

Shikshan Shulka Samiti, Mumbai

305, Govt. Polytechnic Building, Ali Yawar Jung Marg, Bandra (E), Mumbai - 400 051 (M.S.), INDIA

Online Fee Approval Proposal for Academic Year 2015-16

To,
The Hon'ble Chairman,
 Shikshan Shulka Samiti,
 Maharashtra State,
 Mumbai - 400 051

Name of the College /Institute	MC6164 - Asma Institute of Management, Shivane, Pune
Address	S. No. 85, Shastri Campus, N.D.A. Road, Shivane,

CHECK-LIST FOR ONLINE FEE APPROVAL PROPOSAL RECEIPT FOR ACADEMIC YEAR 2015-16

The Institutes/ Colleges have to submit the proposal along with the following relevant documents/information IN PERSON in chronological order. The proposal sent by Post/RPAD/Courier will not be accepted on any count.

Sr No	Particulars	Status	Page No	For office use
1	Prescribed format of revised norms of Computation & Depreciation	Yes		
2	Affidavit	Yes		
3	Prescribed Forms A, B, C, D and E in Duplicate duly filled in.	Yes		
4	Audited financial statements of Institutes/College (along with Hospital, in case of Health Science Colleges/ Institute) i.e. (i) Receipt & Payment Account, (ii) Income & Expenditure Account and (iii) Balance Sheet along with all the schedules with Audit Report along with notes to accounts and accounts policy for the Financial Year 2013-14 and 2014-15 duly signed by Chartered Accountant and counter signed by Dean/ Principal. All the statements mentioned at (i) to (iii) in Original. (Note: Photocopies or certified photocopies will not be accepted.) Also confirm that the assets scheduled in the information is given as per the requirements of Form B.	Yes		
5	Sanctioned and Actual intake of the course for the academic year 2013-14 and 2014-15 of Regular and Repeater students (if any), separately- Term / Course / Category - wise.	Yes		
6	Copy of last two years fees structures finalized by from the Shikshan Shulka Samiti. i.e. for academic year 2013-14 and academic year 2014-15	Yes		
7	The actual salary of teaching and non-teaching staff along with Photo copy of Pay Roll for the entire Financial Year 2014-15 along with TDS returns filed quarterly (Photocopies of pay roll should be certified by Dean/Principal by signing on each page as true copy. Salary should be paid by cheque and/or directly transferred to bank account of each employee.)	Yes		
8	A tabular statement to be submitted giving following details:- a) Actual no of teaching and non-teaching staff b) Actaul required Teaching & Non Teaching staff as per norms c) Actual salary paid to each of them d) Salary which is required to be paid as per norms (See Form No.E)	Yes		
9	Estimate of fees for academic year 2015-16 along with proper justification based on the earlier fee structure.	No		
10	Information to be submitted in the form of an Affidavit on Stamp Paper of Rs. 100/- duly signed by head of institute/Dean of Management and Dean/ Principal of Institute/ College along with following points incorporated in it.- (i) Salary paid as per norms of UGC/ AICTE/DTE/GOVT. UNIVERSITIES/PCI etc. (ii) Certificate of Management stating that the same Audited statement of accounts has been filed with IT department and office of Charity Commissioner. (iii) Affirmation about the correctness of facts and figures submitted by Head of the institute. (iv) Display copy of fee proposal on its website and Notice Board for a period of one year.	Yes		
11	State the details of other Colleges/courses run and located in the same premises/campus.	Yes		
12	Certificate of approval of admitted students from Pravesh Niyrantran Samiti for the academic year 2014-15	Yes		
13	Certificate that no refund of fees claims etc. and any other matter communicated by Pravesh Niyrantran Samiti and Shikshan Shulka Samiti are pending at Institution/College level.	Yes		
14	Certificate that no other fees/ charges have been collected from students/ parents other than those authorised by Shikshan Shulka Samiti.	Yes		
15	Certificate that all approvals/ sanction/ affiliation taken from the concerned relevant authorities - H&T - AICTE/ DTE/ COA / PCI Government and University.	Yes		

