



# Approval Process 2022-23

## Frequently Asked Questions

<b>Q: 1</b>	<b>Where to send the queries related to portal and approval related issues for the approval process 2022-23?</b>
<b>A :</b>	Institutes are requested to raise queries only through online Grievance Redressal mechanism available on AICTE website under Approval Process 2022-23 quick links. No queries through email will be entertained.
<b>Q: 2</b>	<b>Does AICTE allow Arts and Science Courses in an Institution offering Engineering Courses?</b>
<b>A:</b>	<p>Conduct of any other Academic Courses (Technical/Non-Technical): The Institutions may conduct Academic Courses (Technical/ Non-Technical of any other Regulatory Body) using the existing facilities in excess or by creating additional facilities as per the provisions laid down in the norms and standards of the respective Regulatory Body without affecting the quality of education prescribed by all the Regulatory Bodies after taking NOC from the Council following the procedure specified in the Approval Process Handbook. However, the Applicant has to make Material/ Non-Material amendment of the Building Plan, Site Plan, etc. approved by the concerned Competent Authority (if applicable) to suit the requirements of the new Programme/Level.</p> <p>The total land required shall be the highest amongst the programs/ levels being offered by the Institute. However, 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.</p> <p>The institute shall extend to 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.</p> <p>*Institute may apply to council accordingly for NOC.</p>
<b>Q: 3</b>	<b>Is it mandatory for an Institution offering Courses in Architecture and Pharmacy to obtain Approval from AICTE?</b>
<b>A :</b>	<p>In compliance of the order dated 08.11.2019 passed by the Hon'ble Supreme Court of India CA No.364/ 2005, for the existing Institutions offering Courses in Architecture Programme, approval by the Council of Architecture (CoA) is mandatory and AICTE approval is NOT required.</p> <p>In compliance of the order dated 05.03.2020 passed by the Hon'ble Supreme Court of India Transferred Petitions (CIVIL) No 87-101 of 2014, for the existing institutions offering courses in Pharmacy Programme, approval of Pharmacy Council of India (PCI) is mandatory and AICTE approval is NOT required.</p> <p>State Public and Private Universities and Central Universities are also not required to take AICTE approval as per the AICTE Act. However, some of the Universities are seeking approval of AICTE for availing the benefits of AICTE schemes/initiatives as per the prevailing policies/norms. Similarly, INTERESTED Architecture and Pharmacy Institutions may apply to AICTE as a New Institution or for Extension of Approval (EoA), provided, they are already having valid approval of CoA and PCI, respectively on the day of application.</p>



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<b>Q: 4</b>	<b>Whether establishment of a new Technical Institution to offer Courses in Engineering and Technology is permissible in Academic Year 2022-23?</b>
<b>A :</b>	The Council shall NOT grant approval to New Technical Institutions at the Diploma/Under Graduate/ Post Graduate Levels in Engineering and Technology in line with the recommendations of the Committee set up by AICTE to provide National Perspective Plan for Technical Programmes. However, establishment of New Technical Institutions in Engineering and Technology shall be permitted only in conditions as specified in Chapter I of APH 2022-23.
<b>Q: 5</b>	<b>Will the Institution get a chance to submit the compliance of deficiencies (if any) before the scrutiny/ Re-Scrutiny committee?</b>
<b>A :</b>	Yes , Institute can submit the compliance.
<b>Q: 6</b>	<b>a. Whether MCA/ MBA Department of Arts and Science College is eligible to apply for AICTE approval?</b>
	<b>b. Whether AICTE approval is needed for running MCA Course in our Arts and Science College?</b>
<b>A :</b>	For a and b: Yes. Refer Clause 1.3.5 of APH 2022-23. In case of non-Technical Institutions seeking approval for conducting MCA/ MBA and University Departments/ Constituent Colleges seeking approval for conducting MCA/ MBA/ M.Tech. Programmes apart from their existing Courses, separate building and Principal are NOT required. However, in such cases all other norms (as per APH 2022-23) such as separate Head of the Department, Faculty, Infrastructure, Built-Up area, etc. should be fulfilled.
<b>Q: 7</b>	<b>Can we apply for closure of the existing Institution and open a new Institution at the same premises?</b>
<b>A :</b>	Yes. The existing Institution applied for Closure of the Institution are also eligible to apply for starting a new Technical Institution in the same premises in the same Academic year. Technical Institutions applying under this Clause shall have to apply for Progressive/ Complete Closure of the Institution for the existing Programme(s) and shall apply for a different Programme. However, the Applicant has to make Material/ Non-Material amendment of the Building Plan, Site Plan, etc. duly approved by the concerned Competent Authority (if applicable) to suit the requirements of the new Programme. In case of change in Building Plan, the approval of present Competent Authority is required.
<b>Q: 8</b>	<b>Whether a New Institution is obligated to appoint a Principal and Faculty at the time of application for approval or subsequent to approval before commencement of the Course? Whether the Faculty to be appointed are for the First Year of the Course or for the entire period of the Course?</b>
<b>A:</b>	The New Institution is obligated to appoint a Principal and Faculty before the commencement of the Course. The Faculty to be appointed are for the First Year of the Course and it will be progressively done each year so that when an Expert Visit Committee (EVC) conducted any time before the first batch of students has passed out, the availability of the facilities of an Institution as per the norms in Approval Process Handbook be verified.
<b>Q: 9</b>	<b>We have got the first approval for our Institution in 2021-22. But we have NOT admitted students due the delay in getting affiliation. Do we need to apply for EoA?</b>
<b>A :</b>	ALL the applicants issued LoA for starting the New Technical Institutions shall apply on AICTE Web-Portal for Extension of Approval (EOA) as specified in the Approval Process Handbook from the next Academic Year onwards, irrespective of the admission of the students. However, such institutes



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	need to answer one Question related to this on portal in order to avoid deficiency.
Q: 10	a. While applying, I had made a mistake in opting for FN/OCI? How can I rectify the mistake? b. We had applied for the Closure of the Institution, but now we have decided to apply for EoA. How can I revert the application?
A :	For a and b: You can inform AICTE as per the procedure mentioned in Clause 2.3.8 of APH 2022-23.
Q: 11	We had 25 years of Live Lease at the time of our approval for establishment of new Technical Institution, currently our Live Lease is 5 years. What should we do to get the EoA?
A :	In case of Institutions having Lease agreement for Land, the Council shall NOT issue EoA from the Year in which the Live Lease is equal to the number of years of the Course having the maximum duration. However, if such Institutions submit the Lease extended for further 30 years with at least 25 years of Live Lease, EoA shall be considered.(Refer 2.1 (e) clause) of APH 2022-23.
Q: 12	Our Institution was given Withdrawal of Approval in 2018-19. We are not able to apply under 2022-23 application.
A :	You have to apply ONLY as a New Institution in 2022-23.
Q: 13	a. The Institution has been placed under 20% reduction for 2021-22. How to get the full Intake in 2022-23? b. Our Institution was placed under No admission/ No EoA/ Reduction in Intake category in the previous year. We are not able to create 2022-23 application.
A :	For a and b: Institutions are required to apply for Restoration on the Web Portal as per provision in the APH
Q: 14	a. Our Institution got approval up to the Academic Year 2019-20 and we were unable to submit application in 2020-21 and 2021-22. We want to apply for 2022-23. b. We have taken approval from AICTE for the Engineering Courses in 2011-12. After that we could not take EoA from AICTE due to some reasons. Now we want to apply for EoA in 2022-23. We have ID and password allotted by AICTE in 2011. Should we continue to fill our application on Web Portal of AICTE using that ID and Password? c. We have not applied for EoA in the past 3 years. Can we apply for Break in EoA as well as for a new Programme?
A :	a. You are required to apply for Break in EoA on Web Portal. The same user ID and password can be used. b. Institutions which have NOT applied for EoA for last SIX YEARS consecutively shall NOT be eligible to apply under Break in EoA and such Institutions shall apply ONLY as a new Technical Institution following appropriate procedure for Closure of the Programmes/Courses approved. c. The Institutions applying under Break in EoA/ Restoration shall NOT be permitted to apply for other categories listed under Chapter II/ III/ V/ VI of the APH 2022-23.
Q: 15	After the submission of the application for EoA, if an institute wants to revoke the application what is the provision of penalty for that?



