



Appl. No. _____

TELANGANA STATE COUNCIL OF HIGHER EDUCATION

**APPLICATION FOR ESTABLISHMENT OF
NEW PRIVATE UNAIDED HOTEL
MANAGEMENT COLLEGE
2018-2019**

District : _____
Mandal : _____
University Area : _____

DETAILS OF REGISTRATION FEE

Amount : _____
Trans Ref No.: _____
Date : _____
Name &
Branch of : _____
the Bank

Opp: Mahavir Hospital, Masab Tank, Hyderabad – 500 028

☎: 040-23300437, 23331117, Fax: 040-23331117

website: www.tsche.ac.in email: tschendc@gmail.com

CHECK LIST

Enclose clear copies of the documents to the Application Form in proof of all the information furnished in Application as per the details and in the same order as given in the check list below:

(Write Page No. at the right top corner of each copy of the document enclosed to the application).

Sl. No.	Particulars of Enclosures	Page No.
1.	NEFT/RTGS Voucher for Rs.51,000/- towards Application form, Registration, Processing & Inspection fee (Enclose Original NEFT/RTGS voucher to the first copy of the filled in application and copy to other set of application) paid in the name of The Secretary, TSCHE in Savings Bank(SB) Account No: 62454566171, IFSC Code SBIN0020070 (Transaction Ref. No. & Name and address of the college shall reflect on Original NEFT Voucher)	
2.	Certificate of Registration of sponsoring Society along with constitution and bye-laws.	
3.	Registered ownership document in respect of land.	
4.	Sketch plan of the land drawn by licensed surveyor and certified by the concerned Tahsildar.	
5.	Registered Ownership / Lease Deed of the proposed Hotel Management College building.	
6.	(a). Building plan along with permission letter approved by the authorities of Municipality / Corporation / Gram Panchayat for construction of the proposed Hotel Management College building. (b). Building plan drawn to scale and drawn by a licensed architect and certified by the Principal of a nearby Government Degree College.	
7.	FDR taken towards Financial Resources for the proposed Course	
8.	Photographs of the proposed Hotel Management College building certified by the Principal of a nearby Government Degree College.	
9.	Sanitary Certificate in respect of the Hotel Management College building	
10.	Fire Safety Certificate from Fire Services Department (nearest Fire Station).	
11.	Documentary evidence for parking area	
12.	Notarized Affidavit for construction of own building within 5 years (for the proposals in leased building only).	
13.	Any Other	

APPLICATION FORM

(To be submitted in Two sets along with Enclosures)

IMPORTANT NOTE:

- *The Educational Society / Trust which is proposing to start an Unaided Private Degree Hotel Management College is advised to read thoroughly the rules booklet supplied along with the application before filling up the application form and not leave any column unfilled.*
- *Incomplete Application forms will not be considered.*
- *The Educational Society has to produce the original documents whenever required by the authorities of Telangana State Council of Higher Education and the University concerned.*

DETAILS OF FEE REMITTED

Fee Details	Amount	Original NEFT/RTGS Voucher enclosed	Date	Name of the Issuing Bank
Towards Application Fee, Regn./ Processing / Inspection Fee	51,000/-	Yes / No Trans Ref.No. _____		

Note: Amount paid in the name of The Secretary, TSCHE in Savings Bank(SB) Account No: **62454566171**, IFSC Code SBIN0020070 (Transaction Ref. No. & Name and address of the college shall reflect on Original NEFT Voucher)

INFORMATION ABOUT THE EDUCATIONAL SOCIETY

1.	Name of the Society	:	
2.	Address of the Society	:	
3.	Telephone Nos.	:	
4.	Registration No. & Year of Registration of the Society	:	
5.	Brief history of Society along with Constitution / Bye-Laws (Enclose copy of Bye-Laws)	:	
6.	Name of the Secretary of the Society	:	
7.	The details of the Educational Institutions, if any, managed by the Society with the years of establishment Eg: Degree, PG & Professional Colleges (Furnish the details in a separate sheet, if necessary)	:	

INFORMATION ABOUT THE PROPOSED HOTEL MANAGEMENT COLLEGE		
1.	Name of the Proposed Hotel Management College	:
2.	Address of the proposed Hotel Management College	: Door No : _____ Village/Street : _____ Mandal : _____ District : _____
3.	Status of the Proposed Hotel Management College (√ whichever is applicable)	: Co - Education / Women's
4.	Area of the proposed Hotel Management College (√ whichever is applicable)	: Urban / Rural / Tribal

DETAILS OF PROPOSED COURSE (HOTEL MANAGEMENT COURSE)			
Sl. No.	Course	In full form - not in abbreviated form	Medium of Instruction
1.			

