

To

25/05/2018

The Under Secretary,  
University Grants Commission,  
Bahadur Shah Zafar Marg,  
New Delhi-110002

Sub: Application form for submission of information by the Private Universities for ascertaining their norms and standards for renewal

Reference is made to the filled up application form for submission of information by Assam Down Town University, Panikhatti, Guwahati, Assam for ascertaining our norms and standards for renewal.

This is for your kind information and necessary action.

Yours truly,

*Arman*



(Arman Barman)

Registrar,  
Assam down town University

UNIVERSITY GRANTS COMMISSION  
BAHADURSHAH ZAFAR MARG, NEW DELHI

OBSERVATION OF THE UGC EXPERT COMMITTEE ON THE INFORMATION SUBMITTED BY STATE PRIVATE UNIVERSITIES FOR ASCERTAINING THEIR NORMS.

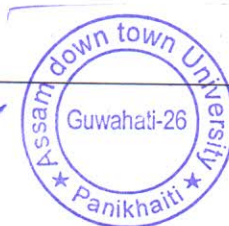
A. LEGAL STATUS

s. No	Information	Information submitted by the University	Observation of the UGC Expert Committee
1.1	NAME AND ADDRESS OF THE UNIVERSITY	Assam down town University, Sankar Madhab Path, Gandhinagar, Panikhaiti, Guwahati 781026.	
1.2	HEADQUARTERS OF THE UNIVERSITY	Assam down town University, Sankar Madhab Path, -Gandhinagar, Panikhaiti, Guwahati-781026.	
1.3	INFORMATION ABOUT UNIVERSITY		
	WEBSITE	<a href="http://www.adtu.in">www.adtu.in</a>	
	E-MAIL	<a href="mailto:vc@adtu.in">vc@adtu.in</a>	
	PHONE NOS.	+91-98641-37777, +91-0361-7110711	
	FAX NOS.	+91-0361-2330678	
	INFORMATION ABOUT AUTHORITIES OF THE UNIVERSITY		
	PH.(INCLUDING MOBILE),FAX NOS. AND E-MAIL OF CHANCELLOR	Dr. N.N.Dutta, +91-0361-7110711, +91-9435046527, Fax.+91-0361-2330678 <a href="mailto:chancellor@downtowngroup.in">chancellor@downtowngroup.in</a>	
	PH. (INCLUDING MOBILE), FAX NOS: AND E-MAIL OF VICE-CHANCELLOR	Prof (Dr.) Amarjyoti Choudhury, +91- 0361-7110711, +91-99435181498, Fax.+91-0361-2330678 <a href="mailto:vc@adtu.in">vc@adtu.in</a>	
	PH. (INCLUDING MOBILE), FAX NOS. AND E-MAIL OF REGISTRAR-	Mr. Ashim Barman, +91-0361-7110711,	

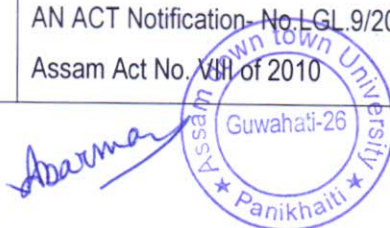
*Ashim Barman*  


		+91-9435103267, Fax.91-0361-2330678 registrar@adtu.in									
	PH. (INCLUDING MOBILE), FAX NOS. AND E-MAIL OF FINANCE OFFICER	Mr. Jaydeep Kakati +91-0361-7110711, +91-84728-16245 Fax.+91-0361-2330678 rajukakati@gmail.com									
1.4	DATE OF ESTABLISHMENT	29 <sup>th</sup> April, 2010.									
1.5	NAME OF THE SOCIETY/TRUST PROMOTING THE UNIVERSITY (INFORMATION MAY BE PROVIDED IN THE FOLLOWING FORMAT)  (COPY OF THE REGISTERED MOA/TRUST DEED TO BE ENCLOSED)	down town Charity Trust Annexure-1.5									
1.6	COMPOSITION OF THE SOCIETY/TRUST  <table border="1"> <thead> <tr> <th>Name</th> <th>Address</th> <th>Occupation</th> <th>Designation in the Society/Trust</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> (DETAILS TO BE PROVIDED IN APPENDIX-I)	Name	Address	Occupation	Designation in the Society/Trust					Appendix-I	
Name	Address	Occupation	Designation in the Society/Trust								
1.7	WHETHER THE MEMBERS OF THE SOCIETY/TRUST ARE MEMBERS IN OTHER SOCIETIES/TRUST OR IN THE BOARD OF GOVERNORS IN COMPANIES? IF YES, PLEASE PROVIDE DETAILS IN THE FOLLOWING FORMAT:-  <table border="1"> <thead> <tr> <th>Name of the Member</th> <th>Address</th> <th>Name of the Society/Trust</th> <th>Designation in the Society/Trust</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Name of the Member	Address	Name of the Society/Trust	Designation in the Society/Trust					YES  Appendix-II	
Name of the Member	Address	Name of the Society/Trust	Designation in the Society/Trust								

*Adarsha*



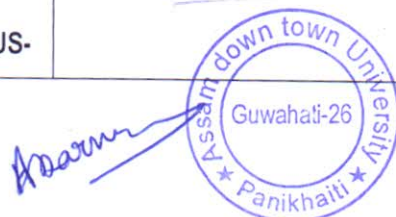
	(DETAILS TO BE PROVIDED IN APPENDIX-II)						
1.8	<p>WHETHER THE PROMOTING SOCIETY/TRUST IS INVOLVED IN PROMOTING/RUNNING ANY OTHER UNIVERSITY/EDUCATIONAL INSTITUTION? IF YES, PLEASE GIVE DETAILS IN THE FOLLOWING FORMAT:-</p> <table border="1"> <thead> <tr> <th>Name of the University/Educational Institution</th> <th>Activities</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table> <p>(DETAILS TO BE PROVIDED IN APPENDIX-III)</p>	Name of the University/Educational Institution	Activities			<p>YES</p> <p>Appendix-III</p>	
Name of the University/Educational Institution	Activities						
1.9	<p>WHETHER THE PROMOTING SOCIETY/TRUST IS INVOLVED IN PROMOTING/RUNNING ACTIVITIES OTHER THAN EDUCATION? IF YES ,PLEASE GIVE DETAILS IN THE FOLLOWING FORMAT:-</p> <table border="1"> <thead> <tr> <th>Name of the Organization</th> <th>Activities</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table> <p>(DETAILS TO BE PROVIDED IN APPENDIX-IV)</p>	Name of the Organization	Activities			<p>YES</p> <p>Appendix-IV</p>	
Name of the Organization	Activities						
1.10	<p>ACT AND NOTIFICATION UNDER WHICH ESTABLISHED (COPY OF THE ACT &amp; NOTIFICATION TO BE ENCLOSED)</p> <p>ENCLOSED</p>	<p>The Assam down town University has been established under section 6 of the Assam Private Universities Act, 2007</p> <p>AN ACT Notification- No. LGL.9/2010/11.</p> <p>Assam Act No. VIII of 2010</p>					



	NOT ENCLOSED	Annexure 1.10	
1.11	WHETHER THE UNIVERSITY HAS BEEN ESTABLISHED BY A SEPARATE STATE ACT?	The Assam down town university has been established by Assam Act No XII of 2007 called the Assam Private Universities Act 2007 Annexure 1.11	

**B. ORGANIZATION DESCRIPTION**

2.1	WHETHER UNITARY IN NATURE (AS PER THE UGC REGULATION)	YES	
2.2	TERRITORIAL JURISDICTION OF THE UNIVERSITY AS PER THE ACT	The State of Assam.	
2.3	DETAILS OF THE CONSTITUENT UNITS OF THE UNIVERSITY, IF ANY, AS MENTIONED IN THE ACT	List of The Constituent Units Annexure -2.3	
2.4	WHETHER ANY OFF-CAMPUS CENTRE(S) ESTABLISHED? IF YES, PLEASE GIVE DETAILS OF THE APPROVAL GRANTED BY THE STATE GOVERNMENT AND UGC IN THE FOLLOWING FORMAT:- a. PLACE OF THE OFF-CAMPUS----- ----- b. LETTER NO. & DATE OF THE APPROVAL OF STATE GOVERNMENT- ----- c. LETTER NO. & DATE OF THE APPROVAL OF UGC----- (DETAILS TO BE PROVIDED IN APPENDIX-V) (PLEASE ATTACH ATTESTED COPY OF THE APPROVAL)	Not Applicable	
2.5	WHETHER ANY OFF-SHORE CAMPUS ESTABLISHED? IF YES, PLEASE GIVE DETAILS OF THE APPROVAL GRANTED BY THE GOVERNMENT OF INDIA AND HOST COUNTRY IN THE FOLLOWING FORMAT:- a. PLACE OF THE OFF-SHORE CAMPUS-	Not Applicable	

