



GUIDANCE DOCUMENT

**Topic : Guideline for inclusion of
Affiliated Colleges under 2 (f)
12 (b) of UGC Act 1956**

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GUIDELINES FOR

**INCLUSION OF AFFILIATED COLLEGE
UNDER SECTION 2(F) AND 12(B)
OF UGC ACT, 1956**



**UNIVERSITY GRANTS COMMISSION
NEW DELHI
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UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110002.

No. F. 33-34/65 (CP/CD) Pt. IV

12th July, 1974

The Registrar.

Subject:- Recognition of Colleges in terms of regulations framed under Section 2 (f) of the UGC Act read with Section 26 (l) (d) of the UGC Act, 1956 as modified upto 20th December, 1965

Sir,

I am directed to say that in exercise of the power conferred by clause (d) of Sub-section 26(1) of Section 26 of the UGC Act, 1956 (3 of 1956 as modified upto 17th June 1972) and in supersession of the regulations in force at present for according recognition to institution under clause (f) of Section 2 of this Act, the University Grants Commission with the approval of the Central Government has made the following regulations:-

Recognition of Institution:

- 1) **The Commission may, in consultation with the University concerned, recognise an institution under clause (f) of Section 2 of the UGC Act, 1956, if**
 - i) It is affiliated to, or forms a constituent member of, or is run directly as a University college by or is an institution recognised by a university established or incorporated by or under a Central Act, a Provincial Act or a State Act and the Statutes and Regulations made thereunder or run by Government or local authority.
 - ii) It provides instructions upto a Bachelor's degree or upto a post-graduate degree or for a post-graduate degree only or provides instructions for a Diploma course of a duration of not less than one academic year and for which the minimum qualification for admission is a Bachelor's degree; and
 - iii) It is registered as a society under the Societies Registration Act, 1860 (21 of 1860) or is a body corporate, established or incorporated under a Central or State Act, for time being in force or is a Trust with trustees being appointed and vested with legal powers and duties. Provided that the requirements of this clause shall not apply in the case of an Institution run by the Government or a local authority or any University.

- iv) In relation to such institution, where it does not fall within clause (iii), a bond is executed by the registered society or trust by which it is managed or run guaranteeing the proper utilisation of the grants that might be paid by the Commission to the institution and agreeing to refund such part of the grant as may not have been properly utilised for the purpose of the institution and also agreeing to furnish to the Commission the balance sheet of the registered society or trust, as the case may be alongwith the annual accounts of each of the institutions managed or run by the registered society or trust.

The above regulation would come into force with effect from 1.7.1974. It is requested that the University while sending proposals for inclusion of affiliated colleges in the list of colleges prepared under Section 2 (f) of the UGC Act may also send documentary evidence to the effect that the college/institution is registered as a society under the Societies Registration Act, 1860 (21 of 1860) or is a body corporate or incorporated under Central or State Act for the time being enforced or is a trust, the trustees being appointed and vested with legal powers and duties.

The proforma in which the particulars of the colleges are to be sent, has been suitably amended to incorporate the above and copy thereof is enclosed for reference.

With regard to colleges already on the list prepared under Section 2(f) of the UGC Act and which fall under Clause (1) (iv) of the regulations indicated above it is suggested that such colleges/institutions may be advised that a bond is executed by the Registered Society or Trust by which it is managed or run on the lines indicated under the above clause. The University may arrange such bonds duly signed by the Principal concerned and the Secretary or President/Chairman of the concerned Governing Body of the Trust along with a certified copy of the resolution of the Governing Body in support of the Bond executed to be forwarded to the Commission within six months, i.e. by 31-12-1974 from the date on which the new regulations came into force. In the case of new institutions falling under Clause (iv) above and awaiting recognition under Section 2.(f) it is requested that the University may ensure that the above mentioned documents are invariably forwarded alongwith the proforma seeking recognition of such colleges under Section 2 (f). The details of colleges already recognised and falling under clause (1) (iv) may be communicated to the Commission at your earliest.

