

S.N.D.T. Women's University

1, Nathibai Thackersey Road,
New Marine Lines, Churchgate,
MUMBAI - 400 020.

Phone : + 91 22 2203 1879

Fax : + 91 22 2201 6226



A- Grade (CGPA 3.08)

श्रीमती ना. दा. ठाकरसी महिला विद्यापीठ

१, नाथीबाई ठाकरसी मार्ग, न्यु मरिन लाईन,
चर्चगेट, मुंबई-४०००२०.

Telegram : UNIWOMEN

Website : sndt.ac.in

Ref. No. Affi-Gen-1/ Format/2020-21/209

September 9, 2020

To,

**The Principal of
Colleges affiliated to the S.N.D.T. Women's University,
in the States of Maharashtra and Other States**

**Sub:- Continuation of Affiliation & Permanent Affiliation for the
Academic Year 2021-22.**

Sir/Madam,

I am forwarding herewith the proformas for applications to be submitted for following types of affiliations granted for the academic year 2021-2022

(1) Form 'B' for Extension of Affiliation for **the Subjects of Natural Growth**

For **Continuation of Affiliation** of the present courses following proformas need to be filled & submitted

(a) Form 'E' for Continuation of Affiliation of **Present Courses** or **Faculties for first year** or **Divisions** or **Subjects**

(b) Form 'G' for **Permanent Affiliation**

As per Section 109 of the **Maharashtra Public Universities Act, 2016**, the affiliated Colleges, which have been granted First Time Affiliation to conduct Course/Courses of study are required to apply for Continuation of Affiliation for such Course/ Courses of study.

Hence Concern affiliated Colleges are requested to send the proposals for Continuation Permanent / Natural Growth of Affiliation, alongwith requisite information filled in **prescribed form**.

It may be noted that, temporary affiliation is granted by the State Government / University, so on completion of 5 years of continuous affiliation, has to apply for NAAC accreditation failing which their affiliation will be automatically cancelled. However, if they have applied for NAAC accreditation a copy of the form be submitted for consideration. It may be noted that all the documents as per GR of 30.10.2010 be sent to the University alongwith proposals failing which such proposals will not be considered. The said GR is available on the Government of Maharashtra website www.maharashtra.gov.in

In case of any difficulty in filling up the proforma or any suggestions for improvement and simplification, the same may be communicated to the Assistant Registrar, Affiliation Section, S.N.D.T. Women's University, Mumbai-20, urgently through the email ar.affiliation@sndt.ac.in and affiliation@sndt.ac.in

The colleges are requested to provide **One Hardcopy of proposal and its soft copy in CD** alongwith the college covering letter and **Affiliation Fees by Demand Draft** drawn in favors of **"The Registrar, S.N.D.T. Women's University, Mumbai"** payable in Mumbai. The College may refer University website :- www.sndt.ac.in for application Forms and Fee schedule.

Documents should be copied in given order only:

1. College covering letter
2. Payment proof.
3. Application Proforma

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4. Previous year Continuation/Permanent Affiliation Letter
5. Supporting documents of each and every data provided in application proforma.
6. NAAC status and relevant documents
7. Additional documents if any

The requisite application alongwith the fee should reach to Affiliation Section on or before **September 30th, 2020** without fail. . If any college fails to pay the Affiliation fees in stipulated time shall be liable for penalty prescribed by the University.

This is to bring to your notice that the colleges which have been granted **Permanent Affiliation** are requested to send Annual fees alongwith the covering letter by Demand Draft only.

This is to be treated as URGENT AND TIME BOUND.

Yours faithfully,

ARKhale
09/09/2020
(Dr. Anubha Khale)
Dean

Faculty of Science & Technology
Affiliation & Academic Section (Addl. Charge)

S.N.D.T. WOMEN'S UNIVERSITY

1, Nathibai Thackersey Road,
Mumbai- 400 020

APPLICATION FOR VARIOUS TYPE OF AFFILIATION TO BE SOUGHT
For the Academic Year : 2021-22

To,
Dean
Faculty of Science & Technology
Affiliation Section (Addl. Charge)
SNDT Women's University
Mumbai - 400 020

Dear Sir/Madam,

I hereby apply for the

- A) Continuation in Present Courses/Division/Subject, Vocational Subject courses/
- B) Extension in natural growth,
- C) Permanent Affiliation,

In prescribed forms, of our College as hereunder.

