



# Himachal Pradesh Technical University

(A State Government University)

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Through Registered Post/E-mail

No. HimTU-3(Acad)B-1/2011-14533-36  
To

Dated: 29-11-18

The Principals/Chairmen,  
All affiliated BBA, BCA, B. Sc (HM&CT) Colleges, in H.P.

**Subject: - Regarding submission of Application for Affiliation/Extension/Continuation of affiliation for the academic session 2019-2020**

Sir/Madam,

This is to inform you that Himachal Pradesh Technical University has started the process of affiliation/extension/continuation of affiliation of the colleges for the academic session 2019-2020. An affiliation application/proposal form has been devised which is to be filled up by the institution for onward submission to this University along with all relevant documents, prescribed Application Processing, Inspection and Affiliation fee, as mentioned below, in the shape of demand draft in favour of "Finance Officer, H.P. Technical University", payable at Hamirpur. The detail of fee structure is given below:-

Sr. No.	Name of Course	Amount (Rs.)	GST@18% (Rs.)	Total Amount (Rs.)
1	Application Processing Fee	5,000/-	900/-	5900/- per application
2	Inspection Fee	15,000/-	2700/-	17700/- per course
<b>Affiliation Fee</b>				
3	BBA, BCA, B. Sc (HMCT)	50,000/-	9000/-	59000/- per course

The application form for extension of affiliation can be downloaded from University website ([www.himtu.ac.in](http://www.himtu.ac.in)). The scheduled for submission of application form is given below:-

Sr. No.	Fee	Date
1	Without Late Fee	On or before 10 <sup>th</sup> Jan.2019
2	With Late Fee @ ₹ 50,000/-	On or before 15 <sup>th</sup> Jan.2019
3	With Late Fee @ ₹ 1,00,000/-	On or before 20 <sup>th</sup> Jan.2019

**No application form shall be entertained after 20<sup>th</sup> Jan.2019.**

While filling up the form, the following points need attention:-

- E-mail address/telephone numbers of all authorities should be valid and in working order.
- Copy of documents in support of facts and figures provided in form should be enclosed as per given Annexures along with application. The original copy of submitted application shall be verified by inspection Team/Fact Finding Committees/Scrutiny Committee of this University.
- The affidavit of declaration should be provided on a non-judicial stamp paper of Rs. 100/- duly signed before the Executive Magistrate.

- iv. Separate application form for particular course (UG&PG) along with prescribed fee is required to be submitted.
- v. The applications for inspection/affiliation will not be entertained without application processing fee, inspection fee, affiliation fee and affidavit or if received incomplete.
- vi. Compliance report in respect of points raised in the provisional affiliation letter of the session 2018-19 be also attached along with documentary evidences.
- vii. There should be no pending liabilities on the colleges. All liabilities to be cleared before submitting application for continuation of affiliation for the academic session 2019-20.

*Alm*  
29/11/18  
(Hari Singh Rana, H.A.S)  
Registrar

Encls. Affiliation Proforma

Endst. No. Even - 14537-40

Copy forwarded to:-

Dated: 29-11-18

1. The Dean (Academic), Himachal Pradesh Technical University for information and necessary action please.
2. The Finance Officer, Himachal Pradesh Technical University for information and necessary action please.
- ✓ 3. The System Analyst, Himachal Pradesh Technical University to upload the same on official Website.
4. The P.S. to Vice Chancellor, Himachal Pradesh Technical University for information please.

*Alm*  
29/11/18  
(Hari Singh Rana, H.A.S)  
Registrar