



NORTH-EASTERN HILL UNIVERSITY
Shillong - 793 022

INSPECTION REPORT ON PERMANENT AFFILIATION TO A COLLEGE / INSTITUTION
[TO BE SUBMITTED BY THE INSPECTION TEAM TO DIRECTOR, CDC]

1. Name and address of the College / Institution : -----

PIN:..... Tel:..... FAX:..... Email:.....
2. Name and address of the Sponsoring Authority: -----

PIN:..... Tel:..... FAX:..... Email:.....
3. Year of establishment : -----
4. Was the decision to apply for permanent affiliation taken by the Governing Body / Management Committee of the College / Institution? : Yes No
If yes, attach a copy of the resolution with a complete list of the members of the Governing Body / Management Committee of the College / Institution: -----
5. How often the Governing Body / Management Committee meet in a year? : -----
6. Has the college/institution implemented all the requirements and recommendations of the University on affiliation matters? : Yes No
if no, reasons for not doing so (enclose report):

7. Has the college/institution been accredited by any agency (e.g., NAAC , AICTE, etc.):

Yes No

If yes, the grade of the college/institution: -----

8. Any other recognition received by the college/institution: -----

9. Details of affiliation (enclose copy of University notification):

Course(s) (General / Honours / Professional)	Subject(s)	Year of first affiliation	Year(s) of renewal

10. Names of the course(s) / subject(s) offered at present by the college/institution:

Course(s)	Subjects(s)
B. A. (General)	
B. A. (Honours)	
B. Sc. (General)	
B. Sc. (Honours)	
B. Com. (General)	
B. Com. (Honours)	
B. Ed.	
LL. B.	
B. Tech.	
Any other (please specify)	

11. Details of the land owned by the college (document regarding ownership must be enclosed):

(i) Total area: -----

(ii) Total built - up area (site plan to be enclosed): -----

12. (i) Details of the facilities in the permanent building owned by the college:

Type of Room	Number	Size	Adequate/not adequate*
Principal's / Director's Room			
Vice - Principal's / Deputy Director's Room			
Office Room			
Common Room (staff)			
Students' Common Room (boys & girls)			
Toilet facilities (boys & girls / teaching staff)			
Library			
Classrooms			
Laboratory			
Sports			
Any other Rooms			

(ii) Details of special arrangement for physically challenged:

13. Details of furniture:

Furniture	Number	Size
Classroom chairs		
Classroom tables		
Office and other chairs		
Office and other tables		
Almirahs / Cupboards / Racks		
Laboratory furniture (please specify)		
Library furniture (please specify)		
Any other items (please specify)		

14. Details of Laboratory Equipments, Computers and other Teaching - aids:

Sl. No.	Name of the Equipment	Quantity	Subject	Remarks

15. Library: Details of books available (please enclose the list of books with title, author, publisher, year of publication, number of copies and accession number):

Sl. No.	Subjects	Existing number of books	Adequate/not adequate

16. Names of the Principal / Director, teachers and librarian with qualifications(s), experiences(s) and dates of joining:

Sl. No.	Designation	Name	Age	Specialisation	Qualifications	Date of Joining
	Principal / Director					
Teachers*						
Librarian						

* dates of joining of regular teachers

17. Details of administrative staff:

Sl. No.	Name	Designation	Age	Qualifications	Date of Joining

18. Results in the University examinations during the previous six years (use separate sheet if necessary):

Year	Examination (Gen., Hon., Professional)	Subject	No. of Students appeared	No. of Students passed		Overall pass %age	Remarks
				I Div	II Div		

19. Academic Distinctions achieved:

Sl. No.	Year	Details of distinctions

20. Please furnish details, if any, on the following:

- (i) Strike(s) in the college during the last six years (use additional sheets, if required):
- (ii) Disciplinary cases (relating to examination, etc.) during the last six years (use extra sheet if necessary):

21. Furnish information about Reserve Fund in a fixed / term deposits scheme in a bank in favour of the college/institution: (Certificate form the bank to be attached)

Name of the Bank	Pass Book /Account No.	Amount

22. Income and expenditure during the previous six years (use separate sheet if required)

Year	Income	Expenditure

23. Any other observation / remark on the college / institution:

The convener of the inspection team should obtain and enclose a certificate from the competent college/institution authority (Principal / Director / Chairperson of G. B.) that the information provided by them about the college/institution is correct.

Recommendations (please be specific):

Signatures of the members of the inspection team: