

ਪੰਜਾਬ ਸਰਕਾਰ
ਸਿੱਖਿਆ ਵਿਭਾਗ
(ਸਿੱਖਿਆ-1 ਸ਼ਾਖਾ)

ਸੇਵਾ ਵਿਖੇ,

ਡਾਇਰੈਕਟਰ ਸਿੱਖਿਆ ਵਿਭਾਗ (ਕਾ.)
ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।

ਮੀਮੋ ਨੰ: 3/3/95-5ਸਿ: /5902
ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ:-25/3/98

ਵਿਸ਼ਾ:- ਪੀ.ਟੀ.ਏ. ਰੂਲਜ਼ ਅਤੇ ਰੈਗੂਲੇਸ਼ਨਜ਼।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਤੇ ਆਪ ਦੇ ਮੀਮੋ ਨੰ: 13/14-92 ਕਾ: ਅੰਜ: (2), ਮਿਤੀ, 1/12/97
ਦੇ ਹਵਾਲੇ ਵਿੱਚ।

ਇਸ ਸਬੰਧੀ ਵਿੱਚ ਆਪ ਵਲੋਂ ਭੇਜਿਆ ਪੀ.ਟੀ.ਏ. ਫੰਡ ਸਬੰਧੀ ਰੂਲਜ਼ ਅਤੇ ਰੈਗੂਲੇਸ਼ਨ ਦਾ ਖਰਚਾ ਪ੍ਰਵਾਨ ਕਰਨ ਉਪਰੰਤ ਮੂਲ ਰੂਪ ਵਿੱਚ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ। ਇਸ ਦੀ ਕਾਪੀ ਸਰਕਾਰ ਨੂੰ ਰਿਕਾਰਡ ਹਿੱਤ ਭੇਜੀ ਜਾਵੇ ਅਤੇ ਇਨ੍ਹਾਂ ਨੂੰ ਤੁਰੰਤ ਲਾਗੂ ਕੀਤਾ ਜਾਵੇ।

ਸਹੀ
ਸੁਪਰਡੰਟ

ਦਫਤਰ ਡਾਇਰੈਕਟਰ ਸਿੱਖਿਆ ਵਿਭਾਗ (ਕਾ.) ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ

ਪਿੱਠ ਅੰਕਣ ਨੰਬਰ 13/14-92 ਕਾ: ਅੰਜ: (2)
ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ:- 27/3/98

ਉਤਾਰਾ ਸਮੂਹ ਸਰਕਾਰੀ ਕਾਲਜਾਂ ਦੇ ਪ੍ਰਿੰਸੀਪਲਜ਼ ਨੂੰ ਪੀ.ਟੀ.ਏ. ਦੇ ਫੰਡ ਸਬੰਧੀ ਰੂਲਜ਼ ਅਤੇ ਰੈਗੂਲੇਸ਼ਨ ਦੀ ਕਾਪੀ ਸਹਿਤ ਸੂਚਨਾਂ ਅਤੇ ਯੋਗ ਕਾਰਵਾਈ ਹਿੱਤ ਭੇਜਿਆ ਜਾਂਦਾ ਹੈ।

ਸਹਾਇਕ ਡਾਇਰੈਕਟਰ (ਕੈ:ਕੈ:)
ਵਾ: ਡਾਇਰੈਕਟਰ ਸਿੱਖਿਆ ਵਿਭਾਗ (ਕਾ.) ਪੰਜਾਬ।

ਦਫਤਰ : ਡਾਇਰੈਕਟਰ ਸਿੱਖਿਆ ਵਿਭਾਗ (ਕਾਲਜਾਂ) ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।

ਸੇਵਾ ਵਿਖੇ

ਸਮੂਹ ਸਰਕਾਰੀ ਕਾਲਜਾਂ ਦੇ ਪ੍ਰਿੰਸੀਪਲਜ਼,

ਮੀਮੋ ਨੰ: 13/3-05 ਕਾ. ਐਜੂ (4)

ਮਿਤੀ, ਚੰਡੀਗੜ੍ਹ 7-5-07

ਵਿਸ਼ਾ:- ਸਾਲ 2007-08 ਤੋਂ ਪੀ.ਟੀ.ਏ. ਫੰਡਜ਼ ਲੈਣ ਬਾਰੇ।

ਉਪਰੋਕਤ ਵਿਸ਼ੇ ਸਬੰਧੀ ਹੇਠ ਲਿਖੀਆਂ ਹਦਾਇਤਾਂ ਦੀ ਇੰਨ ਬਿੰਨ ਪਾਲਣਾ ਯਕੀਨੀ ਬਣਾਈ ਜਾਵੇ ਅਤੇ ਇਸ ਖੱਤਰ ਦੀ ਪਹੁੰਚ ਰਸੀਦ ਭੇਜੀ ਜਾਵੇ।

- 1 ਜਿਨੇ ਗੈਸਟ ਫੈਕਲਟੀ ਲੈਕਚਰਾਰ ਕਾਲਜ ਵੱਲੋਂ ਰੱਖਣੇ ਹਨ ਉਨ੍ਹਾਂ ਨੂੰ 8 ਮਹੀਨਿਆਂ ਲਈ ਅਦਾ ਕਰਨ ਯੋਗ ਰਕਮ ਬਤੌਰ ਪੀ.ਟੀ.ਏ. ਫੰਡ ਲਈ ਜਾ ਸਕਦੀ ਹੈ।
- 2 ਜਿਹੜੇ ਕਾਲਜਾਂ ਵਿੱਚ ਵਿਦਿਆਰਥੀਆਂ ਦੇ ਦਾਖਲੇ ਦੀ ਗਿਣਤੀ 750 ਤੋਂ ਵੱਧ ਹੈ ਉਨ੍ਹਾਂ ਲਈ ਗੈਸਟ ਫੈਕਲਟੀ ਲੈਕਚਰਾਰਜ਼ ਨੂੰ ਅਦਾ ਕੀਤੀ ਜਾਣ ਵਾਲੀ ਰਕਮ ਤੋਂ ਬਗ਼ੈਰ ਪੀ.ਟੀ.ਏ. ਵਿੱਚ ਵਸੂਲੀ ਰਕਮ ਅਧਿਅਕਤਮ ਸੀਮਾ 150 ਰ: ਸਾਲਾਨਾ (ਜਿਸ ਵਿੱਚ 100 ਰ: ਰਜਿਸਟ੍ਰੇਸ਼ਨ ਫੀਸ ਹੈ) ਤੋਂ ਵੱਧ ਨਹੀਂ ਹੋਵੇਗੀ।
- 3 ਜਿਨ੍ਹਾਂ ਕਾਲਜਾਂ ਵਿੱਚ ਵਿਦਿਆਰਥੀਆਂ ਦੀ ਗਿਣਤੀ 750 ਤੋਂ ਘੱਟ ਹੈ ਉਹ ਗੈਸਟ ਫੈਕਲਟੀ ਲੈਕਚਰਾਰਜ਼ ਨੂੰ ਅਦਾ ਕਰਨ ਯੋਗ ਰਕਮ ਤੋਂ ਬਗ਼ੈਰ 250 ਰ: ਸਾਲਾਨਾ (ਜਿਸ ਵਿੱਚ 100 ਰ: ਰਜਿਸਟ੍ਰੇਸ਼ਨ ਫੀਸ ਹੈ) ਤਕ ਲੈ ਸਕਦੇ ਹਨ।
- 4 ਗਰੀਬ ਵਿਦਿਆਰਥੀਆਂ (ਪੀਲਾ ਕਾਰਡ ਹੋਲਡਰਾਂ) ਨੂੰ ਪੀ.ਟੀ.ਏ. ਫੰਡਜ਼ ਵਿੱਚੋਂ 70% ਛੋਟ ਦਿੱਤੀ ਜਾਵੇ। ਸਬੂਤ ਰਿਕਾਰਡ ਵਿੱਚ ਉਪਲਬਧ ਹੋਣਾ ਚਾਹੀਦਾ ਹੈ।
- 5 ਜਿਨ੍ਹਾਂ ਕਾਲਜਾਂ ਵਿੱਚ ਹੋਸਟਲ ਚਲਦੇ ਹਨ ਉਹ ਕਾਲਜ ਉਪਰੋਕਤ ਤੋਂ ਇਲਾਵਾ 150 ਰ: ਸਾਲਾਨਾ ਪ੍ਰਤਿ ਹੋਸਟਲਰ ਹੋਸਟਲ ਪੀ.ਟੀ.ਏ. ਲੈ ਸਕਦੇ ਹਨ। ਜੇਕਰ ਪੰਜਾਬ ਸਰਕਾਰ ਦੀਆਂ ਸਰਕਾਰੀ ਸੰਸਥਾਵਾਂ ਨੂੰ ਛੱਡ ਕੇ ਹੋਰ ਵਿਦਿਆਰਥੀ ਹੋਸਟਲ ਸੇਵਾਵਾਂ ਲੈਂਦੇ ਹਨ ਤਾਂ ਇਸ ਹੋਸਟਲ ਪੀ.ਟੀ.ਏ. ਫੰਡ ਦੀ ਅਧਿਅਕਤਮ ਸੀਮਾ 300 ਰ: ਸਾਲਾਨਾ ਹੋਵੇਗੀ।
- 6 ਕਾਲਜ ਜਾਂ ਹੋਸਟਲਾਂ ਵਿੱਚ ਜੇ ਕਰ ਜਨਰੇਟਰ ਸੇਵਾ ਪ੍ਰਦਾਨ ਕੀਤੀ ਜਾਂਦੀ ਹੈ ਤਾਂ ਕਾਲਜ ਵਿੱਚ ਹੋਣ ਵਾਲੇ ਤੇਲ ਅਤੇ ਮੇਨਟੀਨੈਂਸ ਦਾ ਖਰਚਾ ਕਾਲਜ ਅਮਲਾ (ਟੀਚਿੰਡ ਤੇ ਦਫਤਰੀ, ਦਰਜਾ ਚਾਰ ਨੂੰ ਛੋਟ) ਤੇ ਵਿਦਿਆਰਥੀ ਕੋਮਪੋਟਿਵ ਆਧਾਰ ਤੇ ਕਰਨਗੇ। ਹੋਸਟਲ ਵਿੱਚ ਹੋਣ ਵਾਲੇ ਖਰਚੇ ਦੀ ਅਦਾਇਗੀ ਹੋਸਟਲਰਜ਼ ਕੋਮਪੋਟਿਵ ਬੇਸਿਸ ਤੇ ਕਰਨਗੇ। ਇਸ ਕੰਮ ਲਈ ਕਮੇਟੀਆਂ ਗਠਿਤ ਕੀਤੀਆਂ ਜਾਣਗੀਆਂ ਜਿਨ੍ਹਾਂ ਵਿੱਚ ਸੁਵਿਧਾ ਲੈਣ ਵਾਲਿਆਂ ਦੇ ਨੁਮਾਇੰਦੇ ਹੋਣਗੇ।
ਡਿਪਟੀ ਡਾਇਰੈਕਟਰ (ਕਾਲਜਾਂ)

