

**Appeal procedure to New Institutions to be set up in 2011 – 2012 for making an appeal in respect of Grant of approval for all categories as per Chapter I of Approval Process Handbook 2011-12**

All applications not recommended for any of the processes as per Chapter I of Approval Process Handbook 2011-12 shall be allowed appeal.

Applicants, whose applications are not approved by the Executive Committee, may appear for appeal in person, **the person being a responsible officer/faculty** in the Head Office of AICTE at New Delhi from 14<sup>th</sup> June 2011 to 18 June 2011 as per schedule put up in the link [www.aicte-india.org>announcements](http://www.aicte-india.org>announcements) along with any documents that may not have been submitted earlier.

Applicants shall have only one opportunity for appeal. All appeal applicants shall be ready for presentation before the Appeal Committee as per the schedule notified to them.

Applicants are advised to adhere to given Appellate Committee schedule and not to remain absent for Appeal.

If the applicant remains absent for Appeal, then in no circumstances what so ever, their applications / proposal shall be taken up by the appellate Committee in view of constraint of time for the given academic year and such Institutions if they so desire may apply afresh for the next academic session.

Such Institutions remaining absent for any reason whatsoever shall not be entitled for any further appeal. These results of appeal shall be notified on the AICTE Website on 30/06/2011

**Further Scrutiny**

Schedule for Regional Committee referred Scrutiny cases as per the Hon.Court directives, shall be extended to all Institutions not recommended by scrutiny or re-scrutiny committees in all the regions and such schedule shall be notified from time to time.

All such cases shall be further processed as per the procedure and expert visits shall be conducted wherever so recommended.

**The LOI Cases:**

The EC Sub Committee meetings are in progress in respect of the LOI cases. The issuance of Letter of approval or otherwise shall be notified on 22/06/11


**Appeal procedure to Existing AICTE approved Institutions for making an application for appeal  
for all categories in respect of Grant of Approval as per Chapter II of  
Approval Process Handbook 2011-12**


All applications not recommended for any of the processes as per Chapter II of Approval Process Handbook 2011-12 shall be allowed appeal.

Following procedure shall be followed by the applicants for appeal

1. Applicant shall take photocopy of complete application which has been already submitted to the respective Regional offices. In case the photocopy of the submitted application is not available with the applicant, applicant shall take fresh printout of the complete application through web portal, by following the same procedure as earlier.
2. The applicant shall make necessary corrections in the copy of the application by hand (preferably in red ink) as mentioned below;
  - a. Strike off the earlier data / figures to be corrected
  - b. Write the corrected data/figures besides the earlier figure in the copy of the application printed. This may be done from the point of appeal so as to comply with the deficiencies as indicated in the deficiency report or even for data correction purpose. Every correction shall be countersigned by the authorised signatory.
  - c. Each page of the above corrected application shall be signed, dated by the authorised signatory with the name and designation neatly written and stamped with the seal of the Institute.

Illustration regarding correction in application

| Land Details                    |  |
|---------------------------------|--|
| Location                        | <del>Mega City</del> <b>RURAL</b>  |
| Northern hilly area             | N  |
| Number of pieces                |  |
| Max distance in farthest pieces |  |
| Latitude and Longitude          | Latitude - 19.0217<br>Longitude - 72.8707  |
| Total area in acres             | 2.5  |
| Land registered with            | SUB-REGISTRAR, MUMBAI  |



28-Mar-11 Page 5 of 52  
Please submit the hard copy of this Report to Regional Officer only if Application status is Submitted to RO

|                            |              |                               |                              |           |      |                          |         |                 |     |                   |                |                |              |
|----------------------------|--------------|-------------------------------|------------------------------|-----------|------|--------------------------|---------|-----------------|-----|-------------------|----------------|----------------|--------------|
| NOLOGY<br>MANAGEMENT       | POSTGRADUATE | MASTERS IN MANAGEMENT STUDIES | 1st Shift                    | FULL TIME | 2007 | EoA & Increase in intake | 2 YEARS | 60<br>120<br>MB | 120 | Mumbai University | Not interested | Not interested | NOT ELIGIBLE |
| ENGINEERING AND TECHNOLOGY | POSTGRADUATE | COMPUTER ENGINEERING          | 1st Shift                    | FULL TIME | 2008 | EoA Only                 | 2 YEARS | 18              | 18  | Mumbai University | Not interested | Not interested | NOT ELIGIBLE |
| ENGINEERING AND TECHNOLOGY | POSTGRADUATE | INFORMATION TECHNOLOGY        | 2nd Shift<br>1st Shift<br>MB | FULL TIME | 2010 | EoA Only                 | 2 YEARS | 18              | 18  | Mumbai University | Not interested | Not interested | NOT ELIGIBLE |

28-Mar-11 Please submit the hard copy of this Report to Regional Officer only if Application status is Submitted to RO Page 7 of 52

3. Submit this copy of application with index strictly in the format as given below. See illustrations below.

#### INDEX

| Page No. | Subject in which correction is made   | Reason for correction | Are supporting documents attached? (Y/N)  |
|----------|---------------------------------------|-----------------------|---|
| 2 of 52  | Land Location                         | Typing error          | Already submitted                         |
| 7 of 52  | Current Intake                        | Entry error           | Y – Last approval letter                  |
| 27 of 52 | Computational facilities – Number PCs | Compliance            | Y – Installation report of additional PCs |

All applicants are requested to take utmost care while carrying out corrections/compliance so that data collected shall be accurate for processing as well as for future reference.

4. These corrected hard copies shall be submitted in person, **the person being a responsible officer/faculty** to the respective Regional Office from 13/06/2011 to 17/06/2011 as per the schedule put up in the link [www.aicte-india.org>announcements](http://www.aicte-india.org>announcements) along with any documents that may not have been submitted earlier.

These results of appeal shall be notified on the AICTE Website on 30/06/2011

All applicants are advised not to rush to the Head Office of AICTE for further queries and are advised to check the website for instructions, if any.