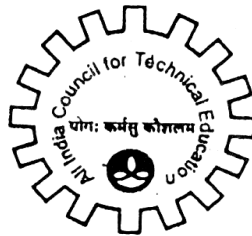


ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

Format for Compliance Report for the year 2008-09 to be submitted along with Mandatory Disclosure

- *Last date of submission of Compliance Report – 31/08/2008*
- *Compliance Report to be submitted at the concerned Regional Office.*
- *Along with Data Sheet for extension of approval*



**All India Council For Technical Education
7th Floor Chanderlok Building, Janpath, New Delhi - 110001**

Phone: (011) 23724151 to 23724157 Fax: (011) 23724162/74/76

Website: www.aicte.ernet.in

Important information for filling up the compliance report

- *The institution is required to submit two copies of the Compliance Report as per prescribed format along with mandatory disclosure to the concerned Regional Office latest by 31st August 2008.*
- *The Compliance Report should be submitted alongwith a processing fee of Rs. 50,000/- in the form of demand draft in the favour of Member Secretary, AICTE, payable at New Delhi. The compliance reports without the processing fee will not be accepted.*
- *The information in the compliance report should be filled up strictly as per the prescribed format. Compliance Reports with incomplete information will not be accepted.*
- *All the annexures should be indexed with page numbers and signed by the authorized signatory of the institution.*

FORMAT FOR COMPLIANCE REPORT

All the existing technical institutions are required to submit the following information both in the form of hard and soft copy by 31/08/2008.

1 i) Name and Address of the Institution

Name		
Address	Permanent Location as approved by AICTE	Temporary Location (if applicable)
Village	Survey No.747, Nadargul	11-4-654/3, Red Hills, Lakdikapul
Taluk	Saroor Nagar	Lakdikapul
District	Ranga Reddy	Hyderabad
Pin Code		500004
State	Andhra Pradesh	Andhra Pradesh
STD Code	040	Phone No: 23396958 / 23305134
Fax No.	23411035	E-Mail: correspondence@sncps.com
Nearest Rly Station	Hyderabad	
Nearest Airport	Hyderabad	
Web site	www.sncps.com	
File No with date of first approval :		

1 ii) Information regarding Mandatory Disclosure:

- a) Whether the Mandatory Disclosure is hoisted on the institutional website: Yes Y No
- b) If yes, web-site address on which Mandatory Disclosure is available: www.sncps.com
- c) Whether the faculty information provided in the Mandatory Disclosure is same as being submitted in the Compliance Report. Yes Y No
- d) Whether the information provided in the Mandatory Disclosure is being regularly updated. Yes No , Date on which the Mandatory Disclosure was last updated: June'08

1 iii) Whether the institution is operating at temporary location (if so provide details of permanent location alongwith survey no.)?

Nadargul R.R.Dist	Survey No.747
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2 i) Name and Address of the Society / Trust

Name	SISTER NIVEDITA FOUNDATION		
Address	11-4-654/3, Red Hills, Lakdikapul, Hyderabad		
Pin Code	500004	STD Code	040
Phone No.	23396358 / 23305134	Fax No.	23411035
E-Mail	correspondence@sncps.com	Web site	www.sncps.com

2 ii) Brief details regarding background of the Trust/Society, Governing body members, etc.

3 Name and Designation of the Head of the Institution (*Principal / Director*)

Name	C.Subramanyam				
Designation	Director (Academic)	Qualification & Experience :	Highest Degree	Specialization	Total Experience
		BE, M.Tech, A.I.M.A, G.D.M.M	M.Tech	Industrial Engg & Management	38 Yrs
		Date of Birth: 15.12.1945 (63 Yrs)			
STD Code	040	Phone No. (O) 23396358	Fax No.		
STD Code		Phone No. (R)	Fax No.		
E-Mail	correspondence@sncps.com	Mobile No.	Date of joining the institution: 01.08.2007		

4. Type of Technical Institution (*Tick ✓ whichever is applicable*)

- i) University Dept./Constituent College of University/Deemed to be University
- ii) Central / State Government
- iii) Government Aided
- iv) Self-Financing (Minority)
- v) Self-Financing (Non-Minority)
- vi) Any other (Please specify)

5. Information on Establishment of the Institution

- i) Year of Establishment 1995
- ii) Date on which first approval was accorded by the Council 16.10.1995
- iii) Year of Commencement of the first batch 1995
- iv) Details of Last extension letter with year of approval 2008-- 2009

6. Whether there is any change of Name of the Institution, Society / Trust and Location of the Institution after AICTE approval? If yes, enclose details

- i) Whether the name of the Society has been changed Yes No
If yes, give details
- ii) Whether the composition of the Society has been changed Yes No
If yes, give details
- iii) Whether the name of the Institution has been changed Yes No
If yes, give details
- iv) Whether the Institution is functioning at temporary site Yes No
If yes, give details
- v) Whether the Institution has changed its permanent location Yes No
If yes, give details

7. i) Whether there is any Court Case filed by the Institution against AICTE which is in progress? (Please tick (✓) appropriate box)

Yes No

If yes, then give details with name of the Court, Writ Petition No. Subject Matter and Latest Status.....NO.....

