

USER MANUAL

How to Apply for Change in the Name of the Institution














Approval Process 2021-22



ALL INDIA COUNCIL FOR TECHNICAL EDUCATION,
NEW DELHI- 110070

ICONS FOR BUTTONS

Please refer to the following table in case of any confusion with buttons.

Sr. No.	Icon	Meaning
1		Save Record
2		New Record
3		Delete Record
4		Search Record
5		Collapse
6		Expand
7		Notification by AICTE
8		Navigation to next record in list
9		Navigation to previous record in list
10		Navigation to next set of records in list
11		Navigation to first set of records in list
12		Navigate to last record
13		Navigate to first record

Q1. Do you wish to apply for Change in Name of the Institution?

Note: Institute willing to change Name of the institution (as per APH norms) can answer “YES” to the above question

STEPS:

- a) Go to “Questionnaire” Tab.
- b) Select "Yes" against "Do you wish to apply for 'Extension of Approval (EOA)'?"
- c) Select “Yes” against "Do you wish to Apply for Change in the Name of Institution under Questionnaire?"
- d) Enter New Institution Name.
- e) Validate the Question(s) and proceed to further steps.

