



**STARTING NEW UN-AIDED U.G. COURSES / ADDITIONAL SECTIONS /
CONVERSIONS / WITHDRAWAL OF COURSES ETC., IN THE
EXISTING AFFILIATED PRIVATE (AIDED / UNAIDED) DEGREE
COLLEGES FOR THE ACADEMIC YEAR 2026-27**

RULES BOOK

Important Dates

Commencement of Downloading of Applications : 16.02.2026

Last Date for Submission of filled in Applications : 10.03.2026

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TELANGANA COUNCIL OF HIGHER EDUCATION

Opp. Mahavir Hospital, Mahavir Marg, Masabtank, Hyderabad – 500 028

Rules for Starting New Un-Aided UG Courses / Additional Sections / Conversions / Withdrawal of Courses etc., in the existing affiliated Private (Aided / Unaided) Degree Colleges for the academic year 2026–27

Two sets of filled in applications complete in all respects accompanied by the documents in spiral binding with Index along with page numbers of the enclosures and Pen drive containing the scanned documents of the application and enclosures should be submitted the Secretary, TGCHE.

- Applications are invited from the existing affiliated Private Aided / Un-Aided Degree Colleges for Starting New (Un-Aided) UG Courses / Additional Sections / Conversions / Withdrawal of Courses etc., during the academic year 2026-27 as per the details mentioned in the notification.

1. APPLICATION

Application form in TWO SETS along with the RULES for starting New UG Courses etc., can be downloaded from the website of <https://tgche.ac.in>

2. REGISTRATION

Management of the Colleges shall register their applications by remitting the fee prescribed for the purpose as shown hereunder:

Rs.31,000/- (Rupees Thirty One Thousand only) for One Course / Rs.51,000/- (Rupees Fifty One Thousand only) for Two or Three Courses paid in favour of The Secretary, TGCHE in State Bank of India, Shantinagar Branch, Hyderabad savings Bank(SB) Account No: 62454566171, IFSC Code SBIN0020070 in the form of NEFT/RTGS taken on or after the date of notification and on/before the last date of submission of application on any Nationalized / Scheduled Bank. The name and address of the Applicant College and the purpose should be mentioned. Transaction Ref. No. & Name and address of the college shall reflect on Original NEFT/RTGS Voucher.

3. LAST DATE FOR SUBMISSION

TWO SETS of Application complete in all respects, accompanied by the required enclosures mentioned in the Rules Booklet should reach the *Secretary, TGCHE* on or before **10.03.2026**.

4. PROCESSING OF APPLICATION

The Telangana Council of Higher Education shall place the information on the date of Inspection to the College in website of TGCHE i.e. <https://tgche.ac.in> and no further communication will be made with the College in this regard.

A. COUNSELING

TGCHE will inform the date of Counselling to the applicants (through website) and the applicants are required to submit the original documents at the time counselling. Deficiencies, if any found at the time of counselling, to be complied on the date specified by TGCHE.

B. Inspection

- (i) Based on the recommendations of the Counselling committee, **Secretary, TGCHE shall arrange to conduct Inspection** for the eligible proposals to examine the viability of the proposals for New Courses / Combinations etc.
- (ii) TA & DA and honorarium as the case may be to the members of the various committees shall be paid by the TGCHE.
- (iii) Fee once paid shall not be refunded in any case.

C. Sanction of New UG Courses etc.

- (i) The Telangana Council of Higher Education, Hyderabad, shall take into account the Committee's report, while arriving at a decision with regard to according permission.
- (ii) Telangana Council of Higher Education / University concerned reserves the right to conduct surprise inspection at any time and also reserves the right to cancel permission / affiliation of the sanctioned course etc. at any stage, if it is found that the information provided by the Management of the College is false and misleading and the documents produced by the Managements are false, interpolated and improper and the Management is not able to run the sanctioned courses as per the norms of the Government and academic stipulations of the University concerned.

