

॥ विज्ञान सर्वत्र पूज्यते ॥



APPROVAL PROCESS 2022-23

Major Changes in Approval Process Handbook 2022-23

Prof. Rajendra B Kakde
Advisor I, Approval Bureau

Academic Calendar as per the Hon'ble Supreme Court has extended up to July 30th, 2022

Sl.No	For Technical Institutions (Not applicable for Standalone PGDM/PGCM Institutions)	Schedule for A/Y 2022-2023
1	Last date of granting or refusing approval by AICTE	10 th July, 2022
2	Final date of granting approval after appeal	30 th July, 2022
3	Last date for grant of affiliation by University /Board	31 st August, 2022
4	Last date for commencement of classes for existing students of technical courses	15 th September, 2022
5	Commencement of induction program for 1 st year students	10 th October, 2022
6	Last date for cancellation of seats for technical courses with FULL fee refund	20 th October, 2022
7	Last date up to which first year students can be admitted against vacancies	25 th October, 2022
8	Last date for commencement of classes for first year students of technical courses	25 th October, 2022
9	Last date for lateral entry admission to second year courses for newly admitted students	30 th October, 2022
For Standalone PGDM/PGCM Institutions		
1	Last date of granting or refusing approval by AICTE to standalone PGDM/PGCM Institutions	10 th July, 2022
2	Final date of granting approval after appeal	30 th July, 2022
3	Standalone technical institutions conducting PGDM/PGCM courses shall NOT initiate the admission before	1 st April, 2022
4	Last date for cancellation of admission for courses in PGDM/PGCM institutions including FULL Fee Refund	13 th September, 2022
5	Last date for admission to courses in PGDM/PGCM Institutions	20 th September, 2022
Institutions With ODL/ONLINE Programme(s)/Course(s)		
1	Last date FOR Grant Of Approval to Institutions Offering ODL/Online Course(s)	As per UGC policy
2	Last date for admission to courses in Open and Distance Learning/Online Learning Mode (First Session)	
3	Last date for admission to courses in Open and Distance Learning/Online Learning Mode (Second Session)	

Extension for -

1. Extension of moratorium for Two years (AY 2022-2024) on recommendation of Prof. BVR Mohan Reddy committee
2. Extension of Two years (AY 2022-24) time limit for NBA Accreditation for eligible courses
3. Extension of One year (AY 2022-2023) for creating necessary Faculty, Infrastructure and other facilities for PGDM Institutions established
4. Extension of One year (AY 2022-2023) time limit for creating necessary Infrastructure for First shift/ Second shift converted into Regular shift

(Added in Chapter-VII except point 1)

Chapter – I: Setting up of New Institution

Prof. BVR Mohan Reddy committee recommends **TWO years (AY 2022-2024) extension of moratorium for setting up new Engineering Colleges**

Exceptions:

1. State Government / UT (based on their perspective plan) is providing financial assistance for establishment of Technical institutions in order to offer the Engineering and Technology Programme / Courses at DIPLOMA/UG/PG level where NO Government/Government Aided Technical Institution offering the same level in Engineering & Technology is already available in that particular district. The Government must have **budget provision of minimum ₹100 lakhs and requisite land** for establishment of new institute.
2. State Government proposes to start a New Polytechnic (Engineering and Technology) for conducting courses in **Conventional**/Emerging/ Multidisciplinary/ Skill/ Vocational area (including PPP mode).



Chapter – I: Setting up of New Institution (Contd...)

Exceptions:

3. **Philanthropical organizations** existing for more than 25 years and running other educational institutes having minimum enrolment of 10000 students and having NIRF (if applicable) Ranking within 100.
4. Any **Industry** having a minimum annual turnover of ₹ 5000 Cr (in preceding 3 years) subject to its application as a registered Trust/Society/Company established under Section 8 of the Company Act, 2013.

Chapter – I: Setting up of New Institution

- Architecture / Pharmacy institutions willing to seek AICTE approval to avail various benefits of AICTE's schemes including scholarships for students - should have prior approval of the respective regulatory Council.



Chapter – II: Existing Institutions

2.10. Merger of Institutions under the same Trust / Society / Company

2.10.2 (e)

The intake shall be fixed as that of the “Approved Intake” of the Course. “Approved Intake” for the Courses of the Institution after the merger shall be combined intake of parent and child institutions.



Chapter – II: Existing Institutions

2.14. Increase in Intake / Additional Course

2.14.1.1.

Promotion of Indian languages in Technical Education

National Education Policy 2020 envisages the availability of Higher Technical Education in Indian Languages at Diploma/Degree level. AICTE shall permit an addition of **ONE division with 30/60** seats to the eligible and interested institutes. Institutions seeking approval shall be permitted for Increase in intake **against “Approved Intake” or in accredited courses as Supernumerary.**

2.14.2. Requirements and Eligibility

b) NOC for additional course(s) from the Affiliating University / Board / DTE



Chapter – II: Existing Institutions

2.14.2. Requirements and Eligibility

- f) **Building Plan for the entire duration** for all Increase in Intake/Additional Course(s) of the Institution shall be prepared by an Architect registered with Council of Architecture/ Licensed Surveyor and shall be approved by the Competent Authority as designated by concerned State Government/ UT.
- However, **buildings for the First Year should be completed in all respects** as per the Infrastructure requirements. Institution shall maintain Faculty: Student ratio as specified in the Approval Process Handbook. Common facilities shall cater the need of the total “Approved Intake” with total Built-up area equal to the sum total of the area requirement of each Increase in Intake/Additional Course(s).

Chapter – II: Existing Institutions

2.14.4. For existing Institutions not having NBA accreditation

- a) The existing Institutions having total “Approved Intake” equal to/less than the “Maximum Intake Allowed”/Institutions not eligible to apply for NBA accreditation, shall be permitted to increase (without NBA accreditation) in intake (**Conventional**/ Emerging/ Multidisciplinary area courses) in the same Level in the same Programme (Diploma/ Under Graduate/ MCA/ Management) up to the “Maximum Intake Allowed” in each Programme as that of a new Technical Institution, as per Appendix 3 of the Approval Process Handbook, subject to “Nil Deficiency” based on Self-Disclosure on AICTE Web-Portal.

Chapter – II: Existing Institutions

2.14.4. For existing Institutions not having NBA accreditation

- b) The existing Institutions having total “Approved Intake” exceeding the “Maximum Intake Allowed” seeking for approval for Increase in Intake/ Additional Course(s) (without NBA accreditation) in the same Level in the same Programme (Diploma/Under Graduate/MCA/ Management) shall have to apply for the Reduction of Course(s) as per the Procedure and shall apply for increase in Intake/ Additional Course(s) in lieu of the same, without exceeding the total “Approved Intake” as well as the number of Courses/ Divisions as specified in **Appendix 3** of the Approval Process Handbook, subject to “Nil Deficiency” based on Self-Disclosure on AICTE Web-Portal. Number of New Courses/ increase in intake in **Conventional** / Emerging / Multidisciplinary area allowed, shall be restricted to FOUR (in terms of Divisions) per Programme/ Level (Diploma / Under Graduate /MCA / Management). New Course shall be allowed ONLY in case of more than 50% overall Enrolment in last year at respective level/programme.

However, Reduction in “**Core branches**” (Agriculture Engineering, Automobile Engineering, Chemical Engineering, Civil Engineering, Computer Science, Electrical Engineering, Electronics Engineering, Food Technology, Industrial Engineering, Instrumentation, Mechanical Engineering, Metallurgy, Mining Engineering and Textile Engineering) shall be allowed to a maximum of 50% of previously “Approved Intake”.

Chapter – II: Existing Institutions

2.16. Closure of Institution

2.16.1. Requirements and Eligibility

b) There shall be **NO TER** Charges to apply for closure.

