



Dr. NTR UNIVERSITY OF HEALTH SCIENCES: A.P: VIJAYAWADA-520 008

Lr. No. 466/A4/B.Sc(N)/2020

Dt: 23-04-2021

To

The Principals of all affiliated Nursing Colleges in the State of A.P.

Sir / Madam,

Sub: Dr.NTR UHS – Academic – Submission of proposals for granting of Inspection / Affiliation of Nursing Courses for the academic year **2021-22** – Schedule – Intimation – Reg.

Ref : 1. This University's Academic Calendar for the year 2021
2. Orders of the Vice-Chancellor, dt: 23-04-2021

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I am by direction, herewith furnishing the **SCHEDULE** to be followed by the colleges offering Nursing courses for the academic year **2021-22** so as to apply for **INSPECTION / AFFILIATION** by remitting the requisite fee for each course to Dr.NTR University of Health Sciences, Vijayawada through NEFT / RTGS/ACCOUNT TRANSFER and to enclose the receipt of the payment along with proposals.

University Online Account details:

Entity Name	Registrar, Dr. NTR University of Health Sciences, Vijayawada.
Account allotted to	Academic Wing
Payment Mode	NEFT/RTGS/ACCOUNT TRANSFER
Beneficiary Name	CSR
Beneficiary Bank Name	Union Bank of India
Branch where account is held	Ring Road, Vijayawada
Bank Account Number	013410100112676
RTGS IFS Code	UBIN0801348
MICR Code	520026032

It is informed that the application for **INSPECTION** or **AFFILIATION** shall be submitted along with details of Physical facilities, teaching faculty, clinical permissions from the concerned hospitals as per G.O. and statutes of the University for Nursing courses, and necessary enclosures with the following details. If the enclosures are not submitted to the University along with proposals, the affiliation will not be granted by the University. Further, it is informed that the Principal's signature along with official seal is must on every page submitted by the College.



I. FEE PARTICULARS :

Course	Inspection fee + GST 18% (for Certificate of Registration for new colleges and affiliation) ₹	Affiliation fee for existing colleges + GST 18% ₹	Certificate of Registration fee for new colleges ₹	Affiliation fee for new colleges + GST 18% ₹	Last date for applying for Inspection and continuation of affiliation by the existing colleges
P.B.B.Sc.(N) 2YD	25,000/- + GST 18%	1,00,000/- + GST 18%	50,000/- + GST 18%	2,00,000/- + GST 18%	On or before 12-05-2021
B.Sc (N) 4 YD	25,000/- + GST 18%	1,00,000/- + GST 18%	50,000/- + GST 18%	2,00,000/- + GST 18%	
M.Sc (N)	25,000/- for each speciality + GST 18%	75,000/- for each speciality + GST 18%	50,000/- + GST 18%	75,000/- for each speciality + GST 18%	

- To pay the 18% of GST as per Government norms on inspection fee, affiliation fee as mentioned in the above statement.
- The colleges where 1st batch of students completes the course, have to apply for continuation of affiliation by paying requisite affiliation fee as stated above.
- To pay the University Inspection/Affiliation requisite fee through NEFT / RTGS / ACCOUNT TRANSFER and to enclose the receipt of the payment along with proposals for both Under Graduate [B.Sc(N) & P.B.B.Sc(N)] and Post Graduate [M.Sc (N)] courses who have offering the both courses and also mention the details of fee on the letter submitted by the college.
- Government Colleges are exempted for payment of Inspection fee and Affiliation fee, however, the colleges shall apply for Inspection / Affiliation every academic year in the prescribed proforma as per Statutes.

II. STAFF PARTICULARS

- The college should have the following staffing pattern as detailed below :

Sl No	Course	Professor cum Principal with 5 years teaching experience	Professor cum Vice-Principal with 5 years teaching experience	Professors with 5 years teaching experience	Associate Professor with 3 years teaching experience	Assistant Professor/ Lecturer	Tutor with 1 year teaching experience
1	B.Sc (N) 40-60 Students	1	1	---	2	3	10-18
2	B.Sc (N) 61-100 Students	1	1	1	4	6	19-28
3	P.B.B.Sc(N) 20-60 Students [In addition to B.Sc(N) faculty]	----	----	----	----	2	2-10
4	M.Sc (N) 10-25 Students [In addition to B.Sc(N) faculty]	----	----	1	1	3	----
As per norms staff should be 1:10 teacher student ratio per speciality in M.Sc (N) if B.Sc (N) is also offered by the institution.							



