

FEES REGULATING AUTHORITY

DATE : 18/08/2018

NOTICE

It is notified for the general information to all the colleges/Institutions, Online Fee Proposal Portal for Academic Year 2019-20 is open from August 18, 2018 (Saturday). Therefore, all institutions / colleges should start filling the information / data in portal similar to previous academic year and complete on or before October 31, 2018. Also submit the hard-copy of the final fee proposal for AY 2019-20 required with as per enclosed documents only and shall reach on or before October 31, 2018.



FEES REGULATING AUTHORITY

DATE : 18/8/2018

Advisory to Educational Institutions for submission of documents in physical form along with the Proposal.

Re : Simplification of Fees Approval Proposals submission process for Academic Year 2019-20 .

In order to submit proposals for approval of Fees Regulating Authority, Educational Institutions need to carry out following steps :

1. Submit Online Information/data on website www.sssamiti.org
2. Submit proposal along with documents in the physical format in the office of Fees Regulating Authority at 305, 3rd floor, Government Polytechnic building, 49, Kherwadi, Ali Yawar Jung Marg, Bandra (E), Mumbai –400 051. This proposal can be submitted either personally, or registered post, or speed post.

In order to simplify the process of submission of Fee Proposals for the Academic Year 2019-20, several steps have been taken including doing away with requirement of submission of many documents in the physical format.

Revised list of documents to be submitted in the physical format i.e. hard copies is given in the checklist attached to this Advisory.



C H E C K – L I S T for submission of Hard Copies of Documents

FEES APPROVAL PROPOSAL FOR HEALTH SCIENCE / HIGHER & TECHNICAL & AGRICULTURAL COURSES FOR ACADEMIC YEAR 2019-20

- a) Name of the college / institute : _____
- b) College Code : _____ Location : _____ Dist : _____
- c) Last fee finalized by FRA : i) Academic Year _____ ii) Amount Rs. _____

The Colleges/Institutes have to submit the proposal along with the following relevant documents/information in PERSON/POST/RPAD/COURIER in chronological order.

Sr. No.	Particulars	Page No.	For Office Use only
1	Prescribed format of revised norms of computation & Depreciation		
2	Print of prescribed Forms A, B, C, D, and E in Duplicate duly filled in and signed.		
3	Audited financial statements of Institutes / Colleges (along with Hospital, in case of Health Science College/Institute) i.e. (i) Auditors Report (ii) Receipt and Payment Account, (iii) Income & Expenditure Account and (iv) Balance sheet along with all the schedules with Audit Report along with notes to accounts and accounts policy for the Financial Year 2017-18 duly signed by Chartered Accountant and counter signed by person duly authorized in terms of section 2 (l) of the Act. All the statements mentioned at (i) to (iv) in Original. (Note: Photocopies or certified photocopies will not be accepted).		
4	Copy of earlier academic years fee structures finalized by Fees Regulating Authority – i.e. Academic Year 2018-19.		
5	Affidavit Information to be submitted in the form of an Affidavit on Stamp Paper of Rs. 100/- duly signed by head of the Institute / Dean of Management and Dean / Principal of Institute / College along with following points incorporated in it – (i) Salary paid as per norms of respective authorities (ii) Certificate of Management stating that the same Audited statement of accounts has been filed with IT department and office of Charity Commissioner (iii) Affirmation about the correctness of facts and figures submitted by Head of the institute.		
6	Details of other Colleges/courses run and located in the same premises /campus. Budget, if any, of the institutes / colleges giving Budgeted Income and Expenditure Account and Balance sheet.		

Note : The proposal should be submitted in Duplicate in A4 size Spirally bound indicating cover page in the specified format.

