

**RAJASTHAN ILD SKILLS UNIVERSITY
(RISU)
JAIPUR**



AFFILIATION STATUTES



RAJASTHAN ILD SKILLS UNIVERSITY (RISU), JAIPUR

AFFILIATION STATUTES

In exercise of the powers conferred by clause (xii) of section 34 and section 40 of the Rajasthan ILD Skills University, Jaipur Act, 2017 (Act No. 6 of 2017), the Board of Management of the Rajasthan ILD Skills University, Jaipur, with the prior approval of the Chancellor, hereby makes the following Statutes, relating to the conditions under which Institute, Skill Development Centre (SDC), affiliate/constituent college, Centre of Excellence, Industrial Training Institutes, Vocational Training Providers (VTPs) may be accredited/recognized/affiliated to the University and the conditions under which such affiliation may be withdrawn, namely:-

1. Short title and commencement.- (1) These Statutes may be called the Rajasthan ILD Skills University (Affiliation to Institute, Skill Development Centre(SDC)/ affiliate/constituent colleges/ Vocational Training Providers (VTPs)/ Centre of Excellence/Industrial Training Institutes or any organization carrying out skilling duly approved by the Centre/State Government) Statutes, 2017.

(2) They shall come into force on the date of approval by the Chancellor.

2. Definitions. (1) In these Statutes, unless the subject or context otherwise requires,-

(a) "Act" means the Rajasthan ILD Skills University, Jaipur Act, 2017 (Act No. 6 of 2017);

(b) "Institute/Skill Development Centre (SDCs)/ affiliate/constituent colleges, Vocational Training Providers (VTPs)/ Centre of Excellence/Industrial Training Institutes" includes an institute; and

70

(c) "Regulations" means the UGC (Affiliation of Institute, Skill Development Centres/Vocational Training Providers (VTPs)/ Centre of Excellence/ Industrial Training Institutes by Universities) Regulations, 2009 or any relevant statutes laid down by NSDA / MSDE.

(d) "Constituent College" means a college maintained by the University.

(2) Words and expressions used in these Statutes shall have the meaning respectively assigned to them in the Act and the Regulations, Guidelines and Circulars issued by the Ministry of Skill Development & Entrepreneurship (MSDE)/GOI/GOR from time to time.

3. Eligibility criteria for temporary affiliation.- (1) Every Institute/Skill development Centre(SDCs)/Vocational Training Providers(VTPs)/ affiliate/ constituent college/Centre of Excellence/Industrial Training Institutes seeking affiliation shall, at the time of inspection by the university, satisfy the requirements stipulated at 3.1.1 to 3.1.8. of the Statutes, or the requirements in respect of any of the item prescribed by the Statutory/Regulatory body concerned, whichever is higher.

3.1.1. Undisputed ownership and possession of land/Registered or an appropriate lease agreement for the specific purpose.

3.1.2. Administrative, academic building sufficient to accommodate the faculty, lecture/seminar rooms, library and other laboratories with a minimum of 15 sq.ft. per student in lecture/seminar rooms/library and 20 sq.ft. per student in each of the laboratory.

3.1.3. Number of teaching and non-teaching staff in the prescribed ratio.

3.1.4. adequate civic facilities for essentials like water, electricity, ventilation, toilets, sewerage, etc.

3.1.5. a library with adequate number of books in different titles on each subject. Also a book bank facility for students belonging to Scheduled Caste, Scheduled Tribes, Minorities and others.

71
3.1.6. well equipped/furnished/updated/ laboratory and equipments.

3.1.7. Fire fighting system and all safety measures must be installed and functional in the premises.

3.1.8. Recommendation/Endorsement letter from Department of Skills/Directorate of Technical Training.

(2) The Institute/ Skill Development Centre (SDCs)/Vocational Training Providers (VTPs)/ affiliate/constituent college/center of Excellence if not run by the State Government, shall be managed by a duly constituted and registered Society or Trust, Company or any other legal entity under relevant laws and shall satisfy the conditions stipulated at 3.2.1. to 3.3.12 of the Regulations.

