



सत्यमेव जयते

विश्वविद्यालय अनुदान आयोग  
University Grants Commission  
मानव संसाधन विकास मंत्रालय, भारत सरकार  
(Ministry of Human Resource Development,  
Govt. of India)  
बहादुरशाह जफर मार्ग नई दिल्ली - 110 002  
Bahadurshah Zafar Marg, New Delhi-110002  
Phone : 011-23406308, 011-23406309



ज्ञान-विज्ञान विमुक्तये

By Email/CU Portal

D.O.NoF.1-6/2018(CU)

19<sup>th</sup> April, 2018

**Sub.:- Budget Estimates for 2018-2019 under Salary and Recurring heads– Central Universities.**

Dear Sir/Madam,

As you are aware that the from financial year 2017-18, Plan – Non-Plan classification of the Budget has been discontinued, The MHRD has informed that the expenditure on salary and retirement benefits etc will be met out of funds allocated under Object Head 36 in respect of the institutions / autonomous bodies and the expenditure on (a) Payment of pension and pensionary benefits; (b) Salary and TA/DA etc. paid to consultants appointed under a scheme and (c) Salary / Wages paid to contractual staff appointed under a scheme etc. shall be met out of funds provided under object head 31 – Grants in aid – General.

The Grant for the year 2018-2019 to Central Universities is to be released under Object head 36 and 31 on the basis of the Budget Estimates for 2018-2019.

To finalize the Budget Estimates for 2018-2019, you are requested to furnish the required information in the prescribed format (copy enclosed) by 10<sup>th</sup> May, 2018 to enable the UGC to work out the Grant to be paid to your university during 2018-2019, subject to availability of funds. The required information may also be sent to UGC by email ([talreja.ugc@gmail.com](mailto:talreja.ugc@gmail.com), [hcyadav.ugc@nic.in](mailto:hcyadav.ugc@nic.in), [socu.ugc@gmail.com](mailto:socu.ugc@gmail.com)).

With regards

Yours sincerely

Encl: As above

*(Signature)*

(Sushma Rathore)  
Under Secretary

The Finance Officer / The Registrar  
40 Central Universities and Principal, UCMS  
(As per list enclosed)

# UNIVERSITY GRANTS COMMISSION

Name of the University:-.....

Information required from the institutions receiving 100% Financial Requirement for the year 2018-2019

## I FINANCIAL PART

### (i) SALARY HEAD

- Statement indicating the no. of teaching and non-teaching staff and emoluments for the month of April, 2018 of teaching, Non-teaching staff.

Designation	No. of Existing Staff on Regular basis except under Project Schemes	Gross emoluments (Rs. in Lakhs)
<b>Teaching Staff</b>		
Professors		
Associate Professors		
Assistant Professors		
Guest Faculty		
Contract Faculty		
Re-employment		
Others		
<b>Total</b>		
<b>Non-Teaching Staff</b>		
Group-A		
Group-B		
Group-C		
<b>Total</b>		

### 2. Actual expenditure on salary head for the month of April, 2018 (i.e. 30<sup>th</sup> April)

(Rs. in lakhs)

Regular Teaching Staff Salary except under Project Scheme	Regular Non-Teaching Staff salary except under Project Scheme	Other component i.e. Leave Encashment, LTC, Retirement Benefits, Children Education Allowance and Medical Reimbursement	Total

- Opening balance as on 1.4.2018 (under Salary head) = Rs.....
- Amount required to meet additional requirement for One D.A. installment announced w.e.f. 1.1.2018 (Rs.....lakhs).
- Interest earned by the University during 2017-18 under salary head Rs.....

### 6. Amount approved by the Finance Committee of University in B.E. 2018-2019

(Rupees in Lakhs)

	Regular Teaching and Non-Teaching Staff salary except under Project Scheme	Other component i.e. Leave Encashment, LTC, Retirement Benefits, Children Education Allowance and Medical Reimbursement	Regular Pension for Teaching and Non-teaching and Pensionary benefit i.e. Contribution of Pension fund, Contribution to New Pension Scheme	Non-salary	Non-NET Fellowship	Total
Total amount approved in B.E.2018-2019						
Less Internal Receipts						
UGC Share after adjusting internal receipts						

**7. Expenditure for the year 2016-17, 2017-18 and legitimate requirement under B.E. 2018-2019 towards salary (except project schemes which are running a separate scheme).**

**(Rupees in Lakhs)**

Sl. No	Expenditure Head	Actual Exp. under Non-Plan	Actual Exp. under Plan	Total	R.E. for 2017-18 Approved by UGC	Actual Exp. For 2017-18 under Salary	B.E. for 2018-19 Approved by FC under Salary	Legitimate requirement under B.E. for 2018-19 under Salary
		2016-17	2016-17					
1.	<b>Amount spent on Salaries (Regular employees)</b>							
(i)	Faculty							
(ii)	Non-Faculty Staff							
	<b>TOTAL (Faculty &amp; Non-Faculty)</b>							
2.	<b>Other Components (These items should not be included in salary and pension indicated above)</b>							
(i)	Leave Encashment							
(ii)	LTC							
(iii)	Retirement Benefits							
(iv)	Children Education Allowance							
(v)	Medical Reimbursement							
	<b>TOTAL (Other Components)</b>							
	<b>TOTAL (1 &amp; 2)</b>							

## (ii) RECURRING HEAD

- Statement indicating the no. of Pensioners, Non-NET fellowship & Non-salary items and emoluments for the month of April, 2018.

