



All India Council for Technical Education

(A Statutory body under Ministry of HRD, Govt. of India)

7th Floor, Chanderlok Building, Janpath, New Delhi- 110 001

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APPLICATION FORM FOR RUNNING SECOND SHIFT OF POLYTECHNIC INSTITUTION IN AN EXISTING ENGINEERING INSTITUTION

IMPORTANT INFORMATION:-

- i. Please read and understand the advertisement no. **AICTE/Legal/11(03)/2008** and respective guidelines for second shift and other relevant details in the approval process handbook
- ii. Please furnish updated, factual and realistically projected information to meet the requirements of legal approval process.
- iii. The information in the application form should be filled up strictly as per the prescribed format. All the annexures should be indexed with page numbers and signed by the authorized signatory of the institution.
- iv. The proposals with incomplete information and short of documents will not be accepted.
- v. Please submit one hard copy and one soft copy of the application

Total no. of pages submitted (including annexures)

Signature of the Authorized Signatory of Society /Trust/Applicant with date

APPLICATION FORM FOR RUNNING SECOND SHIFT OF POLYTECHNIC INSTITUTION IN AN EXISTING ENGINEERING INSTITUTION

1 (i) Name and Address of the existing Society / Trust (with same members)

Name	GAJWEL MINORITIES EDUCATIONAL SOCIETY		
Address	# 16-2-61/12/12A-2-3 AKBER BAGH, MALAKPET, HYDERABAD		
Pin Code	500 036	STD Code	040
Reliable Phone No. / Mobile nos.	24554783	Fax No.	24558158
E-Mail	medakenggcollege@yahoo.co.in	Web site	www.medakenggcollege.com

1 (ii) Details regarding background of the Trust/Society, Governing body members, etc.

The Society was established under the title Gajwel Minorities Educational Society in the year 1999

The Chairman and other members of the Society were all NRIs

- | | | |
|----|--|-------------------|
| 1. | Syed Khursheed Ahmed
S/o Syed Munawar Hussain | President |
| 2. | Syed Jaffer Hussain
S/o Syed Munawar Hussain | Vice – President |
| 3. | Syed Aijaz Hussain
S/o Syed Mahmood | Gen – Secretary |
| 4. | Syed Iqbal Hussain
S/o Syed Munawar Hussain | Joint – Secretary |
| 5. | Syed Naimat Hussain
S/o Syed Munawar Hussain | Member |

The society was established with an intension to uplift in particular minorities in Siddipet Division and in general to uplift the down trodden mass of the local area.

The members are well educated and they have experience in running education institutions.

The Society had donated a building for a school in Gajwel.

1 (iii) Whether a Resolution showing the consent of all the members of Society / Trust for starting the Second Shift of Polytechnic Institution has been passed (a copy of the same is required to be submitted).

Yes No

2 Name and Address (AICTE approved permanent location) of the Existing Engineering Institution (as approved by AICTE) in which second shift of Polytechnic Institution has been proposed

Signature of the Authorized Signatory of Society /Trust/Applicant with date

File No with date of first approval : F.No. 730-50-006 (NDEG)/ET/2001 Dated : 27-05-2002	
Name	MEDAK COLLEGE OF ENGINEERING AND TECHNOLOGY
Village	KONDAPAK
Taluka	SIDDIPET
District	MEDAK
Pin Code	502372
State	ANDHRA PRADESH
STD Code / Phone & Mobile nos	08457 – 240164, 240088
Fax No. / E-mail	08457 – 24088
Nearest Rly Station	SEC – BAD
Nearest Airport	SHAMSHABAD – HYDERABAD
Web site	www.medakenggcollege.com

3. (a) Information on Establishment of the Institution *(The scheme of running second shift of Polytechnic Institution in an existing Engineering Institution is applicable to all AICTE approved Engineering Institutions with at least 3 years standing)*

- i) Year of Establishment 2002
- ii) Date on which first approval was accorded by the Council 27-05-2002
- iii) Year of Commencement of the first batch 2002
- iv) Details of Last extension letter with year of approval 2008
- v) No. of years standing 07 yrs
- vi) Eligibility for running second shift of Polytechnic as per standing of the institution :-

(Tick ✓ whichever is applicable)

Eligible

Not Eligible

 7

4. Proposed time table for running proposed Polytechnic in existing Engineering Institution (as per AICTE norms the timings for 1st shift would be 7 am to 1.30 pm and 2nd shift would be 2 pm to 8.30 pm):-

Sr. No.	Courses	Proposed Timing	
		1 st Shift	2 nd Shift
1	E.C.E.	7.00 am to 1.30 pm	2.00 PM TO 8.30 PM
2	E.E.E	7.00 am to 1.30 pm	2.00 PM TO 8.30 PM
3	CIVIL ENGG.	7.00 am to 1.30 pm	2.00 PM TO 8.30 PM
4	MECH	7.00 am to 1.30 pm	2.00 PM TO 8.30 PM

Signature of the Authorized Signatory of Society /Trust/Applicant with date

5. (a) Whether a copy of the proposal for running Second Shift of Polytechnic Institution in existing Engineering Institution has been submitted to the concerned State Govt.