3.2.1. Shall satisfy the university that adequate financial provision is aided from external source. In particular, it shall produce evidence of creating and maintaining a Corpus fund permanently in the name of the Institute, Skill Development Centre (SDCs)/ Vocational Training Providers (VTPs)/ affiliate/constituent colleges/Centre of Excellence/ Industrial Training Institutes by way of FDR/ irrevocable Government Securities of Rs. 05 Lakh per Institute. The FDR shall be jointly held by the affiliation seeking Institution in the name of the said Institution and the RISU.

3.2.2. shall also provide an undertaking to the university that it has adequate recurring income from its own resources for its continued and efficient functioning.

3.2.3. The registered society/Trust/Company or any other legal entity in justified exceptional cases may be allowed to start the Institute, Skill Development Centre (SDCs)/ affiliate/constituent colleges/Vocational Training Providers (VTPs)/ Centre of Excellence/Industrial Training Institutes for the first year of the programme in a readily available building, with the condition that all the other academic and administrative requirements are satisfied under the Regulations and the Institute, Skill Development Centre (SDCs)/ Vocational Training Providers (VTPs) shall complete

the building plan of the proposed Institute/ Skill Development Centre (SDCs)/ Vocational Training Providers (VTPs)/ affiliate/constituent college/ Centre of Excellence/Industrial Training Institutes prepared by registered Architect and approved by the competent authority designated by the Govt. concerned.

3.3. The registered Society/Trust proposing the Institute, Skill Development Centre (SDCs)/Vocational Training Providers (VTPs)/ Centre of Excellence/ Industrial Training Institutes shall execute a bond:

3.3.1. to impart instruction in the subjects and for courses/programmes in the faculty for which affiliation has been granted by the University and shall not seek retrospective affiliation. All such courses/programmes shall follow the syllabi approved by the appropriate academic bodies of the University.

3.3.2. to comply with all the provisions of the Act, the Statutes and the ordinances, Rules and Regulations of the University framed in this regard:

3.3.3. to follow the Rules, Regulations and guidelines of the Statutory/Regulatory bodies issued from time to time;

3.3.4. to the effect that the number of teaching posts, the qualification of teaching staff and their recruitment/promotion procedures as prescribed by the Sector Skill Council and conditions to serve shall be in accordance with the Statutes/ordinance/Regulations of the University/State Government/UGC, and shall ensure imparting of adequate instructions to the students in the courses/programmes of studies to be undertaken by the Institute/ Skill Development Centre (SDCs)/ affiliate/constituent colleges /Vocational Training Providers (VTPs)/ Centre of Excellence/ Industrial Training Institutes and that the Student-Teacher Ratio in the Institute/ Skill Development Centre (SDCs/ affiliate/constituent colleges/ Vocational Training Provider (VTPs)/Centre of Excellence/ Industrial Training Institutes shall be as per the Sector Skill Council norms, NCVT, other authorized agencies of Government of India or Government of Rajasthan.

3.3.5. to the effect that appointment of members of the teaching and non teaching staff shall be made only on considerations of merit based on qualifications and experience prescribed for them and not by demanding or accepting any donation or other consideration;

3.3.6. to the effect that the Institute/Skill Development Statutes, affiliate/constituent colleges/Vocational Training Partner (VTPs) shall obtain the eligibility approval of the teaching staff from the university within three months of affiliation and shall report all changes in the teaching staff and all other changes that may effect the fulfillment of the conditions for affiliation to the University within the fortnight of changes coming into effect.

3.3.7. to the effect that the Institute/ Skill Development Centre (SDCs)/ affiliate/constituent colleges/ Vocational Training Providers (VTPs)/Centre of Excellence/Industrial Training Institutes shall not collect any capitation fee or donation in any form amounting to corrupt practices from or on behalf of any of its students or their parents/guardians except the prescribed fee and other charges as approved by the University based on the norms of the UGC/NSDC.