7. ii) Whether there is any case of Malpractices / Complaints/ or being penalized on account of non- submission of compliance within the cut-off-date, making excess admissions etc. against the Institution ? if yes, provide details

_____Not Applicable_____

8. Name and Address of the Affiliating UniversityNot Applicable.....

Name			
Address			
Pin Code		Period of Affiliation	
STD Code		Phone No.	
Fax No.		E-Mail/ Web site	

9. i) AICTE approved existing course(s) of study during academic year 2008-2009

			AICTE Approved Intake during last 4 years								Status of Accreditation (Validity period)
Courses	1 st Year of approval by AICTE (give approval ref. no. & date)	2008-2009		2007-2008		2006-2007		2005-2006			
		Sanctioned intake	Actual admissions	Sanctioned intake	Actual admissions	Sanctioned intake	Actual admissions	Sanctioned intake	Actual admissions		
UG(FT)											
UG(PT)											
PG(FT)	PGDBM	16-10-1995	45	40	45	32	45	36	45	31	Yearly
PG(PT)											

FT: Full Time, PT: Part Time

Signature of Authorized Signatory with date

10. i) Whether the Institution is sharing its facilities / premises with any other Institution or running any unapproved Programmes? If yes, give details. Yes No

A. Name of the other Institutions, which are sharing the facilities NA.....

B. Unapproved course(s) functioning in the college premises, its duration and intake

S. No.	Courses	Approving Authority	Affiliating Body	Degree / Diploma / Certificate	Duration (Years)	Sanctioned Intake	Actual Admissions during 2008-09
TOTAL							

10 ii) Whether admissions under PIO / Foreign Nationals quota has been approved for your institution by the AICTE? If yes, give details.NA.....

S. No.	Courses	Sanctioned Intake 2008-2009	Actual Admissions

11. Status of Compliance of Specific Conditions / Deficiencies Communicated in the Last Approval/Extension of Approval by AICTE.

S.No.	Deficiencies Communicated / Specific Conditions	Compliance Report
	<p style="text-align: center;">NIL</p> <p>Approval for the year 2008-2009 was displayed through AICTE Website.</p>	

12. (i)Particulars of the Full Time Principal/Director of the institution

Name : **Mr.C.Subramanyam**

Date of Birth : **15.12.1945 (63 Yrs)**

Academic qualifications (with field of specialization) :

B.E, M.Tech (Industrial Engg. & Management)

Details of Experience (Academic / Industrial) :

38 Yrs

Date of the appointment in the present institution :

01.08.2007

Details of the Full Time Teaching Faculty exclusively appointed and working for the AICTE approved programme with designation, qualification along with class / division obtained, experience, date of joining and pay scale.

Name of the Course	S.No.	Faculty Name	Qualification with field of specialization with class /division of passing			Experience			Date of Joining the Institution	Gross total Salary as on date with scale & Basic pay
						A	B	C		
PG Level	1	C. Subrahmanyam	M.Tech	Industrial Eng. & Mgmt	I Class with Distinction		38		01-06-2007	26240.00
PG Level	2	Dr. Rafia Sultana	Ph. D	Botany	--				01-06-2002	20400.00
PG Level	3	Ms. Shama Parveen	MFM, MPPM	Finance Mgmt , Public Personnel Mgmt	I Class	9			01-04-2007	16000.00
PG Level	4	Ms. Shireesha Devraj	MBA (Ph.D)	Marketing	I Class	7			01-12-2006	16000.00
PG Level	5	Ms. Anita Kesanapalli	MBA	HR	I Class	3			01-04-2007	12800.00
PG Level	6	Mr. Rafathulla Baig	MBA	Finance	I Class	4			01-07-2005	12800.00
PG Level	7	Ms. Aysha Rasheed	MBA	Finance	I Class	1			02-07-2007	12800.00
PG Level	8	Mr. Abdul Mannan	M.Sc	Computer Science	I Class	5			18-01-2006	12800.00

12 ii) (c) Information about stability of the Faculty (separately for each Programme).

