



# ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ

"ವಿ ಟಿ ಯು ಅಧಿನಿಯಮ ೧೯೯೪" ರ ಅಡಿಯಲ್ಲಿ ಕರ್ನಾಟಕ ಸರ್ಕಾರದಿಂದ  
ಸ್ಥಾಪಿತವಾದ ರಾಜ್ಯ ವಿಶ್ವವಿದ್ಯಾಲಯ.



## Visvesvaraya Technological University

(State University of Government of Karnataka Established as per the VTU Act, 1994)

"Jnana Sangama" Belagavi-590018, Karnataka, India

**Dr. Prasad B Rampure.** M.E. Ph.D.  
Registrar

Phone: (0831) 2498100

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Ref: VTU/BGM/SA/Aca-Circulars/2025-26/ 122

Date:

8 APR 2026

### ಸುತ್ತೋಲೆ

**ವಿಷಯ:** ರಾಜ್ಯ ಸರ್ಕಾರದ ಶುಲ್ಕ ನಿಯಂತ್ರಣ ಸಮಿತಿಗೆ ಮಾಹಿತಿಯನ್ನು ಒದಗಿಸುವ ಕುರಿತು

**ಉಲ್ಲೇಖ:** ೧ ಸರ್ಕಾರದ ಉಪ ಕಾರ್ಯದರ್ಶಿಗಳು, ಉನ್ನತ ಶಿಕ್ಷಣ ಇಲಾಖೆ (ತಾಂತ್ರಿಕ ಶಿಕ್ಷಣ ಮತ್ತು ಯೋಜನೆ), ಬಹುಮಹಡಿ ಕಟ್ಟಡ, ಬೆಂಗಳೂರು ಇವರ ಪತ್ರ : ಅ.ಸ.ಪತ್ರ ಸಂಖ್ಯೆ: ಇಡಿ ೩೯೯ ಟಿಇಸಿ ೨೦೨೫ ದಿನಾಂಕ: ೩-೩-೨೦೨೬ (ಸ್ವೀಕೃತವಾದ ದಿ: ೧೦-೩-೨೬)

೨ ಮಾನ್ಯ ಕುಲಪತಿಗಳ ಅನುಮೋದನೆ ದಿನಾಂಕ: ೭-೪-೨೦೨೬

ಮೇಲ್ಕಂಡ ವಿಷಯಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ, ಉಲ್ಲೇಖಿತ ಸರ್ಕಾರದ ಪತ್ರದನ್ವಯ (ಉಲ್ಲೇಖ ೧), ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಬೆಂಗಳೂರಿಗೆ ಸಂಬಂಧಿಸಿದ / ಸ್ವಾಯತ್ತ ಮಹಾವಿದ್ಯಾಲಯಗಳು ಈ ಕೆಳಗಿನ ಮಾಹಿತಿಯನ್ನು ಸರ್ಕಾರದ ಶುಲ್ಕ ನಿಯಂತ್ರಣ ಸಮಿತಿಗೆ ಶೀಘ್ರವಾಗಿ ಒದಗಿಸಲು(ಉಲ್ಲೇಖ ೧ ಮತ್ತು ೨ರಂತೆ) ಈ ಮೂಲಕ ನಿರ್ದೇಶನ ನೀಡಲಾಗಿದೆ.