16	Accreditation Certificate if any.(Norm 2.6.1)	No		
17	Fees collected for the year 2014-15 from students admitted in 15 percent NRI Quota in following format.(If any) Sr. CET Merit Name of candidate NRI/Vacancy Against NRI Total Fees (Rs.) as per SSS	No		
18	Copies of Service Contracts if any entered into (such as Security etc) The copy of TDS & PF challan	No		
19	Income earned by the college during 2014-15 other than fees	No		
20	Any other relevant information/ documents College/ Institution would like to submit before the Samiti.	No		
21	Soft copy inclusive of above 1 to 20 items (in Microsoft words or Microsoft Excel)	Yes		

APPROVED FORMAT FOR COMPUTATION OF FEES FOR AY 2015-16

1	Name of the College/Institute: Asma Institute of Management, Shivane, Pune Code: MC6164 Location: S. No. 85, Shastri Campus, N.D.A. Road, Shivane,		
2	a) Approved fee for Academic Year 2014-15 Rs.	36390	
	Approved Interim Fees for AY 2015-16 (5% More than the fee approved by Samiti for 2014-15) Rs.	38209.5	
	Proposed for AY 2015-16 Rs.	125755	
	b) Collected fee as per affidavit Rs.	0	
	c) Year of recognition by respective council/Government :	2009	
2.1	In case the Institute has not submitted its fee approval proposal for 2014-15, the fees collected by it per student Rs.		NA
3.	Whether undertaking on stamp paper submitted reg. refund?		Y
4	Computation of final tuition fee and development fee:		Expenditure incurred (in Rs.)
			Total Per Student (divided by 4.8)
4.1.1	Salary expenditure for 2014-15 to approved teaching /non teaching staff. as per DTE / AICTE / PCI / COA / GOVERNMENT / UNIVERSITY norms the figure to be given of Professors/Associates Professors/Assistant Professors as per the norms required and actual No.	3250157	54169
4.1.2	Salary/Honorarium paid to visiting Faculties	85673	1428
4.1.3	Total Salary Expenditure (4.1.1+4.1.2)	3335830	55597
4.2	Non salary revenue expenditure (Rent, Interest on loan, Penalties if any legal charges and unrelated expenditure to be excluded , except interest paid on TEQUIP loan) for 2014-15 (See Norm 2.2)	2372187	39536
4.2.1	a) Less income derived by using college property (See norm 2.14)	0	
	b) Hostel expenses, if any (See norm 2.2.2) except in case of RGNM/RANM	0	
4.2.2	Total (4.1.3 + 4.2) - (4.2.1)	5708017	95134
4.2.3	10% of 4.2.2 for increase in cost for 2014-15 (See norm 1.5)	570802	9513
4.3	Usage charge for building (See norm 2.4.1) - Regular / First Shift	213000	3550
	Usage charge for building (See norm 2.4.1) - Second Shift	0	0
4.4	Depreciation on other assets at approved rates as on 31.03.2015 (See norm 2.4) - Regular / First Shift	367584	6126
	Depreciation on other assets at approved rates as on 31.03.2015 (See norm 2.4) - Regular as well as Second Shift	0	
4.5	Total of (4.2.2 to 4.4)+ 4.1.1	6859403	114323
4.6	Sanctioned strength in the course run in Academic Year 2014-15 (No.) - Regular / First Shift (This is to exclude the Tution Waiver Scheme (TWS) students)	60	
	Sanctioned strength in the course run in Academic Year 2014-15 (No.) - Second Shift (This is to exclude the Tution Waiver Scheme (TWS) students)	0	
4.7	Actual strength in the course run in Academic Year 2014-15 (No.) - Regular / First Shift	43	
	Actual strength in the course run in Academic Year 2014-15 (No.) - Second Shift	0	
4.8	Controlling strength (No.)(Higher of 4.6 & 4.7) - Regular / First Shift	60	
	Controlling strength (No.)(Higher of 4.6 & 4.7) - Second Shift	0	
4.9	Tuition Fee (4.5 / 4.8)	114323	
4.10	Development fee (10% of 4.9)	11432	
4.10.1	Total fee (4.9 + 4.10)	125755	
4.10.2	Credit for accreditation, if any, 3% or 5% of 4.9 (norm 2.6.1)	00	
4.10.3	Total Fee (4.10.1 to 4.10.2)	125755	
4.11	Additional Expenditure of 6th pay commission if actually paid and not included in 4.1.1 (See norm 2.1.4)	4.11.1 - Total - 4.11.2 - per Student -	

