

## SHRI LAL BAHADUR SHASTRI NATIONAL SANSKRIT UNIVERSITY

### ORDINANCE NO. 42

### REGULATIONS FOR AFFILIATION

[Under Section 29(1)(o) of Central Sanskrit Universities Act-2020]

#### **ENACTED UNDER**

Clause 6(1)(xiii) and Clause 29(1)(o) of the Statute of the Central Sanskrit University Act, 2020, and as per UGC Regulations for Affiliation of Colleges by Universities (2009 & 2012 Amendments wherever required)

#### **PURPOSE**

To establish guidelines and procedures for extending affiliation to the institutions, seeking affiliation with Shri Lal Bahadur Shastri National Sanskrit University, (SLBSNSU - Central University), New Delhi-110016.

#### **FRAMEWORK FOR AFFILIATION**

This ordinance outlines the rules and regulations for affiliation, ensuring academic excellence and compliance with Central University standards.

#### **AUTHORITY**

SLBSNSU, empowered by the Central Sanskrit University Act, Statute, and its amendments, UGC Regulation for affiliation of colleges by Universities, (wherever applicable) regulates affiliation processes.

#### **REGULATIONS**

Detailed guidelines for affiliation, including eligibility, application, inspection, and quality assurance measures etc.

#### **COMPLIANCE**

Institutions seeking affiliation must adhere to these regulations, ensuring academic integrity and excellence. Shri Lal Bahadur Shastri National Sanskrit University (SLBSNSU), a Central University in New Delhi, offers education and courses from undergraduate to doctoral levels, invites applications for affiliation in various courses of study, providing opportunities for institutions to offer academic programs in **Sanskrit Shastric Traditional Studies** and other related fields as per Central Sanskrit University Act-2020 & as are in the opinion of University, necessary for the furtherance of its object generally for the followings :

##### **1. Foundational Courses/ Programs**

- Prak-Shastri/Uttar-Madhyama (10+2)

##### **2. Undergraduate Programs**

- Shastri/Under Graduate/B. A  
- BNYS 5<sup>1/2</sup> Years Course

- Shiksha-Shastri/B.Ed

**3. Postgraduate Programs**

- Acharya/Post Graduate/M. A  
- Shiksha-Acharya/M.Ed.

**4. Certification Programs**

- Certificate/Diploma Courses/PG Diploma

**And More...**

Additional courses added from time to time or any other programme applicable under Central Sanskrit University Act-2020 clause 6(i) (xiii)

Institutions seeking affiliation with Shri Lal Bahadur Shastri National Sanskrit University (SLBSNSU), New Delhi, must submit applications in the prescribed format (**Appendix-I**) and demonstrate adequate infrastructure, including buildings, necessary equipments, and qualified teachers and staff, as detailed in (**Appendix-II**), to ensure smooth conduct of SLBSNSU-prescribed courses, with the option to apply for affiliation in one or multiple courses.

**1. General norms:-**

This Ordinance related to affiliation shall apply to all colleges/institutions seeking affiliation and/or already affiliated to other Universities/Boards in India established or incorporated by or under a Central Act, a Provincial Act, or a State Act.

**2. Definitions: In this ordinance:**

- i. "Affiliation" together with its grammatical variations, includes, in relation to a college, recognition of such colleges/Institution by, association of such college with, and admission of such college to the privileges of, a university.
- ii. Colleges/Institution " means any institution, whether known as such or by any other name which provides for a programme of study beyond 12 years of schooling for obtaining any qualification from a university and which, in accordance with the rules and regulations of the university, is recognized by the UGC as competent to provide for such programme of study and present students undergoing such programme of study for the examination for the award of such qualification; for Prak-Shastri/Uttar-Madhyama (10+2) programs.
- iii. "SLBSNSU" means the Shri Lal Bahadur Shastri National Sanskrit University, (a Central University), New Delhi-110016 established under the Central Sanskrit University Act-2020
- iv. "course" means one of the units which comprise a programme of study,
- v. "Programme"/"programme of study" means a higher education programme and others like Prak-Shastri/Uttar-Madhyama (10+2) programs pursued for a degree specified by SLBSNSU.
- vi. "programme"/"programme of study" means a higher education a programme pursued for a degree specified by the Commission under Section 22(3) of the UGC Act;
- vii. "Student" means a person admitted to and pursuing a specified programme of study in the college/institution etc... seeking affiliation,

### 3. Eligibility Criteria for Temporary Affiliation

I. The proposed college seeking affiliation, at the time of inspection by the university, shall satisfy the following requirements, or the requirements in respect of any of them prescribed by the Statutory/ Regulatory body concerned in the case of technical/ professional courses only whichever is higher.