ਦਫਤਰ : ਡਾਇਰੈਕਟਰ ਸਿੱਖਿਆ ਵਿਭਾਗ (ਕਾਲਜਾਂ) ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ।

MODEL CONSTITUTION FOR COLLEGE P.T.A.

Name

Name of the Association is “ _____ ” College Parent Teacher Association.

Aims and objects

- (a) To promote the welfare of students in the college.
- (b) To create better understanding between parents and teachers.
- (c) To stimulate the parents in their wards and the college by watching the necessary awareness among them.
- (d) To work for the improvement of the college with the involvement of parents & teachers.
- (e) To help parents and teachers to adapt themselves to the creating concepts of society.

Functions

1. To help the parents to understand the college programme by arranging open days at college when parents can visit the college and observe their children at work.
2. To arrange for frequent general meeting where parent teacher consultation are possible in a group as well as individually.
3. To prepare programme which can increase cooperation between college and community and can create better mutual understanding between parents and teachers.
4. To provide various opportunities to parents and teachers to meet on equal footing, and discuss, problems of their children.
5. To arrange for social get-together and programmes of recreation for parents and teachers.

Policy

This Association will be purely educational, non-commercial non-sectarian and non-political. It will not seek to interfere in the administrative matters of the colleges.

Management

There shall be an Executive Committee of the _____ following:-

1. President: Principal of the College in Ex-officio President of the Association.
2. Sr. Vice President: To be elected by the parents.
3. Secretary: To be elected by the parents.
4. Treasurer: To be elected by the teachers.
5. Joint Secretary: President of the G.C.T.A.
6. Vice President: Senior Most lecturer of the college

and

some members of the Executive Committee according to the strength of college. 50% members of Executive Committee will be elected by parents of the students and remaining 50% by the college staff. The following criteria is suggested:-

1. upto one thousand students:- two executive members
11. upto two thousand students- four executive members
111. above two thousand students – Six executive members.

From college staff side Sr. No.:

1. Bursur of the college
11. Members of college council & Bursur.
111. To be nominated by the Principal a part from above two.

Funds

All the funds of the Association will be deposited in the Band/Post Office in the name of College P.T.A. and account be operated by the President, Secretary and Treasurer of the P.T.A. the money will be with-drawn by the joint signatures of any two of the above mentioned three office bearers.

All the funds will be utilized for the welfare of the college and community as per the Executive Committee sanctions.

Provided that the President of the Association is empowered to spend 500/- in case of emergence but for the expenditure Es-post facto approval has to be taken from Executive Committee within 60 days.

6. Managing Committee

1) The Managing Committee will co-operate with the office bearers and suggest ways and means for the benefits of the society.

11) Any member falling to attend three consecutive meetings of the Managing Committee without assigning any reason brought to the notice of the Secretary shall cease to be member of Managing Committee.

111) The meetings of the Managing Committee will be called by Secretary once a month.

IV) The term of Managing Committee will be once academic session.

7. Functions of Managing Committee

I.) The Management of the association shall be vested in the Managing Committee. In addition to the powers expressly conferred upon them the committee shall be entitled to exercise all such powers and to do all such things and acts as may be exercised or done by the association.

II) The Managing Committee shall have powers to dispense with any kind of business, appointment, suspension or dismissal if any servant of the association, to check and control the funds to supervise and carry on the activities of the association and to sanction expenses of any amount.

III) One third of the members of the management committee will be changed each year.

IV) The powers of the Managing Committee shall be regulated by the resolution passed from time to time at the meeting of the association.

V) The Rules relating to the constitution of the association or the Managing Committee can not be altered or modified except by the General body provided that three fourth of the members present in the meeting of the association agree.

VI) The Society shall frame its own rules of business and may from time to time amend alter or cancel them if necessary.

VII) The financial control shall rest in the Managing Committee subject to approval by the General House of the association.

VIII) No part time lecturer will be appointed out of P.T.A. funds.

8. The Managing Committee shall have the power

a) To invest funds of the Association in :-

1) Postal cash certificate in name approved by Managing Committee.

2) Deposit in bank approved by the Managing Committee.

3) In any other manner in which the Managing Committee may decide.

b) To collect funds for the association.

c) To spend any money which may be necessary for carrying out the objects of the association.

d) To keep the records of the association.

9. General Body Meeting

1) The annual general meeting of the association shall be held every year.

II) The Secretary shall read the annual report of the work done by the association.

III) The balance sheet audited by a Charter Accountant/Auditors for the year shall be placed before the house for confirmation.