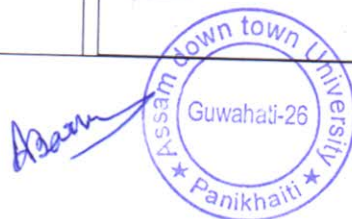


	<p>.....</p> <p>b. LETTER NO. &amp; DATE OF THE APPROVAL OF HOST COUNTRY.....</p> <p>-----</p> <p>c. LETTER NO. &amp; DATE OF THE APPROVAL OF GOVERNMENT OF INDIA</p> <p>d. (DETAILS TO BE PROVIDED IN APPENDIX-VI)</p> <p>(PLEASE ATTACH ATTESTED COPY OF THE APPROVAL)</p>		
26	<p>DOES THE UNIVERSITY OFFER A DISTANCE EDUCATION PROGRAMME? IF YES, WHETHER THE COURSES RUN UNDER DISTANCE MODE ARE APPROVED ATTESTED COPY OF THE COURSE-WISE APPROVAL OF COMPETENT AUTHORITY)</p>	<p>University has been approved by DEC to conduct the distance education programme vide letter no. F.NO. 3-3/2016 (DEB-I)/ 336 dated 01/July/2016.</p> <p><b>Annexure 2.6</b></p>	
27	<p>WHETHER THE UNIVERSITY HAS ESTABLISHED STUDY CENTRE(S)? IF YES, PLEASE PROVIDE DETAILS AND WHETHER THESE STUDY CENTRES ARE APPROVED BY THE COMPETENT AUTHORITY OF THE UNIVERSITY AND UGC?</p> <p>(DETAILS TO BE PROVIDED IN APPENDIX-VII)</p> <p>(PLEASE ENCLOSE ATTESTED COPY OF THE APPROVAL FROM THE COMPETENT AUTHORITY)</p>	<p><b>Not Applicable</b></p>	

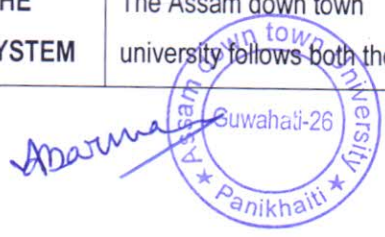
**C. ACADEMIC ACTIVITIES DESCRIPTION**

**3. ACADEMIC PROGRAMMES**

3.1	<p>DETAILS OF THE PROGRAMMES PERMITTED TO BE OFFERED BY GAZETTE NOTIFICATION OF THE STATE GOVERNMENT AND ITS REFERENCE (DETAILS TO BE PROVIDED IN APPENDIX-VIII)</p>	<p>Progra mme</p>	<p>Sanc tion e d Intak e</p>	<p>Actu al enrol ment</p>	
		<p><b>Appendix-VIII</b></p>			



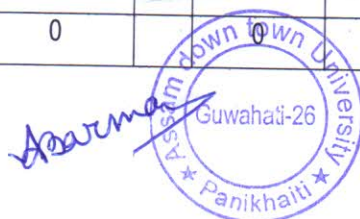
3.2	<p>CURRENT NUMBER OF ACADEMIC PROGRAMMES OFFERED BY THE UNIVERSITY (DETAILS TO BE PROVIDED IN APPENDIX-IX)</p>	Progra	Sanctio Intake	Actual Enroll ment	
		Appendix-IX			
3.3	<p>WHETHER APPROVALS OF RELEVANT STATUTORY COUNCIL(S) SUCH AS AICTE,BCI, DEC, DCI, INC, MCI, NCTE, PCI, ETC, HAVE BEEN TAKEN TO:</p> <p>a. START NEW COURSES b. TO INCREASE INTAKE</p> <p>IF YES PLEASE ENCLOSE COPY OF APPROVAL AND GIVE COURSE-WISE DETAILS IN THE FOLLOWING FORMAT:- (DETAILS TO BE PROVIDED IN APPENDIX-X)</p>	Name of the course	Statut ory counci l	Whether Approval taken	
		Appendix X			
		<p>The Assam down town university before introducing any new technical and professional courses takes due approval of respective statutory council(s). This is followed for increase of intake for existing courses too.</p>			
3.4	<p>IF THE UNIVERSITY IS RUNNING COURSES UNDER DISTANCE MODE, PLEASE PROVIDE DETAILS ABOUT THE STUDENTS ENROLLED IN THE FOLLOWING FORMAT: (DETAILS TO BE PROVIDED IN APPENDIX-VII) (PLEASE ENCLOSE COPY OF THE COURSE-WISE APPROVAL OF THE COMPETENT AUTHORITY)</p>	Name of the Study Centre	Course s offered	No. of stude nts enroll ed	
		APPENDIX-VII			
		<p>The university has been approved by DEC to conduct the distance education programme vide letter no. F.NO. 3-3/2016 (DEB-I)/ 336 dated 01/July/2016.</p>			
3.5	<p>TEMPORAL PLAN OF ACADEMIC WORK IN THE UNIVERSITY SEMESTER SYSTEM/ANNUAL SYSTEM</p>	<p>The Assam down town university follows both the</p>			



		Semester and Annual	
		system for its academic programmes. Further details are mentioned in Annexure 3.5	
3.6	<p>WHETHER THE UNIVERSITY IS RUNNING ANY COURSE WHICH IS NOT SPECIFIED UNDER SECTION 22 OF THE UGC ACT, 1956? IF YES, PLEASE GIVE DETAILS IN THE FOLLOWING FORMAT:-</p> <p>a. NAME OF THE COURSE(S)</p> <p>b. SINCE WHEN STARTED</p> <p>c. WHETHER THE UNIVERSITY HAS APPLIED FOR PERMISSION FROM UGC?</p> <p>(DETAILS TO BE PROVIDED IN APPENDIX-XI)</p>	NO. The Assam down town University is running only course which are specified under Section 22 of the UGC Act, 1956.	

#### 4. STUDENT ENROLMENT AND STUDENT SUPPORT

4.1	NUMBER OF STUDENTS ENROLLED IN THE UNIVERSITY FOR THE CURRENT ACADEMIC YEAR (2017-18) ACCORDING TO REGIONS AND COUNTRIES (PLEASE GIVE SEPARATE INFORMATION FOR MAIN CAMPUS AND OFF-SHORE CAMPUS.							
Particulars	No. of students from the same State where the University is located		No. of students from other State	No. of NRI students	No. of overseas students excluding NRIs			Grand Total
					Foreign Students	Person of Indian Origin students		
UG	M	161	148	0		19	0	328
	F	222	208	0		4	0	434
	T	383	356	0	0	23	0	762
PG	M	112	60	0		3	0	175
	F	51	40	0		1	0	92
	T	166	100	0	0	4	0	266
M. Phil	M	--	--	--		--	--	--
	F	--	--	--		--	--	--
	T	--	--	--		--	--	--
PhD	M	10	1	0		4	0	15
	F	6	0	0		0	0	6
	T	<u>16</u>	<u>1</u>	<u>0</u>		<u>4</u>	<u>0</u>	<u>21</u>
Diploma	M	36	25	0		0	0	61
	F	28	50	0		0	0	78





	T	64	75	0	0	0	139
PG Diploma	M	N/A	N/A	N/A	N/A	N/A	N/A
	F	N/A	N/A	N/A	N/A	N/A	N/A
	T	N/A	N/A	N/A	N/A	N/A	N/A
Certificate	M	--	--	--	--	--	--
	F	--	--	--	--	--	--
	T	--	--	--	--	--	--
Any Other (Pl.Specify)	M	N/A	N/A	N/A	N/A	N/A	N/A
	F	N/A	N/A	N/A	N/A	N/A	N/A
	T	N/A	N/A	N/A	N/A	N/A	N/A

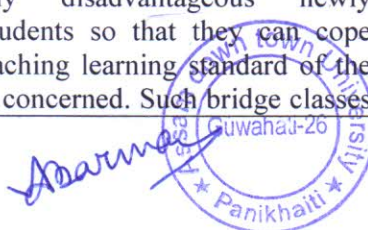
M-MALE, F-FEMALE, T-TOTAL

4.2	CATEGORY-WISE NO. OF STUDENTS	Category	Female	Male	Total
		SC	11	18	29
		ST	141	142	283
		OBC	86	109	194
		PH	0	0	0
		General	157	524	682
		Total	398	793	1188