The receipt of this letter may be acknowledge.

Yours faithfully,

Sd/-
(R.K. Chabra)
Secretary

**Proforma for applying for recognition of Colleges under Section
2(f) & 12 (B) of the UGC Act, 1956**

1.	Full name of the College/institute as affiliated/recognised with the University.	
2.	Name of the Principal	
3.	Year of Establishment (as a degree Institute)	
4.	Whether College/Institute is getting funds from any Government Sources or it is a Self-Financing College.	
5.	Name of the University to which affiliated	
6.	Degree offered by the College/Institute	
7.	Subjects taught	
8.	Total number of students on roll as on 31 st December of the preceding year.	
9.	No. of teachers employed as on 31 st December of the preceding year.	
10.	Has the College/Institute been granted permanent or temporary affiliation/ recognition, please indicate year of affiliation (A copy of the notification issued in this respect be attached)	
11.	In case of temporary affiliation the period till which the affiliation is effective.	
12.	Does the College/Institute fulfill all the conditions laid down by the UGC for being brought on the approved list of affiliated colleges under Section 2(f) of the UGC Act	
13.	Is the College/Institute being run by private management or by Central/ State Government or it is a University <u>College</u> .	

14. Is the College/Institute registered under the Societies Registration Act 1860 (21 of 1860) or is a body incorporate under a Central or State Act or is a trust with trustees being appointed and vested with legal powers & duties. If so, a copy of the Memorandum of Association and certificate of Registration of the society trust deed as applicable maybe attached.	
15. In the case of College falling under Clause 1 (iv) of regulations prescribed for recognition of Colleges, please indicate whether the indemnity Bond and other documents prescribed have been attached or not.	
16. Any other remarks	

Signature of the Principal of the College with seal

Signature of the Registrar of the affliating University with seal.

Note:-

1. Information in respect of only those colleges is to be reported which have actually started functioning and which are teaching for the first degree.
2. Colleges against which complete information is not given, will not be included in the list till such time, information is made available.
3. This pro forma should be counter-signed by the Registrar.
4. If the Institute is not an affiliated Institute but it is recognised by the University, Please send extracts of the relevant Act and statutes under which the Institute has been recognised by the University.

INDEMNITY BOND
(Specimen for Society)

The Indemnity Bond made at _____ this _____ day
of 200 _____ between _____

_____ a Society registered
under the Societies Registration Act, 1860 and now governed under
_____ with its

Headquarter located at _____ hereinafter referred to as the
Association (which expression shall, unless it be repugnant to the context or meaning
there of be deemed to include its successors, assigns and persons for the time being
having control over its assets and affairs); of the one part and the University Grants
Commission a body corporate established and constituted under the University Grants
Commission Act, 1956 hereinafter referred as the 'Commission' (which expression
shall unless it be repugnant to the context or meaning thereof, include its successors and
assigns of the other part.

Whereas the Association as the owner is conducting
_____ at _____ a College
known as _____ hereinafter
referred to as the said College.

And whereas the said College is affiliated to _____
University constituted under _____ Act,
hereinafter referred to as the said University.

And whereas the Commission in carrying out its objects and functions has sanctioned
grants out of its funds to the said College.

And whereas in order to regulate and control the use of the grant that may be made by the
Commission to the said College as terms and conditions of the grant, the Commission has
required the Association to execute this indemnity bond which the Association has agreed
to do.

**NOW THIS INDENTURE WITNESSED AND IT IS HEREBY AGREED AND DECLARED
BY AND BETWEEN THE PARTIES HERE TO AS FOLLOWS:**

1. The Association hereby guarantees and covenants with the Commission that every
amount of grant that will be given by the Commission to the said College shall when
received by the said College solely be used for the benefit and purposes of the said
College in accordance with the terms and conditions of the grants and not for any
other purpose or any other institution run by the said Association and in the event of
any part of the said grant being found to have been used by the Associations for any