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A :	Institute can revoke the application within the due date, Penalty as applicable for late submission of application if any.
Q :16	Our Intake was reduced to 50% due to the enrollment less than 30% in the past 5 years consecutively. The student admission this year is more than 30%. Should we have to apply for Restoration in 2022-23?
A :	The Institution falling under this category need not apply for restoration and the Intake shall be automatically reinstated by the Council, if the enrolment becomes more than 30% based on the student enrolment data provided by the Institution on AICTE Portal.
Q: 17	If an Institute not applied for EoA in preceding academic year, How Institute will apply for the next academic year for EoA?
A :	Such Institute shall be considered as “ Break-in-EoA” and will apply under Break-in-EoA.
Q: 18	Institute applied for closure but due to certain deficiencies application is not approved by the council, in such case what institute will do?
A :	Please ref. clause 2.16.3 in the APH 2022-23.
Q: 19	I would like to convert from Diploma to Degree Level and vice-versa. How to do the same?
A :	Refer Clause 2.8 of APH 2022-23.
Q: 20	What is the difference between level and Programme ?
A :	Levels are such as Diploma/UG/PG and Programmes are such as Engineering and Technology /Applied Art and Craft/Design /Hotel Management and Catering Technology/ MBA/MCA/PGDM/PGCM.
Q: 21	The Institute applying under Break-In-EoA shall be eligible to start new Programme/ Level in the existing institution.
A :	Not Permitted
Q: 22	We have 5 Diploma Courses. Can we apply for conversion of Two Diploma Courses only into Degree Courses?
A :	No. Partial conversion of Courses / Programmes at any Levels is NOT permitted.
Q: 23	We are having UG and PG Courses in Engineering and Technology. We would like to apply for conversion of our Under Graduate Courses into Diploma Level? Should we have to apply for closure of PG Courses?
A :	PG Courses in Engineering and Technology should be applied for closure and simultaneously apply for conversion of UG into Diploma.
Q: 24	We would like to apply for conversion of our UG Degree Courses into Diploma Courses, but we don't find the nomenclature of certain Courses in Annexure 3. How can we apply?
A :	You have to continue at the same Level or may opt for the closure of Course(s).
Q: 25	We are an Engineering Institution started in 2014-15 with an Intake of 300 seats. We want to start MBA and MCA Courses in the same Institution with same ID. What is the procedure?
A :	You are permitted to apply for ONLY One new Programme/level in an existing Institution. Ref. Clause 2.9.1 (d )



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Q: 26	<p>a. When an existing Institution applies for a new Programme, whether it have to comply with the built up area and Infrastructural requirements of the new Programme only for First year and/ or for the entire duration of the new Programme? Whether the existing Institution and the new Programme can share the administrative and amenities areas by creating exclusive Instructional area for the new Programme?</p> <p>b. Whether the existing Institution is entitled for starting only one new Programme and/ or more than one new Programme in diploma, degree and PG? For example the existing engineering Institutions wish to start a new Programme of Diploma in Engineering and UG Design, whether it is possible?</p>
A:	<p>a. When an existing Institution applies for a new Programme, it has to comply with the built up area and Infrastructural requirements of the new Programme for 50% of the active duration of the programme First year and the sharing of the administrative and amenities areas are permissible as far as it caters the need of all the students for all the Programmes, with creation of exclusive instructional area for the new Programme and progressively done each year to cater the requirement as per AICTE norms.</p> <p>b. The Institutions shall be permitted to apply for ANYONE Level (Diploma/ Under Graduate) in an existing Programme/ a new Programme.</p>
Q: 27	Whether an Institution offering MBA could be merged with an Institution offering Engineering Courses?
A:	Yes, if both the Institutions are run by the same Trust/ Society/ Company.
Q: 28	<p>a. Can we merge two Institutions located within same Campus/City?</p> <p>b. Can we merge few Courses of a Child Institution with Parent Institution and run the Child Institution with the remaining Courses?</p> <p>c. Can we merge an Institution running Under Graduate Courses and a Polytechnic in Engineering?</p>
A:	<p>a. The existing Institutions of the same Trust/ Society/ Company operating in the same location/city shall be permitted to merge into a single Institution with all the facilities at the proposed Parent Institution and/ or part/ full facilities of the Child Institution(s), if necessary. If all the required facilities are available exclusively in the Parent Institution (without depending on the facilities of the Child Institution(s)), as the Child Institution(s) shall be considered for Complete Closure. However, the convenience/ approachability of all stakeholders of the Child Institution(s) to the Site/ Location of the Parent Institution shall also be taken care of by the Institutions (including commutation). However, the norms of the concerned Regulatory Bodies shall also be fulfilled (Refer Clause 2.10 of APH 2022-23.)</p> <p>NOTE: Intra-Day movement of Students and Faculty NOT Allowed under any circumstances (in case of infrastructure &amp; other facilities required by Parent institution after merger are in multiple locations). Institutions going for such merger shall duly inform all the stake holders regarding schedule of conduct of Programs / Courses prior to admission.</p>
	b. Not permissible.
	c. Yes.



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Q: 29	We would like to apply for Conversion of Women’s Institution into Co-ed Institution. But the enrolment in the last three years is not less than 60%. Are we eligible to apply for the same?
A :	You are eligible to apply for Conversion of Women’s Institution into Co-ed Institution, there is no restriction on the enrolment provided Women Institutions fulfilled the requirement who Co-ed Institutions as per APH.
Q: 30	How can we apply for Courses in Emerging /Multidisciplinary Areas in Engineering and Technology?
A:	You can apply for Increase in Intake/ Additional Course(s) in Emerging /Multidisciplinary Areas, provided the eligibility conditions mentioned in 2.14 and 7.3.2 of APH 2022-23 are fulfilled.
Q: 31	How can we apply for addition seats in Indian / Regional Languages at Diploma/Degree level Courses in Engineering and Technology?
A:	National Education Policy 2020 envisages the availability of Higher Technical Education in Indian Languages at Diploma/Degree level. AICTE shall permit an addition of ONE division with 30/60 seats to the eligible and interested institutes. Institutions seeking approval shall be permitted for Increase in intake in Accredited courses (Supernumerary) or against Approved Intake.
Q: 32	We have One Course with valid NBA accreditation. How many increase/ new Course our Institution is eligible?
A :	Institutions shall be eligible for new Course(s)/ expansion of existing Course(s), equal to the number of valid NBA accredited Course(s), limited to a maximum of FOUR within the definition of Division/ Programme/ Level. Refer Clause 2.14.3 of APH 2022-23.
Q: 33	Our Institution has valid NBA accredited Courses. Is it necessary to upload valid NBA letter on portal and send hard copy to Regional Office?
A :	Yes. The information related to validity of NBA accredited Courses need to be provided on portal. However hard copy need not be provided. Institution need to produce the additional documents including NBA letter at the time of Scrutiny.
Q: 34	Our Institution has applied for NBA, whether we are eligible for adding a new Course?
A :	Yes, provided accreditation of existing Course is known officially before April 10, 2022 and subject to the fulfilment of other norms as per APH 2022-23.
Q: 35	How many seats allowed to an institution under NRI category?
A:	Five percent (5%) of seats within “Approval Intake” shall be allowed for admission under NRI category
Q: 36	Our Institution has obtained Provisional Accreditation for two Courses which are valid till 2021. I have used these Courses for adding two new Courses during 2021-22. If my Institution secures Provisional accreditation again during 2022 for the same Courses, can I apply for the introduction of New Course/ increase in Intake using it.
A:	No. A Course having valid NBA accreditation can be used for adding New Course/ increase in Intake only once within a span of 6 years.



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Q: 37	Our Institution has obtained Accreditation for two Courses which are valid till 2022. I have used these Courses for adding two new Courses during 2021-22. If my Institution got the renewal of accreditation again after inspection during 2022 for the same Courses, can I apply for the introduction of New Course/ increase in Intake using it
A:	Yes. A Course having valid NBA accreditation can be used for adding New Course/ increase in Intake only once within a span of 6 years. However, if the accreditation of any Course is renewed after the Inspection by NBA, the Institutions shall utilize the benefit of such accreditation once again for an increase in the Intake/ Introduction of a new Course.
Q: 38	a. Our Institution is not eligible to apply for NBA accreditation. But we want expansion/ new Courses how we can apply? b. Our Engineering Institution started in 2017-18. Could you kindly help with the information on applying for new Courses?
A :	For a and b: Institutions can apply for new Courses as per Clause 2.14.4 of APH 2022-23.
Q: 39	a. We don't have accreditation, but we would like to add two Courses one with 30 Intake and another with 60 Intake by closing a Course with 90 Intake. Is this permissible? b. Is there any limit on the addition of number of new Courses in lieu of closing existing Course(s)?
A :	For a and b: Refer APH 2022-23 Clause 2.14.4.
Q: 40	What does it mean by EoA based on self-Disclosure?
A:	An Institute given approval earlier can apply for extension of approval by providing self-declaration as per appendix 17 APH 2022-23
Q: 41	We are offering Courses in Design Programme. We are not eligible to apply for NBA. How can we apply for new PG Course?
A :	The Institutions offering the Courses in Applied Arts and Crafts and Design shall be eligible to apply for new Course(s) at the Post Graduate Level only after two batches of students pass out and the same shall be permitted for a maximum of FIVE Courses/ Divisions, subject to "Zero Deficiency" based on Self-Disclosure on AICTE Web-Portal. However, for every Post Graduate Course, there should be at least one Professor with Ph.D. qualification. In case of non-availability of qualified Professor, an Associate Professor may be considered. As and when accreditation for the above Courses is started by the NBA, such Institutions who have been approved by the AICTE to run Course(s) at the Post Graduate Level shall obtain NBA accreditation within TWO years.
Q: 42	a. Whether a few of the existing Courses shall be continued, while introducing few new Courses? b. Whether the maximum permissible Intake after the closure of certain existing Courses and introduction of certain new Courses shall be the existing Intake of the academic year 2020-21 or the maximum of 300?



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	c. Whether the Faculty and the Infrastructural facilities for the new Course and / or increase in Intake in the existing Course are to be for the First Year of the new Course and / or increase in Intake or for the entire duration of the new Course and / or Intake?
A:	For a and b: Yes. Please Refer clause 2.14.4 (b).
	c. The Faculty, Infrastructural facilities and other requirements have to be fulfilled for the new Course and / or increase in Intake in the existing Course for the First Year of the new Course and / or increase in Intake. An Expert Visit Committee may be conducted, any time before the first batch of students has passed out, to verify the fulfilment of the norms as specified in the Approval Process Handbook.
Q: 43	Our Institution is not eligible to apply for NBA accreditation and we have 5 Courses with total Intake of 300. Can we start a new Course by closing one existing Course?
A :	Yes. Provided the overall enrolment in the A/Y 2021-22 is greater than 50% & NIL Deficiency on Portal based on Self-Disclosure. Please Refer clause 2.14.4 (b)
Q: 44	Is AICTE web-portal generates the deficiency report for the online submitted application?
A:	Yes, AICTE web-portal generates the deficiency report for the online submitted application
Q: 45	We are a private Polytechnic Institution approved last year, running 5 branches with 300 Intake. Now we want to apply for Increase in Intake and add for new Courses. How many Courses we can add?
A :	You cannot add any new Branch/Course or increase in Intake. Institutions already with Maximum Intake Allowed, but NOT eligible to apply for NBA for any of their courses, shall apply for closure of Course(s) and apply for increase in Intake/ new Course within the maximum permissible Intake as per APH 2022-23. Refer Clause 2.14.4 of APH 2022-23.
Q: 46	Is Integrated M.E./ M.Tech. Programme permitted?
A :	Yes. Refer Clause 2.15 of APH 2022-23 for eligible conditions.
Q: 47	We are offering Courses in Engineering and Technology. We would like to offer allied Vocational Courses. What is the procedure?
A:	Institutions shall be permitted to conduct Vocational Course. Please refer Chapter VI Clause 6.2 of APH 2022-23
Q: 48	Can we merge Production Engineering Course with Intake 60 and Mechanical Engineering Course with Intake 60, to offer a single Course in Mechanical Engineering with Intake 120?
A:	Merger of Courses as per Broad Classification as per Annexure- 6 / 7 (Diploma or UG Level) of APH 2022-23 is ONLY Permitted.



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Q: 49	We have Three Divisions in Computer Science Engineering and Three Divisions in Information Technology. Can we get Six Divisions in Computer Science Engineering after merging?
A :	Yes. Merging is permitted as per the nomenclatures given in Annexure 6, so that the Intake after merging shall be equal to the sum total of the individual Courses and Divisions provided the Faculty student ratio be maintained. Refer Clause 2.18 of APH 2022-23.
Q: 50	Can we merge B.E. Electrical Engineering Course with B.E. Computer Science Engineering Course?
A :	Not permissible. Refer Annexure 6 of APH 2022-23 for the Courses permitted for merging.
Q: 51	We want to apply for reduction in Intake within a Division for certain Courses. What is the maximum number of UG and PG Courses, we can opt for reduction?
A :	There is no limit, any number of UG and PG Courses may be selected. However, the reduction in intake (value) within division is allowed ONLY as per the Provisions of APH 2022-23.
Q: 52	We, Polytechnic Institution, want to reduce the Intake one of Course namely Electronics and Telecommunication Engineering from 60 to 30. Can we do the same?
A:	In any Course, within a Division, (non-Zero) reduction (i.e. 60 to 30) is permissible.
Q: 53	Our Institution wants to change the name of the Course. What is the procedure?
A:	Refer Clause 2.18 of APH 2022-23.
Q: 54	Our Institution has become a University. Do we have to apply as a new University under Chapter I or can we apply for EoA as a University?
A :	You can apply for EOA as a University with change of Type of Institution (No need to apply as a new University under Chapter I). Refer Clause 2.19 of APH 2022-23. However, change of status will be applicable from next Academic Year
Q: 55	In a State, if one University is merged with another University (by State Government), how to change the name of the affiliating University under Course Tab.
A :	Select the Question available under Questionnaire “Do you wish to change the Affiliating University?” Then select the answer as “Yes” and select the name of new affiliating University from the drop down menu. Contact Approval Bureau along with a request letter in the Letter head of the Institution enclosing copies of State Government resolution/ Gazette Notification. In such cases, NOC form State Government/ University are not required.



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<b>Q: 56</b>	<b>Name of our affiliating University does not appear in the affiliating University drop down.</b>
<b>A :</b>	Contact Approval Bureau for inclusion of the University name in the portal. Send an email of Institution representation on the Letter head to <a href="mailto:helpdeskab@aicte-india.org">helpdeskab@aicte-india.org</a>
<b>Q: 57</b>	<b>Our Institution was approved as a Private/ Un-aided Institution. Recently our Institution has been recognized as minority Institution. How to update this change in AICTE Portal?</b>
<b>A :</b>	You can apply on the Portal for Change of Minority Status. Refer Clause 2.20 of APH 2022-23.
<b>Q: 58</b>	<b>Our Institution has extended EoA upto 2022. When we apply in the Portal for Increase in Intake, the Portal is calculating the TER Charges. Are we not exempted from payment?</b>
<b>A :</b>	Institutions approved for extended EoA are waived from paying TER Charges for Extension of Approval (EoA) ONLY for the extended years for the existing Programme(s) and Course(s) at the time of issue of Extended EoA. However, such Institutions are required to submit the application for EoA and maintain ALL the norms and standards as specified in the Approval Process Handbook. In the subsequent years (within the duration of Extended EOA), if the Institution intends to apply for any other categories, the corresponding TER Charges as per Approval Process Handbook shall be paid.
<b>Q: 59</b>	<b>What is the last date of submission of hard copy application at Regional Office for the applications?</b>
<b>A :</b>	HARD COPIES OF THE APPLICATION/ ADDITIONAL DOCUMENTS NEED NOT BE SUBMITTED TO THE REGIONAL OFFICE (EXCEPT NEW INSTITUTE). As per APH 2022-23, ANY DOCUMENTS NEEDS TO BE SUBMITTED / REQUIRED then such documents shall be Digitally Signed & uploaded on AICTE web portal. Applications other than those for Extension of Approval to be processed by the Scrutiny/ Re-Scrutiny Committee shall present their application and ALL original documents along with self-attested copies before the Committee (if offline). Refer APH for the documents (as applicable) to be uploaded in the Web-Portal.
<b>Q: 60</b>	<b>Whether a State Technical University is required to take approval of AICTE to conduct Technical Courses.</b>
<b>A :</b>	State Universities do not require prior approval of AICTE to commence a new Department or Course and Programme(s) in Technical Education, however Universities have obligation or duty to conform to the standards; and norms laid down by the AICTE from time to time.
<b>Q: 61</b>	<b>a. Ours is a Deemed to be University/ Private University established under UGC Act offering Technical Programmes but not seeking approval from AICTE. What is the procedure for getting the Programmes approved by AICTE?</b>



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	<p>b. Our University is 07 years old Private University approved by UGC. Whether Private University running technical Programmes/ Courses in Engineering, Management, Architecture, MCA, etc. are required to obtain AICTE approval?</p>
A:	<p>For a: Institutions Deemed to be Universities seeking approval for the first time from AICTE (in compliance to the order dated 03.11.2017 passed by the Hon'ble Supreme Court Order CA No. 17869-17870 / 2017) shall submit an application as a new Technical Institution. Private Universities interested in seeking approval for the first time from AICTE may submit an application as a new Technical Institution.</p> <p>For b: State Private Universities do not require prior approval of AICTE to commence a new Course and Programme(s) in Technical Education (Engineering, Management, etc.), however State Private Universities have the obligation or duty to conform to the standards and norms laid down by the AICTE from time to time. State Private Universities interested in seeking approval for the first time from AICTE may submit an application as a new Technical Institution.</p> <p>Refer Chapter-4 of APH 2022-23 for more DETAILS.</p>
Q: 62	<p>We are Standalone Institutions offering PGDM Courses. Can we apply for ODL and/or Online Courses?</p>
A:	<p>Yes. Subject to fulfilling eligibility conditions mentioned in Chapter- 5 of APH 2022-23. Refer Chapter 5 of APH 2022-23 for more details.</p>
Q: 63	<p>We would like to apply for a new Course, but the nomenclature is not available in the dropdown. How to apply?</p>
A :	<p>If any Institution proposes to start a new Course whose nomenclature is not available in Appendix 2 of the Approval Process Handbook, prior concurrence, as the case may be, by the Council for the same shall be necessary. For such concurrence, the Institution with due endorsement by the Registrar/ Director of affiliating University/ Board/ Technical Institution shall submit detailed Syllabus and Curriculum and its nomenclature to the Policy and Academic Planning Bureau, AICTE before 30<sup>th</sup> September of the Calendar Year, to process the same in the respective Board. Only Recommended Courses Nomenclatures will be included in in the ensuing year APH.</p>



