



अखिल भारतीय तकनीकी शिक्षा परिषद्
ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
(भारत सरकार का एक सांविधिक निकाय) (A STATUTORY BODY OF THE GOVT. OF INDIA)

File No. PG/MBA/KER/2004/007

Dated: 15/02/2006

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To,

The Director/Principal
School of Communication & Mgt. Studies (SCMS)
Campus, Pratap Nagar, Muttom, Aluva, Ernakulam – 683 106

Sub: AICTE approval to School of Communication & Mgt. Studies (SCMS), Campus, Pratap Nagar, Muttom, Aluva, Ernakulam – 683 106 for extension of approval for the academic year 2006-09.

Sir,

As per the Regulations notified by the Council vide F.No. 37-3/Legal/2004 dated 28th November 2005 and norms, standards, procedures and conditions prescribed by the Council from time to time and based on the recommendations of the Appraisal Committee/ Expert Committee, I am directed to convey the extension of approval of the Council to **School of Communication & Mgt. Studies (SCMS), Campus, Pratap Nagar, Muttom, Aluva, Ernakulam – 683 106** for conduct of the following courses with the intake indicated below:-

S.No.	Name of the Course(s)	Existing Intake	Revised Intake	Period of approval
1	PGDBA-Full Time	180	180	2006-2009
2	PGDBA-Part Time	30	30	2006-2009

The institution is required to submit 2 copies of the Compliance Report, indicating the rectification of deficiencies along with mandatory disclosure and details of faculty recruited for each course in the prescribed format (available at AICTE Website www.aicte.ernet.in) to the concerned Regional Office latest by 31st August 2006. The compliance report is to be submitted every year irrespective of period of approval.

The Compliance Report must be accompanied with a processing fee of Rs. 40,000/- in the form of demand draft in the favor of Member Secretary, AICTE, payable at New Delhi. In the absence of processing fee the Compliance Report will not be entertained. Following the Compliance report, the Council would verify the status in respect of rectification of deficiencies through surprise random inspection without any prior notice.

The approval is further subject to fulfillment of following general conditions:-

- 1 That the management shall provide adequate funds for development of land and for providing related infrastructural, instructional and other facilities

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as per norms and standards laid down by the Council from time to time and for meeting recurring expenditure.

2. (a) That the admission shall be made only after adequate infrastructure and all other facilities are provided as per norms and guidelines of the AICTE.
- (b) That the admissions shall be made in accordance with the regulations notified by the Council from time to time.
- (c) That the curriculum of the course, the procedure for evaluation/ assessment of students shall be in accordance with the norms prescribed by the AICTE.
- (d) That the Institution shall not allow closure of the Institution or discontinuation of the course(s) or start any new course(s) or alter intake capacity of seats without the prior approval of the Council.
- (e) **That 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 Council, appropriate penal action including withdrawal of approval shall be initiated against the Institution**
- (f) **That the institutions shall not have any collaborative arrangements with any Indian and/ or Foreign Universities for conduct of technical courses other than those approved by AICTE without obtaining prior approval from AICTE. In case any violation is reported to the Council, appropriate penal action including withdrawal of approval shall be initiated against the Institution**
- (g) **That the Institution shall not conduct any course(s) in the field of technical education in the same premises/ campus and / or in the name of the Institution without prior permission/ approval of AICTE. In case any violation is reported to the Council, appropriate penal action including withdrawal of approval shall be initiated against the Institution**
- (h) **The institution shall not conduct any non-technical course(s) in the same premises/ campus under any circumstances. In case any violation is reported to the Council, appropriate penal action including withdrawal of approval shall be initiated against the Institution**

