



The Sanskrit College and University

1, Bankim Chatterjee Street, Kolkata 700073

[Established by the Act No. XXXIII of 2015; Vide WB Govt. Notification No 187-L, Dated- 19.02.2016]
<https://www.sanskritcollegeanduniversity.ac.in>

Annexure - A

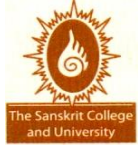
APPLICATION PROFORMA for EXISTING DA Getting TOLS

(To be submitted by Pradhan Adhyapaka)

PART- A

General Particulars

1. Name of the Applicant:
2. Address:
3. Date of Birth:
4. Contact No.:
5. Email id.:
6. Name of the Chatuspathi (TOL):
7. Year of Establishment:
8. Nature of the Chatuspathi (TOL),
Self-financed or Government affiliated:
9. Particulars relating to course/s imparted in the Chatuspathi:
10. Particulars relating to subject in the Chatuspathi:
11. Additional subject, if any:



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PART- B

Particulars of Institution

1. Exact location of Institution:
2. Postal Address:
3. District:
4. Police Station:
5. Contact details.:
6. Email id.:
7. Name and Distance from the nearest Railway Station:
8. Whether the Chatuspathi is for boys'/girls'/co-educational:
9. Medium of instruction:
10. Whether admission in the Chatuspathi is open to all without any discrimination based on religion / caste:
11. What curriculum and syllabus are followed by the Chatuspathi:
12. Whether the Chatuspathi is financially capable of Running with its own resources. If yes, give details:
13. Particulars relating to enrolment of students as on the date of application:

Course / Class	No. of Boys	No. of Girls	Others	Total	Remarks

PART- C



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Particulars relating to affiliation to any other Authority or University

1. Whether the Chatuspathi has been previously affiliated to any Authority or University:
2. Name of the Authority / University, where the Chatuspathi is affiliated:
3. Affiliation validity period : From ... To ...

PART- D

Particulars relating to Land, Building, Classrooms etc.

1. Location of the Chatuspathi:
 - (a) District:
 - (b) Police Station:
 - (c) Mouza:
 - (d) Plot. No.:
 - (e) Khatian No. (RS & CS):
 - (f) Area in decimal:
2. Built up area (in sq. ft., each floor):
3. Geo-Trackd Photographs of the Chatuspathi building from various angles (minimum 5):
4. Government Authority Sanctioned copy of the site plan/building plan:
5. (a) Is the Property leased or owned? Provide details with supporting documents

(b) Whether the land is free from all encumbrances?
6. Name of the Trust / Foundation running the institution, if applicable, with detailed particulars of Trustees/Owners:



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7. Sanitary conditions No. of Water Closet and Wash rooms (separate for various categories):
8. No. of classrooms and approximate dimension (minimum 400 sq. ft. per classroom):
9. Is sufficient furniture available at classrooms:

PART- E

Particulars relating to Teaching and Non-Teaching staff

1. Name of the Pradhan Adhyapaka:
 - (a) Date of Birth:
 - (b) Academic qualifications:
 - (c) Other qualifications:
 - (d) If having B. ED or its equivalent degree:
 - (e) Teaching experience with details:

2. Name of the other Adhyapaka/s (**if any, already approved by erstwhile BSSP**):
 - (a) Date of Birth:
 - (b) Academic qualifications:
 - (c) Other qualifications:
 - (d) If having B. ED or its equivalent degree:
 - (e) Teaching experience with details:

3. Name of the Non-teaching employee (**if any, already approved by erstwhile BSSP**):
 - (a) Nature/Designation of Engagement:
 - (b) Date of Birth:
 - (c) Academic qualifications:
 - (d) Other qualifications:
 - (e) Work Experience :



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PART- F

Financial Solvency

1. Status of the Financial position of the Chatuspathi:
2. Details of the Reserve funds in the name of the Chatuspathi in any Nationalized Bank of at least an amount of Rs. 60,000/- (rupees Sixty thousand only) and to furnish particulars thereof:
 - (a) Name of Bank:
 - (b) Name of Branch:
 - (c) Account/Fixed Deposit Number:
 - (d) IFSC code:

PART-G

Previous Recognition Status

1. Particulars of earlier GO sanctioning Recognition/Renewal:
2. Date upto which the permission is/was valid :
3. Whether application lodged with erstwhile BSSP remains pending and, if yes, submit particulars with copy of the application in attachment:



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4. Whether any legal case pending with any Court of Law? If Yes, mention in brief and attach relevant papers.

- N.B.: Attach self-attested copies of supporting documentation wherever applicable.

DECLARATION

I confirm that all the particulars furnished above are true and correct.

Agree to note that any wrong / mistaken representation will lead to cancellation of this application vis-à-vis corresponding recognition / renewal, if the case may be, by the appropriate University / Government authority for administration of Sanskrit TOLs under the purview of the Sanskrit College and University.

(Signature of Applicant with date)

ACKNOWLEDGEMENT (Office Copy)



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(without verification of contents & attachments)

Received an application form of Renewal of Chatuspathi (TOL) under the Sanskrit College and University, West Bengal, along with the self-attested copies of supporting documents mentioned in the list given below. The applicant has to produce original of the those and/or further documents during any stage of processing of the application if demanded by the Sanskrit College and University.

Name of Pradhan Adhyapaka :

Contact particulars : Mobile (with whatsapp) –

Email ID :

Address :

Name of Chatuspathi (TOL) :

Office of Sanskrit TOLs

The Sanskrit College and University

List of Supporting Documents (Mention Serial Number on first page of particular document)

- 1.
- 2.
- 3.
- 4.
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Office of Sanskrit TOLs

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