- a. College/ Institution seeking affiliation should have undisputed ownership and possession of land free from any or all encumbrances measuring not less than 1.5 acres if it is located in mega cities, 2 acres if it is located in metropolitan cities and 5 acres if it is located in other cities. Provided that this sub-clause shall not apply to colleges already affiliated to the Universities in India. Provided further that the lesser land requirement in mega cities shall not compromise extracurricular/extra-mural curricular activities of the college/institutions. Provided also that the requirement of 5 acres in hilly areas could be contiguous or up to three places which are not separated by more than 2 kilometres. However this clause may be relaxed by the Vice-Chancellor of SLBSNSU on recommendation of Board of Affiliation of the University.
- b. Administrative, academic and other buildings with sufficient accommodation to meet the immediate academic and other space requirements as specified by the SLBSNSU for each of the higher education course/programme with adequate scope for future expansion in conformity with those prescribed by the SLBSNSU/UGC/Statutory/Regulatory body concerned, taking care that all buildings constructed in the colleges/Institution are disabled friendly wherever applicable.
- c. Academic building sufficient to accommodate the faculties, lecture/ seminar rooms, library and laboratories with adequate space per student in lecture/seminar rooms/library and laboratories. Provided that this shall not apply to colleges already affiliated to the Universities in India.
- d. Number of teaching and non-teaching staff as per University norms.
- e. Adequate civic facilities for essentials like water, electricity, ventilation, toilets, sewerage, etc. in conformity with the norms laid down by the Central/State PWD
- f. Adequate measures for safety, security, pollution control, etc.
- g. A library with at least 1000 books, or 100 books in different titles on each programme, whichever is more, of the proposed programmes to include both text books and reference books, besides two periodicals per programme, along with a book bank facility for students belonging to the Scheduled Castes, Scheduled Tribes and such other sections as may be specified by the UGC from time to time. Subscription of two periodicals will particularly be applicable for UG/PG classes/courses.
- h. Necessary laboratory equipment as prescribed by the SLBSNSU/Statutory/Regulatory body concerned, for each of the higher education programmes;
- i. A multi-purpose complex / an auditorium and facilities for sports, canteen, health care, separate common rooms and separate hostels for boys and girls as per the local requirements, as decided by the SLBSNSU.
- j. Appropriate furniture for lecture/seminar rooms, laboratories, library, faculty rooms, rooms for administrative staff including the Principal, multi-purpose complex/auditorium, common rooms and hostel rooms, and for other facilities;
- k. A duly constituted managing body with a representative of the SLBSNSU.

### II. Norms for the Non-Government college/institution

- a. College/Institution Shall be managed by a duly constituted and registered Society or Trust.

- b. College/*Institution* Shall satisfy to the *SLBSNSU* that adequate financial provision is available *with them* for running the College/*Institution* for at least three years without any aid from any external source. In particular, it shall produce evidence of creating and maintaining a Corpus Fund, permanently in the name of the College/*Institution* by way of irrevocable Government Securities of Rs.15 lakh per programme, if the College/*Institution* proposes to conduct programme only in Arts, Science and Commerce, Rs.35 lakh per programme or as prescribed by the relevant Statutory/Regulatory body, if it proposes to offer professional programmes, or FDRs for like amounts jointly held by the College/*Institution* and the *SLBSNSU* for a minimum lock in period of three years. The interest accrued out of it may be utilized by the College/*Institution* with the prior permission of the *SLBSNSU* for strengthening its infrastructure facilities;
- c. College/*Institution* Shall also provide an undertaking to the University that it has adequate recurring income from its own resources for its continued and efficient functioning.

**III. The Registered Society/ Trust in justified exceptional cases may be allowed to start the College/*Institution* for the first year of the programmes in a readily available building, with the condition that all other academic and administrative requirements are satisfied under the Regulations and the college/*institution* shall complete the buildings as per the norms mentioned in this ordinance and other requirements cited in the detailed project report by the end of the second year and the College/*Institution* is moved completely to the proposed permanent building by the beginning of the third year, failing which the College/*Institution* shall not be granted, renewal of temporary affiliation until the College/*Institution* moves to the permanent buildings. Under no circumstances, extension of time for this movement to the permanent building shall be granted by the *SLBSNSU*, beyond five years.**

**IV. The Registered Society/Trust proposing the College/*Institution* shall execute a bond:**

- a. To impart instruction only in the subjects and for the courses/programmes in the faculties for which affiliation has been granted by the *SLBSNSU* and shall not seek retrospective affiliation. All such courses/programmes shall follow the syllabi approved by the appropriate academic bodies of the *SLBSNSU*.
- b. To comply with all the provisions of the Act, the Statutes and the Ordinances, Rules and Regulations of the *SLBSNSU*, framed in this regard *from time to time* :
- c. To follow the Rules, Regulations and Guidelines of the *SLBSNSU/ Statutory /Regulatory bodies* issued from time to time;
- d. To the effect that the number of teaching posts, the qualification of teaching staff and their recruitment/ promotion procedures as prescribed by the UGC and conditions of service shall be in accordance with the Statutes/Ordinance/ Regulations of the *SLBSNSU/State Government / UGC*, and shall ensure imparting of adequate instruction to the students in the courses/programmes of studies to be undertaken by the College/*Institution* and that the Student-Teacher Ratio in the colleges/*Institution* shall be as per the UGC/*University* norms, *wherever applicable*.
- e. To the effect that the members of the teaching and non-teaching staff shall be regularly and fully paid in the pay scales along with applicable allowances as per the pay scales prescribed by the UGC/ Central/State Govt., as the case may be, from time to time.
- f. To the effect that appointment of members of the teaching and the non-teaching staff shall be made only on considerations of merit, based on qualifications and experience prescribed for them and not by demanding or accepting any donation or other consideration.
- g. To the effect that the colleges/*Institution* shall obtain the eligibility approval of the appointed teaching staff from the *SLBSNSU* within three months of affiliation and shall report all changes in the teaching

staff and all other changes that may affect the fulfilment of the conditions for affiliation to the SLBSNSU, within a fortnight of changes coming into effect.

- h. To the effect that all fees to be charged from the students shall be as per the fee structure approved by the SLBSNSU based on the norms of the UGC from time to time.
- i. To the effect that the College/Institution shall not collect any capitation fee or donation in any form amounting to corrupt practices from or on behalf of any of its students or their parents/guardians except the prescribed fee and other charges as approved by the University based on the norms of the UGC.
- j. To the effect that no student shall be admitted to any programme of study by the College/Institution in anticipation of grant of affiliation or in excess of the number of seats sanctioned per programme of study, by the SLBSNSU:
- k. To the effect that the colleges/Institution shall not, without the previous permission of the SLBSNSU, suspend offering an already approved course/programme of study,
- l. To the effect that the academic and welfare activities of the students belonging to the Scheduled Castes, Scheduled Tribes and other disadvantaged groups, including minorities, wherever applicable, shall be properly taken care of by the College/Institution.
- m. To the effect that all registers and records, including audited statement of accounts, as required to be maintained under the Regulations / Orders of the SLBSNSU /UGC/Government shall be maintained and made available as and when required for inspection.
- n. To the effect that the College/Institution shall furnish all such returns and other information as the UGC/SLBSNSU/ Government may require to enable it to monitor and judge the performance of the colleges/Institution with regard to maintenance of academic standards and shall take such action as the SLBSNSU /UGC/ Government may direct to maintain the same.

#### 4. Procedure for granting Temporary Affiliation:

- i. The application to start a new College/Institution and to get it affiliated to the SLBSNSU can be submitted by Central/State Government Institutions and Registered Society/Trust.
- ii. If the applicant is a Society/ Trust, it shall have been registered under Registration of Societies Act, the Trusts Act or any other Act of the Central/State Government on or before the date of submission of the application.
- iii. The Government / Society/ Trust which proposes to start the College/Institution and wishes to get it affiliated to the SLBSNSU in whose jurisdiction the location of College/Institution falls shall make an application within the stipulated time to the SLBSNSU in the prescribed proforma along with the prescribed fee in the form of Demand Draft, drawn in favour of the Registrar of the SLBSNSU.
- iv. **The application shall be submitted with certified copies of the following documents:**
  - a) Registration of the Society/Trust along with details of Constitution and Memorandum of Association/ By-Laws of the society/trust.
  - b) Letter from the Competent Authority, designated by the Government concerned for classification of land and its location as Metropolitan or other areas.
  - c) Land Use Certificate from the Competent Authority designated by the Government concerned.
  - d) Registered land/Govt. leased land documents in the name of the applicant.

- e) Appropriate order from the Govt. permitting the Society/ Trust to start the colleges/Institution with details of the courses/ programmes intended to be offered.
- f) Building Plan of the proposed colleges/Institution prepared by a registered Architect and approved by the Competent Authority, designated by the Govt. concerned.
- g) Registration documents of the registered Society/Trust/ earmarking land and buildings for the proposed College/**Institution**.
- h) Details of the latest fund position along with photocopies of relevant bank accounts, including the evidence of the Corpus Fund earmarked for the purpose, as specified under Clause 3 (II) (b)
- i) Detailed Project Report :
  - i. Background of the Society/ Trust with reference to its experience in promoting, managing and operating educational institutions; details of its promoters including their background; its activities in the social, charitable and educational spheres since its inception and its Vision and Mission;
  - ii. Development plan for the College/Institution with timeline, spelling out its growth plan over the first 10 year period in terms of phasing of academic programmes, increase in students' intake and introduction of postgraduate programmes/ research, and the time schedule for stage-wise development of the academic infrastructure, like recruitment of faculty, and other support facilities, including student amenities, such as hostels, sports and recreational facilities
  - iii. Architectural master plan indicating the land use pattern including those for the future;
  - iv. Policy with regard to faculty recruitment, retention and development
  - v. Structure of academic and administrative governance;
  - vi. Sources of financing of capital and operating expenditure, besides funds to be generated through students' fees; and
  - vii. Resource projections and their utilization schedule
- v. The SLBSNSU shall make a preliminary scrutiny of the application by screening-cum-Board of Affiliation and if found satisfactory, issue a letter to cause an inspection for physical verification of all requirements for the grant of temporary affiliation.
- vi. The College/Institution shall be subjected to an inspection by the University through a committee of experts nominated by the Vice chancellor consisting of:
  - a) One Expert for each of the subject areas proposed,
  - b) Dean, of the concerned school / an equivalent academician of the University,
  - c) A representative of the higher education department of the Government not below the rank of Deputy Director, or an equal rank officer from UGC and
  - d) An Engineer from the PWD/CPWD or the SLBSNSU not below the rank of Executive Engineer.

**One of the subject experts at the level of Professor, as nominated by the Vice-Chancellor, shall be the Chairperson of the Committee**
- vii The report of the inspection committee shall be submitted by the Chairperson to the SLBSNSU duly filled in and signed by all the members. The SLBSNSU shall process the report through its appropriate Bodies and decide to grant, or not to grant, temporary affiliation to the College/Institution, recording the reasons in writing for its decision within three months of inspection.

- viii On the basis of the infrastructure and other facilities available at the College/Institution, the University shall decide the number of seats for each programme in the College/Institution.
- ix The Executive Council of the University shall be the ultimate authority to decide granting, or not granting, affiliation.
- x Continuation of temporary affiliation of the programmes of study and the College/Institution itself shall be granted by the SLBSNSU on a year to year basis through inspection process prescribed in these ordinance.
- xi If the SLBSNSU decides not to grant affiliation to the College/Institution for reasons, recorded in writing, of its failure to meet the conditions/ requirements for getting affiliation, the College/Institution may apply again if it fulfills the conditions/requirements subsequently, but not earlier than six months from the date of rejection of its earlier application.

#### **5. Eligibility Criteria for Permanent Affiliation:**

- i. The College/Institution shall have completed at least five years of satisfactory performance after getting temporary affiliation and attained the academic and administrative standards as prescribed by the SLBSNSU/ Statutory/Regulatory Body concerned from time to time.
- ii. The College/Institution shall have completed construction of buildings and all infrastructure/facilities as stipulated in the Regulations.
- iii. All the teaching and non-teaching staff are appointed on permanent (appointed on regular basis, in case of a Government college) on the UGC/Government scales of pay.
- iv. The College/Institution shall have its duly constituted Council as per the norms.
- v. The College/Institution shall be accredited by NAAC or any other statutory accreditation agency by State/Central Government." Whichever applicable.

#### **6. Procedure for granting Permanent Affiliation:**

- i. A College/Institution which wishes to get permanent affiliation shall apply to the University any time after completing five years of temporary affiliation in the proforma along with the prescribed fee in the form of Demand Draft drawn in favour of the Registrar of the University.
- ii. The procedure for accordin permanent affiliation shall be the same as for granting temporary affiliation given in the ordinance.
- iii. If the SLBSNSU decides not to grant permanent affiliation to the College/Institution for reasons, to be recorded in writing, of its failure to meet the conditions/ requirements for getting such affiliation, the college/Institution may apply again if it fulfils the conditions/requirements subsequently, but not earlier than six months from the date of rejection of its earlier application.

#### **7. Eligibility to apply for addition of new programmes of study:**

- i. Any proposal for adding new programmes shall be considered by the SLBSNSU only after ensuring equitable distribution of facilities for higher education, having due regard, in particular, to the needs of the unserved, underdeveloped, rural, hilly, tribal and backward areas within its jurisdiction.
- ii. Any proposal for raising the existing under graduate college to post- graduate studies level shall be considered by the SLBSNSU only after satisfactory completion of two years of the under-graduate programme and the proposed buildings, qualified faculty and other infrastructure facilities are fully created as per this ordinance.

- iii. Each application for addition of a new programme or for upgrading the existing programme to post-graduate level shall be accompanied by the prescribed fee in the form of Demand drafts drawn in favour of the Registrar of the SLBSNSU.
- iv. The procedure for according temporary affiliation to additional programmes of study or for upgrading the existing programmes in the College/Institution shall be the same as prescribed under the ordinance for temporary affiliation.

#### **8. Withdrawal of Affiliation:**

- i. The privileges conferred on a College/Institution by affiliation may be withdrawn in part or in full, suspended or modified, if the College/Institution, on due enquiry, is found to have failed to comply with any of the provisions of the Act, the Statutes, the Ordinances, the Rules and Regulations or any other direction or instruction of the University/Statutory/Regulatory body concerned, or failed to observe any of the conditions of affiliation, or has conducted itself in a manner prejudicial to the academic and administrative standards and interests of the SLBSNSU.
- ii. If an affiliated College/Institution ceases to function or is shifted to a different Location or is transferred to a different Society, Trust, individual or a group of individuals without the prior approval of the SLBSNSU, the affiliation granted to the College/Institution shall lapse automatically on such ceaser, shifting or transfer, as the case may be, and it shall be treated as a new College/Institution for the purposes of future affiliation. The SLBSNSU/Government shall have the duty to alleviate the educational future of the affected students in an appropriate manner as per its decision.
- iii. Without prejudice to this ordinance, the SLBSNSU on its own, or on the basis of any complaint or any other information or report from any other source, can cause an enquiry in respect of the concerned Institution, and after giving the College/Institution a reasonable opportunity of being heard, may inform the UGC to pass an order under Section (12A) (4) of the UGC Act prohibiting such College/Institution from presenting any student then undergoing such specified course/programme of study therein to the SLBSNSU for the award of the qualification concerned and the affiliation of the College/Institution shall stand terminated as per Section (12A) (5) of the UGC Act
- iv. If the SLBSNSU decides to withdraw the affiliation of the College/Institution or the affiliation stands terminated by the order of the SLBSNSU, temporarily or permanently, such decision shall not affect the interests of the students of the college/Institution who were on its rolls at the time of issue of the order till they pass out the normal duration of programmes to which they are registered at that time. The SLBSNSU/ Government shall have the duty to alleviate the educational future of the affected students in an appropriate manner, as per its decision.

#### **9. Removal of Difficulties**

Notwithstanding anything contained in the ordinance, the Vice-Chancellor may take such measures as may be necessary for removal of difficulties and to resolve any other extra ordinary issues.

## Guidelines

1. For institutions seeking affiliation to teach School level Prak-Shastri/Uttar-Madhyama (10+2) and Certificate/Diploma programs, it is mandatory to have a faculty comprising capable teachers of both traditional and modern subjects. When applying for affiliation, institutions must explicitly mention all subjects, for which affiliation is sought, ensuring a comprehensive academic framework.
2. For institutions seeking affiliation to teach Graduate (Shastri/ B. A) and Post Graduate (Acharya/ M. A) levels, it is imperative to have a faculty comprising UGC-qualified teachers of traditional and modern subjects. When applying for affiliation, institutions must explicitly mention all traditional and modern subjects for which affiliation is sought, ensuring a robust academic framework that integrates classical knowledge with contemporary perspectives, thereby meeting the stringent affiliation criteria.
3. For institutions seeking affiliation to teach Shiksha Shastri (B. Ed) and Shiksha Acharya (M.Ed.) programs, it is essential to have a faculty comprising NCTE and qualified teachers as per UGC norms across all subjects, ensuring expertise in both education and specialization. Prior to applying for affiliation, institutions must meticulously fulfill all organizational criteria, guaranteeing a comprehensive and compliant academic framework that meets the rigorous standards for teacher education, paving the way for successful affiliation.
4. To be eligible for affiliation, institutions must demonstrate a robust student enrolment across various levels, including Prak-Shastri (Uttar-Madhyama), Shastri (Undergraduate), and Acharya (Postgraduate) programs, ensuring a vibrant academic community. An adequate number of students in these programs is essential, indicating a thriving institution capable of sustaining affiliation requirements and providing a conducive learning environment.
5. Affiliation will be granted to institutions for specific courses of study where they demonstrate sufficient capacity and resources to effectively conduct those programs, ensuring academic excellence and quality education. The affiliation scope will be limited to the approved courses, empowering institutions to focus on delivering exceptional learning experiences in their areas of strength.
6. Institutions seeking affiliation must submit their applications, complete with all requisite facts and details, to The Registrar, Shri Lal Bahadur Shastri National Sanskrit University, accompanied by a non-refundable processing fee of Rs. 5,000 (Five Thousand Rupees Only). This application package will facilitate a thorough evaluation, enabling the University to assess the institution's readiness for affiliation.
7. Upon receiving affiliation applications, the Screening cum Board of Affiliation Committee (as per Appendix-III) as constituted by the Vice-Chancellor will thoroughly scrutinize the submissions, assessing institutional eligibility and readiness. Following a meticulous evaluation, the Committee will compile a comprehensive report, presenting its findings and recommendations to the Vice-Chancellor, for further consideration and taking decision.
8. The Vice-Chancellor of SLBSNSU, guided by the application details and Screening cum Board of Affiliation Committee's report, will establish an Inspection Committee as outlined in **Appendix-III**. This committee will conduct a comprehensive on-site evaluation to assess the institution's affiliation readiness. The Vice-Chancellor will schedule the inspection date, marking a crucial step in the affiliation process, ensuring a thorough assessment of the institution's academic and infrastructural capabilities.

9. The constituted Inspection Committee will conduct a rigorous on-site evaluation of the institution seeking affiliation, adhering to the guidelines outlined in this document. This comprehensive inspection will assess the institution's academic standards, infrastructure, faculty, resources, and overall readiness to offer affiliated programs, ensuring compliance with regulatory requirements.
10. The Inspection Committee's report, complete with recommendations, will be presented to the Screening cum Board of Affiliation Committee for review and consideration. This report will provide a detailed assessment of the institution's affiliation readiness, highlighting strengths and areas for improvement, enabling the Screening cum Board of Affiliation Committee to make informed decisions regarding the institution's eligibility for affiliation.
11. The Screening cum Board of Affiliation Committee's recommendations, accompanied by the Inspection Report, will be presented to the Vice-Chancellor & on consideration of The Vice-Chancellor same will be placed before University's Academic Council/Executive Council for approval. The Vice-Chancellor, as Chairman of the Academic Council/Executive Council, may grant provisional affiliation for one year, if deemed necessary, pending ratification at the next meeting of Academic Council/Executive Council of SLBSNSU, thereby providing a conditional approval for the institution to commence affiliated programs, subject to final confirmation.
12. SLBSNSU reserves the right to impose additional requirements, but the following essential conditions must be strictly adhered to, in order to obtain and maintain affiliation.
  - i) SLBSNSU shall have a designated representative on the institution's Managing Committee, ensuring direct involvement and oversight, effective monitoring upon granting of affiliation.
  - ii) Private institutions must register under Societies Registration Act. No courses, including SLBSNSU's or external programs, can be offered without SLBSNSU's prior approval.
  - iii) Teaching of any recognized course cannot be started or stopped without SLBSNSU's prior permission.
  - iv) The institution's teaching faculty must possess qualifications and experience identical to those prescribed by the University Grants Commission (UGC), NCTE and Government of India for their respective roles, ensuring adherence to established standards.
  - v) New teacher appointments will be based on recommendations from a duly constituted Selection Committee, which must include a mandatory representative from SLBSNSU, ensuring their involvement in the selection process.
  - vi) Affiliated institutions must comply with SLBSNSU's rules and regulations for conducting examinations, which will be held in designated centres notified by SLBSNSU, ensuring uniformity and centralized control.
  - vii) SLBSNSU reserves the right to withdraw affiliation at any time if an institution fails to meet prescribed terms and conditions, and may inspect institutions at its will. Affiliation can be revoked even mid-session if activities contradict guidelines, without any liability for consequences.
  - viii) SLBSNSU may conduct inspections of affiliated institutions at any time, as deemed necessary, and report findings to the Academic Council/Executive Council for review and reconsideration, ensuring ongoing monitoring and evaluation.

