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Admission and Fee Regulatory Committee, Haryana
SCO-38-39, Sector-17 A, Chandigarh

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From

The Director General-cum-Member Secretary,
Admission & Fee Regulatory Committee,
Department of Technical Education,
SCO 38-39, Sector 17-A, Chandigarh.

To

The Principal,
Sat Priya College of Pharmacy,
0.5 KM Milestone, Jind Road,
Rohtak-(124001).

Memo No. 23 /A&FRC

Dated: 18.01.2022

Subject: Proposal for fixation of fee for D.Pharmacy Course for the academic session 2022-23.

On consideration of above fee proposal, Admission and Fee Regulatory Committee has allowed the fee structure for the session 2022-23 for D.Pharmacy Course as follows:-

Tuition Fee (per annum)	INR 50,500/-
Development Fee (per annum)	INR 7,500/-
Total	INR 58,000/-

The Committee also fix the students fund and caution money as follows:-

Student fund per student per year	Caution money-college (one time only) refundable	Caution money Hostel/Mess (one time from Boarders/hostellers only) refundable
1500/-	1500/-	1500/-

The above decision is conveyed for your information and necessary action. The detailed excerpt of the meeting concerning your fee proposal is separately enclosed to apprise you as to how your fee proposal has been dealt by the Committee.

The above fee is subject to the terms and conditions/guidelines mentioned in **Annexure 1 & 2**. The institute will also follow the guidelines already issued by this Committee from time to time.

You are requested to reflect the above fee in the prospectus and also on Website of your institute and submit a copy of the prospectus, when published, to the Admission and Fee Regulatory Committee for record.

DA/as above


Joint Director
Admission and Fee Regulatory Committee,
Haryana, Chandigarh.


Excerpt from Minutes of Admission & Fee Regulatory Committee, Haryana meeting dated 06.01.2022 concerning the proposal for fixation of fee for D.Pharmacy course for the academic session 2022-23 of Sat Priya College of Pharmacy, Rohtak.

Sat Priya College of Pharmacy, Rohtak (later referred to as 'institute') has submitted the proposal for fixing of fee for the academic session 2022-23 for course 'D.Pharmacy'.

As per the information supplied by the institute, the Trust 'Sat Priya Mehamia Memorial Educational Trust' established in the year 1998 has set up this 'institute'.

Provisional Fee for D.Pharmacy Course of the institute was allowed as earlier fixed vide order dated 17th of November, 2020 as follows:-

Sr. No.	Type of Fees	Amount in Rs.
1.	Tuition Fee per student per year	₹23,000/-
2.	Development Fund per student per year	₹ 3,400/-
3.	Student Fund per student per year	₹ 1,500/-
4.	Caution Money-College (One time, refundable)	₹ 1,500/-
5.	Caution Money-Hostel/Mess (one time from Boarders/Hostellers only, refundable)	₹ 1,500/-

The above provisional fee was subject to the terms and conditions as mentioned in the order dated 17th of November, 2020. The institute submitted fee proposal on 29th of September, 2021 proposing fee for D.Pharmacy course as follows:-

Tuition Fee (TF)	₹67,061/-
Development Fee (DF)	₹10,059/-
Total Fee	₹77,120/-

The proposal submitted by the institute was considered by the Committee and sent to Sh. Neeraj Jain, worthy Chartered Accountant, Member of the Committee for scrutiny of the financial statements submitted by the institute with fee revision proforma and to give analysis report.

Sh. Neeraj Jain submitted analysis report on 24th of November, 2021 wherein he computed the fee for D.Pharmacy course, on the basis of financial statements/data submitted by the institute, as follows:-

Tuition Fee (TF)	₹47,600/-
Development Fee (DF)	₹ 7,140/-
Total Fee	₹54,740/-

The analysis report justifies the difference between the proposed fee and revised fee on following grounds:-

1. The institute has taken cost for calculation of TF of one year only, whereas the TF is to be calculated by taking average of previous three years and projected two years.

2. Institute had spent more on non teaching staff, while as per A&FRC meeting held on 17 January 2019, it was notified that non teaching cost cannot exceed 35% of the teaching cost.

Analysis report refers toward decisions of this Committee in the meeting held on 17.01.2019 concerning legal expenses, depreciation, interest on loan which cannot be taken into consideration as operational cost for determining the fee structure. In this meeting it was also decided that fee per student shall be computed on the basis of actual number of students admitted or 80% of the actual sanctioned strength, whichever is higher.

