



**GUIDELINES REGARDING AFFILIATION OF COLLEGES AND THEIR COURSES**

- (1) The College / Institution concerned must be recognized by the National Medical Council / Dental Council of India / Indian Nursing Council and other Central/State statutory bodies, as the case may be.
- (2) Every application for affiliation of any Government or Private College shall be made on prescribed format as to reach the Registrar not less than 12 months before the commencement of the academic session in respect of which the affiliation is being sought with prescribed processing fees.  
Provided that the Vice-Chancellor may, in special circumstances reduce the said period in the interest of higher education to such extent, as may be deemed necessary.
- (3) On receipt of the application along with other relevant documents including the processing fee from the College, the University shall make inspection of the College in terms of the facility, infrastructure, equipment, human resource, financial resources, faculty, academic ambience, standard, its management, etc. the examination procedure and overall academic and professional status.
- (4) Only after the processing of application if all the conditions to be fulfilled and the College / Institution is found worth inspection, the same shall be asked to pay the inspection fee prescribed for the course by the University.
- (5) The inspection shall be made only after the receipt of inspection fee which shall be different from that of processing fee charged with the application.
- (6) The Vice-Chancellor shall constitute an Inspection Committee for inspecting the College / Institution in question under ratification by the Executive Council. The Committee may consist of experts and academicians whose number shall not exceed five.
- (7) The T.A. / D.A., transport and accommodation etc. of the members of Inspection Committee shall be borne by the University. The Inspection Committee shall make a surprise inspection without giving any notice whatsoever.
- (8) The inspection of the University shall be made on any date after having received the inspection fee but not one day before the public holidays and Sunday.
- (9) The College / Institution seeking affiliation shall not do anything in terms of hospitality, presentation of gifts, cash or kind etc. which may influence the members of the Inspection Committee in any way.
  - (a) The Inspection Committee shall submit its report to the Registrar online at the end of the inspection and post the signed hard copy immediately.
  - (b) The Inspection Committee shall submit its report on a format requiring information, facts and figures against different items, the deficiency shall be spelled out clearly.
- (10) The Inspection Committee shall only submit the facts and figures about the College / Institution but shall not, recommend the College / Institution for affiliation.
- (11) The Registrar shall process the Inspection Report and then through the Vice Chancellor the matter present to the Executive Council for approval or denial as the case may be. In case of urgency the Vice Chancellor may take a decision and report to the Executive Council for ratification.
- (12) After approval or denial of the proposal by the Executive Council, the Registrar shall issue the conditional affiliation for one academic year. It shall be clearly mentioned that which deficiencies is to be fulfilled in the session.
- (13) Periodic inspections shall be made each year as decided by the University from time to time.



**अटल बिहारी वाजपेयी मेडिकल यूनिवर्सिटी उत्तर प्रदेश**  
**Atal Bihari Vajpayee Medical University Uttar Pradesh**

- (14) The College/Institution which fails to maintain the quality norms in teaching and examinations may be disaffiliated after giving an opportunity to show cause of 15 days and debarred from further admission in the respective course.
- (15) The College/Institution should have good reputation without any legal cases pending against it.
- (16) The fee structure for the affiliation of the college with the University as per gazette notification of Government of Uttar Pradesh (dt.29 July, 2011).
- (17) There shall be two representatives of the University in the Management/Managing Committee of the School/College / Institution.