

# ASSOCIATION OF INDIAN UNIVERSITIES

## Application for Equivalence of Fellow Programme to Ph. D Degree of a University for Self-Financing Management Institutions

### 1. Name and address of the Institution

Name:		
Address:		
City:	District:	State:
Pin code:		
Website:		

### 2. For communication:

Name of the Director	STD code	Tel. No.	Fax No.	E-mail
Office				
Residence				
Mobile				

### 3. Type of Institution:

Government  Grant-in-aid  Self-financed

Any other (Specify the type)

### 4. a) Date of establishment of the Institute:

b) Date of Recognition by the relevant Statutory Body:

5	Institutional Vision:

6.	Institutional Mission:
7.	Institutional Objectives:

8	Give details of the following statutory bodies.			
	Name of the Body	Main Functions	Composition	Present Members
	a) Governing Board			
	b) Academic Board			
	c) Research Committee			

	d) Any Other ( Specify)			
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9. Dates of meetings of Academic and Administrative Bodies during the last two years:

Governing Board

Academic Board

Research Committee

Year before last	Last year

10. Is there a Grievance Redressal Cell?

Yes		No	
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If yes, give details of composition and functions

11	Details of programmes offered by the Institution:							
Sl. No.	Name of the Programme/ Course	Year of launch	Sanctioned Strength	Students admitted in the last 5 years				
				1	2	3	4	5
1								
2								
3								
4								
5								
6								

Sl. No.	Name of the Programme/ Course	Duration	Entry Qualification	Fee charged (Rs.)	Admission criteria (Entrance test/ GD/ Interview) & weightage


12 How are students admitted to various programmes?

*(If more than one method is followed,, kindly specify the weightages)*

- a) Through an entrance test developed by the institution
- b) Common entrance test conducted by other agencies
- c) Through interview
- d) Entrance test and interview
- e) Merit at the previous qualifying examination
- f) Any other (specify)

13. Is there any mechanism to obtain feedback on curricular aspects from the following stakeholders?

a. Academic Peers?	Yes		No	
b. Alumni?	Yes		No	
c. Students?	Yes		No	
d. Employers?	Yes		No	
e. Any other?	Yes		No	

If yes on any aspect above, state the process in detail.

14. Does the college obtain feedback from students on their campus experience? Yes  No

If yes above, state the process.

15	Profile of the permanent faculty									
Sl. No.	Name of the Faculty	Designation	Qualification	Total Experience		Number of Publications				
				Teaching	Industry	Books	Referred Journals	Abstracts	Working Papers	Others
1										
2										
3										
4										
5										
6										

16 Teacher: student ratio

**Number    %age**


17 Number of teachers with Ph.D. as the highest qualification and their percentage to the total faculty strength

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Number of teachers with M. Phil as the highest qualification and their percentage to the total faculty strength

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Number of teachers who have completed NET/SLET and their percentage to the total faculty strength

18	Number of faculty development programmes availed by teachers (last five years)									
	Nature of activity	Participated in last 5 years								
		1	2	3	4	5				
	a.	UGC/ AICTE FIP programme								
	b.	Refresher Course								
	c.	Orientation Programme								
	d.	Any other (specify)								

19 Participation of Faculty in conferences / seminars / workshops:

Type of conference / seminar / workshop		Participated in last 5 years				
		1	2	3	4	5
a.	International conferences / seminars / workshops outside India					
b.	International conferences / seminars / workshops in India					
c.	National conferences / seminars / workshops outside State					
d.	National conferences / seminars / workshops within State					
e.	Institute level conferences / seminars / workshops					

20	Is there a mechanism for:	
a.	Self appraisal of faculty	Yes <input type="checkbox"/> No <input type="checkbox"/>
b.	Student assessment of faculty performance	Yes <input type="checkbox"/> No <input type="checkbox"/>
c.	Expert /Peer assessment of faculty performance	Yes <input type="checkbox"/> No <input type="checkbox"/>
d.	Institution assessment of faculty performance	Yes <input type="checkbox"/> No <input type="checkbox"/>

21 Research collaborations

a) National

Yes  No

If yes, how many?

b) International

Yes  No

If yes, how many?

