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अखिल भारतीय तकनीकी शिक्षा परिषद्
ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

(भारत सरकार का एक सांविधिक संस्थान) (A STATUTORY BODY OF THE GOVERNMENT OF INDIA)
EASTERN REGIONAL OFFICE

LETTER OF EXTENSION OF APPROVAL/INCREASE IN INTAKE

F. No. 750-72-010(E)/ET/95/560

11540

Dated - 07.07.2008

To
The Principal Secretary,
Education Department,
Government of Assam,
Dispur, Guwahati - 781 006, Assam

M. M. S. S.
21/4
Secretary
Jyoti-Chitran Society
(Film Studio) Society
Kahilipara, Guwahati-19

Sub: Extension/Introduction of additional Course(s)/Variation in Intake of AICTE approval to **Jyoti Chitran Film and Television Institute, Kahilipara, Guwahati 781 019, Assam** for conduct of Diploma Course(s) in Engineering & Technology.

Sir,

Based on recommendations of the State Level Committee vide letter no. TE(P)Scheme-04/2008/3142 dated 27.06.2008 and considering the reports of Expert Committee, All India Council for Technical Education (AICTE), is pleased to accord approval to Jyoti Chitran Film and Television Institute, Kahilipara, Guwahati 781 019, Assam Extension of approval / Introduction of new course(s) / Variation in Intake, as applicable for Diploma Engineering & Technology with annual intake of each course(s) as given below:

Approved Course(s)	Entry Level	Duration	Existing Intake	Revised Intake	Period of approval
Audiography & Sound Engineering	10+	3 yrs.	11	11	2008-2011
Film & Video Editing	10+	3 yrs.	11	11	2008-2011
Motion Picture Photography	10+	3 yrs.	11	11	2008-2011
Total			33	33	

This approval has been accorded subject to fulfillment of Norms & Standards of the Council for the Course(s) and Intake approved above.

Further, the observation and specific conditions (if any) of the Expert Committee are enclosed in this letter. The Institution shall fulfill all the conditions without any delay. Non-fulfillment shall lead to withdrawal of approval.

The approval accorded above is subject to fulfillment of the following conditions:

1. All full time faculty members as per AICTE norms must be recruited before making admissions. Admissions shall be made through the Central Counseling by the State/Central Govt. only.
2. All the required Laboratories/Workshops/Machineries/Equipment, as per approved syllabi of the concerned Technical Education Board, must be operational before making admissions.
3. If, this letter of approval is received by you after the closing date of State/National Level Central Counseling for admissions in the concerned State/Union Territory, this letter of approval will not be valid for making any admission during the above specified academic year.
4. No excess admission shall be made by the Institution during any academic year.
5. The approval is valid only for the academic year as mentioned in the above table. If, no further extension of AICTE approval is received beyond the academic year this approval letter will not be valid for making any admission for the subsequent years.
6. Name of the Institution, Name of the Trust/Society is not allowed to change without prior approval of AICTE. The name and title of the Institution should be such that "the emblems and Names (Prevention of improper use) Act (1950)" of Government of India is not violated in any manner.
7. In exercise of power conferred under 10(P) of the AICTE Act, AICTE may inspect the Institution any time it may deem fit to verify the progress/compliance of AICTE norms or for any other purpose.
8. Any other condition(s) as may be specified by AICTE from time to time.

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Secretary
Jyoti-Chitraban
(Film Studio) Society
Chilipara, Guwahati-19

No Technical Institution of Government, Government aided or private (self financing) shall conduct courses or programmes in technical education and no new course or programme shall be introduced and no increase and/or variation of intake in the existing courses/programmes shall be effected at all levels in the fields of 'Technical Education' without obtaining prior approval of the Council.

Procedure of Extension of approval to existing Institutions:

- a) The AICTE approved technical Institutions shall submit a Compliance Report in the prescribed format (the same format as applicable for Degree level Institutions available on our website www.aicte.ernet.in may be used) alongwith Mandatory Disclosure information to the concerned Director of Technical Education of the concerned State Govt./UT and a copy to the concerned Regional Office of AICTE by 31st August every year.
- b) The Institution shall also submit an undertaking in the prescribed format stating that the information provided in the Compliance Report is factual and correct and that the Council can take appropriate action, including withdrawal of approval, if it is found the information provided in the Compliance Report is false.

1. a) The Compliance Report shall be placed before the State Level Committee comprising:

- i) Secretary of Higher Education/Technical Education of the concerned State/UT/or his Nominee not below to level of Professor/Director/VC of a University. : Chairman
- ii) Regional Officer of AICTE or AICTE representative not below the rank of Deputy Director/Reader or equivalent. : Member
- iii) Two (2) Subject Experts to be nominated by the State Govt./UT Administration from within the State/UT or outside the State/UT. : Member
- iv) Director of Technical Education/State Board of Technical Education of the concerned State/UT. : Member Secretary

2. a) Based on the recommendations of the State Level Committee the Regional Officer of AICTE shall issue letter of extension of approval/rejection letter.

b) In those cases where extension of approval is denied for non-fulfillment of Norms and Standards and conditions as may be stipulated by the council, grounds of denial shall be communicated to the Institution.

3. In case Extension of approval is not granted, the Institution can make an appeal with documentary evidence to substantiate the claims made and th appeal shall be heard by the following Committee (Appellate):

- The Chairman of the AICTE Regional Committee as Chairman.
- Two members not below the rank of Professor to be nominated by the Chairman AICTE as members.
- Director of Technical Education of the State Govt./UT as member.
- Regional Officer of AICTE as Convener.

Based on the Recommendations of the Appellate Committee letter of extension rejection shall be issued by the Regional Officer of AICTE on behalf of the Council.