DETAILS OF OWN LAND			
Particulars		As mentioned in the Regd. Document	As mentioned in the Sketch Plan
1.	Extent of the land in acres		
2.	Village / Mandal		
3.	District		
4.	Survey No.		
5.	Registered in the Name of (Society / Individual)		
6.	Distance of land from the proposed Hotel Management College building (in km.)		

DETAILS OF BUILDING ACCOMMODATION			
1.	Status of the proposed Hotel Management College building (√ whichever is applicable)	:	Owned / Leased
2.	Registered in the name of Society	:	Yes / No
3.	Details of the Building as per the Regd. Ownership / Lease Deed and Building Plan		
		Owned	Leased
	Survey No. :		Building Plan
	Door No. :		

	Village / Locality	:			
	Mandal	:			
	District	:			
	Type of Roof	:			
	Total Carpet Area	:			
	Period of Lease Deed	:	Not Applicable		Not Applicable
4.	Building Plan drawn to scale by Licensed Architect and permission for construction of the Building is approved by the authorities of (√ whichever is applicable)	:	Municipal Corporation / Municipality / Gram Panchayat		
5.	Working Plan is attested by	:			
6.	Photographs of the Building are attested by the Principal Govt. Degree College	:			
7.	Particulars of the Building Accommodation (Enclose separate sheet, if required giving full details)				
Sl. No.	Building Door No. / Floor	Room No.	Dimensions (in feet)	Carpet area (in sft.)	Purpose for which it is used
I					
II					
III					
IV					
V					
VI					
VII					
VIII					
IX					
X					
XI					
XII					
XIII					
XIV					
XV					
	Grand Total				
Note: Room nos and total carpet area mentioned above shall be reflected in the approved building plan.					
8.	Whether there are any institutions existing in the same premises in which the proposed Hotel Management College is to be located?	:	Yes / No		
9.	If yes, whether a no objection certificate from the competent authority to shift the existing institution to some other place is enclosed?	:	Yes / No		
10.	Whether the building is ready in all respects for starting the proposed Hotel Management College?	:	Yes / No		

FINANCIAL RESOURCES			
1.	Details of Financial Resources deposited as per the requirement.		
	Amount	:	
	FDR No.	:	
	Date	:	
	Name & Branch of the Bank	:	
	Purpose as mentioned in FDR	:	

PLAY GROUND FACILITIES			
1.	Extent of Playground facility Provided (Documentary evidence to be produced)		
	➤ If Provided in Same Premises (in sft.)	:	
	➤ If Provided within 5kms distance from the Hotel Management College (in sft.)	:	
2.	Place where such facility is provided	:	
3.	Designation of the competent authority with whom alternative arrangements are made	:	
4.	Whether transportation facilities are provided to take the students to the playground	:	YES / NO

PARKING AREA			
1.	Extent of Parking area Provided (Minimum 20% of total built-up area) (Documentary evidence to be produced)		
	➤ If Provided in Same Premises (in sft.)	:	
	➤ If Provided within 100mts. from the Hotel Management College (in sft.)	:	

SANITARY CERTIFICATE			
1.	Name of the Sanitary Certificate Issuing Authority	:	
2.	Designation	:	
3.	Address	:	

FIRE SAFETY CERTIFICATE			
1.	Name of the Fire Safety Certificate Issuing Authority	:	
2.	Designation	:	
3.	Address	:	

DECLARATION – I

I _____ of _____
 _____ Society / Hotel
 Management College hereby declare that the details given above are true and correct to the best of my knowledge and I will not advertise / canvas about the proposed Hotel Management College before obtaining permission from the TSCHE and affiliation from University concerned.

I also understand that in case the particulars furnished in the proposal are found incorrect at any stage, the permission given is liable to be withdrawn without giving any reasons thereof.

I also understand that I will not have any claim for grant-in-aid either now or in future from the Government.

Signature of Secretary / Correspondent of the Society

DECLARATION – II

(For the Educational Societies intending to start un-aided Hotel Management Colleges in rented accommodation)

I _____ of _____

Society hereby declare that the _____
(Name of the Hotel)

Private Un-aided Hotel Management College which is proposed to be located temporarily in a rental building will be shifted into our own building ***within five years*** from the date of starting of the Hotel Management College.

Signature of Secretary /Correspondent of the Society