

NCTE-Regl012/15/2021-Reg. Sec-HQ / 111240

Dated: 30/05/2022

To

The Regional Director Eastern Regional Committee National Council for Teacher Education G-7, Sector 10, Dwarka, Near Metro Station, New Delhi-110075	The Regional Director Western Regional Committee National Council for Teacher Education G-7, Sector 10, Dwarka, Near Metro Station, New Delhi-110075
The Regional Director Southern Regional Committee National Council for Teacher Education G-7, Sector 10, Dwarka, Near Metro Station, New Delhi-110075	The Regional Director Northern Regional Committee National Council for Teacher Education G-7, Sector 10, Dwarka, Near Metro Station, New Delhi-110075

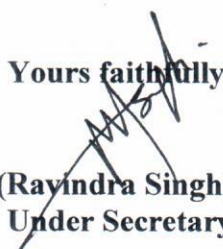
Subject- Standard Operating Procedure (SOP) for processing of the applications-regarding.

Sir,

In supersession of the earlier Standard Operating Procedure (SOP) circulated vide letter No. F. NCTE-CDN016(13)/6/2019-CDN-HQ dated 12th April, 2019, please find attached herewith the revised Standard Operating Procedure (SOP) for processing of applications by the Regional Committee/s in NCTE with the direction that the conduct of business in the RD's office shall be strictly done as per the procedure laid down in the SOP without any deviation and with immediate effect.

2. The said SOP needs to be immediately brought to the notice of individual members of all the Regional Committee(s)/officer(s)/official(s)/staff of the Regional Committee(s). Any deviation from the procedure laid down in the SOP shall merit disciplinary proceedings.
3. This issues with the approval of the Chairperson, NCTE.

Yours faithfully


(Rayindra Singh)
Under Secretary

Encl: As above.

Copy to:

- I. PS/SO to CP/MS for kind information.
- II. All regular staff of NCTE (HQ) and all RCs.
- ✓III. E-office team-To upload the SOP on Notice Board of E-office
- IV. Guard file.

STANDARD OPERATIVE PROCEDURE (SOP)

A. PREAMBLE

This SOP contains the administrative guidelines which shall be strictly adhered to while processing the applications submitted by the Teacher Education Institutions / Higher Education Institutions (hereinafter referred as TEIs / HEIs) already invited and pending or to be received / submitted henceforth seeking grant of recognition of teacher education courses under NCTE Regulations, 2014 as amended from time to time. The period of inviting applications as mentioned in clause 5(5) of NCTE Regulations, 2014 shall not be applicable for submission of application to Innovative programmes of teacher education.

B. DATE OF ENFORCEMENT :

This SOP shall be effective from the date of its circulation.

C. GUIDELINES

1. Any application received off-line shall not be processed as per clause 5(3) of NCTE Regulations, 2014.
2. The application shall be summarily rejected on failure to deposit the application fee, as applicable, as prescribed under rule 9 of the National Council for Teacher Education Rules, 1997 on or before the first date of submission of online application, as envisaged in the Clause 7(2) of the NCTE Regulations, 2014 as amended from time to time.
3. The applications, which do not fall under Clause 7(2) of the NCTE Regulations, 2014, shall be processed by the concerned Regional Committee of NCTE strictly in the following manner and time-line :-

<i>Sl.No.</i>	<i>Particulars</i>	<i>Timeline</i>
1.	Issuance of letter seeking comments / recommendations of State Government / UT Administration concerned.	<p>(i) A letter (through online mode only) will be issued to the State Govt. / Admn. concerned within a period of 7 days from the receipt of online application with the request to provide its recommendations / comments within 15 days. [<i>clause 7(4) & 7(5) of NCTE (Amendment) Regulations, 2022</i>]</p> <p>(ii) If the reply is not received from the concerned State Govt. / UT Admn., a reminder will be issued for providing another 7 days. [<i>clause 7(6) of NCTE (Amendment) Regulations, 2022</i>]</p> <p>(iii) Whenever the reply is received or not received after 22 days, from the concerned State Govt. / UT Admn. the same shall be placed</p>

