



All India Council for Technical Education
 (A Statutory body under Ministry of HRD, Govt. of India)
 7th Floor, Chandralok Building, Janpath, New Delhi- 110 001
 PHONE: 23724151/52/53/54/55/56/57 FAX: 011-23724183 www.aicte-India.org

Guidelines on submission of documents along with print copy of application/s for approvals

- Setting up new Technical Campus / Converting Existing Technical Institutions into a Technical Campus /Adding new Technical Program/s

Refer annexure 17.

Ensure that all copies are in A4 size only (Land documents/building drawing may be up to A0 sizes)
Ensure that all copies are attested.

Please number all copies of documents as given below,

Your Regional office code	Your Application Id	Annexure Number	Sr number as in annexure 17	Page number (3 digits)
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e.g. consider numbering an affidavit (comprising of 2 pages), which is sr. no. 2 in annexure 17.1,

WRO	1-11234567	17.10	02	001
WRO	1-11234567	17.10	02	002

The number so generated **WRO1-1123456717.1002001** should be written on top of each page with bold pen as shown below

W	R	O	1	-	1	1	2	3	4	5	6	7	1	7	.	1	0	0	2	0	0	1
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Please do not bind or staple, as all pages are going to be scanned. All pages should be knotted on the left hand top corner as shown below. This set of knotted documents should be submitted in a "Flap Folder".



Application Report - Part1

Application Status: Submitted to RO

***Note :- All the Dates in the Report are in mm/dd/yyyy format

Provide index page on top of set of documents as follows,

Region - WRO		Application ID : 1-11234567	
Annexure Number	Sr number as in annexure 17 (2 digits)of documents which are being submitted now	Page number (3 digits)	
From	To		
17.10	02	001	002
17.10	03	001	005

Guidelines on submission of documents along with print copy of application/s for approvals

- 2
- § Extension of approval to existing Technical Institution / Technical Campus
 - § Increase / reduction in intake in existing courses
 - § Adding course/s in existing program
 - § Closure of program / course
 - § Mandatory provision of supernumerary seats for TFW
 - § Introducing / continuing / discontinuing supernumerary seats for PIO
 - § Introducing / continuing / discontinuing seats for sons/daughters of NRIs
 - § Change of name of the Institute
 - § Conversion of Women's Institution into Co-Ed Institution
 - § Introducing a Foreign Collaboration with an AICTE approved Indian Institution

Refer annexure 18.

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Ensure that all copies are attested.

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e.g. consider numbering an affidavit (comprising of 2 pages), which is sr. no. 2 in annexure 18.1,

WRO	1-11234567	18.10	02	001
WRO	1-11234567	18.10	02	002

The number so generated **WRO1-1123456718.1002001** should be written on top of each page with bold pen as shown below,

W	R	O	1	-	1	1	2	3	4	5	6	7	1	8	.	1	0	0	2	0	0	1
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Application Report - Part1

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Annexure Number	Sr number as in annexure 18 (2 digits)of documents which are being submitted now	Page number (3 digits)	
From	To		
18.10	02	001	002
18.10	03	001	005

Regional Office codes :

Eastern	ERO		North-West	NWR		South Central	SCR		South-West	SWR
Northern	NRO		Central	CRO		Guwahati Camp Office	ERO		Southern	SRO
Western	WRO									

Important Note for Payments:

- a "It has been observed that some of the institutions applying to AICTE for the approval process for year 2011-2012 are submitting hand filled, over written payment slips (challan) along with the Cheque / Payorder at the collecting bank branches. We wish to reiterate that payment is to be deposited strictly as per Payment process explained in User manual uploaded on this website. AICTE shall not be able to update any such payment record as hand filled challan shall not have the corresponding Institution details at AICTE end for payment status updation, which will affect institution approval process.
- b Institutions which do not follow the AICTE guidelines shall be responsible for rejection/ delay in updation of their application and neither AICTE nor the Collecting Bank shall be responsible for any such consequence."
- c No DD / Cheque / PO to be sent to either Head Office / Regional Office of AICTE. Such payments shall not be processed and the applications are liable to be rejected.

