

# FEES REGULATING AUTHORITY - 2016-17 & 2017-18, Mumbai

305, Govt. Polytechnic Building, Ali Yawar Jung Marg, Bandra (E), Mumbai - 400 051 (M.S.), INDIA

## Online Fee Approval Proposal for Academic Year 2016-17 & 2017-18

To, <b>The Hon'ble Chairman,</b> Fees Regulating Authority, Maharashtra State, Mumbai - 400 051	
<b>Name of the College /Institute</b>	MB6650, MB6650 - Vishwakarma Dadasaheb Chavan Institute of Management and Research, Malwadi
<b>Address</b>	A/p. Malwadi (Masur), Tal. Karad, Dist. Satara. Pin-415106

### Check-list for online fee approval proposal receipt for academic year 2016-17 & 2017-18

**The Institutes/ Colleges have to submit the proposal along with the following relevant documents/information IN PERSON in chronological order. The proposal sent by Post/RPAD/Courier will not be accepted on any count.**

Sr No	Particulars	Status	Page No	For office use
1	Scanned copy of Affidavit	Yes		
2	Audited financial statements of Institutes/College (along with Hospital, in case of Health Science Colleges/ Institute) i.e. (i)Receipt & Payment Account, (ii)Income & Expenditure Account and (iii)Balance Sheet along with all the schedules with Audit Report along with notes to accounts and accounts policy for the last Financial Year duly signed by Chartered Accountant and counter signed by person duly authorised in terms of section 2 (l) of the Act. All the statements mentioned at (i) to (iii) in Original. (Note: Photocopies or certified photocopies will not be accepted.) Also confirm that the assets scheduled in the information is given as per the requirements of Form B. i.e. for 2015-16	Yes		
3	Copy of last year's fees structures finalised by Shikshan Shulka Samiti i.e. for 2015-16	Yes		
4	The actual salary of teaching and non-teaching staff along with Photo copy of Pay Roll for the entire last Financial Year along with TDS returns filed quarterly (Photocopies of pay roll should be certified by Dean/Principal by signing on each page as true copy. Salary should be paid by cheque and/or directly transferred to bank account of each employee.) i.e. for 2015-16	Yes		
5	Information to be submitted in the form of an Affidavit on Stamp Paper of Rs. 100/- duly signed by head of institute/Dean of Management and Dean/ Principal of Institute/ College along with following points incorporated in it.- (i) Salary paid as per norms of respective authorities. (ii) Certificate of Management stating that the same Audited statement of accounts has been filed with IT department and office of Charity Commissioner. (iii) Affirmation about the correctness of facts and figures submitted by Head of the institute. (iv) Display copy of fee approval proposal on its website and Notice Board for a period of one year.	Yes		
6	Certificate of approval of admitted students from Pravesh Niyantaran Samiti for the last Academic Year i.e. for 2015-16	Yes		
7	Certificate that no refund of fees claims etc. and any other matter communicated by Pravesh Niyantaran Samiti and Shikshan Shulka Samiti are pending at Institution/College level.	Yes		
8	Certificate that no other fees/ charges have been collected from students/ parents other than those authorised by Shikshan Shulka Samiti.	Yes		
9	Certificate that all approvals/ sanction/ affiliation taken from the concerned relevant authorities - H&T - AICTE/ DTE/ COA / PCI Government and University.	Yes		
10	Accreditation Certificate if any	Yes		
11	Fees collected for the last Academic year from students admitted in 15 percent NRI Quota in prescribed format.(If any) i.e. for 2015-16	Yes		
12	Copies of Service Contracts, if any entered into (such as for security etc.). The copy of TDS & PF Challan.	Yes		
13	Income earned by the college during last academic year other than fees i.e. for 2015-16	Yes		
14	Any other relevant information/ documents College/ Institution would like to submit before the Samiti.	Yes		
15	Certified audited copy for Annual financial report of Trust/ Society for last year i.e. for 2015-16	Yes		
16	Certified attested copies of income tax return by the trust for last three assessment years	Yes		

