



Appl. No. _____

University Area _____

Proposed Course _____

Trans Ref No.: _____

TELANGANA COUNCIL OF HIGHER EDUCATION

APPLICATION FOR STARTING OF
NEW UNAIDED UG COURSES / ADDITIONAL SECTIONS / WITHDRAWAL
/ CONVERSION OF COURSES ETC., IN THE EXISTING PRIVATE
(AIDED / UNAIDED) DEGREE COLLEGES 2026-27.

Name & Address of the College

Opp: Mahavir Hospital, Masab Tank, Hyderabad - 500 028
☎: 040-35175435
email: secretary@tgche.ac.in, tgcheacademiccell@gmail.com,
website: <https://tgche.ac.in>

CHECK LIST

Enclose clear copies of **the documents** to the Application Form in proof of all the information furnished in Application as per the details and in the same order as given in the check list below:

(Write Page No. at the right top corner of each copy of the document enclosed to the application).

Sl. No.	Particulars of Enclosures	
1.	Original NEFT Voucher of Rs. 31,000/- for one Course / Rs. 51,000/- for two or three Courses in favour of Secretary, TGCHE in through NEFT account in favour of the Secretary, TGCHE towards Cost of Application, Registration & Processing fee	
2.	Copy of the permission order issued by the Government / University / TGCHE for the establishment of the applicant Degree College.	
3.	Latest affiliation order for the existing courses from the University concerned	
4.	Orders of the University / TGCHE sanctioning the existing courses and courses withdrawn.	
5.	Copy of the Registered ownership deed in respect of land owned by the College.	
6.	Sketch plan of the Land certified by Tahsildar.	
7.	Copy of the Registered ownership / Lease Deed pertaining to the building of the Degree College shall be enclosed.	
8.	Approved Building Plans, along with permission order from the authorities concerned for construction of building, of the Buildings in which the existing courses are run, drawn to scale by a licensed surveyor and certified by the Principal of a nearby Government Degree College.	
9.	Copies of FDRs / BGs as applicable towards Corpus Fund.	
10.	Copy of the FDR for Financial Resources	
11.	Documentary evidence for playground and Parking area	
12.	Latest Fire safety certificate of the Building	
13.	Latest Sanitary and Structural Soundness Certificate of the Building.	
14.	Rural / Tribal area certificate issued by the Tahsildar concerned	
15.	Submission of application form with documents along with scanned documents in the form of Pen Drive	

APPLICATION FORM
(To be submitted in Two sets along with Enclosures)

IMPORTANT NOTE:

- The Management of the college is advised to read thoroughly the Rules Booklet supplied along with the application before filling up the application form and to provide complete information against all columns / items
- Incomplete Application forms will not be considered.

I. DETAILS OF FEE REMITTED				
Fee Details	Amount	Original NEFT/RTGS Voucher enclosed	Date	Name of the Issuing Bank
Towards Application Fee, Regn. / Processing / Inspection Fee	31,000/-for one Course 51,000/-for 2 or 3 Courses	Yes / No Trans. Ref.No. _____		
Note: Amount paid in favour of Secretary, TGCHS. in State Bank of India, Shantinagar Branch, Hyderabad savings Bank(SB) Account No: 62454566171, IFSC Code SBIN0020070. Mention Name of the College, Place in the NEFT Voucher form				

II. INFORMATION ABOUT THE COLLEGE		
1.	Name of the College	:
2.	Year of Establishment	:
3.	Address <div style="text-align: right; margin-right: 20px;">Door No.</div> <div style="text-align: right; margin-right: 20px;">Village / Street</div> <div style="text-align: right; margin-right: 20px;">Mandal</div> <div style="text-align: right; margin-right: 20px;">District</div> <div style="text-align: right; margin-right: 20px;">Website & e-mail Address</div>	:
4.	Mobile No.	:
5.	Area of the College	Urban / Rural / Tribal
6.	Status of the College	Co-Education / Women's Aided / Un-Aided
7.	Status of Autonomy	UG Courses / PG Courses / Both / Nil
8.	Status of NAAC Accreditation & Year of Accreditation	:
9.	Email-id & Web address	:

III. INFORMATION ABOUT THE MANAGING SOCIETY

1.	Name of the Society	:	
2.	Address of the Society	:	
3.	Mobile No.	:	
4.	Registration No. & year of Registration of the Society	:	
5.	Brief history of Society along with Constitution / Bye-Laws (Enclose Copy of Bye-Laws)	:	
6	Name of the Secretary of the Society	:	

IV. ENROLMENT OF STUDENTS IN THE EXISTING UG COURSES DURING THE ACADEMIC YEAR 2025-26

Sl. No	Existing Courses with Combinations	Medium	No. of Sections	I year		II year		III year	
				Intake	Admitted Strength	Intake	Admitted Strength	Intake	Admitted Strength
1.	B.A. a. b. c.								
2.	B.Sc. a. b. c. d. e. f. g.								
3.	B.Com. a. b. c.								
4.	BBA/BBM								
5.	BCA								
	Total								

V. ENROLMENT OF STUDENTS IN THE EXISTING PG COURSES DURING THE ACADEMIC YEAR 2025-26

Sl. No	Existing PG Course	Sanctioned Intake	Admitted Strength	
			1 st Year	2 nd Year
1.	1. 2. 3. 4. 5.			

Note: In case the space allotted is not sufficient a separate sheet may be enclosed with full details

VI. DETAILS OF NEW PROPOSALS / CONVERSIONS
A. PROPOSALS FOR NEW U.G. COURSES / CONVERSIONS

Sl. No.	New Courses with Combinations	Sections	Intake	Medium

Note: In case the space allotted is not sufficient a separate sheet may be enclosed with full details.