Sl.No.	Particulars	Timeline
		before concerned Regional Committee. [clause 7(7) of NCTE (Amendment) Regulations, 2022]
2.	Scrutiny / Examination of application.	<p>The initial scrutiny / examination of application shall be made within 22 days from the last date of submission of application.</p> <p>This will be done simultaneously while seeking recommendations or comments from the State Govt./UT.</p>
3.	Consideration of the matter by the concerned RC.	<p>(i) On receipt of any communication from any of the stakeholders, VTR / Reply of LoI the matter (in all cases and stages) shall be placed before the concerned RC within 15 days.</p> <p>(ii) In case no communication is received from any of the stakeholders within the stipulated time, the matter shall be placed before the concerned RC.</p>
4.	Time taken by the concerned Regional Committee to take decision	Maximum 5 days at any stage from the date of sending file to the account of the Regional Committee
5.	Communication of decision / SCN of RC at any stage.	The decision taken by the concerned RC shall be communicated to the TEI / HEI immediately on the day of decision taken by the concerned RC.
6.	Time line for submission of replies of SCNs (at any stage) by the TEI / HEI.	Within 15 days through online mode only followed by Final SCN providing another 7 days. If no reply is received within this period, the decision shall be taken by the concerned RC based upon the records available with it.
7.	Conduct of inspection by the Visiting Team.	<p>After decision taken by the concerned RC for constitution of VT, the RD concerned shall forward the file to DS (Inspection) on the same day of decision.</p> <p>The DS(Inspection) shall initiate the VT procedure on the next day.</p> <p>The Visiting Team shall be constituted within another 6 days by the software developed by NCTE.</p> <p>Provisions of Visiting Team Policy of NCTE (separately issued) shall strictly be</p>

<i>Sl.No.</i>	<i>Particulars</i>	<i>Timeline</i>
		adhered to. In exceptional circumstances such as compliance of Court Order or any eventuality etc., the time schedule specified above may be altered / modified accordingly.
8.	Consideration of VTR by the concerned RC	Within a maximum period of 5 days
9.	Time-line for TEI / HEI for submission of reply of LoI.	60 days from the date of issuance. [<i>clause 7(13) of NCTE Regulations, 2014</i>]

D. COMMON GUIDELINES

- (i) All the deficiencies shall be communicated through a comprehensive Show Cause Notice at every relevant stage. The deficiencies raised should be specific.
- (ii) All RCs, RDs and concerned officers / officials of concerned RC shall adhere to the limitation of issuance of Show Cause Notices as prescribed above. Violation of this direction shall attract disciplinary proceedings as per rules against the concerned Members of the Regional Committees / Regional Director / officers / officials.
- (iii) There is a provision under section 18 of NCTE Act, 1993 for the TEIs / HEIs to file an appeal before the Appellate Authority of the Council against the decision of the Regional Committee. Therefore, the Regional Committee on its own shall not review / reopen any of its decision.
- (iv) The Regional Director who is the convener of the Regional Committee, while putting up the proposals to the Regional Committee, shall ensure that the correct provisions in the Act, Rules or Regulations including norms and standards for various teacher education programmes are brought to the notice of the Regional Committee so as to enable the Committee to take appropriate decision. [*clause 7(12) of NCTE Regulations, 2014*].
- (v) If any file is forwarded to NCTE (HQ) by the RD, should be put up with a comprehensive note containing all the facts of the case, relevant Rules & Regulations with hyperlinking of the same and the proposed course of action so as to enable NCTE (HQ) to take appropriate /considered decision thereon. However, at the same time, it should be ensured that routine matters which are within the purview of the functions / mandate of the Regional Committees / Regional Directors should not be forwarded to the Hqrs failing which an appropriate action shall be taken against the RC/RD concerned.
- (vi) Regarding appeal cases and court matters, as the case may be, the RD and concerned officers / officials shall ensure that the matter shall be put up to the Regional Committee, with appropriate recommendations within 5 days of receipt of such orders or within time limit prescribed in the Order of the Appellate Authority / Hon'ble Courts, whichever is earlier.
- (vii) If there is any inaction / delay of the Orders passed by the Hon'ble Court(s) within stipulated time, the Regional Director / officers / officials concerned shall be held responsible. If the matter is put up before the RC concerned and

the RC has not taken any decision, the Members of the RC shall be held responsible.

- (viii) All communications, henceforth, with the concerned State Governments / UT Admn. / affiliating body / TEI / HEI etc. shall be made through online mode only.

E. REPEAL

- (i) The Standard Operating Procedure (SOP) circulated vide letter No. F.NCTE-CDN016(13)/6/2019-CDN-HQ dated 12th April, 2019 is hereby repealed.