17	Copy of G.R. granting permission to start the college	Yes		
18	Subject wise detailed statement of approved teaching staff with letter of Approval from Authority	Yes		
19	Certified audited details of cost of equipments with date of purchase & cost of annual maintenance	Yes		
20	Detailed list of infrastructure. Also indicate the bases adopted for the appointment of the common infrastructure.	Yes		
21	Detailed calculations for the current year for expenses per student for UG course i.e. for 2016-17 & 2017-18	Yes		
22	Detailed calculations for the current year for expenses per student for PG course i.e. for 2016-17 & 2017-18	Yes		

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**Calculation of Depreciation on other assets for AY 2016-17 & 2017-18 - For Regular Shift**

Sr. No	Item	Rate of Depreciation (A)	Opening WDV as on 1.4.2015 (B)	Additions upto 30 Sept(C)	Additions From 01 Oct(C)	Less Deductions(D)	Net Value (B+C-D)=E	Depreciation (F) F=(B+C1)x A + C2 x (A/2) - D x A	(Closing WDV)G=E-F	MB	Non FRA Courses	Hostel	Hospital	Trust
1	Computer	60	33181	179	7850	0	41210	22371	18839	22371	0	0	0	0
2	Books	15	327075	0	52516	0	379591	52999.95	326591.05	53000	0	0	0	0
3	FURNITURE	10	305572	0	0	0	305572	30557.2	275014.8	30557	0	0	0	0
4	MACHINERY	15	30000	35000	0	0	65000	9750	55250	9750	0	0	0	0

**Important Note :** A) Basis of computation of depreciation should be Written Down Value (WDV) method. B) Calculation of depreciation shall be as per applicable income tax rules.

Date		Signature and Seal of person authorised in terms of section 2 (l) of the Act with Code No.
	Signature and Seal of the certifying Chartered Accountant and Auditors	

**FORM-A****Proforma for common information of organization promotion various colleges / institutes for the year 2016-17 & 2017-18 (Information of the Trust)**

Name of the Trust/Society	Shri Dhanlaxmi Foundation, Karad
Address (With Pin Code)	482, Morya Arkade, Near Petrol Pump, Shanivar Peth, Karad-415110, Dist-Satara (M.S)
District - Taluka	Satara-Karad
Telephone No. with STD Code	02164-226464
Fax No. with STD Code	02164-228911
E-mail ID	director.vdcimr@gmail.com
Website	www.vdcimr.com
Registration No. and date of Trust	E870/SAT-2005 dt. 31.01.2005--31.01.2005
Year of Establishment of the trust	2006
PAN No - TAN No	PNES27698G--AAFTS4913

**Trustee Details**

Sr.No.	Name of Trustees	Designation	Profession of Trustee
1	MR.DILIPRAO DADASAHEB CHAVAN	CHAIRMAN	BUSINESS
2	MR.BHALCHANDRA DADASAHEB CHAVAN	SECRETARY	SERVICE
3	MRS.ARUNA DILIPRAO CHAVAN	MEMBER	SERVICE
4	MR.AMIT DILIPRAO CHAVAN	MEMBER	BUSINESS
5	MRS.PADMAJA BHALCHANDRA CHAVAN	MEMBER	HOUSEWIFE
6	MR.MOHANRAO NANASO CHAVAN	MEMBER	BUSINESS

**Names of all the educational institution established/ funded/ operated by the Trust/ Society**

Sr.No.	Name of College , School or Activity (e.g Hospital , Industry , Oldage Home etc)	Address	Code No.	Establish Year	Courses Run
1	LATE ADV.DADASAHEB CHAVAN MEMORIAL INSTITUTE OF PHARMACY	A/P.MALWADI, MASUR.TAL-KARAD, DIST -SATARA	D-6501	2006	D-PHARM
2	VISHWAKARMA-DADASAHEB CHAVAN INSTITUTE OF MANAGEMENT AND RESEARCH	A/P.MALWADI, MASUR.TAL-KARAD, DIST -SATARA	MB6650	2010	MBA