S. No.	Programme	Category	Period of appointment				Total
			Less than 6 Months	Between 6 Months to 1 year	Between 2 to 3 years	More than 3 years	
1	PGDBM	Professors		1			1
		Assistant Prof.				2	2
		Lecturers			2	1	3
		Others					6

12 ii) (d) Mode of selection of faculty and staff:

Name of the newspapers in which advertisements are placed and their circulation status
- Deccan Chronicle, The Hindu

Constitution of the selection committee

Whether University representative is invited in the selection committee meeting. Yes No

12 ii) (e) Details of Technical / Administrative / supporting Staff

S.No	Category Staff	Number
1	Technical Supporting Staff a) Workshop Attendant b) Workshop Technician c) Laboratory Assistant d) Librarian e) Assistant Librarian f) Programmer g) System Analyst h) Others (Computer Lab in-charge, Lab Attendant etc)	 1 1 1
2	Administrative Staff a) Administrative Officer b) Accounts Officer/Assistant Account Officer c) Clerks d) Others	1 1 1 5

13. Strengths & Weaknesses of the institution in terms of Teaching Methodology/Transaction of Syllabus /Innovations /best practices (if any)/ industrial project / Industrial consultancy / research taken up for industry and amount granted thereby:

- Teaching tools like LCD and OHP are used.
- Eminent speakers from industries and university are invited every Saturday for giving Guest Lectures.
- Industrial visits are organized every year.
- Attending seminars in other institutions is a regular feature.
- Students are taken for study tours to companies, shopping malls and other related places in the twin cities.
- Communication skills, Soft Skills and Professional Skills are developed regularly.
- Management games and case studies in the areas of specialization from part of the co-curricular activities.
- Ex-students who have got placements are invited to interact with the students and make them aware of the market demand and changing market scenario.

15. i) Total no. of students placed by the Institution through its Placement Cell (Discipline wise)

Year	Discipline	Total no. of students passed out (last 3 years)	Total no. of students placed through placement cell (last 3 years)
2006	Finance/HR/Marketing	52	40
2007	Finance/HR/Marketing	50	40
2008	Finance/HR/Marketing	99	80

15 ii) Provide details of companies/Industries, which visited the institute for placement since the last three years.

S.No.	Year	Name of the Company/Industry	Number of Students placed
1	2006	. Ing Vysya, NMDC, Smart Hire, Motilal Oswal, Share Khan, Bajaj Alianj and Wipro.	31
2	2007	ICICI, UBS, Kotak Mahindra, GoldStone, Direct Edge Consultancy, Delloite, Deccan Granite, Pennar, Maha Cement, HSBC, Country wide, HDFC, Wipro, Reddy Labs, Just Dial Centurn, Reliance Communiation and HCL	30
3	2008	. Delloite, Polaris, Reddy Labs, HDFC, Met Life, Bank of America and City Financial,Captial IQ,Bank of America,Wipro, Infosis,GE	25

18. Details of Laboratories & WorkshopsNA.....

S.No	Name of the Course	Name of the laboratory/workshop	Total Area of lab/workshop	Major equipment

19. Computer Facilities for the existing programme(s)

S.No	Particulars	Requirements as per Norms (1:4 all undergraduate UG Programmes and 1:2 for MBA/MCA/ PGDM/ PGDBM)		Availability
1.	No of Computer terminals			38
2.	Hardware Specification			P.IV 10, P.III-20, others-8
3.	No of terminals of LAN/WAN			2 Servers and 36 Clients
4.	Relevant Legal Software	Application	System	All Microsoft Softwares, C, C++,Java, Cobol, Acrobat Reader 6.0,PhotoShop 7.0, Pagemaker 7.0, Corel Draw, Norton Anti Virus, Nero Burner, Assembly Language and Fortran.
5.	Peripheral(s)/ Printers	3		
6.	Internet Accessibility (in kbps & hrs)	128 KBPS / Unlimited Hours		

Whether the computer facilities are suitable for the existing programmes ? Yes No

20. Building

1. Available Built up area per student _____

2. Total Built up Area for the existing programme(s) **958.10 (Sq.M)**

Particulars	Area required as per norms (Sq.M)	Building with RCC Roof (Sq.M)	Building with Sheet Roof (if suitable for Educational Institution) (Sq.M)	Total sanctioned intake (last 4 yrs. for Engg./Pharmacy/ HMCT/ Arch. etc. 2 yrs. MBA/ PGDBM and 3 yrs. for MCA)	Built up area per student	Total Area Available (Sq.M)
Instructional Area (Carpet Area)	501.30					501.30
Administrative Area (Carpet Area)	127.70					127.70
Amenities (Carpet Area)	105.20					105.20
Circulation & Others	223.90					223.90
Total	958.10					958.10