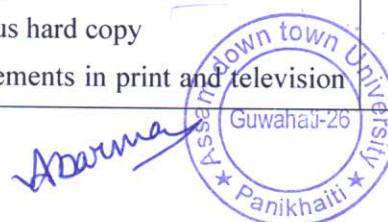
4.3	DETAILS OF THE TWO BATCHES OF STUDENTS ADMITTED
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PARTICULAR	BATCH 1			BATCH 2		
	YEAR OF ENTRY-2016			YEAR OF ENTRY-2017		
	UG	PG	Total	UG	PG	Total
NO. ADMITTED TO THE PROGRAMME	909	316	1225	762	266	1188
NO. OF DROP-OUTS						
a. WITHIN FOUR MONTHS OF JOINING	60	15	85	72	20	92
b. AFTERWARDS						
NO. APPEARED FOR THE FINAL YEAR EXAMINATION	394	100	494	533	132	665
NO. PASSED IN THE FINAL EXAM	247	80	327	330	82	412
NO. PASSED IN FIRST CLASS	121	57	178	130	66	196

4.4	DOES THE UNIVERSITY PROVIDE BRIDGE/REMEDIAL COURSES TO THE EDUCATIONALLY DISADVANTAGED STUDENTS?	Yes, The University regularly arranges both bridge and remedial classes. The bridge classes are arranged for the educationally disadvantageous newly admitted students so that they can cope with the teaching learning standard of the programme concerned. Such bridge classes
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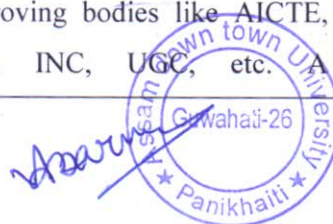
	IF YES, PLEASE GIVE DETAILS.	continue for a short period as per	
		<p>faculty. The remedial classes are arranged for those students who could not show desired results in the class tests, sessional exams &amp; University exams. Remedial classes are held for the period as required to be decided by the faculty concerned and the HOD.</p>	
4.5	<p>DOES THE UNIVERSITY PROVIDE ANY FINANCIAL HELP TO THE STUDENTS FROM SOCIALLY DISADVANTAGEOUS GROUP? IF YES, PLEASE GIVE DETAILS</p>	<p>Yes. The Assam down town university believes in the philosophy of Right to Education. Keeping this motto in mind the Assam down town university keeps aside 75 seats for students from socially disadvantaged group every year. In the academic year 2017-18 the university has sponsored <b>31 students</b> belonging to disadvantaged families from the State of Assam in various courses. <b>Annexure 4.5</b></p>	
4.6	<p>IN CASE THE UNIVERSITY IS RUNNING M.PHIL/PH.D. PROGRAMME, WHETHER IT IS FULL TIME AND WHETHER THESE PROGRAMMES ARE RUN AS PER UGC REGULATIONS, 2009 ON M.PHIL/PHD.</p>	<p>The Assam down town university is presently offering only PhD programme. These programmes are run as per UGC Regulations, 2009 on M.Phil/PhD.</p>	
4.7	<p>WHETHER THE UNIVERSITY HAS A WEBSITE? IF YES PLEASE GIVE WEBSITE ADDRESS AND WHETHER THE WEBSITE IS REGULARLY UPDATED?</p>	<p>The Assam down town university has a website which is regularly updated. The website address is as follows- <u><a href="http://www.adtu.in">www.adtu.in</a></u></p>	
4.8	<p>HOW ARE THE PROSPECTIVE STUDENTS INFORMED ABOUT THE CRITERIA FOR ADMISSION, RULES &amp; REGULATIONS, FACILITIES AVAILABLE, ETC?</p>	<p>The Assam down town university informs the prospective students about criteria for admission, rules &amp; regulations, facilities available by the following means:-</p> <ul style="list-style-type: none"> <li>i) University website <a href="http://www.adtu.in">www.adtu.in</a></li> <li>ii) Prospectus hard copy</li> <li>iii) Advertisements in print and television</li> </ul>	



		<p>media</p> <p>iv) Participation in edu-fairs within and outside the State and Country.</p> <p>v) Participation in State Counseling under Director of Technical Education for the State of Assam and Mizoram, Arunachal Pradesh.</p> <p>vi) Participation in Counseling for NEC seats in State of Assam, Sikkim, Meghalaya &amp; Nagaland.</p>									
4.17	<p>WHETHER ANY GRIEVANCE REDRESSAL MECHANISM IS AVAILABLE IN THE UNIVERSITY? IF YES, PLEASE PROVIDE DETAILS ABOUT THE COMPLAINTS RECEIVED AGAINST MALPRACTICES, ETC IN THE UNIVERSITY IN THE FOLLOWING FORMAT:-</p> <p>(DETAILS TO BE PROVIDED IN APPENDIX-XII)</p>	<table border="1" data-bbox="584 705 974 929"> <thead> <tr> <th>Name of the complainant</th> <th>Complaint against</th> <th>Date of complaint</th> <th>Action taken by the University</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="text-align: center;">APPENDIX-XII</td> </tr> </tbody> </table> <p>The Assam down town university has a grievance redressal mechanism in place. The University has formed committees comprising of senior faculty members and student members. There are mainly five committees that have been formulated :</p> <p><b>i) Anti Ragging Cell</b></p> <p><b>ii) Grievance Redressal Committee</b></p> <p><b>iii) Disciplinary Committee</b></p>	Name of the complainant	Complaint against	Date of complaint	Action taken by the University	APPENDIX-XII				
Name of the complainant	Complaint against	Date of complaint	Action taken by the University								
APPENDIX-XII											

5. CURRICULUM, TEACHING LEARNING PROCESS/METHOD, EXAMINATION/EVALUATION SYSTEM

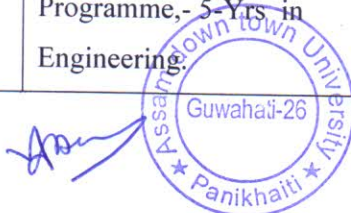
5.1	<p>WHICH UNIVERSITY BODY FINALIZED THE CURRICULUM? THE COMPOSITION OF THE BODY MAY BE GIVEN.</p> <p>(BOARD OF STUDIES, ACADEMIC COUNCIL, BOARD OF MANAGEMENT)</p>	<p>Curriculum of the courses running under Assam down town University is initially prepared by the Board of Studies in consultation with the Guidelines framed by approving bodies like AICTE, PCI, INC, UGC, etc.</p>	
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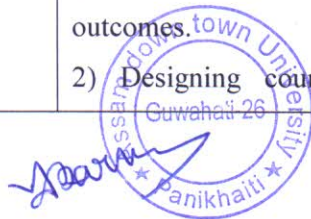
		comprehensive curriculum is	
		then formed and placed before the Academic Council of the University. After due discussion of the entire curriculum in terms of its viability and rationality, the Academic Council approves the same. This is then placed before the Board of Management where final approval is accorded for implementation in the respective programs.	
5.2	WHAT ARE THE RULES/REGULATIONS/PROCEDURE FOR REVISION OF THE CURRICULUM AND WHEN WAS THE CURRICULUM LAST UPDATED?	<p>The curriculum for all courses under Assam down town university is reviewed every 3years. Initially the Board of Studies reviews the respective course curriculum and suggests relevant changes if any. All Board of Studies placed their curriculum in Academic Council for approval. This is placed in the Academic Council for due approval. The Academic Council duly examined the proposed curriculum and approved the same if found satisfactory. The approved curriculum record is send to Board of Management for information.</p> <p>The curriculum was last updated in the 25<sup>th</sup> Academic Council dated 5/3/18</p>	
5.3	WHETHER APPROVAL OF STATUTORY	YES, minutes are enclosed	

Assam Down Town University  
 Panikhaiti  
 Guwahati 26

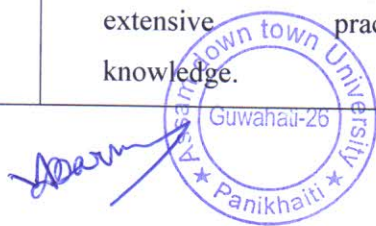
	BODIES SUCH AS BOARD OF STUDIES, ACADEMIC COUNCIL AND BOARD OF MANAGEMENT OF THE UNIVERSITY HAS BEEN TAKEN TO START VARIOUS COURSES? IF YES, PLEASE ENCLOSE EXTRACTS OF THE MINUTES.	Annexure 3.3	
5.4	FURNISH DETAILS OF THE FOLLOWING ASPECTS OF CURRICULUM DESIGN: INNOVATION SUCH AS MODULAR CURRICULA INTER/MULTIDISCIPLINARY APPROACH	<p>Aiming to make higher education more industry-centric, Assam down town university has begun offering flexible dual degree and integrated courses in management and human resources to go with engineering and pharmacy programmes.</p> <p>An integrated study programme has a curriculum that includes the content, which is jointly designed by two or more higher education disciplines. Students, who choose the programme, take on defined periods of study in each discipline, in terms of duration and content. At the end of the course, after relevant examinations, they are awarded both qualifications by the university.</p> <p>Presently the university offers the following integrated programmes under its banner.</p> <ol style="list-style-type: none"> <li>1) MBA (IE) (Integrated Engineering ) Programme 5-Yrs</li> <li>2) M.Tech Integrated Programme,- 5-Yrs in Engineering.</li> </ol>	