D. Affiliation

- (i) The University concerned will arrange for affiliation of the New un-aided U.G. Courses / Combinations as per the rules of the university concerned after receiving a copy of the proceedings issued by the **Telangana** Council of Higher Education, granting permission to start new un-aided U.G. Courses / Combinations
- (ii) The university concerned has to extend affiliation to those Courses / Combinations which are permitted by Telangana Council of Higher Education.

5. CONDITIONS TO BE FULFILLED

A. General Conditions

- (i) The proposals for starting New Un-Aided UG Courses / Combinations / Additional Sections etc., include:

- (a) B.A / B.Com/ B.Sc / BBA / BBM / B.Sc – Food Tech., & Mgt., / BCA / BHM&CT (Additional Section) / Any other UG Courses or Combinations, approved by concerned University
 - (b) Proposals which are not in the approved list of UG Courses / Combinations of the concerned University will not be considered
 - (c) Change of Medium in the existing UG Courses / Combinations
 - (d) Change of Subject in the existing Combination / Additional Section of the UG Courses
 - (e) Withdrawal of existing UG Courses / Combinations / Sections
- (ii) *The Colleges shall apply for a maximum of three courses.***
- (iii) A maximum of twelve (12) combinations in UG Courses (B.A., B.Com., and B.Sc. put together) will be permitted in any college.
 - (a) In respect of colleges with more than one medium of instruction in a course / combination, each medium will be treated separately
 - (b) In aided colleges, the above condition is applicable only to the unaided courses.
 - (iv) Each of the subjects viz., Biotechnology, Biochemistry and Microbiology course will not be permitted in more than two combinations in science course in any college.
 - (v) In any college, only three sections (including the existing one) will be allowed in each of the UG Combinations in each medium.
 - (vi) The conditions mentioned against (iii), (iv) and (v) are not applicable to autonomous colleges and the colleges which have NAAC accreditation
 - (vii) In case of colleges offering more than twelve (12) combinations in UG Courses, the colleges will be permitted to have New Combinations only on surrendering the existing combinations.
 - (viii) Every college shall set up English language Lab / Other labs with necessary equipment
 - (ix) Every Degree College shall establish its own website with all the necessary data uploaded on it to maintain transparency under the Right to Information Act.

B. Land

(G.O.Ms.No.29 Edn. (Rules) Dept., Dt. 05.02.1987 and amended in G.O.Ms.No.826 Edn., (UE.II) Dept., Dt. 08.07.98 and G.O.Ms.No.05 HE (C.E.I.2) Dept., Dt. 08.01.08)

- (i) The Education Society desirous of starting a degree college, in addition to the built-up area for proposed college building, shall provide own land, Registered in the name of the Society, as per the following requirements:

Place	Area Required to be Provided	
	student strength Upto 1000	Student strength above 1000
In 2 Urban Agglomerations of Hyderabad & Warangal,	1.00 Acre	2.00 Acres
In other places in the State	2.00 Acres	4.00 Acres

- (ii) The total extent of land mentioned above shall be a single bit of land provided at one place only in and around the proposed college
- (iii) If it is located away from the proposed college it shall be at a reasonable distance, so that it could be used for future development of the college, as mentioned below:

Rural Areas	:	Within the same Mandal
Municipalities / Corporations	:	Within a radius of 20 KM from the proposed college building and within the same District
Greater Hyderabad & Warangal	:	Within a radius of 30 KM from the proposed college building

- (iv) The said land may be either in the form of open land or with well equipped gymnasium / recreation and games facility or both etc.,
- (v) A sketch plan of the land giving dimensions and details of survey no. / patta no., name of the place, District, etc., as mentioned in the land document and certified by concerned MRO shall be provided.

C. Building Accommodation

(i) Registered Ownership / Lease Document

- (a) The document related to ownership / lease of the College building, should be registered in the name of the sponsoring Educational Society represented by its Secretary / Correspondent, for a period of 5 years
- (b) The Document should contain, apart from other details, Survey No., Door No., Village / Town, boundaries of the building, floor-wise carpet area and total carpet area.

