

**ANNEXURE-III****ANNUAL REPORT**

(to be submitted in hard copy and soft copy by 30 Sep Every Year)

1. Name, Address and the Contact details of the Affiliated Institute:
2. Name, Address and the Contact details of the Principal:
3. Name, Address and the Contact Details of the Chairman of the Governing Body/Management Committee of the Affiliated Institute:
4. Details of board members:
5. Details of Academic Advisory Committee:
6. No of board meetings conducted in year under consideration:
7. No of Academic Advisory Committee meetings conducted in year under consideration:
8. Student Feedback on Institutional Governance/ faculty performance (Proof to be kept ready for checking during inspection):
9. Any new program started during the year under consideration:
10. Details of the Land in which the Institute is situated:
  - i) Total Area (in acres):
  - ii) Whether owned/leased:
  - iii) If leased, period of the lease:
  - iv) Built-up Area (in acres):
11. Details of APPROVAL / EXTENSION OF APPROVALS granted by Statutory bodies:

Programme	Approved by	Approval for AY	Ref No. and date	Sanctioned

12. Details of various Programmes affiliated with RGNAU:

Name of Programme	Affiliation with RGNAU			
	Year of Affiliation	Ref. No. & date	Sanctioned Intake	Continuation Fee paid up to which year

13. Details of Admissions to various Programmes affiliated with RGNAU since inception:

Name of Programme	Academic Year	No. of Students Admitted	Drop Outs	No. of Students who have completed the Program and passed out

14. Programme-wise details of Faculty employed and working:

Name of the Programme	Name of the Faculty & Designation	Qualifications	Whether Permanent/ Temporary/ Contract	Date from which working

15. Regular Faculty strength:

Name of the Programme	Total Faculty at the e of previous AY	Faculty left during current AY	Faculty joined during current AY	Total Faculty at the end of current AY

16. Details of Sponsorships in case of CPL/AME Program for past 5 years (Applicable for DGCA approved program):

Academic Year	Batch	Name & Address of the Sponsoring Agency	Number of On-board Training Slots tied-up	Number of Students Actually placed

17. Details of Placements for the Academic Year

AY	Program /Batch	Company/Institute details where students placed	Number of students placed	Students not placed (with reason)

18. Whether the Institute is affiliated with any other University for the same Programs that it is currently affiliated with RGNAU: Yes/ No

i) If Yes', Year in which affiliation was obtained:

ii) Please provide the admission details as shown below:

Name of Programme	Academic Year	Sanctioned Intake	No. of Students Admitted

19. Details of CIP audit for DGCA approved programs to be submitted. (copy to be attached)

SI No.	Date of audit	Remarks

20. Total fees breakup for each subject being charged from students as mentioned in institute academic brochure. (Copy of Academic Brochure to be attached)

SI No.	Name of the program	Fee details with breakup

21. Details of Accreditation (if any):

22. Ranking obtained for the Institution, if any

23. Details of any disciplinary action taken against the student with respect to:

i) Ragging

ii) Due to any other reason

24. Details of ISO 9001 :2015

25. Copy of last internal audit report:

26. Copy of last external audit report:

27. Teaching load of each faculty program wise:

28. Details of any additional infrastructure created /changed during the year:

29 Attachments: Program diaries to be attached month wise:

I /We certify that all the particulars furnished above are true and correct and based on documentary evidence.

Date:

Place:

Seal

(Signature of Principal)

Name and Designation with Official