

USER MANUAL

How to Apply for Restoration of Intake?














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.

S. 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

Q. Do you wish to apply for Restoration of intake?

Case 1

Clarification: Institutes having EoA in 2020-21 with some percentage reduction in seats/intake or some courses (not all) with ZERO (0) approved Intake can only answer this Question as “Yes”, if interested for restoration of intake into the original. Otherwise answer this question as “No”, if not willing to go for restoration.

If not going for restoration, then institute can only go for EoA with same intake which was approved last year by AICTE, i.e. can’t increase the intake or take New course but can close or reduce the intake further, as per Approval Process Handbook 2021-22.

NOTE: “No Admission” issued Institutes need not have to answer this question “Yes” as the institute in general will be considered for Restoration.

STEP-01

- a) Go to “Questionnaire” Tab.
- b) Select "Yes" against "Do you wish to apply for Restoration of intake '?"
- c) Validate Question(s) to proceed to further steps.

STEP-02

- a) After filling the information in previous tabs navigate to "Programmes & Courses" Tab.
- b) Under the “Course Details” field, check for column name “Do you want to Restore course intake”? Select “Yes” against the course which you are willing to restore.
- c) Enter the actual intake (the approved intake before reduction) under Column “Last AICTE Approved Intake”

Sample Cases for illustration and assistance purpose:

Course name	Approved Intake 2019-20	Approved Intake 2020-21	Do you want to restore course	Last AICTE Approved Intake	Intake applied for 2021-22
Civil Engg	60	45	Y	60	60
Architecture	80	40	N	“Leave it blank if not willing to restore intake of this course”	40
Master’s in Business Administration	120	90	Y	120	120

In above example Civil Engg, Architecture, Master’s in Business Administration were given some percentage reduction as a Punitive action. Institute has answered Yes for Restoration against Civil Engg. & Master’s in business Administration course and entered Last AICTE Approved Intake (i.e, the approved intake before your reduction).

Accordingly entered Intake applied for 2021-22. But, institute is not willing to restore Architecture intake and continuing with reduced intake i.e. 40 only. So against this Institute has answered No and left the field blank under “Last AICTE Approved Intake”.

d) After making all these changes, click on “Validate Course” button.

Note: TER charges will be applicable as per the norms mentioned in the APH 2021-22.

Case 2:

Clarification: Institutes having EoA in 2020-21 recommended with some percentage reduction or some courses with ZERO(0) or all courses ZERO(0) for 2021-22 can only answer this Question as “Yes”, if interested for restoration of intake into original or “No”, if not willing for restoration. If not going for restoration, then institute can only go for EoA with same intake which recommended by AICTE, i.e. can’t increase the intake or take New course but can close or reduce the intake further, as per Approval Process Handbook 2021-22.

Note: ONLY “No Admission” recommended Institutes for AY 2021-22 (refer below table on Sample Cases for illustration and assistance purpose) can answer this question as Yes in case going for Restoration.

STEP-01

- Go to “Questionnaire” Tab.
- Select "Yes" against "Do you wish to apply for Restoration of intake '?"

STEP-02

- Click on “Validate Questions” Button
- After Successful Validation. Click on Save Button to move further.

STEP-03

- Navigate to "Programmes & Courses" Tab
- Under the “Course Details” field, check for column name “Do you want to Restore course”? Select “Yes” against the course which you are willing to restore.
- Enter the actual intake (the approved intake before reduction recommended) under Column “Last AICTE Approved Intake”

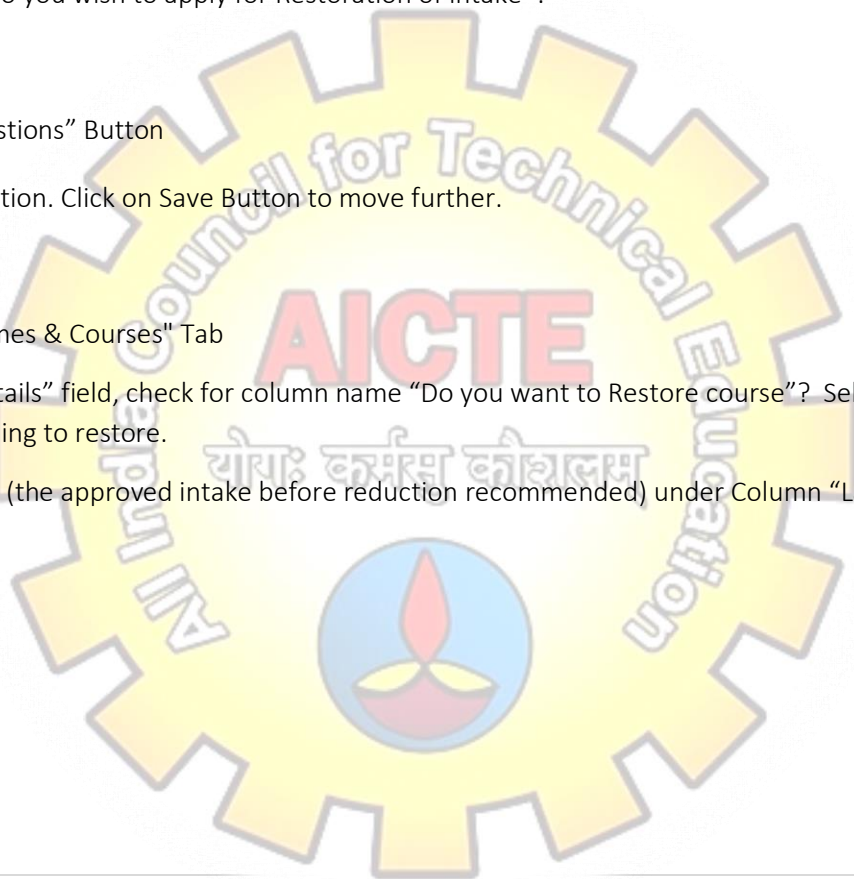


Table: Sample Cases for illustration and assistance purpose:

Course name	Approved Intake 2020-21	Recommended Intake	Do you want to restore course	Last AICTE Approved Intake	Intake applied for 2021-22
Civil Engg	60	45	Y	60	60
Architecture	80	40	N	“Leave it blank if not willing to restore intake of this course”	40
Master’s in business administration	120	90	Y	120	120

In above example Civil Engg, Architecture, Master’s in Business Administration were recommended some percentage reduction. Institute has answered “Yes” for Restoration against Civil Engg. & Masters’ in Business Administration course and entered Last AICTE Approved Intake (i.e, the approved intake before reduction recommended). Accordingly entered Intake applied for 2021-22. But, institute is not willing to restore Architecture intake and continuing with recommended reduced intake i.e. 40 only. So against this, Institute has answered “No” and left the field blank under “Last AICTE Approved Intake”.

d) After making all these changes, click on “Validate Course” button.

Note: TER Charges are as per the norms mentioned in the APH 2021-22.

