



MAHATMA GANDHI UNIVERSITY
(Accredited with 'B+' grade by NAAC)
NALGONDA- 508254(T.G)

Lr. No. 278/MGU/LLB/Acad/ 2025-26

Date: 01.05.2026

To
The Secretary/Principal
Aurora Legal Sciences Institute
Nalgonda.

Sir/Madam,

Sub: Affiliated LAW College (s) – Inspections for considering Grant of Extension of Provisional affiliation to offer LLB 3YDC/5YDC Programmes for the academic year 2026-27 – Reg.

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With reference to the subject cited, I am by direction to inform you that the University has decided to conduct inspection to the Colleges offering LLB 3YDC/5YDC Programmes. The Inspection committee will be visiting the Colleges as per the inspection schedule for considering Grant of Extension of Provisional affiliation for the academic year 2026-27.

The inspection proforma for Grant of Extension of Provisional affiliation for the academic year 2026-27 can be downloaded from University website www.mguniversity.ac.in.

You are therefore, informed to keep the following records in original ready along with one set of Xerox copies for verification by the Inspection Committee. Further, you are also required to keep the enclosed proforma ready duly filled in along with the documentary evidence wherever required. The application submission last date is on or before 15.05.2026 (Inspection schedule will be intimated later).

Encl:

1. Latest compliance report (i.e. 2025-26).
2. List of approved teaching staff in the prescribed format (staff approval A.Y. 2025-26).
3. Minutes of the selection committee for the appointments made during the academic year 2025-26.
4. Minority Status Certificate/Letter.
5. Affiliation orders of the University for Previous Year (i.e. 2025-26).
6. Land documents (enclose registered sale deed copies).
7. Details of accommodation room wise, floor wise and course wise accommodation allocated.
8. Staff attendance register and teaching diaries.
9. Student Attendance Registers
10. Copies of the time-table (Theory and Practicals) clearly marking the class and initials of teachers in each room.

11. Library Accession registers with details of Books/Journals added during the last academic year i.e. 2025-26.
12. Library/Books issue register
13. Acquaintance Register
14. Minutes of the Governing Body meetings
15. Bills/Payment receipts/Bank Statement for the purchase of Library Books and Journals and other purchases including equipment, computers etc. during the academic year 2025-26.
16. Statement of consolidated attendance which was sent to the examination branch during the last academic year 2025-26.
17. Bank Pass Book/Bank Statement of the financial transactions 2025-26.
18. Enclose the report of Anti-Ragging committee and measures taken by the College.
19. Display the College name prominently stating that the College is affiliated to Mahatma Gandhi University and also enclose photograph of the college building.

The management of the College is informed to remit the Inspection and Processing Fee of Rs. 25,000/- per each programme per every year through a Challan (A/C No. 624240 26709) in favor of "The Registrar, Academic Audit, Mahatma Gandhi University".

You are further informed to ensure that all the teaching staff of your college will be present on the day of Inspection, failing which their names will not be considered as on the rolls of the College.



Copy to:

1. The Director, Academic Audit, MGU
2. The Dean, Faculty of Law, MGU
3. PS to VC, MGU, NLG.
4. PA to Registrar, MGU, NLG
5. Stack file.



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**APPLICATION FOR GRANT OF EXTENTION OF PROVISIONAL AFFILIATION TO OFFER
LAW PROGRAMME (S) FOR THE ACADEMIC YEAR – 2026-27**

College Name: _____ College Code _____

Programme: _____ Year of starting Programme _____

Date of Inspection: _____ Intake _____

D.D.No.: _____ Date _____ Amount: _____

1.	Name of the College with postal address Landline : Mobile: E.Mail ID: Website:	
2.	Name of the Society /Registration No. & Address with Telephone No: E.Mail.ID:	
3.	Name and address of the Secretary/ Correspondent with Telephone nos.: Landline: Mobile: E.Mail.ID:	
4.	i) Whether the college is running in the premises /address recorded by the BCI ii) If No, the reasons and how many years the college is running in the present address.	Yes/ No.
5.	Year of first approval from BCI to the college.	
6.	BCI permission letter no. & date for the year 2025-26 and period of permission	
7.	State Govt. G.O No. & date for 2025-26 (if applicable)	
8.	M.G.U Affiliation order No & date for the year 2025-26 (including subsequent years)	
9.	i) Whether any other Institution/ colleges are running in the same premises	Yes/ No
	ii) If yes, whether permission from BCI is obtained	Yes/ No
10.	Status of the College (In case of Minority college, latest Minority certificate issued by authority to be enclosed)	