2.22. Change in the Name/**Address** of the Trust/ Society/Company

2.29. Submission of applications (All the Institutions need to submit application as per the schedule mentioned in Public Notice / AICTE Web portal)

Particulars (Category – 2)	Processing Period of Application
Change of Site/ Location	Year round
Closure of the Institution	Year round
Conversion of Women's Institution into Co-ed Institution and vice-versa	Year round
Closure of Programme(s)/ Course(s)	Year round
Change in the Minority Status of the Institution	Year round
Change in the Name of the Bank	Year round
Change in the Name of the Trust/ Society/ Company	Year round
Extended EoA	Year round

NOTE: Both submission & Processing of applications (including processing fee / TER charges as applicable) in above categories shall be done Year Round.

Chapter -V

The Standalone Institutions / Institutions (Deemed to be Universities) / Universities already approved by AICTE intending to Introduce / Continue courses in Open and Distance Learning Programmes and Online Programmes shall submit application as per Chapter - V of APH 2022 – 23. Further as per UGC (Open and Distance Learning and Online Programmes) Regulations 2020, approval of respective regulatory body is necessary for running the Programmes under Open and Distance Learning and Online Programmes. Accordingly, approval of AICTE as per provisions laid down in Chapter – V of APH 2022-23 is required to be taken.

Approval has been awarded in line with the UGC but TER charges to be paid on yearly basis for extension of approval.

TER charges to be paid as per Table 5.6.3 in APH



Chapter –VI: Vocational Courses under NSQF

Any vocational course NOT falling under the purview of AICTE shall necessarily require approval of concerned regulatory body prior to the commencement of the course.



Chapter –VII: Norms and Requirements

Relaxation Extended

1. Extension of Two years (AY 2022-24) time limit for NBA Accreditation for eligible courses
2. Extension of One year (AY 2022-2023) for creating necessary Faculty, Infrastructure and other facilities for PGDM Institutions established
3. Extension of One year (AY 2022-2023) time limit for creating necessary Infrastructure for First / Second shift converted into Regular shift



Chapter –VII: Norms and Requirements

7.11

The AICTE approved Institutions shall be permitted to collaborate with each other for Student Exchange Programme so that the students admitted in an Institution may spend one Semester in another Institution.

Further, the institutions running courses of a specialized nature with **more than 50 years** of existence and unable to modify/improve/change infrastructure (heritage building), such institutions' infrastructural / faculty etc. calculation shall be done on their “existing intake”. Such institutions shall NOT be subjected to the prevalent norms of infrastructure as prescribed by the Council for other institutions. However, the **faculty norms for such institutions shall be kept on a pro-rata basis** and not on the division size as prescribed in **Appendix 3**.

7.12

An Institution shall only allow up to **40%** or as per the new regulation of UGC /AICTE of the total courses being offered in a particular Programme in a Semester through the Online Learning courses provided through SWAYAM/ MOOCs platform as per the AICTE (Credit Framework for online learning course through SWAYAM) Regulations, 2016 as amended from time to time.

Chapter –VII: Norms and Requirements

7.44

The State Government/ UT/ Directorate of Technical Education/ Directorate of Medical Education shall ensure that **10% of reservation for Economically Weaker Section (EWS)** as per the reservation policy for admission, operational from the Academic year 2019-20 without affecting the reservation percentages of SC/ ST/ OBC/ General. However, this would not be applicable in the case of Minority Institutions referred to the **Clause (1)** of Article 30 of Constitution of India.

To maintain GEN : 50.5, Multiplication Factor is 1.25, i.e. 50.5/40.5				
Category	%	Revised %	Intake 60	Intake 120
SC	15	18.75	11.25	22.5
ST	7.5	9.375	5.625	11.25
OBC	27	33.75	20.25	40.5
Gen	40.5	50.625	30.375	60.75
EWS	10	12.5	7.5	15
	100	125	75	150



Chapter –VII: Norms and Requirements

7.52

Two Supernumerary seats shall be accorded by AICTE in its approved institutions for empowering **Gifted & Talented students** to seek admissions against these seats, which will provide a motivating and unique opportunity for such students in line with NEP recommendations.

