

SHRI VISHWAKARMA SKILL UNIVERSITY

(First Government Skill University of India, Set-up by Government of Haryana)

CHECK LIST OF SUPPORTING DOCUMENTS FOR THE PROPOSAL OF SEEKING AFFILIATION

S. No.	Name of the Document	YES/NO
1.	Proof of Registration of Society/ Trust	
2.	Proof of Constitution of Governing Body of the Society/Trust.	
3.	Proof of location of the Institute (Rural/ Urban)	
4.	Copy of appointment letter of Director/Principal along with the joining report	
5.	Copy of PAN/TAN/GST No. of Trust/Society/Company/Govt. Body	
6.	Copy of the AADHAR Card of the signatory	
7.	Resolution of the Society/ Trust regarding starting up a new Institute /Courses	
8.	Latest Ownership Documents (Registered valid sale deed/lease deed)	
9.	Land use certificate of confirming area (institutional land) from Competent Government Organization.	
10.	Site plan, building plans, other relevant drawings approved by competent authority along with area statements.	
11.	Structural safety certificate issued by the competent authority.	
12.	Fire Safety certificate issued by the competent authority.	
13.	No objection certificate issued by the University where Institute is already affiliated.	
14.	Copy of the Recognition/Affiliation Certificates of all courses, as applicable	
15.	Approval of already running programmes from the respective statuary bodies.	
16.	Self-declaration/ Affidavit by the Chairman of the trust/ society that the Institute that it's not under any debt and has applied for insolvency.	
17.	Certified financial statements for the last three years issued by the Charted Accountant.	
18.	Electricity Load (Copy of the electricity Bill Showing the load)	
19.	Annexure 1- Existing Courses (as per no. IV)	
20.	Annexure 2 - New Courses/Additional Seats (as per no. V)	
21.	Annexure 3- Details of Land and Building (as per no. VI)	
22.	Annexure 4 - Other Facilities Available (as per no. VII)	
23.	Annexure 5 - Details of Library (as per no. VIII)	
24.	Annexure 6 - Details of the Labs/Workshops/Work stations (as per no. IX)	
25.	Annexure 7 - Details of Computer Centre (as per no. X)	
26.	Annexure 8 - Teaching Staff (as per no. XI) along with Appointment Letters and Joining Reports	



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27.	Annexure 9 - Non-Teaching/Technical Supportir	ng/ Ministerial Staff (as per no. XII)			
28.	Annexure 10 - Detail of Industry Partner(s) MOU/s (as per point no. XIII)				
29.	Annexure 11 – Students Placement Plan (as per point no. XIV)				
30.	Annexure 12 - Any new initiatives/achievements (as per point no. XV)				
31.	Annexure 13 - Details of Fee deposited (as per point no. XVI)				
32.	Annexure 14 - Resolution for Starting of New Skill Development/Vocational Training Courses				
33.	Annexure 15 - Resolution regarding Authorized	Person			
34.	Annexure 16 - Self Declaration				
35.	Others, if any				
Actual xx/xx	amme Specific: Ratio of area earmarked for the new I built up area available in campus/Area earmar ():	ked exclusively for the proposed progra	amme (e.g.:		
Signature with Date:		Signature with Date:			
Chair	rman/ Secretary of the Society/Trust	Director/Principal of the Instit	tute/College		
Name	: :	Name:			
Designation:		Designation:			
Seal of the Society:		Seal of the Institute:			