(i) PENSION	No. of Pensioners		Gross emoluments (Rs. In Lakhs)	
Teaching				
Non-Teaching				
Total				
(ii) Non-NET Fellowship	Number of Beneficiaries under Non-NET		Total	Actual expenditure on Non-NET fellowship for M.Phil. / Ph.D. the month of April, 2018 (Rs. In Lakhs)
	M.Phil	Ph.D.		
(iii) Non-Salary				
Total (I to iii)				

- No. of persons retired/to be retired with designations during 2018-2019 = .....
- Minimum Non-Salary item requirement for the year 2018-2019= Rs.....
- Non-NET Fellowship requirement for the year 2018-19 = Rs.....
- Actual Internal Receipts for the year 2017-18 = Rs.....
- Estimated Internal Receipts for the year 2018-2019 = Rs.....
- Opening balance as on 1.4.2018 (under Recurring head) = Rs.....
- Interest earned by the University during 2017-18 under Recurring head Rs.....
- Expenditure for the year 2016-17, 2017-18 and legitimate requirement under B.E. 2018-2019 towards Pension, Non-salary expenditure and Non-NET Fellowship (except project schemes which are running a separate scheme) under recurring head.

1	Pension & Pensionary Benefits (These items should not be included in Salary head)	Actual Expenditure under Non-Plan 2016-17	Actual Expenditure under Plan 2016-17	Total	R.E. for 2017-18 Approved by UGC	Actual Exp. For 2017-18 under recurring head	B.E. for 2018-19 Approved by FC under recurring head	Legitimate requirement under B.E. for 2018-19 under recurring head
(i)	Pension for Faculty & Non-Faculty							
(ii)	Contribution of Pension fund							
(iii)	Contribution to New Pension Scheme							
2	Non-Salary							
(i)	Consumables and Laboratories							
(ii)	Books and Journals							
(iii)	Expenditure incurred on conduct of Examination							
(iv)	Electricity Charges							
(v)	Water Charges							
(vi)	Property Tax							
(vii)	TA/DA expenditure for Experts							
(viii)	Contingencies							

(ix)	Maintenance/repair of Buildings							
(x)	Other expenses <i>(Please specify each and every item in annexure)</i>							
	Total (I to x)							
3	Non-NET Fellowship (M.Phil / Ph.D)							
	Total (1 to 3)							
	<b>Internal Receipt of the University</b>							



## II STATISTICAL PART

### 1. VACANCY POSITIONS

Faculty :

Name of the Posts	No. of Sanctioned posts	Details of Sanctioned strength as on 31.03.2018							Details of filled up strength 31.03.2018							Vacant positions as on 01.04.2018						
		GEN	SC	ST	OBC	TG	Total	PWD	GEN	SC	ST	OBC	TG	Total	PWD	GEN	SC	ST	OBC	TG	Total	PWD
Professor																						
Assoc. Prof.																						
Asstt. Prof.																						
<b>Total</b>																						

Note: The reservation for Physical with Disabilities (PWD) is to maintain horizontal

No. of Faculty deployed on Adhoc basis :  
 No. of teaching positions deployed as Guest Faculty :  
 No. of teaching positions deployed on contract basis :  
 No. of teaching positions deployed on re-employment basis :  
 Reasons for not filling up the teaching positions and action taken by the University to fill up the vacancies.

### 2. Non-Faculty :

Name of the Posts	No. of Sanctioned posts	Details of Sanctioned strength as on 31.03.2018							Details of Existing strength 31.03.2018							Vacant positions as on 01.04.2018						
		GEN	SC	ST	OBC	TG	TOTAL	PWD	GEN	SC	ST	OBC	TG	TOTAL	PWD	GEN	SC	ST	OBC	TG	TOTAL	PWD
Group A																						
Group B																						
Group C																						
<b>Sub Total - I</b>																						
Principal/Vice Principal/Head Master																						
PGT																						
TGT																						
Primary Teacher/ others																						
<b>Sub Total - II</b>																						
<b>Grand Total - (I+II)</b>																						
Note: The reservation for Physical with Disabilities (PWD) is to maintain horizontal																						
		No. of Persons deployed on daily wages :																				
		No. of Persons deployed on outsource basis :																				

**3. STAFF STRENGTH AS ON (31.3.2018) IN UNIVERSITY DEPARTMENT  
TEACHING**

	Assistant Professor (Level - 10)	Sr. Scale/Selection Grade of Assistant Professor (Level - 11/12)	Associate Professor (Level - 13A)	Professor (Level - 14)	Total
	1	2	3	4	5
Sanctioned					
Existing					
Under DR	--				
Under CAS	--				
Vacant Positions					