Application Report - Part1

Application Status: Submitted to RO

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Permanent Institute Id	1-24868041
Current Application Number	1-716443943
Application Number of 11-12	1-456897502
AICTE File No.	AP-09/BOS(MCP)/APR(CS)/96
Application Type	Extension-Expansion-Closure

Institute Details

Name of the Institution/Technical campus	LOYOLA ACADEMY DEGREE & P.G. COLLEGE
Address	LOYOLA ACADEMY ROAD, OLD ALWAL, SECUNDERABAD - 500010
Town/Village	SECUNDERABAD
State/UT	Andhra Pradesh
District	RANGAREDDI
Pin	500010
AICTE Region	South-Central
STD code	40
Land Phone number	27862363
Cell Number	9440496140
FAX Number	27867939
Email	emmasj23@yahoo.com
Alternate Email	madhavi.narisetty@gmail.com
Website	www.loyolaacademyugpg.ac.in
Institute Type	Unaided - Private
Women Institute	N
Minority Institute	Y
Name of the Minority	CHRISTIAN MINORITY
PAN	AAATL1740Q
Primary Bank Account number	171502000000937
Bank Name	INDIAN OVERSEAS BANK
IFSC Number	IOBA0001715

Application Details

Application Applying For (Populated only after application is submitted)	All Existing Institute
Change of Institute Site	
Increase in Intake / Application for New Course	N
Closure of Course / Reduction in Intake	N
PIO	N
NRI	N
Change of name of the Institute	N
Conversion of Women's Institution into Co-Ed Institution	N

Application Report - Part1

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Introducing a Foreign Collaboration with an AICTE approved Indian Institution	N
Introduction of Second Shift	N

Payment Details

Details about Parent Organization

Name of the Parent organization	LOYOLA ACADEMY SOCIETY
Address	LOYOLA COLLEGE ROAD
Town/Village	SECUNDERABAD
State/UT	Andhra Pradesh
District	RANGAREDDI
Pin	500010
Website	www.loyolaacademyugpg.ac.in
Type of the organization	Society
Registered with	ANDHRA PRADESH (TELANGANA AREA) PUBLIC SOCIETIES ACT
Registration date	06/26/1974

Details about Contact Person

Title	Dr.
First Name	EMMANUEL
Last Name	SEBASTIANSAMY
Address	LOYOLA ACADEMY DEGREE & P.G. COLLEGE
Town/Village	OLD ALWAL, SECUNDERABAD
State/UT	Andhra Pradesh
District	RANGAREDDI
Pin	500010
Designation	PRINCIPAL
STD code	40
Land Phone number	27872367
Cell Number	9440496140
FAX Number	27867939
Email	emmasj23@yahoo.com

Land Details

Location	Metro City
Northern hilly area	N
Number of pieces	
Max distance in farthest pieces	
Latitude and Longitude	Latitude - 17, 30, 50 Longitude - 78, 29, 49

Application Report - Part1

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Total area in acres	132
Land registered with	ANDHRA PRADESH(TELANGANA AREA)PUBLIC SOCIETIES ACT
Land registration date	06/26/1974
Land Use Certificate issued by	Sub Registrar, Vallabh Nagar
Land Use Certificate date	08/25/2001
Land ownership details	Registered Sale Deed
Mortgage details	N
Purpose of mortgage	

Building Details

Building status	Available
Total built up area planned	2200
Total built up area ready	2200
Total Instructional area (carpet area) ready in Sqm	1018
Total Administrative area (carpet area) ready in Sqm	94
Total Amenities area (carpet area) ready in Sqm	275
Activities in the building other than AICTE approved courses	NO