IV) The Secretary shall i.e. publicity to the date and place fixed for such annual general meeting at least fifteen days earlier.

V) In addition of the general meeting, a General Meeting will be called by the Secretary of the Association whenever he/she deemed fit when so required by the President or on receipt or requisition signed by the at least one tenth members of association.

10. Quorum

General Meeting	One Third Members
Managing Committee	Five Members

11. Adjourned General Meeting

- a) Any General Meeting convened shall be adjourned if there is no quorum.
- b) The next meeting of the general house or Managing Committee shall be held at the time and place declared at the spt. No. quorum shall be necessary of any adjourned meeting.

c) Books to be Maintained

The records of all the proceedings of all meetings will be maintained in minute books which shall be open to the inspection of the members under authority of the Managing Committee. The account books and the register of members, with full address, will be maintained.

Membership

Every parent of a student in the college and all teachers of the college will be member of the Association by paying at least Rs. 100/- per annum, provided the Association with the prior approval of Govt. can lay down a new criteria for this from time to time.

A parent will cease to be member of Association whose ward leave the college provided that in the case of parents whose one or more children will be studying in the college will pay only Rs. 100/- as membership per annum.

Government of Punjab
Department of Education
(Education – I Branch)

ORDER

The Governor of Punjab is please to accord sanction to the constitution of “Punjab State Higher Education Development Fund Committee” as under:-

1.	Higher Education Minister	Chairman
2.	Principal Secretary/Secretary Higher Education	Sr. Vice Chairman
3.	Director, Public Instructions (C) Punjab	Vice Chairman
4.	Administrative Officer (Colleges)	Member
5.	Deputy Director (Colleges) / College Planning	Member Secretary
6.	Deputy Controller (Finance Accounts) (HQ)	Member Finance
7.	Assistant Director (Funds)	Member

2. The Committee shall meet atleast twice a year and the gap between 2 meetings shall not exceed 180 days.

3. The Governor of Punjab is further pleased to fix the terms & conditions for the maintenance, custody, utilization etc, of the said fund as per details given below:-

(A) Contribution of the Fund:

Primarily all the colleges of Punjab will contribute to the fund at the rate of 50% of the amount collected annually from the students under the head “(VI) Annual Charges Sub Head (IX) State Quality Higher Education Development Fund.” Grants from the Government (s) /UGC/other funding bodies as also donations from companies/firms / Non-Governmental Organizations and individuals will also be accepted.

(B) Head Quarters:

The Head Quarters of the Committee constituted to manage Punjab State Higher Education Fund shall be at Chandigarh.

(C) Collection of the Fund:

The fund has been collected from all students of Private and Govt. Colleges at the rate of Rs. 5/- P.A. per student for the academic year 2002-03. Starting from academic session 2003-04 while the old students will continue to pay at the old rate, students joining college for the first time every year a sum of Rs. 20/- per student will be collected by each college as a part of Annual charges at the rate of Rs. 500/- per annum. Out of these Rs. 20/- per student per annum to the office of Director, Public Instructions (Colleges), Punjab, Chandigarh in the form of a demand draft in favour of the 'Vice – Chairman, Punjab State Higher Education Development Fund Committee' by 30th September positively.

(D) Utilization of Fund

The fund will generally be utilized for the following purposes:-

- i) For arranging seminars/workshops/training programs/ conferences.
- ii) For attending Conferences/training by Principal Govt. Colleges lecturers and Officers of Directorate related expenditure such as sponsorship, delegation fee, registration fee TA/DA etc.
- iii) For carrying out inspections and conducting inquiries.
- iv) For the meetings of State Council for Higher Education.
- v) For Expenditure regarding accreditation of the colleges by National Assessment & Accreditation Council, if required.
- vi) For Expenses to keep coordination with UGC/MHRD, Govt. of India.
- vii) For Expenditure to honour the meritorious students at State/National/International levels.
- viii) For Expenditure to be incurred for consultation/preparation of project Reports/Policy Documents etc.

ix) For Expenses regarding Printing/Stationary/Postage etc. to be incurred by the office of Director, Public Instruction (C) Punjab in connection with the working of this committee.

x) Any other expenditure which in the opinion of the Chairman/Senior Vice Chairman is considered necessary for development of Higher Education. However, it will be got ratified from the Committee subsequently.

(E) Custody of the Fund:

i) The Member Secretary shall open an account in the name of Punjab State Higher Education Development Fund Committee in a scheduled Bank and the amount received from the colleges shall be deposited in this account.

ii) The account shall be operated through Cheques to be signed as following:-

(a) Member Secretary upto Rs. 10,000/-.

(b) Member Secretary and Member Finance Jointly upto Rs. 75,000/-.

(c) Director, Public Instruction (C) Punjab –cum-Vice Chairman along with Member Secretary and Member Finance jointly upto Rs. 1.50 lakhs.

(d) Principal Secretary/Secretary Higher Education, Director Public Instruction (C) Punjab –cum –Vice Chairman and Member Finance jointly for the sum above Rs. 1.50 lakhs.

iii) The account of the transactions of this fund will be maintained by an assistant who will be paid an honorarium to be decided by Committee.

iv) Section Officer will do checking of bills, accounts etc. at the initial level.

v) The accounts of the fund shall be got audited from a Chartered Accountant to be appointed by the Committee every year. Audited statements of income and expenditure duly approved by the Chartered Accountant will be presented to the Committee. The Committee will decide Remuneration /Honorarium of the Chartered Accountant.