AICTE shall devise norms for selection of Gifted & Talented Students under supernumerary quota and final admission shall be approved by AICTE.

Chapter –VII: Norms and Requirements

7.53

To facilitate limited and conditional capacity creation based on the following guidelines: It is observed that a few institutions have reported **more than 100% enrolments** in 2021. A number of institutes have reported >80% enrolments. Extra capacities shall be permitted to institutions with good NIRF ranking (<100) that have reported >80% enrolments last three years as below:

- i) 95-100% enrolments – additional capacity of 25% be permitted
- ii) 80-95% enrolments – additional capacity of 15% may be permitted

7.54

PM CARES for Children Scheme 2021

PM CARES for Children Scheme has been launched by the Prime Minister for taking care of children who lost both parents during the Covid pandemic. Such children who are issued “PM CARES Certificate” shall be eligible for admission in Polytechnic Institutions under Supernumerary quota. They shall be eligible for SWANATH Scholarship. Their shall be two supernumerary seats per course per institute.

Appendix-I

1.3 (a) Diploma/Under Graduate Engineering Entry level qualification 10+2 level

Sr. No.	Major Disciplines	Mandatory courses at 10+2 Level	Other relevant course(s) for this discipline
1	Aeronautical Engineering	Phy, Chem, Maths	NA
2	Agriculture Engineering**	Phy, Chem OR Agriculture stream	Maths/Biology/Biotechnology/Agriculture/ Agriculture stream
3	Architecture	As per Norms of Council of Architecture (CoA)	
4	Planning	Maths	For remaining two courses select any courses out of 14 [#]
5	Biotechnology**	Phy, Chem	Select any one from Bio/Biotechnology/Maths
6	Ceramic Engineering	Phy, Chem, Maths	NA
7	Civil Engineering	Phy, Chem, Maths	NA
8	Computer Science and Engineering	Phy, Maths	For remaining single course select any courses out of 14 [#]
9	Chemical Engineering	Phy, Chem, Maths	NA
10	Dairy Engineering	Phy, Chem, Maths	NA

For detailed table refer page number 90 of APH 2022-23



Appendix-I

Multiple Entry and Multiple Exit

1.10. Credit Framework for the movement from Professional/Vocational Education to Engineering & Technology

Sl. No.	Academic Level	Entry Qualifications at different levels.	Exiting Qualifications at different levels	NHEQF / NSQF level	Unified Credit Level (UCF)
1	10 th Std.		10 th Standard	Level 2	3.0
2	11 th Std. / 1 st year Diploma	10 th Completed	A candidate exits with 10+1 year of Diploma or equivalent with NHEQF/ NSQF level 3/ UCF level 3.5	Level 3	3.5
3	12 th Std. / 2 nd year Diploma	A candidate completing 10+1 year of Diploma or 11 th std or equivalent vocational with NHEQF / NSQF level 3/ UCF level 3.5	A candidate exits with 10+2 year of Diploma or equivalent with NHEQF/ NSQF level 4/ UCF level 4	Level 4	4.0
4	Final year Diploma	A candidate completing 10+2 year of Diploma or 12 th std or equivalent vocational with NHEQF / NSQF level 4/ UCF level 4	Diploma	Level 5	4.5