- ೧ ಕರ್ನಾಟಕ ವೃತ್ತಿಪರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು (ಪ್ರವೇಶ ನಿಯಂತ್ರಣ ಮತ್ತು ಶುಲ್ಕ ನಿಗದಿ) ಅಧಿನಿಯಮ ೨೦೦೬ಅ ಕಲಂ 2(1)(p)(III)ರ ಅಡಿಯಲ್ಲಿ ಬರುವ ವೃತ್ತಿಪರ ಕೋರ್ಸುಗಳನ್ನು ನಡೆಸುತ್ತಿರುವ ಎಲ್ಲಾ ಕಾಲೇಜುಗಳು, ಅಧಿನಿಯಮದ ಕಲಂ 6(2)(i)ರಂತೆ ತಮ್ಮ ಪ್ರಸ್ತಾವಿತ ಶುಲ್ಕ ರಚನೆಯನ್ನು ಉಲ್ಲೇಖಿತ ಪತ್ರದೊಂದಿಗೆ ಲಗತ್ತಿಸಲಾದ ನಮೂನೆಯನ್ವಯ ಸಾದ್ಯವಾದಷ್ಟು ಬೇಗ ಹಾಗೂ ತಡವಿಲ್ಲದೆ ನೇರವಾಗಿ ಅಧ್ಯಕ್ಷರು, ಶುಲ್ಕ ನಿಯಂತ್ರಣ ಸಮಿತಿ ಇವರಿಗೆ ಸಲ್ಲಿಸಲು ನಿರ್ದೇಶನ ನೀಡಲಾಗಿದೆ.
- ೨ ಅಧಿನಿಯಮದ ಸೆಕ್ಷನ್ 4A (1) ರನ್ವಯ ರಾಜ್ಯ ಸರ್ಕಾರ ಹಾಗೂ ಅನುದಾನರಹಿತ ವೃತ್ತಿಪರ ಶೈಕ್ಷಣಿಕ ಸಂಸ್ಥೆಗಳ ಸಂಘಗಳ ನಡುವೆ ಪರಸ್ಪರ ಒಪ್ಪಂದ (Consensual Agreement) ಮಾಡಿಕೊಳ್ಳುವ ಮೂಲಕ ಸೀಟು ಹಂಚಿಕೆ ಮತ್ತು ಶುಲ್ಕ ನಿಗದಿ ಮಾಡಲು ಅವಕಾಶವಿಲ್ಲದ ವೃತ್ತಿಪರ ಕೋರ್ಸುಗಳನ್ನು ನಡೆಸುತ್ತಿರುವ ಕಾಲೇಜುಗಳ ಸಹ ತಮ್ಮ ಪ್ರಸ್ತಾವಿತ ಶುಲ್ಕ ರಚನೆಯನ್ನು ಶೀಘ್ರವಾಗಿ ಸಲ್ಲಿಸುವಂತೆ ನಿರ್ದೇಶನ ನೀಡಲಾಗಿದೆ.

ಅಡಕ: ಮೇಲಿನಂತೆ

ಆದೇಶದ ಮೇರೆಗೆ

Rampure/08/04/26

ಕುಲಸಚಿವರು

(Signature)

To,

The of Principals of All Engineering (Affiliated/ Affiliated – Autonomous) Colleges under the ambit of VTU, Belagavi

Copy to:

1. Deputy Secretary, Higher Education Department (Technical Education & Planning), 6<sup>th</sup> Floor, M S Building, Bengaluru – 560 001- for kind information
2. Hon'ble Vice Chancellor through the Secretary to VC, VTU, Belagavi for kind information
3. The Regional Directors (I/C) of all the Regional Offices of VTU for circulation
4. The Director, ITISMU, VTU, Belagavi- to upload on VTU website
5. All the concerned Special Officers and Case-workers of Academic Section, VTU, Belagavi
6. Circular file

ಎನ್. ಕುಮಾರ್  
ಸರ್ಕಾರದ ಉಪ ಕಾರ್ಯದರ್ಶಿ  
ಉನ್ನತ ಶಿಕ್ಷಣ ಇಲಾಖೆ  
(ತಾಂತ್ರಿಕ ಶಿಕ್ಷಣ & ಯೋಜನೆ)



ದೂರವಾಣಿ ಸಂಖ್ಯೆ: 080-22032064  
6ನೇ ಮಹಡಿ, ಬಹುಮಹಡಿ ಕಟ್ಟಡ,  
ಬೆಂಗಳೂರು - 560 001  
ಇ-ಮೇಲ್ : dstechandplng@gmail.com