The amount in 4.11.2 is to be collected from all the students in the Institution. However for the students admitted in 2015-16 it is already included in their Tuition Fee (See 4.5)

Calculation of Depreciation for fixation of fee for AY 2015-16**1. Statement of Building Area :**

1.1	Total area required as per norms:	sqm
1.2	Total area actually Provided:	sqm

2. Calculation of Depreciation on other assets for AY 2015-16 - For Regular Shift

Sr. No. (1)	Item (2)	Depreciation permitted as in 31.03.2014 Rs. (3)	Cost of Additions during 2014-15 Rs. (4)	Additional Depreciation at approved rates as on 31.03.2015 Rs. (5)	Total Depreciation as on 31.03.2015 Rs. 6(3+5)
1	Computers 25%(Life 4 years)	325350	91800	259215	584565
2	Equipment 10%(Life 10 years)	17188	0	15469	32657
3	Furniture 10%(Life 10 years)	55541	0	49987	105528
4	Books 25%(Life 4 years)	57178	0	42914	100092
5	Total	455257	91800	367585	822842

Important Note : Depreciation in column 3 is to be claimed only for items, which have not served their full life Depreciation on Computers & books provided before 31 March 2011 not to be taken into account. Depreciation on Equipment & Furniture provided before 31st March 2005 not to be included.

2. Calculation of Depreciation on other assets for AY 2015-16 for Regular as well as Second Shift if Applicable

Sr. No. (1)	Item (2)	Depreciation permitted as in 31.03.2014 Rs. (3)	Cost of Additions during 2014-15 Rs. (4)	Additional Depreciation at approved rates as on 31.03.2015 Rs. (5)	Total Depreciation as on 31.03.2015 Rs. 6(3+5)
1	Computers 25%(Life 4 years)				0
2	Equipment 10%(Life 10 years)				0
3	Furniture 10%(Life 10 years)				0
4	Books 25%(Life 4 years)				0
5	Total	0	0	0	0

Important Note : Depreciation in column 3 is to be claimed only for items, which have not served their full life Depreciation on Computers & books provided before 31 March 2011 not to be taken into account. Depreciation on Equipment & Furniture provided before 31st March 2005 not to be included.

FORM-A**Proforma for common information of organization promotion various colleges / institutes for the year 2015-16 (Information of the Trust)**

1.	Name of the Trust/Society	PANDIT SHIVDATTA SHASTRI EDUCATIONAL FOUNDATION
	Address (With Pin Code)	Shastri Campus, S. No. 85, Shivane, NDA Road, Pune-23
	Telephone No. with STD Code	020-25291471
2.	Fax No. with STD Code	020-25291461
	E-mail ID	director@asma.in
	Website	www.asma.in
3.	Registration No. of the trust	F/19150/PUNE
4.	Year of Establishment of the trust	2003

5. Trustee Details

Sr.No.	Name of Trustees	Designation
1	MEGHA A. SHARMA	CHAIRMAN
2	ANSHUL B. SHARMA	SCERETARY

6. Names of all the educational institution established/ funded/ operated by the Trust/ Society

Sr.No.	Name of Institute	Address
1	ASMA INSTITUTE OF MANAGEMENT	SHASTRI CAMPUS, S. NO. 85, SHIVANE, NDA ROAD, PUNE-23

7. Name of the Courses

Sr. No.	Courses	Full Time / Part Time	Duration in years
1	MCA - MASTER IN COMPUTER APPLICATION	FT	3

