

GUIDELINES FOR THE ESTABLISHMENT OF PRIVATE UNIVERSITIES
FROM SYMBIOSIS

A. SPONSORING BODY

- (1) The proposal for the establishment of Private University shall be submitted by a Sponsoring Body. The sponsoring body shall be:-
- (a) A Society registered under the Societies Registration Act, 1860 (Central Act No. 21 of 1860); or
 - (b) Any Public Trust registered under the State Public Trusts Act, or the Indian Trusts Act, 1882 (Central Act No. 2 of 1882) or under the relevant laws in any other State or Union Territory;

B. APPLICATION / PROPOSAL

- (2) The Sponsoring Body desirous of setting up of a Private University, shall submit an application along with detailed proposal to the Department of Higher Education, alongwith a demand draft of Rs. 1,00,000 (Rs. One lac) in favour of the Director, Higher Education.

C. CONTENTS OF THE PROPOSAL

- (3) The proposal must contain the following particulars, namely:-
- (a) the details of the sponsoring body alongwith the copies of its registration certificate, constitution and bye-laws;
 - (b) the name, location and headquarters of the proposed University;
 - (c) the objectives of the University;
 - (d) justification regarding the necessity of establishment of the proposed University;
 - (e) details of whether the private University is proposed to be a domain specific or multi-domain University and in case of multiple domain, details of the specific domain(s) proposed such as engineering, law, management etc.

- (f) the nature and the type of programmes of study and research proposed to be undertaken by means of Conventional / Distance / Open / Vocational / Online and any other mode, by the University and their relevance to the development goals and employment needs of the Country and phasing of such programmes over the first five years with coursewise enrolment targets;
- (g) whether the University proposes to undertake programmes related to local needs. If so, the nature of teaching, training or research activities to be undertaken by the University so as to fulfill this objective;
- (h) whether the University proposes to start some programmes for the benefit of farmers, women and industries . If so, details thereof;
- (i) the proposed fee structure with and the extent of concessions or rebates in fee or free-ships and scholarships to the poor students from economically poor or socially backward families, including Scheduled Castes, Scheduled Tribes, Other Backward Classes and handicapped students;
- (j) the system proposed to be followed for selecting students for admission to the courses of study at the University;
- (k) the experience and expertise in the concerned disciplines at the command of the sponsoring body or its promoters.
- (l) availability of academic facilities including teaching and non-teaching staff, if any, at the disposal of sponsoring body;
- (m) the system proposed to be followed for appointment of teachers and other employees in the University;
- (n) the proof of ownership of land or plans for land procurement and infrastructural development for the proposed University in a phased manner , as also details of buildings and infrastructure facilities, if already exist;
- (o) the details of plans for campus development such as construction of buildings, development of structural amenities and infrastructure facilities and procurement of equipment etc. to be undertaken before the University starts functioning and phased programme for first five years;

- (p) details of play grounds and other facilities available or proposed to be created for games and sports and extra-curricular activities like National Cadet Corps, National Service Scheme, Scouts and Guides etc;
- (q) the phased outlays of capital expenditure proposed for the next five years and its sources of finance;
- (r) the estimated recurring expenditure course wise or activity wise, sources of finance and estimated expenditure per student;
- (s) the scheme for mobilizing resources and the cost of capital thereto and the manner of repayment to such sources;
- (t) the scheme for the generation of funds internally through the recovery of fee from students, revenues anticipated from consultancy services and other activities relating to the objects of the University, and other anticipated incomes;
- (u) whether University proposes to undertake expansion ; If so, details of constituent colleges, off-campus centres within/outside the State ,off-shore campus and study centres proposed to be established as per the pre-requisites and regulations of UGC and other statutory bodies.
- (v) the arrangements proposed to be made for academic auditing;
- (w) the information regarding financial resources of the sponsoring body or promoters of sponsoring body , alongwith audited accounts for the last year and details of plans for funds to be arranged for purpose of the University along with in-principal approval, if any, from financial institutions or third party investors , agreeing to provide the funds. ;
- (x) commitment to follow the norms of the regulating bodies;
- (y) such other details as the sponsoring body may like to give;
- (z) such other details as may be prescribed.

D. EXAMINATION OF PROPOSAL

- (4) The State Government, on receipt of the proposal for establishment of a University, shall constitute an inspection / scrutiny committee consisting of senior Government officials and renowned academicians.
- (5) The committee shall consider the proposal and the project report on the following grounds, namely: -
- (a) financial soundness and assets of the sponsoring body or its promoters and its ability to set up the infrastructure of the proposed University;
 - (b) background of the sponsoring body/promoters that is to say its expertise and experience in the field of education, its general reputation etc. and its commitment to follow the norms of the regulating bodies;
 - (c) potentiality of the courses proposed to be offered that is to say the courses are able to develop the human resources as per the requirements of contemporary demands, the courses have new features and include emerging branches of learning;
- (6) The committee, while considering the proposal and the project report, may call for such other information from the sponsoring body as it thinks proper for the purpose.
- (7) The committee shall submit its report to the state Government within a period of two months from the date of its first meeting.
- (8) While computing the period of two months, the period commencing from the date on which requisition for any information is issued and ending on the date on which requisite information is submitted to the committee shall be excluded.
- (9) Deficiencies observed during the scrutiny, if any, shall be communicated to the sponsoring body for removal thereof. Besides this, specific recommendations may be communicated to the sponsoring body for compliance.
- (10) The sponsoring body shall submit the report regarding removal of deficiencies and compliance of the recommendations communicated as above.