ಅ.ಸ.ಪತ್ರ ಸಂಖ್ಯೆ:ಇಡಿ 399 ಟಿಇಸಿ 2025

ದಿನಾಂಕ:03.03.2026

ಮಾನ್ಯರೆ,

ಕರ್ನಾಟಕ ವೃತ್ತಿಪರ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಗಳು (ಪ್ರವೇಶ ನಿಯಂತ್ರಣ ಮತ್ತು ಶುಲ್ಕ ನಿಗದಿ) ಅಧಿನಿಯಮ, 2006ರ ಕಲಂ 2(1)(p)(III) ರಲ್ಲಿ ವ್ಯಾಖ್ಯಾನಿಸಿರುವಂತೆ ವೃತ್ತಿಪರ ಕೋರ್ಸುಗಳನ್ನು ನಡೆಸುತ್ತಿರುವ ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯಕ್ಕೆ ಸಂಯೋಜಿತ ಕಾಲೇಜುಗಳಿಂದ ಕೆಳಕಂಡಂತೆ ಅಗತ್ಯ ಮಾಹಿತಿಯನ್ನು ಶುಲ್ಕ ನಿಯಂತ್ರಣ ಸಮಿತಿಗೆ ಒದಗಿಸಬೇಕಾಗಿರುತ್ತದೆ.

1. ಮೇಲ್ಕಂಡ ಅಧಿನಿಯಮದ ಕಲಂ 2(1)(p)(III) ರ ಅಡಿಯಲ್ಲಿ ಬರುವ ವೃತ್ತಿಪರ ಕೋರ್ಸುಗಳನ್ನು ನಡೆಸುತ್ತಿರುವ ಎಲ್ಲಾ ಕಾಲೇಜುಗಳು, ಅಧಿನಿಯಮದ ಕಲಂ 6(2)(i) ರಂತೆ ತಮ್ಮ ಪ್ರಸ್ತಾವಿತ ಶುಲ್ಕ ರಚನೆಯನ್ನು ಈ ಪತ್ರದೊಂದಿಗೆ ಲಗತ್ತಿಸಿರುವ ನಮೂನೆಯನ್ವಯ ಸಾಧ್ಯವಾದಷ್ಟು ಬೇಗ ಹಾಗೂ ತಡವಿಲ್ಲದೆ ನೇರವಾಗಿ ಅಧ್ಯಕ್ಷರು, ಶುಲ್ಕ ನಿಯಂತ್ರಣ ಸಮಿತಿ ಇವರಿಗೆ ಸಲ್ಲಿಸುವಂತೆ ನಿರ್ದೇಶನ ನೀಡುವುದು.
2. ಅಧಿನಿಯಮದ ಸೆಕ್ಷನ್ 4A (1)ರನ್ವಯ ರಾಜ್ಯ ಸರ್ಕಾರ ಹಾಗೂ ಅನುದಾನರಹಿತ ವೃತ್ತಿಪರ ಶೈಕ್ಷಣಿಕ ಸಂಸ್ಥೆಗಳ ಸಂಘಗಳ ನಡುವೆ ಪರಸ್ಪರ ಒಪ್ಪಂದ (Consensual Agreement) ಮಾಡಿಕೊಳ್ಳುವ ಮೂಲಕ ಸೀಟು ಹಂಚಿಕೆ ಮತ್ತು ಶುಲ್ಕ ನಿಗದಿ ಮಾಡಲು ಅವಕಾಶವಿಲ್ಲದ ವೃತ್ತಿಪರ ಕೋರ್ಸುಗಳನ್ನು ನಡೆಸುತ್ತಿರುವ ಕಾಲೇಜುಗಳು ಸಹ, ತಮ್ಮ ಪ್ರಸ್ತಾವಿತ ಶುಲ್ಕ ರಚನೆಯನ್ನು ಶೀಘ್ರವಾಗಿ, ಸಲ್ಲಿಸುವಂತೆ ನಿರ್ದೇಶಿಸಲು;