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<b>Q: 64</b>	<b>Is Adjunct Faculty being considered for the requisite Faculty Student ratio?</b>
<b>A:</b>	In case of Planning - 30% and Design - 20%, Adjunct Faculty/ Resource Persons are permissible, since the Programme requires exhaustive practical field exposure. In all other Programmes, ONLY under exigent conditions such as relieving/ retirement of Faculty members/ delay in Faculty recruitment, Institutions may avail the services of Adjunct Faculty/ Resource Persons up to a maximum of 10% of the required Faculty members as per the "Approved Intake", for a period not exceeding one Academic Session. Refer Annexure 9 for the Guidelines for the appointment of Adjunct Faculty/ Resource Persons.
<b>Q: 65</b>	<b>Whether Faculty not recruited on Regular basis shall be considered for Faculty Student ratio?</b>
<b>A :</b>	The contractual Faculty who have taught for 2 consecutive semesters in the preceding Academic Year on Full Time basis ONLY shall be considered for the purpose of calculation of Faculty.
<b>Q: 66</b>	<b>a. Can we convert our First and Second Shift Diploma Courses into Degree Courses?</b>
	<b>b. We were running First Shift (180) and Second Shift (120), currently the portal shows a single number with both the Intakes. Because of this, we are getting deficiencies. Please change the Intake as that of the last year.</b>
<b>A :</b>	For a and b : The Courses offered in the timings of Regular Shift, First Shift, Second Shift and Part Time shall be considered as Regular Courses. The Institutions shall have to fulfil all facilities such as Infrastructure, Faculty and other requirements to offer the Regular Courses as per the norms specified in the Approval Process Handbook for the Total Approved Intake and the Institutions may conduct the Courses in the timings of Regular Shift, First Shift, Second Shift and Part Time not exceeding the "Approved Intake" of each Course, as per the convenience of all stakeholders. All such Institutions shall create the necessary Faculty, Infrastructure and other facilities WITHIN 1 YEAR to fulfil the norms (before the completion of A/Y 2022-23). Student enrolment details shall be uploaded in the Web-Portal. Hence the Council will consider the issue of EoA till such time.
<b>Q: 67</b>	<b>a. Our Institution wants to make admission under Lateral Entry in Engineering and Technology. Is there any provision in APH 2022-23?</b>
	<b>b. Whether Lateral Entry is permitted in Diploma?</b>
	<b>c. Whether students from SAARC Countries/ Foreign Nationals are permitted to admit under Lateral Entry in Engineering Courses?</b>
<b>A :</b>	For a, b and c :Refer Clause 7.14 of APH 2022-23.
<b>Q: 68</b>	<b>Institute applied for closure but due to certain deficiencies application is not approved by the council, in such case what institute will do?</b>



# Approval Process 2022-23

## Frequently Asked Questions

A:	Please refer clause 2.16.3 in APH 2022-23
Q: 69	We have an Approved Intake of 60 seats in Electronics and Communication Engineering in UG Course. Now we want to reduce the Intake by 30 in Electronics and Communication Engineering and in lieu of it can we would like to add the one Division of 30 students in lateral entry in Engineering UG Course.
A :	It is NOT permissible.
Q: 70	Whether our Institution can start ITI with same Infrastructure available in our Polytechnic?
A:	Yes. Refer Chapter VII of APH 2022-23. The Institutions may conduct skill development Courses of any other Regulatory Body using the existing facilities, or by creating additional facilities as per the provisions laid down in the norms and standards of the respective Regulatory Bodies without affecting the quality of education prescribed by both Regulatory Bodies after taking NOC from the Council.
Q: 71	What is the duration of MCA Course? Lateral Entry Permissible in MCA?
A:	Two Years. Yes, Lateral Entry is permissible. (AY 2022-23)
Q: 72	For Under Graduate Degree Programme in Engineering Technology, whether Diploma qualified students will also be considered on par with students passed 10+2 examination?
A:	Yes, in addition to that Students passed Diploma (in Engineering and Technology) will be considered, subject to vacancies in the First Year, in case the vacancies at lateral entry are exhausted.
Q: 73	How do we implement the rationalization of nomenclature suggested by the AICTE in Management Programme?
A:	The nomenclature of the Courses in Management after rationalization will be visible in your application. The revised nomenclatures are also communicated to all Universities. In case of difficulty in adopting the nomenclatures, the respective University shall be contacted or if the issue persists, raise your grievance in the Portal.
Q: 74	Our Institution has six UG Engineering Courses. How many Seminar Halls we need for running UG Programme?
A :	Please Refer Appendix 4 of APH 2022-23.
Q: 75	Do we need Research Laboratory for each PG Course?
A :	No. Research Laboratory is to be provided for each Institution offering Post Graduate Courses.



# Approval Process 2022-23

## Frequently Asked Questions

<b>Q: 76</b>	<b>How the Mega and Metro Cities, Urban Area and Rural Area have been determined?</b>
<b>A :</b>	The classification of cities has been made as per Census 2011 data. Refer Appendix 4 in APH
<b>Q: 78</b>	<b>We are affiliated institute in rural area what is the concession fee per division is granted for EoA?</b>
<b>A:</b>	For rural areas, a concession of Rs.5000 per division is granted for EoA.
<b>Q: 79</b>	<b>We are running Five PG Courses in Civil Engineering. How many Professors with Ph.D.qualification are required?</b>
<b>A :</b>	For every PG Course, there should be at least one Professor with Ph.D. qualification. Refer Appendix 7 of APH 2022-23.
<b>Q: 80</b>	<b>What is the Faculty Student ratio to be maintained by the Institutions Deemed to be Universities/ Institutions having Accreditation/ Autonomous status?</b>
<b>A:</b>	Institutions Deemed to be Universities/ Institutions having Accreditation (of one or any number of Courses)/ Autonomy status shall have Faculty: Student ratio as 1:15 in Under Graduate Degree Level in Engineering and Technology Courses and maintain a better Cadre ratio in order to achieve excellence in Technical Education. All such Institutions shall create the necessary Faculty, Infrastructure and other facilities WITHIN 2 YEARS to fulfil the norms.  Hence the Council will consider the issue of EoA till such time.
<b>Q: 81</b>	<b>In Appendix 10 subscription of journals, what is N?</b>
<b>A:</b>	N is the Total number of Courses. Please read the foot note made available below the table of Appendix 10.
<b>Q: 82</b>	<b>With reference to APH 2022-23, whether subscription of E-journal is mandatory.</b>
<b>A :</b>	Refer Appendix 10 of APH 2022-23. Subscription of the journal will add value to the quality of Technical education and skill. However, subscription of E-Journals is mandatory for the Institutions offering PG Courses.
<b>Q: 83</b>	<b>Can we change our society /trust/company for existing institute?</b>
<b>A:</b>	No, cannot change (society /trust/company Name change is permitted)



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## Frequently Asked Questions

<b>Q: 84</b>	<b>I want to know whether any applicant of the Organization can be the owner of the land or else if any member of the organization can give a lease to the applicant society. Moreover, does the lease agreement needed to be registered or not.</b>
<b>A :</b>	Refer Appendix 16.1 of APH 2022-23.
<b>Q: 85</b>	<b>Is it essential to have representative of AICTE in the Board of Governors?</b>
<b>A :</b>	The suggested composition of Board of Governors for the AICTE approved Institutions has been given in Appendix 18 of APH 2022-23. Nominee of the All India Council for Technical Education is applicable to PGDM Institutions Only.
<b>Q: 86</b>	<b>Please clarify the qualification and age limit of Adjunct Faculty. Whether a same Adjunct Faculty can be associated with different Institutions? Is there any restriction for Maximum No. of Institutions that an Adjunct Faculty should be associated?</b>
<b>A :</b>	Refer Annexure 9 of APH 2022-23. Adjunct Faculty shall not be engaged in not more than two Institutions at the same time.
<b>Q: 87</b>	<b>Can we charge the Fee as per the Recommendation of National Fee Committee given in APH 2022-23?</b>
<b>A :</b>	Institutions have to contact the respective State Fee Regulatory Committee for finalizing the Fee.
<b>Q: 88</b>	<b>What is the procedure for conversion of Technical Institution into Technical Campus?</b>
<b>A :</b>	There is no provision to convert a Technical Institution into Technical Campus. You can refer Clause 2.9 of APH 2022-23 for starting a new Programme/ Level in the existing Institutions. The Institutions shall be permitted to apply for ANYONE Level (Diploma/ Under Graduate) in an existing Programme/ a new Programme, not exceeding THREE Division(s)/ Course(s). However, the norms of the concerned Regulatory Authorities shall also be fulfilled. Also, refer Merger of Institutions Clause in APH 2022-23.
<b>Q: 89</b>	<b>We want to change the details which are non-editable/ read-only. How this can be done?</b>
<b>A :</b>	If an Institution intends to modify the Non-Editable fields such as Land details, etc, it shall duly apply and after successful scrutiny of the details shall be edited by AICTE on the portal. TER charges shall be applicable.
<b>Q: 90</b>	<b>Whether Affidavit can be submitted in e-Stamp Paper?</b>
<b>A :</b>	Yes
<b>Q: 91</b>	<b>How much TER charges I need to pay for closure of institution</b>



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## Frequently Asked Questions

A:	As per APH 2022-23 No TER charges for closure of institution.
Q: 92	Is TER Charges refundable if application is rejected?
A :	TER Charges shall not be refunded in any case, if the application is processed and rejected as specified in the Approval Process Handbook. However, if application is rejected at the Level of Scrutiny/ Re-Scrutiny (as per Clause 1.6 of APH 2022-23) without availing the appeal provision, TER Charges as applicable shall be refunded to the Applicant/ Institution. Refer clause 1.4.2 (g).
Q: 93	When we have established our Institution in 1980, we have got the Completion Certificate issued by the then Competent Authority, but we don't have Occupancy Certificate for 2018. How can we apply for EoA?
A :	Your Completion Certificate is acceptable. Structural Stability Certificate from the registered Structural Engineer is to be submitted after the expiry of a period of thirty years from the issue of Completion Certificate.
Q: 94	How to get a copy of Corrigendum EoA / Corrigendum LoA in case of corrections made in EoA or LoA from AICTE Web Portal?
A :	Institution need to check drop down menu and click on 'Corrigendum EoA' or 'Corrigendum LoA' as the case may be, instead of clicking on 'EoA' or 'LoA' menu.
Q: 95	Whether e-Affidavit is mandatory?
A :	E-affidavit shall be generated automatically on the portal. The generated affidavit has to be duly signed on Rs 100/- Stamp paper.
Q: 69	How can an Institution apply for National Digital Library?
A:	Ministry of Human Resource Development under its National Mission on Education through Information and Communication Technology (NMEICT) has initiated the National Digital Library (NDL) pilot project to develop a framework of virtual repository of learning resources with a single window search facility. The pilot project is devising a framework suitable for future scale up with respect to content volume and diversity to become a full-blown National Digital Library of India over time. It is being developed at IIT Kharagpur. To apply, Institutions have to log on to <a href="https://ndl.iitkgp.ac.in/">https:// / ndl.iitkgp.ac.in/</a> and go to Institutional Registration. It is offered at absolute Free of Cost.