(Tick ✓ whichever is applicable)

Yes

No

5. (b) Whether a copy of the proposal for running Second Shift of Polytechnic in existing Engineering Institution has been submitted to the concerned Affiliating University

(Tick ✓ whichever is applicable)

Yes

No

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

	Courses	1 st Year of approval by AICTE (give approval ref. no. & date)	Sanctioned intake	Status of Accreditation (Validity period)
UG(FT)	E.E.E	: F.No. 730-50-006 (NDEG)/ET/2001 Dated : 27-05-2002	59	--
	E.C.E		59	--
	C.S.E		59	--
	I.T		30	--
	CIVIL		60	--

FT: Full Time, PT: Part Time

6. (ii) The proposed courses for the running second shift of the proposed Polytechnic Institution in the existing engineering institution (The second shift shall be allowed normally in those branches which are already in existence in the Institution for at least three years and intake in the second shift shall be allowed within the range of 120-300)

Name of the Course	Year of First approval	Sanctioned intake in the existing engineering institution	Proposed intake in the second shift of Polytechnic Institution
E.E.E.	2002	60	60
E.C.E.	2002	60	60
C.S.E	2002	60	--
I.T.	2002	60	--
CIVIL ENGG.	2004	60	60
MECH ENGG.	2004	60	60
Total		360	240

7 Information regarding Mandatory Disclosure:

a) Whether the Mandatory Disclosure is hoisted on the institution's website: Yes

No

b) If yes, web-site address on which Mandatory Disclosure is available: www.medakenggcollege.com

Signature of the Authorized Signatory of Society /Trust/Applicant with date

c) Whether the faculty information provided in the Mandatory Disclosure is same as being submitted in the Compliance Report.

d) Whether the information provided in the Mandatory Disclosure is being regularly updated. Yes No , Date on which the Mandatory Disclosure was last updated: 12-12-2008

8 (i) Name, Designation, Qualification & Experience of the Head of the existing Engineering Institution (*Principal / Director*) in which second shift of Polytechnic Institution has been proposed

Name	Prof. S.V.S. RAMAKRISHNAM RAJU					
Designation PRINCIPAL	Date of Birth: (Age) 30-12-1963	Highest Degree M.E.,(Ph.D) FIETE, MISTE	Specialization Instrumentation	Total Experience (Years)		
				Teaching	Research Industrial	Academic Administration
				22 yrs	03 yrs	----
Mobile No. 09704613813	STD Code 08457	PAN No.				
Fax No. 08457-240033	Phone No. (O) 08457-240088	Date of relieving from last Job: 15-10-2003				
E-Mail Svs_raju63@yahoo.com	Phone No.(R)	Date of joining the institution: 23-12-2003				

8 (ii) Name, Designation, Qualification & Experience of the Vice-Principal/Deputy Director for the proposed second shift of the Polytechnic Institution (*One Vice-Principal/Deputy Director at the level of HoD or a Senior Lecturer with five years experience shall be appointed/identified for the second shift*)

Name :	Mr. Khaja Fareeduddin					
Designation Vice-Principal / Deputy Director	Date of Birth: (Age) 27-07-1972 36YRS	Highest Degree M.Tech	Specialization Transportation Engg.	Total Experience (Years)		
				Teaching	Research Industrial	Academic Administration
				10 yrs	---	01 yr
Mobile No. 9866587022	STD Code 08457	PAN No.	AAFPF6034N			
Fax No. 08457-240033	Phone No. (O) 08457-240088	Date of relieving from last Job: ---				
E-Mail fareedmct@rediffmai.com	Phone No.(R)	Date of joining the institution:				

9. Type of Technical Institution (*Tick \checkmark whichever is applicable*)

i) University Dept./Constituent College of University/Deemed to be University

Signature of the Authorized Signatory of Society /Trust/Applicant with date

ii) Central / State Government

iii) Government Aided

iv) Self-Financing (Minority)

v) Self-Financing (Non-Minority)

vi) Any other (Please specify)

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

i) Whether the name of the Society has been changed
If yes, give details

Yes

No

ii) Whether the composition of the Society has been changed
If yes, give details

Yes

No

iii) Whether the name of the Institution has been changed
If yes, give details

Yes

No

iv) Whether the Institution is functioning at temporary site
If yes, give details

Yes

No

v) Whether the Institution has changed its permanent location
If yes, give details

Yes

No

11. (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, is the case still continuing

Yes

No

Furnish details of the case (Name of the Court, Writ Petition No., Subject Matter, Latest Status i.e. any interim order if continuing or final judgment if disposed off)

----- Nil -----

11. (ii) Whether there is any case of Malpractice / Complaint on account of non-submission of compliance within the cut-off-date, making excess admissions etc. and penalty thereof against the Institution ? if yes, provide details

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----- Nil -----

12. Name and Address of the Affiliating University

Name	JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY		
Address	KUKATPALLY, HYDERABAD, ANDHRA PRADESH		
Pin Code	500 072	Period of Affiliation	2008-09
STD Code	040	Phone No. (Vice Chancellor & Registrar)	23158661, 23158662
Fax No. (Vice Chancellor & Registrar)	23156148	E-Mail/ Web site	www.jntu.ac.in info@jntu.ac.in

13. i) Whether any excess admissions over and above the sanctioned strength are made ? If yes, give details.