The name of the College is _____,
which is affiliated to the S.N.D.T. Women's University, which is conducted by
_____(Name of the
Society/Trust/Management/Local authority)

Details of affiliation to be sought for the academic year _____ are given in the attached
Forms -B, E, and G. (Please Strike off whichever is not applicable.)

I have gone through Section 109 to 116 of the *Maharashtra Public Universities Act, 2016* and
conditions stipulated by the University for Colleges seeking affiliation and I am prepared to abide
by all the conditions and such other conditions that may be stipulated hereafter. I also hereby give
an assurance on behalf of the _____
(Name of the Society/Trust/Management/Local authority) that any transference of Management
and all changes in the teaching staff and all other changes which may result in the requirements
stipulated not being fulfilled or not being continued to be fulfilled shall be forthwith reported to the
University.

Details of fees remitted towards the above affiliations are as under:-

Sr. No.	Particulars of the affiliation forms (Mention the affiliation form-wise)	D.D. Details*	Amount
Grand Total			

(Demand Drafts should be drawn in favour of "The Registrar, S.N.D.T. Women's University,
Mumbai" payable at Mumbai)

I enclose herewith the true copy of the resolution of the authorities of the
Society/Trust/Management, authorizing me to sign and send this application on their behalf. I also
hereby confirm that the financial resources of the Society/Trust/Management are such as to make
due provision for its continued maintenance.

Date:

Place:

Yours faithfully,

(Signature & Seal)

Stamp of the Society/Trust/Management

Short name of the College

S.N.D.T.WOMEN'S UNIVERSITY

1, Nathibai Thackersey Road,
Mumbai- 400 020

GENERAL INFORMATION

1. Registered Name and Address of the applicant Society/Trust with Phone No. E-mail, Fax No. _____

2. Name, Address and Date of Establishment of the College _____

3. Name of the Principal/Mobile No. /E-mail address _____

4. Date/Year of First Time Affiliation granted to the college _____
5. Date/Year of Permanent Affiliation Granted to the College (if applicable) _____
6. Whether College is covered under UGC Act 2(f) and 12(B)? Yes/No
If yes, from the year _____
7. Academic year from which affiliation is sought _____
8. Date of Application _____

9. **Details of present affiliation (already granted)**

Faculty	Class	Medium	Subject (Mention all the subjects) Please specify the subjects as CC/DC/AC/APC/or compulsory subjects, Specialization, Optional etc. of concerned faculty.	Number of students and divisions, if any permitted initially provisionally	Number of students admitted and Number of divisions formed
1	2	3	4	5	6

14. Library : Books and Journals Expenditure on Books Journals and Library fittings

Particulars	Years		Numbers		Amount (in Rs.)	
	Previous	Current	Previous (till date)	Current (Year)	Previous (till date)	Current (Year)
Books						
Journals						
Academic Technical Others						
Fittings and Furniture						

A list of books purchased during the current academic year be attached.

**15. Academic information about the college.
(Courses offered (faculty wise))**

Faculty	Class	Subjects offered (Clarify CC/DC/AC/APC or Compulsory) Subdivide the column Subject as Compulsory, Specialization and Optional under each faculty etc. of concerned faculty)
A- Faculty	FY	
	SY	
	TY	
B- Faculty	FY	
	SY	
	TY	
C- Faculty	FY	
	SY	
	TY	

16. Faculty wise enrolment for the last 3 years

Faculty	Class	Approved No. of divisions with Division Strength	Actual Enrolment	Total
A- Faculty	FY			
	SY			
	TY			
B- Faculty	FY			
	SY			
	TY			
C- Faculty	FY			
	SY			
	TY			

**17. Faculty wise results of the college for the last 3 years in all examinations
(Final Year only)**

Examination	Appeared	Passed	Percentage
A-Faculty FY SY TY			
B-Faculty FY SY TY			
C-Faculty FY SY TY			

**18. Faculty wise tuition and other fees (including deposits) collected from students
term-wise :**

Course	Tuition fee	Laboratory Fee	Library Fee	Gym & Union Sports Fees	Laboratory Deposit	Library Deposit	Others (State nature)	Total