(F) Financial Power

The Chairman and other member of the Committee shall exercise the following financial powers for the purpose of sanctioning expenditure:-

- | | | |
|------|----------------------|---|
| i) | Committee | Full Powers |
| ii) | Chairman | upto Rs. 2.00 lakhs in each case |
| iii) | Senior Vice Chairman | upto Rs. 1.00 lakhs in each case |
| iv) | Vice Chairman | upto Rs. 75,000/- lakhs in each case |
| v) | Member Secretary | upto Rs. 10,000/- in each case
subject to maximum Rs. 60,000/- in
a year. |

N.S. Rattan, IAS,
Principal Secretary to Govt. Punjab,
Department of Higher Education.

No. 12/39/2002-6Edu.I/

Dated, Chandigarh the

A copy is forwarded to the following for information and necessary action:-

- 1) Principal Secretary to Governor, Punjab for information of H.E. Governor.
- 2) Principal Secretary to the Chief Minister, Punjab for the information of Hon'ble Chief Minister, Punjab.
- 3) Secretary to Chief Secretary to Government Punjab for information of the Chief Secretary.
- 4) Director, Public Instruction (C) Punjab, Chandigarh.

Superintendent

No. 12/39/2002-6Edu.I/

Dated, Chandigarh the:

A copy is forwarded to the Accountant General (A&E), Punjab for information and necessary action.

Superintendent

ANNEXURE H
(Referred to para 5 of Annexure C Part III in this Compilation)
OBJECTS OF THE AMALGAMTD FUND IN COLLEGES

Priority-A

1. Purchase of sports material.
2. Watering leveling, cleaning and turfing of playground.
3. General expenses on grants to societies, clubs, associations, Committees, etc, organized by the college, including photograph.
4. Expenses in connection with college convocations and other student's function including refreshment of students guests.
5. Expenses in connection with cultural and educational trips and activates.
6. Expenses on students in Training College going out of station for school practice.
7. Hobbies.
8. Refreshment on Occasions of annual sports, dramas, prize giving.
9. Repairs to ground up to a limit of Rs. 350 and Rs. 250 for principals of colleges and Headmasters, respectively.
10. Payment of an allowance of Rs.15 per month to a laboratory assistant who works a cinema projection apparatus of various occasions.
11. Purchase of boxes, almirahs, and racks for storing sports materials.
12. Refreshment of guest teams.
13. Purchases of Stationery required for correspondence in connection with different activities covered by the amalgamated fund.
14. Expenses in connection with referring of university matches.
15. Purchase of microphones loud-speakers.
16. Payment of protest fee or late fee, fine of subscription to the District Tournament Committee.
17. Expenses in connection with tuck shop) excluding buildings).
18. Dramatic Club.
19. Conveyance and boarding charges of outside lecturers, prominent citizens, bodies, bodies artists, etc. approved by the Principal.

20. Traveling allowance to persons invited to lecture at college or to preside over convocations or prize distributions.
21. Expenses on establishment pertaining to sport provided that all permanent appointments should be approved by the Principal or managing body.
22. Traveling allowance to teams and members of the staff, peons and Servants accompanying the teams.
23. Out of pocket daily expenses or daily allowance incurred by members of the staff and students when they go out to represent the college in sports or other contest.
24. Expenditure in connection with rovers, crew, scouting and girl guiding.
25. Expenditure in connection with award of prizes at the annual sports, prize distributions or the college convocations.

Note:- The principal of Government Colleges in the State have been permitted to incur expenditure out of Amalgamated Fund on the annual distribution Fund of the College at the rate of Rs. 2 per student. The strength of the students should be taken as on 5th August of the year, Any amount spent over and above this shall not be regularized and the Principal shall be personally responsible for such excesses.

Endorsement No.552-C-1-5-10/7-69 dated 20th June, 1974 from the Director of public instructions. Punjab to Principal of Government Colleges in the State with a copy to the Examiner Local fund Accounts Punjab.

26. Purchase of articles of equipment (excluding furniture) for social and cultural activities, dramas, music, etc.
27. Library decorations, soft furnishings floor covering and other fittings (for Library only) to make the place attractive and comfortable excluding almirahs, tables and chairs.
28. Expenses in connection with examinations including the purchases of duplicate machines for the printing of question papers.

Priority-B

1. Youth Welfare activities.
2. Educational Meals, Exhibitions, Festivals (This should include only incidental expenses, but no refreshments.)
3. Supply of milk eggs, etc, to poor students who are outstanding athletes, but cannot afford nourishing food.
4. Purchase of crockery for arguing refreshments of students
5. Purchase of sports uniforms for specially poor students only.
6. Amenities for NCC and ACC.
7. Photographs of teams (Winning teams only)at the discretion of the Principal.
8. Rent of playgrounds.
9. Award of college colures to distinguished players.
10. Purchase of stock registers, account books, etc. for maintain accounts pertaining to his fund.
11. Postage, telegrams, telephones and stationery pertaining to students activities.
12. Expenditure on medical assistance to assistance to members of sports teams when out of station.
13. Equipment and maintenance of common rooms in colleges, purchase of radio sets.