- ix) The Vice-Chancellor of SLBSNSU reserves the right to cancel an institution's affiliation at any time for non-compliance with prescribed conditions, subject to review by the Academic Council/Executive Council.
- x) The Vice-Chancellor's decision, subject to Academic Council/ Executive Council concurrence, is final and binding in cases of doubt or controversy, ensuring authoritative resolution.
- xi) Affiliation with SLBSNSU does not entail any financial assistance or funding, with institutions remaining responsible for their own financial management and resources.
- xii) Affiliated institutions must strictly adhere to and implement the reservation policies of the Government of India and respective State, in all aspects, ensuring compliance and promoting diversity and inclusivity.
- xiii) Affiliated institutions must undergo annual audits and submit their audited accounts to SLBSNSU within the stipulated timeframe, ensuring transparency and accountability in financial management.
- xiv) Affiliated institutions are required to provide local accommodation, cover travel expenses, and pay honorarium for officials nominated by SLBSNSU.
- xv) The same procedures used for granting initial affiliation will also apply to renewals, continuations, and approvals for new courses, subjects, and programs, ensuring consistency and standardization in the evaluation process.

13. Affiliated institutions shall remit 30% of course fees collected from registered students in professional and other courses to SLBSNSU, retaining 70% for themselves, as per mutual agreement, ensuring a shared revenue model.

14. Affiliated institutions are required to deposit the prescribed examination fee to SLBSNSU for conducting sessional exams and other course-related activities, ensuring timely and smooth execution of academic assessments.

15. SLBSNSU will periodically review the academic quality of each affiliated institution through a designated committee, providing recommendations for improvement, and issuing guidelines to ensure maintenance of academic standards and excellence.

16. Institutions seeking affiliation must submit a duly filled bond as per **Appendix-IV** on a non-judicial stamp paper valued at Rs. 100/- to SLBSNSU, formalizing their commitment to adhere to the affiliation terms and conditions.

17. SLBSNSU reserves the right to withdraw affiliation from any college/institution, found to have obtained it through fraudulent means, misrepresentation, or concealment of vital information, following a fair show-cause notice to the governing body, and may take additional legal action as deemed necessary.

18. Initially granted affiliation to colleges/institutions is temporary and subject to annual renewal upon request, ensuring ongoing evaluation and compliance with affiliation criteria and standards.

19. Colleges/institutions may apply for permanent affiliation after successfully completing 05 years, meeting all affiliation conditions of SLBSNSU, and achieving prescribed academic standards, which are subject to revision, demonstrating sustained academic excellence and compliance.

20. SLBSNSU reserves the right to establish additional requirements for affiliation through regulations under clause (30) of the act, ensuring flexibility to adapt to evolving academic standards and institutional needs, beyond the existing criteria
21. Any legal disputes or litigation arising shall be subject to the exclusive jurisdiction of Delhi courts, providing a designated legal framework for resolving disputes related to SLBSNSU affiliations and academic matters.

In case of any ambiguity in clauses mentioned above, the provision contained in the relevant UGC regulations and / or decision of Executive Council will prevail

## Appendix-I

## APPLICATION FOR AFFILIATION

To  
 The Registrar  
 Shri Lal Bahadur Shastri National Sanskrit University,  
 B-4 Qutub Institutional Area,  
 New Delhi-110016.

Subject: - Affiliation for (*the courses of studies*) \_\_\_\_\_

Sir/Madam,

I, \_\_\_\_\_ being the President/Secretary/Principal of the Institution named \_\_\_\_\_, request you to affiliate our institution for teaching of courses of studies prescribed by the Shri Lal Bahadur Shastri National Sanskrit University, New Delhi:-

A Demand Draft amounting to Rs. 5000/- in respect of processing fee is attached to this application. Requisite information about our institution is given here under: -

1. Name of Institution/Organization \_\_\_\_\_
2. Postal Address \_\_\_\_\_
3. E-mail \_\_\_\_\_
4. Telephone (Office): \_\_\_\_\_ Mobile No.: \_\_\_\_\_
5. Website \_\_\_\_\_
6. Date of Establishment \_\_\_\_\_
7. Registration No.(Under Societies Registration) \_\_\_\_\_
8. Managing Committee (Attach details) \_\_\_\_\_
  - (i) Name of President \_\_\_\_\_
  - (ii) Name of Secretary \_\_\_\_\_
  - (iii) Date of constitution of present Managing Committee \_\_\_\_\_
9. Name of Board/University to which affiliated, earlier (if any) \_\_\_\_\_
10. Description of the course for which affiliation is sought:-

(i) *Prak-Shastri/ Uttar- Madyama (10+2)*

	The Course for which the affiliation is required			Traditional Subjects	Modern subjects
	Name of Course	Duration of Course	Subject		

(ii) *Shastri/Undergraduate/B.A./Shiksha Shastri/B.Ed*

	The Course for which the affiliation is required			Optional Traditional Subjects	Optional Modern subjects
	Name of Course	Duration of Course	Subject		

(iii) *Acharya/Postgraduate/M.A./Shiksha Acharya/M.Ed*

	The Course for which the affiliation is required			Optional Traditional Subjects	Optional Modern subjects
	Name of Course	Duration of Course	Subject		

(iv) *Certificate/Diploma/P.G. Diploma*

	The Course for which the affiliation is required			Optional Traditional Subjects	Optional Modern subjects
	Name of Course	Duration of Course	Subject		

## 11. Details of Study-Teaching and other facilities: -

Space available	Owned/Rented		
Principal Room			
Office			
Rooms for Teaching			
Rest rooms for teachers			
Rest rooms for students			
Library			
Number of books in Library			
Reading room			
Auditorium			
Any other facility			