8.	Annual financial report of Trust/ Society for last 2 years					
9.	Details of Land					
Sr. No.	Particulars	Area (in Sq.Mtr.)		Cost of acquisition (Rs Lakhs)	Extent of subsidy / concession	
		As Per Norms	Available			
College / Institute						
	Land					
1	Free Hold					
a	Govt.	0	0	0	0	
b	Others	1	1	0	0	
	Total	1	1	0	0	
2	Lease Hold					
a	Govt.	0	0	0	0	
b	Others	0	0	0	0	
	Total	0	0	0	0	
Note : Please give details for each college / Institute separately.						
Wether Income Tax return filed every year by the trust				Y		
Status of the Building:						
	If Rented			College / Institute	Other	Total
a)	Built up Area (in Sq. Mtr.)			0	0	0
	Annual Rent (Amt. in Rs.)			0	0	0
	If Owned			College / Institute	Other	Total
b)	Built up Area (in Sq. Mtr.)			4000	0	4000
	Cost(Amt. in Rs.)			30577840	0	30577840
Built up Area required Available as per AICTE/PCI/COA						
	If Rented			College / Institute	Other	Total
a)	Built up Area (in Sq. Mtr.)			0	0	0
	If Owned			College / Institute	Other	Total
b)	Built up Area (in Sq. Mtr.)			4000	0	4000
10	Whether the Institute / Trust is in receipt of any grants from Central Government / State Government / Quasi Government Bodies			If yes, Amount Received for the Financial Year -		

FORM B

**Proforma for information of Technical Education Institutes
(Health Science Course and Technical Degree and Diploma and MCA Post Graduation course) for the Academic year 2015-16**

Name of the Trust/Society PANDIT SHIVDATTA SHASTRI EDUCATIONAL FOUNDATION

Courses Information

Sr. No	Stream	Name of Course	UG / PG	NBA	Gradation
1	MCA	MASTER IN COMPUTER APPLICATION	PG	N - -	N - -

(Gradation as on 19.8.2003 vide G.R. No. TEC-2003/(212/03)/TE-1, dated 19.8.2003.)

1.	Name of the College / Institute	Asma Institute of Management, Shivane, Pune			
	Address with Pincode	S. No. 85, Shastri Campus, N.D.A. Road, Shivane,			
	Telephone No. (With STD code)	020-25291471	9011036202		
	Fax No. (With STD code)	020-25291461			
	E-Mail ID	enquiry@asma.in, director@asma.in			
	Web Site	www.asma.in			

2. Name of the Director / Principal of the Institution ANSHUL SHARMA

3. Sanctioned Intake capacity as per AICTE/PCI/COA/ University 60

4.	(A) Total No. of Students for the Course (Excluding PIO / Foreign National Students)	I Year	II Year	III Year	IV Year	V Year
		11	54	55	0	0
		0	0	0	0	0

5. Year of recognition by respective council 2009

6. Name of the University/Board/Affiliated Body to which this course is affiliated PU

7. Whether Permitted by State Govt. Y

Whether Hostel Facility is available Y

8.	If yes, mention capacity and facilities provided for the hostel	Boys	100
		Girls	100
		Total Capacity	200

9. Total No. of laboratories in the Department

Total cost of equipment in the department (Rs. in Lakhs) 9.7 Rs. In Lakhs

10 Total Cost of equipment in the Department including software (Rs. in Lakhs) in Working Condition a) UG Rs. In Lakhs

11 Total cost of equipments in the Department including software (Rs. In Lakhs) in Working Condition b) PG 13.57 Rs. In Lakhs

12	Whether Library facility is available (Departmental) Excluding Central Library if yes give details	No. of Titles	1677
		No. of Books available	3597
		No. of Journals subscribed In current year	8
	B) Carpet Area in Use for Library (in Sq. Mtr.)	109	
	c) Facilities in Department - Library	1.	Xerox
		2.	Internet
3.		Scanning	
4.			