**Name of the Courses**

Sr.No	Stream	Course	Duration	SI 2015-16	SI 2014-15	SI 2013-14	SI 2012-13	SI 2011-12
1	MB	MANAGEMENT	2	60	60	60	120	120

Form A1					
8.	Annual financial report of Trust/ Society for last 2 years				
9.	<b>Details of Land</b>				
Sr. No.	Particulars	Area (in Sq.Mtr.)		Cost of acquisition (Rs Lakhs)	Extent of subsidy / concession
		As Per Norms	Available		
College / Institute					
	<b>Land</b>				
1	Free Hold				
a	Govt.	0	0	0	0
b	Others	4097	4097	100	0
	<b>Total</b>	<b>4097</b>	<b>4097</b>	<b>100</b>	<b>0</b>
2	Lease Hold				
a	Govt.	0	0	0	0
b	Others	0	0	0	0
	<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Note : Please give details for each college / Institute separately.					
Wether Income Tax return filed every year by the trust				Y	
Status of the Building:					
	<b>If Rented</b>	<b>College / Institute</b>		<b>Other</b>	<b>Total</b>
a)	Built up Area (in Sq. Mtr.)	0		0	0
	Annual Rent (Amt. in Rs.)	0		0	0
	<b>If Owned</b>	<b>College / Institute</b>		<b>Other</b>	<b>Total</b>
b)	Built up Area (in Sq. Mtr.)	2496		0	2496
	Cost(Amt. in Rs.)	17577223		0	17577223
<b>Built up Area required Available as per AICTE/PCI/COA</b>					
	<b>If Rented</b>	<b>College / Institute</b>		<b>Other</b>	<b>Total</b>
a)	Built up Area (in Sq. Mtr.)	0		0	0
	<b>If Owned</b>	<b>College / Institute</b>		<b>Other</b>	<b>Total</b>
b)	Built up Area (in Sq. Mtr.)	2510		0	2510
10	Whether the Institute / Trust is in receipt of any grants from Central Government / State Government / Quasi Government Bodies			If yes, Amount Received for the Financial Year - 0	
Date					
Place					
<b>Signature and Seal of person authorised in terms of section 2 (1) of the Act with Code No.</b>					

## FORM B Proforma for information of Institutes

### Courses Information

Sr.No	Stream	Course	Start Year	Duration	SI 2015-16	SI 2014-15	SI 2013-14	SI 2012-13	SI 2011-12
1	MB	MANAGEMENT	2010	2	60	60	60	120	120

### Institute Information

Address	A/p. Malwadi (Masur), Tal. Karad, Dist. Satara. Pin-415106
PIN Code	415106
District - Taluka	Satara-Karad
Telephone No. (With STD code)	02164-252253
Fax No. (With STD code)	02164-252253
E-Mail ID	director.vdcimr@gmail.com
Web Site	www.vdcimr.com
Land Type	Owned
Whether Biometric Attendance Available for all Staff (Teaching and Non Teaching)	Yes
NAAC Accreditation (Accreditation must be valid as on date)	No
Name of the Director / Principal of the Institution	DIRECTOR
Person duly authorised in terms of section 2 (l) of the Act	PROF.APARNA PRAKASH SAWANT I/C.DIRECTOR 7507411144
Sanctioned Intake capacity as per AICTE/PCI/COA/ University	60

### Bank Details of Institute/College

Sr.No	Bank Name	Account No	Branch Name
1	UNION BANK OF INDIA	576101010050107	KARAD