1.10. Credit Framework for the movement from Professional/Vocational Education to Engineering & Technology

Sl. No.	Academic Level	Entry Qualifications at different levels.	Exiting Qualifications at different levels	NHEQF / NSQF level	Unified Credit Level (UCF)
5	1 st year UG Degree	12 th Completed	Undergraduate Certificate	Level 5	4.5
6	2 nd year UG Degree	A candidate with Diploma in appropriate branch of Engineering /Equivalent Vocational or Technical Program with NHEQF level 5/UCF level 4.5 completed	Undergraduate Diploma	Level 6	5.0
7	3 rd year UG Degree	A candidate with 10+4/ 12+2 in appropriate domain with NSQF level 6/UCF level 5 completed	Bachelor of Vocational Education	Level 7	5.5
8	Final year UG Degree	A candidate with 3 years Bachelor degree in Vocational/B.Sc. in appropriate domain with NHEQF level 7/ UCF level 5.5 completed	B.E./B.Tech.	UG Engineering Degree	6.0

- At each entry, Institution/ University has to identify the educational gaps/ skill gaps and suitable bridge courses may be offered.
- To make the students employable after every exit, the skill component with progressive enhancement in skills in respective disciplines may be introduced in the curriculum right from the 1st year of the program by the concerned regulatory body/ University/ Technical Board, as the case may be

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Changes in Portal

AICTE Approval Process 2022-23

General

- Portal view re-designed to make it user-friendly
- Mandatory two account details to be filled over portal:
 - One should be of Trust / Society / Company
 - Other should be of Institute
- Mandate form shall be generated through portal and same is required to be uploaded after getting endorsed from respective bank
- Representative Details: At least two names / contact details of Principal and above should be provided as representative who will represent the Institute in case of Scrutiny / Re-scrutiny / EVC / SHC / SAC / etc.

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30-03-2022

APPROVAL PROCESS 2022-23



Login page for New User / Institute

New User Login Request Form

Your Request is of Type
New User Login Request

Is this a New Institute?	Is this a New University?	Name of Trust/Organization
Contact First Name	Contact Last Name	Contact Person's Designation
Street Address 1	Street Address 2	State
District	City	Pin Code
Contact Mobile # (10 digit)	Contact Email Address	Confirm Contact Email Address
<small>Please Enter Valid 10 Digit Mobile Number</small>	<small>Please Enter Valid Email Address.</small>	<small>Your Username and Password will be sent to this Email Address</small>
Security Question	Security Answer	Institute Type
Programme	PCI Id	Select Eligibility Condition as per APH Clause 1.1.e
		None

Kindly Save the Details before Proceeding further.

New user request form

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION
Nelson Mandela Marg, Vasant Kunj, New Delhi-110070

Mandate Form (For Institutes / Colleges)

S.N.	Status (Tick One)	For refund of Technical Education Regulatory (TER) Charges / Refund of Security Deposit	
1	Name of the Beneficiary Institute	SWAMI VIVEKANANDA INSTITUTE OF SCIENCE & TECHNOLOGY	
2	ID/PID of the Institute	AID: 1-9317944150	
3	Head of the Institute	Principal	
4	Name of the Head of the Institute	SONALI GHOSH	
5	Telephone No. and E-mail ID of the Head of the Institute	1234567890	abc@abc.com
6	Address of Communication	DAKSHIN GOBINDAPUR, P.S.- SONARPUR, KOLKATA-700145	
7	State	West Bengal	PIN : 700145
8	Name of the Trust/Society/Company	SWAMI VIVEKANANDA INSTITUTE OF SCIENCE & TECHNOLOGY	
9	Name of contact person of the Trust/Society/Company with Mobile No. & E-mail ID	ASHOK 9836216162	
10	PAN of the institute (enclosed the copy)	AAHTS2281C	
11	GSTN No.. if allotted	test	
12	Name of Bank	UNITED BANK OF INDIA	
13	Branch Name	test name	Br. Code : 234
14	Address of the Bank	test	
15	State	West Bengal	PIN : 111111
16	Telephone No. of the Bank	1111111111	
17	Name of the A/C holder (Institute / Trust)	test	
18	Account Type	Current Account	
19	Account Number (Full)	0143050012272	
20	Bank Branch IFSC Code	UTBI0GRA144	
21	Bank Branch MICR Code	11111	
22	Whether the Account is in the Name of Beneficiary Institute	Yes	
23	Whether the Account is Operational	Yes	
24	Whether the Account is a no-Frill Account	Yes	
25	Whether the Account is Joint Account (if yes give details)	No	

SAMPLE

Sample Portal Generated Bank Mandate form

It is declared that all information we have provided are true in all respect.