13 No. of Staff

Teaching Staff	As per Council norms	Posts filed in			Total Filled in Posts	Vacant Posts
		Regular	Adhoc	Contract		
a) Professors	1	0	0	0	0	1
b) Assistant Professors / HOD	3	1	1	0	2	1
c) Lecturers	8	6	2	0	8	

List of approved Staff by the University								
Student - Teacher Ratio		Sanctioned Intake			Student on Roll			
a) With approved staff		1/23.0			1/16.0			
b) With (approved adhoc + contract) staff		1/19.0			1/15.0			
Non Teaching Staff (in the Department)	As per council norms	Posts Filled in			Total Filled in Posts	Vacant Posts		
		Regular	Adhoc	Contract				
a) Technical	1	1	0	0	1			
b) Non- Technical	3	3	0	0	3			
c) Class- IV	3	3	0	2	5			
TOTAL		7	0	2	9	0		
Ratio of Non - Teaching - Teaching staff		1/15.0						
14	Staff in the Library Department if any							
Sr. No.	Name	Post	Scale	Nature of Appointment				
1	MANJUSHA BHAT	LIBRARIAN	8000-240-13500	PERMANENT				
2	SACHIN DALVI	ATTENDANT	5000	PERMANENT				
15	Salary given to the staff (Whether it is as per 5th /6th Pay commission / any other norms)		Y					
16	Whether Building os owned / Rental by college/ Institute:					O		
	b) if owned built-up area in 4000 Sq.Mtr.			College / Institute	Others	Total		
		Capital investment (Amount Rs. in Lakhs)		50.01		50.01		
	b) If Rental Built-up area in Sq.Mtr.			College / Institute	Other	Total		
Annual Expenditure (Amount Rs. in Lakhs)				0				
17	Mention relation of the landlord with the college / institute if Any		Owner					
18	Financial information							
Annual Income (Rs. in lakhs) of last two years i.e. 2013-14, 2014-15)								
a) College / Institute			2013-14		2014-15			
			Approved Courses		Non approved other Courses	Approved Courses		Non approved other Courses
			Under Graduate	Post Graduate		Under Graduate	Post Graduate	
	Tuition Fees			4606020		3300691		
	Development Fee			0				
	Gymkhana Fee							
	Training & Placement Fee							
	Library Fee							
	Laboratories Fee							
	Internet & Email Facility Fee							
	Cultural Activity							
	Form & Broacher Fee			22971		23500		
	Exam Fee			245149		480719		
	By way of Fine & Penalty							
Any other Fee			13790		9232			
Total(a)		0	4887930	0	3814142	0		

b) General		2013-14			2014-15		
		Approved Courses		Non approved other courses	Approved Courses		Non approved other courses
		Under Graduate	Post Graduate		Under Graduate	Post Graduate	
	Donation		0			0	
	Interest		0			0	
	Dividend		0			0	
	Other Misc		0			0	
	Total(b)	0	0	0	0	0	0
	Total(a+b)	0	4887930	0	0	3814142	0

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Annual Expenses (Rs. in lakhs) of Last two Years 2013-14, 2014-15)

		College/Institute Financial Year 2013-14			College/Institute Financial Year 2014-15			
		Expenses directly attributable to course (Rs. In Lakhs)	Share of Common Expenses (Rs. In Lakhs)	Total expenses (Rs. In Lakhs)	Expenses directly attributable to course (Rs. In Lakhs)	Share of Common Expenses (Rs. In Lakhs)	Total expenses (Rs. In Lakhs)	
i.	Rent Paid			0			0	
ii.	Advertisement Expense*	105868		105868	153511		153511	
iii.	Salary Cost	Salaries, Wages & Bonus	2819634		2819634	3335830		3335830
		Contribution to provident fund & other fund			0	00		0
		Staff Welfare & training expenses	22915		22915	21967		21967
		Others			0			0
iv.	Consumable	Work shop material			0			0
		Components			0			0
		Project Expenses			0			0
		Chemicals			0			0
		Others			0			0
v.	Operating & Other Expenses*	Electricity Charges	209622		209622	231305		231305
		Telephone, Postage, Xerox expenses	106503		106503	128209		128209
		Water charges			0			0
		Traveling & conveyance	169620		169620	198260		198260
		Vehicle expenses			0			0
		Repairs & maintenance	13871		13871	10898		10898
		Others			0			0
vi.	Administrative Expenses	271320		271320	390820		390820	
vii.	Scholarships			0			0	
viii.	Cost of Software's			0			0	
ix.	Printing Expenses	86585		86585	60055		60055	
x.	Stationary			0			0	
xi.	Insurance	0		0	32151		32151	
xii.	Intrest on Loan	247270		247270	212000		212000	
xiii.	Depreciation	Plant & Machinery			0			0
		Vehicle			0			0
		Furniture	44433		44433	49987		49987