## 12. Details of Teachers: -

		General Qualification	NET/Ph.D.	Scale of pay/Gross pay
Modern Subject.				
English				
Indian Language (i) (ii) (iii)				
Other subjects				

## 13. Details of Officers and Staff:-

	Designation	Pay/Gross Pay
	Account Officer/Section Officer	
	Clerk	
	Stenographer	
	Group(C)	
	Other	

## 14. Whether Hostel facility is available?

Yes/No(If Yes)

(i) 	For Boys- _____ Area _____	For Girls- Area _____
	Area _____	
(ii)	Details _____	

15. Details of Bank Account, with Deposits/Balance- \_\_\_\_\_

16. Financial Resources \_\_\_\_\_

17. Annual Income of Previous Year \_\_\_\_\_

Expenditure \_\_\_\_\_

Balance: \_\_\_\_\_

18. Details of processing fee - \_\_\_\_\_

Name of issuing branch- \_\_\_\_\_ Demand Draft No.- \_\_\_\_\_

Date:- \_\_\_\_\_

19. The application is to be submitted along with attested copies of the following documents (if available with the College/Institute requesting for affiliation):-

- (i) Registration of the society/trust and formation of the firm along with details of the memorandum of association;
- (ii) Letter from the competent authority appointed by the concerned Government regarding the classification of the land and its location as metropolitan or other areas.
- (iii) Utilization certificate issued by the competent authority appointed by the concerned Government
- (iv) Document in respect of Land registered in the name of the applicant/land lease document if any -

- (v) Order regarding permission given by the government to the society/trust to start the college / Vidyalaya/institute along with details of the courses/programs to be started.
- (vi) Plan of the building prepared by a registered architect and approved by the competent authority appointed by the concerned government.
- (vii) Registered society for the proposed college/registration document, in which the land has been identified for the proposed college.
- (viii) Copy of bank statement for last three years
- (ix) **Detailed project report giving the following details:-**
  - (a) Its experience in promoting, managing and operating educational institutions, the background of the Society/Trust, details of its promoters and their backgrounds, its vision and mission in the field of social charity and education since its inception;
  - (b) Details of Phase-wise development of plan of the college/Vidyalaya, indicating its development plan during the first 10 years in respect of phasing out of academic programmes, increase in the number of students and starting of postgraduate programmes/research, and level-wise time schedule for development of academic infrastructure such as appointment of faculty and other supporting facilities including hostels, sports and recreational facilities.
  - (c) Architectural master plan, showing land use pattern and future pattern.
  - (d) Policy regarding faculty appointment, retention and development
  - (e) Structure of educational and administrative governance
  - (f) sources of capital financing and operational expenses other than funds generated through student fees and
  - (g) Resource estimates and utilization schedule

I hereby certify that the information provided in the application for affiliation is true. I also hereby agree that if any information is found false, application may be rejected and the amount deposited may not be refunded.

Date:

Signature of Authorized Person  
(Seal)

## Appendix-II

Examination Name	Equivalence
Prak-Shastri (Two year course/4 Semesters)	Higher Secondary / Intermediate
Shastri (Three year course/ 6 Semesters)	Graduation(B.A.)
Shastri Honors (Four year course/ 8 Semesters)	Bachelor of Art (Honors)
Acharya (Two year course/ 4 Semesters)	Master of Arts (M.A.)
Diploma/Certificate	Diploma / Certificate

## CRITERIA FOR AFFILIATION

Books	
Affiliation fee per year	<b>As notified from time to time by the SLBSNSU</b>
Admission/ Examination fee etc.	<b>As notified from time to time by the SLBSNSU</b>
Application Processing Fees (One Time)	<b>Rs. 5000/- Only</b>

S No	Examination Name	Equivalence
1	BNYS Bachelor of Naturopathy and Yogic Sciences (5 and half year course)	Graduate and equivalent to BAMS, BHMS, MBBS

**Criteria For Affiliation: For 1<sup>st</sup> Year (18 Months)**

Teaching Faculty	Professor												
Subject wise details of Faculty	<table border="1"> <tr><td>Anatomy</td><td>1</td></tr> <tr><td>Physiology</td><td>1</td></tr> <tr><td>Biochemistry</td><td>1</td></tr> <tr><td>Principles of Naturopathy</td><td>1</td></tr> <tr><td>Philosophy of Yoga</td><td>1</td></tr> <tr><td>Sanskrit</td><td>1</td></tr> </table>	Anatomy	1	Physiology	1	Biochemistry	1	Principles of Naturopathy	1	Philosophy of Yoga	1	Sanskrit	1
Anatomy	1												
Physiology	1												
Biochemistry	1												
Principles of Naturopathy	1												
Philosophy of Yoga	1												
Sanskrit	1												
Total No of Teachers	6												
Qualification	BNYS, MD												
Number of Class Room	6												
Office	1												
Library	1												
Minimum No of Books	<b>As mentioned in the clause 3.1.6 of the ordinance</b>												

**Shiksha-Shastri/B.Ed:-** As per NCTE norms

**Shiksha-Acharya/M.Ed:-** As per NCTE norms

- For Sanskrit and Traditional Subjects Full time teachers required
- Guest Teacher can be appointed for language and modern subject teaching as per work load.
- It is mandatory to have a laboratory in the school for practical subjects.