22	Details of formal collaborations (academic / Industry /Research) the Institute had during last 5 years					
Sl. No	Collaborating organization	Purpose of collaboration	Is there MoU/ MoC	Year of start	Out come	Current status
<b>A) Academic Collaborations</b>						

	<b>B) Industry collaborations</b>					
	<b>C) Research collaborations</b>					

23	Details of research projects undertaken by the Institute during the last 5 years				
Sl. No	Nature/name of project	Funding agency	Amount (Rs/lakhs)	Year of start	Current status
	<b>A) Research projects sponsored by external agencies</b>				
	<b>B) Research projects sponsored by industry</b>				

<b>C) Research projects by own funding</b>					

24	<b>Details of Research Conferences / seminars / workshops organized by the Institute during last 5 years</b>					
Sl. No	Name of the Conference / seminar / workshop	Nature	Dates	Number of external participants	Funding, if any	Any comment

25	Details of EDPs organized by the institute during the last 5 years					
Sl. No	Name of the EDP	Major focus	Duration	Date of organization	Number of participants	Participation fee

26	Details of formal collaborations (academic / Industry /Research) the Institute had during last 5 years					
Sl. No	Collaborating organization	Purpose of collaboration	Is there MoU/ MoC	Year of start	Out come	Current status
<b>A) Academic Collaborations</b>						



	<b>B) Industry collaborations</b>					
	<b>C) Research collaborations</b>					

27 Is the faculty involved in consultancy work? Yes  No   
 If yes, consultancy earnings/ year (average of last two years may be given)

Provide details of paid consultancy undertaken by the Institute/Faculty						
Sl. No	Name of the Faculty	Nature of consultancy work	Name of the organization	Amount Rs / lakhs	Out come	Current status

28 Publications during the last 5 years

Type of publication	Number during last 5 years				
	1	2	3	4	5
International journals					
National journals – refereed papers					
College journal					
Books					

Conference proceedings					
Abstracts					
Chapter in an edited book					
Any other (specify)					

29 (a) Campus area in acres

(b) Built up area in Sq. ft/ sq Meters


30	Give details of following infrastructure facilities				
Sl. No	Type of	Size	Number	Seating capacity	Total area sq.ft.
	Class Rooms				
	Tutorial rooms				
	Seminar rooms				
	Conference hall				
	Auditorium				
	Administrative area				
	Circulation area				
	Other facilities (specify)				

31 Is there Residential accommodation for

Faculty

Yes		No	
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Number of units

Non-teaching

Yes		No	
-----	--	----	--

Number of units

32 Are there student Hostels?

Yes		No	
-----	--	----	--

If yes, number of students residing in hostels

Male		Female	
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33 Is there a provision for

a) Sports fields

Yes		No	
-----	--	----	--

b) Gymnasium

Yes		No	
-----	--	----	--

c) Womens' rest rooms

Yes		No	
-----	--	----	--

d) Transport

Yes		No	
-----	--	----	--

e) Canteen/Cafeteria

Yes		No	
-----	--	----	--

f) Students centre

Yes		No	
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g) Vehicle parking facility

Yes		No	
Yes		No	

h) Health Centre

34

Number of computers in the college

Central computer facility ( Number of terminals )

Internet Facility, Connectivity

Dialup	Broadband	Others (Specify)

Number of nodes/ computers with Internet facility

35 Working hours of the Library

(i) On working days

(ii) On holidays

(iii) On Examination days

(a) Ratio of library books to the number of students enrolled

(b) Average number of students visiting the library/day

(c) Does the library have the open access system?

Yes		No	
Titles		Volumes	

(d) Total collection (Number)

Books


Textbooks

Reference books

Newspapers

Magazines

Current journals

Indian journals

Foreign journals

E-resources

CDs/ DVDs

Databases

Online journals

Audio- Visual resources


Special collections (numbers)

Repository - World Bank / OECD/ UNESCO

Interlibrary borrowing facility

Materials for Competitive examinations

Book Bank

Braille materials

Manuscripts

Any other (specify)

Yes	No	Number

(e) Total carpet area of the Central Library (in sq. ft)

Seating capacity of the Central Library ( Reading room)


(f) Status of Automation of the Library

not initiated

fully automated

partially automated

(g) Services/facilities available in the library (If yes, tick in the box)