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## Frequently Asked Questions

<b>Q: 97</b>	<b>What is National Academic Depository? How to apply?</b>
A:	NAD is a Unique, Innovative and Progressive step towards achieving Digital enablement of the Education Records. NAD aspires to make the vision of Digital Academic Certificates for every Indian a reality. NAD is not only a database copy of the certificate records for Academic Institutions but a complete system for Issuing Online Certificates to well identified and registered students. It will be an active online place for Students, Academic Institutions and Verification Users. To apply, Institutions shall log on to <a href="https://nad.ndml.in/aboutnad.html">https://nad.ndml.in/aboutnad.html</a> and proceed towards the link "New Registrations".
<b>Q: 98</b>	<b>What is Food and Safety Act 2006? How to comply with its norms?</b>
A:	It is an act under Ministry of Health and Family Welfare to consolidate the laws relating to food and to establish the Food Safety and Standards Authority of India for laying down science based standards for articles of food and to regulate their manufacture, storage, distribution, sale and import, to ensure availability of safe and wholesome food for human consumption and for matters connected there with or incidental thereto. The provision under the act is available at <a href="http://www.fssai.gov.in/home/fss-legislation/food-safety-and-standards-act.html">http://www.fssai.gov.in/home/fss-legislation/food-safety-and-standards-act.html</a> . The Canteen/ Mess running in all AICTE approved Institutions should obtain a certificate from the Local Self Government/ any other Competent Authority stating that the same is complying with the norms and standards mentioned in the Act.
<b>Q: 99</b>	<b>Is it necessary to provide details for Quality Education Mandate?</b>
A:	Yes Mandatorily.
<b>Q: 100</b>	<b>Is it permitted to change Minority status to Non Minority?</b>
A:	Yes, it is possible as per Clause 2.20.2 of APH 2022-23
<b>Q: 101</b>	<b>If a Central University taking approval for engineering programme at PG Level only and running Management, MCA programme is it mandatory to take approval of AICTE for all other technical programme?</b>
A:	Yes, it is mandatory, No partial approval for the Technical programme/ courses shall be issued to Universities from A.Y. 2022-23 as per Clause 4.3.3 of APH 2022-23
<b>Q: 102</b>	<b>Is DSC mandatory for submission of online application for New and Existing Institutions?</b>
A:	Yes, it is mandatory, as per Clause 1.4.3 of APH 2022-23
<b>Q: 103</b>	<b>Existing institutions can start new programme/ level in engineering?</b>
A:	Existing institutions can start New engineering program in emerging area courses also as per Clause 2.9.1 (a) of APH 2022-23



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## Frequently Asked Questions

Q: 104	Whether AICTE will give approval for Technical courses at Diploma /Degree level in Regional language?
A:	Yes, Additional division of 30/60 seats in Indian languages against each valid NBA Accredited courses as per Clause 2.14.2 of APH 2022-23.
Q: 105	Is there any TER charges applicable for starting Vocational courses under NSQF?
A:	No TER charges for starting New Vocational courses under NSQF.
Q: 106	It is possible to have Collaboration and Twinning programme between Two Indian Institutions/ Indian and Foreign Universities?
A:	Yes, As per the Clause 3.2 of APH 2022-23 Institutions fulfilling the conditions are eligible to start program/ courses under Collaboration and Twinning.
Q: 107	What are the requirements of Infrastructure for Online education compared to ODL education?
A:	Refer Clause 5.2.5 of APH 2022-23 to know about infrastructure requirements.
Q: 108	Whether Govt aided Technical institutions running self-financing courses need to pay TER Charges ?
A:	No, as per Clause 2.3.3 of APH 2022-23. Government Aided Institutions are Exempted from payment of TER Charges ONLY from this A/Y 2022-23.
Q: 109	Whether TIN/GST number for any Industry is Mandatory in order to have MoU with AICTE approved Institutions?
A:	Yes. Refer Clause 7.22 of APH 2022-23.
Q: 110	Whether Lateral entry admission is considered for the enrolment calculation under reduction in intake category of punitive action.
A:	Yes, Institute having less than 50% admission in last 5 years along with lateral entry admission is considered as per Clause 7.13 (a) and 7.14 of APH 2022-23.
Q: 111	Whether any institution can conduct a course or program affiliated to two different Universities?
A:	No, As per Clause 2.14.6 of APH 2022-23.



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## Frequently Asked Questions

<b>Q: 112</b>	<b>Clarify whether a two years old AICTE approved institution with intake of 120 can apply for increase in intake up to 180 seats without NBA Accreditation?</b>
<b>A:</b>	Yes, up to 180 (three divisions) in different courses. However, total intake more than 300 shall NOT be permitted.
<b>Q: 113</b>	<b>Whether Standalone B.HMCT college can apply for closure and start New program in same establishment ?</b>
<b>A:</b>	Yes. Simultaneous Closure of One Program and Opening of New Program Permitted.
<b>Q: 114</b>	<b>What is the procedure to start MCA Program in a University?</b>
<b>A:</b>	Universities are permitted to Start any Technical Program (including MCA) without prior approval of AICTE. However, all the University need to maintain Norms & Standards prescribed by AICTE for running such programs from time to time.
<b>Q: 115</b>	<b>Is it necessary to have two seminar halls and Office with 300 Sq.Mts for running MBA and MCA Courses.</b>
<b>A:</b>	Refer Appendix 4 of APH 2022-23
<b>Q: 116</b>	<b>A State Govt University running 3 Programs (MBA, MCA and B. Arch). Is it necessary to take approval of AICTE for running these Programmes?</b>
<b>A:</b>	It is optional for State Govt. University to take Approval of AICTE for running any of the above mentioned Programs. However, they need to maintain Standards and Norms prescribed by Concerned Regulatory Authorities.
<b>Q: 117</b>	<b>Provide list of courses / areas that can be offered / started in ODL / OL mode by existing Standalone Engineering Institutions.</b>
<b>A:</b>	Please refer Clause 5.1 of APH 2022-23 (Chapter-5). Affiliated Engineering Institutes are NOT permitted to Offer ODL / OL Courses.
<b>Q: 118</b>	<b>After the Merger of two courses under the same Major Discipline as per 2.18.1.c, what will be the allowed maximum intake?</b>
<b>A:</b>	Intake after merger shall be equal to the sum total of individual courses.
<b>Q: 119</b>	<b>We would like to apply for two new courses, one in B.E CSE (AI and ML) and the other one in B.E CSE (Data Science) under CSE department which is already running B.E. CSE for which SAR submitted to NBA.</b>



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## Frequently Asked Questions

A:	B.E CSE (AI and ML) and B.E CSE (Data Science) can be offered as a Minor / Hons under existing CSE Course.
Q: 120	As there are no parameters mentioned in hand book for Pharmacy. How can we fill the extension of approval form for Pharmacy?
A:	Provision is made available on portal for the Existing Pharmacy Institutes having valid PCI approval (& willing to continue with AICTE) to apply for Extension of Approval.
Q: 121	Is it possible to get approval for New course in Emerging Area by reducing intake from 180 to 120 in Mechanical Course (without NBA)?
A:	Yes. However, Institute needs to fulfil other conditions as per APH 2022-23 (Overall enrolment greater than 50% & Nil Deficiency, NOC etc).
Q: 122	What is the procedure for merging UG and PG courses running in same institute with one college ID ?
A:	UG courses can NOT be merged with PG courses. Merger allowed only at Respective Level. Kindly Refer 2.18 of APH 2022-23.
Q: 123	AICTE has made mandatory for the class 3 DSC, for 2 members. Whether the DSC should be procured in the same name for both or separately as specified by AICTE.
A:	DSCs should be procured as specified by AICTE, separately for each individual by position / Designation
Q: 124	Whether a Standalone Architecture Institution approved by Council of Architecture, can be merged with parent institution approved by AICTE.
A:	YES. If Architecture Institution is also having the approval of AICTE.
Q: 125	Please specify the eligibility conditions for grant of approval for ODL / OL courses.
A:	Please refer Chapter-5 of APH 2022-23
Q: 126	UG engineering college having sanctioned intake of 300 with 5 courses. Whether New course with intake 60 by reducing intake of two existing courses by 30 each can be added?
A:	Yes. Provided other conditions mentioned in APH are fulfilled.
Q: 127	Whether Institute can apply for three courses in Emerging Areas like Data Science, Artificial Intelligence, IOT, Cybersecurity etc.