3.3.8. to the effect that no student shall be admitted to any programme of study by the Institute/ Skill Development Centre (SDCs)/ affiliate/constituent colleges/ Vocational Training Providers (VTPs)/ Centre of Excellence/Industrial Training Institutes in anticipating of grant of affiliation or in excess of the number of seats sanctioned per programme of study by the university

3.3.9. to the effect that the Institute, Skill Development Centre (SDCs)/affiliate/constituent colleges/ Vocational Training Providers (VTPs)/ Centre of Excellence/Industrial Training Institutes shall not, without the previous permission of the University, suspend offering an already approved course/programme of study;

3.3.10. to the effect that the academic and welfare activities of the students belonging to the SC/ST and other disadvantaged groups, including minorities,



wherever applicable, shall be properly taken care of by the Institute, Skill Development Centre (SDCs)/ affiliate/constituent colleges/ Vocational Training Providers (VTPs)/ Centre of Excellence/ Industrial Training Institutes.

3.3.11. to the effects that all registers and records, including audited statement of accounts, as required to be maintained under the Regulations/orders of the UGC/University/Government shall be maintained and made available as and when required for inspection;

4. Procedure for granting temporary affiliation.-(1) The Government/Society/Trust/Company or any other legal entity which proposes to start the Institute, Skill Development Centre(SDCs)/ affiliate/constituent colleges/ Vocational Training Providers(VTPs)/ Centre of Excellence/ Industrial Training Institutes, and wishes to get it affiliated to the University for Certificate/ Diploma/Advance Diploma/B.Voc/M.Voc/Ph.D courses, i.e. from level 4 to 10, shall make an application within the stipulated time to the University as per the format available with the University along with the fees specified in 'Annexure I' of these Statutes in the form of demand draft drawn in favor of the Registrar, Rajasthan ILD Skills University, Jaipur.

(2) The application shall be accompanied by the certified copies of the documents enumerated at 4.4.1 to 4.4.6 of the Regulations.

4.1.1. Registration of the society/Trust/ Company or any other legal entity along with details of the Constitution and Memorandum of Association and Members of the Board of Governors list.

4.1.2. Land use certificate from the competent authority designated by the Government concerned.

4.1.3. Registered land/Govt. leased land document in the name of the applicant/ Registered or an appropriate lease agreement for the specific purpose.

25

4.1.4. Appropriate order from the Govt. permitting the Society/Trust/ Company or any other legal entity to start the Institute/ Skill Development Statutes/ affiliate/constituent colleges/ Vocational Training Provider (VTPs)/ Centre of Excellence/ Industrial Training Institutes with details of the courses/programmes intended to be offered.

4.1.5. Building plan of the proposed Institute, Skill Development Centre (SDCs)/ affiliate/constituent colleges/Vocational Training Providers (VTPs) / Centre of Excellence/ Industrial Training Institutes prepared by a registered Architect and approved by the competent authority designated by the Govt. concerned.

4.1.6. Details of the latest fund position along with photocopies of relevant bank accounts including the evidence of the Corpus fund earmarked.

Detailed Project Report giving;

- a. background of the society/trust/ Company or any other legal entity with reference to its experience in promoting, managing and operating educational institutions.
- b. Development plan for the Institute, Skill Development Centre/ Vocational Training Provider (VTP) with timeline, spelling out its growth plan over the first 10 year period in terms of phasing of academic programmes, increase in students intake and introduction of Certificate/Diploma/Advance Diploma/B.Voc/M.Voc/U.G. Degree/ Postgraduate programmes/ Research work etc.
- c. Policy with regard to faculty recruitment, retention and development.
- d. Development plan for the Institute, Skill Development Statutes/ affiliate/ constituent colleges/Vocational Training Providers (VTPs)/ Centre of Excellence/ Industrial Training Institutes with timeline, spelling out its growth plan over the first 10 years in terms of phasing

of academic programmes, increase in students intake and introduction of post graduate programmes/Research, and the time schedule for stage wise development of the academic infrastructure, like recruitment of faculty and other support facilities, including student amenities, such as hostels, sports and recreational facilities.