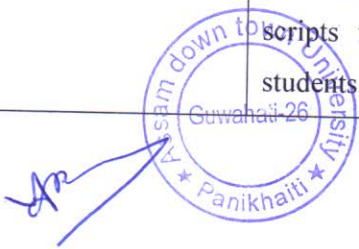
		(a) Mechanical	
		(b) Civil Engineering (c) Computer Science & Engineering (d) Electronics & Communications Engineering. 3) MBA (IP) (Integrated Pharmacy) -5 Years 4) MBA Integrated -4 Years	
5.5	HAS THE UNIVERSITY CONDUCTED AN ACADEMIC AUDIT? IF YES, PLEASE GIVE DETAILS REGARDING FREQUENCY AND ITS USAGE.	At Assam down town university Academic audit is done quarterly time to time. Assam down town university relies on the following simple tenet of academic life that many faculty members believe: <i>"Department faculty members want to provide quality education and they will do so when supported by good processes."</i> It strongly believes that an academic audit is to encourage departments to strengthen the techniques and processes they have in place to improve the quality of their work. Based on the report the measures are taken to improve the existing academic schedule .There are five areas that are examined in the academic audit. Namely; 1) Determining desired learning outcomes. 2) Designing course content	



		and department curriculum.	
		<p>3) Designing teaching and learning.</p> <p>4) Developing student assessment.</p> <p>5) Implementing quality education.</p> <p>Internal Academic Audit team under the chairmanship of the honorable Vice Chancellor visits various constituent units frequently and on the basis of evaluation of teaching, research and extension activities of the constituent units, on the spot direction, suggestions and guidelines are given to the concerned for the purpose of academic quality improvement.</p>	
5.6	<p>APART FROM CLASSROOM INSTRUCTION, WHAT ARE THE OTHER AVENUES OF LEARNING PROVIDED FOR THE STUDENTS? (EXAMPLE: PROJECTS, INTERNSHIPS, FIELD TRAININGS, SEMINARS, ETC.)</p>	<p>Every department of Assam down town University follows different avenues for learning apart from classroom instruction.</p> <p>a) Faculty of Engineering organizes regular workshops where great extent of exposure is achieved for students. Further students are also placed for Industrial Training, where they need to perform the operations of various machineries physically and obtain extensive practical knowledge.</p>	



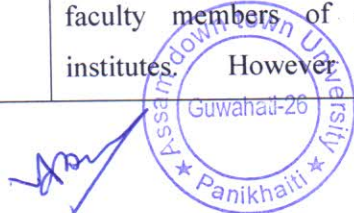
		<p>b) Faculty of Pharmaceutical sciences has Industrial Training as a compulsory part of their curriculum, where the students need to carry out day to day basis works in the pharmaceutical companies. Besides these, Industrial tours, industrial visit and training is conducted for the students</p> <p>c) Paramedical and Management students are initially taken for orientation visits related to their subject specialty and later on placed for practical internships.</p> <p>d) Students of certificate &amp; diploma courses undergo internship program as a compulsory component of their curriculum in different reputed hospitals &amp; other health care organization.</p>	
5.7	PLEASE PROVIDE DETAILS OF THE EXAMINATION SYSTEM (WHETHER EXAMINATION BASED OR PRACTICAL BASED)	The Assam down town university follows combination of both theory and practical examination for assessment of students for various disciplines.	
5.8	WHAT METHODS OF EVALUATION OF ANSWER SCRIPTS DOES THE UNIVERSITY FOLLOW? WHETHER EXTERNAL EXPERTS ARE INVITED FOR EVALUATION?	The Assam down town university has an inbuilt mechanism for fair and full proof evaluation of answer scripts for the benefit of the students.	





senior and experienced faculty members of concerned departments are appointed. The list of examiners is collected from the Heads of the concerned departments. From that list examiners are appointed. The question paper setters provide model answers along with the manuscripts of the question papers. The model answers are supplied to the examiners along with the guidelines at the time of evaluation of answer scripts. The evaluation of answer scripts of the university is conducted centrally in the office of the Controller of Examinations (COE). No answer script is allowed to be kept in the personal custody of any examiner under any circumstance. The examiners are allotted maximum 15 days time to complete the process of evaluation. On completion of evaluation the marks foils of the concerned papers are submitted to the office of controller of examinations.

The university further has a provision of setting of selected question papers by the external faculty members of reputed institutes. However these



		<p>question papers are randomly selected. The answer scripts of those papers are sent for evaluation to the concerned question paper setters. Some of the departments involve external examiners in evaluation of a portion of the answer scripts.</p> <p>In most of the practical examinations external examiners are invited. The external examiner conducts the viva-voce of the practical examination. The evaluation of the answer scripts of practical examinations are done jointly by internal and external examiners.</p> <p>Finally evaluated answer scripts are scrutinized by the appointed scrutinizers. The scrutinizers are generally the senior faculty members of the respective departments.</p>	
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YEARS AND HOW THEY ARE DEALT WITH.

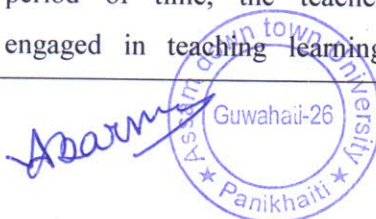
form of malpractice during examinations. Keeping this view in mind, the Office of the Controller of Examinations has formulated the following rules and regulations to be followed:

- 1) Students are allowed to enter the examination hall before 30 min of commencement of examination on the first day and before 15 min in the subsequent days.
- 2) Examinees are forbidden to carry into the examination hall or have in their possession while under examination any personal belongings such as books, notes, plain papers, mobile phones etc. except their admit card.
- 3) No student is allowed to enter in the examination hall after 30 mins of commencement of examination.
- 4) No student is allowed to leave the examination hall before completion of one hour of the commencement of examination.
- 5) One invigilator is appointed against 25 examinees.
- 6) In the examination hall two

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Guwahati-26  
Panikhaliti

		students of different	
		<p>disciplines share a desk. Due to strict invigilation malpractices are minimized. If anyone is detected to be adopting unfair means in the examination hall he/she is warned followed by deduction of marks. Further adoption of the same, the student is liable for severe punishment like expulsion for the paper or barring from appearing in the rest of the papers.</p> <p>7) Signatures of students are taken on printed attendance sheets against their name on each day.</p> <p>Since Assam down town university has strict rules to curb malpractice during examinations till date no case of malpractice has been detected.</p>	

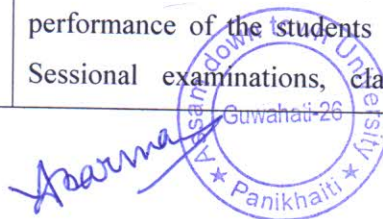
5.10	DOES THE UNIVERSITY HAVE A CONTINUOUS INTERNAL EVALUATION SYSTEM?	<p>The Assam down town university has a Continuous internal evaluation system in place. Through this system over a period of time, the teacher engaged in teaching learning</p>	
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students' progress. The assessment involves tests (written, oral), assignments, projects, fieldwork, group discussion, practical work, class-work, industry oriented viva-voce, etc

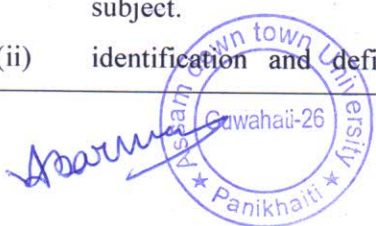
The components of internal continuous evaluation are: Sessional Exams, Home assignment, Orientation Programme, project preparation, Viva, industrial visit (whenever necessary along with report preparation)etc.