S. No.	Courses	AICTE Sanctioned Intake 2008-2009	Actual Admissions	No. of Excess Admissions	Reasons
		----- Nil -----			

13 ii) Is the Institution offering M. Phil or a Doctoral programmes ?if yes, give details

S. No.	Programme	Specialization	Intake
		----- Nil -----	

Signature of the Authorized Signatory of Society /Trust/Applicant with date

14. (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

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

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

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

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

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

S.No.	Deficiencies Communicated / Specific Conditions	Compliance Status
	----- Nil -----	

Signature of the Authorized Signatory of Society /Trust/Applicant with date

16. (a) Faculty Position for the existing programme(s) (Programme-wise)

Name of the Programme (UG & PG)	Total Sanctioned Intake (last 4 yrs. for Engg.)	Total number of Faculty required as per norms	Details of Faculty Available							Nature of Appointment	
			Professors (Rs. 16400-22400* scale) Ph.D. / Non Ph.D.		Assistant Professors / Readers (Rs. 12000-18000*)		Lecturers (Rs.8000-13500*)	Total	Others/visiting faculty	Total number of faculty Permanent & Approved by University	Total number of faculty on adhoc Basis
			Ph. D.	Non Ph.D	Ph. D.	Non Ph.D					
1	2	3	4	5	6	7	8	9	10	11	12
B.Tech	1074	89	02	03	---	58		63	--	76	--
Humanities			--	---	---	---	13	13	---	---	---
Social Sciences							02	02			

***NOTE: The institution should clearly give information about the faculty in each approved course(s) separately without any ambiguity (*) Un-revised.**

16. (b) The details of the Full Time Teaching Faculty exclusively appointed and working for the AICTE approved programme as under:

Name of the Course	S. No.	Name (s) of the Teaching Faculty	Designation (Lecturer/ Asst. Professor/ Professor)	Qualifications with field of specialization with class / division of passing			Date of Birth	Experience a) Teaching b) Industry c) Research			Date of Joining the Institution	Scale, Basic & gross salary	PAN Number	P.F. A/c No.
				UG	PG	Doct orat e		a	B	c				
	1	Dr S A Razzak	Director	B.E, M.Tech, Ph.D			01-07-1936	42	---	---	09-05-2003	11,000/-		
	2	Prof. SVS Rama Krishnam Raju	Principal	M.E, (Ph.D), FIETE, MISTE			30-12-1963	21	03	---	06-02-2007	36,346/-		
C.E	3	Dr S A Razzak	Professor	B.E, M.Tech, Ph.D			01-07-1936	42	---	---	09-05-2003	16,000/-		
C.E	4	Dr Venkateshwara Rao	Professor	M.E. Ph.D			07-03-1938	47	---	---	05-06-2008	20,000/-		
C.E	5	Khaja Fareeduddin	Asso. Prof.	B.E., M.Tech			01-01-1972	08	---	---	23-12-2003	22,356/-		
C.E	6	Syed Ibrahim	Asso. Prof.	M.E.			03-03-1949	11	19	---	10-12-2006	15,200/-		
C.E	7	Aruna Maheshwaram	Asst. Prof.	M.E.			14-09-1978	03	---	---	05-08-2005	15,390/-		
C.E	8	Shamsuzzuha	Asst. Prof.	B.E.			05-07-1955	12	04	---	26-05-2007	20,000/-		
C.E	9	T Laxmikanth	Asst. Prof.	B.Tech			22-07-1984	01	---	---	26-05-2007	10,000/-		
C.E	10	Syed Aijaz Hussain	Asst. Prof.	M.E.			08-06-1950	02	31	---	23-12-2005	12,720/-		
C.E	11	S W Hussain	Asst. Prof.	AMIE			09-04-1947	02	36	---	03-07-2007	12,720/-		
C.E	12	P Venkata Ramana	Asst. Prof.	B.Tech			21-09-1968	11	---	---	02-01-2007	10,000/-		
C.E	13	P Raja Naveen	Asst. Prof.	M.Tech			12-10-1979	04	---	---	14-10-2004	15390 /-		
C.E	14	C. Surya Narayana	Asst. Prof.	B.E.			16-05-1946	01	34	---	02-07-2007	15,000/-		
C.E	15	M A Aleem	Asst. Prof.	B.Tech			15-11-1970	06	---	---	12-02-2003	12,000/-		
C.E	16	Vijayasekhar K	Asst. Prof.	B.Tech (M.Tech)			02-01-1966	05	10	---	02-07-2007	10,000/-		
EEE	17	M Ramesh	Asst. Prof.	M.Tech			07-06-1977	07	---	---	01-07-2005	22,356/-		
EEE	18	Prof. N Bala Krishna	Professor	M.E., AMIE			01-04-1944	05	35	---	01-08-2007	16,000/-		
EEE	19	K Santhosh	Asst. Prof.	B.Tech.			23-03-1986	01	---	---	05-06-2008	12,720/-		
EEE	20	Suresh Kumar	Asst. Prof.	B.Tech			18-10-1984	02	---	---	07-07-2008	12,720/-		
EEE	21	Aisha Nilofer	Asst. Prof.	B.Tech (M.Tech.)			22-04-1986	02	---	---	2-05-2006	12,720/-		
EEE	22	Ch Sujatha	Asst. Prof.	B.Tech (M.Tech.)			10-06-1981	02	---	---	23-07-2007	12,720/-		
EEE	23	Suresh Babu	Asst. Prof.	B. Tech			10-07-1985	01	---	---	02-07-2008	8,000/-		
EEE	24	Shiva Kumar G	Asst. Prof.	B. Tech			18-10-1984	02	---	---	02-07-2008	8,000/-		
EEE	25	B Srinivasulu	Asst. Prof.	B. Tech				01	---	---	02-07-2008	8,000/-		
EEE	26	V Naga Raju	Asst. Prof.	B. Tech			29-09-1986	01	---	---	02-07-2008	8,000/-		