F. STANDARDS FORMATS :-

Sl. No.	Annexure No.	Particular
I.	Annexure – 1	FIRST SHOW CAUSE NOTICE AFTER PRELIMINARY SCRUTINY
II.	Annexure – 2	FINAL SHOW CAUSE NOTICE AFTER PRELIMINARY SCRUTINY
III.	Annexure – 3	FIRST SHOW CAUSE NOTICE AFTER CONSIDERATION OF VISITING TEAM BY THE REGIONAL COMMITTEE
IV.	Annexure – 4	FINAL SHOW CAUSE NOTICE AFTER CONSIDERATION OF VISITING TEAM BY THE REGIONAL COMMITTEE
V.	Annexure – 5	LETTER OF INTENT
VI.	Annexure – 6	FIRST SHOW CAUSE NOTICE AFTER ISSUANCE OF LETTER OF INTENT
VII.	Annexure – 7	FINAL SHOW CAUSE NOTICE AFTER ISSUANCE OF LETTER OF INTENT
VIII.	Annexure – 8	RECOGNITION ORDER
IX.	Annexure – 9	REFUSAL ORDER

NATIONAL COUNCIL FOR TEACHER EDUCATION (NCTE)
(A Statutory Body of the Government of India)
Northern / Eastern / Western / Southern Regional Committee
G-7, Sector-10, Dwarka, New-Delhi - 110075

FIRST SHOW CAUSE NOTICE AFTER PRELIMINARY SCRUTINY

F.No. _____

Dated: _____

To

The Correspondent / Principal.

Name & Address of the institution

Sub: Providing reasonable opportunity for making written representation before passing Refusal order under clause 14/15 (3)(b) of NCTE Act, 1993 – reg.

Sir/Madam,

In terms of Section 14 (1) / 15 (1) of the NCTE Act, 1993, Name & Address of the managing society / trust / company of the TEI / HEI has applied for grant of recognition to Name & Address of the institution for Name of the course online on Date of submission of online application, in the *Northern / Eastern / Western / Southern Regional Committee of NCTE* for the session (mention the session for which application has been submitted).

2. *The Northern / Eastern / Western / Southern Regional Committee* has considered the application submitted online by the institution, along with related documents on dated _____ and decided to provide reasonable opportunity for making written representation before passing Refusal order under clause 14 / 15 (3)(b) of NCTE Act, 1993 on the following grounds:

Sr. No.	SCN Ground
1	
2	
3	

3. In terms of above decision of *Northern / Eastern / Western / Southern Regional Committee*, you are requested to make a *written representation through online within 15 days* alongwith all relevant supporting documents from the date of issue of this letter.

4. You are hereby required to show cause as to why your application seeking grant of recognition for (name of proposed course) should not be refused u/s 14 / 15(3)(b) of NCTE Act, 1993 on the grounds mentioned under para 2 above.

Yours faithfully,

Regional Director,
Northern / Eastern / Western / Southern Regional Committee Regional Committee,
National Council for Teacher Education,
G-7, Sector-10, Dwaraka, New-Delhi - 110075.

NATIONAL COUNCIL FOR TEACHER EDUCATION (NCTE)
(A Statutory Body of the Government of India)
Northern / Eastern / Western / Southern Regional Committee
G-7, Sector-10, Dwarka, New-Delhi - 110075

FINAL SHOW CAUSE NOTICE AFTER PRELIMINARY SCRUTINY

F.No. _____

Dated: _____

To

The Correspondent / Principal,

Name & Address of the institution

Sub: Providing reasonable opportunity for making written representation before passing Refusal order under clause 14/15 (3)(b) of NCTE Act, 1993 – reg.

Sir/Madam,

In terms of Section 14 (1) / 15 (1) of the NCTE Act, 1993, Name & Address of the managing society / trust / company of the TEI / HEI has applied for grant of recognition to Name & Address of the institution for Name of the course online on Date of submission of online application, in the Northern / Eastern / Western / Southern Regional Committee of NCTE for the session (mention the session for which application has been submitted).

2. *The Northern / Eastern / Western / Southern Regional Committee* has considered the application submitted online by the institution, along with related documents on dated _____ and decided to provide reasonable opportunity for making written representation before passing Refusal order under clause 14 / 15 (3)(b) of NCTE Act, 1993 on the following grounds:

Sr. No.	SCN Ground
1	
2	
3	

3. In terms of above decision of *Northern / Eastern / Western / Southern Regional Committee*, vide first show cause Notice No. _____ dt. _____ you were requested to make a *written representation through online within 15 days* alongwith all relevant supporting documents from the date of issue of first Show Cause Notice.

4. However, no reply has been submitted by your TEI / HEI within the prescribed time limit.

OR

4. The reply submitted by the TEI/HEI was considered by the Regional Committee on _____ and the same is found deficient in terms of the following :-

Sr. No.	SCN Ground
1	
2	
3	

5. In terms of above decision of *Northern / Eastern / Western / Southern Regional Committee*, you are requested to make a *written representation through online within 7 days* alongwith all relevant supporting documents from the date of issue of this letter.