For example in the BTech course two sessional examinations are conducted per semester. The sessional examinations are of 30 marks each. Besides these sessional examinations, regular class tests are conducted by the concerned subject teachers at least once a month. Periodical assignments are to be submitted by the students according to the task given by the subject teachers. Total marks allotted for the sessional component per paper is 40. Out of these, 40 marks 20 marks are assessed from the performance of the students in Sessional examinations, class



		<p>submission of home assignments. The scale of assessment for the rest 20 marks is based on the class attendance, assignment, group discussion, class assessment, etc.</p>	
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5.12	<p><b>HOW ARE THE QUESTION PAPERS SET TO ENSURE THE ACHIEVEMENT OF THE COURSE OBJECTIVES?</b></p>	<p>Setting a balanced question paper is a complex and demanding process. Generally most of the teachers set learning objectives while making lesson plans but they give less importance to transform these learning objectives into assessment objectives while setting question papers.</p> <p>The Assam down town university has taken measures to help to improve the validity of question papers which are to test the examinees for the attainment of preset instructional Objectives, rather than only for rote memorization of facts. The steps involved in setting such question papers include</p> <ul style="list-style-type: none"> <li>(i) The Questions are design to test a student reasoning power and comprehension and understanding of the subject.</li> <li>(ii) identification and definition</li> </ul>	
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		<p>question;</p> <p>(iii) giving proportionate weight age (marks) to each of these objectives for framing questions that would test attainment of these objectives; and</p> <p>(iv) framing questions that would test the abilities associated with these particular objectives</p> <p>The University further obtains sample question papers from neighboring and National Universities for review.</p>	
5.13	<p><b>STATE THE POLICY OF THE UNIVERSITY FOR THE CONSTITUTION OF BOARD OF QUESTION PAPER SETTERS, BOARD OF EXAMINERS AND INVIGILATORS.</b></p>	<p>The University Academic council has constituted an Examination Committee with the Vice Chancellor as chairperson, Controller of Examinations (COE) as Member secretary and all Heads of the departments as members. The Heads of each department are requested to provide list of question paper setters from which the senior and experienced faculty members are selected by the Controller of Examinations to set question papers. Each question paper setter submits two sets of question papers. Both the sets of manuscripts of the question papers are moderated by the moderation board constituted with all HODs and senior faculty members of the University. The Controller of examinations randomly selects a set for each subject. To raise the standard</p>	

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question paper setters also from reputed institutes.

For evaluation and other examination related matters the Board of Examination is constituted with the senior faculty members of the university. However, for invigilation purpose all faculty members are engaged

For setting of question papers, evaluation of answer scripts and invigilation purpose the University always prefers senior and experienced faculty members. Among all these activities the priority is given to the setting of question papers. For this purpose a faculty member having experience of at least five years are deputed. However, due to lake of sufficient senior faculty members, junior faculty members having more than one year of teaching experience are also deputed to set question papers under the guidance of senior and experienced faculty members.

The University prefers the question paper setter as the examiner of the concerned answer script. Some answer scripts are however given to other examiners also along with the model answers provided by the question paper setter. In evaluation of answer scripts step wise marking is done for long answers. Against any right attempt of a question a student is





CONDUCT OF EXAMINATIONS AND ANNOUNCEMENT OF RESULTS?  
 SUBSTANTIATE WITH DETAILS OF DATES OF EXAMINATIONS AND ANNOUNCEMENT OF RESULTS FOR THE LAST 3 YEARS.  
 DETAILS TO BE PROVIDED IN THE FOLLOWING FORMAT:

of exam s	announceme nt of results
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Annexure – 5.14

The Assam down town University Examination Department conducts examination for all annual and semester based courses in a regular and timely manner.

Details of dates of examinations and announcement of results for the last 3 years are enclosed

**D. ADMISSION PROCESS**

6.1 HOW ARE STUDENTS SELECTED FOR ADMISSION TO VARIOUS COURSES?  
 PLEASE PROVIDE FACULTY-WISE INFORMATION

- THROUGH SPECIAL ENTRANCE TESTS
- THROUGH INTERVIEWS
- THROUGH THEIR ACADEMIC RECORD
- THROUGH COMBINATION OF THE ABOVE



PLEASE ALSO PROVIDE DETAILS ABOUT THE WEIGHTAGE GIVEN TO THE ABOVE

The students admitted to Assam down town university for its various disciplines are selected through combination all the mentioned points: a, b, c & d.  
 (For admission to the Ph.D programme special entrance test are conducted in addition to the following weightage as given below:  
 a) Special Entrance Tests = 60%  
 b) Interviews And Academic Records = 40%  
 For other programmes only through their academic records.)

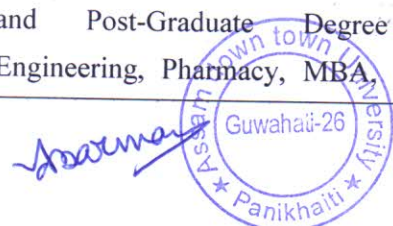
6.2 WHETHER THE UNIVERSITY IS ADMITTING STUDENTS FROM NATIONAL LEVEL ENTRANCE TEST OR STATE LEVEL ENTRANCE TEST? IF YES, PLEASE PROVIDE FOLLOWING DETAILS:



		National/state level entrance exam	Students admitted	Students from the total admitted	
		<b>Annexure 6.2</b>			
		<p>The Assam down town university regularly admits students to its various courses from National and State Level Entrance test apart from Govt. sponsored students recommended through respective State Governments.</p> <p><b>Details of the same are Enclosed</b></p>			
6.3	<p><b>WHETHER ADMISSION PROCEDURE IS AVAILABLE ON THE UNIVERSITY WEBSITE AND IN THE PROSPECTUS</b></p>	<p>The Assam down town university admission procedures for its various courses is easily available through its regularly updated website and printed Prospectus.</p>			
6.4	<p><b>PLEASE PROVIDE DETAILS OF THE ELIGIBILITY CRITERIA FOR ADMISSION IN ALL THE COURSES</b></p>	<p>Eligibility Criteria For Admission In All The Courses</p> <p>Details are enclosed.</p> <p>Annexure 6.4</p>			
6.5	<p><b>WHETHER UNIVERSITY IS PROVIDING ANY RESERVATION/RELAXATION IN ADMISSION? IF YES, PLEASE PROVIDE DETAILS IN THE FOLLOWING FORMAT:-</b></p>				


	<table border="1"> <tr> <td data-bbox="868 264 982 560">ts admitt ed</td> <td data-bbox="982 264 1258 560">provided for reservatio n and preparatio n in respect of actual enrolment</td> </tr> </table>	ts admitt ed	provided for reservatio n and preparatio n in respect of actual enrolment							
ts admitt ed	provided for reservatio n and preparatio n in respect of actual enrolment									
	<p align="center"><b>Annexure 6.5</b></p> <p>The Assam down town university is following all reservation norms as prescribed by government of Assam. The university has provided for reservation and relaxation in its various courses during admission. <b>Details are provided</b></p>									
<p>6.6 <b>WHETHER ANY MANAGEMENT QUOTA IS AVAILABLE FOR ADMISSION IN THE UNIVERSITY? IF YES, PLEASE PROVIDE DETAILS IN THE FOLLOWING FORMAT:-</b></p>	<table border="1"> <thead> <tr> <th data-bbox="771 1041 868 1310">Total No. of states (Course-wise)</th> <th data-bbox="868 1041 974 1310">No. of total students admitted</th> <th data-bbox="974 1041 1096 1310">No. of students admitted under Management quota</th> <th data-bbox="1096 1041 1258 1310">% of students admitted under management quota</th> </tr> </thead> <tbody> <tr> <td data-bbox="771 1310 868 1422"></td> <td data-bbox="868 1310 974 1422"></td> <td data-bbox="974 1310 1096 1422">NOT</td> <td data-bbox="1096 1310 1258 1422">APPLICABLE</td> </tr> </tbody> </table> <p>N/A</p>	Total No. of states (Course-wise)	No. of total students admitted	No. of students admitted under Management quota	% of students admitted under management quota			NOT	APPLICABLE	
Total No. of states (Course-wise)	No. of total students admitted	No. of students admitted under Management quota	% of students admitted under management quota							
		NOT	APPLICABLE							
<p>6.7 <b>WHAT IS THE ADMISSION POLICY OF THE UNIVERSITY WITH REGARDS TO NRI AND OVERSEAS STUDENTS?</b></p>	<p><b>Norms for NRI and overseas students of Assam down town University</b></p> <p>The University does not fill in excess of 15% of intake seats per Course under this scheme. Fifteen percent (15%) Course seats in the University Departments, offering technical courses leading to Diploma, Degree and Post-Graduate Degree in Engineering, Pharmacy, MBA, Hotel</p>									



Foreign Nationals / Persons of Indian Origin (PIOs) / children of Indian Workers in the Gulf Countries, over and above the approved intake, provided that 1/3<sup>rd</sup> of the 15% is reserved across different disciplines in the University, for the Children of Indian Workers in the Gulf Countries. However, any vacant seats out of 1/3<sup>rd</sup> category are reverted to the quota of 2/3<sup>rd</sup> meant for PIO / Foreign Nationals. Admissions to these seats are done on merit basis among applicants of these categories. A 5% of seats within sanctioned intake is provided for NRI category. The Institute has zero Deficiency as per the report till date. Competent Authority for admissions is the same as for regular admissions. In the event of non-availability of students in NRI category, the seats are given to general candidates as per general merit. However, general fee shall be applicable to these candidates thus admitted against vacant NRI seats. The University provides suitable hostel / residential accommodation to the Foreign Students / Persons of Indian Origin (PIOs) and Children of Indian workers in Gulf Countries

