



RAJASTHAN TECHNICAL UNIVERSITY, KOTA

Rawatbhata Road, Kota-324010, KOTA

Tele-0744-2473003, Fax-0744-2473857

F(2)/Gr. Aff. Fee/2013/14009-14

Dated 12/12/2013

-:Office Order:-

Under the approval of Board of Management in its 18th meeting vide agenda no.18.4(i) dt. 07-09-2013, following affiliation fee rules are being notified.

AFFILIATION FEE RULES

Short title, extent and commencement –

- (i) These rules shall be called as Rajasthan Technical University-“Affiliation Fee Rules”.
- (ii) They shall be deemed to have come into force from the date of approval from Board of Management.
- (iii) These rules shall apply to all affiliated institutes of Rajasthan Technical University, Kota.

Definitions –In these rules, unless there is anything repugnant in the subject or context:

- (a) “AICTE” means All India Council for Technical Education, New Delhi.
- (b) “COA” means Council of Architecture.
- (c) “RTU” means Rajasthan Technical University, Kota
- (d) “EOA” means Extension of Approval.
- (e) “Govt.” means State Government, Rajasthan.
- (f) “Co-Ed” means Co-Education.
- (g) “NSC” means National Saving Certificate.
- (h) “FDR” means Fixed Deposit Reserve.
- (i) “BOI” means Board of Inspection.
- (j) “NOC” means No Objection Certificate.

Affiliation refers to a particular academic session in which an institute shall be allowed by the university to run a course/programme and to seek admission of students for the prescribed duration. In the cases where affiliation is withdrawn (dis-affiliation, termination, suspension or voluntary), the institute shall not be allowed to admit the students and run the course from that session onwards. However, the students enrolled in the previous years shall continue to study in the institute or shall be transferred to other institutes as decided by the university for the remaining term of the prescribed course.

I. AFFILIATION APPLICATION:

Each institute shall apply for affiliation of programme in the prescribed format every year, along with the affiliation fee calculation sheet (one for each programme). Last date for submitting the affiliation fee without penalty is 31st Dec. of preceding academic session.



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2. AFFILIATION FEE:

The affiliation fee for proposed courses starting in an academic session shall be charged on the basis of intake approved by approving authority (AICTE/COA).

S. N	PARTICULARS	AFFILIATION FEE
1	B.TECH OR B.ARCH	Rs. 50000/- for first course (branch) of each programme and Rs. 25000/- for every subsequent course(branch)
2	MBA OR MCA OR BHMCT	Rs. 50000/- for each programme
3	M.TECH.	Rs.25000/- for each course (specialization)
4	DUAL DEGREE	Rs. 50000/- for each programme
5	INTEGRATED PROGRAMME	Rs. 50000/- for each programme
6	VARIATION OF INTAKE	Rs. 25000/- for any variation in intake in existing programme(increase/decrease) up to 30 seats or fraction thereof , not applicable to the cases of opening and closure of course/programme

3. PENALTIES ON LATE PAYMENT OF AFFILIATION FEE:

S.N	Date of Deposit of Amount	Penalty
1	31 ST DEC. OF PRECEEDING ACADMIC SESSION	No Penalty
2	FROM 1 ST JAN. TO 30 TH APR.	Equal to outstanding affiliation fee
3	FROM 1 ST MAY TO 7 TH JULY	Equal to double the outstanding affiliation fee
4	FROM 8 th JULY AFTERWARDS	Equal to triple the outstanding affiliation fee

4. INSPECTION FEE:

An inspection fee of Rs. 15000/- per faculty (such as Engg., Management, MCA, Hotel Management, Architecture etc.) shall be paid by the college for each inspection, re-inspection and sudden inspection carried out by the University for the affiliation purpose.



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5. BOOK KEEPING:

Separate accounts shall be maintained for each programme. However, B.Tech. and M. Tech. programs may be clubbed together as Engineering.

6. ADJUSTMENT OF BALANCES:

S.N	Category	Permissibility
1	From one society to other society	Not Permitted
2	Within colleges of same society	Permissible from date of application received in the University
3	Within I and II shift of a college	Permissible from date of application received in the University
4	Within programmes of a college	Permissible from date of application received in the University
5	For the same programme	Permissible from retrospective date

7. REFUND:

A society may claim refund of its surplus balance. However a deduction of 10% of the surplus balance shall be made towards administrative charges.

8. CHARGEABILITY OF FEE FOR SPECIAL CASES:

Category	Provisions
Category A: A society proposes a new or existing programme but does not get AICTE/COA approval/EOA.	Affiliation fee not applicable
Category B: A society proposes a new or existing programme, gets AICTE/COA approval/EOA but (i) does not get permission from government/RTU to fill seats OR (ii) voluntarily does not participate in counseling and seeks no admission provided that affiliation inspection has not been carried out by the University.	Affiliation fee not applicable
Category C: An institute with new or existing programme participates in counseling and does not get any admission by all means.	Full affiliation fees applicable
Category D: In cases where increase/ reduction/ merger of intake is imposed by AICTE/COA/RTU/Govt. or any other regulating authority.	Fee for variation of Intake shall not be applicable.



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9. CLOSURE:

'Closure' shall apply to institutes which have run the programme/course(s) for one or more academic session.

Institutes willing to close a programme/course(s) shall formally apply for NOC for closure fulfilling requirements of AICTE and as per guidelines issued by RTU along with prescribed fee for NOC.

10. ISSUE OF NOC:

An institute seeking NOC for following purposes mentioned below shall have to pay NOC fee as below. Final permission shall be granted by AICTE. If not permitted, the fee for NOC may be transferred to next session/s.

Particulars	Fee for NOC(s)
Change of Name of Institute	Rs. 50000/-
Change of location/address	Rs. 50000/-
Conversion from "Women' only" to "Co-Ed"	Rs. 50000/-
Closure of Course(s)/branch/each Programme	Rs. 50000/-
Closure of Institution	Rs. 50000/- for each programme, subject to a maximum of Rs. 1.5 lacs

11. ENDOWMENT FEE :

Endowment Fee will be Rs.5,00,000/- (Rs. Five lacs only) in the form of NSC/FDR from each private institute.

12. GRIEVANCE REDRESSAL:

Any special case for consideration, grievance or waiver application shall be put up for recommendation of BOI and subsequent approval of competent authority.

SA-

Registrar

Copy to:-

- 1- Joint Secretary, Tech. Edu. Govt. of Raj. Secratariat, Jaipur
- 2- PS. To HVC, RTU, Kota
- 3- Finance Officer, RTU, Kota
- 4- PA to Registrar, RTU, Kota
- 5- Director (Acad., RTU, Kota
- 6- Web Master- for publishing on website.


Registrar