11	No. of sections	LLB (3-YDC) LL.B (5-YDC) (Specify combination)			
12	Other Programmes offered in the same premises (Furnish details), if any.				
13.	I. Particulars of ownership of premises (Copies of Registered sale deed Ownership/Lease deed document copies must be enclosed) II. Total plinth area in Sq. ft. of the building.				
14	I. Name of the Principal II. Mobile No. III. Whether appointed through duly constituted selection committee by MGU	Yes/No			
15	No. of teachers appointed (detailed information to be provided as per the enclosed proforma separately)	Appointed through Selection Committee	Appointed by the Management(Adhoc)		
16.	Details of Computers and Other facilities				
	Items	Description (configuration)	Quantity		
	Desktop				
	Internet Bandwidth				
	Wi-Fi Facility				
	LCD Projectors in Classrooms (Ceiling mounted)				
	Biometric Attendance 1. Staff 2. Students				
	CCTV Facility				
17.	Whether approval of the University has been obtained for the appointments made	Yes/No			
18.	Name of the University nominee on the Governing Body with period from _____ to _____				
19.	Name of the University nominee on the Selection Committee with period from _____ to _____				
20.	Number of Governing Body Meetings convened during the academic year 2025-26 with the University nominee., (with dates)				
21.	<u>Library information:</u> Books: Titles Volumes Journals: National Journals International Journals E- Journals E-database.	Total no. till the academic year 2025-26	No. of Books/ Journals purchased during 2025-26	Amount spent on Library Acquisition during 2025-26	Remarks

22.	Working Hours of the College			
23.	Provision of basic amenities	Running water		Available/Not available
		Drinking water		Available/Not available
		Separate Toilets for Girls/Boys/Staff		Available/Not available
		Girls waiting room with attached toilets		Available/Not available
24.	Whether the College appointed Anti-Ragging committee, if so the copy of constitution of Committee and its members be enclosed. Report of the Anti-Ragging Committee for the year 2025-26 (Copy to be enclosed)			
25.	No. of students in the year 2025-26 Permitted intake ()	No. of students admitted	No. of students appeared for the examination	No. of students detained.
	First Year			
	Second Year			
	Third Year			
	Fourth Year			
	Fifth Year			
	Other basic amenities	Playground		Available/Not available
		Fire safety		Available/Not available
		Parking facilities		Available/Not available
26.	RTI Act:			
	Whether the college has appointed PIO and APIO mention the names of the PIO and APIO. (Enclose copy)			
27.	Women Protection Cell:			
	Whether the college has appointed women protection cell (Enclose copy)			
28.	Grievance Redressal Committee:			
	Whether the college has appointed grievance redressal committee (Enclose copy)			
29.	Any other Information :			

Compliance with the conditions imposed by the University during the previous academic year 2025-26

1. _____ (Fulfilled/Partially Fulfilled/Fulfilled)
2. _____ (Fulfilled/Partially Fulfilled/Fulfilled)
3. _____ (Fulfilled/Partially Fulfilled/Fulfilled)

We hereby declare that the information furnished in the application is correct and we are liable for any disciplinary action, if found otherwise.

Signature of the Secretary/Principal
Name:
Date:

(Enclosures to S.No. 15)

PROFORMA FOR FURNISHING PARTICULARS OF PRINCIPAL AND TEACHING STAFF

S. No.	Name of the Teacher	Designation	Social Status	Qualification	Experience	Date of Joining duty in the present college	Nature of Appointment	
							Through MGU Selection Committee	Management
1								
2								
3								
4								
5								
6								
7								
8								
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12								
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14								
15								

Signature of the Secretary/Correspondent

Name:

Date: