



JAWAHARLAL NEHRU ARCHITECTURE AND FINE ARTS UNIVERSITY
Mahaveer Marg, Masab Tank, Hyderabad - 500 028.

FORM R 102

CHECK LIST OF CRITERIA FOR RECOGNITION OF INSTITUTION OFFERING SHORT COURSES

The institution offering Short courses will be considered for recognition based on the following criteria. In addition to these, the University may consider other case specific criteria and terms and conditions for granting recognitions.

- 1. Admission Procedure:** Direct Admission / Through Entrance Exam / Process of Deciding on merit / Reservation if any.
- 2. Course Structure, Syllabus and Academic Regulations for each course:**
- 3. Teaching Staff:**
 - a) Number of Staff members; b) Qualifications; c) Motivation; d) Retentivity of Staff.
 - e) Student : Staff ratio.
- 4. Non-teaching Staff:**
 - a) Number of Staff members; b) Qualifications; c) Motivation.
- 5. Built-up / Floor Area:**
 - a) Instructional; b) Class rooms; c) Seminar Hall; d) Administration; e) Amenities;
 - f) Conference Room; g) Circulation area; h) Surroundings of the Institution.
- 6. Laboratory facilities including Computers:**
 - a) Facilities, Computer- student Ratio; b) Student Record Maintenance; c) UPS/Generator;
 - d) Internet facility; e) Teaching Methodology; f) Supporting material supplied.
- 7. Library:**
 - a) Number of Staff; ; b) Total Number of titles of Books for Reference & Lending;
 - c) No. of titles of technical / professional journals; d) Seating capacity of library;
 - e) Working hours of library.
- 8. Examination Branch:**
 - a) Space; b) Records; c) EDEP facilities; d) UPS facilities; e) Telephone & Fax facilities.
- 9. Placement Cell / In house projects:**
 - a) Establishment, practice; b) In house projects – students involvement;
 - c) No. of students absorbed / year; d) Pay / stipend – min.; avg.; max.:
- 10. Good Practices:**
 - a) Students feedback, Self appraisal for faculty; b) Students' performance in field;
 - c) Relation with Professional Bodies or Society, Invited lectures etc.
- 11. Hostel Facilities:**
- 12. Student Amenities:**
 - a) Sports (Indoor Stadium); b) Drinking Water; c) Toilets; d) Display Boards / Notice Boards;
 - e) Snacks / Tea Common Room; f) First Aid / Emergency Health Care;
 - g) Facilities for Physically challenged people; h) Vehicle Parking;
 - i) Nearest Bus stop / Suburban Railway Station.

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