6. You are hereby required to show cause as to why your application seeking grant of recognition for (name of proposed course) should not be refused u/s 14 / 15(3)(b) of NCTE Act, 1993 on the grounds mentioned under para 4 above. No further opportunity shall be provided in this regard.

Yours faithfully,

Regional Director,
Northern / Eastern / Western / Southern Regional Committee Regional Committee,
National Council for Teacher Education,
G-7, Sector-10, Dwaraka, New-Delhi - 110075.

NATIONAL COUNCIL FOR TEACHER EDUCATION (NCTE)
(A Statutory Body of the Government of India)
Northern / Eastern / Western / Southern Regional Committee
G-7, Sector-10, Dwarka, New-Delhi - 110075

**FIRST SHOW CAUSE NOTICE AFTER CONSIDERATION OF VISITING TEAM
BY THE REGIONAL COMMITTEE**

F.No. _____

Dated: _____

To

The Correspondent / Principal,

Name & Address of the institution

Sub: Providing reasonable opportunity for making written representation before passing Refusal order under clause 14/15 (3)(b) of NCTE Act, 1993 – reg.

Sir/Madam,

In terms of Section 14 (1) / 15 (1) of the NCTE Act, 1993, Name & Address of the managing society / trust / company of the TEI / HEI has applied for grant of recognition to Name & Address of the institution for Name of the course online on Date of submission of online application, in the *Northern / Eastern / Western / Southern Regional Committee of NCTE* for the session (mention the session for which application has been submitted).

2. The online inspection was conducted on _____ by the visiting team constituted by the NCTE. The Visiting Team Report was considered by the *Northern / Eastern / Western / Southern Regional Committee* on _____ and the Committee decided to provide reasonable opportunity for making written representation before passing order refusing recognition under clause 14/15 (3)(b) of NCTE Act, 1993 on the following grounds :-

Sr. No.	SCN Ground
1	
2	
3	

3. In terms of above decision of *Northern / Eastern / Western / Southern Regional Committee*, you are requested to make a **written representation through online within 15 days** alongwith all relevant supporting documents from the date of issue of this letter.

4. You are hereby required to show cause as to why your application seeking grant of recognition for (name of proposed course) should not be refused u/s 14 / 15(3)(b) of NCTE Act, 1993 on the grounds mentioned under para 2 above.

Yours faithfully,

Regional Director,
Northern / Eastern / Western / Southern Regional Committee Regional Committee,
National Council for Teacher Education,
G-7, Sector-10, Dwaraka, New-Delhi - 110075.

NATIONAL COUNCIL FOR TEACHER EDUCATION (NCTE)
(A Statutory Body of the Government of India)
Northern / Eastern / Western / Southern Regional Committee
G-7, Sector-10, Dwarka, New-Delhi - 110075

**FINAL SHOW CAUSE NOTICE AFTER CONSIDERATION OF VISITING TEAM
BY THE REGIONAL COMMITTEE**

F.No. _____

Dated: _____

To

The Correspondent / Principal,

Name & Address of the institution

Sub: Providing reasonable opportunity for making written representation before passing Refusal order under clause 14/15 (3)(b) of NCTE Act, 1993 – reg.

Sir/Madam,

In terms of Section 14 (1) / 15 (1) of the NCTE Act, 1993, Name & Address of the managing society / trust / company of the TEI / HEI has applied for grant of recognition to Name & Address of the institution for Name of the course online on Date of submission of online application, in the *Northern / Eastern / Western / Southern Regional Committee of NCTE* for the session (mention the session for which application has been submitted).

2. The online inspection was conducted on _____ by the visiting team constituted by the NCTE. The Visiting Team Report was considered by the *Northern / Eastern / Western / Southern Regional Committee* on _____ and the Committee decided to provide reasonable opportunity for making written representation before passing order refusing recognition under clause 14/15 (3)(b) of NCTE Act, 1993 on the following grounds :-

Sr. No.	SCN Ground
1	
2	
3	

3. In terms of above decision of *Northern / Eastern / Western / Southern Regional Committee*, vide first show cause Notice No. _____ dt. _____ you were requested to make a *written representation through online within 15*

days alongwith all relevant supporting documents from the date of issue of first Show Cause Notice.

4. However, no reply has been submitted by your TEI / HEI within the prescribed time limit.

OR

4. The reply submitted by the TEI/HEI was considered by the Regional Committee on _____ and the same is found deficient in terms of the following :-

Sr. No.	SCN Ground
1	
2	
3	

5. In terms of above decision of *Northern / Eastern / Western / Southern Regional Committee*, you are requested to make a *written representation through online within 7 days* alongwith all relevant supporting documents from the date of issue of this letter.