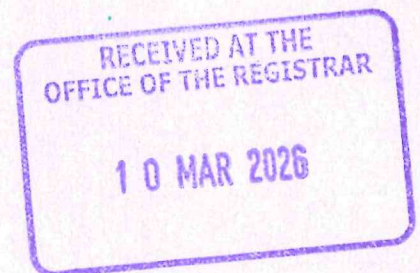
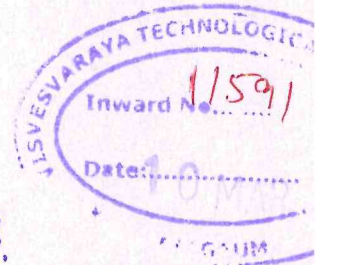
ಈ ಮೇಲ್ಕಂಡ ಮಾಹಿತಿಯನ್ನು ಶುಲ್ಕ ನಿಯಂತ್ರಣ ಸಮಿತಿಗೆ ಜರೂರಾಗಿ ಒದಗಿಸುವಂತೆ ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯಕ್ಕೆ ಸಂಯೋಜಿತವಾಗಿರುವ ಕಾಲೇಜುಗಳಿಗೆ ಅಗತ್ಯ ನಿರ್ದೇಶನಗಳನ್ನು ನೀಡುವಂತೆ ಕೋರಿದೆ.

ವಂದನೆಗಳೊಂದಿಗೆ,

ತಮ್ಮ ವಿಶ್ವಾಸಿ,

ಶ್ರೀ ಪ್ರಸಾದ್ ಬಿ. ರಾಂಪೂರೆ  
ಕುಲಸಚಿವರು,  
ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ,  
ಬೆಳಗಾವಿ.

ಎನ್. ಕುಮಾರ್



10/03/26

7



## ಶುಲ್ಕ ನಿಯಂತ್ರಣ ಸಮಿತಿ

### FEE REGULATORY COMMITTEE

ಕೆ.ಇ.ಎ. ಕಟ್ಟಡ, 2ನೇ ಮಹಡಿ, 18ನೇ ಅಡ್ಡರಸ್ತೆ, ಸಂಪಿಗೆ ರಸ್ತೆ, ಮಲ್ಲೇಶ್ವರಂ, ಬೆಂಗಳೂರು-560 012.  
KEA Building, 2nd Floor, 18th Cross, Sampige Road, Malleshwaram, Bengaluru - 560 012.  
Phone: 080-23442599 | e-mail : frc.kea@gmail.com

Ref: FRC/151/ 2025

Date: 12.12.2025

To,

The Secretary to Government,  
Department of Higher Education,  
(Member Secretary to Fee Regulatory Committee)  
M.S. Building,  
Bengaluru - 560 001.

Madam,

The Colleges, which are running Professional Courses as defined under Section 2(1)(p)(III) of the Karnataka Professional Educational Institutions (Regulation of Admission and Determination of Fee) Act, 2006 (hereinafter referred to as 'Act' for short), may be directed to submit their proposed Fee Structure as required under Section 6(2)(i) of the Act as early as possible not later than 31<sup>st</sup> December 2025.

2. Further, the Colleges running Professional Courses in respect of which sharing of seats and fixation of fee is not permitted under Section 4A(1) of the Act by entering into Consensual Agreement between the State Government and Association of unaided Professional Educational Institutions may also be directed to submit their proposed Fee Structure as early as possible not later than 31<sup>st</sup> December 2025.

3. Further, in the event of your Department issuing Notification for including any other course/courses as Professional

### List of Correspondences

Receipt No. / Issue No.	Subject	Type	Marked As	Attached On	Issued On	Pages	Remarks
11595120/2026/ED-RI	Letter No. FRC/151/2025 dated 12.12.2025 of fee Regulatory committee	Receipt		29/01/2026 10:56 AM		3-30	-
11494857/2025/ED-RI	the colleges, which are running professional courses as defined under section 2(1)(p)(III) of the karnataka.....	Receipt		20/12/2025 12:34 PM		1-2	-

Courses within the definition of Section 2(1)(p), as resolved in the Meeting held on 14.11.2025 under the Chairmanship of the Chairman, Fee Regulatory Committee, the Colleges running those Professional Courses may also be directed to submit their proposed Fee Structure as required under Section 6(2)(i) of the Act, as early as possible not later than 31<sup>st</sup> December 2025.



