

**ALAGAPPA UNIVERSITY**  
**DIRECTORATE OF COLLABORATIVE PROGRAMMES**  
**KARAIKUDI**

**APPLICATION FORM FOR APPROVAL OF NEW COLLABORATIVE**  
**INSTITUTION/ ADDITIONAL PROGRAMME(S)/INTAKE(S)**

(Within the jurisdiction of Tamil Nadu State)

Date:

1. Name of the Applicant :  
(Chairman/Founder)  
Name of the Institution :  
Address of the Institution :  
District :  
State :  
Phone. No. :  
Fax No. :  
E-mail ID :

Photograph  
(Chairman/  
Founder)

**Society**     **Trust**     **Any other (Specify)**

2. Nature of Management : (Check whether a copy of Trust deed /  
Society Registration document is  
attached) Yes / No
- a) Whether the above Institute is Approved/  
Recognized/ Affiliated by any : Yes / No  
Other University.

3. Courses/Programmes applied for : (i)  
(Non-conventional/Job oriented courses) (ii)  
(iii)

- a) The above Institute is responsible  
for getting prior approval from the concerned :  
bodies/Board relating to Technical/ Medical/  
Optometry/ Nautical/ Aeronautical/ Fire & Safety/  
Forensic Science.

Whether obtained? : Yes / No

Copy of documents Enclosed : Yes / No

4. Infrastructural Facilities of the Institutions :  Owned  Rented

a. Size of the Building (in sq.ft)  
(Copy of the Blue Print should be attached) :

b. No. of rooms available : Office Room  Class Rooms

c. Building Stability Certificate : Yes / No

d. Sanitary certificate : Yes / No

e. Fire Safety certificate : Yes / No

f. Laboratory Facilities Available :

(i) Computer Lab

1. No. of Computer Systems Available :   
with Version (List should be furnished)

2. Internet Facility :  Yes  No

3. Back-up Facility (UPS) :  Yes  No

(ii) Infrastructure facilities :  
(give details as per related Proforma)

S. No.	Programmes		
1	Aeronautical <input type="checkbox"/>	Proforma 1	Yes / No
2	Nautical <input type="checkbox"/>	Proforma 2	Yes / No
3	Catering & Hotel Management <input type="checkbox"/>	Proforma 3	Yes / No
4	Fire & Safety <input type="checkbox"/>	Proforma 4	Yes / No
5	Fashion Design & Interior Design <input type="checkbox"/>	Proforma 5	Yes / No
6	Fine Arts <input type="checkbox"/>	Proforma 6	Yes / No
7	Mass Communication & Journalism <input type="checkbox"/>	Proforma 7	Yes / No
8	Computer Courses <input type="checkbox"/>	Proforma 8	Yes / No
9	Paramedical <input type="checkbox"/>	Proforma 9	Yes / No
10	Yoga Courses <input type="checkbox"/>	Proforma 10	Yes / No
11	Others <input type="checkbox"/>	Proforma 11	Yes / No

- g) Library
- (i) Text Books No. :  
(List should be furnished subject-wise)
- (ii) No. of Reference Books :  
(List to be furnished)
- (iii) No. of Journals / Magazines :  
(List to be furnished)
- (iv) No. of General Knowledge / :  
Personality Development /  
Other Books

5. i) Teaching Staff
- (a) (List with Name, Qualification & Experience :  
is to be attached)

(b) Nature of Employment of Teaching Staff : Regular  Part time

- (c) No. of Administrative Staff along with :  
Names and Qualification  
(List to be furnished)

6. Whether the above Institution has agreed :  
to offer at the time of entering into MOU a Yes   
Refundable deposit of Rs. 2,50,000 and  
Recognition fees Rs.37,500/- to the University, :  
if approval is granted? (For New Collaborative No   
Institution)

7. Whether a Demand Draft for Rs. 6,250/- drawn in :  
Favor of the Registrar, Alagappa University being  
The application fee, payable at Karaikudi is enclosed? :

8. Enclosures:
- (i) Trust or Society deed :
- (ii) Blue print of the building :
- (iii) List of equipments available :
- (iv) List of books and journals available :   
in the Library
- (v) Any other item enclosed please specify :

9. Any other information :
- A Demand draft worth of Rs. 6,250/- drawn in the :  
name of The Registrar, Alagappa University  
payable at Karaikudi**

**Signature of the Applicant With name  
(Chairman/Founder)**



# ALAGAPPA UNIVERSITY

(A State University Established by the Government of Tamil Nadu in 1985,  
Accredited with A+ +Grade by NAAC (CGPA 3.59) in the Fourth Cycle under dual mode Category)

**KARAIKUDI - 630 003, Tamil Nadu, India**

**DIRECTORATE OF COLLABORATIVE PROGRAMMES**



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## **MANDATORY DOCUMENTS TO BE SUBMITTED WITH NEW PROPOSAL/ADDITIONAL PROGRAMME(S)/ ADDITIONAL INTAKE(S)/CHANGE OF ADDRESS**

1. Request letter
2. Filled in application form
3. Course related Proforma
4. Application fee Rs.6,250/- Demand Draft and copy of DD
5. Copy of applicant's Aadhaar
6. Copy of Trust Deed
7. Trust Resolution for submission of proposal to Alagappa University to offer New Institute /Additional Programmes/ Address change.
8. Copy of rental/own agreement of Building/Campus
9. Blueprint of building
10. Building Stability Certificate
11. Sanitary certificate
12. Fire Safety certificate
13. Library Book details
14. Teaching staff and Administrative Staff details
15. Infrastructure facility details and photos

**Note:** The recognition to the Institute to offer the Programmes through Collaborative mode can be granted within the jurisdiction of Tamil Nadu.