General remarks- For certain activities, Principals, Headmasters may raise abhoc subscriptions from students. This is particularly recommended when large scale entertainments or refreshments are involved.

(Memo No. 23/21955-G, dated 19th October, 1955, from Secretary to Governor, Punjab, Education Department to the Director of Public Instructions, Punjab.

Note;-1 The objects shown in the annexure (Reproduced below) to Punjab Govt. No. 5892.EDI.2/10-62 dated 12th October, 1962 and included under priority 'A' in the existing list of objects prescribed vide Punjab Government Memo No. 23/21955.G.41916 dated 9th October 1955 are meant for colleges only.

(Punjab Government memo No. 10426.EDV.62/102 dated 7th January 1962 to the Examiner Local Fund Accounts, Punjab.

ANNEXURE

1. Beautify the campus laying out lawns, purchase of seed plants for college garden and also the implements required for the purposes.
2. Meals and refreshments to guests participating the social and culture functions, debate, declamation contests, etc. But the expenditure should not be excessive or wasteful.
3. Purchase of water cooler.
4. Temporary construction of canteen cycle shed, store house for storing gardening implements.
5. Allowance to sports clerk.
6. Employment of a coach for songs dances and dramas.
7. Supply of soap, oil and towel to players after the play.
8. Expenditure on the improvement and adjuncts to playgrounds as for example cementing of tennis, Badminton, courts, tennis practice wall.
9. Purchase of uniforms for all players participating in University matches.
10. Purchase of lawn mower.
11. Purchase of room heaters for room of the college at till stations.
12. Type allowance of Rs. 10 per hundred students per examination for lecture assistant.
13. Purchase of Iron Almirah for the safe custody of examination papers.
14. Hiring of electric fans where fans installed by P.W.D. are insufficient.
15. Purchase of locks for almirahs used for storage of sports equipment.
16. Fencing of playgrounds and gardens.

17. Printing of Commulative Record Cards.

Note: - (i) No expenditure is to be incurred without prior approval of competent authority or objects other than those specified in the fund. Any such expenditure incurred in an unauthorized manner will be recoverable from the Head of Institution sanctioning the expenditure.

Note:- (ii) Expenditure in respect of activities of the old Students Association organized by the Government colleges is a legitimate charge on the Students Amalgamated Fund and is covered under Item No. 3 of Priority 'A' of the objects specified in this office Memo NO. 23/.2.65.G.31916 dated 19th October, 1955. (Memo No. 10205 CI.15/4.62.CI(4) dated 28th August, 1964).

Note:- (3) The Education Commissioner and Secretary to Government Punjab, Education Department in his U.O. No. Endorsement 1965, dated 13th July, 1965, has agreed to the inclusion of the item, regarding printing of college prospecturs in the objects of the Amalgamated Fund subject to condition that the coset realized from the students is credited into this fund in due course and no short fall occur due to this inclusion in the objects of the funds.

(Endorsement No. G-802.CI(2).7/121-65, dated 4th November, 1965).

Note:- (4) Government has decided that Punjab Amalgamated Fund Rules, issued vide Memo No. 23/2.155-G-411016, dated 19th October, 1955, as amended from time to time will be applicable to colleges in the erstwhile pepsu area with effect from time to time will be applicable to Colleges in the erstwhile Pepsu area with effect from 15th November, 1962 i.e. the date on which the Government sanction to the extension of scope of the rules was issued to all the principal of Government Colleges in State by you.

(Memo No. EDI.18(9).1965/28392-83, dated 1st January, 1966, from the Education Commissioner.)

Note:- (5) The matter regarding expenditure out of the Students Fund in the Educational Institutions was considered by the Council of Ministers and the following decisions taken :-

- (i) Normally the amalgamated fund and Health Fund should be spent on the objects set forth in Director of Public Instructions's Memorandum No. 23/2.1955.G.41916, dated 19th October, 1955 attached as annexure 'B' to the Memorandum by the authorities now empowered to incur expenditure out of these funds.
- (ii) Where it is desired that the expenditure should be incurred out of Amalgamated Fund or Health Fund on an objects not mentioned in the above said memorandum the case should be referred to the D.P.I. whose decision in the matter will be final. The D.P.I. however, will keep the Minister-in-charge informed of the decision taken by him in such case.

(U.O. No. 2597.FD.(I).57, dated the 15th/16th July, 1957, from the Finance Department of the Examiner, Local Fund Accounts, Punjab.)

Note:- (6) The following decisions relating to the Students Fund were taken in the meeting of Principals of Government Colleges, held on 21st December 1964.

Restrictions on expenditure out of Students Funds

(1) The maximum monetary limit of Rs. 1,000 as prescribed under this office Memo No. 7/25-64-CII(2), dated the 6th July, 1964, is hereby raised to Rs. 5,000 in respect of non-recurring expenditure during a financial year on any single item on any of the approved objects of students fund except where some limit is already fixed in the objects. In case expenditure on any of one item is anticipated to exceed Rs. 5,000 during a financial year prior approval of this office should be obtained.

2. Transfer of funds from one fund to another and amalgamation of various funds as against the principle under which separate funds with different objects were created. Accordingly the suggestion has been rejected. Funds should be utilized for the purpose for which they are created.

