

- d. An affidavit on Rs. 100/-stamp paper to the effect that the institution has selected staff as per NCTE/State/University norms. (Format Enclosed).
- e. An affidavit on Rs. 10/-stamp paper from each of the faculty members to the effect that he/she is qualified as per provisions of the NCTE/State/University norms. (Format enclosed).
- f. Educational & professional qualification certificates of all teaching staff showing their eligibility for appointment as per the NCTE norms and experience certificate of the Principal /HOD.
- g. Downloaded copies of the website of the institution with the hyperlink of the same as per provisions of clause 7(14) of the NCTE Regulations, 2014.
- h. The institution shall convert the Endowment Fund & Reserve Fund into a Joint Account and furnish the evidence / documents in this regard to NRC alongwith Form "A" showing the details of the FDR Account No., Name of the Bank and address, Phone No. of the Bank, Branch Code, IFSC Code, and Signature ID Code of the issuing authority of the FDR. An authorization letter from the Regional Director, NRC, NCTE authorizing the institution to convert the FDR into joint account is enclosed. The following FDRs submitted by the institution to the office of the NRC, NCTE are returned herewith in original.

S. No.	Name of the Bank	Head	FDR No.	Amount in Rs.
1.	State Bank of Patiala	E.F.	344570	5,00,000/-
2.	State Bank of Patiala	R.F.	344571	3,00,000/-
3.	State Bank of Patiala	R.F.	038828	2,00,000/-
4.	State Bank of Patiala	R.F.	038829	2,00,000/-

**Note:** As per decision taken by the NRC in its 231<sup>st</sup> meeting, there shall be an Endowment Fund of Rs. 5.00 lakhs per programme per programme and a Reserve Fund of Rs.7.00 lakhs per programme per programme. The institution is required to submit FDRs in joint account accordingly.

- i. As per the guidelines issued by the NCTE Hqrs vide letter No. 51-4/2014/NCTE/N&S dated 24<sup>th</sup> December, 2014 regarding NCTE Regulations, 2014 for processing of pending applications, a resolution of the concerned society/trust to the effect whether the institution intends to run the programme as a stand-alone institution or as a composite institution. In case it intends to run the programme as a stand-alone institution, it will be permitted by the Regional Committee. However, the institution shall be required to switch over to a composite institution status gradually. In respect of B.Ed. programme, under new Regulations, 2014, there is a change in the basic unit size and required infrastructure, staff pattern, etc. If pending applicant institutions seek Formal Recognition for two basic units, the following conditions will apply as per the above guidelines:
- (a) The institutions willing to offer two basic units can be given Formal Recognition before 3<sup>rd</sup> March, 2015. However, the institution shall create additional built-up area, create additional infrastructure, adhere to staff norms, qualifications of staff, pay the difference in Endowment and Reserve Fund etc by October 31, 2015 and inform the Regional Committee with necessary documents.
- (b) The institution must comply with staff requirement and Endowment and Reserve Funds as per the new Regulations for one basic unit before issue of final recognition order.