Signature of Account holder with Designation
Or Authorised Signatory With Institution Seal

Certified that the above details are verified on (date) _____

(Banker's Signature and Seal)

Date :

Place :

Institutes applying for only EoA

- Three step process to submit the application
 - Step 1: Questionnaire
 - Do you wish to Apply for 'Extension of Approval (EoA)'? Yes
 - Step 2: Institute
 - Fill / update the basic and requisite information about Organization
 - Step 3: Contact Details
 - Fill / update the contact details
- All other tabs shall be enabled and Institute may submit the application and make payment.



APPROVAL PROCESS 2022-23

All India Council for Technical Education
अखिल भारतीय तकनीकी शिक्षा परिषद

Home Reset Password New Query About View About Record Downloads Report(s)

1 2 3 4 Programmes & Courses 5 6 7 8 9 10 Save Edit

Programme Details

View all Programmes Validate Programme Child Program Remove Child 1 - 1 of 1

Fill / Update these 3 steps (for only EoA)

Submit and proceed for payment

Course Details

Refresh Convert Courses Check Faculty Count Add Child Course Remove Child 1 - 2 of 2

Edit/View Details	Course Unique Id	NBA Course Id	Programme	Level of course	Name of the Course	Accreditation Status	Approved Intake 202
	1-1355513673		MANAGEMENT	POST GRADUATE DIPLOMA	PGDM	ACCREDITED	180
	1-4791214532		MANAGEMENT	POST GRADUATE CERTIFICATE	PGCM	NOT APPLICABLE	60

TER / Security Deposit payment made easy

- Payment receipt shall be generated by the portal and forwarded to the registered email ID
- Payment confirmation time is reduced to 30 minutes
- Institute shall receive portal generated email for **Payment Successful / Payment Pending / Payment Failed status**
- Institute will be allowed to make **repayment only in case of Payment Failure**

TER / Security Deposit payment made easy

SAMPLE

All India Council for Technical Education
 (An Autonomous Organization, Under Ministry of Education, Govt. of India)
 Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: <https://www.aicte-india.org>



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TER Payment Receipt

Name of the Institution	TEST INSTITUTE		
Name of Parent Organization	JHJ		
Permanent Id	1-2059775821	Application Id	1-9317699251
Application Type	Extension-Expansion-Closure	Region	Western
State	Maharashtra	District	MUMBAI CITY
City/Village	Test	PIN Code	474009
Address	TEST NAGAR, TEST COLONY MAHARASHTRA		

Payment ID	Payment Mode	TPSL/ CCAvenue Transaction ID	Part Payment Amount	Total Amount	PO Date/ Transaction Date
1-10510266158	CIB (ICICI Only)	203458795	200000	500000	01/03/2022 12.45 PM
1-10512906198	ICICI PG	203458789	300000	500000	01/03/2022 01.05 PM

This is a System generated Report. No signature is required.

Online Scrutiny / Re-Scrutiny / EVC / SHC / SAC

- The various formats of Scrutiny / Re-scrutiny / EVC / SHC / SAC etc. are revised and **made easy for institutes / experts**
- One Institute – One format
- Institute applying for various categories will be scrutinized by **single committee – single form/format**





All – in – One Affidavit

- Institute shall **download portal generated common affidavit** as per application. The same should be printed on Non-Judicial Stamp Paper / E – Stamp Paper of Rs. 100/- and shall be uploaded over portal after duly Sworn before a First Class Judicial Magistrate or Notary or Oath Commissioner
- Portal will **generate a common affidavit** based on the application submitted by the Institute for various categories

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Namaste
Thanks