



# 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 - B**

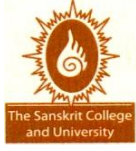
### **APPLICATION PROFORMA for NEW/PENDING DA Getting TOLS**

(To be submitted by the 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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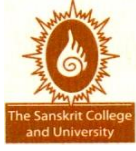
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## **PART- B**

### **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



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## **PART- C**

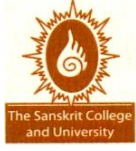
### **Particulars relating to affiliation to any other Authority or University**

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?



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6. Name of the Trust / Foundation running the institution, if applicable, with detailed particulars of Trustees/Owners:
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:

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2. Name of the Non-teaching employee:
  - ( 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:
  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.



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## 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)



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## ACKNOWLEDGEMENT (Office Copy)

(without verification of contents & attachments)

Received a NEW / PENDING application form 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 the originals 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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