- e. Architectural master plan indicating the land use pattern including those for future;

(3) The University shall make preliminary scrutiny of the application and if found satisfactory, issue a letter of intent, within two weeks from the date of receipt of the application, to cause an inspection within a period of three months for physical verification of all requirements.

(4) The Institute, Skill Development Centre(SDCs)/ affiliate/constituent colleges/ Vocational Training Providers (VTPs)/ Centre of Excellence/Industrial Training Institutes shall be subjected to an inspection by the University through a committee constituted by the Vice-Chancellor, consisting of the following, namely:-

- (i) One Expert of each of the subject areas proposed,
- (ii) Dean/Professor/Associate Professor or an equivalent academician of the University,
- (iii) A representative of the Skill Employment and Entrepreneurship Department of the Government nominated by the Commissioner, and
- (iv) A Civil Engineer nominated by Director Technical Education/Training.

One of the subject experts as nominated by the Vice-Chancellor, shall be the Chairman of the Committee.

(5) The report of the inspection committee shall be submitted by the Chairperson of the committee to the University duly filled in and signed by all the members. The University shall process the report through the Academic Council and decide to grant, or not to grant, temporary affiliation to the Institute, Skill

77

Development Statutes/ affiliate/constituent colleges/ Vocational Training Providers (VTPs)/ Centre of Excellence/ Industrial Training Institutes recording the reasons in writing for its decision within three months of inspection.

(6) On the basis of the infrastructure and other facilities available at the Institute, Skill Development Statutes/ affiliate/constituent colleges/ Vocational Training Providers (VTPs)/ Centre of Excellence/ Industrial Training Institutes, the University shall decide the number of seats for each programme in the Institute, Skill Development Centre (SDCs)/ affiliate/constituent colleges/ Vocational Training Providers(VTPs)/ Centre of Excellence/ Industrial Training Institutes.

(7) If the University decides not to grant affiliation to the Institute/ Skill Development Centre(SDCs)/ affiliate/constituent colleges/ Vocational Training Providers(VTPs)/ Centre of Excellence/ Industrial Training Institutes for reasons, recorded in writing, of its failure to meet the conditions/requirements for getting affiliation, the Institute, Skill Development Centre(SDCs)/ Vocational Training Providers(VTPs)/ Centre of Excellence/ Industrial Training Institutes may apply again after it has complied with the observations/directions mentioned in the Report of the Inspection Committee.

5. Eligibility Criteria for Permanent Affiliations.- (1) The Institute/ Skill Development Centre s(SDCs)/Vocational Training Providers (VTPs)/ Centre of Excellence/ Industrial Training Institutes shall have completed at least three years of satisfactory performance after getting temporary affiliation and attained the academic and administrative standards as prescribed by the University/UGC/ Statutory/ Regulatory Body concerned from time to time.

(2) The Institute/ Skill Development Statutes/ Vocational Training Providers (VTPs)/ Centre of Excellence/ Industrial Training Institutes shall have completed construction of buildings and all infrastructure facilities as stipulated in the Regulations.

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78

(3) All the teaching and non-teaching staff are appointed on permanent basis (appointed on regular basis in case of a constituent Institute, Skill Development Statutes, affiliate/constituent colleges/ Vocational Training Providers (VTPs)/ Centre of Excellence/Industrial Training Institutes on the UGC/Government scale of pay.

(4) The Institute/ Skill Development Statutes/ Vocational Training Providers (VTPs)/ Centre of Excellence/ Industrial Training Institutes shall have a duly constituted Institute/Skill Development Statutes/ Vocational Training Providers (VTPs)/ Centre of Excellence/ Industrial Training Institutes Council as per the norms.

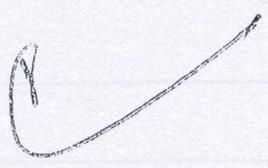
6. Procedure for granting Permanent Affiliation.- The procedure for according permanent affiliation shall be the same as for granting temporary affiliation given in these Statutes.