The analysis report submitted by Sh. Neeraj Jain was considered in the meeting of the committee held on 7th of December, 2021 and it was resolved as follows:-

"Resolved that the analysis reports submitted by Sh. Neeraj Jain, worthy CA Member be supplied to the Institutes. Its copy be also placed on the website www.techeduhry.gov.in. The Institutes be requested to place this report along with the notice, supplied to it, on its website and notice board for information to the students/their guardian/parents and representatives. The Institutes be also requested to allow inspection of the fee proposal and analysis report in their office, during working hours, to the parents/guardian and representatives of the students if so requested by any of them. Institutes will apprise of compliance in this regard within 7 days of receipt of letter. For wide publicity the notice of consideration of fee proposal by Committee be also got published in one Hindi and one English Newspaper having circulation in State of Haryana.

As per Section 17(2) of the Haryana Private Technical Educational Institution (Regulation of Admission and Fee) Act, 2012, the private

technical educational institutions, parents or guardian and representative of students already studying therein may send their view point in writing with respect to the determination of fee within 3 weeks or latest by 31.12.2021. The matter will be considered in the meeting of the Committee on 06.01.2022 and the institutes, parents, guardian and representatives of the students may appear in person or through authorized representative for personal hearing in the meeting. If the Institutes, parents, guardian or representative of students wish to appear for personal hearing before 06.01.2022, they may seek appointment from Sh. Sunil Gupta, Joint Director on his contact Number available on website www.techeduhry.gov.in

It is further clarified that analysis report submitted by Sh. Neeraj Jain, worthy C.A Member has not been accepted by the committee so far. It will be considered along with viewpoints in writing and submissions of the Technical Institutions, representatives' /parents/ guardians of students of the institute, if any, received."

The analysis report was conveyed to the Institute and was also displayed on its website for information to the parents, guardian and representative of the students. A notice was also published to this effect in the newspapers The Tribune, Punjab Kesari and Dainik Jagran dated 09.12.2021. The concerned parties were asked to appear before the Committee on 06.01.2022 at 11.30 AM. None on behalf of the parents, guardian or representative of the students of the Institute came forward to appear on 06.01.2022. No written submission on behalf of any student their representative, parents or guardian was received. The Institute has submitted its viewpoints in regard to analysis report of worthy Chartered Accountant Member as follows:-

"The Institute has received the analysis report of the Chartered Accountant, Member of the Admission and Fee Regulatory Committee. We highly appreciate your decision of giving an opportunity to the Institute for expressing viewpoints in writing with respect to the determination of the fee for D.Pharmacy course for the session 2022-23. Viewpoints of the Institute are as follows:

The Institute got approval to conduct D.Pharmacy course by Pharmacy Council of India in the year 2019, further got extended approval for the session 2021-22 by PCI, But the Institute got approval by HSBTE in July 2021 to start the D.Pharmacy course. So students were admitted after getting approval from HSBTE in the session 2021-22. Books and computers were purchased in the year 2019 and the amount can be shown for the year 2021-22 as books and computers are effective for a period of 4 years as per Fee computation Formulae and its calculations (Copy is enclosed with this email).

The equipments of Rs.7,25,304/-Dated 04.01.2019 were purchased as per the previous proposal. Some of the equipments were not working well and had quality issues. So the lot of equipments purchased in 2019 was sent back to the company and new lot of equipments worth Rs.6,13,342/- was purchased from the same company so that studies of students admitted in the session 2021-22 should not suffer (Bills of equipments are attached with this email). This was done to disseminate the quality education to students. It is kind request to include the amount of Rs.6,13,342/- instead of Rs.7,25,304/- under the Annexure 4; TF due to cost of equipments for the session 2021-22 taking care of our efforts for providing the quality education to students admitted in session 2021-22. An additional purchase of Rs.4,00,000/- for equipments

has been proposed by the Institute in the session 2022-23. This is included in Annexure 4: TF due to cost of equipments.

The Institute had not shown any type of increment of salary of the staff in 2022-23 under the Annexure 5: TF due to cost of faculty in its previous proposal. The Institute added the yearly increments in the salary of the teaching and non-teaching staff (2022-23) at the end of calculations as an amount of Rs.17,600/- as additional cost due to revision of pay scales for teaching and no teaching staff after the 6th pay commission report is implemented (as per Fee computation Formulae and its calculations). We are sending the copy of the Fee computation Formulae and its calculations along with this report. (As shown in the previous proposal).