6. You are hereby required to show cause as to why your application seeking grant of recognition for (name of proposed course) should not be refused u/s 14 / 15(3)(b) of NCTE Act, 1993 on the grounds mentioned under para 4 above. No further opportunity shall be provided in this regard.

Yours faithfully,

Regional Director,
Northern / Eastern / Western / Southern Regional Committee Regional Committee,
National Council for Teacher Education,
G-7, Sector-10, Dwaraka, New-Delhi - 110075.

NATIONAL COUNCIL FOR TEACHER EDUCATION (NCTE)
(A Statutory Body of the Government of India)
Northern / Eastern / Western / Southern Regional Committee
G-7, Sector-10, Dwarka, New-Delhi - 110075

LETTER OF INTENT

F.No. _____

Dated: _____

To

The Correspondent / Principal,

Name & Address of the institution

Sub: Letter of Intent (LOI) for grant of recognition/permission for offering Integrated Teacher Education Programme (ITEP) under 7(13) of the NCTE (Recognition Norms and Procedure) Regulations, 2014 – Reg.

Sir/Madam,

In terms of Section 14/15(1) of the NCTE Act, 1993, Name & Address of the managing society / trust / company has applied for grant of recognition to Name & Address of the proposed institution for name of the proposed course online on Date of online submission of application, in the Northern / Southern / Eastern / Western Regional Committee, NCTE for the academic session (_____).

2. On the basis of the scrutiny of the documents submitted by the institution and Visiting Team Report, the Northern / Southern / Eastern / Western Regional Committee, NCTE is satisfied that the above institution has adequate infrastructural, instructional and financial resources as per NCTE Regulations, 2014 (as amended from time to time) and decided to issue Letter of Intent prior to grant of recognition for Name of the proposed course under clause 7(13) of NCTE Regulations, 2014.

3. Before grant of Formal Recognition, you are required to submit the following documents through online mode within the stipulated period of 60 days from the date of issue of this Letter of Intent :-

- i. The institution shall submit the list of faculties having required qualification as per NCTE Regulations 2014 for the proposed course duly approved by the concerned affiliating body.
- ii. The institution shall launch its own website with hyperlink to the NCTE website uploading the required information / documents as per clause 7(14) of the NCTE Regulations 2014 as amended time to time and furnish the evidence in this regard.

- iii. The institution shall maintain the required endowment and reserve fund converted in the joint operation in the name of institution and regional Director of the concerned Regional Committee as per clause 7(16) of NCTE Regulations 2014.

4. Further, admissions shall not be made until Recognition Order under Regulations 7(16) of the NCTE (Recognition Norms and Procedure) Regulations, 2014 is issued by the *Northern / Southern / Eastern / Western Regional Committee, NCTE* and thereafter obtaining the affiliation from the concerned affiliating body.

Yours faithfully,

Regional Director,
Northern / Eastern / Western / Southern Regional Committee Regional Committee,
National Council for Teacher Education,
G-7, Sector-10, Dwaraka, New-Delhi - 110075.

NATIONAL COUNCIL FOR TEACHER EDUCATION (NCTE)
(A Statutory Body of the Government of India)
Northern / Eastern / Western / Southern Regional Committee
G-7, Sector-10, Dwarka, New-Delhi - 110075

FIRST SHOW CAUSE NOTICE AFTER ISSUANCE OF LETTER OF INTENT

F.No. _____

Dated: _____

To

The Correspondent / Principal,

Name & Address of the institution

Sub: Providing reasonable opportunity for making written representation before passing Refusal order under clause 14/15 (3)(b) of NCTE Act, 1993 – reg.

Sir/Madam,

In terms of Section 14 (1) / 15 (1) of the NCTE Act, 1993, Name & Address of the managing society / trust / company of the TEI / HEI has applied for grant of recognition to Name & Address of the institution for Name of the course online on Date of submission of online application, in the *Northern / Eastern / Western / Southern Regional Committee of NCTE* for the session (mention the session for which application has been submitted).

2. On the basis of the scrutiny of the documents submitted by the institution and Visiting Team Report, the *Northern / Southern / Eastern / Western Regional Committee, NCTE* was satisfied and a Letter of Intent prior to grant of recognition for Name of the proposed course under clause 7(13) of NCTE Regulations, 2014 was issued on (Date of issuance of Letter of Intent) vide which you were requested to submit the compliance online *within 60 days* alongwith all relevant supporting documents from the date of issue of letter of intent.

