

ALAGAPPA UNIVERSITY
DIRECTORATE OF COLLABORATIVE PROGRAMMES
KARAIKUDI

APPLICATION FORM FOR APPROVAL OF COLLABORATIVE
INSTITUTION/PROGRAMMES/ADDITIONAL PROGRAMME(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 lakh and
 Recognition fees Rs.30,000/- to the University, :
 if approval is granted? No

7. Whether a Demand Draft for Rs. 5000/- 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. 5000/- drawn :
 in the name of The Registrar, Alagappa
 University payable at Karaikudi**

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

DOCUMENTS TO BE SUBMITTED WITH NEW PROPOSAL

- 1) Request letter
- 2) Filled in application form
- 3) Course related Proforma
- 4) Application fee Rs.5000/- Demand Draft and copy of DD
- 5) Copy of applicant's Aadhaar
- 6) Copy of Trust Deed
- 7) Copy of rental/own agreement of Building/Campus
- 8) Blueprint of building
- 9) Building Stability Certificate
- 10) Sanitary certificate
- 11) Fire Safety certificate
- 12) Library Book details
- 13) Teaching staff and Administrative Staff details
- 14) Infrastructure facility details and photos
- 15) Institutions should be established in 5 kms of radius from one centre to another centre

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