



ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION
OPP.MAHAVIR HOSPITAL, MASABTANK, HYDERABAD - 500 028

APPLICATION FOR STARTING PRIVATE UN-AIDED LAW COLLEGE S FOR THE
ACADEMIC YEAR 2006-07

APSCHE, HYDERABAD	
Application No.....	
Date of Issue	
Issued to	

NOT TRANSFERABLE	

INSTRUCTIONS:-

1. The Educational Society / Trust which is proposing to start an Unaided Private law College is advised to read thoroughly the Guidelines booklet supplied along with this application before filling up the application form and do not leave any column unfilled.
2. If the information furnished against any item in the application form is found to be contradictory to the information furnished in any other item of the application, the application shall be summarily rejected. The application, which is not completely and properly filled in, shall also be rejected.
3. If the space provided against any item is found insufficient, a separate sheet may be used as annexure for furnishing all the details. The reference number of annexure shall be indicated against the relevant item.
4. Ensure that all the documents mentioned in the application form are enclosed.
5. The applicant is expected to furnish information against all columns in the form. However, if some of them are not relevant, write "NOT APPLICABLE " against such items.
6. The Educational Society/Trust has to produce the original documents whenever required by the authorities of A.P. State Council of Higher Education and the University concerned.

01. Details of Notification / Press Note as per which the present application is submitted
02. Details of D.D. through which prescribed application fee has been paid.
 - i. AMOUNT: Rs. 1,000/-
 - ii. D.D. No. & Date:
 - iii. Name of the Nationalised/ Scheduled Bank with code no. & Address
03. Details of D.D. for Rs.30,000/- towards registration, processing and inspection fee in the name of the Secretary, APSCH. (Enclose original DD to the first copy of the filled in application and Xerox copies of the DD to other sets of applications).
 - i. AMOUNT :Rs. 30,000/-
 - ii. D.D. No. & Date:
 - iii. Name of the Nationalised/ Scheduled Bank with code No. & address:
- Note: The Law College name and Society name should be mentioned on the reverse of every DD.**

SECTION - A (General Information)

04. a. Name and full postal address of the Society proposing to start the Law College along with STD code & telephone numbers :
- b. No., Date & Year of Registration of the Society :
- c. Brief history of Society along with constitution / bye-laws aims and objectives of the society, powers & duties of the Members (to be enclosed)
- d. Mention the relevant regulations in the bye-laws permitting the establishment and administration of a Law College.
- Name of the Secretary of the Society.
- Name and full postal address of the proposed Law College (D.No., street / location as per the own building document. :
05. The details of the Educational Institutions, if any, managed by the same Society with the years of establishment. :
06. Approximate population of the State and the area where the law college is proposed to be started :

07. Is there at least a District Court or Addl. District Court at the place of proposed Law College. If so how far the nearest said court is located. :
08. Number of Degree Post-graduate except professional colleges) in the area. :
09. Number of Law Colleges, if any, in the area and their names and total number of students as also the total number of Law Colleges in the state. :
10. Briefly state the necessity for starting a Law College by you in that area, in view of the existing Law Colleges in the area and in the state. :
11. Whether the management is willing to fulfill the required condition for offering both 5 year and 3 year Law Courses in the proposed Law College as per the norms of APSCHE, University concerned and Bar Council of India. :
12. What are the proposed working hours of the college? :

SECTION - B (Financial information)

13. Details of the initial financial resources of Rs.5.00 lakhs paid (Enclose the Xerox copy(ies) of the FDR for six months). :
FDR No. & Date
Amount:
Name of the Issuing
Bank & Branch
14. Financial position of the organization, managing the institution (give details of the assets including land, building, Bank deposits and other investments) :

SECTION - D (Land)

16. The details of own land in the name of Society for the proposed Law College. (Copies of the registered sale deed or gift deed documents may be enclosed). **Leased land will not be considered.** :
Survey No. :
Place :
District :
Extent of land for
proposed Law College:

17. Whether the Sketch plan of the land drawn by a licensed surveyor giving dimensions and details of Survey / Patta numbers, Name of the Place, Dist., etc. certified by concerned MRO is enclosed? : Yes / No

18. Distance of the land from the proposed college : :

SECTION - E (Building)

19. (i). Building No. and locality in which the proposed Law College is to be established? :

(ii). Total carpet area of the building :

(iii) Details and description of each room with its measurements shall be furnished separately as per the following proforma

Sl. No.	Building Door No. / Floor	Room No.	Carpet area (in sq.ft.)
1.			
2.			
3.			
4.			
5.			