EEE	27	K Sampath	Asst. Prof.	B. Tech	06-07-1987	01	---	---	02-07-2008	8,000/-		
EEE	28	Praveen	Asst. Prof.	B. Tech	10-06-1987	01	---	---	02-07-2008	8,000/-		
EEE	29	Sreenivas	Asst. Prof.	B. Tech		01	---	---	02-07-2008	8,000/-		
ECE	30	S V S Rama Krishnam Raju	Professor	M.E, (Ph.D), FIETE, MISTE	30-12-1963	21	03	---	02-09-2002	36,346/-		
ECE	31	D Venu	Asst. Prof.	B.Tech., (M.Tech)	16-06-1980	03	---	---	16-07-2004	14,895/-		
ECE	32	Ch Narender	Asst. Prof.	B.Tech (M.Tech)	04-04-1982	02	---	---	01-07-2005	14,895/-		
ECE	33	P Ravi Babu	Asst. Prof.	B.Tech (M.Tech)	0-06-983	01	---	---	13-08-2007	14,400/-		
ECE	34	N Sayeedu Khasim	Asst. Prof.	B.Tech (M.Tech)	15-06-1985	01	---	---	01-08-2007	9,000/-		
ECE	35	V Harindra Reddy	Asst. Prof.	B. Tech (M.Tech)	05-06-1990	01	---	---	30-06-2008	12,720/-		
ECE	36	Anjaneyulu	Asst. Prof.	B.Tech (M.Tech)	01-07-1980	02	---	---	07-08-2006	14,400/-		
ECE	37	T Savitha	Asst. Prof.	B.Tech	20-04-1985	01	---	---	18-06-2007	10,000/-		
ECE	38	G Lavanya	Asst. Prof.	B.Tech (M.Tech)	15-07-1985	02	---	---	05-06-2008	15,000/-		
ECE	39	D Kiran Kumar	Asst. Prof.	B.Tech (M.Tech)	21-08-1985	03	---	---	02-07-2008	10,000/-		
ECE	40	Aslam Mohd	Asst. Prof.	B. Tech	03-09-1985	01	---	---	02-07-2008	8,000/-		
ECE	41	Ramya Madhuri S	Asst. Prof.	B. Tech	05-07-1986	02	---	---	02-07-2007	12,720/-		
ECE	42	VenuGopal G	Asst. Prof.	B. Tech	01-11-1987	01	---	---	02-07-2008	8,000/-		
ECE	43	Rajeswari S	Asst. Prof.	B.Tech	10-08-1987	---	---	---	02-07-2008	8,000/-		
CSE	44	Khaja Moinuddin	HOD.	B.E., M.Tech	18-03-1990	07	---	---	23-08-2002	22,356/-		
CSE	45	Rafath samreen	Asst. Prof.	B.Tech., (M.Tech)	29-08-1983	04	---	---	01-07-2004	15,390/-		
CSE	46	M Deepika	Asst. Prof.	B.Tech	03-04-1983	01	---	---	23-05-2006	12,560/-		
CSE	47	K Chandrashekar	Asst. Prof.	B.Tech	20-08-1984	03	---	---	02-07-2007	12,720/-		
CSE	48	Sucharitha Y	Asst. Prof.	B.Tech	23-08-1982	04	---	---	30-06-2008	12,720/-		
CSE	49	N Kamalakar Reddy	Asst. Prof.	B.Tech (M.Tech)	02-03-1982	04	---	---	30-06-2008	15,390/-		
CSE	50	C Mahesh Kumar	Asst. Prof.	B.Tech	23-12-1983	01	---	---	02-07-2008	12,720/-		
CSE	51	T L N Vara Prasad	Asst. Prof.	B.Tech (M.Tech)	20-08-1984	03	---	---	02-07-2008	12,720/-		
CSE	52	A Annapurna	Asst. Prof.	B.Tech	06-09-1985	01	---	---	29-06-1985	10,000/-		
CSE	53	Syed Irshad Ahmed	Asst. Prof.	B.Tech	07-10-1986	02	---	---	02-07-2008	12,720/-		
CSE	54	K Vinutha	Asst. Prof.	B.Tech	28-09-1983	--	---	---	02-07-2008	10,000/-		
CSE	55	P Purushotha	Asst. Prof.	M.Tech	25-03-1981	02	---	---	02-07-2008	10,000/-		
IT	56	Shireesha M	HOD	B.Tech	25-07-1983	02	---	---	01-07-2005	14,895/-		
IT	57	Sandhya Rani	Asst. Prof.	B.Tech	17-02-1983	01	---	---	02-07-2008	12,720/-		
IT	58	Usha Praveena	Asst. Prof.	B.Tech	24-10-1983	02	---	---	01-07-2008	12,720/-		

