

पूर्व क्षेत्रीय समिति  
राष्ट्रीय अध्यापक शिक्षा परिषद्  
(भारत सरकार का एक विधिक संस्थान)



Eastern Regional Committee  
National Council for Teacher Education  
(A Statutory Body of the Government of India)

ERC-154.5.13/NCTE/ERCAPP996/B.Ed/ 17896

Date: 01/05/2013

To

The Principal /Secretary /Correspondent  
Manoranjan Saha Memorial B Ed College,  
Street Number-MB Road,  
Vill-Uttar Mouamari,  
Tehsil/Taluka/Town/City-Maynaguri,  
P.O-Bagjan, Dist-Jalpaiguri,

**Subject:** Letter of intent for grant of recognition / permission for B.Ed Course () under Clause-7(9) of the NCTE (Recognition Norms and Procedure) Regulation 2009 – reg.

**Ref:** Application No. ERCAPP996

Sir/Madam,

In terms of section 14 of the NCTE Act, 1993, your Institution had submitted an application to the Eastern Regional Committee of NCTE on (mm/dd/yyyy) 9/23/2011 and hard copy received on (mm/dd/yyyy) 9/26/2011 for grant of recognition/permission for starting B.Ed Course.

2. On the basis of the scrutiny of the documents sub.mitted by the institution, input received from the Visiting Team Report and videography, the ERC in its 154 meeting held on 22nd - 23rd April 2013 decided that the above institution has adequate financial resources, accommodation, library and laboratory as prescribed in the norms and standards and that it fulfils all such other conditions relating to infrastructural and instructional facilities required for proper functioning of the institution for a teacher education course.

3. Before grant of formal recognition under regulation 7(11) is considered, you are requested to submit the following:

- a. Faculty list approved by affiliating body after the appointment through duly constituted selection committee and ensuring compliance of NCTE norms of teaching staff etc.
- b. Advertisement in leading newspapers.
- c. Letter of University / Affiliating Body, nominating experts / representative for the Selection Committee.
- d. Minutes of the Selection Committee duly constituted as per the norms of the affiliating body.
- e. Approval of the University / Affiliating body to the selected faculty in the prescribed format.
- f. An affidavit on Rs.100/- stamp paper to the effect that the institution has selected staff as per NCTE/State/University norms in the prescribed format.
- g. An affidavit on Rs.10/- non judicial stamp paper by the individual faculty member selected by the institution. Details should be filled in by every faculty member selected in the prescribed format.
- h. Educational & Professional qualification certificates of all teaching staff showing their eligibility for appointment as per the NCTE norms and experience certificate of the Principal/HOD.
- i. FDRs duly converted in favour of joint name of the Society/Trust/Institution and Regional Director, ERC, NCTE, Bhubaneswar with Joint operation Mode: 'AND'. A letter to the concerned bank is being sent authorizing the bank on behalf of Regional Director for the conversion in the joint name.
- j. An undertaking from the Management of the institution as per the prescribed format available on ERC website.
- k. Down loaded copies of the website of the institution with the hyperlink of the same as per provisions of 7(10) of the NCTE Regulations, 2009.

P.T.O.

*(Handwritten Signature)*

15, Neelakantha Nagar, Nayapalli, Bhubaneswar (ODISHA) - 751 012  
Phone: (0674) 2563156, 2563252, 2562793 Fax : (0674) 2564873  
E-Mail: erc@ncte-india.org, Website: www.ncte-india.org, www.ercncte.org

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The institution after appointing the requisite faculty or staff as per the provisions of sub-regulations 7(9) and after fulfilling the conditions under sub-regulation 7(10) shall submit its compliance along with all necessary documents accompanied with an Affidavit in support of reply of the above points within 30 days of issue of Letter of Intent prior to recognition.

4. The institution shall launch its own website covering inter alia, the details of the institution, its location, name of the course applied for with intake, availability of physical infrastructure (land, building, office classrooms and other facilities / amenities). Instructional facilities (laboratory, library etc) and the particulars of their proposed teaching and non-teaching staff etc with photographs. **The downloaded copy of the website is required to be submitted.**

5. Before issuance of the formal recognition order, the institution is required to convert / renew the Original FDR(s) of Endowment Fund of Rs.5 lakhs and Reserve Fund of Rs.3 lakhs in the joint name of the Society/Trust/Institution 'and' Regional Director, ERC, NCTE, Bhubaneswar. (Joint operation Mode: 'AND'). (Original FDRs are enclosed along with this letter). **The institution shall submit the original joint FDRs to ERC, NCTE after conversion. (For self financed institution only)**

1. FDR/MBDR/COD/TDA/TDR/ (5 Lakhs ) No:985214, Dated: 22-Sep-11
2. FDR/MBDR/COD/TDA/TDR/ (3 Lakhs ) No:985213, Dated: 22-Sep-11

(The validity of original FDRs of Rs.5.00 Lakhs and Rs.3.00 Lakhs, if expired, is to be renewed as per the above instruction (Para No.5) from the concerned bank).

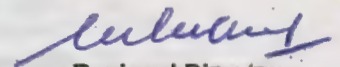
6. You are requested to contact the University/Affiliating body for participating in the process of selection of Faculty/Staff in the institution and for completion of the process within a period of 30 days and submit the list of faculty, as approved by University/Affiliating body to the Regional Committee.

7. You are advised to comply the above requirement before the formal recognition is considered under Regulation 7(11).

Admissions shall not be made until formal recognition order under Para 7(11) of the NCTE (Recognition Norms & Procedure) Regulations, 2009 is issued by the Eastern Regional Committee, NCTE and affiliation is obtained from the University/examining body concerned.

The compliance report / reply along with documents as stated above should be submitted within 30 days of issue of this letter, failing which appropriate action will be taken as deemed fit and proper. However, if the institution has already submitted the reply in response to uploaded minutes of ERC in its Website, the same shall be treated as the reply to the decision of ERC.

Yours faithfully,

  
Regional Director

- Encl.: 1. Original FDR/MBDR/COD/TDA/TDR mentioned above.  
2. Copy of Authorization letter to Bank "Annexure-'A' & 'B' - to convert the FDRs in joint name with mode of operation "AND" (Without sending the Account Opening Form for signature).

**Copy to:**

1. The Registrar, University of North Bengal, Raja Rammohunpur - 734 430, Distt. Darjeeling West Bengal
2. The Secretary to Govt. of West Bengal, Department of Higher Education, 6th Floor, Bikash Bhawan, Salt Lake, Kolkata, West Bengal - 700 091
3. The Branch Manager, Indian Overseas Bank, Babupara, Jalpaiguri, West Bengal-735101.  
**For conversion of FDRs in the joint name of the Society/Trust/Institution and Regional Director, ERC, NCTE, Bhubaneswar. (Joint operation Mode: 'AND').**