**4. NON-TEACHING (AS ON 31.3.2018)**

	Group A	Group B	Group C (including Group D now in Group C)	TOTAL
	1	2	3	4
Sanctioned				
Existing				
Vacant Positions				

**5. SCHOOL TEACHERS (AS ON 31.3.2018) (If applicable)**

	Principal / Vice- Principal / Head Master	PG Teachers	TG Teachers	Primary Teachers / Others	TOTAL
	1	2	3	4	5
Sanctioned					
Existing					
Vacant Positions					

**6. CATEGORY WISE STUDENTS ENROLMENT (AS ON 31.03.2018) IN UNIVERSITY DEPARTMENT**

In University Department													
Course	Total Students Enrolment	General			SC		ST		OBC		PwD		Total (3+4+5+6+7+8)
1	2	3	4	5	6	7	8	9					
	M	W	T	M	W	T	M	W	T	M	W	T	TG
U.G.													
P.G.													
5 years Integrated Course													
M.Phil/ M.Tech													
Ph.D.													
Cert./Dip.													
Total													
School Students (if applicable)													
Total													

M= Men, W= Women, TG= Transgender T= Total

**7. Constituent colleges as on 31.3.2018**

7. Enrolment of Students												
Constituent colleges as on 31.12.2020												
(iv)	Total No. of Colleges			Enrolment of Students								
	U.G.			P.G.			5 year integrated Course			Cert./Dip.		
	Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total

**8. Affiliated Colleges as on 31.3.2018**

Enrolment of Students												
(v)	Total No. of Colleges		Enrolment of Students									
	U.G.			P.G.			5 year integrated Course			Cert./Dip.		
	Men	Women	Total	Men	Women	Total	Men	Women	Total	Men	Women	Total



### 10. DISTANCE EDUCATION (AS ON 31.3.2018)

Whether Distance Education is running on Self-Financing basis	Number of Courses run (List of courses may be enclosed)	Number of Students	Number of Teaching Staff	Number of Teaching Staff	Non-Teaching Staff	Whether the approval of DEC has been obtained to run the Distance Education Courses.

### 11. HOSTELS (AS ON 31.3.2018) IN UNIVERSITY

Total Number of Hostels (List of Hostels may be enclosed)	No. of Girls Hostel out of total Hostels as indicated at S.No.1	Total No. of Residents in the University Hostels			General Students	SC Students	ST Students	OBC Students	PH Students	TG	Total (6 to 10)
		Men	Women	Total							
1	2	3	4	5	6	7	8	9	10	11	12

### 12. SCHOOLS MAINTAINED BY THE UNIVERSITY (1<sup>ST</sup> TO 10+2) (AS ON 31.3.2018), if applicable

Total Number of Schools (upto 10+2) (List of Schools may be enclosed)	Total Number of Students in Schools (upto 10+2)	Total Number of Teaching Staff	Total Number of Non-Teaching Staff	Teacher Student Ratio	Teaching to Non-Teaching Ratio	Name of Board/Affiliation Authority

### 13. KVS SCHOOL ON PROJECT BASIS IN THE UNIVERSITY CAMPUS (1<sup>ST</sup> TO 10+2) (AS ON 31.3.2018), if applicable

Level upto which school if running	Total Number of Students in Schools (upto 10+2)	Total Number of Teaching Staff	Total Number of Non-Teaching Staff	Teacher Student Ratio	Teaching to Non-Teaching Ratio

#### 14. This information is mandatory to be furnished by the University

<b>Name of the Vice Chancellor</b>	
Office Ph. No. with STD code	
Residence Ph. No. with STD code	
Mobile No.	
<b>E-Mail</b>	
<b>Name of the Registrar</b>	
Office Ph. No. with STD code	
Residence Ph. No. with STD code	
Mobile No.	
<b>E-Mail</b>	
<b>Name of the Finance</b>	
Office Ph. No. with STD code	
Residence Ph. No. with STD code	
Mobile No.	
<b>E-Mail</b>	

#### 15. Miscellaneous

1.	Date of Establishment as State University (if applicable)	
2.	Date of Establishment as Central University	
3.	Territorial Jurisdiction	
4.	Location of University	
5.	Campus Area (in acres)	
6.	No. of maintained colleges (List may be enclosed)	
7.	No. of affiliated colleges (List may be enclosed)	
8.	Number of Schools / Faculties (as on 31.03.2018) (List may be enclosed)	
9.	Number of Departments (as on 31.03.2018) (List may be enclosed)	
10.	Total Number of Students (as on 31.3.2018) (excluding Schools stu)	
11.	Number of Students (Diploma & Certificate Courses in University Departments)	
12.	Number of School Students (upto 10+2) (as on 31.03.2018) if applicable	
13.	Number of Foreign Students (included in total number of students)	
14.	Number of Transgender Students (included in total number of students)	
15.	Number of Teaching Staff (as on 31.3.2018)	
16.	Number of Non-Teaching Staff (as on 31.3.2018)	
17.	Teacher Student Ratio	
18.	Teaching to Non-Teaching Ratio	