Form B2		I Year	II Year	III Year	IV Year	V Year
(A) Total No. of Students for the Course (Excluding PIO / Foreign National Students)		0	0	0	0	0
(B) Total No PIO / Foreign National Students for the Course		0	0	0	0	0
Year of recognition by respective council		2010				
Name of the University/Board/Affiliated Body to which this course is affiliated		Shivaji University				
Whether Permitted by State Govt.		Yes				
Hostel Facility Status						
Total No. of laboratories in the Department		0				
Total cost of Equipment in the Department (Rs. in Lakhs)		0 Rs. In Lakhs				
Total Cost of equipment in the Department including software (Rs. in Lakhs) in Working Condition		A) UG	0 Rs. In Lakhs			
Total cost of equipments in the Department including software (Rs. In Lakhs) in Working Condition		B) PG	0 Rs. In Lakhs			
Whether Library facility is available (Departmental) Excluding Central Library if yes give details	<b>No. of Titles</b>	568				
	No. of Books available	2093				
	No. of Journals subscribed In current year	14				
B) Carpet Area in Use for Library (in Sq. Mtr.)	126					
c) Facilities in Department - Library	1.	Multimedia				
	2.	Newspaper, Journals				
	3.	computer				
	4.	Reading Room				
No. of Staff						

Teaching Staff	As per Council norms	Posts filed in			Total Filled in Posts	Vacant Posts
		Regular	Adhoc	Contract		
a) Professors	1	0	0	0	0	1
b) Assistant Professors / HOD	7	4	3	0	7	
c) Lecturers	0	0	0	0	0	

Form B4

Student - Teacher Ratio	Total Number of Teachers	Sanctioned Intake :120	Student on Roll : 100
a) With approved staff	4	Student - Teacher Ratio = 30:1	Student - Teacher Ratio = 25:1
b) With (approved adhoc + contract) staff	7	Student - Teacher Ratio = 17:1	Student - Teacher Ratio = 14:1

  

Non Teaching Staff (in the Department)	As per council norms	Posts Filled in			Total Filled in Posts	Vacant Posts
		Regular	Adhoc	Contract		
a) Technical	1	0	0	0	1	
b) Non- Technical	2	2	0	0	2	
c) Class- IV	2	2	0	0	2	
	<b>Total</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>1</b>

**Ratio of Non - Teaching - Teaching Staff** 1:1

Form B5

15	Salary given to the staff (Whether it is as per 5th /6th Pay commission / any other norms)	Y			
16	Whether Building os owned / <b>Rental by college</b> / Institute:	O			
	b) if owned built-up area in 2510 Sq.Mtr.	Capital investment (Amount Rs. in Lakhs)	17647300	0	17647300
		Recurring annual expenditure (Amount Rs. in Lakhs)	5336563	0	5336563
	b) If Rental Built-up area in Sq.Mtr.	Annual Expenditure (Amount Rs. in Lakhs)	12347963	0	12347963
17	Mention relation of the landlord with the College / Institute if Any	N			

Particulars	College / Institute / Hostel		
	2016-17 & 2017-18 (Rs. in Lakhs)	2017-18 (Rs. in Lakhs)	2018-19 (Rs. in Lakhs)
a. Land(area )	0	0	0
b. Building (Built-up area in Sq. Mtr.)	0	0	0
c. Lab / Work shop	0	0	0
d. Laboratory equipments	0	0	0
e. Books	75000	87000	110000
f. Furniture & dead stock	0	0	0
g. Vehicals	0	0	0
h. Others	25000	37500	45000
<b>Total</b>	<b>100000</b>	<b>124500</b>	<b>155000</b>

Form B9

Fees collected during last year per student for UG course		
Year	No of Students	fees collected(Rs.)
<b>2015-16</b>		
1 <sup>st</sup> Year		
2 <sup>nd</sup> Year		

