



MAHATMA GANDHI UNIVERSITY

Revised Format as per U.O. No. 2959/ACA1/2025/MGU, Dated : 28.03.2025

REPORT OF THE INSPECTION COMMISSION IN AFFILIATED COLLEGES FOR STARTING NEW COLLEGES/COURSES/PERIODICAL INSPECTION

1. Name & Address of the College/
Proposed college :
2. Educational Agency :
3. Type of college : Govt./Aided/Unaided
4. Year of establishment :
5. Courses
 - a. Existing :
 - b. New :
 - c. Is there approved
Syllabi and Scheme? :
 - d. Nearest College(s) with
their distances :
 - e. Whether the neighbouring
colleges conduct the proposed
course(s) :

FACILITIES

6. **LAND**
 - a. Area :
 - b. Survey No. :
 - c. Location :
 - d. Title deed No. :
 - e. Details of Possession Certificate
& non-encumbrance certificate :

- f. Whether the title deed is :
registered in the Name of the
Trust/Educational Agency

7. **BUILDING** (Attach approved plan)

- a. Are the area of class rooms :
and furniture adequate
(abstract from Annexure-1)

- b. Is the area and setup of the labs :
adequate? (Annexure I)

- c. Is the lab equipments adequate? :
(Annexure 2 & stock register)

- d. Library and reading Room
(Annexure 3 & Accession register)

Adequacy of Area :

No. of Titles :

No. of Volumes :

- e. Details of Hostel facilities

Men :

Women :

8. Play Ground

Area :

9. Teaching Staff :
(Annexures 4, Attendance & Aquittance)

10. Non-teaching Staff :
Annexures 5, Attendance & Aquittance)

11. **FEES**

Due

Remitted

- a. Financial Guarantee/
Course Affiliation Fee :

- b. Annual Administration Fee :

- c. Students Affiliation Fee :
- d. University Union Fee, :
Sports Affiliation Fee,
Students Welfare fund,
Students Insurance Premium
- e. Details of Fee remitted in respect :
of SC/ST students
- f. Arrears, if any :

12. **ADMISSION**

- a. Whether any complaints relating to :
admission is established
- b. Whether proper admission registers :
are maintained
- c. Whether rules of reservation are :
strictly followed in admission

13. Canteen, Stores and Student amenities :

14. **OTHERS**

- a. Any Disciplinary action taken against :
the college/Principal by the
University/Govt.
- b. Any legal issues pending? :
[regarding (a) above]
- c. Whether the college obeys all laws :
and instructions of the University?
- d. Date and Recommendation of :
last inspection
- e. Any other relevant matter :

15. Details of approval of Regulatory bodies :
If any.

16. Details regarding registration in Teachers' :
Portal and participation in C.V. Camps by
Teaching staff.
(to be furnished in the Proforma attached)

17. Report and Recommendation of the :
 Inspection Committee (Additional
 Papers may be attached, if needed)

18. To Filled by Aided Colleges who Conducts Self Financing Programme

Whether separate buildings exist for aided
 programs and self-financing programs :

Whether a dedicated library facility is
 available for self-financingPrograms :

Whether separate teaching/non-teaching
 faculty are assigned for aided and
 self-financing programs :

Whether independent laboratory facilities
 are available for self-financing programs :

Whether any facilities designated exclusively
 for aided programs are being used for
 self-financing programs :

Whether any complaints have been received
 against the college in previous years, and
 if so, whether they have been resolved :

Comments on the above if any :

Date :

Name and Signature of members :