As the yearly increments to the staff members of Rs.17,600/- has not been considered by Chartered Accountant, Member of the Admission and Fee Regulatory Committee in its analysis report. So we request you to consider the minor increments for teaching staff members shown by us for the session 2022-23 in new review report of CA sent to you under the annexure 5: TF due to cost of faculty, and computed cost of nonteaching staff under the Annexure 6 as 35% of the cost of teaching staff (Analysis report of CA on view points of the Institute is attached herewith this email). These are added considering the benefits of employees working under the Institute. These minor increments in the salary of staff are highly necessary for long stay of the staff in an Institute and students will get quality education from the senior and stable staff in the Institute. We have attached the necessary and required documents with this email which are mentioned as below:

1. *Analysis report of CA on the view points of the Institute with respect to the determination of the fee for D.Pharmacy course (Session 2022-23).*
2. *Fee computation Formulae and its calculations used for previous proposal.*
3. *Bills of new lot of equipments purchased worth Rs.6,13,342/- in the year 2021."*

Before proceeding further to finalize the fee and keeping in view the interest of Justice, representative of the institute was called to appear in person to make submission before the Committee on 6th of January, 2022. The Institute was also requested to place a notice on the notice board/website for the students, their parents/guardian and representative to appear for hearing before the Committee on that day at 11.30 AM. Similar notice was also placed on the website of this Committee www.techeduhry.gov.in.

In the meeting of Committee held on 06.01.2022 for consideration of this fee proposal, Dr. Minakshi Gupta Marwaha, Principal attended the meeting as authorized representative of the Institute. She submitted that the institute got approval from PCI for D.Pharmacy Course in 2019 but could get the approval from HSBTE in 2021. In 2019 some books and equipment was purchased which was later on got replaced due to quality issue and that equipment and books have been used for D.Pharmacy course in the year 2021. In the analysis report the cost of those books and equipment has not been considered. She also raised the issue of increment in the salary of faculty and resultant expenses but fairly admitted that these facts are not mentioned in the fee proposal.

The Committee has carefully gone through the proposal submitted by the Institute and the analysis report. While fixing/revising the fee for any course the Committee is guided by the financial statements/data submitted by the Institute along with fee revision proforma. These statements/data was sent to Sh. Neeraj Jain, worthy Chartered Accountant Member of the Committee for analysis report. He on scrutiny of the financial statements/data submitted by the Institute prepared analysis report, supported with annexures extracted from the statement/data provided by the Institute. The same was supplied to the Institute and publicized on website of the Committee and of the Institute for information of parents/guardian and representatives of the students.

In the CA report submitted by the institute, the fee computed for academic session 2022-23 has been given as under:-

	Computed Fee
Tuition Fee (TF)	INR 52,692/-
Development Fee (DF)	INR 7,904/-
Total Fee	INR 60,596/-

The Committee on perusal of fee proposal, financial statements enclosed, analysis report and the annexures with it, is of the view that the analysis report proposes the fee after taking into consideration the expenses of the institute on faculty (teaching and non teaching), operational and maintenance expenses (minus expenses on books and equipment which was purchased before the course was started) and fee charged by council, affiliating university and Haryana State Board of Technical Education, as permissible to be considered as per section 17 (1) of Haryana Private Technical Educational Institution (Regulation of

Admission and fee) Act, 2012. The Fee for D.Pharmacy course offered by the institute was provisionally fixed vide order dated 17.11.2020 of this Committee as ₹23,000/- (Tuition Fee) and ₹3,400/- (Development Fee) per annum. The fee computed in the analysis report is ₹47,600/- (Tuition Fee), ₹7,140/- (Development Fee), Total ₹54,740/- per annum. We find weight in the submissions of Dr. Minakshi Gupta that the cost of the books and equipment purchased in the year 2019 be also considered towards the operational cost as these books and equipment were later utilized for course of D.Pharmacy. As per the institute it got approval of PCI for starting the course in the year 2019 and proceeded to purchase the books and equipment to start the course. Even if the course could be started in 2021, the books and equipment were used for this course. Even otherwise an institute has to purchase books, equipment and other infrastructure before starting a course, as such, the cost of books and equipment purchased in the year 2019 or later should be considered towards operational cost. On calculation of data supplied by the institute and after adding the cost of books, computers and equipment, we find that the tuition fee for D.Pharmacy course of the institute deserves to be enhanced by ₹2,724/- and Development Fee by ₹408/-. Regarding the increase in faculty expenses by ₹17,600/-, Dr. Minakshi Gupta could not make any concrete submissions or referred to any financial statement or other document with the fee proposal which has not been considered in the analysis report. The issue raised by the institute in this regard, as such, cannot be accepted.