3. However, no reply has been submitted by your TEI / HEI within the prescribed time limit.

OR

3. The reply submitted by the TEI/HEI was considered by the Regional Committee on _____ and the same is found deficient in terms of the following :-

Sr. No.	SCN Ground
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1	
2	
3	

4. In terms of above decision of *Northern / Eastern / Western / Southern Regional Committee*, you are requested to make a *written representation through online within 15 days* alongwith all relevant supporting documents from the date of issue of this letter.

5. You are hereby required to show cause as to why your application seeking grant of recognition for (name of proposed course) should not be refused u/s 14 / 15(3)(b) of NCTE Act, 1993 on the grounds mentioned under para 3 above.

Yours faithfully,

Regional Director,
Northern / Eastern / Western / Southern Regional Committee Regional Committee,
National Council for Teacher Education,
G-7, Sector-10, Dwaraka, New-Delhi - 110075.

NATIONAL COUNCIL FOR TEACHER EDUCATION (NCTE)
(A Statutory Body of the Government of India)
Northern / Eastern / Western / Southern Regional Committee
G-7, Sector-10, Dwarka, New-Delhi - 110075

FINAL SHOW CAUSE NOTICE AFTER ISSUANCE OF LETTER OF INTENT

F.No. _____

Dated: _____

To

The Correspondent / Principal,

Name & Address of the institution

Sub: Providing reasonable opportunity for making written representation before passing Refusal order under clause 14/15 (3)(b) of NCTE Act, 1993 – reg.

Sir/Madam,

In terms of Section 14 (1) / 15 (1) of the NCTE Act, 1993, Name & Address of the managing society / trust / company of the TEI / HEI has applied for grant of recognition to Name & Address of the institution for Name of the course online on Date of submission of online application, in the Northern / Eastern / Western / Southern Regional Committee of NCTE for the session (mention the session for which application has been submitted).

2. On the basis of the scrutiny of the documents submitted by the institution and Visiting Team Report, the Northern / Southern / Eastern / Western Regional Committee, NCTE was satisfied and a Letter of Intent prior to grant of recognition for Name of the proposed course under clause 7(13) of NCTE Regulations, 2014 was issued on (Date of issuance of Letter of Intent) vide which you were requested to submit the compliance online within 60 days alongwith all relevant supporting documents from the date of issue of letter of intent.

3. However, no reply was submitted by your TEI / HEI within the prescribed time limit and a Show Cause Notice dt. _____ was issued.

OR

3. The reply submitted by the TEI/HEI was considered by the Regional Committee on _____ and the same was found deficient in terms of the following :-

Sr. No.	SCN Ground
---------	------------

1	
2	
3	

4. However, no reply has been submitted by your TEI / HEI within the prescribed time limit.

OR

4. The reply submitted by the TEI/HEI was considered by the Regional Committee on _____ and the same is found deficient in terms of the following :-

Sr. No.	SCN Ground
1	
2	
3	

5. In terms of above decision of *Northern / Eastern / Western / Southern Regional Committee*, you are requested to make a *written representation through online within 7 days* alongwith all relevant supporting documents from the date of issue of this letter.

6. You are hereby required to show cause as to why your application seeking grant of recognition for (name of proposed course) should not be refused u/s 14 / 15(3)(b) of NCTE Act, 1993 on the grounds mentioned under para 2 above. No further opportunity shall be provided in this regard.

Yours faithfully,

Regional Director,
Northern / Eastern / Western / Southern Regional Committee Regional Committee,
National Council for Teacher Education,
G-7, Sector-10, Dwaraka, New-Delhi - 110075.

NATIONAL COUNCIL FOR TEACHER EDUCATION (NCTE)
(A Statutory Body of the Government of India)
Northern / Eastern / Western / Southern Regional Committee
G-7, Sector-10, Dwarka, New-Delhi - 110075

[TO BE PUBLISHED IN GAZETTE OF INDIA PART III SECTION 4]

RECOGNITION ORDER

F. No. _____

Dated: _____

WHEREAS, terms of Section 14/15(1) of the NCTE Act, **Name and Address of the Trust/ Society/ Company or Institution** has applied for Grant of Recognition to **Name and Address of the Institution** for **(Name of the proposed course as per application)** online on **(Date of online submission of application)** in **Northern / Eastern / Western / Southern Regional Committee**, for the session **(mentioned in the application)**.