Signature of the Authorized Signatory of Society /Trust/Applicant with date

IT	59	Sameena Sulthana	Asst. Prof.	B.Tech	17-05-1986	---	---	---	02-07-2008	8,000/-		
IT	60	Syed Noor ul Hassan	Asst. Prof.	B.Tech	02-01-1985	---	---	---	02-07-2008	8,000/-		
IT	61	Hazi Basha SK	Asst. Prof.	B.Tech	23-08-1985	---	---	---	02-07-2008	8,000/-		
IT	62	Zainul Abedin	Asst. Prof.	B.Tech	20-06-1987	---	---	---	02-07-2008	8,000/-		
Hum	63	M Venkat Reddy	HOD	M.A. (English)	20-10-1976	04	---	---	19-02-2007	14,400/-		
Hum	64	Amayara Khan	Lecturer	M.A. (English)	10-08-1971	04	---	---	18-06-2007	10,000/-		
Hum	65	Meharaj	Lecturer	M.Phil (MEFA)	08-06-1979	04	---	---	26-07-2006	15,720/-		
Hum	66	C Nagarjun Raju	Lecturer	M.Sc. (Maths)	01-08-1982	01	---	---	25-06-2007	10,000/-		
Hum	67	P T S Gupta	Lecturer	M.Phil (Physics)	10-06-1977	05	---	---	13-09-2007	8,000/-		
Hum	68	Ranadheer D	Lecturer	M.Sc. (Maths)	01-07-1982	03	---	---	03-10-2007	8,000/-		
Hum	69	Anjum Ara	Lecturer	M.A.(English)	27-02-1981	10	---	---	10-11-2008	10,000/-		
Hum	70	Farha Mudassir	Lecturer	M.Sc (Maths)	24-05-1981	06	---	---	13-08-2007	12,720/-		
Hum	71	Md Abdul Kareemuddin	Lecturer	M.A (MEFA)	27-04-1972	04	---	---	23-07-2007	8,000/-		
Hum	72	Zahida Begum	Lecturer	M.A. (English)	15-02-1979	04	---	---	13-08-2007	12,720/-		
Hum	73	Mohan Rao	Lecturer	M.Sc (Physics)	18-04-1971	13	---	---	23-07-2007	9,000/-		
Hum	74	Ch Naveen Kumar	Lecturer	M.Sc (Physics)	06-06-1981	03	---	---	Appointed	10,000/-		
Hum	75	B Gopal Reddy	Lecturer	M.Sc (Chemistry)	20-08-1976	06	---	---	Appointed	10,000/-		
Hum	76	N Anil Kumar	Lecturer	M.Sc (Chemistry)	22-05-1979	06	---	---	Appointed	10,000/-		

Important Note:

1. The institution is required to submit:

- i. 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.**

--- Copy Enclosed ---

- ii. An affidavit from the Chairman of the Trust / Society / Director of the institution stating that faculty members mentioned in the section 16 of the Application Form are exclusively teaching for the AICTE approved programme / institution.**

--- Copy Enclosed ---

Signature of the Authorized Signatory of Society /Trust/Applicant with date

2. The faculty in Humanities & Sciences / General subjects should be specifically mentioned.

16 (c) Information about stability of all the Faculty appointed and left afterwards/continuing during last three years (separately for each Programme).

S. No.	Programme	Faculty level	Period of appointment				Total
			Less than 6 Months	Between 6 Months & 1 year	Between 2 & 3 years	More than 3 years	
1	E.E.E	Professors			01		01
		Assistant Prof.		10	01	01	12
		Lecturers					
		Others					
	Sub total						
2	CIVIL ENGG	Professors		01		01	02
		Assistant Prof.		01	05	06	12
		Lecturers					
		Others					
	Sub total						
3	E.C.E	Professors				03	03
		Assistant Prof.		11			11
		Lecturers					
		Others					
	Sub total						
4	MECH. ENGG.	Professors				01	01
		Assistant Prof.				04	04
		Lecturers					
		Others					
	Sub total						

Note: Please enter each faculty in highest applicable column depending upon its period of stay

16 (d) i. Mode of selection of faculty and staff: By Selection Committee

ii. Name of the newspapers in which advertisements are placed and their circulation status (Local/State/National)

iii. Constitution of the selection committee

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

16 (e) The additional faculty appointed/identified for running Second Shift of Polytechnic Institution in existing engineering institution (The existing teaching staff may be paid 50% of the Basic Pay + DA for additional work of the second shift)

