

# ANNEXURE-3

## Norms for Land and Built-up Area Requirements of the Technical Institutions

### 3.1 Land Requirements for the Technical Institutions

For establishing an Institution offering Diploma/UG/PG Level courses in technical Programmes, the built-up area requirement will be calculated based on the approved intake and duration of the course per programme. The land required for the same will be based on prevailing FSI/FAR norms applicable for that location as declared by the respective competent authority to house the required built-up area as per norms. The same shall be applicable for the Institutions to be established/ already established in Mega/Metro/Urban/Rural areas.

For the Land area requirements, the following conditions need to be adhered:

- a. Institute shall have sufficient built up area to cover all the requirements of ALL the programs/ levels conducted as per the provisions of Approval Process Handbook.
- b. The Built-up area requirements as specified in the Approval Process Handbook (which is in- force) are adhered to.
- c. The Built-up area, achieved has to be approved by the concerned Development Authority as per the latest Building Bye-Laws (Development Controls) in that City/Town. Copy of the approved Plan along with the Completion Certificate/ Occupancy certificate issued by the concerned State Government authority needs to be provided. In case of partial/ provisional Occupancy Certificate issued by the State Government authority, the same shall be considered only for 2 consecutive Academic Years.
- d. Fire and life Safety Certificate from Fire Department of the concerned State Government authority is to be taken before submitting the application at AICTE.
- e. Additional Course(s)/Programme(s), in future can be allowed subject to the availability of Built-up areas as per FSI (FAR). However, if the additional construction is to be undertaken in the existing Building, then Structural Stability Certificate and Certificate of Safe Foundation to be provided by a Structural Engineer having a Master's Degree with specialization in Structural Engineering.
- f. The total Built-up area is to be calculated for the entire duration of the Course with mandatory prior sanctions and approvals from Competent Authority for the entire proposal.
- g. The Land area required shall be in a maximum of THREE plots. The Academic, Instructional, Administrative and Amenities area shall be in one plot. The distance between the plots shall not exceed 2 km. The remaining Land shall only be utilized for sporting Infrastructure/ Hostel/ Staff accommodation and related educational activities of the Institution. In such cases, adequate commutation facility between the plots shall be provided for the students and staff members.
- h. Considering the hilly nature of Land in North Eastern States and the hilly regions of States such as Himachal Pradesh, Uttarakhand and Jammu & Kashmir and Ladakh's UT or any area in any State declared as hilly by the concerned Government, Land shall be made available in 3 pieces which are not away from each other by more than 2 km. In such cases, adequate commutation facility between the plots shall be provided for the students and staff members.
- i. The institute shall provide ample space for play-ground (owned or hired) facilities for indoor and outdoor sports for the students either in the Campus or through arrangements with other adjacent Institutions, Corporation grounds, private facilities, etc.

**NOTE:**

- i. Starting other educational Course(s)/ Institutions (Technical/Non-Technical) in the surplus Land/ Built-up area arising out of the prevailing/ reduced norms of Land requirement is permissible. Further such surplus Land shall be used as per the Land Use Certificate given to the Trust/ Society/ Company by the concerned authority, subject to such Course(s)/ Institution sharing their own facilities to conduct such Programmes without sharing the essential facilities, such as Class Room, Laboratory etc. with the already approved Technical Institution. However, Common Amenities such as Administrative infrastructure, Canteen, Auditorium, Playground, Parking, etc. may be shared, provided it caters to all the students of all the Programmes.
- ii. For Change of Site/ Location or to start new Programme/ Level in the existing Institutions, mortgage of land is acceptable.
- iii. There is no separate Land required for existing Non-Technical Institutions offering Under Graduate/ Post Graduate Programme/Courses in Computer Application/Management.

**3.2 Minimum Built-up Area Requirements**

- a. The Institution area is divided into, Instructional area (INA, carpet area in m<sup>2</sup>), Administrative area (ADA, carpet area in m<sup>2</sup>), Amenities area (AMA, carpet area in m<sup>2</sup>).
- b. Access and Circulation Area (ACA) is around 25% of Built-up Area.
- c. Total Built-up area in m<sup>2</sup> is equal to (INA+ADA+AMA) + (ACA).
- d. In case of allied branches in Engineering and Technology, a maximum of 50% of Laboratories may be shared.
- e. For Post Graduate Programmes, Administrative area of Under Graduate Programmes may be shared.
- f. Institutions shall have the Barrier free environment and Sports facilities as specified in the Chapter VII of