2. **AND WHEREAS**, on scrutiny of the application , the documents attached therewith, the affidavit submitted and the inspection report received from Visiting Team and compliance report of letter of Intent submitted by the institution , the Committee is satisfied that the applicant fulfils the requirements under the provisions of NCTE Act, Rules and relevant Regulations including the Norms and Standards for the said Teacher Education Programme such as instructional facilities, infrastructural facilities, financial resources, etc., for running the _____ said _____ programme.

3. **NOW THEREFORE**, in exercise of the powers vested under Section 14/15(3)(a) of the of the NCTE Act, 1993, the Regional Committee, NCTE hereby grants recognition to **Name and Address** , for conducting _____ **(Name of the Course)** from the academic session **(As decided by the Regional committee)** under Clause 7(16) of NCTE (Recognition Norms & Procedure) Regulations, 2014 with details given below:-

Recognition Unique ID No.	Discipline	Stage(s)	Intake / unit	Duration
1	<u>Name of course</u>	Secondary / Middle / Foundational	Intake / unit as decided by the Regional Committee	4 Years

4. The said recognition is subject to fulfillment of the following conditions:

- a. The Endowment fund of Rs.5 lakhs and Reserve fund of Rs.7 lakhs kept in joint account with Regional Director of NCTE should be maintained perpetually. Loan raising against or mortgaging of FDR's shall not be done.

- b. The institution shall comply with the various other norms and standards prescribed in the NCTE regulations, as amended from time to time.
 - c. 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.
 - d. 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.
5. Further the recognition is subject to fulfilment 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 Performance-Appraisal Report (PAR) 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 own website with hyperlink to the NCTE website uploading the required information / documents as per clause 7(14) of the NCTE Regulations 2014 as amended time to time.
8. The institution shall adhere to the mandatory disclosure in the prescribed format and display up-to-date information on its official website.
9. If the Institution Contravenes any of the above conditions or the provision of the NCTE Act, Rules, Regulations, and orders made or issued there under, the action including withdrawal of recognition shall be taken by the Regional Committee under the provisions of Section 17(1) of the NCTE Act.

By Order,

Regional Director,
Northern / Eastern / Western / Southern Regional Committee,
National Council for Teacher Education,
G-7, Sector-10, Dwarka, New-Delhi - 110075.

To

Director,
Name of Institution,
Address of the Institution

Copy To:

The Correspondent/Secretary.

Name of Society/Trust/ Company,
Address of the Society/Trust/ Company.

For any queries, please contact Regional Director, _____ Regional Committee
of NCTE at (nrc@ncte-india.org)

Note: This is a system generated email, please do not reply to this email.

NATIONAL COUNCIL FOR TEACHER EDUCATION (NCTE)
(A Statutory Body of the Government of India)
Northern / Eastern / Western / Southern Regional Committee
G-7, Sector-10, Dwarka, New-Delhi - 110075

[TO BE PUBLISHED IN GAZETTE OF INDIA PART III SECTION 4]

REFUSAL ORDER

F. No. _____

Dated: _____

WHEREAS, terms of Section 14/15(1) of the NCTE Act, **Name and Address of the Trust/ Society/ Company or Institution** has applied for Grant of Recognition to **Name and Address of the Institution** for (**Name of the proposed course as per application**) online on (**Date of online submission of application**) in **Northern / Eastern / Western / Southern Regional Committee**, for the session (**mentioned in the application**).

2. **AND WHEREAS**, *the Northern / Eastern / Western / Southern Regional Committee* has considered the application submitted online by the institution, along with related documents on dated _____ and decided to provide reasonable opportunity for making written representation before passing Refusal order under clause 14 / 15 (3)(b) of NCTE Act, 1993 on the following grounds:

Sr. No.	SCN Ground
1	
2	
3	

3. **AND WHEREAS**, in terms of above decision of *Northern / Eastern / Western / Southern Regional Committee*, vide first show cause Notice No. _____ dt. _____ you were requested to make a **written representation through online within 15 days** alongwith all relevant supporting documents from the date of issue of first Show Cause Notice.

4. **AND WHEREAS**, no reply was been submitted by your TEI / HEI within the prescribed time limit.

OR

4. **AND WHEREAS**, The reply submitted by the TEI/HEI was considered by the Regional Committee on _____ and the same was found deficient in terms of the following :-

Sr. No.	SCN Ground
1	
2	
3	

5. **AND WHEREAS**, in terms of above decision of *Northern / Eastern / Western / Southern Regional Committee*, you were requested to make a *written representation through online within 7 days* along with all relevant supporting documents from the date of issue of notice dt.....