Name of the Course	Sl	Name (s) of the Teaching Faculty	Designation (Lecturer/ Asst. Professor/ Professor)	Qualifications with field of specialization with class/division of passing			Date of Birth	Experience a) Teaching b) Industry c) Research			Category of appointment of additional faculty for second shift*	Scale, Basic & Gross Salary
				UG	PG	Doctorate		a	b	c		
C.E	1	Mr. Khaja Fareeduddin	Vice – Principal / Dy. Director	B.E	M.Tech	---	27-07-1972	08	-	-	Cat - I	22,356/-
C.E	2	Mr. Syed Ibrahim	Asst. Prof	B.E.	--	--					Cat - I	15,200/-
M.E	3	Dr. S. A. Razzak	Asst. Prof	B.E.	M.Tech	Ph.d	01-07-1936	42			Cat - I	11,000/-
M.E	4	P. Raja Naveen	Asst. Prof	B.Tech	M.Tech	--	12-10-1979	04			Cat - I	15390/-
M.E	5	P. Venkata Ramana	Asst. Prof	B.Tech			21-09-1968	11			Cat - I	10,000/-
ECE	6	Mr. D. Venu	Asst. Prof	B.Tech	(M.Tech)		16-06-1980	03			Cat - I	14,895/-
ECE	7	Mr. Ch. Narender	Asst. Prof	B.Tech	(M.Tech)		04-04-1982	02			Cat - I	14,895/-
EEE	8	Mr. K. Santhosh Kumar	Asst. Prof	B.Tech			23-03-1986	01			Cat - I	12,720/-
EEE	9	Mr. G. Shiva Kumar	Asst. Prof	B.Tech			18-10-1984	02			Cat - I	8,000/-
Hum	10	Mr. M.Venkat Reddy	Lecturer		M.A (English)		20-10-1976	04			Cat - I	14,400/-
Hum	11	Ms. Anjum Ara	Lecturer		M.A (English)		27-02-1981	10			Cat - I	10,000/-
Hum	12	Mr. C. Nagaraju Raju	Lecturer		M.Sc (Maths)		01-08-1982	01			Cat - I	10,000/-
Hum	13	Mr. D. Ranadheer	Lecturer		M.Sc (Maths)		01-07-1982	03			Cat - I	8,000/-
Hum	14	Mr. P.T.S. Gupta	Lecturer		M.Sc (Physics)		10-06-1977	05			Cat - I	8,000/-
Hum	15	Mr. B. Gopal Reddy	Lecturer		M.Sc (Chemistry)		06-06-1976	06			Cat - I	10,000/-
Hum	16	Mr. N. Anil Kumar	Lecturer		M.Sc (Chemistry)		22-05-1979	06			Cat - I	10,000/-
Hum	17	Mr Ch. Naveen Kumar	Lecturer		M.Sc (Physics)		06-06-1981	03			Cat - I	8,000/-

Note The additional faculty for the second shift is required to be arranged in the following categories:*

Category-I: At least 50% additional faculty shall be appointed for second shift.

Category-II: 25% visiting faculty shall be engaged

Category-III: Remaining 25% faculty shall be utilized from the existing first year faculty.

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- 16 (f) The details of Technical & Administrative staff [(at least 50% additional staff shall be appointed for second shift and 50% existing staff of the first shift may be utilized). The existing staff (Non teaching) may be paid 50% of the Basic Pay + DA for additional work of the second shift)] as under:**

S. No	Category of Staff	No. of Staff	
		For existing Institution	For second shift of Polytechnic Institution (Appointed/ Identified)
1	Technical Supporting Staff a) Librarian b) Programmer c) System Analyst d) Assistant Librarian e) Workshop Technician f) Laboratory Assistant g) Workshop Attendant h) Others (Computer Lab in-charge, Lab Attendant etc)	01 02 01 02 10 10 04	01 02 01 02 05 05 02
2	Administrative Staff a) Administrative Officer b) Account Officer/Assistant Account Officer c) Clerks d) Others	01 02 04 18	01 02 04 18

- 17. Strengths & Weaknesses of the Existing Engineering institution in terms of Teaching Methodology/Transaction of Syllabus /Innovations /best practices (if any)/ industrial project / Industrial consultancy / research taken up for industry and grant received thereof and any award/appreciation/ recognition accomplished.**

----- NIL ---- --

18. Students performance (last 3 years)

S.No.	Course	Year	Sanctioned Intake	Students Admitted	Students Passed out in first attempt	% of Students passed in first attempt	% of Students passing out with Distinction	% of Students with 1st Division	% of Students with IInd Division
01	E.E.E.	2005-06	60	54	34	63.00	44	41	11.7
02	E.C.E.	2005-06	60	55	33	60.00	18	72.7	0.9
03	C.S.E.	2005-06	60	36	24	67.00	20.8	58.3	20.8
04	I.T.	2005-06	60	17	13	76.00	38.4	53.8	0.769
05	E.E.E.	2006-07	59	59	33	49.25	33.3	48.4	18.18
06	E.C.E.	2006-07	59	59	32	51.61	40.62	46.87	12.5
07	C.S.E.	2006-07	59	45	25	55.55	16	72	12
08	C.E.	2007-08	60	16	11	68.75	45.45	36.36	18.18
09	E.E.E.	2007-08	59	15	10	66.6	40	50	10
10	E.C.E.	2007-08	59	52	31	59.6	35.48	54.8	0.96
11	C.S.E.	2007-08	59	51	32	62.7	15.62	59.37	25

NOTE: Average result of two Semesters in case of Semester system

19 (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 selected through placement cell (last 3 years)	Total no. of students joined
2005-06	ECE	33	---	---
	CSE	24	---	---
	EEE	34	---	---
2006-07	ECE	32	02	02
	CSE	25	01	01
	EEE	33	01	01
2007-08	ECE	31	14	06
	CSE	32	08	02
	EEE	10	04	01
	C.E	11	08	03

19 (ii) Provide details of organizations, which visited the institution for placement during the last three years.