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## Frequently Asked Questions

A:	Yes. If the institute have at least three valid NBA Accredited courses and fulfilling other conditions as mentioned in APH 2022-23.
Q: 128	Can we start diploma level course in areas other than Emerging /Multidisciplinary Areas?
A:	In Engineering and Technology Program, the approval for any New Course at any Level shall be in Emerging /Multidisciplinary/Conventional Areas.
Q: 129	Addition in new courses in Conventional /Traditional Disciplines is permitted?
A:	Addition/Merger of new courses in Conventional /Traditional Disciplines are permitted.
Q: 130	Is the faculty to students ratio will be 1:20 for 2022-23 and 1:15 from 2022-23 for Accredited and Autonomous Colleges.
A:	AICTE institution should have FSR of 1:20 (UG Engineering & Technology). However, Accredited and Autonomous institutions need to have 1:15 to maintain the quality education
Q: 131	Please allow same courses at diploma & degree levels in engineering with total maximum intake of 120 (Diploma + Degree) without any additional requirement of laboratories, Workshop, Seminar hall and NBA.
A:	Please Refer New Program /New Level Clause in Chapter-2 of APH 2022-23.
Q: 132	Can we go for restoration of intake of only few courses ?
A:	Yes
Q: 133	Which Norms Architecture Colleges Should follow for taking AICTE Approval (Not mentioned in APH 2020-21)?
A:	Provision is made available on portal for the Existing Architecture Colleges / Institutes having valid COA approval (& willing to continue with AICTE) to apply for Extension of Approval. Similarly, new Architecture Institute seeking AICTE Approval should have valid approval of COA on the date of submission of application on AICTE Portal.
Q: 134	AICTE granted approval for Vocational Courses last year, but State Government does not publish it in their GR. Accordingly, the University NOT given affiliation to these Vocational courses. So what is the status of these courses in 2022-23.



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## Frequently Asked Questions

A:	Institute may apply for grant of EOA from AICTE during the validity period of LOA. Also, take up the issue with State Govt. to get it publish in State GR followed by affiliation from the concerned affiliating University. NOTE: AICTE has already requested all State Govt. & Technical Universities to look into the issue.
Q: 135	Can we apply for New Course in existing Diploma college within Maximum Allowed Intake?
A:	Yes, if the institute fulfils conditions laid down in APH 2022-23.
Q: 136	Mechanical Engineering course is Accredited by NBA is having 180 Intake now. Is it possible to start new course in Emerging Area by reducing the intake from 180 to 120 in Mechanical Engineering?
A:	Yes, if institute fulfils conditions laid down in APH 2022-23
Q: 137	Whether reducing seats in MCA and MBA can be used for additional courses in B. Tech Program?
A:	No. MBA and MCA are different Programs.
Q: 138	Earlier Physics and mathematics were mandatory subjects in 10+2 level to take admission to Engineering. Are these subjects NOT mandatory from 2022-23?
A:	Please refer Appendix 1.3(a) of APH 2022-23. Concerned State Authorities / Universities will decide on the eligibility criteria for admission to Engineering courses.
Q: 139	Can Autonomous and Non-autonomous Institutions under the same TRUST in the same city can be merged ?
A:	Yes. NOTE: Affiliating University will decide regarding Continuation of Autonomous Status after merger.
Q: 140	Whether Institute can Increase the intake more than last academic year 2020 -21 by applying for new courses in the Emerging Areas in this academic year 2022-23
A:	No (Without NBA Accredited Courses Not possible). However, Institute can apply for New Course in Emerging Area by reducing the intake in Existing Courses & fulfilling other conditions of APH 2022-23.
Q: 141	What is the TER Charges for reinstatement (Restoration) of seat from 30 to 60?
A:	Kindly refer APH 2022-23
Q: 142	We are running MCA and Management courses do we have to pay TER charges?
A:	Yes



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## Frequently Asked Questions

<b>Q: 143</b>	Within the total intake of the institute, can we reduce the intake in any one of the UG course and increase the intake (using reduced one) in another UG program. Is it Possible ?
<b>A:</b>	NO
<b>Q: 144</b>	During 2010 when AICTE made online provisions for EOA, our clerical staff wrongly entered land area. Now how to correct it (land details not editable for institutes to change).
<b>A:</b>	Please write to AICTE HQ through your Regional Office regarding your issue with supporting documents. For more information, please Refer APH 2022-23.
<b>Q: 145</b>	Can we adjust 180 seats in Emerging Areas by reducing intake of 180 through closure of course/ reduction in course keeping the intake as intact?
<b>A:</b>	Refer to 2.14.4 (b) APH 2022-23
<b>Q: 146</b>	Is it possible to merge Diploma Institution into Degree Institution under same trust or Society?
<b>A:</b>	Yes. Refer APH 2022-23 for other conditions.
<b>Q: 147</b>	Our institute is under Extended EoA, shall we require to apply for EoA annually. As per APH 2022-23, in which category we should apply (EOA based on self-disclosure or Extended EoA)?
<b>A:</b>	EoA based on self-disclosure.
<b>Q: 148</b>	We have closed our MCA Course During 2012-13. Now We wish to Offer MCA Course from the Academic Year 2022-23. Shall we need to apply as New Institutions or Existing Institution.
<b>A:</b>	As a New Institute. However, Existing Institutes can also start MCA as a New Program by full filling the conditions of APH 2022-23.
<b>Q: 149</b>	When will inspection for Merger of Institutions take place (after shifting the facilities from child institution to parent institution or before)?
<b>A:</b>	EVC will take place only after Scrutiny. Refer APH 2022-23. EVC will check for all the facilities required to run the courses after merger as per the outcome of SC/Re-SC.
<b>Q: 150</b>	In case of merger, kindly clarify whether facilities such as labs equipment need to be shifted from child to parent institute before EVC visit or after approval it has to be shifted?
<b>A:</b>	EVC will take place only after Scrutiny. Refer APH 2022-23. EVC will check for all the facilities required to run the courses after merger as per the outcome of SC/Re-SC.
<b>Q: 151</b>	How to apply for child Institution?
<b>A:</b>	Kindly refer to 2.10 in APH 2022-23



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## Frequently Asked Questions

Q: 152	The Nomenclature of PGDM Part Time and Executive PGDM programme is NOT available in nomenclature list.
A:	No Part Time Courses allowed. Now all the courses need to be conducted in Regular mode or in Online / ODL mode.
Q: 153	Do we require approval from CoA for diploma in Architecture?
A:	Approval of Council of Architect (COA) is essential for Architecture courses.
Q: 154	What is the Student Faculty Ratio for MBA programme?
A:	Refer APH 2022-23
Q: 156	If there is a break in EOA for MBA program for more than six years and if it is a State University and MCA Department has AICTE approval. what is the procedure for getting AICTE approval for MBA program?
A:	University department has to apply as a New Program along with MCA (under the same PID).
Q: 157	We have applied on the online portal for EoA do we need to submit the hard copy of documents to the Regional Office.
A:	Not Required
Q: 158	Want to start standalone PGDM college using extra land with us. The land is in the name of society but building plan in the name of existing college. Can we need building plan in the name of new Institute.
A:	If the existing land and building as required as per the APH 2022-23 for the Standalone Institution with proper demarcation. Otherwise, not permissible. Ref APH 2022-23 for more details
Q: 159	What is the eligibility criteria for standalone ODL Institutes to apply for EOA for AY 2021-22
A:	Kindly refer Chapter 5 of APH 2022-23
Q: 160	Can a Pharmacy Institute approved by PCI apply for EoA from AICTE?
A:	Yes.
Q: 167	For Category I & II Autonomous Institutions (DUs) for starting new programs or increasing the seats is NBA accreditation compulsory.
A:	Refer Chapter 4 of APH 2022-23



## Approval Process 2022-23

### Frequently Asked Questions

Q: 168	Can we start new program MCA in existing engineering institutes having already 300 seats
A:	YES
Q: 169	UG Engineering College having sanctioned intake of 300 with 5 courses. Can we add newcourse with intake 60 by reducing intake of two existing courses by 30 each?
A:	YES
Q: 170	Is the TER Charges applicable for reinstatement (restoration) of seats from 30 to 60?
A:	Yes, if reduction is due to punitive action. Refer APH 2022-23 for more details.
Q: 171	Is an PGDM institute get additional 60 seats for this year 2022-23, without NBA
A:	No (if already having 300 intake). Refer APH 2022-23
Q: 172	We are non-NBA institute having total intake 420, can we take new course within 420 intake by reducing intake in existing intake.
A:	Yes, institute may apply for reduction in intake capacity and may opt for new course in emerging / conventional course subject to other eligibility conditions.
Q: 173	Is it possible to modify land details? Because the current land norm is less than that was required at the time of starting of the college. Please allow to modify, so that we can use Excess Land.
A:	No, However permission will be given to use surplus land to run other educational institutions (not for coaching / tuition centers, etc.). Refer Chapter -7 of APH 2022-23
Q: 174	We are having total intake of 240.we would like to restore the seat of Electrical Branch from 30 to 60. Which documents are required? what is the difference between the reinstatement and restoration of seats.
A:	For documents refer Appendix 17. Re-instatement is used normally to bring back the reduced intake to original value (Reduced by the institute itself). Restoration normally used to bring back the reduced intake to original intake (reduced by AICTE due to punitive action).
Q: 175	Whether institute can apply for Emerging Area Course by closing the Existing course?
A:	Yes. As per the procedure laid down in APH 2022-23
Q: 176	To start MCA in an existing aided college, Is AICTE approval should be taken first or University Approval?
A:	AICTE approval is needed. However NOC from affiliating University is required at the time of scrutiny.