21. Instructional Area for the existing programme(s)

Particulars	Number of rooms		Carpet area of each room	
	Requirement as per norms	Available in the institution	Requirement as per norms	Available in the Institution (Sq.M)
Class Rooms		4		197.80
Tutorial Hall		1		61.70
Drawing Hall (*)		1		90.25
Computer Centre		1		64.13
Library		1		87.41
Laboratories & workshops				
Total				501.30

❖ Whether any academic activity is being carried out in the basement
If yes, give details.

❖ Whether a barrier free environment has been created in the building for Physically challenged persons.

Yes No

❖ Whether the Classrooms, Tutorial hall, Drawing hall, Computer centre, Library, Laboratory and workshops are well equipped for the existing courses.

Yes No

22. Land Availability

Land Category <i>(Rural/ District Head Quarter/ State Capital/ Metropolitan city/ Mega City)</i>	Area required as per Land Category (Acres)	Total Area available (Acres)
RURAL	2 Acres	2 Acres

(a) Whether the said land is demarcated by fencing/ boundary wall for the institution *(Tick ✓ appropriate box)*

Yes No

(b) Whether the land is contiguous *(Tick ✓ appropriate box)*

Yes No

If Not, Number of plots

Distance between the plots (Sq.M)

(c) Whether the surroundings of the institution are suitable for educational purpose.

Yes No

23. Availability of other facilities:

S.No.	Parameter	Availability
1	All Weather Approach Road (cemented / kuchha)	Yes
2	Potable Water Supply System (own bore well / municipal corporation)	Yes
3	Electrical Generator (5kv, 5-10 kv, 10-15 kv, more than 20 kv)	No
4	Students' Canteen	No
5	Students' Common Room (Boys / Girls)	Y
6	Hostel	Boys
		No
		Girls
		No
	If no hostel facility is available, whether arrangements have been made for boarding and lodging of students near to the institution, if yes mode of travel from the place of stay to the institution	
7	Principal's Quarters	No
8	Digital Library	No
9	Quarters for Faculty	No
10	Guest House	No
11	Parking facilities	Yes
12	Medical facilities (full time / part time doctor / dispensary)	Yes
13	Insurance facilities	No
14	Telephone booth	No
15	Gymnasium /indoor / outdoor stadium	No
16	Rainwater-harvesting facilities are available	Yes
17	Post office facility	No
18	Bank facility	No
19	Transport facility for day scholars	No
20.	Reprographic facilities in the Institutions.	Yes
21.	Barrier free environment for physically challenged.	Yes

24. Fee Structure of the Institution

S.No.	Category	CET quota		Management quota	
		Fixed by the State Fee Committee	Being charged by the Institution	Fixed by the State Fee Committee	Being charged by the Institution
1.	Admission Fee				0.50
2.	Tuition Fee				1.25
3.	University fee (Examination fee, Registration fee etc.)				0.15
4.	Hostel fee (Rent etc.)				
5.	Laboratory fee				
6.	Library fee				0.25
7.	Any other				0.35
Total Fee					2.50

25. Financial Position

(i) Whether applicant has opened a bank account in the name of the Society/ Trust for the existing institution Yes Y No

(ii) Source of income & expenditure during the last year

S.No.	Source of Income	Rs. (in lakhs)	Expenditure during the last year	Rs. (in lakhs)
1.	Central Government		Salary of Full-Time Faculty	17,95,368
2.	State Government		Salary for Visiting/Adjunct faculty	
3.	University Grants Commission		Salary of Non-Teaching Staff	
4.	Other Central/State Govt. Bodies		Library	2,10,129
5.	Private Trust		Computer Centre	89,874
6.	Donations		Equipments Labs and Workshops	
7.	Student Fees	4,42,27,502	Building	
8.	Internal Revenue Generation		Others (please specify)	21,29,861.72
9.	Others (please specify)			
Total		4,42,27,502		4,42,27,502

DETAILS ENCLOSED

(iii) Details of Operational funds

S.No.	Name of Bank With Branch & Full Address	Account No.	Cash Balance (in lakhs)	FDR, if any (Excluding joint FDR submitted to AICTE)	Total Amount (in lakhs)
	SBH, Santhinagar, Hyderabad.	5218892155	2,56,529.50		