## 3.2.1 Instructional Area

Particulars	Minimum Number of Rooms required	Carpet Area in Sq. mper Room
<b>A. Engineering and Technology (Diploma/Under Graduate/ Post Graduate Degree/ Integrated/Dual Degree) Institutions</b>		
Class Rooms	Total Number of Divisions per year x Total Duration of course in years x 0.5	66(For a division of 60) 33(For a division of 30)
Tutorial Rooms+	25% of total Class Room	33
Laboratory for First Year	4 (which includes 2 Laboratories for Basic sciences) : Up to an intake of 600	66
Laboratory other than First Year	2 per Course per Year up to an intake of 180 per course	66
Laboratory for Post Graduate Courses	1 per Course	66
	1 Research Laboratory	66
Workshop	1 (Up to an intake of 600) +1 for an intake of 601-1200	200
Additional Laboratory/Workshop for "X" Category Courses	1	200 (For UG) 150(For Diploma)
CAD Centre/Drawing Hall#\$	1(Up to an intake of 600) +1 for an intake of 601-1200	132

Computer Centre	1 (Up to an intake of 600) +1 for an intake of 601-1200	150
Seminar Hall	1	132
Library++	1	400
Language Laboratory+	1	33
<ul style="list-style-type: none"> <li>➤ For Courses having more than 3 Divisions, additional Laboratories equivalent to the required number on pro rata basis for the said Courses shall be created.</li> <li>➤ "X" Category Courses such as Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and Allied/Relevant Courses shall require an Additional Laboratory/ Workshop.</li> <li>➤ Infrastructure Requirement shall be calculated on prorata basis for institutions having "Approved Intake" greater than 1200.</li> </ul>		
<b>B. Planning (Under Graduate/ Post Graduate Degree/ Integrated Degree) Institution (Up to an intake of 120)</b>		
Class Rooms	Total Number of Divisions per year x Total Duration of course in years x 0.5	60 (For UG) 30 (For PG)
Resource Centre	1	80
Computer Laboratory (First Year)	1	60
Studio (other than First Year)	1 per Course per Year	120
Post Graduate Studio	2	60
Model making and Carpentry Workshop	1	120
Art Court	1	100
Multi-Purpose Hall	1	150
Research Laboratory*	1	60
Computer Centre	1	75
Seminar Hall	1 per Under Graduate Institution	132
	1 per Diploma Institution	132
Library++	1	150
Language Laboratory#	1	30
<b>C. Applied Arts and Crafts (Diploma/ Under Graduate/ Post Diploma/ Post Graduate Degree) Institution (Up to an intake of 90)</b>		
Class Rooms	1 Room per Division per Year	66 (For Diploma & UG) 33 (For PG)
Tutorial Rooms+	25% of total Class Room	33
Workshop/Studio	1 per Course per Year	66
Common Workshop/Studio	1	90
Workshop/Studio(Post Graduate Courses)	1 per specialization	66
Studio/Display Room	1	132
Craft Centre	1	66
Computer Centre	1	75
Theatre/Seminar Hall	1	100
Library++	1	150
Language Laboratory+	1	33

<b>D. Design (Diploma/ Under Graduate/ Post Graduate Degree) Institution(Up to an intake of 150)</b>		
Class Rooms/Studio	1 per Division per Year	100 (For Diploma & UG) 66 (For PG)
Tutorial Rooms**	1 per Year	33
Laboratory/Workshop	1 per Division per Year	66
Photography Laboratory	1	66
Computer Laboratory	1	75
Seminar Hall	1	100
Library++	1	150
Language/Audio Visual Laboratory	1	33
<b>E. Hotel Management and Catering Technology (Diploma/Under Graduate/Post Graduate Degree/ Integrated Degree) Institution ( Up to an intake of 180)</b>		
Class Rooms	Total Number of Divisions per year x Total Duration of course in years x 0.5	66 (For Diploma & UG) 33 (For PG)
Tutorial Rooms**	25% of total Class Room	33
Laboratory (Guest Room/House Keeping/ Front Office/ Kitchen)for First Year	3	66
Laboratory (Guest Room/ House Keeping/ Front Office/ Kitchen) other than First Year	2 per Course per Year	66
Laboratory/ Guest Room for Post Graduate Programme	1 per Specialization	66
Kitchen with Dining Hall	1	132
Restaurant	2	66
Computer Centre	1	75
Seminar Hall	1	132
Library++	1	150
Language Laboratory	1	33
<b>F. Computer Applications UG/PG/ Integrated Degree Institution (Up to an intake of 300)</b>		
Class Rooms	1 per Division per Year	66
Tutorial Rooms	25% of total Class Room	33
Computer Laboratory*	1	66
Computer Centre	1	150
Seminar Hall	1	132
Library++	1	100
Language Laboratory	1	33
<b>G. Management (UG/PG/ Integrated Degree) Institution (Up to an intake of 360)</b>		
Class Rooms	1 per Division per Year	66
Tutorial Rooms	25% of total Class Room	33
Computer Centre	1	150
Language Laboratory (Applicable only for UG)	1	33
Seminar Hall	1	132
Library++	1	100
Language Laboratory	1	33