(ii) Building Plans

The Management of the College should submit the following building plans

(a) Approved Plan

Plans of the building duly approved by the authorities of Municipality / Corporation / Grampanchayat along with permission orders for construction the building in which the college is located

(b) Working Plan

Building plan, drawn to scale by a licensed architect and certified by the Principal of a near by Govt., Degree College

(c) The building plans should reflect property details as mentioned in the registered documents indicating clear demarcation of the existing accommodation for classroom, principal room etc., location and dimensions of each room and total built-up area

(d) Accommodation under construction or proposed to be constructed need not be shown in the plans.

(iii) Statement of Building Accommodation

Details of the rooms are to be furnished along with the application, in the following proforma, duly signed by the Secretary of the Society:-

Sl. No	Building No.	Room No.	Dimensions (in feet)	Carpet Area (in Sq.ft)	Purpose for which it is used
	Grand Total				

(iv) Minimum Requirements

The Colleges intending to start new UG Courses etc. shall provide Building Accommodation (in addition to the existing accommodation) as per the following requirements:

Particulars of Accommodation		Minimum Area Required (In sft)	Remarks
Minimum required area	Urban Areas	8000	Additional Accommodation, over and 8000 sft / 6000 sft, as per the requirements of the existing and proposed courses / combinations, shall be provided.
	Rural Areas	6000	
Classrooms required	No of Sections proposed	No of Classrooms required	
	1	2	
	2	3	
	3	5	
Labs Required	1 lab for each subject in one/two combinations		
Required Room Dimensions			
Classroom		600	
Labs		600	
English Language Lab (Mandatory)		600	
Common Facilities			
Principal's Room		200	2000 sft
Staff Room		300	
Office Room		300	
Library		600	
Games Room		200	
Ladies Waiting Room		200	
Toilets		200	
For the Hotel Management Course			
Theory Class Rooms (3 Class Rooms)		1800	5650 sft in addition to common facilities oof 2000 sft. Total: 7650 sft
Basic Training Kitchen		400	
Quantity Kitchen		400	
Advanced Training Kitchen		400	
Bakery		150	
Food & Beverage Service		400	
House Keeping / Accommodation Operation		300	
Front Office		300	
Store Room		100	
Boys Lockers Room		100	
Girls Lockers Room		100	
Students Dining Hall (Desirable)		600	
Computer Laboratory		600	

Note: Colleges which are running PG Programmes should have adequate accommodation for running PG Courses as per norms of TGCHE

D. Corpus Fund

(G.O.Ms.No.29 Edn. (Rules) Dept., Dt. 05.02.1987 and amended in G.O.Ms.No.208 Edn., (CE.1) Dept., Dt. 21.08.90 and G.O.Rt.No.857 Edn. (U.E.II) Dept., Dt. 07.07.99)

i. Details of Corpus Fund payable by the applicant colleges are indicated below:

Sl. No	Year of Establishment	Amount to be paid (Rs. in Lakhs)			
		Status	Urban	Rural	Tribal
1	Prior to 1987-88	Boys / Co-Ed.	The amount as prescribed by the Government while starting the college.		
		Women's			
2	1987-88 to 89-90	Boys / Co-Ed.	6.00	6.00	5.00
		Women's	5.00	5.00	
3	1990-91 to 97-98	Boys / Co-Ed.	7.50	7.50	
		Women's	5.00	5.00	
4.	1998-99 to 2004-05	Boys / Co-Ed.	7.50	7.50	
		Women's	5.00	5.00	
5.	After 2005-06	Boys / Co-Ed.	7.50	Exempted	
		Women's	5.00	Exempted	
Note: Colleges established after 1993-94, in rural areas with Telugu Medium either for Girls or Boys or Co-Education are exempted from the payment of Corpus Fund.					