# Approval Process 2022-23

## Frequently Asked Questions

Q: 178	We have only traditional courses in B.E. Level and got less admission i.e. less than 50 % hence we like to reduce 60 seats of a traditional course from 120 seats to offer Emerging course with 60 seats. Hence request you to relax the condition of minimum 50 % admission last year given as Note in page no.55 of APH 2022-23 in Clause 2.14.4 (b) for effective utilization of infrastructure.
A:	Not possible. First reduce the intake and improve the enrolment/admissions through quality education.
Q: 179	Regarding New Course addition, our college has four accredited NBA course, without changing the overall intake of the college, shall we reduce one division in existing course.and shall we able to start new course in Emerging field but available as listed in Emerging Area course list specified in AICTE Handbook 2022-23
A:	YES
Q: 180	Can we transfer the seats from one course to the other, like 30 seats from MBA(IT) to MCA?
A:	No. But reduction in MBA (IT) is allowed.
Q: 181	Institution having Autonomous status can apply for grant of approval for ODL
A:	No. Affiliated institutes are not allowed. Refer Chapter 5 of APH 2022-23.
Q: 182	We reduced intake last year in Civil, Mechanical and ECE. Are we eligible to apply for additional courses in Emerging areas like Artificial intelligence, Data science etc. without NBA?
A:	No, the benefit against the reduced intake in the earlier Academic Year cannot be availed during the current year.
Q: 183	Can we apply for two Management Courses in New College?
A:	Yes, as per the conditions mentioned in APH 2022-23.
Q: 184	For Merger of Institution, who has to apply? Is it the Parent Institution or the Child Institution?
A:	Parent Institution (Preferably).
Q: 185	In case of merger of institution is rejected at Scrutiny/Re-scrutiny level, will the full TER charges refund?
A:	No, Full TER charges shall not return , for further please refer to clause 1.4.2(g). of APH 2022-23
Q: 186	Is it mandatory to get the approval from CoA for Diploma in Architecture course?
A:	YES
Q: 187	Can we opt all 300 intake of 30 division size?
A:	Yes, the institute may opt for 30 division size upto total 10 divisions for 300 intake capacity.



# Approval Process 2022-23

## Frequently Asked Questions

<b>Q: 188</b>	<b>Is it possible to reduce Mechanical Engineering from 180 to 60 intake.</b>
<b>A:</b>	As Mechanical Engineering is a core branch and cannot be reduced beyond 50% of total intake capacity. Hence Mechanical Engineering can be reduced upto 90 intake.
<b>Q: 189</b>	<b>What is the procedure to Reduce the Land area? We having enough Land as per norms, is it possible to reduce it ?</b>
<b>A:</b>	Land Area can't be reduced. However, NOC will be issued to eligible institutes for the use of excess land for running other educational Institutions.
<b>Q: 190</b>	<b>We want to reduce our B. Tech EEE course intake from 60 to 0.</b>
<b>A:</b>	Please apply on portal. Refer Appendix 17 APH 2022-23 for documents required to be submitted.
<b>Q: 191</b>	<b>Can we Increase intake of course from 30 to 60 without NBA? (Our sanctioned intake is more than 300, old Polytechnic &amp; running 7 courses).</b>
<b>A:</b>	NO
<b>Q: 192</b>	<b>We are deemed to be university if we want to increase in our intake so do we need approval of AICTE?</b>
<b>A:</b>	Yes, you need approval of AICTE
<b>Q: 193</b>	<b>We are a NAAC accredited MBA Institute affiliated to the University of Mumbai. If we wish to start MBA (IEV) which is one of the Emerging areas, Is it must for us to have NBA accreditation?</b>
<b>A:</b>	Yes. Please refer Chapter-2 of APH 2022-23 for More details.
<b>Q: 194</b>	<b>We are Autonomous and have NAAC accreditation A+ grade till 2022 please clarify whether our TER charges will be waived in case of Extended EOA</b>
<b>A:</b>	Autonomous Institutes are eligible for Extended EOA. TER Charges will be waived OFF Only for the eligible institutions as per the provisions of APH 2022-23.
<b>Q: 195</b>	<b>Can we open a new course within approved sanctioned intake without NBA?</b>
<b>A:</b>	Yes, in Emerging area as per APH 2022-23
<b>Q: 196</b>	<b>We are an Autonomous Institution, want to apply for ME Programme in CSE (AI&amp;ML) but this Programme is not offered by the affiliating university Anna University, Can AICTE will permit us to start the Programme.</b>
<b>A:</b>	NO. It is mandatory to have University NOC plus 50% enrolment.



# Approval Process 2022-23

## Frequently Asked Questions

Q: 197	How much TER charges I need to pay for closure of institution
A:	As per APH 2022-23 No TER charges for closure of institution.
Q: 198	What is the difference between level and Programme ?
A:	Levels are such as Diploma/UG/PG Programmes are such as Engineering and Technology /Applied Art and Craft/Design /Hotel Management and Catering Technology/ MBA/MCA/PGDM/PGCM.
Q: 199	Procedure to change the name of course?
A:	Apply online through AICTE portal and the both course names should be from same basket as per annexure 6 /7 of APH 2022-23
Q: 200	What does it mean by EoA based on self-Disclosure?
A:	An Institute given approval earlier can apply for extension of approval by providing self-declaration as per appendix 17 APH 2022-23
Q: 201	Can we change our society /trust/company for existing institute?
A:	No, cannot change
Q: 202	We are affiliated institute in rural area what is the concession fee per division is granted for EoA?
A:	For rural areas, a concession of 5000 Rs per division is granted for EoA.
Q: 203	Is AICTE web-portal permits the deficiency report for the online submitted application?
A:	Yes,
Q: 204	We are running MCA and Management courses do we have to pay TER charges?
A:	Yes
Q: 205	After the submission of the application for EoA, if an institute wants to revoke the application what is the provision of penalty for that?
A:	Institute can revoke the application within the due date, Penalty as applicable for late submission of application if any.
Q: 206	We are deemed to be university if we want to increase in our intake so do we need approval of AICTE?
A:	Yes, you need approval of AICTE
Q: 207	How many seats allowed to an institution under NRI category?
A:	Five percent (5%) of seats within "Approval Intake" shall be allowed for admission under NRI category
Q: 208	In case of merger of institution is rejected at Scrutiny/Re-scrutiny level, will the full TER charges refund?
A:	No, Full TER charges shall not return, for further please refer to clause 1.4.2(g). of APH 2022-23
Q: 209	If an Institute not applied for EoA in preceding academic year, How Institute will apply for the next academic year for EoA?
A:	Such Institute shall be considered as " Break-in-EoA" and will apply next year under Break-in-EoA.
Q: 210	Institute applied for closure but due to certain deficiencies application is not approved by the council, in such case what institute will do?



# Approval Process 2022-23

## Frequently Asked Questions

A:	Such Institute shall be considered as “ Break-in-EoA” and will apply next year under Break-in-EoA.
Q: 211	Institute applied for closure but due to certain deficiencies application is not approved by the council, in such case what institute will do?
A:	Please refer clause 2.16.3 in APH 2022-23
Q: 212	Can an affiliated institute shall do reduction in Intake by itself on the portal?
A:	Institute is required to apply our portal and reduction in intake shall be communicated after following due procedure.
Q: 213	Is TER charges applicable for Minority Institutes?
A:	Yes, TER charges is applicable kindly refer clause 2.3.3 table in APH 2022-23
Q: 214	We have applied on the online portal for EoA do we need to submit the hard copy of documents to the Regional Office.
A:	Not Required
Q: 215	Will the Institution get a chance to submit the compliance of deficiencies (if any) before the scrutiny/ Re-Scrutiny committee?
A:	Yes , Institute can submit the compliance.
Q: 216	The Institute applying under Break-In-EoA shall be eligible for to start new Programme/ Level in the existing institution.
A:	Not Permitted
Q: 217	We are non-NBA institute having total intake 420, can we take new course within 420 intake by reducing intake in existing intake.
A:	Yes, institute may apply for reduction in intake capacity and may opt for new course in emerging / conventional course subject to other eligibility conditions.
Q: 218	Can we opt all 300 intake of 30 division size?
A:	Yes, the institute may opt for 30 division size upto total 10 divisions for 300 intake capacity.
Q: 219	Is it possible to reduce Mechanical Engineering from 180 to 60 intake.
A:	As Mechanical Engineering is a core branch and cannot be reduced beyond 50% of total intake capacity. Hence Mechanical Engineering can be reduced up to 90 intake.
Q: 220	Addition in new courses in Conventional /Traditional Disciplines is permitted?
A:	Addition/Merger of new courses in Conventional /Traditional Disciplines are not permitted.
Q: 221	How to apply for child Institution?
A:	Kindly refer to 2.10 in APH 2022-23



