

FEE STRUCTURE COMMITTEE,
DIRECTORATE OF TECHNICAL EDUCATION AND TRAINING,
ODISHA, KILLAMAIDAN, BUXI BAZAR, CUTTACK

Advertisement No. 18742

NOTICE

Date:27.12.2023

It is brought to the notice of the Private Professional Educational Institutions or sponsored institutions mentioned below conducting courses on self financing basis, that the fee structure of the institutions due for revision from the academic session 2024-25 as per Section 6(6)(a) of the OPEI (Regulation of Admission & Fixation of Fee) Act, 2007 and OPEI Amendment Act, 2021, should submit their proposed fee structure with all relevant documents and other particulars given in the prescribed format as available in the Directorate website, i.e., www.dtetodisha.gov.in.

Category- 1: All the Private Professional Educational Institutions or sponsored institutions conducting courses on self financing basis who have completed three (03) years after last determined fee structure should submit their proposal(s) for revision of fee.

Category- 2: If any new Private Professional Educational Institutions or Sponsored Institutions conducting courses on self financing basis has been newly established or the existing institutions who has introduced new courses like MBA, MCA, BDA, M. Tech or any other course in the academic session 2023-24 but their fee has not been fixed, such institution may also submit proposals in the relevant format as available in the above mentioned Website for fixation of fee.

Category- 3: The institutions who had submitted proposal for fixation of fee structure and their application is pending due to non compliance of required documents, they need to submit Audited Books of Accounts for the Financial Year 2022-23 along with required supporting documents for fixation of fee structure for the academic year 2024-25.

As per decision of Fee Structure Committee, the college(s)/institution(s) who failed to submit its/ their proposal(s) on or before 31st January 2024 shall be recommended to the concerned competent Authority for withdrawal of affiliation and they will not be allowed to participate in the admission process for next academic year or any other action as deemed fit will be initiated against them as per provision of OPEI Act-2007.

The Private Professional Institutions whose fee structure has been fixed and notified by Government vide Notification No. PT2-SDTE-THE-THE-I-0007-2018/6579 dated 30.12.2022 and Notification No.SDTE-HTE-HTE-I-0010-2017/7943/SDTE dated 26.10.2023 need not submit their proposal for revision of fee.

The last date of receipt of proposal at this Directorate is 31.01.2024 and no proposal will be entertained thereafter. The proposals should be submitted in hard copy through Speed Post/ Registered Post at the following address.

ADDRESS

Director of Technical Education
& Training, Odisha, Cuttack
& Member Secretary, Fee Structure Committee,
Killa Maidan, Buxi Bazar, Cuttack-753001

Member Secretary,
Fee Structure Committee,
Directorate of Technical Education
& Training, Odisha, Cuttack.

GUIDELINES FOR FIXATION OF FEE STRUCTURE FOR PROFESSIONAL EDUCATIONAL INSTITUTIONS OF ODISHA OFFERING DEGREE/DIPLOMA LEVEL TECHNICAL COURSES/PROFESSIONAL COURSES FROM THE ACADMIC SESSION 2023-24.
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1. Every institution is free to propose its fee structure along with supporting evidence for any academic year.
2. The fees shall be determined by the Fee Structure Committee as per the Orissa Professional Educational Institutions (Regulation of Admission and Fixation of Fee) Act, 2007 and orders of the Hon'ble Supreme Court of India passed in P.A. Inamdar case, to ensure that neither the students are unreasonably burdened/exploited since the fee structure is non-profiteering nor the Colleges suffer and growth to the Education Sector is affected.
3. Regulation of fee is within the domain of the Fee Structure Committee which shall ensure that the fee is not exploitative and reasonable.
4. No fetter can be placed on the exercise of the power for fee fixation by the Committee which shall be in accordance with the factors that are mentioned in Section-7 of OPEI Act.2007.
5. The Fee Structure Committee is not bound to take into account only the audited balance sheet and profit and loss account (Income and expenditure account) to fix the fee.
6. The Fee Structure Committee can direct the Management to furnish any information that is required for the purpose of arriving at a decision that the fee proposed by the Management is neither excessive nor exploitative in nature.
[See ***Najiya Neermunda Case*** (Civil Appeal No. 606-616/ 2021) (2021) 5 SCC 515]
7. The concerned institutions shall furnish sufficient documentary evidence to establish the expenditure claimed to have been incurred by the Institutions under various heads in a particular Academic year.
8. Where under a Society/Trust more than one institution exists, the concerned Society/Trust shall furnish necessary bifurcated accounts giving identified assets for each specific course and where the common expenditure cannot be bifurcated, the same shall be appropriated to distribute the common cost to different courses such as common administrative building etc.

