

FEES REGULATING AUTHORITY - 2023-24, Mumbai

305, Govt. Polytechnic Building, Ali Yawar Jung Marg, Bandra (E), Mumbai - 400 051 (M.S.), INDIA

Online Fee Approval Proposal for Academic Year 2023-24

To, The Hon'ble Chairman, Fees Regulating Authority, Maharashtra State, Mumbai - 400 051	
Name of the College /Institute	MB4112 - Lokmanya Tilak Institute of Management Studies & Research, Nagpur
Address	Opp. Lata Mangeshkar Hospital, Dighod Hills, Hingna Road, Nagpur- 440 019.

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Sr No	Particulars	Status
1	Affidavit in the prescribed format (as per the proforma published) duly verified and attested by the person duly authorised in terms of section 2(l) of the FRA Act, 2015	Yes
2	Audited financial statements of the Institute/College for the financial year 2021-22. The audited financial statements must be accompanied --- (i) Audit Report,	Yes
3	(ii) Receipt & Payment Account,	Yes
4	(iii) Income & Expenditure Account, and	Yes
5	(iv) Balance Sheet. Note: Audited Financial statements must be signed by the Chartered Accountant & to be counter signed by the person duly authorised in terms of section 2 (l) of the FRA Act 2015.	Yes
6	(v) All the financial statements as mentioned above should be accompanied by detailed schedules and notes to accounts.	Yes
7	The Auditors Report for the Financial Year 2021-22. Note: The Auditors Report must be in prescribed proforma i.e. form A1 & form A2 (Annexure - A) duly signed by Auditor along with particulars such as Name of firm, firm registration number, name of their partner or proprietor with his/ her membership number, UDIN.	Yes
8	TDS return/statement for salary in Form No. 24Q for quarter-4 along with Annexure II (i.e. Annual Salary Details) duly certified by the college/institute	Yes
9	TDS return/ quarterly statements for non-salary in Form No. 26Q along with details of dedutee, nature of payment, amount, etc, in excel sheet duly certified by the college/institute	Yes
10	Copy of audited annual financial statements of the Trust/Society for the financial year 2021-22 running the colleges/institute along with all schedules and notes to accounts.	Yes
11	Copies of income tax return/assessment order filed by the trust and institute/college for the assessment year 2021-22 & 2022-23 duly attested by the Auditor.	Yes
12	Proposed budget of the institute/college for the financial year 2023-24 duly signed by the President, Secretary of the Trust & the Principal of the institute/college.	Yes
13	Certified copy of the bank account statement(s) of the institute /college for the Financial Year 2021-22 showing debits entries of the salary paid to teaching and Non-Teaching staff through cheque/NEFT. Note: The original copy of the Bank Statements must be attested as true copy by the Branch Manager of the Bank.	Yes
14	Certified copy of bank account statement(s) of the institute /college for the Financial Year 2021-22 showing debits entries of the all payments made as non-salary expenditure made through bank.	Yes
15	Letter of approval of teaching staff issued by the approving Authority duly attested by the Principal of the institute/college.	Yes
16	Letter showing the sanctioned intake capacity approved by the competent authority for the academic year 2018-19, 2019-20, 2020-21, 2021-22 & 2022-23 duly attested as true copy by the Principal of the institute/college (as per course duration).	Yes
17	Accreditation Certificate if any, duly attested by the Principal of the Institute/College	Yes
18	Copy of fees structure approved by the Fees Regulating Authority for the academic year 2019-20, 2020-21, 2021-22 & 2022-23 (as per course duration).	Yes
19	Certified copy of the property card and/or 7/12 extract showing the ownership of the land owned by the institute/trust.	Yes
20	Certified copy of the Municipal Property Assessment Register issued by the Municipal Corporation /Municipal Council, Gram Panchayat for the purpose of assessing property tax.	Yes
21	Statement showing the number of students admitted in the college for the course, appeared & passed in examination.	Yes

Expenses Documents			
Sr No	Expenses Head	Particulars	Status
1	Arrears of salary	Upload - Teaching Staff Year-wise breakup of arrears of salary paid during the financial year 2021-22	Yes
2	Arrears of salary	Upload - Non-Teaching Staff Year-wise breakup of arrears of salary paid during the financial year 2021-22	Yes
3	Remuneration / Professional Charges to Visiting Faculties	Upload List of Visiting faculties, Qualifications, Amount Paid to individual & Mode of Payment (Cash/ Cheque/Bank)	Yes
4	Guest lecture	Upload List of Guest faculties, Qualifications, Subject, Amount Paid to individual & Mode of Payment (Cash/ Cheque/Bank)	Yes
5	Affiliation Fee Paid to Affiliating Authority	Upload the receipt showing acknowledgement of Affiliation fees paid to the Affiliating Authority.	Yes
6	Inspection Fee	Upload - the receipt showing acknowledgement of Inspection Fees paid to the Affiliating Authority	Yes
7	University Affiliation Fee	Upload the receipt showing acknowledgement of Affiliation Fees paid to the University	Yes
8	Eligibility fees	Upload - Receipt of payment made to university (Students X Eligibility Fee per Student = Total)	Yes
9	Exam Fee paid to University	Upload - Receipt of payment made to university (Students X Exam Fee per Student = Total)	Yes
10	Enrollment Fee	Upload receipt of payment made to university (Newly Enrolled students X Enrollment Fee per Student = Total)	Yes
11	Repairs & Maintenance of College Building	Item wise List with course wise bifurcation	Yes
12	Furniture, Equipments, Vehicle, Computers, Electrification, etc Maintenance	Item wise List with course wise bifurcation	Yes
13	Other Repairs & Maintenance	Item wise List with course wise bifurcation	Yes
14	Any other expenses relating to students activity not covered by item no.1 to 6	Separate list to be attached providing details of expenditure itemwise	Yes
15	Internet Charges	Receipt & proof of payment made to provider	Yes
16	Contractual Manpower services in lieu of Non-Teaching/Administration Staff	Upload following Document in one pdf - 1. No. of persons employed (Note: List with designation and remuneration to be paid provided separately) 2. Total amount paid to contractor 3. TDS amount deducted and deposited with IT 4. GST collected and paid to GST department	Yes
17	Sweeping and cleaning services	Upload following Document in one pdf - 1. No. of persons employed 2. Total amount paid to contractor 3. TDS amount deducted and deposited with IT 4. GST collected and paid to GST department	Yes
18	Security services	Upload following Document in one pdf - 1. No. of persons employed 2. Total amount paid to contractor 3. TDS amount deducted and deposited with IT 4. GST collected and paid to GST department	Yes
19	The processing fee paid to NAAC / NBA / NIRF / NABH/NABL etc. for accreditation (if applicable).	Upload Payment to be supported with documentary proof	Yes
20	All other expenses not categories/ not grouped in any heads/sub heads given above	Upload - Itemwise list of expenses, with the particulars	Yes