## Approval Process 2022-23

### Frequently Asked Questions

Q: 222	Our institute building is much older and is a kind of heritage building running technical course of specialized nature since long. Do we need to adhere with current infrastructure norms?
A:	Refer clause 7.11 of APH 2022-23.
Q: 223	Is there any provision for Gifted and Talented student for admission in technical course?
A:	Two supernumerary seats shall be accorded by AICTE in its approved institutions. Further refer APH Clause 7.52.
Q: 224	Does AICTE permits new institution in Engineering and technology sponsored by industry?
A:	Yes, whose turnover is Rs 5000 crore and more in preceding three years Refer APH Clause 1.1.(e).
Q: 225	As per APH 2022-23, Can an institute apply for conventional new courses?
A:	Yes, Institute may opt for conventional/emerging/multidisciplinary areas subject to fulfillment of other conditions in the APH clause 2.14.
Q: 226	We are private self-financed institute, want to reduce mechanical engineering intake from 180 to 60 and willing to take Two divisions of 60 each in emerging/multidisciplinary areas.
A:	With reference to APH 2.14.4(b) reduction in core branches such as mechanical engineering, shall be allowed to a maximum of 50% of previously approved intake. Hence in this case institute can not reduce intake in mechanical engineering below 90, as such it can apply for new courses in the batch size 30/60 seats for new courses (Subject to a maximum a 90 intake ).
Q: 227	Does NOC for Additional course from affiliating university/board is required?
A:	Yes, NOC is required for additional course from affiliating university/ board (Refer Clause 2.14.2(b)).
Q: 228	What is the division size in Engineering and Technology as per APH 2022-23?
A:	The division size shall be 60/30 as mentioned in Appendix 3 of APH 2022-23.
Q: 229	How many divisions of 30 intake capacity can an institute apply for having total intake of 300?
A:	The institute may opt for various combination of 60/30 having division up to 5/10 for 300 intake capacity. However, the maximum intake in any course shall not exceed 180.
Q: 230	The institute namely ABC is having 3 NBA accredited courses. As per Approval Process Handbook 2020-21 increase intake/ new course was obtained against these 3 accredited courses. Now the same 3 courses are being reaccredited with effect from academic year 2022-23. Can we use these accreditations for new course/ increase in intake?
A:	The benefit of introduction of a new course or increase in intake by utilizing valid NBA accreditation ONLY ONCE within a span of Six years Refer clause 2.14.3(f)



# Approval Process 2022-23

## Frequently Asked Questions

<b>Q: 231</b>	<b>Which are the core branches in which more than 50% reduction is not allowed?</b>
<b>A:</b>	Agriculture Engineering, Automobile Engineering, Chemical Engineering, Civil Engineering, Computer Science, Electrical Engineering, Electronics Engineering, Food Technology, Industrial Engineering, Instrumentation, Mechanical Engineering, Metallurgy, Mining Engineering and Textile Engineering. Refer to the clause 2.14.4(b) of APH 2022-23.
<b>Q: 232</b>	<b>I'm a new institute my Application is rejected; how shall I apply for APPEAL?</b>
<b>A:</b>	For New institution: Institute is required to press Appeal Button through institute login.
<b>Q: 233</b>	<b>Is it mandatory to attach Digital Signature Certificate (DSC) in documents?</b>
<b>A:</b>	Yes, it is mandatory to attach Digital Signature Certificate (DSC) in documents.
<b>Q: 234</b>	<b>I have submitted application in wrong category, how shall I correct it?</b>
<b>A:</b>	As per APH, you can re-open the application before due date.
<b>Q: 235</b>	<b>Does AICTE offer Approved Courses in other than regular mode or shift?</b>
<b>A:</b>	Kindly refer to APH Clause 7.10.
<b>Q: 236</b>	<b>Whether the intimation for scrutiny will be notified?</b>
<b>A:</b>	Regional office shall schedule scrutiny committee meeting and system generated mail will be sent to the institute.
<b>Q: 237</b>	<b>Can Closed child institute intake be added to parent institute?</b>
<b>A:</b>	This is not permitted.
<b>Q: 238</b>	<b>Merger of two institutes from two different trust/society/ company (section8) can be done?</b>
<b>A:</b>	This is not permitted
<b>Q: 239</b>	<b>We were placed under No admission status last year; what category shall be eligible for us to apply?</b>
<b>A:</b>	You shall apply for Restoration Refer Clause 2.11.2



# Approval Process 2022-23

## Frequently Asked Questions

Q: 240	We voluntarily reduced seats in core branch last year, but now want to restore its original intake allotted?
A:	(a) If your current intake is less than 300 you may apply on portal for increase in intake subject to a maximum of 300 total intake. (b) If your current intake is more than 300 you can only apply for an increase in intake if you have a valid NBA accreditation in that program.
Q: 241	Temporary campus approved during COVID restriction is expired, and yet original campus not ready due to some reason? how shall I proceed for approval 2022-23?
A:	Yes, refer clause 1.3.4 (e) of APH 2022-23.
Q: 242	We like to introduce one technical course in Indian language, we already have intake capacity of 300, how shall we can proceed for approval 2022-23?
A:	Yes, if you have NBA accreditation in that course or against reduction (30/60) same may be opted (Refer Clause 2.14.1.1).
Q: 243	What kind of applications by institutions can be submitted round the year?
A:	Refer to Clause 2.29( Category -2) of Chapter- II
Q: 244	We are running Regular courses in Artificial Intelligence and Data Science in PG, Can we apply for these course in ODL/OL mode for Approval Process, will that affect our previous intake?
A:	Kindy refer to the Chapter-V of Approval Process Handbook 2022-23
Q: 245	Our Engineering intake without NBA is 240. Can we increase one new course of intake 60 in Emerging or Conventional area?
A:	Yes, refer APH clause 2.14.4.
Q: 246	As an Institute of Eminence, we like to apply for OL/ODL mode, how shall we proceed for approval Process 2022-23?
A:	The Institute shall apply online as per processing under Chapter-V of Approval Process Handbook 2022-23.
Q: 247	Due to pandemic, we have not seen growth in admission for last two years, this year we would like to apply for closure, shall we proceed for closure of courses or closures of institute?
A:	It is up to the institute to apply for closure of course/ closure of institute.
Q: 248	We are Applying under New institution category under section 8 of Company Act. Our focus is on only Programming based nomenclature, can we proceed for Approval Process 2022-23?
A:	Yes, you may apply over portal as per Chapter-I of Approval Process Handbook 2022-23.



# Approval Process 2022-23

## Frequently Asked Questions

Q: 249	Total how many institution level committees need to be created in a new institution?
A:	Kindly refer to Appendix 6 of Approval Process Handbook 2022-23.
Q: 250	We didn't take approval during and after pandemic, but this year we like to apply for Approval Process 2022-23?
A:	The institute is required to apply under Break-in-EoA.
Q: 251	I want to change type of institution from SFI to Grant-in-aid or government aided, there is no provision in APH 2021-22, is it provided in this?
A:	Apply the same in Regional Office and you may apply the same to the AICTE.
Q: 252	Our building lease agreement is expiring in next academic year. Do we need to renew it for approval process 2022-23?
A:	Yes, it is required to be renewed for the term as mentioned in APH 2022-23.
Q: 253	Can I get payment receipt for TER charges paid?
A:	Yes, payment receipt will be generated by the portal and forwarded to the registered email id.
Q: 254	What is to be done if payment status is failed?
A:	You can make repayment, only if "payment failed" confirmation is received over registered email.
Q: 255	When can I apply for closure of Institute?
A:	Institute can apply for closure, round the year.
Q: 256	What are the TER charges for the Closure of Institution.
A:	As per APH 2022-23, there are NO TER charges for the closure of Institution.
Q: 257	What is the qualification for the Director/Principal of Technical institution?
A:	Kindly refer to 7th pay Gazette notification dated 1st March 2019, followed by circulars/notification issued on web-site from time to time.



## Approval Process 2022-23

### Frequently Asked Questions

Q: 258	How many payment gateways are available for making TER charges?
A:	Two payment gateways are available.
Q: 259	When can an institute update the faculty details over the portal?
A:	Faculty update tab is available round the year.
Q: 260	Can I apply for new course in emerging area without having NBA?
A:	Yes, within approved intake by reducing the intake in existing braches. Please refer clause 2.14.4 of APH 2022-23
Q: 261	Can I close the core branches?
A:	Yes, the institute can apply for closure of core branches. However NO increase in intake or new course shall be granted in lieu of this complete closure.
Q: 262	Whether it is mandatory to take NOC from state board for closure of course and increasing intake within sanction intake prior submitting the application?
A:	Yes, NOC from Affiliating body is essential for closure.
Q: 263	The institute has reduced the seats in certain courses during last two years. Can institute start new course without NBA?
A:	Yes, within the originally approved intake. Please refer to the APH 2022-23 provision 2.14.4
Q: 264	Whether permission of Affiliating university is required for merger of institute under same society/trust?
A:	NOC from affiliating body is essential.
Q: 265	The institute is intending to shift location. Can they shift immediately to new location and start or does it need to wait for complete approval and inspection?
A:	Please refer to the provision 2.7 of APH 2022-23.
Q: 266	Can institute convert existing polytechnic institute to degree engineering institute this year?
A:	Yes, the institute has to apply as per the provision of 2.8 of APH 2022-23.



## Approval Process 2022-23

### Frequently Asked Questions

Q: 267	We want to increase MCA intake from 60 to 120,NBA accreditation required for this?
A:	The institute may increase the intake up to maximum allowed intake as per Appendix-3
Q: 268	A society running MBA and engineering institutes. Can these institutes be merged?
A:	Please refer to the clause 2.18 of APH 2022-23.
Q: 269	The course offered in the timings of part time shall be considered as regular courses. The institutions shall have to fulfill all facilities such as infrastructure, faculty and other requirements?
A:	Refer provision 7.10 of APH 2022-23.
Q: 270	Can we take admission in B.Tech Computer Science even if we had Biology as a subject instead of Maths in 12 <sup>th</sup> standard?
A:	Please refer to the provision 1.3(a) of Appendix 1 of APH 202223.