Programme and courses

Programme	Level	Course	Shift	FT/PT	Start ed in	Applyin g For	Course duration	Curr ent intake(11-12)	Applied for intake (12-13)	Univer sity Board	NRI	PIO	Foreig n collab oratio n	Accreditat ion status
MCA	POST GRADUATE	MASTERS IN COMPUTER APPLICATIONS	1st Shift	FULL TIME	1997	EoA Only	3	60	60	Osmania University, Hyderabad	Not interested	Not interested	N	NOT APPLICABLE
MANAGEMENT	POST GRADUATE	MASTERS IN BUSINESS ADMINISTRATION	1st Shift	FULL TIME	2001	EoA Only	2	60	60	Osmania University, Hyderabad	Not interested	Not interested	N	NOT APPLICABLE

Instructional Area

Program me	Room Type	Room Number	Average Carpet Area	Floorin g	Wallspainti ng	Ele & Lighting	Furnitur e & Fixtures
MCA	Classroom	PG-05	72.63	Ready	Ready	Ready	Ready
MCA	Classroom	PG-06	72.63	Ready	Ready	Ready	Ready

Application Report - Part1

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Program me	Room Type	Room Number	Average Carpet Area	Flooring	Wallspainting	Ele & Lighting	Furniture & Fixtures
MCA	Classroom	PG-07	72.63	Ready	Ready	Ready	Ready
MCA	Tutorial Room	PG-08	72.63	Ready	Ready	Ready	Ready
MCA	Tutorial Room	PG-09	72.63	Ready	Ready	Ready	Ready
MCA	Classroom	PG-10	72.63	Ready	Ready	Ready	Ready
MCA	Seminar Hall	PG-14	139.88	Ready	Ready	Ready	Ready
MANAGEMENT	Classroom	PG-15	72.63	Ready	Ready	Ready	Ready
MANAGEMENT	Classroom	PG-16	72.63	Ready	Ready	Ready	Ready
MANAGEMENT	Classroom	PG-17	72.63	Ready	Ready	Ready	Ready
MANAGEMENT	Seminar Hall	PG-18	72.63	Ready	Ready	Ready	Ready
MANAGEMENT	Tutorial Room	PG-19	72.63	Ready	Ready	Ready	Ready
MANAGEMENT	Tutorial Room	PG-20	72.63	Ready	Ready	Ready	Ready

Instructional Area Common facilities

Room Type	Room Id	Area	Flooring	Wall & Painting	Ele & lighting	Furniture & Fixtures
Computer Center	CS	69.72	Ready	Ready	Ready	Ready
Library&Reading Room	MBA	139.88	Ready	Ready	Ready	Ready
Library&Reading Room	MCA	135.58	Ready	Ready	Ready	Ready

Administrative Area

Room Type	Room Id	Area	Flooring	Wall & Painting	Ele & Lighting	Furniture & fixtures
Main / Administrative Office	ADMN O	225	Ready	Ready	Ready	Ready
Principal Directors Office	ET-02	37.12	Ready	Ready	Ready	Ready
Exam Control Office	EXAM	39	Ready	Ready	Ready	Ready
Housekeeping	HOUSE	12	Ready	Ready	Ready	Ready
Maintenance	MAINTE	12	Ready	Ready	Ready	Ready
Other Office	PG-02	86.08	Ready	Ready	Ready	Ready
Placement Office	PLACEM	32	Ready	Ready	Ready	Ready
Security	SECURI	12	Ready	Ready	Ready	Ready
Central Store	STORE	64	Ready	Ready	Ready	Ready

Amenities Area

Room type	Room Id	Area	Flooring	Wall & Painting	Ele & Lighting	Furniture & Fixtures
Cafeteria	CAFETE	170	Ready	Ready	Ready	Ready