Mumbai
Date _____

**Signature of the Principal/In-charge
(Seal)**

Enclosed : Forms
(Please mention whichever are applicable)

Form "B"

Form for Extension of Affiliation for Subject of Natural Growth for the academic year 2021-22

Name of College:

1) The Subject already granted by the Government

Faculty	Class	Subject granted	Subject wise Student Strength					
			Preceding year of the previous year		Previous year		Current year	
			2018-19		2019-20		2020-21	
			Admitted	Appeared for Exam	Admitted	Appeared for Exam	Admitted	Appeared for Exam
	1 st Year							
	2 nd Year							
	3 rd Year							

1) The Subject of Natural Growth asked for

Faculty	Class	Subject of Natural Growth	Medium	Expected Students Strength
1	2	3	4	5
	1) 2 nd Year			1) 2 nd Year
	2) 3 rd Year			

3) The student's of the faculty under which the subject of Natural Growth is asked for.

Faculty	Class	Subject wise Student Strength					
		Preceding year of the previous year		Previous year		Current year	
		2018-19		2019-20		2020-21	
		Admitted	Appeared for Exam	Admitted	Appeared for Exam	Admitted	Appeared for Exam
1 st Year							
2 nd Year							
3 rd Year							

4) Additional staff required for teaching the subject of Natural Growth (approximately)

A) Teaching Staff

B) Non-Teaching Staff

5) Total annual expenditure on the additional staff to be appointed for the subject

Mumbai

Date _____

**Signature of the Principal/In-charge
(Seal)**

CONTINUATION OF AFFILIATION
FACULTIES/DIVISION/SUBJECTS

FORM "E"

Form for Continuation of Affiliation for FACULTIES/DIVISION/SUBJECTS for the academic year 2021-22.

Name of the College

--

1) 1) The Faculties/Division/subjects already granted by the University

Faculty	Divisions & granted	Students Strength					
		2018-19		2019-20		2020-21	
		Admitted	Appeared for Exam	Admitted	Appeared for Exam	Admitted	Appeared for Exam
	1 st year						
	2 nd year						
	3 rd year						

2) The Continuation of Affiliation asked for

Faculty	Division & Class	Subject	Medium	Expected Student Strength
	1 st year			
	2 nd year			
	3 rd year			

3) Details of the Vocational Subject granted under Continuation of Affiliation during previous year:

a) Sanction letter No. of the U.G.C. _____

b) Sanction letter No. of the University _____

4) Details of the enrollment of previous 3 years for Vocational Subject:

Faculty & Class	Vocational Subject	Granted from the year	Student strength						
			2018-19		2019-20		2020-21		
			Admitted	Appeared for Exam	Admitted	Appeared for Exam	Admitted	Appeared for Exam	
1 st Year									
2 nd Year									
3 rd Year									

5) Additional staff, if any required for teaching the Subject : (Approximately)
(Kindly provide information regarding requirements as per norms and actual position :)

A) Teaching Staff

B) Non-teaching Staff

Signature of the Principal / In-charge
with Seal

S.N.D.T.WOMEN'S UNIVERSITY

1, Nathibai Thackersey Road,
Mumbai- 400 020

PERMANENT AFFILIATION
2021-22

FORM "G" (Covering Letter)

To
The Officer on Special Duty
Affiliation Section
SNDT Women's University,
Mumbai - 400 020.

Sub: Application for Permanent Affiliation

Dear Sir/Madam,

I am forwarding herewith an application for the Permanent Affiliation of the _____

(Write Name of the College)

for courses of studies leading upto the _____ with specialization in / optional in
_____. The present affiliation expires in the month of _____ 20__.

The information on account of the present affiliation is as under:

Sr. No.	Ref. Nos. of the University Letter/s sanctioning the affiliation	Class	Present Affiliation			Affiliation asked for		
			Division	Subjects	Students	Division	Subjects	Students

I have gone through Section 116 of the *Maharashtra Public Universities Act, 2016* and conditions stipulated by the University/U.G.C. for the colleges seeking affiliation, and I am prepared to abide by all the conditions and also such other conditions which may be stipulated hereafter. I hereby also give an assurance on behalf of the _____
(Name of the Society/Trust/Management/Local Authority) that any transference of Management and all changes in the teaching staff and all other changes which may result in the requirements stipulated not being fulfilled or not being continued to be fulfilled, shall be forthwith reported to the University.