**E. FEE STRUCTURE**

7.1	PRESENT COURSE-WISE FEE STRUCTURE OF THE UNIVERSITY (PLEASE PROVIDE HEAD-WISE DETAILS OF TOTAL FEE CHARGED)	ANNEXURE 7.1	
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	DISPLAYED IN THE UGC WEBSITE (E.G. FEE BY ANY NAME, ETC.)	displayed in the UGC website.	
7.3	WHETHER FEE STRUCTURE IS AVAILABLE ON THE UNIVERSITY WEBSITE AND IN THE PROSPECTUS?	The Assam down town university fee structure is available on the University website and in the prospectus.	
7.4	WHETHER FEE IS CHARGED BY THE UNIVERSITY AS PER FEE STRUCTURE DISPLAYED IN THE UNIVERSITY WEBSITE AND IN THE PROSPECTS OR SOME HIDDEN CHARGES ARE THERE?	The Assam down town university course fees is charged as displayed in the university website and in the prospectus. No hidden charges are collected from the students at any point in time.	
7.5	MODE OF FEE COLLECTION	The Assam down town University course fee is collected through any branch of Axis Bank, ICICI Bank & IDBI Bank and can be paid through Demand Draft/ pay orders payable at Guwahati.	
7.8	WHETHER UNIVERSITY IS PROVIDING ANY CONCESSION IN FEE TO STUDENTS? IF YES, PLEASE PROVIDE DETAILS.	Scholarship is given to students securing 80% and above in the qualifying exams. BPL scholarship given to meritorious students. Topper scholarship is provided to University Toppers. Scholarships are provided by deduction in the Semester fees.	
7.9	DETAILS OF THE HOSTEL FEE INCLUDING MESS CHARGES	Yearly food & lodging fees Rs. 65000/- , Security deposit Rs 10000/- (2018).	
7.10	ANY OTHER FEE	NO	

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The basis of the fee structure is given below:

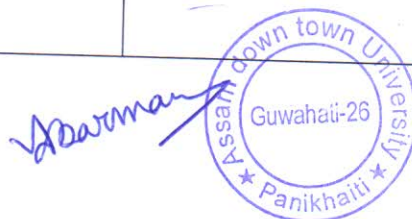
NAME OF FEES	BASIS
<i>ADMISSION &amp; TUITION FEES</i>	To meet the expenses for providing quality education with highly qualified faculty members & at par infrastructure
<i>HOSTEL FEES</i>	To meet the expenses on the quality food & hygienic stay for the students

7.12 WHETHER THE UNIVERSITY HAS RECEIVED ANY COMPLAINT WITH REGARD TO FEE CHARGED OR FEE STRUCTURE? IF YES PLEASE GIVE DETAILS ABOUT THE ACTION TAKEN.

Till date the Assam down town university has not received any complaint with regard to fee charged or fee structure.

7.13 WHETHER UNIVERSITY IS PROVIDING ANY SCHOLARSHIP TO STUDENTS? IF YES, PLEASE PROVIDE DETAILS.

Merit scholarship, BPL scholarship, Topper scholarship to those students who secures highest marks in the University semester Examination.



SANCTIONED AND FILLED UP POSTS (INSTITUTION-WISE AND DEPARTMENT-WISE)	Studies	Professor		Associate Professor		Assistant Professor		Lecturer/ Clinical Instructor
		Sanctioned	Filled	Sanctioned	Filled	Sanctioned	Filled	Filled
	Commerce, Management, Humanities & Social Sciences	3	2	6	5	17	21	2
	Engineering & Technology	7	5	14	2	43	54	3
	Pharmaceutical Sciences	2	1	4	6	11	13	0
	Paramedical Sciences	8	4	16	6	48	41	0
	Nursing	1	1	1	1	1	6	18
	Sciences	4	0	8	5	25	23	0


8.2 DETAILS OF TEACHING STAFF IN THE FOLLOWING FORMAT (PLEASE PROVIDE DETAILS- INSTITUTION-WISE AND DEPARTMENT-WISE) (DETAILS TO BE PROVIDED IN APPENDIX-XIII)

Dept	Name of the Teacher	Designation	Age	Educational Qualification (whether qualified as per UGC Regulations)	Teaching experience in year	Date of appointment	Whether full time or part time	Regular or adhoc	Scale of pay	No. of publications

8.3	CATEGORY-WISE TEACHING STAFF	NO.	OF	Category	Female	Male	Total
				SC	2	2	4
ST	22	4	26				
OBC	20	20	40				
PH	0	0	0				
General	63	85	148				
Total	107	111	218				

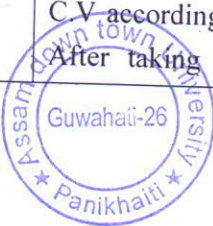
8.4 DETAILS OF THE PERMANENT AND TEMPORARY FACULTY MEMBERS IN THE FOLLOWING FORMAT:

PARTICULARS	Female	Male	Total
TOTAL NO. OF PERMANENT TEACHERS	<u>107</u>	<u>111</u>	<u>218</u>
NO. OF TEACHERS WITH PH.D AS THE HIGHEST QUALIFICATION	12	20	32
NO. OF TEACHERS WITH M.PHIL AS THE HIGHEST QUALIFICATION	1	0	1

*Signature*  


TOTAL NO. OF TEMPORARY TEACHERS				
NO. OF TEACHERS WITH PH.D AS THE HIGHEST QUALIFICATION				
NO. OF TEACHER WITH M.PHIL AS THE HIGHEST QUALIFICATION				
NO. OF TEACHERS WITH PG AS THE HIGHEST QUALIFICATION				
TOTAL NO. OF PART-TIME TEACHERS		<u>6</u>	<u>9</u>	<u>15</u>
NO. OF TEACHERS WITH PH.D AS THE HIGHEST QUALIFICATION				
NO. OF TEACHERS WITH M.PHIL AS THE HIGHEST QUALIFICATION				
NO. OF TEACHERS WITH PG AS THE HIGHEST QUALIFICATION		6	9	15
TOTAL NO. OF VISITING TEACHERS				
E5	RATIO OF FULL-TIME TEACHERS TO PART-TIME/CONTRACT TEACHERS	15:1		
E6	PROCESS OF RECRUITMENT OF FACULTY -WHETHER ADVERTISED? (PL. ATTACH COPY OF THE AD) -WHETHER SELECTION COMMITTEE WAS CONSTITUTED AS PER THE UGC REGULATIONS?	<p>The Requirement of any faculty for a department is given by the Dean of Faculty to the Registrar office. The Deputy Registrar places the requirement to the HR Department. The HR manager/ Officer go through the CV available in the Data Bank. If the HR department finds any suitable C.V then interview is arranged. Otherwise advertisement is placed in any the highest circulated Local News paper mentioning the Last date for application. After the last date of receiving of applications the HR department shortlists the C.V according to the requirement. After taking the consent of the</p>		

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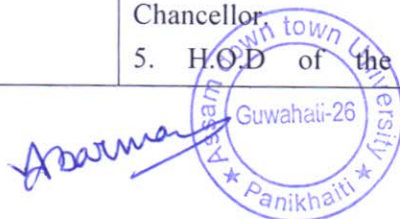


HR department for the interview. After taking the interviews the panel shortlists the selected candidates. On obtaining the selected list the HR Manager/ Officer informs the selected candidate either telephonically or through email. Once the candidates report to the HR dept they are given to fill out the Joining report. After the formal joining the candidates are introduced to the Trustees, Chancellor, Vice Chancellor, Registrar and Dean's, HoD, Faculty Member.

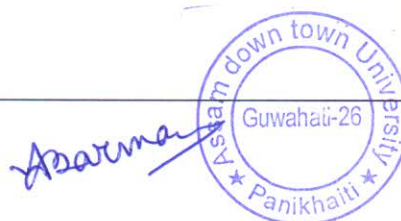
Advertisements for recruitment to posts of faculty and other non teaching staff of Assam down town university are given as per departmental requirement from time to time. Copies of sample advertisements published have been enclosed as Annexure 8.6

Assam down town University has a constituted selection committee comprising of following members for carrying out recruitment process for faculty positions for various departments.

