



**TELANGANA COUNCIL OF HIGHER EDUCATION
MAHAVEER MARG, MASAB TANK, HYDERABAD – 500 028**

APPLICATION FOR CHANGE OF NAME OF THE COLLEGE

(Two sets of application should be submitted along with all the enclosures. Also two CDs containing the scanned documents, including a copy of application is to be enclosed)

The Managements cannot apply for change of name of the college as a matter of right and apply for change of name of the college with proper justification. TGCHE / Government reserves the right either to approve or reject the proposal.

University : _____ **Mandal** _____ **District** : _____

I. General Information

	<u>Particulars</u>		
1.	Details of the Society		
	a. Name & Address of the Society / College		
	b. Phone No. / Mobile No. / email ID		
	c. Year of Registration of the Society		
	d. Brief resolution of the Society along with the signatures of its members requesting for change of name of the college		
2.	Details of the College	Existing	Proposed name of the College
	a. Name & Address of the College i. As per the Registered document ii. As per the Sanction Order		
	b. Phone No. / Mobile No. / email ID		
	c. Year of establishment of the College with Proceeding of SCHE (enclose evidence)		-
	d. University affiliation orders (Enclose the affiliation orders of last three years)		
3.	Details of the Land	Mention details as per the existing documents	

Undertakes the responsibility on the correctness of the information, if the Government or Competent Authority notices at any point of time the information furnished above and also in the CD are false or tampered and authorities shall initiate appropriate action as per law in force.

		(Documental proof to be enclosed)
	a. Extent of Land (in acres)	
	b. Distance from the existing / proposed premises of the College in Kms	
	c. Date of Registration of the Document	
	d. Whether it is registered in favour Secretary / Correspondent of the Society	
	e. Whether the land is located in the same Mandal?	
4.	Building Accommodation (proposed)	Mention the details of the documents
	a. Own Building / Leased Building	
	b. Details of the building	Survey No. : Village / Locality : Mandal : District : Total Carpet area : Total Plinth area :
5.	Details of Corpus Fund	Existing
6.	a. Mention the FDRs details paid towards corpus fund.	
	b. Whether the proposed college is located in Rural area? If yes, latest rural area certificate issued by the Talsidhar to be enclosed)	
7.	Registration certificate of the Society	Document to be enclosed
8.	Bye-Laws of the Society	Document to be enclosed
9.	Resolutions of the Society for change of name of the college	Document to be enclosed
10.	Statement showing the legal commitments of the present college with other agencies if any that may arise due to change of name of the college and the protection extended by this change to the concerned parties (in the form of notarized affidavit).	Document to be enclosed
11.	Other documents not covered above	Documents to be enclosed
12.	Details of payment for Rs.20,000/- in the favour of the Secretary, TGCHE through NEFT / RTGS modes to State Bank of India, Shantinagar branch, Hyderabad, in SB Account No: 62454566171, IFSC Code SBIN0020070 towards processing and inspection fee (Enclose copy of proof to the first copy of the filled in application and Xerox copy of the same to other set).	No. : Date : Name of the Bank & : Branch

Date:
Place:

Signature of the Correspondent/Secretary
of the Institution/ Society

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SELF DECLARATION
(to be furnished on Rs.100/- non-judicial stamp paper with notary)

I _____ of
_____ (Name & Designation)
_____ Society, _____ College hereby
certifies and declares that

- (a) The details given in the application are true and correct to the best of my knowledge.
- (b) The undersigned will not advertise / canvas about the proposed change of name of the college before obtaining order for change of name from the TGCHE / Government and affiliation from concerned University.
- (c) The undersigned will not claim for grant-in-aid or any other financial assistance either now or in future from the Government or Competent Authority.
- (d) The undersigned undertakes the responsibility on the correctness of the information, if the Government or Competent Authority notices at any point of time the information furnished above and also in the CD are false or tampered and authorities shall initiates appropriate action as per law in force.

Date:
Place:

Signature of the Correspondent/Secretary
of the Institution/ Society

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