administrative Building ……………… nos
12. Library ……………………….……….. nos
13. Boys Hostel ……………….……………nos
14. Girls Hostels ………………………… nos
15. Staff quarters …………………………. nos
16. Auditorium …………………..………...nos
17. Indoor Stadium ……………….…..…....nos
18. Football ground ………………….…….nos
19. Volley ball ground …………….…….....nos
20. Basketball court ………………………. nos
21. Others …………………………….………..
22. Total number of Books available in the Library \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ nos.
23. Total number of title Books in the Library \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ nos.
24. Income and expenditure
25. Income - Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_
26. Expenditure - Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_
27. Surplus/Deficit - Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_
28. Purpose for which Financial Assistance (grant-in-aid) is required \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
29. Fees \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
30. Tuition Fee (Degree) Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
31. Admission Fee Rs\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
32. Others Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
33. Total fees collected per head Rs. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
34. Exceptional academic achievements if any, state \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Extra-curricular Activities Taken up by the college. (TICK)
2. NCC ( )
3. NSS ( )
4. Red Ribbon club ( )
5. Career guidance Cell ( )
6. Any other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. Any innovative measure (s) taken to enhance Quality Education.
8. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
9. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
10. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
11. NET/M.Phil/Ph.D/D.LiT degree holders amongst the teaching staff acquired during 2019-20: (submit separately)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl.****No** | **Name of the teachers** | **Subject** | **NET/M. Phil/Ph.D/ D.Lit Degree** | **Title of the Thesis**  | **Year of acquiring Degree & University** |
|  |  |  |  |  |  |

1. **Profile of Enrolment of students during 2019-20**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Courses** | **Male** | **Female** | **Total** | **SC** | **ST** | **BPL** | **Others** | **Total** |
| **M** | **F** | **M** | **F** | **M** | **F** | **M** | **F** |  |
| B.A |  |  |  |  |  |  |  |  |  |  |  |  |
| B.Sc |  |  |  |  |  |  |  |  |  |  |  |  |
| B.Com |  |  |  |  |  |  |  |  |  |  |  |  |
| B.B.A |  |  |  |  |  |  |  |  |  |  |  |  |
| BCA |  |  |  |  |  |  |  |  |  |  |  |  |
| Any othercourses |  |  |  |  |  |  |  |  |  |  |  |  |

Note: SC- Scheduled Tribe, ST- Scheduled Tribe, BPL- Below Poverty Line, Others- General

**Enrolment Semester wise:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Year** | **Stream** | **Semester I** | **Semester II** | **Semester III** | **Semester IV** | **Semester V** | **Semester VI** | **Total** |
| **M** | **F** | **M** | **F** | **M** | **F** | **M** | **F** | **M** | **F** | **M** | **F** |  |
|  | B.A(Hons) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| B.A.(Pass) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| B.Sc.(Hons) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| B.Sc.(Pass) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| B.Com(Hons) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| B.Com(pass) |  |  |  |  |  |  |  |  |  |  |  |  |  |
| BBA |  |  |  |  |  |  |  |  |  |  |  |  |  |
| BCA |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Others |  |  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **No. of Differently Abled students during 2019-20** | **Male** | **Female** | **Total** |
|  |  |  |

1. **Grant-in-aid required for which of the following**

|  |  |  |
| --- | --- | --- |
| **Sl. No** | **ITEM** | **Justification** |
| 1 | Salary |  |
| 2 | Books/Journals |  |
| 3 | Equipments |  |
| 4 | Construction (specify) |  |
| 5 | Others |  |

1. **Student Drop outs during 2019**

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **Stream** | **Drop outs** | **Remarks** |
|  | Arts |  |  |
| Science |  |  |
| Commerce |  |  |
| B.B.A |  |  |
| BCA |  |  |
| Others |  |  |

**31. Academic Results during 2019 Degree Examinations (Pass Course).**

|  |
| --- |
| **PASS COURSE** |
| **Semester** | **Total No. of Students Enrolled** | **Total No. of Students Appeared** | **Total No. of Students Cleared** | **SGPA 7** | **SGPA 6** | **SGPA 5** | **SGPA 4** | **SGPA 3** | **SGPA 2** |
| **1st** |  |  |  |  |  |  |  |  |  |
| **2nd** |  |  |  |  |  |  |  |  |  |
| **3rd** |  |  |  |  |  |  |  |  |  |
| **4th** |  |  |  |  |  |  |  |  |  |
| **5th** |  |  |  |  |  |  |  |  |  |
| **6th** |  |  |  |  |  |  |  |  |  |
| **CGPA** |  |  |  |  |  |  |  |  |  |

|  |
| --- |
| **HONOURS COURSE** |
| **Semester** | **Total No. of Students Enrolled** | **Total No. of Students Appeared** | **Total No. of Students Cleared** | **SGPA 7** | **SGPA 6** | **SGPA 5** | **SGPA 4** | **SGPA 3** | **SGPA 2** |
| **1st** |  |  |  |  |  |  |  |  |  |
| **2nd** |  |  |  |  |  |  |  |  |  |
| **3rd** |  |  |  |  |  |  |  |  |  |
| **4th** |  |  |  |  |  |  |  |  |  |
| **5th** |  |  |  |  |  |  |  |  |  |
| **6th** |  |  |  |  |  |  |  |  |  |
| **CGPA** |  |  |  |  |  |  |  |  |  |

**NOTE: Please prepare separately according to stream wise and subject wise for both Pass Course and Honours Course.**

**32. Particulars of teaching/non teaching Faculty including the Principal (A separate annexure to be enclosed)**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl.****No** | **Name** | **Designation** | **Qualification** | **Subject taught** | **Classes taken per week** | **Date of Entry into service** | **Scale of pay** | **Total Emolument** | **Total** |
|  |  |  |  |  |  |  |  |  |  |
| **Grand Total** |  |

1. College Magazine/Information Brochure of the college to be enclosed.
2. Whether the Institution has constituted “Internal Quality Assurance Cell (IQAC) for ensuring continuous Quality improvement. **(TICK)** YES ( ) NO ( )

If yes, since when \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. NAAC Accreditation under Process **(TICK)**
2. Submitted LOI & IIQA ( )
3. Submitted SSR ( )
4. Date of PEER TEAM VISIT ( )
5. None of the above ( )
6. Date of Accreditation and cycle \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
7. (a) Annual Quality Assurance Report (AQAR) to be enclosed

(b) Dates of submission of AQARs \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**38.** Name of Steering Committee Coordinator \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Contact No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**39.** Best practices of the institution to be enclosed.

**40.** Total amount paid to NAAC for Accreditation.

**CERTIFICATE**

This is to certify that the Information provided in the above paras are true to the best of my knowledge and belief. Further, also certify that the institution has complied with all the norms/status stipulated from time to time by the U.G.C, State Government and Nagaland University/affiliating University.

Place \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of the Head of the Institution

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Designation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 College \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Office Seal \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**N.B:** Rs. 200/- (Rupees two hundred) only will be charged as processing fee at the time of submission of Grant-in-Aid Forms. Forms will not be accepted without the prescribed fee.