	Computers & Others	319772		319772	317597		317597
xiv.	Education Tours expenses for students	244758		244758			0
xv.	Training & Placement expenses for students	315700		315700	170250		170250
xvi.	Sport Expenses	39380		39380	20000		20000
xvii.	Annual Social expenses	33510		33510	29850		29850
xviii.	Internet expenses	46816		46816	58250		58250
xix.	Taxes			0			0
xx.	* Any other expenses	331096		331096	654661		654661
	Grand Total	5428673	0	5428673	6075601	0	6075601

* Any expenditure which is more than 5% of the total expenses should be shown separately.(Note : In the case of "common" cost which are apportioned, please attach a separate note indicating the bases adopted by you for apportioning such costs, giving your justification for the same)

19							
20	Fixed Asset Details	With all major heads of fixed assets,					
	Cost Data	College / Institute / Hostel					
	Particular	Gross block 31.03.2015 Amount in Rs.	WDV as on 31.03.2015 Amount in Rs.	Depreciation for the year on 31.03.2015 Amount in Rs.		Rate of Depreciation %	
a.	Land (area - 1 Acre)	1913044	1910344	0		0	
b.	Building(s) (Built-up area in 2000 Sq.Mtr)	10002119	9752066	250053		2.5	
c.	Lab / Work Shop	0	0	0			
d.	Laboratory equipment	0	0	0		10	
e.	Books	171657	128743	42914		25	
f.	Furniture & dead stock	499865	449878	49987		10	
g.	Vehicle	0	0	0			
h.	Computers	1036857	777642	259215		25	
i.	Others	0	0	0			
	Total	13623542	13018673	602169			

	Projected Addition	College / Institute / Hostel		
	Particulars	2015-16 (Rs. in Lakhs)	2016-17 (Rs. in Lakhs)	2017-18 (Rs. in Lakhs)
a.	Land(area 1 Acre)	0	0	0
b.	Building (Built-up area in Sq. Mtr.)	1000000	1000000	100000
c.	Lab / Work shop	0	0	0
d.	Laboratory equipments	300000	300000	200000
e.	Books	200000	150000	150000
f.	Furniture & dead stock	350000	350000	350000
g.	Vehicals	0	0	0
h.	Others	0	0	0
	Total	1850000	1800000	800000

21	The common infrastructure used by the trust for various colleges run by them in the same premises		
22	a) Expenses per student for UG course		
	b) Expenses per student for PG course		
23	Fees collected during last two years per student for UG course		
	Year	No of Students	fees collected(Rs.)
	2013-14		
	1 st Year		
	2 nd Year		
	3 rd Year		
	4 th Year		
	5 th Year		
	2014-15		

