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- III. The institution shall make admission only after it obtains affiliation from the examining body in terms of clause 8(10) of the NCTE (Recognition Norms & Procedure) Regulations 2014.
  - IV. The institution shall ensure that the required number of academic staff duly approved by affiliating body for conducting the course should always remain in position.
4. The recognition/permission is subject to the condition that the institution shall move gradually to become a composite institution but not later than 2016-2017.
  5. Further, the recognition/permission is subject to fulfillment of all such other requirements as may be prescribed by other regulatory bodies like UGC, affiliating University / Body, the State Government etc, as applicable.
  6. The institution shall submit to the Regional Committee a Self-Appraisal Report at the end of each academic year along with the statement of annual accounts duly audited by a Chartered Accountant.
  7. The institution shall maintain its website with hyperlink to the Council and the Eastern Regional Committee, covering, inter-alia, the details of the institution, its location, name of the programme applied for with intake; availability of physical infrastructure, such as land, building, office, classrooms and other facilities or amenities; instructional facilities, such as laboratory and library and the particulars of their proposed teaching faculty and non-teaching staff with photographs, for information of all concerned. The information with regard to the following shall also be made available on the website, namely:-
    - a) Sanctioned programmes along with annual intake in the institution;
    - b) Name of faculty and staff in full as mentioned in school certificate along with their qualifications, scale of pay and photograph;
    - c) Name of faculty members who left or joined during the last quarter;
    - d) Names of Students admitted during the current session along with qualification, Percentage of marks in the qualifying examination and in the entrance test, if any, date of admission, etc.;
    - e) Fee charged from students;
    - f) Available infrastructural facilities;
    - g) Facilities added during the last quarter;
    - h) Number of books in the library, journals subscribed to, and additions, if any, in the last quarter;
    - i) The affidavit with enclosure submitted along with application;
    - j) The institution shall be free to post additional relevant information, If it so desires.
    - k) Any false or incomplete information on its website shall render the institution liable for withdrawal of recognition.