3 <sup>rd</sup> Year								
4 <sup>th</sup> Year								
5 <sup>th</sup> Year								
<b>Fees collected during last year per student for PG course</b>								
Year	No of Students	fees collected(Rs.)						
<b>2015-16</b>								
1 <sup>st</sup> Year	58	1122270						
2 <sup>nd</sup> Year	26	2063120						
Fees collected (2015-16) per student for UG/PG course	UG Course - PG Course - 66620							
No of Students of 1st year	Average fees collected per student(Amount in Rs.)	Total fees collected (Amount Rs. in Lakhs)						
a) Indian (Govt. Quota + Management)								
b) PIO + Foreign National								
<b>Form B10</b>								
(A)	<b>Administrative Staff in the Institute / College</b>							
<b>Name of the Principal / Director</b>	DIRECTOR							
<b>Regular incharge</b>	Incharge							
<b>Pay Scale</b>	39107							
<b>Faculty Details (Teaching and Administrator)</b>								
Sr No	Name	Appoint Type	Appoint Date	Joining Date	Streams Teach	Faculty Type	Pay Scale	Grade Pay
1	MORE SHRINATH UTTAMRAO	Regular	01-07-2010	01-07-2010	MB	Administrator	15600-39100	6000
2	SHINDE TUSHAR ARUN	Regular	01-10-2015	01-10-2015	MB	Administrator	7800	
3	DHERE DYANESHWAR SHIVAJI	Regular	11-09-2015	11-09-2015	MB	Administrator	6000	
4	YADAV VIKAS JALINDAR	Regular	20-03-2013	20-03-2013	MB	Administrator	5700	
5	BAGWAN SALMAN N	Regular	19-02-2013	19-02-2013	MB	Administrator	7000	0
6	VARGHEES SAM V	Regular	05-09-2015	05-09-2015	MB	Administrator	9000	
7	DESAI SURAJ D	Regular	01-01-2015	01-01-2015	MB	Administrator	4500	0
8	SAWANT APARNA PRAKASH	Regular	01-07-2010	01-07-2010	MB	Teaching	15600-39100	6000
9	INJEKAR GANESH KRISHNAJI	Regular	16-08-2013	16-08-2013	MB	Teaching	15600-39100	6000
10	SHINDE MILIND MARUTI	Regular	19-03-2015	19-03-2015	MB	Teaching	15600-39100	6000
11	THORAT ARCHANA BAJIRAO	Regular	04-06-2010	01-08-2010	MB	Teaching	15600-39100	6000
12	DOL BHAGYASHRI SHUHAS	Regular	12-11-2013	14-11-2013	MB	Teaching	15600-39100	6000
13	KADAM JITENDRA SHRIDHAR	Adhoc	01-11-2015	01-11-2015	MB	Teaching		
14	CHAVAN SHITAL DAYANAND	Adhoc	03-08-2013	03-08-2013	MB	Teaching	15600-39100	6000
15	SALVI MAHAVIR AJIT	Regular	17-09-2013	17-09-2013	MB	Teaching	15600-39100	6000
16	BHUIBHAR RENUKA P	Regular	03-10-2015	05-10-2015	MB	Teaching	9000	
(c)	Student - Teacher Ratio (Total no. students & total no. of staff in the college)							
						<b>Ratio</b>		
1	Regular approved staff					4		
2	Regular + Contract + Adhoc					7		
(d)	<b>Ratio of Non-Teaching - Teaching Staff -</b>							
						<b>Ratio</b>	<b>As per Council Norms</b>	
	Inclusive of administrative, ministerial, Technical & other unskilled & semi skilled staff					10:1	15:1	
<b>VERIFICATION</b>								
(The person signing the Verification clause must satisfy himself / herself about correctness of the information before affixing his / her signature)								
I, _____ (full name in block letters), son / daughter of								



\_\_\_\_\_ solemnly declare that to the best of my knowledge, the information given in this proforma and statements accompanying is correct and complete. I further declare that I am submitting this proforma in my capacity as \_\_\_\_\_ and I am also authorised in terms of section 2(l) of the Act to submit the same and verify it.