Declaration:

It is certified that:

- a) Existing Courses are being conducted as per norms, standards and guidelines of the AICTE.
- b) All the physical deficiencies stated in the last approval letter have been complied with.
- c) The AICTE pay scales are being paid to the faculty members.
- d) The admissions are made on merit and no capitation fee or donation of any kind is charged for admission.
- e) The teaching faculty has been recruited as per qualifications and experience laid down by AICTE.
- f) The tuition and the other fee is being charged as prescribed by the Competent Authority.
- g) No new course has been started (since the last approval by AICTE) without prior approval of AICTE.
- h) The institution is not running any courses not approved by AICTE in the premises of the AICTE approved institution.
- h) The intake in any of the AICTE approved course has not been increased beyond the sanctioned intake, without prior approval of AICTE.

I/We solemnly declare that no information has been withheld and all the information provided in this Compliance Report is correct. If any information is found to be incorrect or false, I/We understand that proposal shall be liable for rejection.

Date:

Name and Signature of the Authorized Signatory of the institution with seal

Place:.....

List of Annexure's to be submitted along with the Compliance Report
(Annexures should be strictly submitted in the following order alongwith index and page numbers and signed by the authorized signatory).

Annexure 1 Copy of Mandatory Disclosure.

Annexure 2 Faculty & Staff

(A) Existing faculty:

The following documents should be submitted for each of the existing faculty members in the serial order as mentioned **in the section 12. ii b)** of the compliance report.

- 1) One page biodata alongwith attested passport size photographs (with details covering number of papers published, books written, summer winter schools attended, R&D projects undertaken etc.).
- 2) Copies of appointment letters with terms and conditions of appointment and joining report.
- 3) Acquittance roll of Faculty / Non-teaching staff for the current and previous year.
- 4) Salary register of faculty/proof of salary paid to the staff along with TDS records.

(B) Additional faculty appointed.

The following documents should be submitted for the additional faculty members appointed.

- 1) Copy of the advertisement.
- 2) Details of the number of candidates applied and called for interview.
- 3) Selection Committee minutes and recommendations.
- 4) Approval by the Governing body or board of governors.
- 5) One page biodata of the appointed candidates.
- 6) Appointment letter and joining letters of the appointed faculty.

(C) The institution is required to submit a statement signed by each faculty member stating that he / she has been appointed and is working exclusively for the AICTE approved programme in the institution.

(D) An affidavit from the Chairman of the Trust / Director / Principal of the institution stating that faculty members mentioned in the section 12 of the compliance report are exclusively teaching for the AICTE approved programme / institution is required to be submitted by the institution.

Annexure 3 Details of the Built-up Area.

- Details of instructional area, administrative area, amenities area & circulation area (excluding play grounds, residential area, parking space and open air theater) duly certified by Registered Architect.
- Approved building plan with total area of built-up space.
- Building completion certificate from competent authority.
- Details of proposed/under construction area. (if any)

Annexure 4 Photographs and Video CD

- The Institution is required to submit a group photograph with name underneath of all the faculty members and staff (Technical and Non-Technical, etc. separately) along with the head of the Institution.
- Photograph (color) of the building attested by the Chairman/Secretary of the Trust/Society.

Annexure 5 Correspondence related to AICTE Approval.

- Copy of the first approval of AICTE
- Copies of subsequent extension of approval letters of AICTE
- Latest Affiliation of University
- Details of reduction in intake last year, if any.
- Documents related to penal action against the Institution by the University/State/AICTE last year, if any.

Annexure 6 Details regarding workshop, laboratories, library and computers– Course-wise

- Stock Register of Library Books (copies of last five pages to be submitted)
- Usage register of books (copies of last five pages),
- Stock registers of Computers, equipment
- Internet facility, (Type and bandwidth details)
- Copies of Cover page of all journals (last six months) Cover Page of all Journals to bear the stamp of the institution.
- List of laboratories available with area of each lab and major equipments.

Annexure 7 Students data.

- Course-wise number of Students admitted in the previous year.
- Percentage of Pass in each course for the last three years. (A copy of the affiliating University Results of the last three years to be provided.)
- No. of students admitted under PIO / Foreign Nationals (with passport details and account and currency in which fees have been paid).

Annexure 8 Land details.

- A copy of original Land documents.

Annexure 9 Financial details

- Audited Statement of accounts of the institution
- Latest bank statement, funds available in the FDR and Saving Account/Current Account
- A copy of fee receipts with details of the fee being charged from the students.
- TDS Certificate in respect of the Income Tax deducted from salary of faculty members.