Application Report - Part1

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Room type	Room Id	Area	Flooring	Wall & Painting	Ele & Lighting	Furniture & Fixtures
Girls Common Room	CS-11	143	Ready	Ready	Ready	Ready
Boys Common Room	IB	136	Ready	Ready	Ready	Ready
First aid cum Sick Room	INIGO	20	Ready	Ready	Ready	Ready
Stationery Store	STATIO	22	Ready	Ready	Ready	Ready

Circulation Area

Area Type	Average Carpet Area	Flooring	Wall & Painting	Elec & Lighting	Furniture & fixtures	Sanitary Fittings
Corridors	499.8	Yes	Ready	Ready	Not Ready	
Other Areas (in Sq m)	96.73	Yes	Ready	Ready	Not Ready	Y
Other Common Area (in Sq m)	161.4	Yes	Ready	Ready	Not Ready	Y

Other Facilities

All Weather Approach	Y
Backup Electric Supply	Y
Barrier free Environment	Y
CCTV Security	
ERP Software	
Electric Supply	Y
General Insurance	Y
Group Insurance	Y
Institution Web Site	Y
Insurance for Students	Y
Language Laboratory	Y
Medical & Counseling	Y
Notice Boards	Y
PA System	Y
Potable Water Supply	Y
Post & Banking/ATM	Y
Projectors in Classrooms	Y
Safety Provisions	Y
Sewage Disposal System	Y
Staff Quarters	
Telephone & FAX	Y
Transport Facility	
Vehicle Parking	Y
First Aid	Y

Laboratory Details

Application Report - Part1

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Programme	Level	Course	Name of Lab	Yearly Budget(E)	Yearly Budget(C)	Investment till Date	Research Lab?
MANAGEMENT	POSTGRADUATE	MAS T E R S I N B U S I N E S S A D M I N I S T R A T I O N	MBA	100000	50000	135897	N
MCA	POSTGRADUATE	MAS T E R S I N C O M P U T E R A P P L I C A T I O N S	MCA	150000	50000	300000	N

Library Books

Programme	Titles	Volumes	International Journals	National Journals	E-Journals
MCA	2150	8600	2	3	Y
MANAGEMENT	5198	12707	14	22	

Library Facilities

Working Hrs.	E journal Subscription	Annual Budget	Area in Sqm	Reprographic Facility	Reading Room Capacity
9.00 a.m. to 5.00 p.m.	YES	125000	672	Y	60

eJournal Subscription

Programme	Publisher	Publisher Name	Subscription From Date	Subscription Till Date	Amount
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Computational Facility

Number of PCs	Legal System Software	Legal Application Software	Internet Bandwidth in mbps	Internet Contention Ratio	Number of Printers
153	9	24	2	1:1	16

Hostel Facility

Application Report - Part1

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	Number of rooms having 1 bed/room (area of room)	Number of rooms having 2 bed/room (area of room)	Number of rooms having 3 bed/room (area of room)	Number of rooms having 4 bed/room (area of room)
Boys	()	()	()	()
Girls	()	()	()	()

Operational Funds

Bank Name	Account Number	Cash Balance
Indian Overseas	937	1098499
Indian Overseas	938	2390143
Indian Overseas	0138455	2000000

Financial Details

Income from Central Government	0
Income From State Government	0
Income From Student Fees	9300390
Income From Donations	0
Income From UGC	0
Income From Other Bodies	0
Income From Other/ Internal Revenue	0
Salary Teaching Staff	4056732
Remuneration to Visiting/Guest:	0
Salary Non-teaching Staff:	1305687
Library	581639
Equipment	45136
Building Maintenance	0
Other Expenditure	2262878

Application Report - Part2

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Permanent Institute Id	1-24868041
Current Application Number	1-716443943
Application Number of 11-12	1-456897502
AICTE File No.	AP-09/BOS(MCP)/APR(CS)/96
Application Type	Extension-Expansion-Closure
Organization Registration number	472 OF 1974