Taking a rational view, on perusal and consideration of the fee proposal, analysis report and the oral submission by the representative of the Institute, it is resolved to fix the fee of the Institute for D.Pharmacy Course for the session 2022-23 as follows:-

Tuition Fee (per annum)	₹50,500/-
Development Fee(per annum)	₹7,500/-
Total	₹58,000/-

The Committee also fix the students fund and caution money as follows:-

Student fund per student per year	Caution money- college (one time only) refundable	Caution money Hostel/Mess (one time from Boarders/hostellers only) refundable
₹1500/-	₹1500/-	₹1500/-

The above fee is subject to the terms and conditions/guidelines mentioned in **Annexure 1 & 2**. The institute will also follow the guidelines already issued by this Committee from time to time.


Joint Director
Admission and Fee Regulatory Committee,
Haryana, Chandigarh.


Annexure-1

The above fee structure is subject to the following terms and conditions:

1. The fee shall be collected semester-wise at the time of start of semester and not for entire year.
2. Faculty shall be recruited as per AICTE/PCI/Council of Architecture or any other regulatory body (as applicable) Norms and pay scales/DA as approved by regulatory body (above) shall be given which shall be seen by State Fee Committee at the end of every financial year. If any faculty positions is found vacant or at less pay and perks, the proportionate amount may be recovered by the Admission and Fee Regulatory Committee and utilized for scholarships for weaker section students. The Institute shall submit statement to this effect by January end each year.
3. Every penny collected from students, whatsoever, and in any form, shall be well accounted for. The head-wise account shall be separately maintained and included in college/ institution accounts. No diversion of fund from the institution shall be made. The Institutions shall submit the audited balance sheet up to 30th September of every year to the Admission and Fee Regulatory Committee.
4. The Freeships/scholarships, if any, shall be inclusive in Tuition fee.
5. The Society/Trust expenditure shall not be claimed in the Institution. The account of institution shall be separate from the account of Society/Trust.
6. The faculty status shall be updated in mandatory disclosures every month on website of the Institute.
7. Institutions are free to earn up to 5% of receipts through extra professional and academic activities such as short term and long term courses, training, consultancies, R & D projects, Placement activities etc. The funds so generated shall be utilized in establishing a corpus fund to take care of the staff development, student welfare, infrastructural development and any unforeseen expenses etc. (Separate account shall be maintained for receipts, expenditure and transfer of surplus to corpus fund).
8. Mandatory disclosures on format prescribed by AICTE or any other regulatory authority like PCI/Council of Architecture shall be updated by all the institutions from time to time and displayed on its website.
9. Against Capital investment, sufficient investment must be from corpus.

10. A copy of Guidelines issued by the Admission and Fee Regulatory Committee regarding charging of different amounts under various heads other than Tuition Fee, Development Fund, Student Fund, Caution Money is attached.



Joint Director,
for Director-General-cum-Member Secretary,
Admission & Fee Regulatory Committee,
Technical Education, Haryana,
Panchkula.



Annexure-2

Guidelines issued by Admission and Fee Regulatory Committee, Haryana regarding charging of different amounts under various heads other than Tuition Fee, Development fund, Student fund, Caution Money.

1. Hostel & Mess charges:
Maximum ₹2000/- P.M. per student for ordinary room and maximum ₹2500/- P.M. for AC Room per student.
Mess Charges will be as per actual expenses on breakfast, lunch, evening tea and dinner. The Institute will pass a specific order in this regard and display it on the notice board and its website.
Boarding and lodging shall include water & electricity, reading room, computer centre, gym and sports/necessary furniture & furnishings. However there can be a variation of 10% depending upon locale and specific demands.
Laundry and Canteen etc shall be on actual basis and optional.
2. Transport:- It has to be as per actual, however not beyond Govt. fare per km. + up to 50%.
3. University/Board and Examination fee- as per actual.
4. Prospectus:- only once in the course and should not be more than Rs.1000/-.
5. Placement Brochure:- Chargeable only once (in final year) and should not be more than Rs.750/-.
6. Insurance:- Actual basis.
7. Uniform:- If prescribed and supplied by the institute /university Rs.6000/- which shall include one Blazer, two trousers, two shirts, one tie, two socks. Other requirements, if any shall be optional and chargeable.

Every institute is required to fix all the charges accordingly and reflect in their prospectus & on their website and must necessarily submit a copy of prospectus and placement brochure to Admission and Fee Regulatory Committee before start of Admission process every year.