1 st Year						
2 nd Year						
3 rd Year						
4 th Year						
5 th Year						
24	Fees collected during last two years per student for PG course					
Year	No of Students	fees collected(Rs.)				
2013-14						
1 st Year	47	2134270				
2 nd Year	12	544920				
2014-15						
1 st Year	03	109170				
2 nd Year	40	1455600				
25	Fees collected (2014-15) per student for UG/PG course	UG Course - 0 PG Course - 45410				
No of Students of 1st year	Average fees collected per student(Amount in Rs.)	Total fees collected (Amount Rs. in Lakhs)				
a) Indian (Govt. Quota + Management)	36390	1564770				
b) PIO + Foreign National	0	0				
26	Fees proposed for each course during 2015-16. Justification for this.					
(a)	Administrative Staff in the Institute / College					
Name of the Principal / Director	ANSHUL SHARMA					
Regular incharge	Incharge					
Pay Scale	22400					
Sr.No.	Name of the Staff	Designation	Whether required as per AICTE norms	Scale	Nature of Appointment	
1	DEEPALI DHAMALE	ADMIN	Y	4675	PERMANENT	
2	JITENDRA DESHMUKH	ASSO. PROF.	Y	15360	PERMANENT	
3	R. JOSHI	ASST. PROF.	Y	8000	PERMANENT	
4	RUQAIYYA SHAIKH	ASST. PROF.	Y	8550	PERMANENT	
5	NISHANT JOSHI	ASST. PROF.	Y	8550	PERMANENT	
6	SURUCHI GOGTE	ASST. PROF.	Y	8550	PERMANENT	
7	ATUL JOSHI	ADMIN EXE	Y	4675	PERMANENT	
8	SURESH AGLAVE	SYS. ADMIN	Y	3818	PERMANENT	
9	MS. ASHA PATHAK	PEON	Y	1380	PERMANENT	
10	SATISH JADHAV	PEON	Y	1821	PERMANENT	
11	SURBHI PATIL	ASST. PROF.	Y	8000	PERMANENT	
(b)	Staff in Central Library					
Sr. No.	Name	Designation	Whether required as per AICTE Norms	Qualification	Pay scale	Nature of Appointment
1	MANJUSHA BHAT	LIBRARIAN	Y	M. LIB, NET	8000-240-13500	PERMANENT
2	SACHIN DALVI	ATTENDANT	Y	HSC	5000	PERMANENT
(c)	Student - Teacher Ratio (Total no. students & total no. of staff in the college)					
				Ratio		
1	Regular approved staff			1/17.0		
2	Regular + Contract + Adhoc			1/15.0		
(d)	Ratio of Non-Teaching - Teaching Staff -					
				Ratio	As per Council Norms	
	Inclusive of administrative, ministerial, Technical & other unskilled & semi skilled staff			1/15.0	1/15.0	

FORM-C
Central Library Facility

Total No of student in the institute		89	
Reading hall capacity		65	
Total carpet Area Sq.Mtr.		109	
a)	No. of Titles	1677	
b)	No. of Books	3597	
c)	No. of National Journals	8	
d)	No. of International Journals	1	
e)	Non-Teaching Journals		
Total Cost of			
f)	a) Books	5.84	Lakhs
	b) Subscription for Journal	0.57	Lakhs
g)	Cost of Furniture	8.48	Lakhs
h)	Whether Xerox facility is available	Y	
i)	Whether Internet facility is available	Y	
		Band Width	2MBPS
j)	No. of Computer available in the Library	PIII	0
		PIV	0
		PV	10
k)	Whether multimedia facility is available	Y	
l)	Whether digitization of library is done	N	
m)	Any other amenities provided to students in library.		

FORM-D
Information of Central Computing Facilities in the Institute

1	Whether the central computing facility is available		Y	
2	Number of PIII or equivalent and above PC available		110	
3	Whether legal licenses of System & Application Software available?		Y	
4	Number of System Software's available		04	
5	Number of Applications Software's available		20	
6	Number of Printers available (Type: DMP/ DeskJet /LaserJet)		15	
7	Number of Scanners available		5	
8	Total cost of the printers and scanners		4.89	
9	Whether the Generator / UPS back-up available(back-up period and capacity in KVA)		Y	
10	Whether the Campus is Networked.		Y	
11	Whether the Laboratories are Networked through LAN		Y	
12	Whether is internet connection is available		Y	
13	If yes specify type Dialup/ISDN/DSL/Leased Line/ any other		LEASED LINE	
14	Specify Bandwidth available		2 MBPS	
15	Specify compression ratio		1:2	
16	Cost of Hardware in Computer Center	Rs. Lakhs	28	
17	Cost of Software in Computer Center	Rs. Lakhs	7	
18	Cost of Furniture in Computer Center	Rs. Lakhs	4	
19	Annual fee of the Internet Services in	Rs. Lakhs	58520	
20	Staff in Computer Center		Number	Pay Scale
	1. System Manager	Y	1	8000
	2. System Analyst	Y	0	0
	3. Computer Programmer	Y	1	8000
	4. Computer Operator	Y	1	6000
	5. Non - Teaching Staff	Y	1	5000
	6. Maintenance Staff	Y	1	4500