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**Justice B. Sreenivase Gowda**  
**Chairman**  
**Fee Regulatory Committee**

**Copy to:-**

The Director,  
Department of Technical Education,  
Tantrika Shikshana Bhavana,  
Palace Road,  
Bengaluru - 560 001.



## ಶುಲ್ಕ ನಿಯಂತ್ರಣ ಸಮಿತಿ

### FEE REGULATORY COMMITTEE

ಕೆ.ಇ.ಎ. ಕಟ್ಟಡ, 2ನೇ ಮಹಡಿ, 18ನೇ ಅಡ್ಡರಸ್ತೆ, ಸಂಪಿಗೆ ರಸ್ತೆ, ಮಲ್ಲೇಶ್ವರಂ, ಬೆಂಗಳೂರು-560 012.

KEA Building, 2nd Floor, 18th Cross, Sampige Road, Malleshwaram, Bengaluru - 560 012.

Phone: 080-23442599 | e-mail : frc.kea@gmail.com

No. FRC/157/2025

Date: 22.12.2025

To,

The Secretary to Government,  
Department of Higher Education,  
(Member Secretary to Fee Regulatory Committee)  
M.S. Building,  
Bengaluru - 560 001.

Madam,

**Ref:-** Letter No. FRC/151/2025 dated 12.12.2025  
of Fee Regulatory Committee.

\*\*\*\*\*

The Fee Regulatory Committee by letter under reference dated 12.12.2025 requested your department to direct all those private colleges running professional courses to submit their proposed fee structure as required under Section 6(2)(i) of the Karnataka Professional Educational Institutions (Regulation of Admission and Determination of Fee) Act, 2006. While doing so, please ask those colleges to submit their proposed fee structure in the Formats enclosed to this letter.

Further, soft copies of the Formats are also forwarded to you through e-mail, so that in turn you can forward the same to the colleges to submit their proposed fee structure to FRC with

suitable modification in the formats regarding three preceding financial years, etc., wherever it is required.

For convenience and for your ready reference, the letter dated 12.12.2025 is also enclosed herewith.



**JUSTICE B. SREENIVASE GOWDA**  
**CHAIRMAN**  
**FEE REGULATORY COMMITTEE**

**Enclosures:** Formats and previous letter dated 12.12.2025

**Copy to:-**

The Director,  
Department of Technical Education,  
Tantrika Shikshana Bhavana,  
Palace Road,  
Bengaluru - 560 001.

**GENERAL INSTRUCTIONS FOR PREPARING INFORMATION MEMORANDUM ENGINEERING COURSES**

1. Information as per this format along with any additional information in support of the proposed fee structure should reach on or before January 18, 2025 to:

**Fee Regulatory Committee  
KEA Building, 2<sup>nd</sup> Floor  
Sampige Road, 18<sup>th</sup> Cross, Malleshwaram  
Bengaluru-560012**

2. Fee proposal should be submitted only for Bachelor of Engineering, B.Tech & Bachelor of Architecture courses (collectively referred to as Undergraduate Engineering courses) for the Academic year from 2025-26 to 2027-28.
3. The completed Information Memorandum must be submitted to the Fee Regulatory Committee. Ensure accuracy and completeness of all details provided. Incomplete or inaccurate submissions may lead to delays or rejection.
4. All data must be supported by audited financial statements, records, and relevant certificates. Ensure that costs related solely to the Engineering courses are reported separately.
- Include only costs directly related to educational operations, such as:
    - Salaries and allowances for teaching and non-teaching staff
    - Administrative expenses
    - Maintenance of infrastructure, laboratories, and library resources
    - Depreciation as per applicable statutory rates
  - Exclusions:
    - Costs unrelated to educational activities are not allowable.
5. Attach audited financial statements, including Income & Expenditure statements, Balance Sheets, and other supporting financial documents. Provide relevant permissions, approvals, and university affiliation certificates. A copy of the printed brochure / information leaflet highlighting all the courses run by the College / Trust / Society along with Photographs / video of the campus, buildings, supporting infrastructure and other facilities at the discretion of the institution should be submitted.
6. Calculate fees based on admissible cost as computed in the Table-VII. Consider approved intake numbers when calculating per-student fees. Proposed Fee per student should be fixed considering the Government quota, Private quota & Management/NRI quota.