**Note:**

1. It is desirable that an institution shall possess carpet area of 1.1 Sq. m per student to be utilized for teaching and learning purpose (class rooms and tutorial rooms). (Ref: NBCC)
2. Additional Laboratories to be created (if required) as per Curriculum of the concerned affiliating University.
3. + Language Laboratory shall have a minimum of 20 Computers with appropriate Software. Additional Number of Computers shall be increased on prorata basis for approved intake greater than 300 i.e. 0-300:20 Computers, 301-600:40 Computers, 601-900:60 Computers etc.
4. ++ Additional Library area of 50 m<sup>2</sup> per 60 Students beyond 420 "Approved Intake".
5. \* Applicable only for Post Graduate Courses
6. \*\* Not Applicable for Post Graduate Courses.
7. \$ Not applicable for DMLT.
8. Diploma Laboratories, if shared with the Under Graduate Degree Courses shall be upgraded to meet requirements of the Under Graduate Curriculum.
9. Under Graduate Laboratories, if shared with Post Graduate Courses shall be upgraded to meet requirements of Post Graduate Curriculum.
10. The Institution shall have minimum one Smart Class Room/ Course with LCD projector, Smart Board, Internet Connection, etc.
11. Seminar Hall shall have proper furnishing and equipment such as LCD projector, Smart Board, PA system etc.
12. Institutions shall have MOOCs Facility Centre and Innovation/ Fab Laboratory/ Idea Implementation Centre/ Tinkering Laboratory/ Innovation Centre.
13. There are many nomenclatures common to Engineering Diploma and Applied Arts/ Crafts Diploma. Hence in all such multidisciplinary type of programs, actual requirements shall be evaluated by respective Boards.

**3.3 Administrative Area (Carpet Area) in m<sup>2</sup>**

An institution should possess a total administrative area of minimum 750 sq. m. for an approved intake up to 300. The particulars under administrative area includes Principal/Director Room, Board room (30 seater), Office all inclusive, Cabin for head of department and department office, Faculty cabins, Meeting room (15 seater), Central store, Maintenance room, Security cabin, Housekeeping room, Pantry for staff, Placement office etc. It is desirable that for an Institution having more than one program, the area for office all-inclusive shall be doubled.

**3.4 Amenities Area (Carpet Area) in m<sup>2</sup>**

An institution should possess a total amenities area of minimum 500 sq. m. for an approved intake up to 300. The particulars under amenities area includes Toilets (adequate number for ladies and gents), boys common room, girls common room, cafeteria, stationary store and reprography, first aid cum sick room. In addition to the same, it is also desired that Institutions shall possess additional amenities area such as guest house, sports club, auditorium, hostels (boys and girls), faculty and staff quarter's etc.

- NOTE:** 1. Institutions shall satisfy the total of Amenities & Administrative area as mentioned above. However, the individual areas for each particular mentioned above shall be decided by the Institution as per the standard norms followed (refer NBCC).
2. Adequate Number of Toilets shall be provided for Ladies and Gents based on the total students and staff members available in the campus and the same shall be maintained hygienically.
3. Access and Circulation area (ACA) of 25% of sum of Instructional, Administrative and Amenities area is desired for covering common walkways, staircases and entrance lobby.

### 3.5 Land Requirement

Land Requirement in Mega & Metro, Urban and Rural areas shall be decided based on FSI / FAR norms applicable to the respective areas under the concerned Municipal Corporation or the Local Authority that approves the Building Plans or the State Government / UT. However, the Institutions may refer the previous Approval Process Hand Book for more details.