3. Regarding the utilization of money collected as fines from students for Prize distribution, the matter is under consideration as the decision, when taken, will be communicated to you.

4. Transfer of money from Red Cross Fund to Students Aid Fund is not permissible. In a recent directive from the University Grants Commission it has been intimated that contributions by management from their own resources or by any other means except through contribution on voluntary basis will render the college concerned ineligible for the matching grant. The suggestions to transfer money from the Red Cross Fund to the Students Aid Fund, is therefore, not acceptable.

5. Expenditure on construction of lavatories, boundary walls, tubewells and sheds for beldars, etc. as laid down in this office Memo No. 7/69-64CII(2), dated 18th July, 1964, should be incurred only with the prior approval of this Department.

6. It is clarified that Poor Boys Fund and Red Cross Fund are names two of one and the same fund as per orders converted under the D.P.I. office Memo No. 568.GII(G).7/250-63, dated 21st June, 1963. The subscription to this fund is Rs. 3 P.A. per student. Similar is the position in regard to NCC Fund charged irregularly in some of the colleges even after the issue of circular Memo No. referred to above. There is no separate fund entitled "NCC Fund" but it is a sub-item under the Amalgamated Fund.

(Memo No. 26804.CII.(2).7/58-65 dated 20th March , 1965, from the Director of Public Instructions.)

Note:- 7. The matter regarding deputation of members of staff to escort students going out on educational trips. Matches etc. has been under consideration for some time past. It has been decided that henceforth not more than one teacher /lecturer for every 20 students in case of girls and 30 in respect of boys should accompany students on such occasions. For every slab after the First, Principal can depute one additional member or the staff, if the number of students is half or more than half of the above norm, but not if it is less than half.

(Memo No. 2492.CI.(2).7/69-65 dated 2nd May, 1966, from the Director of Public Instructions, Punjab.)

Teams going out to play matches shall be escorted by the games Incharge/coach concerned irrespective of the number of students/players.

(Memo No. 7586.CII.(2).7/169-65 dated 27th September, 1966)

Note:- 8. In view of the rise in prices the Department have been under consideration for some time past, the question of raising the limit of expenditure on refreshments and fixation of ceiling on expenditure relating to meals on the occasions detailed below approved by Government.

- (i) Convocation and other students functions-refreshements to students and guests.
- (ii) Annual sports, dramas, prize giving functions.
- (iii) Guests Teams Refreshment only.
- (iv) Meals and refreshment to the guest teams participating in the social and cultural functions, debates, declamation controls etc.

It has been decided to raise the existing rate of Rs. 0.50 to a maximum of Rs. 1.00 per head on account of refreshments for the above mentioned occasions. Regarding ceiling of expenditure per head on meals as provided under the heads, the existing objects of Amalgamated Fund quoted at S. No. (iv) – above it should not be more than Rs. 1.50 in any case. The expenditure incurred over and above, the rates laid down in this memorandum will be treated as unauthorized.

(Memo No. 20264.CII.(2).71/121-65 dated 28th December, 1965, from the Director of Public Instructions read with Memo No. 5804.6 EDI.80/12155, dated 4th October, 1980.)

The following rates effective from July, 1971, for serving refreshment and meals and had been sanctioned, vide D.P.I.'s Memo NO. 10/65.69(5), dated 18th June, 1971 issued in continuation of Memo No. 20264.CII(2).7/121.65, dated 8th December, 1965.

OBJECTS OF AMALGAMATED FUND IN COLLEGES

Serial No.	Purpose	Refreshments
1.	Convocation Annual Prize Distrubution Annual Sports Functions Other functions.	Re. 2 per students/person.
2.	At the time of other Function	75 paise per student/person
3.	Meals of students / Guests on occasion on Which it can be incurred under the Rule.	Rs. 2 per student /guests

ii) The rates have further been revised as under , - vide Education Department memo No. 5804.6EDI.80/12155, dated 4th October, 1980 issued with the concurrence of the Finance Department conveyed by their Memo No. 3631.IF.(2).dated 27th Februray, 1980.

Sr. No.	Category	Present rates	Revised rate
1.	Lecturer accompanying team/picnic	5	10
2.	Daily allowance to players	4	8
3.	Refreshment to players	(75 paise for Universities)	(Rs. 1 and paise fifty for Universities) to
4.	Dietry charges	1 ^{1/2}	3

ANNEXURE H
(Referred to para 5 of Annexure C Part III in this Compilation)
OBJECTS OF THE AMALGAMTD FUND IN COLLEGES

Priority-A

29. Purchase of sports material.
30. Watering leveling, cleaning and turfing of playground.
31. General expenses on grants to societies, clubs, associations, Committees, etc, organized by the college, including photograph.
32. Expenses in connection with college convocations and other student's function including refreshment of students guests.
33. Expenses in connection with cultural and educational trips and activates.
34. Expenses on students in Training College going out of station for school practice.
35. Hobbies.
36. Refreshment on Occasions of annual sports, dramas, prize giving.
37. Repairs to ground up to a limit of Rs. 350 and Rs. 250 for principals of colleges and Headmasters, respectively.
38. Payment of an allowance of Rs.15 per month to a laboratory assistant who works a cinema projection apparatus of various occasions.
39. Purchase of boxes, almirahs, and racks for storing sports materials.
40. Refreshment of guest teams.
41. Purchases of Stationery required for correspondence in connection with different activities covered by the amalgamated fund.
42. Expenses in connection with referring of university matches.
43. Purchase of microphones loud-speakers.
44. Payment of protest fee or late fee, fine of subscription to the District Tournament Committee.
45. Expenses in connection with tuck shop) excluding buildings).
46. Dramatic Club.
47. Conveyance and boarding charges of outside lecturers, prominent citizens, bodies, bodies artists, etc. approved by the Principal.