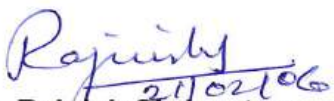
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- 3 That the institution shall operate only from the approved location, and that the institution shall not open any off campus study centers/ extension centers directly or in collaboration with any other institution/ university/ organization for the purpose of imparting technical education without obtaining prior approval from the AICTE.
- 4 That the tuition and other fees shall be charged as prescribed by the Competent Authority within the overall criteria prescribed by the Council from time to time. No capitation fee shall be charged from the students/ guardians of students in any form.
- 5 That the accounts of the Institution shall be audited annually by a certified Chartered Accountant and shall be open for inspection by the Council or any body or persons authorized by it.
- 6 That the Director/ Principal and the teaching and other staff shall be selected according to procedures, qualifications and experience prescribed by the Council from time to time and pay scales are as per the norms prescribed by the Council from time to time.
- 7 (a) That the institution shall furnish requisite returns and reports as desired by AICTE in order to ensure proper maintenance of administrative and academic standards.
- (b) That the technical institution shall publish an information booklet before commencement of the academic year giving details regarding the institution and courses/ programmes 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 on cost basis. The mandatory disclosure information shall be put on the Institution Website. The information shall be revised every year with updated information about all aspects of the institution.
- (c) That it shall be mandatory for the technical institution to maintain a Website providing the prescribed information. The Website information must be continuously updated as and when changes take place.
- (d) That a compliance report in the prescribed format along with mandatory disclosures on fulfillment of the above conditions, shall be submitted each year by the Institution within the time limit prescribed by the Council from time to time **i.e. 31st August 2006 for the current year.**

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- (e) That if Technical Institution fails to disclose the information or suppress and/ or misrepresent the information, appropriate action could be initiated including withdrawal of AICTE approval.
- 8 That all the laboratories, workshops etc. shall be equipped as per the syllabi of the concerned affiliated University and shall be in operational condition before making admissions.
- 9 That a library shall be established with adequate number of titles, books, journals (both Indian & Foreign) etc as per AICTE norms.
- 10 That a computer center with adequate number of terminals, Printers etc. shall be established as per AICTE norms.
- 11 AICTE may carry out random inspections round the year for verifying the status of the Institutions to ensure maintenance of norms and standards.
- 12 That the AICTE may also conduct inspections with or without notifying the dates to verify specific complaints of mis-representation, violation of norms and standards, mal-practices etc.
- 13 That the Institution by virtue of the approval given by Council shall not automatically become claimant to any grant-in-aid form the Central or State Government.
- 14 That the Management shall strictly follow further conditions as may be specified by the Council from time to time.
- 15 In the event of non-compliance by the **School of Communication & Mgt. Studies (SCMS), Campus, Pratap Nagar, Muttom, Aluva, Ernakulam – 683 106** with regard to guidelines, norms and conditions prescribed from time to time the Council shall be free to take measures for withdrawal of its approval or recognition, without consideration of any related issues and that all liabilities arising out of such withdrawal would solely be that of **School of Communication & Mgt. Studies (SCMS), Campus, Pratap Nagar, Muttom, Aluva, Ernakulam – 683 106.**

Yours faithfully,


21/02/06
Dr. Rajnish Shrivastava
Adviser- UG/PG(M&T)

Copy to:

- 1 The Director of Technical Edu.,
Govt. of Kerala, Padmavilason Road,
Fort, Thruvananthapuram – 695023
- 2 The Registrar, N.A.
- 3 The Regional Officer,
AICTE, South-west Regional Office,
Bangalore University Campus, P.K. Block, Palace Road,
Bangalore – 560009
- 4 The Principal Secretary to Government,
**Higher Education Department, Govt. Secretariat,
Thiruvananthapuram – 695001**
5. The President/ Chairman (Applicant/ Society/ Trust)
**School of Communication & Mgt. Studies (SCMS)
Campus, Pratap Nagar, Muttom,
Aluva, Ernakulam – 683 106**
6. Guard File (AICTE)


21/02/06
**Dr. Rajnish Shrivastava
Adviser- UG/PG(M&T)**