I enclose and attested true copy* of the Certificate of Registration of the above Society / Trust /Management and the resolution of the Society / Trust /Management authorizing me to sign and send this application on their behalf.

Yours faithfully,

Date:

Place:

Stamp of the Society/Trust/Management

(Signature)
(Designation)

College can apply for permanent affiliation after completion of 6 academic years of the affiliation with the SNDT Women's University.

* True copy of the resolution as stated above.

PERMANENT AFFILIATION

FORM " G "

FOR PERMANENT AFFILIATION

1. Registered name and address of the Applicant Society/Trust/Management/Local Authority _____

2. Name, address and date of Establishment of the College _____

3. Academic year from which first Affiliation was granted (Mention Letter No. of N.O.C. from Government and First Time Affiliation letter of the University with dates) _____

4. Academic year from which Permanent Affiliation is to be sought _____

5. Date of Application (for Permanent Affiliation) _____
6. Details of Permanent Affiliation : *Please furnish information in Enclosure-1 Attached herewith*
7. Present status of affiliation _____

8. Validity or justification for Permanent Affiliation _____

9. (a) Whether there is any change : Yes/No
In the name of College/Name of Society/
Trust/Management/Constitution of the
S/T/M? : Yes/No

(a) If Minority status granted : Yes/No
10. (a) Teaching Personnel : (Please see the separate sheet attached)
Enclosure -2
(b) Non-teaching personnel : (Please see the separate sheet attached)
Enclosure -3

[Copy of conditions of service governing tenure of office of teaching and non- teaching staff is to be appended.]

11. Optional subjects taught at various classes for which affiliation is granted:

- (1) First Year : -----
(Name of the Faculty)
- (2) Bachelor of : -----
(Name of the Faculty)

12. Schedule of fees for Course of instruction : (Please attach a copy of the fee schedule separately)

13. Land and Building of the College : (Give necessary details)
- a) Plan Showing Location and area of the college and other buildings. (To be attached separately)
 - b) Detailed plans of the college, playground, Hostel, Canteen and Staff Quarters etc. (To be attached separately)
 - c) Statement of break of areas of each of the above units to be appended.

14.(a) Class wise enrollment of the students :

Sr. No.	Class	No. of Divisions	Approves Strength	Actual Strength
Total				

14(b) Students' Performance for last 3 years:

Class	Appeared for Examination	Passed	Passing Percentage
Total			

15. Library : (Give necessary details)

- (a) Location in Building
- (b) Area
- (c) Books

Subject	No. of Books	Value

(d) Provision made for annual recurring expenditure on books.

(e) Staff/ Details number of staff (full-time, part-time, visiting or honorary) -
(Approved staff)

Sr. No.	Position	No. of Staff		
		Full time	Part Time	Visiting or Honorary

(f) Staff/Details of number of staff (full -time Part-time, visiting or honorary) -
(Unapproved Staff)

Sr. No.	Position	No. of Staff		
		Full time	Part Time	Visiting or Honorary

16. Laboratory : *(Attach separately)*

Details of area, equipment, apparatus, number in batch, if laboratories are provided.

17. Financial Resources : *(Attach separately)*

A statement of the capital resources, the balance sheets for last three years of the assets and liabilities, if the college is run by a Society or Trust, the budget for the last three years and the provision for meeting possible deficit should be appended.

Date

Stamp of the Society/ Trust/ Management

Signature of the Principal/ Secretary

ENCLOSURE - 1

[FORM "G" - Item No. 6] DETAILS OF PERMANENT AFFILIATION APPLIED FOR

Faculty	Degree	Class	No. of Divisions	Subjects (Mention all the subjects with stating approval letter No. and date)	No. of students & Divisions	Remarks
1	2	3	4	5	6	7

Date :

Stamp of the Society/Trust/Management

Signature of the Principal/Secretary

ENCLOSURE -2

[Form "G" - ITEM No. 10(a)]

TEACHING PERSONNEL (INCLUDING PRINCIPAL)

Sr. No.	Name and Qualifications (Class/Grade obtained, Percentage of marks, Name of the University)	Required as per norms	Designation	Post Approved or unapproved	Subjects of Specialization and subjects being taught	Experience of teaching (full-time, part-time to be mentioned separately at College or University.	Salary Scale with details of allowances drawn	Total salary drawn with allowances in the scale	Remarks
1	2	3	4	5	6	7	8	9	10