FORM-E

(A) Details of Teaching and Non Teaching staff for the Accounting Year 2014-15			
Sr No	Particular	Actual requirement of Staff as per respective Council norms	Actual appointed
1	DIRECTOR	0	0
2	DEAN / PRINCIPAL	0	0
3	DY. DEAN / VICE - PRINCIPAL	0	0
4	A) PROFESSOR	1	0
5	B) ASSOCIATE PROFESSOR	3	1
6	C) ASST.PROFESSOR / LECTURER	8	5
7	D) READER	0	0
8	I) PROGRAMMERS	0	0
9	II) ASST PROGRAMMERS	0	0
10	III) COMPUTER OPERATORS	0	0
11	IV) TECHNICIANS	1	1
12	V) LAB ASSISTANTS	2	2
13	A) MANAGER	0	0
14	B) REGISTRAR	0	0
15	C) ADMINISTRATIVE OFFICER	1	1
16	D) ACCOUNTS OFFICER	1	1
17	E) PUBLIC RELATION OFFICER	0	0
18	F) SUPERINDENDENT	0	0
19	G) SENIOR ASSISTANT / CLERK	0	0
20	H) JUNIOR ASSISTANT / CLERK	2	2
21	I) STENO CUM P.A.	0	0
22	J) DATA ENTRY OPERATOR	0	0
23	K) LIBRARIANS	0	0
24	L) ASST LIBRARIAN	1	1
25	M) TYPIST	0	0
26	N) RECORD ASST	0	0
27	O) ATTAINDER	0	0
28	P) DRIVER	0	0
29	Q) TELEPHONE OPERATOR	0	0
30	R) PEON	2	2
31	S) WATCHMAN / SECURITY GUARDS	0	0
32	T) GARDENER	0	0
33	U) SWEEPER	1	1
34	V) ANY OTHER, SPECIFIED IN DETAILS	0	0
Total		23	17

(B) Details of Salary in respect of Teaching and Non Teaching staff for the Accounting Year 2014-15				
Sr.No.	Name of the Staff	Designation	Actually Salary paid (per month)	Salary which is required to be paid as Per respective Council Norms
1	DEEPALI DHAMALE	ADMIN	15920	15920
2	JITENDRA DESHMUKH	ASSO. PROF.	53341	53341
3	R. JOSHI	ASST. PROF.	28280	28280
4	RUQAIYYA SHAIKH	ASST. PROF.	28904	28904
5	NISHANT JOSHI	ASST. PROF.	28904	28904
6	SURUCHI GOGTE	ASST. PROF.	28904	28904
7	ATUL JOSHI	ADMIN EXE	16960	16960
8	SURESH AGLAVE	SYS. ADMIN	13000	13000
9	MS. ASHA PATHAK	PEON	4700	4700

10	SATISH JADHAV	PEON	6202	6202
11	SURBHI PATIL	ASST. PROF.	28280	28280

UNDERTAKING

I hereby declare that above information furnished by me is correct.

Date-_____ Signature of Dean / Principal / Head of the Institute

FOR OFFICE USE ONLY

Received the fee approval proposal for academic year 2015-16

Proposal for Academic Year 2015-16 Returned as Deficient Proposal. Deficiencies mentioned as per the Checklist

Sr. No. _____

Date: / /2015

Verified by
(Name of the Clerk & its Signature)

Signature of Section Officer
Shikshan Shulka Samiti, Mumbai