## Appendix III

Composition of Screening cum Board of Affiliation Committee

1	Dean Academic	Chairperson
2	All Deans of the School of Studies	Member
3	Subject expert/ experts and one representative from University administration to be nominated by the Vice-Chancellor	Member
4	Director, IQAC	Member
5	Assistant Registrar (Academic)/AR (Affiliation Cell)	Member Secretary/Convener

Composition of a Committee of experts nominated by the Vice-Chancellor for Inspection

1	One expert for each of the subject areas proposed
2	Dean of the concerned school/ an equivalent academician of the University
3	A representative of the higher education department of the Government not below the rank of Deputy Director or an equal rank officer from UGC.
4	An Engineer from the PWD/CPWD or the University not below the rank of Executive Engineer
5	One of the subject experts at the level of Professor, as nominated by the Vice-Chancellor, shall be the Chairperson of the Committee

Appendix-IV

(To be submitted by the Director/Principal or authorized person of the Sanskrit College/Research Institute/Institute/Registered Society/Trust etc. for obtaining affiliation)

The Sanskrit College/Research Institute/Institute/Registered Society/Trust etc. for proposing affiliation with University shall execute a bond, as following:

Bond

(Name of the Director/Principal) Director/Principal (Name of the Sanskrit College/Research Institute/Institute) represent with full responsibility that my institution will abide by the terms and conditions made by the SLBSNS University for obtaining affiliation from the University. I will follow it completely and agreeing for the following:

1. To impart instruction only in the subjects and for the courses/programmes in the faculties for which affiliation has been granted by the SLBSNS University and shall not seek retrospective affiliation. All such courses/programmes shall follow the syllabi approved by the appropriate academic bodies of SLBSNS University.
2. To comply with all the provisions of the Act, the Statutes and the Ordinances, Rules and Regulations of the SLBSNS University, framed and applicable in this regard.
3. To follow the Rules, Regulations and Guidelines of the Statutory/Regulatory bodies issued from time to time, by SLBSNS University.
4. To the effect that the number of teaching posts, the qualification of teaching staff and their recruitment/promotion procedures as prescribed by the UGC and conditions of service shall be in accordance with the Statutes/Ordinance/ Regulations of the SLBSNS University/State Government/ UGC, and shall ensure imparting of adequate instruction to the students in the courses/programmes of studies to be undertaken by the college and that the Student-Teacher Ratio in the college shall be as per the UGC norms.
5. To the effect that the members of the teaching and non-teaching staff shall be regularly paid salary in the pay scales along with applicable allowances as per the pay scales prescribed by the UGC/ Central/State Govt., as the case may be, from time to time. If the employee wishes to voluntarily surrender his salary and allowances to the Institute, then the salary and allowances should be utilized by the Institute and the relevant tax exemption (if applicable) in this regard should be taken from Central / State Government / Competent Body.
6. To the effect that appointment of members of the teaching and the non-teaching staff shall be made only on considerations of merit based on qualifications and experience prescribed for them and not by demanding or accepting any donation or other consideration.
7. To the effect that the College/Research Institute/Institute shall obtain the eligibility approval of the appointed teaching staff from the SLBSNS University within three months of affiliation and shall report all changes in the teaching staff and all other changes that may affect the fulfillment of the conditions for affiliation to the University, within a fortnight of changes coming into effect.
8. To the effect that all fees to be charged from the students shall be as per the fee structure approved by the SLBSNS University.

9. To the effect that the College/Research Institute/Institute shall not collect any capitation fee or donation in any form amounting to corrupt practices from or on behalf of any of its students or their parents/guardians except the prescribed fee and other charges as approved by the SLBSNS University, based on the norms of the UGC.
10. To the effect that the College/Research/Institute shall not, without the previous permission of the SLBSNS University, suspend offering an already approved course/programme of study.
11. To the effect that the academic and welfare activities of the students belonging to the Scheduled Castes, Scheduled Tribes and other disadvantaged groups, including minorities, wherever applicable, shall be properly taken care of by the College/Research Institute/Institute.
12. To the effect that all registers and records, including audited statement of accounts, as required to be maintained under the Regulations / Orders of the UGC/SLBSNS University/Government shall be maintained and made available as and when required for inspection.
13. To the effect that the College/Research Institute/Institute shall furnish all such returns and other information as the UGC / SLBSNS University / Government may require, to enable it to monitor and judge the performance of the College/Research Institute/Institute with regard to maintenance of academic standards and shall take such action as the UGC/SLBSNS University/Government may direct to maintain the same.
14. To the effect that an authorised representative of SLBSNSU will be there in the Institution Management Committee ensuring direct involvement and oversight, effective upon granting of affiliation. SLBSNSU's representative will be paid the sitting allowance, TA/DA etc. as per SLBSNSU norms by the affiliation Institution.
15. To the effect that Appointment of New Teacher/ Non-Teacher will be based on recommendations from a duly constituted selection committee, which must include a mandatory representative from SLBSNSU.
16. Conduct of exam and its evaluation will be as per norms prescribed/decided by the SLBSNSU, New Delhi.

**Signature:.....**

**President/Secretary of Society/Trust**

**Name: .....**

**Post: .....**

**Date : .....**

Seal of Society/Trust

**Signature:.....**

**Director/Principal of the institution**

**Name: .....**

**Post: .....**

**Date: .....**

Seal of Institution

Signature of Witness :.....

Name: .....

Address : .....

Phone No:.....

(The above bond will have to be submitted on non-judicial stamp paper of Rs 100/-.)