B. PROPOSALS FOR NEW COMBINATIONS (GROUPS)/ADDITIONAL SECTIONS/ CHANGE OF MEDIUM IN THE EXISTING COURSES / COMBINATIONS IN THE EXISTING COURSES / FOR CHANGE OF SUBJECT IN THE EXISTING COMBINATION or ADDITIONAL SECTION / U.G. COURSES, COMBINATIONS (GROUPS), SECTIONS, MEDIUM PROPOSED TO BE WITHDRAWN WITH REASONS THEREOF DURING THE ACADEMIC YEAR 2026-27.

Sl. No.	Existing Courses with Combinations	No of Sections	Intake	Medium	Proposed Courses/ Combinations	Intake	Medium
1.	B.Sc.						
2.	B.Com.						
3.	B.A.						
4.	Any Other:						

Note: In case the space is not sufficient, a separate sheet may be enclosed with full details.

C. PREFERENCE OF PROPOSALS

Order of Preference	Type of proposal	Remarks
I.		
II.		
III.		
IV.		
V.		

VII. DETAILS OF OWN LAND

Particulars		As mentioned in the Regd. Document	As mentioned in the Sketch Plan
1.	Extent of the land in acres		
2.	Village / Mandal		
3.	District		
4.	Survey No.		
5.	Registered in the Name of (Society / Individual)		
6.	Distance of land from the college building (in km.)		

VIII. DETAILS OF BUILDING ACCOMMODATION

1.	Status of the college building (√ whichever is applicable)	:	Own / Leased		
2.	Registered in the name of	:			
3.	Details of the Building as per the Regd. Ownership / Lease Deed and Building Plan				
			Own	Leased	Building Plan
	Survey No.	:			
	Door No.	:			
	Village / Locality	:			
	Mandal	:			
	District	:			
	Type of Roof	:			
	Total Carpet Area	:			
	Period of Lease Deed	:	Not Applicable		Not Applicable

4.	Building Plan drawn to scale by Licensed Architect and permission for construction of the Building approved by the authorities of (√ whichever is applicable)	:	Municipal Corporation / Municipality / Gram Panchayat
5.	Working Plan is attested by	:	
6.	Photographs of the Building are attested by	:	

7.	Particulars of the Building Accommodation (Enclose separate sheet, if required giving full details)				
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Sl. No.	Building Door No. / Floor	Room No.	Dimensions (in feet)	Carpet area (in sft.)	Purpose for which it is used
I					
II					
III					
IV					
V					
VI					
VII					
VIII					
IX					
X					
XI					
XII					
XIII					
XIV					
XV					
Grand Total					

Note: Room nos and total carpet area mentioned here shall be reflected in the approved building plan.

8.	In case new / separate buildings are shown for additional accommodation, whether copy of the building plan certified by the Principal of a near by Government Degree College is enclosed	:	Yes / No
9.	Whether accommodation provided for the proposed courses is earmarked separately in the plan	:	Yes / No
10.	Whether the accommodation is ready in all respects for starting the proposed UG Course?	:	Yes / No

IX. DETAILS OF CORPUS FUND DEPOSITED								
Sl. No	Installment	Amount	Period (From-To)	FDR /Bank Guarantee No.	Date	Name, Code No.& Address of the issuing Nationalized / Scheduled Bank	Date of maturity	Date of Renewal
1.	First							
2.	Second							
3.	Third							
PG Courses								

X. DETAILS OF FINANCIAL RESOURCES					
Sl. No	Amount	Period (From-To)	FDR No.	Date	Name, Code No. &Address of the issuing Bank
1.					
2.					
3.					

XI. PLAY GROUND FACILITIES			
1.	Extent of Playground facility Provided (Documentary evidence to be produced)		
	➤ If Provided in Same Premises (in sft.)	:	
	➤ If Provided within 5kms distance from the college (in sft.)	:	
2.	Place where such facility is provided	:	
3.	Designation of the competent authority with whom alternative arrangements are made	:	
4.	Whether transportation facilities are provided to take the students to the playground	:	YES / NO

XII. PARKING AREA			
1.	Extent of Parking area Provided (Minimum 20% of total built-up area) (Documentary evidence to be produced)		
	➤ If Provided in Same Premises (in sft.)	:	
	➤ If Provided within 100mts. from the college (in sft.)	:	

XIII. SANITARY CERTIFICATE			
1.	Name of the Sanitary Certificate Issuing Authority	:	
2.	Designation	:	
3.	Address	:	

XIV. STRUCTURAL SOUNDNESS CERTIFICATE			
1.	Name of the Certificate Issuing Authority (Govt., Licensed Engineer)	:	
2.	Designation	:	
3.	Address	:	

XV. FIRE SAFETY CERTIFICATE			
1.	Name of the Fire Safety Certificate Issuing Authority	:	
2.	Designation	:	
3.	Address	:	

XVI. LAB EQUIPMENT		
	Whether the details of Lab equipment for the English Language Laboratory are provided	YES / NO

XVII. STAFF		
	Whether the management is willing to provide teaching and supporting staff required to run the proposed new Courses / Combination / Additional Section as per University norms.	YES / NO

DECLARATION

I _____ of _____ Society / College hereby declare that the details given above are true and correct to the best of my knowledge and I will not advertise / canvas about the proposed degree college before obtaining permission from the TGCHE and affiliation from the University concerned.

I also understand that in case the particulars furnished in the proposal are found incorrect at any stage, the permission given may be withdrawn without giving any reasons thereof.

I also understand that I will not have any claim for grant-in-aid either now or in future from the Government.

Signature of Secretary / Correspondent of the Society