Head of the Institute

Surname	SEBASTIANSAMY
First name	EMMANUEL
Father's name	SEBASTIANSAMY
Date of birth	12/24/1955
Doctorate degree	Yes
Master's degree	M.SC.
Bachelor degree	B.SC.
Other qualifications	PH.D.
Field of specialization	PLANT BIOTECHNOLOGY
Date of joining the Institute as head	06/01/2009
Appointment type	Regular
Exact designation	Principal
Experience (T-R-I)	Teaching - 21 Research - 12 Industry - 0

Faculty

Faculty ID	Programme	Course	Faculty Type	FT/PT	First Name	Surname	Exact designation	Appointment type	Doctorate (D/R)	Master's degree (D/R)	Bachelor degree (D/R)	Other qualification
1-477314161	MCA	MAS TER S IN COM PUT ER APPL ICATI ONS	PG	FT	EMMA NUEL	SEBAS TIANSA MY	PRINCIPA L	Regular	Y	M.SC.	B.SC.	PH.D.

Application Report - Part2

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Faculty ID	Programme	Course	Faculty Type	FT/PT	First Name	Surname	Exact designation	Appointment type	Doctorate (D/R)	Master's degree (D/R)	Bachelor degree (D/R)	Other qualification
1-477314165	MCA	MAS TER S I N C O M P U T E R A P P L I C A T I O N S	PG	FT	VIJAY A	KANDA LA	DIRECTO R	Regular	Y	M.SC.	B.SC.	PH.D
1-477314169	MCA	COM P U T E R A P P L I C A T I O N S	PG	FT	BHAR ATHI	KALVA	ASSOCIA TE PROFESS OR	Regular	N	MCA	B.SC. (CS)	M.TECH (CSE)
1-477314223	MCA	MAS TER S I N C O M P U T E R A P P L I C A T I O N S	PG	FT	STANI SLAU S	A.	ASSOCIA TE PROFESS OR	Regular	N	MCA	B.SC. CSMP	PGDGMP
1-477314227	MCA	MAS TER S I N C O M P U T E R A P P L I C A T I O N S	PG	FT	JAYA SREE	SESHA DRI	ASSOCIA TE PROFESS OR	Regular	N	M.SC.	B.SC. PHYSI CS	
1-477314271	MCA	MAS TER S I N C O M P U T E R A P P L I C A T I O N S	PG	FT	GEET HA	MADHU NALA	LECTURE R	Regular	N	M.SC. (CS)	B.SC. (COM PU)	
1-477314279	MCA	MAS TER S I N C O M P U T E R A P P L I C A T I O N S	PG	FT	SREE	POTHU RI	LECTURE R	Regular	N		B.E.	
1-477314303	MCA	MAS TER S I N C O M P U T E R A P P L I C A T I O N S	PG	FT	THER ESA	VENNE MALLA	LECTURE R	Regular	N	MCA	B.SC. (COM PU)	

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1-479233555	MCA	MAS TER S I N C O M P U T E R A P P L I C A T I O N S	PG	FT	LOUR DU	ALLAM	LECTURE R	Regular	N	MCA	B.SC. C O M P U T E R S	
1-479233559	MCA	MAS TER S I N C O M P U T E R A P P L I C A T I O N S	PG	FT	VENK ATA	PALLI	LECTURE R	Regular	N	MCA	B.SC.	
1-479325253	MCA	C O M P U T E R A P P L I C A T I O N S	PG	FT	HEMA LATH A	SAMAL A	LECTURE R	Regular	N	MCA	B.SC.	
1-479325257	MCA	MAS TER S I N C O M P U T E R A P P L I C A T I O N S	PG	FT	ANITH A	GADE	LECTURE R	Regular	N	MCA	B.SC C O M P . S C I.	
1-479421229	MANAG EMENT	B U S I N E S A D M I N I S T R A T I O N	PG	FT	EMMA NUEL	SEBAS TIANSA MY	PRINCIPA L	Regular	Y	M.SC.	B.SC.	PH.D.
1-479421983	MANAG EMENT	MAS TER S I N B U S I N E S A D M I N I S T R A T I O N	PG	FT	VIJAY A	KANDA LA	DIRECTO R	Regular	Y	M.SC.	B.SC.	PH.D
1-479421987	MANAG EMENT	MAS TER S I N B U S I N E S A D M I N I S T R A T I O N	PG	FT	HANO K	THEET LA	ASSOCIA TE PROFESS OR	Regular	N	MBA	B.A.	