7. Withdrawal of affiliation.- (1) The previliages conferred on a Institute, Skill Development Centre(SDC)/ affiliate/constituent colleges/ Vocational Training Providers(VTPs) /Centre of Excellence/ Industrial Training Institutes by affiliation may be withdrawn in part or in full, suspended or modified, if the affiliate/constituent colleges/ Institute/ Skill Development Centre(SDCs)/ Vocational Training Providers(VTPs)/ on due enquiry, is found to have failed to comply with any of the prioivision of the Act, the Statutes, the Ordinances, the Rules and Regulations or any other directions or instructions of the UGC/University/ Statutory/Regularory body concerned, or has failed to observe any of the conditions of affiliation, or has conducted itself in a manner prejudicial to the academic and administrative standards and interests of the University.

(2) If an affiliated Institute, Skill Development Centre(SDCs)/affiliate/ constituent colleges/ Vocational Training Providers(VTPs)/ Centre of Excellence/ Industrial Training Institute ceases to function or is shifted to a different location or is transferred to a different Society, Trust, Company or any other legal entity, individual or a group of individuals without the prior approval of the University, the

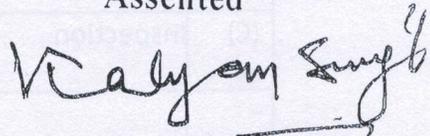
73

affiliation granted to the Institute, Skill Development Centre(SDCs)/ affiliate/constituent colleges/ Vocational Training Provider (VTPs)/ Centre of Excellence/Industrial Training Institutes shall lapse automatically on such ceasure/closure, shifting or transfer, as the case may be, and it shall be treated as a new Institute, Skill Development Centre (SDC)/ Vocational Training Provider (VTP)/ Centre of Excellence/Industrial Training Institute for the purpose of future affillation. The University/Government shall have the duty to alleviate the educational future of the affected students in an appropriate manner as per its decision.



Registrar
Rajasthan ILD Skills University
Jaipur

Assented



Chancellor 23-4-1

Rajasthan ILD Skills University
Jaipur

Rajasthan ILD Skills University (RISU)

Fee Structure for the Affiliation

University Affiliation Fees to be charged from the Colleges/Institution for various Courses :-

1. New Institution/Colleges:

(A)	Application Fees	Rs. 1000/- for all the New college
(B)	Processing Fee	Rs.10,000/- for all the colleges.
(C)	Inspection	Rs.50,000/-
(D)	Affiliation Fees	(a) Certificate Course – Rs 25,000/- (b) Diploma Course – Rs 50,000 (c) Degree Course – Rs 1,00,000/-
(E)	Enrollment Fee	Rs 1000/- per Student

2. Extension of Affiliation:

(A)	Application Fees	Rs.1000/-
(B)	Processing Fee	Rs 10,000/-
(C)	Inspection Fees	Rs.25,000/- (Rs 10,000/- in case of Institutions located within the Municipal limits of Jaipur)
(D)	Affiliation Fees	50% of the initial Affiliation charges

3. Endowment Fund:

S.No.	Name of Programmes	FDR to be made jointly in favor of Registrar, RISU, Jaipur and Head of the Institution seeking affiliation
1.	Certificate	50,000 per Institute
2.	Diploma Courses	2.5 Lakh per Institute
3.	Undergraduate Courses/ Postgraduate Courses	3.5 Lakh per Institute

4. Extension of affiliation:

The affiliation fees needs to be paid at least a month in advance so that RISU has sufficient time for its committee to carryout various formalities of inspection/documentation . In case the fees is not paid in time its shall attract penalty as decided by the Committee/Vice Chancellor .

5. Issue of NOC:

An institute seeking NOC for following purposes mentioned below shall have to pay NOC fee as below:

S.No.	Particulars	Fee
1.	Change of Name of Institute	Rs.10,000/-
2.	Change of location/address	Rs.10,000/-
3.	Conversion from "Women only" to "Co-Ed"	Rs.10,000/-
4.	Closure of course(s)/branch/each programme	Rs.50,000/-
5.	Closure of Institution	Rs.50,000/- for each programme, subject to a maximum of Rs.1.5 lacs.