



**GRANT OF RECOGNITION TO CONDUCT
M.PHIL./PH.D. RESEARCH PROGRAMMES**

FORMAT OF THE INSPECTION COMMISSION REPORT

1.	Name and Address of the College	:	
	Phone No:		Fax No:
	Website:		E.Mail:
2.	Date and Time of Inspection	:	
3.	Department under Consideration by	:	
4.	The Inspection Commission granting Recognition (Subject)	:	
5.	Details of PG courses offered in the Department:		
	Name of the Courses	Year of Starting	Sanctioned Strength
6.	Course/Programme for which recognition is required: (Please indicate Yes/No in the columns)		
	Discipline	M.Phil.	Ph.D
		F.T. / P.T.	F.T. / P.T.
7.	Total Number of rooms available for Research	:	
	Programme under consideration	:	
8.	Details of furniture available for the use of Research Scholars	:	

9.	Sufficiency of Fan and Lighting facilities	:	
10.	Details of Laboratory facilities for Research Programmes:		
	(a). Physical Dimensions		
	Name of the Laboratory	Dimensions (Sq.Mtr.)	Equipments Available
	(b). Sharing of Laboratory facilities		
	Name of the Laboratory		
	S.No.	With whom sharing is done	Nature of Sharing
	(c). Whether the Laboratories being used for UG and PG courses are to be shared for Research Programme	:	Yes / No
	If yes, details of the time allotted for research activities (Please enclose the Laboratory time table)	:	
11.	Laboratory for Teaching Pedagogy		
	Availability of Pedagogical instruments:		
	(i) LCD Projector		
	(ii) Audio, Video and other Visual Equipments		
	(iii) Video Camera (to record and replay micro teaching)		
	(iv) Video conferencing facilities		
	(v) Audio, Video and other Visual equipments		
12.	Library facility		

13. Overall assessment and specific recommendations regarding Recognition in respect of each discipline:

14. Name and signature of the members of the inspection commission:

Sl. No.	Name, Designation and Address	Signature
1.		
2.		
3.		
4.		
5.		

Place:

Date:

ENCLOSURES TO BE ATTACHED WITH INSPECTION COMMISSION REPORT FOR
RECOGNITION TO THE DEPARTMENT TO CONDUCT RESEARCH PROGRAMMES
(M.Phil./Ph.D) IN THE FOLLOWING ANNEXURE

S.No.	PARTICULARS	ANNEXURE	Page No.
1.	Photo copy of the Principal's Qualification approval order issued by the University. (State the reason if not enclosed)	Annexure-1	
2.	Appointment order, joining report and certificates related to qualification approval. (State the reason if not enclosed)	Annexure-2	
3.	Photo copy of recognition orders issued by the university in previous years.	Annexure-3	
4.	Full minutes of the College Committee / Governing Council to start new research courses.	Annexure-4	
5.	List of Existing Courses and additional sections	Annexure-5	
6.	List of eligible guides with their qualifications and date of guideship order issued by the University. (if any)	Annexure-6	
7.	Workload for each Staff - Department wise -New courses for which fresh affiliation is sought	Annexure-7	
8.	Approved Building sketch plan of the entire college - Existing courses	Annexure-8	
9.	Approved Building Sketch plan of research classrooms, labs and Library - (Shaded)	Annexure-9	
10.	PHOTOS of Computer Labs for researchers showing the inner arrangements of the labs	Annexure-10	
11.	Photo copy of Bills and payment receipts for the purchase of Furniture- for researchers Scholars for the current academic year.	Annexure-11	
12.	PHOTOS of Labs showing the inner arrangements of the labs- for researchers Scholars.	Annexure-12	
13.	List of equipments for researcher courses with photo copy of Bills and payment receipts for the current academic year.	Annexure-13	
14.	List of equipments to be added for researchers	Annexure-14	
15.	List of Chemicals for researcher courses with photo copy of payment acknowledgment for the current academic year.	Annexure-15	
16.	List of Chemicals for researcher courses	Annexure-16	
17.	List of Computers & Accessories for Existing Course	Annexure-17	
18.	List of Computers, Accessories & softwares purchased for researcher courses for the current academic year.	Annexure-18	
19.	Photo copy of Bills and payment receipts for the purchase of Computers, Accessories & softwares for researcher courses for the current academic year.	Annexure-19	
20.	Proof of Internet facilities with advanced systems available for Researchers.	Annexure-20	
21.	List of books for researcher courses	Annexure-21	
22.	Photo copy of Bills and Receipts for the purchase of books to be added for researcher courses for the current academic year	Annexure-22	
23.	List of Journals for researcher courses.	Annexure-23	
24.	Photo copy of Bills and payment receipts for the purchase of Journals to be added for researcher courses for the current academic year.	Annexure-24	

All the ANNEXURE should be attested by the Secretary/Principal of the college.