## INSTRUCTIONS & GUIDELINES FOR PREPARING THE COST SHEET

### Part-A: For Audited Financial Statements

In the past, the Fee Regulation Committee has observed that financial statements submitted by private Engineering Colleges often include combined expenses for undergraduate (UG) courses, postgraduate (PG) courses and other programs. This consolidation creates challenges in accurately determining the specific costs attributable to each course, which is essential for transparent fee fixation.

To address this issue, Colleges whose financial statements include such consolidated expenses are required to provide a detailed bifurcation of costs. This bifurcation must be prepared in the prescribed format given in cost sheet and submitted along with the Information Memorandum.

If College's financial statements are prepared course-wise, clearly reflecting separate expenses for UG courses, PG courses, and other programs, this bifurcation requirement **will not be applicable**.

### Mandatory Guidelines for Financial Statement Bifurcation:

#### 1. Scope of Bifurcation:

The following cost elements must be segregated clearly:

- **Undergraduate Engineering Course Expenses:** All expenditures directly related to UG courses.
- **Postgraduate Course Expenses:** Expenses related to PG programs, including specialized training, faculty costs, and laboratory expenditures.
- **Other Course Expenses:** Costs associated with additional courses or programs offered by the institution.

#### 2. Basis of Cost Allocation:

Institutions must allocate common expenses or shared costs using logical and transparent bases, such as:

- **Approved Intake Proportion:** Expenses should be apportioned based on the number of approved student intakes in each course.
- **Usage-Based Allocation:** Where applicable, costs related to shared facilities like libraries, laboratories, and classrooms should be divided based on usage statistics.
- If any other cost allocation methods used, the same shall be stated in the Cost Sheet.

#### 3. Financial Reporting Requirements:

- The bifurcation should cover the last three audited financial years.
- Institutions must present the bifurcation using the prescribed tables provided in the Cost Sheet.
- Failure to provide the required bifurcation or submission of incomplete or uncertified statements may result in delays or rejection of the fee fixation proposal.

#### 4. Certification by Chartered Accountant (CA):

- The bifurcated financial data must be verified and certified by a qualified Chartered Accountant.
- The CA's certification must confirm the correctness, completeness, and adherence to standard accounting principles in the cost allocation process.

Adhering to the above instruction & guidelines, institutions can ensure a transparent and accurate representation of their financial data, enabling the Fee Regulation Committee to determine fee of the undergraduate Engineering courses more effectively and fairly.

#### **Part-B: For Provisional Accounts till 30-11-2024**

The same bifurcation should be followed for provisional financials for the period from April 01, 2024 to November 30, 2024 as stated in part-A.

#### **Part-C: For Projected Expenditure**

The Committee requires institutions offering Engineering courses to submit projected expenses for the period from December 01, 2024 to March 31, 2025, Financial Year 2025-26 & Financial Year 2026-27. These projections must be **realistic, data-driven, and based on historical financial performance, inflation rates and expected operational growth.**

The following guidelines should be followed while preparing projected expenses:

##### **1. General Principles:**

Projected expenses should reflect anticipated costs associated with running undergraduate Engineering courses. Projections should cover all relevant expense heads, ensuring consistency with past financial statements. **Assumptions used in expense forecasting should be clearly stated and supported by justifiable data. The increase in projected expenses should be reasonable, considering inflation, salary increments, and facility expansions.**