Circulation

Clipping

Bibliographic compilation

Reference

Reprography

Computer and Printing

Internet

Inter-library loan

Power back up

Information display and notification

User orientation /information literacy

Any other (specify)

36	Number of books/journals / periodicals added during the last 5 years and their cost										
		1		2		3		4		5	
		Nos	Rs.	Nos	Rs.	Nos	Rs.	Nos	Rs.	Nos	Rs.
	Text books										
	Reference Books										
	Other books										
	Journals/Periodicals										
	Encyclopedia										
	Any other(specify)										

37 Statement of Expenditure ( for last two years)

Item	Before last	last year
% spent on the salaries of faculty		
% spent on the salaries of non-teaching employees including contractual workers		
% spent on books and journals		
% spent on Building development		
% spent on hostels, and other student amenities		
% spent on maintenance - electricity, water, telephones, infrastructure		
.% spent on research, seminars, etc.		
% spent on miscellaneous expenditure		

38	<b>Basic details of the Fellow Programme of the Institute</b>			
a.	When the Fellow Programme was launched?			
b.	Total number of students admitted to Fellow Programme till date			
c.	Total number of Fellow degrees awarded till date			
d.	Number of recognized internal research guides			
e.	Is there provision for external experts as guides?	Yes		No
	If yes, total number of recognized external research guides	-----		

39	Is there a provision for:		
	a.	Only internal research guide	Yes <input type="checkbox"/> No <input type="checkbox"/>
	b.	Exclusive (sole) external research guide	Yes <input type="checkbox"/> No <input type="checkbox"/>
	c.	Internal + external experts as joint guides	Yes <input type="checkbox"/> No <input type="checkbox"/>
	d.	External experts as joint guides (with out internal guide)	Yes <input type="checkbox"/> No <input type="checkbox"/>

<b>40</b>	<b>Prescribed essential qualifications for a research guide</b>			
			<b>Internal Faculty</b>	<b>External Experts</b>
	<b>a.</b>	Essential Educational Qualifications		
		Minimum Prior Experience, if any		
		Minimum Publications, if any		
	<b>b.</b>	No of recognized guides presently		

41	Duration of the Fellow Programme and its activities:			
			<b>Minimum (years / semesters)</b>	<b>Maximum (years / semesters)</b>
	a.	Total duration of the programme		
	b.	Duration of the course work, if any		
	c.	Duration of the dissertation work		

42	a.	Essential qualifications to be fulfilled by a student for admission to Fellow Programme of the Institute:			
	b.	Does the admission process to Fellow programme include	Yes	No	If yes, weightage
		i. Admission test			
		ii. Group discussion			
		iii. Personal interview			
		iv. Any other (specify)			
	c.	Explain the admission procedure:			

43	Provide the following details of the course work:				
	a.	Indicate the composition and weightage of course work under the following classification	Category of courses and weightage in course work		
			MBA or equivalent qualification	Non-MBA qualification	
			i) Research enabling courses covering research methodology, quantitative methods, computer applications, reviewing of published research, etc.		
			ii) Basic management discipline courses		
			iii) Specialization courses in the management functional area of research interest		
		iv) Dissertation area (research topic) related courses.			
	b.	Give detailed structure of the Course work			

	c	Give details of evaluation system of course work

44					
			Yes	No	If yes, state minimum number
	a.	Open presentation of synopsis before starting research work			
	b.	Open presentation of work in progress			
	c.	Pre-submission presentation of dissertation			
	d.	Final viva voce			
	e.	Publication of research papers before submission of dissertation			

45	Details of evaluation of dissertation and viva voce			
			Number of evaluators	
			Internal	External
	a.	Dissertation evaluation / adjudication		
		Conduct of Viva voce		
	b.	Dissertation accepted for the award of degree on the recommendation of all evaluators	Yes <input type="checkbox"/> No <input type="checkbox"/>	
		Dissertation accepted for the award of degree on the recommendation of majority evaluators	Yes <input type="checkbox"/> No <input type="checkbox"/>	
	c.	Briefly state the process of evaluation of dissertation and conduct of viva voce.		



46	Performance of Fellow Programme during last 5 years					
		Number during the last 5 years				
		1	2	3	4	5
a.	No of Students admitted to Fellow programme during last 5 years					
b.	No of Fellow degrees awarded during last 5 years					