- ii. The applicant College shall deposit all the installments of Corpus Fund, as it is required to have been paid at the time of applying for starting new UG Courses etc.
- iii. The Corpus Fund should be deposited in the form of Fixed Deposit Receipt (FDR) in the joint account of Secretary / Correspondent of the Society / College and the Secretary, TGCHE, in any Nationalized / Schedule Bank for a period of 10 years
- iv. The purpose for which the FDR is taken must be reflected in the FDR. The Management shall request the banker to write on FDR as **“Towards Corpus Fund of _____ (Name of the College)”**
- v. The Management is expected to approach the Secretary, TGCHE to obtain his / her signature on the application form provided by the Bank for obtaining the FDR.
- vi. The Management cannot withdraw the Corpus Fund. However, the interest that will accrue over three years can be utilized for the development of the Institution after obtaining permission from the Director / Commissioner of Collegiate Education, Govt., of **Telangana** OR a suitable officer identified by the Govt., of **Telangana** The FDR shall continue to be renewed after the expiry of each term. The FDR must not be misused.

E. Financial Resources

The management shall show the following minimum financial resources to start new courses / combinations / additional sections in Pvt. Affiliated Colleges:

Sl. No.	No. of proposals of Unaided new U.G. Courses / Combinations / Addl. Sections (as approved by the concerned University)	Amount of Rs. In lakhs
01.	One	2.00
02.	Two	3.50
03.	Three	5.00

The financial resources should be shown in the form of fixed deposit receipt (FDR) for a period of six months drawn in favor of Secretary of the Society for the amount mentioned above according to the courses / groups / Additional Sections to be started. The FDR may be taken on any day from the date of notification to the last date of submission of application for starting the new Degree Courses etc. **Bank guarantee will not be accepted.**

F. Play Ground Facilities

The colleges which do not have the required land in their own premises will have to make available its students gymnasium / Recreation and games facility by providing separate built up space and equipments for this purpose. Alternatively similar facilities i.e. either open playground or Gymnasium / Recreation and games facilities are to be provided in public place i.e. Municipal play ground or in another educational institution by having necessary tie-up arrangements with the management concerned. The said alternative facility should be provided within a distance of 5 kms of the college premises along with a bus facility for the transportation of students whenever required.

G. Parking Area

The colleges located along the main road in urban areas shall be required to provide parking area to an extent of 20% of the built up area. Such parking area should be provided either in the college premises or within a distance of 100 mtrs thereof

H. Fire Safety

The applicant Educational Institution is required to apply for and obtain ***FIRE SAFETY CERTIFICATE*** from Fire Services Department.

I. Sanitary

The applicant Educational Institution is required to apply for and obtain SANITARY CERTIFICATE from Concerned Department.

J. Structural Soundness

The applicant Educational Institution is required to apply for and obtain STRUCTURAL SOUNDNESS CERTIFICATE from Concerned Department.

6. LIST OF ENCLOSURES

- a) NEFT/RTGS voucher for **Rs.31,000/- (Rupees Thirty One Thousand only) for One Course / Rs.51,000/- (Rupees Fifty One Thousand only) for two or three courses** in favour of **Secretary, TGCHE. (Note: Amount paid in favour of Secretary, TGCHE. Mention Name of the College, Place in the NEFT / RTGS Voucher form**
- b) Copy of the permission order issued by the Government / University / TGCHE for the establishment of the applicant Degree College.
- c) Latest affiliation order for the existing courses from the concerned University
- d) Orders of the University / TGCHE sanctioning the existing courses and courses withdrawn.
- e) Copy of the Registered Ownership Deed in respect of land owned by the College.
- f) Sketch plan of the Land certified by Tahsildar.
- g) Copy of the Registered Ownership / Lease Deed pertaining to the building of the Degree College shall be enclosed.
- h) Approved Building Plans, along with permission order from the concerned authorities 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.
- i) Copies of FDRs / BGs as applicable towards Corpus Fund.
- j) Copy of the FDR for Financial Resources
- k) Documentary evidence for playground and parking area.
- l) Latest Fire Safety Certificate of the building.
- m) Latest Sanitary and Structural Soundness certificate of the building.
- n) Rural / Tribal area certificate from the MRO concerned

Note:

1. The Applicant Colleges which are completed 5-years of existence are advised to shift their college to its own building.
2. *The Telangana Council of Higher Education shall place the information on the date of Inspection to the College in website of TGCHE i.e. <https://tgche.ac.in> and no further communication will be made with the College in this regard.*

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