1. Vice Chancellor of Assam down town University – *Chairperson.*
2. *Dean of Studies – Member.*
3. *Dean of concerned Faculty- Member*
4. Three experts in the concerned subject nominated by the Vice Chancellor.
5. H.O.D of the concerned

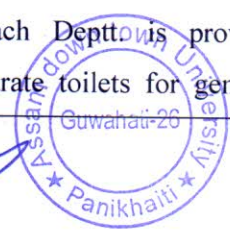


		<p>7. Governing Body representative – Member.</p> <p>8. HR Officer – Member Secretary.</p>	
8.7	<p><b>DOES THE UNIVERSITY FOLLOW SELF-APPRAISAL METHOD TO EVALUATE TEACHERS ON TEACHING RESEARCH AND WORK SATISFACTION? IF YES, HOW IS THE SELF-APPRAISAL OF TEACHERS ANALYZED AND USED? WHETHER:-</b></p> <p><b>SELF APPRAISAL EVALUATION PEER REVIEW STUDENTS EVALUATION OTHERS (SPECIFY)</b></p>	<p>The Appraisal of all teachers is conducted regularly every academic year by the HR dept of Assam down town University. Through this system student feedback of faculty members are collected semester wise and the same are scrutinized by the appraisal committee constituted by the Vice Chancellor. Apart from that feedback from the respective departmental heads is also obtained. All these factors are taken into consideration during the final appraisal process where the concerned teacher appears before an appraisal board constituted with Chancellor, Vice Chancellor, members of governing body.</p> <p>The Assam down town university does not follow a self appraisal system for its teachers at present. However it is being planned for from next academic session. The format for appraisal has been prepared already.</p>	
8.8	<p><b>INSTITUTION-WISE AND DEPARTMENT-WISE TEACHER STUDENT RATIO (ONLY FULL TIME FACULTY)</b></p>	Annexure 8.8	



	<p>PERMANENT FACULTY? IF YES, PLEASE PROVIDE THE FOLLOWING DETAILS:-</p> <p>SCALE OF PAY WITH ALL THE ALLOWANCES</p> <p>PROFESSOR—</p> <p>ASSOCIATE PROF.-</p> <p>ASSISTANT PROF.-</p> <p>MODE OF PAYMENT- (CASH/CHEQUE)</p>	<p>Account Transfer</p>	
<p>8.10</p>	<p>PAY/REMUNERATION PROVIDED TO:-</p> <p>PART-TIME FACULTY-</p> <p>TEMPORARY FACULTY-</p> <p>GUEST FACULTY-</p>	<p>The Details regarding remuneration offered to Guest Faculty is enclosed in Annexure – 8.10</p>	
<p>8.11</p>	<p>FACILITIES FOR TEACHING STAFF (PLEASE PROVIDE DETAILS ABOUT RESIDENCE, ROOMS, CUBICAL, COMPUTERS/ANY OTHER)</p>	<p>Since the University is a new one it is not in a position to provide residential accommodations to all teachers as yet. However, a few teachers are staying in the University quarters on the campus. So far as the sitting facilities are concerned, each teacher is provided with a separate cubical/room. Each Head of a Deptt or Dean of faculty is provided with separate room fitted with A.C, modern furniture including a pc with printer &amp; internet facilities and attached toilet. Each Deptt is provided with separate toilets for gents &amp;</p>	

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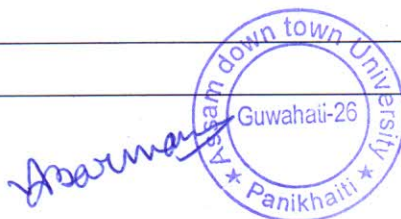
room for the faculties along with access to E- library. The university has provided excellent drinking water facilities for students & teachers by providing water coolers in each Deptt.

Teachers, students & employees who are staying in the City Centre, avail the bus facilities provided by the University. A big bus is exclusively earmarked for the teachers. Parking facility is also available at our campus.

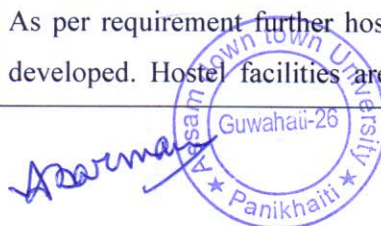
An area has been earmarked in the University Cafeteria are separately meant for the faculties.

**G INFRASTRUCTURE**

9.1	DOES THE UNIVERSITY HAVE SUFFICIENT SPACE FOR LAND & BUILDING?	Yes	
9.2	DOES THE UNIVERSITY HAVE SUFFICIENT CLASS ROOMS?	Yes	
9.3	LABORATORIES & EQUIPMENTS (DETAILS TO BE PROVIDED IN APPENDIX-XIV AND APPENDIX-XV)	Appendix-XIV and Appendix-XV Enclosed	
a)	ITEM DESCRIPTION (MAKE AND MODEL)		
b)	LOCATION (DEPARTMENT)		
c)	VALUE (RS.)		
d)	PRESENT CONDITION		



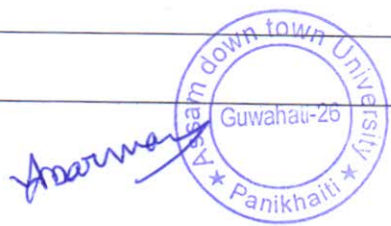
94	<b>LIBRARY</b>		
a)	Total Space (all Kinds)	1115sq meter	
b)	Computer/Communication facilities	10 computers, LAN Connected, Internet Facilities	
c)	Total no. Of Ref. Books (Each Department)	Engineering – 6923 Allied Health –3632 Nursing – 1048 Management –6926 Pharmacy – 1836	
d)	ALL RESEARCH JOURNALS SUBSCRIBED ON A REGULAR BASIS	Journal –17 , E-Journal – J-gate	
95	<b>SPORT FACILITIES</b>	(Details provided in Appendix-XVI)	
a)	OPEN PLAY GROUND(S) FOR OUTDOOR SPORTS (ATHLETICS, FOOTBALL, HOCKEY, CRICKET, ETC)		
b)	TRACK FOR ATHLETICS		
c)	BASKETBALL COURTS		
d)	SQUASH/TENNIS COURTS		
e)	SWIMMING POOL (SIZE)		
f)	INDOOR SPORTS FACILITIES INCLUDING GYMNASIUM)		
g)	ANY OTHER		
96	DOES THE UNIVERSITY HAVE PROVISION FOR RESIDENTIAL ACCOMMODATION INCLUDING HOSTELS (BOYS & GIRLS SEPARATELY)	<p>The Assam down town University presently has 4 separate hostel blocks with boarding facilities for over 600 students for both boys &amp; girls. These are common for all courses. Different kinds of accommodation are available for the students like two/ three seater rooms with attached bathroom to dorm like accommodation with common toilets. The accommodation is as per the student's choice and also as per availability.</p> <p>As per requirement further hostel space will be developed. Hostel facilities are provided to all</p>	



girls.

FINANCIAL VIABILITY

10.1	<p>DETAILS OF THE CORPUS FUND CREATED BY THE UNIVERSITY</p> <p>AMOUNT-</p> <p>FDR NO. DATE-</p> <p>PERIOD-</p> <p>(DOCUMENTARY EVIDENCE TO BE GIVEN)</p>	<p>The Assam down town university has created a corpus fund for the university in the form of several Fixed Deposits.</p> <p><b>The details of the FD's have been enclosed as Annexure 10.1</b></p>													
10.2	<p>FINANCIAL POSITION OF THE UNIVERSITY (PLEASE PROVIDE AUDITED INCOME AND EXPENDITURE STATEMENT FOR THE LAST 3 YEARS).</p>	<table border="1"> <thead> <tr> <th>Year</th> <th>INCOME RS.</th> <th>EXPENDITURE RS</th> </tr> </thead> <tbody> <tr> <td>2014-15</td> <td>39,59,04,120/-</td> <td>34,48,44,878/-</td> </tr> <tr> <td>2015-16</td> <td>36,07,60,805/-</td> <td>31,14,97,961/-</td> </tr> <tr> <td>2016-17</td> <td>38,55,18,183/-</td> <td>37,57,23,417/-</td> </tr> </tbody> </table>	Year	INCOME RS.	EXPENDITURE RS	2014-15	39,59,04,120/-	34,48,44,878/-	2015-16	36,07,60,805/-	31,14,97,961/-	2016-17	38,55,18,183/-	37,57,23,417/-	
Year	INCOME RS.	EXPENDITURE RS													
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2015-16	36,07,60,805/-	31,14,97,961/-													
2016-17	38,55,18,183/-	37,57,23,417/-													
10.3	<p>SOURCE OF FINANCE AND QUANTUM OF FUNDS AVAILABLE FOR RUNNING UNIVERSITY (FOR LAST AUDITED YEAR)</p> <p>FEES-</p> <p>DONATIONS</p> <p>LOAN</p> <p>INTEREST</p> <p>ANY OTHER (PL. SPECIFY)-</p> <p>TOTAL</p>	<p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>-</p> <p>Rs. 35,91,98,265/-</p> <p>NIL</p> <p>NIL</p> <p>Rs. 46,87,899/-</p> <p>Rs. 2,16,32,019/-</p> <p>Rs. 38,55,18,183/-</p>													
10.4	<p>WHAT IS THE UNIVERSITY'S 'UNIT</p>														