Date

Place

**Signature and Seal of person authorised in terms of section 2 (l) of the Act with Code No.**

FORM-C Central Library Facility			
Total No of student in the institute		98	
Reading hall capacity		90	
Total carpet Area Sq.Mtr.		126 Sq.Mtrs	
a)	No. of Titles	568	
b)	No. of Books	2093	
c)	No. of National Journals	12	
d)	No. of International Journals	2	
e)	Non-Teaching Journals	0	
<b>Total Cost of</b>			
f)	a) Books	515866.4	Lakhs
	b) Subscription for Journal	509631	Lakhs
g)	Cost of Furniture	220000	Lakhs
h)	Whether Xerox facility is available	Y	
i)	Whether Internet facility is available	Y	
		Band Width	2mbps
j)	No. of Computer available in the Library	PIII	0
		PIV	5
		PV	0
k)	Whether multimedia facility is available	Y	
l)	Whether digitization of library is done	N	
m)	Any other amenities provided to students in library.	Newspaper	
Date			
Place			
<b>Signature and Seal of person authorised in terms of section 2 (l) of the Act with Code No.</b>			

**FORM-D Information of Central Computing Facilities in the Institute**

1	Whether the central computing facility is available		Y	
2	Number of PIII or equivalent and above PC available		61	
3	Whether legal licenses of System & Application Software available?		Y	
4	Number of System Software's available		17	
5	Number of Applications Software's available		11	
6	Number of Printers available (Type: DMP/ DeskJet /LaserJet)		9	
7	Number of Scanners available		1	
8	Total cost of the printers and scanners		0	
9	Whether the Generator / UPS back-up available(back-up period and capacity in KVA)		Y	
10	Whether the Campus is Networked.		Y	
11	Whether the Laboratories are Networked through LAN		Y	
12	Whether is internet connection is available		Y	
13	If yes specify type Dialup/ISDN/DSL/Leased Line/ any other		DSL	
14	Specify Bandwidth available		2mbps	
15	Specify compression ratio		1:1	
16	Cost of Hardware in Computer Center	Rs. Lakhs	2501576	
17	Cost of Software in Computer Center	Rs. Lakhs	30893	
18	Cost of Furniture in Computer Center	Rs. Lakhs	150000	
19	Annual fee of the Internet Services in	Rs. Lakhs	80000	
20	Staff in Computer Center		Number	Pay Scale
	1. System Manager	N	0	0
	2. System Analyst	N	0	0
	3. Computer Programmer	N	0	0
	4. Computer Operator	N	0	0
	5. Non - Teaching Staff	N	0	0
	6. Maintenance Staff	N	0	0
Date				
Place				
<b>Signature and Seal of person authorised in terms of section 2 (1) of the Act with Code No.</b>				

**FORM-E**

<b>(A) Details of Teaching and Non Teaching staff for the Accounting Year 2015-16</b>			
<b>Sr No</b>	<b>Particular</b>	<b>Actual requirement of Staff as per respective Council norms</b>	<b>Actual appointed</b>
1	ASSOCIATE PROFESSOR	2	0
2	LIBRAIRAN	1	1
3	ASSISTANT PROFESSOR	5	7
4	DIRECTOR	1	0
5	CLASS IV	2	2
6	CLERK	2	2
7	TECHNICAL ASSISTANT	1	0
Total		14	12

Date

Place

**Signature and Seal of person authorised in terms of section 2 (I) of the Act with Code No.**

**FOR OFFICE USE ONLY**

Received the fee approval proposal for academic year 2016-17 & 2017-18

Proposal for Academic Year 2016-17 & 2017-18

Accepted

or

Returned as Deficient Proposal. Deficiencies mentioned as per the Checklist

Sr. No. \_\_\_\_\_

Date:    /    /2016

Verified by  
(Name of the Clerk & its Signature)

Signature of Section Officer  
FEES REGULATING AUTHORITY - 2016-17 & 2017-18