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1-479605491	MANAGEMENT	MAS TER S I N B U S I N E S S A D M I N I S T R A T I O N	PG	FT	JYOTHI	REGO	ASSOCIA TE P R O F E S S O R	Regular	N	MBA	B.CO M (HON S)	M.PHIL M A N A G E M E N T
1-479605495	MANAGEMENT	MAS TER S I N B U S I N E S S A D M I N I S T R A T I O N	PG	FT	KAVITHA	JOSHI	L E C T U R E R	Regular	N	MBA	B.CO M (HON S)	M.PHIL M A N A G E M E N T
1-479605499	MANAGEMENT	MAS TER S I N B U S I N E S S A D M I N I S T R A T I O N	PG	FT	ROOPA	KAMALAN	L E C T U R E R	Regular	N	MBA	B.CO M	M.PHIL M A N A G E M E N T
1-479831645	MANAGEMENT	MAS TER S I N B U S I N E S S A D M I N I S T R A T I O N	PG	FT	SINDHU	SINDHU	L E C T U R E R	Regular	N	MBA	B.SC.	M.A.
1-479831649	MANAGEMENT	MAS TER S I N B U S I N E S S A D M I N I S T R A T I O N	PG	FT	RACHEL	DENNIS	L E C T U R E R	Regular	N	MBA	B.SC (G E N E T I C S)	M.PHIL M A N A G E M E N T
1-800251542	MCA	MAS TER S I N C O M P U T E R A P P L I C A T I O N S	PG	FT	SIRISHA	GANGARAJU	L E C T U R E R	Regular	N	MCA	B.SC.	

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1-800251547	MANAGEMENT	MASTERS IN BUSINESS ADMINISTRATION	PG	FT	SRILAKSHMI	BHAGAVATULU	LECTURER	Regular	N	PGDBA	BCA	

Technical Staff

Program	Course	Level	First Name	Sur Name	Date of joining the institute	Doctorate Degree	Master Degree	Bachelor Degree	Diploma	Other Qualification
MANAGEMENT	MASTERS IN BUSINESS ADMINISTRATION	POST GRADUATE	HARRY	MANUEL	08/01/2005			B.COM	HARDWARE NETWORKING	
MCA	MASTERS IN COMPUTER APPLICATIONS	POST GRADUATE	MANI	GEDDAM	10/17/2007			B.SC (COMPUTERS)		
MCA	MASTERS IN COMPUTER APPLICATIONS	POST GRADUATE	PRAVEEN	KANCHANAPALLY	06/08/2009			B.SC	DHNA	

Admin & Library Staff

First Name	Last Name	Date of joining the institute	Doctorate Degree	Master Degree	Bachelor Degree	Diploma	Other Qualification
SATHIASEELAN	LAWRENCE	07/13/1982			B.A.		
MARTHENAMMA	NARISSETTY	06/01/2005		M.COM	B.COM		
KOCHUTHRISA	SEBASTIAN	07/04/2001			B.COM		
SHARADA	THUMMA	06/20/2005		M.A.	B.A.		M.LI.SCI., M.PHIL
SHOWRILU	TATHIREDDY	02/01/2005		MLISC, MA	BLISC, B.A.		
MARIADAS	SHIKINAM	06/09/2003					SSC
ASHOK	MARNENI	08/20/2005					SSC AND ITI

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