S.No.	Year	No. of Organizations	Name of the Organizations	Number of Students placed
1	2005-06	Nil	Nil	Nil
2	2006-07	01	Prism software solution	03
3	2007-08	15	Lanco Group	05
4			IVRCL	03
5			Hazmer	03
6			Emson India	01
7			Sutherland Global Services	03
8			Accenture BPO	03
9			Semantics	01

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10			Intellinet	03
11			Solvo Technology	02
12			Evalue Serve	Nil
13			Maxgroup	Nil
14			Dynacon	Nil
15			Desaifabrics	Nil
16			Gleam	Nil
17			Prism Software	01
18	2008-09	05	CORE4	04
19			Brigade	04
20			Syndrake	04
21			Satyam BPO	01
22			Dell International	02

20. Utilization status of grants received under various schemes of the AICTE (R&D, MODROB, Faculty development, IIPC etc during the last three years).

Unit: Rs. in Lakhs

S.No	Name of the Scheme(s)	Grant sanctioned (Amount & Date)	Grant utilized	Whether utilization certificate submitted, if yes amount for which submitted	Major impact
			---- Nil ---		

21. Library facilities

(i) Profile of the library

S.No	Item	Status
A	Total area of the library (Sq. m.)	511 sqmt
B	Seating capacity of the library (Numbers)	60 students
C	Xerox facility (Yes / No)	Available
D	Working hours of library for existing Engineering Institution (Hrs)	9.00 am to 8.00 pm
E	Additional working hours of library proposed for Second Shift of Polytechnic Institution (Hrs)	2.00 pm to 9.00 pm
F	Library Networking facility (Yes / No)	No
G	Usage data of the library (in terms of books issued to the faculty & students per month etc.) (Numbers)	Faculty – Semester Students – 15 days
H	Annual library budget (% of annual student fee collected)	3,50,000-00
I	Details of the librarian with qualification and pay scale	B.A., M.Li.Sc., 6500 /-
J	Other special features of the library	----

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21. (ii) Library Books & Journals for existing Engineering Institution.

S.No	Course(s)	Number of Books		Journals	
		Titles	Volumes	National	International
1	C.S.E.	665	2582	9	3
2	E.C.E.	490	3128	6	5
3	E.E.E.	425	2109	6	3
4	I.T.	357	1866	5	2
5	CIVIL ENGG.	427	2508	5	3
6	HUMANITIES	427	2508	5	3
	Total	2650	13969	44	17

21. (iii) Details of additional library books and journals for the Second Shift of Polytechnic Institution (20% more books for each proposed course in the existing library are required to be added)

S.No	Course(s)	Numbers of Books		Journals	
		Titles	Volume	National	International
1	CIVIL ENGG	28	168		
2	E.E.E	32	157		
3	E.C.E	16	96		
4	MECH. ENGG	36	186		
5					
6					
7					
	Total				

22. Details of existing Laboratories & Workshops

S.No	Name of the Course	Name of the laboratory/workshop (as per the Syllabus of Affiliating University)	Total Area of lab/workshop	List of Major equipments (*)
		--- LIST Enclosed ---		

(*) Laboratories should be adequately equipped to accommodate 2nd Shift of Polytechnic

23. 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			---- LIST ENCLOSED ---
2.	Hardware Specification			
3.	No of terminals on LAN/WAN			
4.	Relevant Legal Software	System	Application	
5.	Peripheral(s)/ Printers			

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6.	Internet Accessibility (in kbps & hrs)	
----	--	--

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

24. Total Built – Up Area

1. Available Built up area per student 12.99 SQ MT

2. Total Built up Area for the existing programme(s)

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.)	Total Area Available (Sq.m)	Built up area per student
Instructional Area (Carpet Area)	6444.00	5829.00	1387.00	1074	7216.00	6
Administrative Area (Carpet Area)	1074.00	1071.00	---	---	1071.00	1
Amenities (Carpet Area)	2148.00	5574.00	---	---	2474.00	2
Circulation & Others	2899.00	4381.00	118.00	---	3208.00	2.7
Sub total	12565.00	12464.00	1505.00	1074	13969.00	11.7

25. Instructional Area for the existing programme(s)

Particulars	Number of rooms		Carpet area of each room (Sq.m)	
	Requirement as per norms	Available in the institution	Requirement as per norms	Available in the Institution
Class Rooms	12	26	912	1976
Tutorial Hall	04	04	452	452
Drawing Hall (*)	02	02	358	358
Computer Centre	03	03	537	537
Library	02	02	511	511
Laboratories & workshops	23	23	3492	3492
Total	46	60	6262	7326

❖ Whether any academic activity is being carried out in the basement
If yes, give details. Yes No

❖ 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

26. Land Availability

Unit : Acres

Land Category (Mega/Metro including State Capital/others)	Land required as per Land Category	Total land available
		30.00

(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)

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(c) Whether the surrounding of the institution is suitable for educational purpose.

Yes No

27. Availability of associated facilities:

S.No.	Parameter	Availability	
1	All Weather Approach Road (cemented / kuchha)	State Highway No. 1	
2	Potable Water Supply System (own bore well / local public utility)	Available	
3	Electrical Generator (5KVA, 5-10 KVA , 10-15 KVA, more than 20 KVA)	100 KV	
4	Students' Canteen	Available	
5	Students' Common Room (Boys / Girls)	Available	
6	Hostel (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)	Boys	Available
		Girls	Available
7	Principal's Quarter	Available	
8	Transport facility for day scholars	Available	
9	Digital Library	Not available	
10	Quarters for Faculty	Available	
11	Guest House	Available	
12	Parking facility	Available	
13	Medical facility (full time / part time)	Available	
14	Insurance facility	Not Available	
15	Telephone booths	Available	
16	Gymnasium /indoor or outdoor stadium	Available	
17	Rainwater-harvesting facilities are available	Available	
18	Post office facility	Available	
19	Bank facility	Available	
20.	Reprographic facilities in the Institutions.	Available	
21.	Barrier free environment for physically challenged for faculty/staff/visitors	----	

28. Fee Structure of the existing Institution

(Unit: Rs.)