- 9.** The Institutions are required to furnish informations as required in the Form No. I and Form No. II attached to these guidelines which forms part of the guideline.
- 10.** The concerned institute shall submit affidavit stating that the informations furnished by it both in Format No. I and Format No. II are correct.
- 11.** Institutions are strictly prohibited from accepting payment of fees in cash in order to avoid charging capitation fee.
- 12.** Taking into account the factors prescribed in Section 7(1) of the OPEI Act, 2007 for determination of fee, components of expenditures of the Institutions and reasonable surplus for growth and development of the Institutions, mentioned in Form No.-II, the information required to be furnished by the Institutions shall be taken into consideration for determination of Fee Structure of the concerned Institution in relation to its intake capacity.
- 13.** For the purpose of determination of Fee Structure for the year 2024-25, the Institutions besides furnishing their own proposal with supporting evidences, they are required to furnish all information/data in Form No.-I and Form- No.-II for three preceding financial years i.e. 2020-21, 2021-22 and 2022-23 or any lesser period as the case may be with Audited Balance Sheet and Profit and Loss Account (Income and Expenditure Account) if any available with the institution. On the basis of which fee structure for the academic year 2024-25 shall be determined.
- 14.** In case any Institution commences its courses in the year, 2023-24 itself, then the said Institution is required to furnish information in Form-I and Form-II on projection wherever the actual data/information is not available. The Fee Structure Committee taking into account the information furnished by such Institutions and any other relevant data/information shall determine the Fee for the year, 2023-24.

FORM NO. I

General information required for determination/revision of fee structure during the Academic Session 2024-25 in respect of Private Technical/Professional Colleges/Diploma institutions.

1.(a)	Name of the Institution with detailed address/telephone Nos./Fax Nos. /Website address, Email ID etc.	
(b)	Courses offered & intake on branch-wise (enclose copy of AICTE/NMC/PCI/COA approval for last five years up to Academic Year 2024-25)	
(c)	Name of Trust/Society with detailed address. Email ID	
(d)	Name of the Chairman/Secretary of the Trust / Society with telephone No. /Mobile No.	
(e)	Name of the Principal with telephone No Mobile No & Email Id.	
(f)	Whether G.B. of the College/Institution has been constituted as per AICTE norm. If yes, indicate the name of G.B. members.	
(g)	Area of land occupied for the College/Institution.	
2.	Year of Establishment of the College/Institution.	
3.(a)	Whether the built up area conforms to AICTE norms.	
(b)	Details regarding equipments in Labs & Workshop including computers. Other such details if any.	
(c)	Provision of play ground, Gym, Indoor Games etc. if any.	
4.	<u>Hostel facilities for Boys & Girls</u>	
(a)	No of hostels available for boys and girls hostel (indicate separately)	
(b)	No. of boys & Girls accommodated	
(c)	Whether the size of rooms conform to AICTE norms.	
(d)	Whether own hostel or rented hostel.	
05	Whether the institution has been accredited by the National Board of Accreditation of AICTE/ NAAC? If yes, indicate the details of NBA /NAAC accreditation	
Sl.	Name of the accredited Branch	Mention letter Period of

No.		No & Date of AICTE accreditation	Accreditation.	
6	Details of income of the institution for the last 3 (three) Years.	2020-21	2021-22	2022-23
(a)	Course Fee			
(b)	Optional Fee			
(i)	Hostel Cost			
(ii)	Transportation Fee (for the benefit of the institution)			
(iii)	Pre-Placement Training Fee			
(iv)	Blazer and uniform			
(v)	Interest earned on Bank deposits			
(vi)	Any other fees collected from students (for the benefit of the institution)			
7.	Details of expenditure for the last 3 years, i.e. 2020-21, 2021-22 and 2022-23 (enclose copy of audited statement of income and expenditure with copies of supporting documents approved by Chartered Accountant empanelled by CAG, Government of India. The Trust / Society running more than one institution, shall submit separate audited statement of accounts in respect of each institution instead of submitting the balance sheet of the Trust / Society.			
8.	Cost of fixed assets including tools, equipment, furniture and building etc. approved by the Chartered Accountant empanelled by CAG, Government of India)			
9	Course wise Proposed Fee from the Academic Session 2023-24 in Rupees with justification			

NB: The floor cost of the building of the institution shall be as per the prevailing P.W.D. rate.

Signature of the Principal with seal.

FORM NO. II**Components of Expenditure to be considered for determination of fee structure.****A. Compulsory fee.**

For Last Three Years:-		2020-21	2021-22	2022-23
01.	Salary and allowances of faculties (Teaching Staff).			
02.	Salary and allowances of Non-teaching staff.			
03	University Affiliation charges & AICTE inspection fee.			
04	Advertisement and publicity (any publication for the benefit of the institution.)			
05	Telephone and FAX.			
06	Printing and Stationery			
07	Traveling & conveyance of staff (for the benefit of the Institution)			
08	Audit & Accounting Fee			
09	Internet Expenses			
10	Sports and Cultural Activity			
11	Seminar, Conference & Industrial tour			
12	Library Books			
13	Magazines and Journals			
14	Electricity charges for the College			
15	Vehicle Hire & Fuel Charges for College vehicle			
16	Rent and Taxes			
17	Staff recruitment expenses			
18	Teaching Aids, Tools & Equipment			
19	Misc. Contingency (specify the item-wise expenditure)			
20	Repair and Maintenance			
21	Interest on Bank loan which is utilized for imparting education to students			
22	Depreciation on fixed assets.			
23	Provision for reasonable surplus for growth and development of Institution.			
	TOTAL			

B. Optional:

(i)	Transportation cost (for the benefit of the institution			
(ii)	Hostel Charges			
(iii)	Uniform and Blazer			
(iv)	Placement			
(v)	Caution Money (One time refundable)			

Signature of the Principal with seal.

If the Institution wants to give any other expenditure which should be taken into account for determination of Fee Structure, the Institution may furnish the same.