OR

2. **AND WHEREAS**, the online inspection was conducted on _____ by the visiting team constituted by the NCTE. The Visiting Team Report was considered by the *Northern / Eastern / Western / Southern Regional Committee* in its _____ meeting held on _____ and the Committee decided to provide reasonable opportunity for making written representation before passing order refusing recognition under clause 14/15 (3)(b) of NCTE Act, 1993 on the following grounds :-

Sr. No.	SCN Ground
1	
2	
3	

3. **AND WHEREAS**, in terms of above decision of *Northern / Eastern / Western / Southern Regional Committee*, vide first show cause Notice No. _____ dt. _____ you were requested to make a *written representation through online within 15 days* along with all relevant supporting documents from the date of issue of first Show Cause Notice.

4. **AND WHEREAS**, no reply was submitted by your TEI / HEI within the prescribed time limit.

OR

4. **AND WHEREAS**, the reply submitted by the TEI/HEI was considered by the Regional Committee on _____ and the same was found deficient in terms of the following :-

Sr. No.	SCN Ground
1	
2	
3	

5. **AND WHEREAS**, in terms of above decision of *Northern / Eastern / Western /*

Southern Regional Committee, you were requested to make a ***written representation through online within 7 days*** along with all relevant supporting documents from the date of issue of the notice dt.

OR

2. **AND WHEREAS**, on the basis of the scrutiny of the documents submitted by the institution and Visiting Team Report, the ***Northern / Southern / Eastern / Western Regional Committee, NCTE*** was satisfied and a Letter of Intent prior to grant of recognition for ***Name of the proposed course*** under clause 7(13) of NCTE Regulations, 2014 was issued on ***(Date of issuance of Letter of Intent)*** vide which you were requested to submit the compliance online ***within 60 days*** along with all relevant supporting documents from the date of issue of letter of intent.

3. **AND WHEREAS**, no reply was submitted by your TEI / HEI within the prescribed time limit and a Show Cause Notice ***dt. _____*** was issued.

OR

3. **AND WHEREAS**, scrutiny of your reply and documents submitted vide letter / e mail dt. _____ was found deficient in terms of the following and a show cause notice dt. _____ was issued :-

Sr. No.	SCN Ground
1	
2	
3	

4. **AND WHEREAS**, no reply has been submitted by your TEI / HEI within the prescribed time limit.

OR

4. **AND WHEREAS**, the reply submitted by the TEI/HEI was considered by the Regional Committee on _____ and the same was found deficient in terms of the following :-

Sr. No.	SCN Ground
1	
2	
3	

5. **AND WHEREAS**, in terms of above decision of ***Northern / Eastern / Western / Southern Regional Committee***, you were requested to make a ***written representation through online within 7 days*** along with all relevant supporting documents from the date of

issue of this letter.

6. **AND WHEREAS**, the *Northern / Eastern / Western / Southern Regional Committee* on considered the matter and decided the following :-

“reproduce the decision of the regional committee”

7. **NOW WHEREAS**, consequent upon the decision taken by the *Northern / Eastern / Western / Southern Regional Committee* mentioned under para 6 above, the application submitted by your institution as detailed in para 1 of this order is hereby refused under clause 14/15(3)(b) of NCTE Act, 1993.

8. **AND WHEREAS**, consequent upon issuance of this order, you are hereby informed about the provision canvassed under clause 17(4) of the NCTE Act, 1993 and directed to not contravene the same. The clause 17(4) is reproduced below :-

“If an institution offers any course or training in teacher education after the coming into force of the order withdrawing recognition under sub-section (1) or where an institution offering a course or training in teacher education immediately before the appointed day fails or neglects to obtain recognition or permission under this Act, the qualification in teacher education obtained pursuant to such course or training or after undertaking a course or training in such institution, shall not be treated as a valid qualification for purposes of employment under the Central Government, any State Government or University, or in any school, college or other educational body aided by the Central Government or any State Government.

9. **AND WHEREAS**, consequent upon the issuance of this order, you are hereby informed that the managing society / trust / company of the proposed institution, if aggrieved by this order, can file an Appeal (online) under Section 18 of the NCTE Act, 1993 before the Appellate Authority of NCTE within 60 days from the date of issuance of this order.

By Order,

Regional Director,
Northern / Eastern / Western / Southern Regional Committee,
National Council for Teacher Education,
G-7, Sector-10, Dwarka, New-Delhi - 110075.

To,
Director,
Name of Institution,
Address of the Institution

Copy To:
The Correspondent/Secretary,

Name of Society/Trust/ Company,
Address of the Society/Trust/ Company.

For any queries, please contact Regional Director, _____ Regional Committee
of NCTE at (nrc@ncte-india.org)

Note: This is a system generated email, please do not reply to this email.