S.No.	Category of fee	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	200	200	200	200
2.	Tuition	30,200	30,200	90,700	90,700
3.	University (Examination, Registration etc.)	2500	2500	2500	2500
4.	Hostel (Rent etc.)	---	20,000 (With food & Accommodation)	---	20,000
5.	Laboratory	3500	3500	3500	3500
6.	Library	5000	5000	5000	5000
7.	Any other	---	---	---	---
Total		41,400	61,400	1,01,900	1,21,900

Signature of the Authorized Signatory of Society /Trust/Applicant with date

29. Financial Position of the Society /Trust

(i) Whether applicant has opened a bank account in the name of the Society/ Trust for the existing institution

Yes

No

(ii) Income & expenditure during the last financial year

S.No.	Income (Source wise)	Rs. (in lakhs)	Expenditure	Rs. (in lakhs)
1.	Grant of Central Government		A.) Fixed	
2.	Grant of State Government		• Building	156.3
3.	Grant of University Grants Commission		• Furniture	13.2
4.	Grant of Other Central/State Govt. Bodies		• Equipment	48.26
5.	Private Trust		• Computers.	9.42
6.	Donations		• Books & Magazines	18.42
7.	Student Fees	135.40	• Interest	11.23
8.	Internal Revenue Generation	3.21	• Deprecation	30.12
9.	Others (<i>please specify</i>)	2.78	• Others (<i>please specify</i>)	19.42
			B) Operational	
			• Salaries (Faculty & Staff)	62.23
			• Maintenance	
			• Others (Please specify)	30.77
	Total	141.39		399.37

(iii) Details of Operational fund position (as on the date of submission of application)

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)
1	Bank of India Malakpet Hyderabad	862743710000008	-----	35,00,000/-	35,00,000/-
2.	State Bank Of Hyderabad Siddipet	52127459432	5,80,275-00	-----	5,80,275-00

Signature of the Authorized Signatory of Society /Trust/Applicant with date

30. Declaration of the Society /Trust/Applicant:

I/we, the undersigned, certify 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 (prevailing) 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 laid down norms/procedure of 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.
- i) The intake in any of the AICTE approved course has not been increased beyond the sanctioned intake, without prior approval of AICTE.
- j) The trust / society will abide by all the norms & standards prescribed by the AICTE for running the 2nd shift of Polytechnic Institution in the existing Engineering Institution.

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

Date: 29-12-2008.

Place: Kondapak.

- **Authorized Signatory
of the Society / Trust**_____
- **Name: Syed Khursheed Ahmed**
- **Designation: Chairman**

- **Seal**_____

Signature of the Authorized Signatory of Society /Trust/Applicant with date

List of Annexures to be enclosed along with the application form for running Second Shift of Polytechnic Institution in an Existing Engineering Institution.

1. A **Resolution** showing the consent of all the members of Society / Trust for starting the Second Shift of Polytechnic Institution.
2. Proof of having submitted a copy of this application to the concerned **State Govt. & Affiliating University**
3. The application fee of Rs. 50, 000/- through demand draft drawn in favour of Member Secretary, AICTE payable at New Delhi.
4. Bio data of the **Vice Principal/ Deputy Director** at the level of HoD or a Senior Lecturer with five years of experience to be appointed for the second shift of the Polytechnic institution.

5. **Faculty:-**

Category I: Additional faculty appointed/ identified for running the second shift of Polytechnic Institution.

- i. Copy of advertisement
- ii. Details of number of candidates applied and called for interview.
- iii. Selection Committee minutes and recommendations.
- iv. Approval by the Governing Body or board of governors.
- v. One page bio-data of the appointed candidates.
- vi. Appointment and consent/ joining letters of the appointed faculty.

Note: All the above documents should be in order as per the consolidated list (subject wise and hierarchy wise) placed at the top of the documents.

Category II: The faculty identified from the existing institution for second shift.

- i. One page bio –data of the existing faculty.
- ii. Letter of consent for transfer from 1st shift to 2nd shift.

Category III:- Visiting faculty

- i. List of Visiting Faculty and their bio –data.

6. **Library facilities:-** Proof of purchase of 20% of additional books and journals.
7. Papers in – support of any change in Society (Sr. No. 10) or any Court case / Complaints (Sr. No. 11)of Application Form.

Signature of the Authorized Signatory of Society /Trust/Applicant with date

Acknowledgment

Date : _____

From

**The Advisor / Director
All India Council for Technical Education**

To ,

The President / Chairman / Secretary of the Society / Trust
or Director / Principal of the Institution
(To be filled by the applicant)

Sir / Madam,

This is to acknowledge receipt of your **Application form** for running second shift of Polytechnic Institution in an existing Engineering Institution for academic year 2009-10.

Your AICTE file no is _____ **(to be filled by AICTE).**

Kindly quote your File No in all your future correspondence with AICTE.

Yours faithfully

(Advisor/Director)

Signature of the Authorized Signatory of Society /Trust/Applicant with date