- b. List of existing Teaching staff particulars of all the department wise including Principal, Vice-Principal, Professors, Associate Professors, Assistant Professors and Tutors are to be submitted in the proforma duly signed by the Principal with undertaking and office seal.
- c. The Principals of all the Affiliated Nursing Colleges are requested to furnish the Teaching Faculty List in the attached Excel File and send the same file with filled data on or before 12-05-2021 by email drntruhsacademic@gmail.com
- d. The Principals are also requested to send a hard copy of the faculty list by taking a printout of the data submitted and send the same duly signed by the Principal along with proposals.
- e. For new recruited staff to submit specialty wise completely filled in Faculty ID forms with the latest color Photo of the concerned faculty along with the following necessary enclosures :
 1. Copy of Appointment orders.
 2. Copy of Joining reports.
 3. Attested copies of qualifications (Xerox copies of the original degree certificate, etc.,).
 4. Registration copies of Nursing Council.
 5. Other relevant documents.
- f. Teaching faculty of one college should not work/teach in another college (s). Hence, the Principals of the colleges are directed to inform the same to the faculty members of the concerned college and if any found action will be initiated by the University and such type of the faculty should not be considered as faculty in any affiliated college.

THE SUBMISSION OF ABOVE DOCUMENTS ARE MANDATORY FOR GRANTING OF AFFILIATION BY THE UNIVERSITY.

- g. Only one faculty list for both courses in the same college, to be submitted as a single proposal with course wise who have both UG and PG courses as the faculty are same as per INC, New Delhi staffing pattern.
- h. To submit the same faculty list which was submitted to the INC, New Delhi and APNMC, Vijayawada.

- Note:-**
1. University will conduct combined inspection with APNMC as per the earlier terms and conditions which was already communicated.
 2. There is no need to submit faculty ID forms of the existing staff but the Principal has to submit list of staff as stated above and an undertaking that the staff are recruited and are available in the college as per the Nursing Statutes.

III. PERMISSION LETTERS

- a. Renewal/Permission letter from INC, New Delhi course wise i.e. M.Sc (N), B.Sc (N) and Post Basic B.Sc (N) for the academic year 2021-22.
- b. The colleges who have already applied for enhancement of seats and awaiting orders from INC, New Delhi/Government of A.P should also apply to University for inspection for enhancement of seats along with continuation of affiliation as per rules.
- c. However, affiliation for enhancement of seats / renewal of permission for M.Sc (N), B.Sc (N) and Post Basic B.Sc. Nursing courses will be considered only after receipt of letter of permission from Indian Nursing Council / Government of A.P/ APNMC, Vijayawada.
- d. Each institute should be running at the address permitted by the Government only. If any college wishes to shift the college to new premises, they should obtain Government / INC permission and submit the same to the University. Shifting of college premises in between the academic year and without University /Government/



INC/APNMC permission will not be entertained. As per INC norms, shifting of college to new premises / change of location (district / town/city/village) is considered as new proposals by following due procedure as per rules.

- e. If any change in the name of Society of the college, they should obtain Government / INC/ APNMC permission and to submit the same to the University.
- f. Renewal/Permission letter from APNMC, Vijayawada for the academic year 2021-22.

IV. CLINICAL TRAINING TO THE STUDENTS

- a. Course wise latest Clinical Permission letters as per G.O. **in original** from the concerned hospitals regarding clinical training of the students should be submitted along with affiliation proposals.
 - b. Government permission is necessary for changes of affiliated hospitals for clinical training.
 - c. **If any college has failed to submit the latest clinical permission letters from the concerned Hospitals as per G.O., the affiliation will not be granted.**
- V. To submit NOC from Digital Library, Dr. NTR UHS for the academic year 2021-22.
- VI. To submit TA / DA bills of inspection committee for reimbursement within three months; if any, as per rules.

VII. GENERAL INFORMATION

The University shall have the right to conduct an enquiry or appoint an enquiry committee if there are substantial allegations (or) irregularities in administrative, financial (or) academic nature, against the colleges.

Further, it is to inform that the University has granted conditional affiliation to certain colleges by informing the deficiencies and also stated to submit the compliance with documentary evidences within four months regarding rectification of the deficiencies for the academic year 2020-21 along with proposal, failing which the provisional affiliation will not be granted for the academic year 2021-22.

Therefore, if the application received after the last date i.e., 12-05-2021 for granting of affiliation will not be considered by the University for the academic year 2021-22. Hence to submit the Applications/Proposals along with relevant documents with inspection and affiliation fee as stated above for granting of affiliation for the academic year 2021-22 within the date.

Encl : Excel sheet Proforma

Yours faithfully,
Sd/- REGISTRAR

// ATTESTED //


JOINT REGISTRAR (ACADEMIC) 24/4/2021

- Copy to
- The Registrar, APNMC, Vijayawada
 - " The Finance Officer, Dr. NTR UHS, Vijayawada
 - " The Deputy Registrars (UG & PG Admissions), Dr. NTR UHS, Vijayawada
 - " The PS to Vice – Chancellor / PA to Registrar, Dr. NTR UHS, Vijayawada
 - " The Senior System Analyst --- with a request to upload the same in the University Website.