E. ISSUE OF LETTER OF INTENT

(11) After the receipt of the report of the committee, if the State Government is satisfied that it is advisable to establish the University, it may issue a letter of intent within one month of the submission of the report by the Inspection Committee and ask the sponsoring body to –

(a) establish an Endowment Fund for the University which shall be pledged to the Government with an amount of:-

Multi Domain

- (i) 4 crores for multi-domain University in case the University is situated fifteen kilometers away from the municipal limits of the Divisional Headquarters Cities, or ten kilometers away from the municipal limits of other cities.
- (ii) 3 crores in case the University is situated in scheduled tribal area and maintains the distance specified in clause (i) from the municipal limits of a city,
- (iii) in other cases, 5 crore rupees.

Single Domain

- (i) 1 crores in case the University is situated fifteen kilometers away from the municipal limits of the Divisional Headquarters Cities, or ten kilometers away from the municipal limits of other cities.
- (ii) 75 lakhs in case the University is situated in scheduled tribal area and maintains the distance specified in clause (i) from the municipal limits of a city,
- (iii) in other cases, 1.5 crore rupees.

- (b) acquire a minimum of 30 acres of contiguous land, if not already available; An essentiality certificate will be issued to the sponsoring body in order to procure required land for the establishment of University campus.
- (c) construct a minimum of 15,000 square meters of covered space for administrative purposes and for conducting academic programmes, if not already available;
- (d) purchase books and journals of atleast Rs. 10 lacs or as per the norms of regulating bodies, whichever is higher, and give undertaking to invest within first three years not less than rupees 50 lacs or as per the norms of regulating bodies, whichever is higher, on books, journals, computers, library networking and other facilities so as to make the library facilities adequate for contemporary teaching and research;
- (e) purchase equipments, computers, furniture, other mobile and immobile assets and infrastructure facilities worth rupees 20 lacs or as per the norms of regulating bodies and give undertaking to procure within the first five years, equipments, computers, furniture, other mobile and immobile assets and infrastructure facilities (other than buildings, referred to in clause (c) above) worth not less than rupees one crore or as per the norms of regulating bodies, whichever is higher;
- (f) give undertaking to appoint at least 1 Professor, 2 Readers and adequate number of Lecturers along with necessary supporting staff in each department or discipline to be started by the University;
- (g) give undertaking to take up co-curricular activities like seminars, debates, quiz programmes and extracurricular activities like games, sports, National Service Scheme, National Cadet Corps etc. for the benefit of students as per the norms laid down by the regulating bodies;
- (h) give undertaking for establishment of provident fund and to take up welfare programmes for the employees of the University;
- (i) fulfill such other conditions and provide such other information as may be prescribed by the University Grants Commission, All India Council for Technical Education or any other statutory body established by the law of the Union or State Government.

- (j) give undertaking not to dissolve the University before 15 years of its establishment and if the University is dissolved before 25 years all the assets of the University without liabilities and free from all encumbrances will vest with the Government.
- (k) give undertaking that all the assets of the University without liabilities and free from all encumbrances will vest with the Government if the University is dissolved on account of the contravention of provisions of the Act, Rules, Statutes, Ordinances, Regulations, directives of the Government and other statutory bodies .

F. SUBMISSION OF COMPLIANCE REPORT BY SPONSORING BODY

- (12) The sponsoring body shall, within a maximum period of two years, submit to the State Government an unambiguous affidavit alongwith documents to the effect that all conditions referred to in the letter of intent have been fulfilled.
- (13) The sponsoring body will have the provision to include any additional details during the period of two years from the time the LOI is issued and compliance report submitted. The amended part of the proposal will be reviewed again by the committee and approval will be given thereafter.
- (14) On receiving the compliance report, the State Government shall appoint a committee consisting of such members, as may be deemed necessary to verify the compliance report.
- (15) The committee will scrutinize the compliance report and point out deficiencies, if any, to the sponsoring body for removal thereof. Any additional information may be sought by the committee for scrutiny. Besides this, specific recommendations may be communicated to the sponsoring body for compliance
- (16) The sponsoring body will submit report to the committee regarding the removal of deficiencies and compliance of the recommendations communicated as above.
- (17) The committee shall submit its report to the State Government within one month from the date of its constitution specifying whether the sponsoring body has fulfilled the requirements and conditions laid down in the letter of intent.

(18) If the sponsoring body fails to comply with the provisions of letter of intent within a maximum period of two year from the date of issue of LOI, the proposal submitted shall stand rejected and the letter of intent issued to the sponsoring body shall be deemed to have been withdrawn.

(19) However, the State Government may extend the term of letter of intent for the further period of one year if such request is made by the Sponsoring Body and the State Government is satisfied in respect of the reasons given by the Sponsoring Body for the extension of the letter of intent.

G. ENACTMENT OF LAW FOR PRIVATE UNIVERSITY

(20) After receiving a satisfactory compliance report of the sponsoring body and recommendations of the Inspection Committee, the State Government will table a separate Act for the specific University before the State Legislature for its approval. The State Legislature will then pass a separate Act for the establishment and incorporation of the particular Private University, thereby enabling the Government to issue a Gazette Notification.

(21) The said notification will be sent to UGC and MHRD for information. The Sponsoring Body will be further required to make an application to UGC to enlist the newly incorporated University in the UGC List of Authorized Universities.

(22) The University will be required to get itself assessed by NAAC within three years of its establishment and fulfill all the minimum requirements / criteria laid down by various statutory bodies for respective academic programs.