Date :

Stamp of the Society/Trust/Management

Signature of the Principal/Secretary

ENCLOSURE 3

[Form "G" - ITEM No. 10(b)]

NON-TEACHING PERSONNEL

Sr. No.	Name and Qualifications	Required as per norms	Designation	Post Approved or unapproved	Whether Permanent/ Temporary/ or on Probation	Experience	Salary Scale (with present basic) With details of allowances	Total salary drawn including allowances	Remarks
1	2	3	4	5	6	7	8	9	10

Date :

Stamp of the Society/Trust/Management

Signature of the Principal/Secretary

S.N.D.T. WOMENS UNIVERSITY
AFFILIATION FEE SCHEDULE FROM THE ACADEMIC YEAR 2014-15

MANAGEMENT COUNCIL
17.04.2013

Sr. No.	Category	Faculty/Courses	Fees for First Time Affiliation in Rs.	Fees for Extension of Affiliation in Rs. (Natural Growth, New Division, New Subject) in Rs.	Fees for Extension of Affiliation for New Faculty in Rs.	Fees for Continuation of Affiliation in Rs.	Fees for Permanent Affiliation in Rs.	Fees for Annual Affiliation in Rs.
1	UG Courses	Arts, Commerce, Science, Home Science (For each faculty)	50,000/-	15,000/-	35,000/-	15,000/-	50,000/-	15,000/-
2	UG Course	Arts (BMM)	1,00,000/-	15,000/-	50,000/-	15,000/-	75,000/-	30,000/-
3	UG Course	Science (B.Sc.CLS)	1,00,000/-	15,000/-	50,000/-	30,000/-	75,000/-	30,000/-
4	UG Course	Social Work (B.S.W.)	75,000/-	15,000/-	35,000/-	15,000/-	50,000/-	30,000/-
5	UG Course	Craft and Design B. Design (4 years duration) - Fashion Design - Fashion Communication - Life Style - Textile Design	1,00,000/-	15,000/-	50,000/-	30,000/-	75,000/-	30,000/-
6	UG Course	Technology - BCA	1,00,000/-	15,000/-	50,000/-	30,000/-	75,000/-	30,000/-
7	UG Course	Education - B.Ed.	1,50,000/-	--	75,000/-	30,000/-	75,000/-	30,000/-
8	UG Course	Technology - B.Sc. IT, B. Pharmacy,	2,00,000/-	30,000/-	1,00,000/-	50,000/-	3,00,000/-	50,000/-
9	UG Course	Technology - B.Sc. Nursing	--	--	--	50,000/-	--	--
10	UG Course	Management - BMS	2,00,000/-	30,000/-	1,00,000/-	50,000/-	3,00,000/-	50,000/-
11	UG Course	Law - BBA-LLB, LLB	2,50,000/-	30,000/-	1,25,000/-	50,000/-	3,00,000/-	50,000/-
12	PG Course	Arts, Commerce, Science, Home Science (For each faculty)	--	15,000/-	--	15,000/-	50,000/-	15,000/-
13	PG Course	Arts - Master of Mass Media	--	20,000/-	--	30,000/-	75,000/-	30,000/-
14	PG Course	Social Work (M.S.W.)	--	15,000/-	--	15,000/-	50,000/-	15,000/-
15	PG Course	Technology - M. Pharmacy	--	30,000/-	--	50,000/-	3,00,000/-	50,000/-
16	PG Course	Law - LLM	--	30,000/-	--	50,000/-	3,00,000/-	50,000/-
17	PG Course	Management - MMS	--	30,000/-	--	50,000/-	3,00,000/-	50,000/-
18	PG Course	Library Science - M.L.I.Sc. (Integrated)	1,00,000/-	20,000/-	--	30,000/-	75,000/-	30,000/-
19	Research	All Disciplines	1,00,000/-	N.A.	--	50,000/-	75,000/-	30,000/-
20	UG Diplomas	All subjects	--	15,000/-	--	15,000/-	25,000/-	10,000/-
21	PG Diplomas	All subjects	--	N.A.	--	15,000/-	25,000/-	10,000/-