48. Traveling allowance to persons invited to lecture at college or to preside over convocations or prize distributions.
49. Expenses on establishment pertaining to sport provided that all permanent appointments should be approved by the Principal or managing body.
50. Traveling allowance to teams and members of the staff, peons and Servants accompanying the teams.
51. Out of pocket daily expenses or daily allowance incurred by members of the staff and students when they go out to represent the college in sports or other contest.
52. Expenditure in connection with rovers, crew, scouting and girl guiding.
53. Expenditure in connection with award of prizes at the annual sports, prize distributions or the college convocations.

Note:- The principal of Government Colleges in the State have been permitted to incur expenditure out of Amalgamated Fund on the annual distribution Fund of the College at the rate of Rs. 2 per student. The strength of the students should be taken as on 5th August of the year, Any amount spent over and above this shall not be regularized and the Principal shall be personally responsible for such excesses.

Endorsement No.552-C-1-5-10/7-69 dated 20th June, 1974 from the Director of public instructions. Punjab to Principal of Government Colleges in the State with a copy to the Examiner Local fund Accounts Punjab.

54. Purchase of articles of equipment (excluding furniture) for social and cultural activities, dramas, music, etc.
55. Library decorations, soft furnishings floor covering and other fittings (for Library only) to make the place attractive and comfortable excluding almirahs, tables and chairs.
56. Expenses in connection with examinations including the purchases of duplicate machines for the printing of question papers.

Priority-B

14. Youth Welfare activities.
15. Educational Meals, Exhibitions, Festivals (This should include only incidental expenses, but no refreshments.)
16. Supply of milk eggs, etc, to poor students who are outstanding athletes, but cannot afford nourishing food.
17. Purchase of crockery for arguing refreshments of students
18. Purchase of sports uniforms for specially poor students only.
19. Amenities for NCC and ACC.
20. Photographs of teams (Winning teams only)at the discretion of the Principal.
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Note:- 8. In view of the rise in prices the Department have been under consideration for some time past, the question of raising the limit of expenditure on refreshments and fixation of ceiling on expenditure relating to meals on the occasions detailed below approved by Government.

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(Memo No. 20264.CII.(2).71/121-65 dated 28th December, 1965, from the Director of Public Instructions read with Memo No. 5804.6 EDI.80/12155, dated 4th October, 1980.)

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UNIVERSITY GRANTS COMMISSION

LIST OF FAKE UNIVERSITIES AS ON MAY 2002

1. University/Vishwavidyala, Darbhanga, Bihar.
2. Kena, Vishwavidyalaya, Uttam Nagar (New Delhi)
3. Gram Vidyapith Vishwavidyalaya, Women's University) Prayag, Allahabad (UP)
4. Sanskrit Vishwavidyalaya, Varanasi (UP)
5. Commercial University Ltd., Daryaganj, Delhi
6. Research University, Bodhiniya – Kanu (Tamil Nadu).
7. Shree Narayana Open University, Auilon (Kerala).
8. Gandhi Hindi Vidyapith, Prayag, Allahabad (UP).
9. National University of Electro Complex Homeopathy, Kanpur
10. University of Newjerusalem, Kuthuparamba, Cannore (Kerala).
11. World Social Work University, Perunguzhi (Kerala).
12. Netaji Subhash Chandra Bose University (Open University), Achaltal, Aligarh (UP)
13. Shirimati Mahadevi Verma – Open University, Mughal Sarai, (UP)
14. D.D.B. Sanskrit University, Putui, Trichi, Tamil Nadu.
15. Amritsar University, Amritsar (Punjab).
16. Arya University, Sri Nagar (Jammu & Kashmir)
17. Bible University, Ambur (North Arcot).
18. Eastern Orthodox University, Ambur (North Arcot).
19. Globe University of Science, Kumbaknum.
20. St. John's University, Kalhanattam, Kerala.
21. National University, Nagpur (MP)
22. Solf Culture University, Kalhanattam, Kerala.
23. United Nations University, Delhi
24. Vocational University, Amritsar & Delhi.
25. Western University of Kapurthala.

26. Uttar Pradesh Vishwavidyalaya, Kosi Kalan, Mathure (UP)
27. Maharana Pratap Shiksha Nitetan Vishwavidyalaya, Pratapgarh (UP)
28. Indian Education Council of U.P. Lucknow (UP)
29. St. Ravi Das Vishwavidyalaya, Mumrjour, Bulandshahar (UP)
30. St. Ravi Das Vishwavidyalaya, Mumrjour, Bulandshahar (UP)
31. Raja Arabic University, Nagpur.

BOARD

1. Bihar Intermediate Education Council, Patna.