



HARYANA STATE BOARD OF TECHNICAL EDUCATION

BAYS NO: 7-12, SECTOR-4, PANCHKULA

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*Principal (Pharmacy)  
Pl. inform the discrepancy  
in the duration to HSBTE.  
Usp  
12/10/11*

Letter No:15977  
Dated: 12/10/2011

To

The Principal  
B.S. Aanangpuria Institute of Pharmacy Vill. Alampur Ballabgarh-  
Sohna Road, Faridabad.

**Subject: Extension of Affiliation for the Academic year 2011-12.**

Sir/Madam,

Kindly refer to your proposal regarding Extension of Affiliation for the Academic year 2011-12.

In terms of the provisions under the Haryana State Board of Technical Education Act No. 19 of 2008 at clause 27 (u), norms, standards, procedures, conditions, other notifications issued from time to time, I am directed to convey the Extension of affiliation to the Institute to conduct following Diploma courses with the Intake mentioned against each for the academic year 2011-12.

Sr. No.	Name of Institute	Duration	Course	Intake
1	B.S. Aanangpuria Institute of Pharmacy Vill. Alampur Ballabgarh-Sohna Road, Faridabad.	3 Years	Diploma in Pharmacy	60
			<b>Total</b>	<b>60</b>

The above mentioned Affiliation is subject to the condition that the institute shall follow and adhere to Regulations, guidelines and directions issued by AICTE / HSBTE/State Govt. from time to time.

**All institutions shall fulfil the following general conditions:-**

1. The management shall provide adequate funds for development of land and for providing related infrastructural, Instructional and other facilities as per norms and standards laid down by the AICTE from time to time and for meeting recurring expenditure.

2. The admissions shall be made only after adequate infrastructure and all other facilities, including, the availability/recruitment of the required faculty are provided as per norms and guidelines of the AICTE, with prior Affiliation by Board.
3. The admissions shall be made in accordance with the regulation notified by the State Govt.
4. No excess admission shall be made by the institution over and above the approved intake under any circumstances. In case any excess admission is reported to the Board appropriate action as per the rules/regulations of the Board shall be initiated against the Institution.
5. The curriculum of the course, the procedure for evaluation/assessment of students shall be in accordance with the norms prescribed by HSBTE and the facilities to implement curriculum prescribed by State Board of Technical Education shall be in place.
6. The Institution shall not run any non-technical education courses/institution in the same premises/campus and/or in the name of the Institution without prior permission / approval of AICTE/State Govt./ Board. If found so, appropriate action as per the rules/regulations shall be initiated against the Institution.
7. The tuition and other fees shall be charged as prescribed by the Competent Authority/State Fee committee from time to time. No capitation fee or fine/other fee of any kind shall be charged from the students/ guardians of students in any form. If found so, appropriate action as per the rules/regulations shall be initiated against the institution.
8. The account of the institution shall be audited annually by a certified Chartered Accountant and shall be open for inspection by the Board or anybody or persons authorized by it.
9. The Principal, teaching and other staff shall be appointed in given time frame and selection shall be done according to procedures, qualifications and experience prescribed by the AICTE from time to time and pay scales are as per the norms prescribed by the AICTE from time to time.
10. The institution shall publish an information booklet before commencement of the academic year giving details regarding the institution and courses / Programs being conducted and details of infrastructural facilities including faculty etc. in the form of mandatory disclosure. The information booklet may be made available to the stakeholders of the technical education. The mandatory disclosure information, as per directions in the AICTE website/ Approval Process Handbook, shall be put on the Institution website. The information shall be revised every year with updated information about all aspects of the Institution.
11. It shall be mandatory for the institution to maintain a website providing the prescribed information. The website information must be continuously updated as and when changes take place, preferably with a link to HSBTE website.
12. If a technical Institution fails to disclose the information or suppress and/ or misrepresent the information, appropriate action as per the rules/regulations shall be initiated against the Institution.
13. Board may carry out inspections round the year for verifying the status of the Institution to ensure maintenance of norms and standards, academic ambience.

14. Board may also conduct inspections with or without notifying the dates to verify specific complaints, to verify adherence to AICTE norms & standards, and to verify any mis-representation, violation of norms & standards, mal-practices etc.
15. The Institution by virtue of the affiliation by the Board shall not automatically become claimant to any grant-in-aid from the Central or State Government.
16. In the event of a student/candidate withdrawing before the starting of the courses, the wait listed candidates should be given admission against the vacant seat. The entire fee collected from the student, after a deduction of the processing fee of not more than Rs. 1000/- (Rupees on thousand only) shall be refunded and returned by the institution/University to the student/candidate withdrawing from the program. It would not be permissible for Institutions and Universities to retain the School/Institution leaving Certificates in original to force retention of admitted students.
17. The Institute shall take appropriate measures for prevention of ragging in any form, in the light to AICTE regulation "Prevention and Prohibition of Ragging in Technical Institutions, Universities including Deemed to Universities imparting Technical Education" Regulation 2009 (F.No. 37-3/Legal/AICTE/2009 " Regulation 2009 (F.No. 37-3/Legal/AICTE/2009 dated 01/07/2009). In case of failure to prevent the instances of ragging by the Institutions, the Council shall take appropriate action as per the notified regulations.
18. It shall be obligatory on all institutions/Polytechnics affiliated to the HSBTE to follow examination rules for the smooth conduct of State Board Examination. The institution which do not co-operate in the conduct of examination & found indulged in malpractices/violation of rules by DTE/AICTE/PCI/HSBTE, it shall be liable for suitable action which includes even up to disaffiliation of the institution as per rules/regulation of the Board.
19. Building: The entire building of the college will be at the disposal of the Controller of Examinations for the purpose of conduct of examinations as and when, the Centre of Examination (for theory and practical both) is created it will be obligatory for the Principal to provide necessary infrastructure for smooth conduct of examination.
20. Examination Centre: Creation of an Examination Centre in the college will be at the discretion of the Controller of Examinations. The center of examinations for the students studying in the College can be shifted to any other college. In such a situation, it will be the responsibility of the Institution to make arrangements for transporting the students to the Center of Examinations without any extra charges from the students. Similarly, the Board can also shift the students of other colleges/institutes to the college/institution under reference for which necessary infrastructure will have to be provided by the Principal concerned.
21. Staff: For the purpose of conduct of examinations, the services of entire teaching & non-teaching staff will be at the disposal of the Controller of Examinations. The examination duties can be assigned to any member of teaching and non-teaching staff which will have to be compiled within the interest of smooth conduct of examinations.
22. Strong Room: There will be a Strong Room in the college at the prime location-adjacent to the office of the Principal to keep the confidential material of the Board as and when required. The Strong Room will essentially have double lock system.

23. The Board shall contemplate action including withdrawal of affiliation in case of violation of conditions/any condition as enumerated.

**Additional Secretary  
HSBTE, Panchkula**

**Endst No.15978**

**/HSBTE**

**Dated:12/10/2011**

A copy of above is forwarded to PS to DGTE for kind information please.

**Additional Secretary  
HSBTE, Panchkula**