<p>EXPENDITURE (BUDGET ACCRUALS) DIVIDED BY THE NUMBER OF STUDENTS ENROLLED) UNIT COST CALCULATED EXCLUDING THE SALARY COMPONENT MAY ALSO BE GIVEN</p>	<p>Unit Cost excluding salary component Rs.30,19,89,577 / 4,180= Rs.72,246/-</p>	
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GOVERNANCE SYSTEM

ORGANIZATION, GOVERNANCE AND MANAGEMENT

<p>11.1</p>	<p>COMPOSITION OF THE STATUTORY OF THE UNIVERSITY (PLEASE GIVE NAMES, PROFESSION &amp; FULL POSTAL ADDRESS OF THE MEMBERS AND DATE ON CONSTITUTION):- GOVERNING BOARD EXECUTIVE COUNCIL BOARD OF MANAGEMENT ACADEMIC COUNCIL FINANCE COMMITTEE BOARD OF STUDIES OTHERS (DETAILS TO BE PROVIDED IN APPENDIX-XVII)</p>	<p>Composition of the statutory of the University with names, profession &amp; full postal address of the members and date on constitution are enclosed in <b>Appendix-XVII enclosed.</b></p>	
<p>11.2</p>	<p>DATES OF THE MEETINGS OF THE ABOVE BODIES HELD DURING THE LAST 2 YEARS (ENCLOSE ATTESTED COPY OF THE MINUTES OF THE MEETINGS)</p>	<p>Enclosed as Annexure 11.2</p>	
<p>11.3</p>	<p>WHAT PERCENTAGE OF THE MEMBERS OF THE BOARDS OF STUDIES, OR SUCH OTHER ACADEMIC COMMITTEES, ARE EXTERNAL? ENCLOSE THE GUIDELINES FOR BOS OR SUCH OTHER COMMITTEES.</p>	<p>The guidelines of BOS is enclosed herewith as <b>Annexure 11.3</b></p>	

*Aarman*  


ACADEMIC COUNCIL? IF YES, GIVE DETAILS ABOUT WHAT, WHEN AND HOW OFTEN ARE SUCH REVIEWS MADE?

Chairmanship of the Honorable Vice Chancellor visits various constituent units frequently and on the basis of evaluation of teaching, research and extension activities of the constituent units, on the spot direction, suggestions and guidelines are given to the concerned for the purpose of academic quality improvement.

**J RESEARCH PROFILE**

**FACULTY-WISE AND DEPARTMENT-WISE INFORMATION TO BE PROVIDED IN RESPECT OF THE FOLLOWING:-**

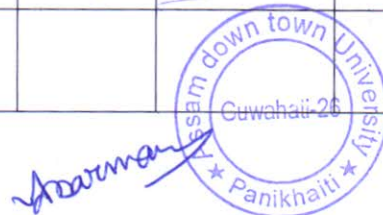
**Annexure – 12.1 enclosed**

- STUDENT TEACHER RATIO
- CLASS ROOMS
- TEACHING LABS
- RESEARCH LABS (MAJOR EQUIPMENTS)
- RESEARCH SCHOLARS (M.TECH, PH.D, POST DOCTORAL SCHOLARS)
- PUBLICATIONS IN LAST 3 YEARS (YEAR-WISE LIST)
- NO. OF BOOKS PUBLISHED
- PATENTS
- TRANSFER OF TECHNOLOGY
- INTER-DEPARTMENTAL RESEARCH (INTER-DISCIPLINARY)
- CONSULTANCY
- EXTERNALLY FUNDED RESEARCH PROJECTS
- EDUCATIONAL PROGRAMMES ARRANGED

**K MISC**

**DETAILS OF NON-TEACHING STAFF**

1 DETAILS OF NON-TEACHING STAFF						
Name	Designation	Age	Qualification	Scale of Pay	Date of Appointment	Trained Yes/No If yes,Details





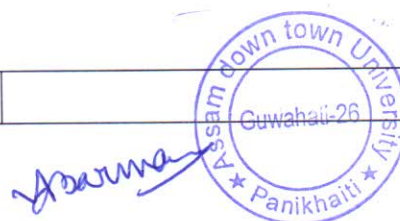
13.2	SUMMARY OF THE NON-TEACHING STAFF	Particulars	Female	Male	Total
		Administrative Staff			
		Group A	0	9	9
		Group B	4	6	10
		Group C	24	29	53
		Group D	17	117	120
		Sub total			
		Technical Staff			
		Group A	0	0	0
		Group B	0	5	5
		Group C	0	4	4
		Group D	5	10	15
		Sub total			
		Grand Total	50	180	230
13.3	NO. OF NON-TEACHING STAFF CATEGORY WISE	Category	Female	Male	Total
		SC	2	23	25
		ST	4	8	12
		OBC	6	23	29
		PH	0	0	0
		General	38	126	164
		Total	50	180	230
13.4	RATIO OF NON-TEACHING STAFF TO STUDENTS	1:14			
13.5	RATIO OF NON-TEACHING STAFF TO FACULTY	1:1			

#### 14. ACADEMIC RESULTS

14.1	FACULTY-WISE AND COURSE-WISE ACADEMIC RESULTS OF THE PAST 3 YEARS				Annexure-14.1 enclosed
	Sl. No	Course	No. of Candidates appeared	Result	

#### 15. Accreditation


15.1	WHETHER ACCREDITED BY NAAC? IF YES	
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	<p>DETAILS:-</p> <p>DATE OF ACCREDITATION</p> <p>PERIOD</p> <p>GRADE</p> <p>CGPA</p> <p>GRADING SYSTEM FOLLOWED</p>	NO									
15.2	<p>WHETHER COURSES ARE ACCREDITED BY NBA? IF YES PLEASE PROVIDE COURSE-WISE DETAILS AS UNDER:-</p> <table border="1" data-bbox="305 846 820 1052"> <thead> <tr> <th>Sl. No</th> <th>Course</th> <th>Whether Accredited</th> <th>Period of Accreditation</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Sl. No	Course	Whether Accredited	Period of Accreditation					NO	
Sl. No	Course	Whether Accredited	Period of Accreditation								
15.3	OTHER ACCREDITATIONS, IF ANY	NO									
15.4	ANY OTHER INFORMATION (INCLUDING SPECIAL ACHIEVEMENTS BY THE UNIVERSITY WHICH MAY BE RELEVANT FOR THE UNIVERSITY)	Recognition of Scientific and Industrial Research organizations (SIRO, s) vide letter no F. No 11/566/2012-TU-V DATED 06 April, 2018. Copy Enclosed.									

16. STRENGTH AND WEAKNESSES OF THE UNIVERSITY

15.1	STRENGTHS OF THE UNIVERSITY	<ol style="list-style-type: none"> <li>1. The University is located at the outskirts of the city at a hillock near Amsung reserve forest overlooking the mighty Brahmaputra.</li> <li>2. The University has uplifted the scenic beauty of the campus through plantation and gardening.</li> <li>3. The University being</li> </ol>	
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*Adarsh*  


environment is an excellent place for education.

4. The University has constructed academic and residential buildings in the campus keeping in view the serenity of the location.
5. The University Promotes the idea of green campus with special emphasis on the following:

**Energy:** conservation of energy and use of renewable energy

**Water:** use of water from natural sources like streams and through rain water harvesting

**Travel and Transport:** Discouraging use of individual vehicles and encouraging use of the collage public transport system.

**Biodiversity:** The University maintains and uplifts the existing biodiversity at the campus through plantation of diverse plants, Restricting Exploitation of Forest Resources

**Waste:** The University encourages reduction of non biodegradable wastes and Scientific and conservative management of wastes

6. In addition to the above the university offers the following strengths:

a) Conventional mode of education is also introducing new age methods and technologies in the classrooms as well as in teaching.

b) Internet facility for teachers & students



*Handwritten signature in blue ink.*

		<p>d) The campus is incorporating smart classes with Pearson group. This new technology called "Iris Eye" is enabling new age graphical representation of the Engineering curriculum. Slowly the technology will be introduced in other streams as well.</p> <p>e) <b>International Linkages:</b> The University is in the process of establishing faculty, student ties ups with the following institutes:</p> <ul style="list-style-type: none"> <li>i) Asian Institute of Technology, Bangkok, Thailand</li> <li>ii) London South bank University, London</li> <li>iii) Limerick Institute of Technology, Ireland.</li> </ul>	
16.2	<b>WEAKNESSES OF THE UNIVERSITY</b>	Location disadvantage, high cost in developing infrastructure due to hilly terrain.	

*Asarma*



This is to certify that all the information provided above is true to the best of my knowledge and belief. The University will adhere to the rules, regulations and guidelines of the UGC, Central Government and relevant Statutory Council(s) and abide by all the provisions under the UGC Regulations.

The above information is also posted on the website of the University [www.adtu.in](http://www.adtu.in)

*Barman*



**Signed and Sealed by the Head of the Institution**