4. Random visit may be organized by the Director of Technical Education through Expert Committee any time for verifying the status of maintenance of Norms & Standards by the Institutions.

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(Film Studio) Society
Kahilipara, Guwahati-19

The Expert/Visiting Committee shall comprise of the following members:

- Three Expert members not below the level of Associate Professor/Reader.
 - Regional Officer of the AICTE, or a AICTE representative not below the rank of Dy. Director/Reader or equivalent.
 - Director of Technical Education of the concerned State Govt./UT or his nominee not below the rank of JT/Dy. Director level as Convener.
5. a) The Technical Institutions shall publish an information booklet before commencement of the academic year giving details regarding the Institution and courses/programmes being conducted and details of infrastructural facilities including faculty etc. in the form of Mandatory Disclosure. The information booklet shall be made available to the stakeholders of the Technical Education on cost bases. The Institution booklet shall be revised every year incorporating latest information on all aspects of the Institution.
- b) It shall be mandatory for the Technical Institutions to maintain a website providing the prescribed information. The website information must be continuously updated as and when changes take place.
- c) If a Technical Institution fails to disclose the information or suppress and/or misrepresent the information, appropriate action including withdrawn of AICTE approval could be initiated.

Procedure for Introduction of new courses or programmes and/or for Variation/Increase in Intake capacity of the existing courses.

Stage – I Submission of Proposal

The AICTE approved Technical Institutions may submit a proposal for grant of approval for Introduction of new course(s) or programmes and or Increase/Variation in Intake capacity, in the prescribed format (the same format as applicable for Degree level Institutions available on our website www.aicte.ernet.in may be used) alongwith the following documents to concerned Director of Technical Education of the State Govt./UT and a copy of the Regional Office of AICTE.

- A copy of the Compliance Report alongwith Mandatory Disclosure.
- Detailed Project Report (DPR) alongwith relevant documents.

State – II Verification of the Proposal

- The Proposal shall be scrutinized by a Committee comprising experts including Regional Officer of AICTE as members and Director of Technical Education or his nominee as Convener.
- Deficiencies if any, shall be communicated by the Director of Technical Education of the concerned State/UT intimation under intimation to the Regional Office of AICTE to the applicant Institution.

State – III Evaluation of Proposal

The proposal shall thereafter be considered by the State Level Committee whose composition is as mentioned above.

- Based on the recommendations of the State Level Committee, the Regional Officer of AICTE shall issue a letter of approval/rejection for introduction of new courses/programmes and/or Variation in Intake capacity.
- The approval accorded by the AICTE shall be valid for two years from the date of issue of letter of approval. It shall be the responsibility of the applicant Institutions to obtain necessary permission/affiliation for admission of students from the concerned admission Authority/State Govt./UT/Board during the validity of the period of approval. Incase the Institution fails to start the approved programmes during the validity conditions as may be stipulated by the Council, grounds of denial shall be communicated to the concerned Institutions.
- Incase approval for introduction of new course(s)/programme(s) and/or Increase/Variation in Intake capacity is not granted, the applicant Institutions can make an appeal with documentary evidence to substantiate the claims made and the appeal shall be heard by the Appellate Committee whose composition is as mentioned above.

Based on recommendations of the Appellate Committee the Regional Officer of AICTE shall issue letter of approval/rejection for introduction of new course(s)/programme(s) and/or Increase/Variation in Intake capacity.

Cases where approval is denied on the recommendations of the Appellate Committee grounds of denial shall be communicated to the concerned Applicant Institution.

Incuse the proposal is rejected based on the recommendations of the Appellate Committee, the Applicant Society/Trust shall make a fresh proposal.

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Secretary
Jyoti-Chitraban
(Film Studio) Society
Kahilipara, Guwahati-19
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In case of Govt./Govt. aided Institutions introduction of any additional course shall be subject to the fulfillment of the conditions mentioned below:

1. Submission of Undertaking from Secretary Technical Education/Director of Technical Education of the State Govt./or any other Authorized Govt. Official stating that the said programme shall not be run on self-financing basis.
2. Letter from the Secretary, Technical Education/Vice-Chancellor/UGC/Funding agency, regarding the budgetary provision made and posts sanctioned for the said programme.
3. Letter from the Vice-Chancellor/Secretary, Director of Technical Education about the provision made for faculty.
4. Letter from the Vice-Chancellor/Secretary, Technical Education about the provision made for the operational funds required for the said Diploma programme.

It may please be noted that the AICTE had issued interim policy regulations, which has been notified in the Gazette of India on November 28, 2005. All the provisions contained in the interim policy regulations shall be applicable for all the AICTE approved Institutions.

In the event of infringement/contravention of non-compliance of the above Conditions and/or the provision of AICTE Act & Regulations/Guidelines/Norms and Standards as prescribed by AICTE, further actions leading to "Reduced Intake, no admission or withdrawal of approval" may be take by AICTE and the liability arising out of such actions will be solely of the Management of the Institutions.

Copy to:

The Director of Technical Education,
Government of Assam, Dispur, Guwahati – 781 006, Assam

(He is requested to closely monitor the compliance of Norms and Standards stipulated by the AICTE and keep this Regional Office and the AICTE informed of the same.)

✓ The Principal/Director,
Jyoti Chitraban Film and Television Institute,
Kahilipara, Guwahati 781 019, Assam

(A request to fulfill the deficiencies as annexed (if any) to this letter and submit the Compliance Report by 31st August every year to the Director of Technical Education of concerned State Govt./UT and a copy this Regional Office).

The Advisor (E&T),
AICTE, 7th floor, Chandra Lok Building, Janpath, New Delhi – 110 001.

Deficiencies/Suggestions/Improvements are as follows:

NIL

Yours Sincerely,


(Shrom Dalal)
Regional Officer