



shall be done 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.

14. The technical institution shall publish an information booklet before commencement of the academic year giving details regarding the institution and courses / programs 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. The mandatory disclosure information, as per directions in the AICTE website / Approval Process Handbook, shall be put on the Institution Website. The information shall be revised every year with updated information about all aspects of the institution.
15. 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.
16. If a technical Institution fails to disclose the information or suppress and / or misrepresent the information, appropriate action as per the notified regulations shall be initiated against the Institution.
17. AICTE may carry out random inspections round the year for verifying the status of the Institutions to ensure maintenance of norms and standards.
18. AICTE may also conduct inspections with or without notifying the dates to verify specific complaints, to verify adherence to AICTE norms & standards, and to verify any mis-representation, violation of norms & standards, mal-practices etc.
19. The Institution by virtue of the approval given by Council shall not automatically become claimant to any grant-in-aid from the Central or State Government.
20. In the event of a student / candidate withdrawing before the starting of the course, the wait listed candidates should be given admission against the vacant seat. The entire fee collected from the student, after a deduction of the processing fee of not more than Rs. 1000/- (Rupees one thousand only) shall be refunded and returned by the Institution / University/ Board of Technical Education (BTE)/ Board of Technical Education & Training (BTET)(as applicable) to the student / candidate withdrawing from the program. It would not be permissible for Institutions and Universities to retain the School / Institution Leaving Certificates in original to force retention of admitted students.
21. The Institute shall take appropriate measures for prevention of ragging in any form, in the light of AICTE regulation "Prevention and Prohibition of Ragging in Technical Institutions, Universities including Deemed to Universities imparting technical education" Regulation 2009 (F.No. 37-3/Legal/AICTE/2009 dated 01/07/2009). In case of failure to prevent the instances of ragging by the Institutions, the Council shall take appropriate action as per the notified regulations.

The Management of the Institute shall strictly follow further conditions as may be specified by the Council from time to time. The Council may withdraw the approval, in case it observe any violation of the above conditions and / or non-adherence to the norms and standards prescribed by the Council, mis-representation of facts and submitting factually in correct information to it.

**Prof. Alok Prakash Mittal**  
**Member Secretary, AICTE**

Copy to:

1. **The Regional Officer,**  
All India Council for Technical Education