Note: Room no.s and total carpet area mentioned here shall be reflected in the approved building plan

iv. Whether the latest photograph of the building in which the College will be located certified by the Principal of near by Government Degree College is enclosed? : Yes / No

v. Whether a Xerox copy of the sanitary certificate from the Municipal Health Officer or Medical Officer of the Primary Health Centre in respect of accommodation is enclosed? : Yes / No

vi. Whether the building is completed to start the proposed Law College? : Yes / No

20. Whether the proposed building is owned by the Society for the proposed Law College? (Registered document showing the title of the ownership in the Name of the Society / College may be enclosed) : Yes / No
21. Whether letter of Permission(s) from Municipality / Corporation / Gram Panchayat for constructed own building is enclosed along with plan(s). : Yes / No
22. Whether the plan of the building drawn to scale by licensed architect and also certified by the Principal of a near by Government Degree College after physical verification is enclosed? : Yes / No
23. Utilization pattern of building accommodation for both 3 year and 5 years LLB Courses in the 1st year of establishment.

Sl. No.	Description	No. of Rooms	Required size of the each room in sft	Carpet area provided	Room numbers as indicated in the building plan	
1.	Class rooms	2	800 *2 (1600)			
2.	Library room	1	800			
3.	Principal room	1	200			
4.	Staff room	1	400			
5.	Ladies waiting room	1	200			
6.	Common hall	1	400			
7.	Office room	1	300			
8.	Games room	1	200			
9.	Toilets	1	200			
Total		10	4300			

Note: The management should provide remaining 6 classrooms of 800 sft each, Reading room (800 sft) and Moot Court hall with carpet area of 1600 sft in the next year of its establishment.

24. Any other information, which is not covered by this questionnaire and the applicant feels essential and relevant. :

ENCLOSURES:

i. Registration of the application form:

- a. Crossed D.D. for Rs. 30,000/- towards registration : Yes / No
processing and inspection fee If Yes, Page No.
- b. Constitution and Bye-laws of the Educational Society : Yes / No
along with a copy of the certificate of Registration If Yes, Page No.
under Societies Act

ii. Land

- c. A sketch plan of the land drawn by a licensed : Yes / No
surveyor and certified by the concerned MRO If Yes, Page No.
together with registration document as evidence in
support of ownership of the land.

iii. Accommodation

- d. A copy of the Registered document showing : Yes / No
ownership of the Law College buildings If Yes, Page No.
- e. A plan of the above Building drawn to scale by : Yes / No
licensed architect (earmarked for the Law Course to If Yes, Page No.
be started) showing the location of each room duly
numbered, its dimensions and the use it is proposed
to be put to and duly certified by the Principal of a
near by Govt. Degree College.
- f. Copy(ies) of the orders permitting the construction of : Yes / No.
College building(s) by the corporation / Municipality If Yes, Page No.
/ Gram Panchayat along with the certified plan.
- h. Copies of the FD receipts for Rs.5.00 lakhs taken : Yes / No
towards financial resources for starting Law College. If Yes, Page No

ANNEXURE - I

The Society / Law College has to enclose a letter in the following format from the manager of the Nationalized Bank which has issued the FDR (Letter head and seal of the Bank is to be used)

To
The Secretary
APSCHE
HYDERABAD

Sir,

Sub: Details of FDR issued to the Secretary/Correspondent _____
(Name of the College, Place) towards payment of Corpus Fund - Utilization of interest
- Reg.

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1. A fixed deposit receipt bearing the number _____ and Dt: _____ for Rs.10.00 Lakhs (Rupees ten Lakhs only) for a period of ten years in the joint account of the Secretary / Correspondent of _____ and the Secretary, APSCHE Hyderabad
(College)
has been issued by this bank against the remittance of the said amount accompanied by an application to this effect signed jointly by the Secretary/Correspondent of the Society and the Secretary, APSCHE Hyderabad mentioned above.
2. This FDR is issued towards the payment of Corpus Fund for starting the proposed Law College in _____ for the academic year ----- and this purpose is reflected on the FDR
3. The interest that will accrue after three years on the said FDR shall be paid to the Secretary / Correspondent of the above mentioned Society/college after receiving the necessary orders from the Secretary, APSCHE Hyderabad.
4. This FDR No _____Dt: _____ shall be operated jointly by the Secretary / Correspondent of the above mentioned society/Law College and the Secretary, APSCHE Hyderabad _____

Place:

Date:

SIGNATURE

Name:

Designation:

(Seal of the Bank)