##### **2. Expense to be Considered:**

- **Staff Salaries and Allowances:** Include projected increments for teaching and non-teaching staff based on historical salary revisions, expected promotions, and statutory wage revisions.
- **Academic Resources:** Costs for library subscriptions, online learning platforms, and educational tools.
- **Administrative Costs:** Office supplies, auditing fees, legal expenses, and other operational costs.
- **Maintenance of Buildings and Equipment:** Project expenses for maintaining classrooms, laboratories, libraries, and other facilities.
- **Campus Utilities:** Include projected expenses for electricity, water, internet, and other utilities.
- **Student Resources:** Costs of study materials, uniforms, and academic events.
- **Depreciation on Movable and Immovable Assets:** Use applicable depreciation rates as per the Income Tax Act or other relevant statutory guidelines for assets directly used in UG courses.

- Fees related to statutory inspections, accreditations, university affiliations, and government approvals.

**3. Factors for Projected Expense Calculation:**

- **Historical Data Analysis:** Use data from the past three financial years as a baseline.
- **Inflation Adjustment:** Apply a reasonable inflation factor (based on government-released indices or actual cost escalation trends).
- **Expected Growth:** Consider planned course expansions, facility upgrades, or new infrastructure investments.
- **Salary Increments:** Consider annual staff appraisals and industry-standard pay increases.

- 4. Detailed Cost Breakdown:** Use the prescribed cost sheet format provided in the Information Memorandum. Each expense head should be clearly itemized.

5. Institutions must ensure projections are practical and within a reasonable range based on their operational history. **Overstated or unsupported expenses may result in adjustments or rejection of the fee proposal by the Committee.**

\*\*\*

**CHECK LIST FOR DOCUMENTS TO BE SUBMITTED TO FEE REGULATION COMMITTEE**

Sl. No.	Name of the Document	Yes/No
1	Information Memorandum in Table-I to Table-X with duly signed by the College/Institution Head (Format enclosed)	
2	Cost Sheet or Projected expenditure (Format along with instructions enclosed)	
3	Audited Financial Statements for latest three financial years of the College or Institution	
4	Audited Financial Statements for latest three financial years of the Trust or Society under which the College or Institution is operating	
5	Provisional Financial Statements of the College or Institution up to November 30, 2024	
6	All approval letters from the Government/ University affiliation/Council	

**INFORMATION MEMORANDUM**

To be submitted to the Fee Regulatory Committee set up by the Government of Karnataka under section 6 of the Karnataka professional Educational Institutions (Regulation of Admission and Determination of Fee) Act, 2006 to determine & fix the fee structure proposed by the College for undergraduate (UG) Engineering courses:

**TABLE-1  
GENERAL INFORMATION**

Name of the College	
Address	
Details of Affiliation (whether affiliated to University/Private University/ deemed to be university)	
Whether Aided/Unaided/Minority Institution?	
Courses Offered by the College	
Year of Establishment of the College	
Name and Address of the Society/Trust	
List of Institutions/Colleges run by the Trust/Society	
Contact Details : Name Designation Contact No. E-mail ID	

**SIGNATURE**

**TABLE-II**  
**DETAILS OF INFRASTRUCTURE & HUMAN RESOURCES**

As on 31-03-2024

**A. INFRASTRUCTURE:**

<b>1.</b>	<b>Land</b>	
	(a)	Area : _____ Sq. ft.
	(b)	Cost of acquisition Rs. _____
	(c)	Area of Land required as per norms of statutory authority: _____

<b>2.</b>	<b>College Building</b>	
	(a)	Built up area _____
	(b)	Total Cost as on 31-03-2024 Rs. _____

Furnish details of college building as under:

Sr.	Particulars	No.	Area	Remarks
a)	Class Rooms/Lecture Theater			
b)	Library			
c)	Reading Rooms			
d)	Common Rooms			
e)	Auditorium/ Examination Hall			
f)	Conference Room			
g)	Administrative Offices			
h)	Staff Rooms			
i)	Any other facilities			

Note: A copy of the printed brochure / information leaflet highlighting all the courses run by the College / Trust / Society along with Photographs / video of the campus, buildings, supporting infrastructure and other facilities at the discretion of the College should be submitted.

**4. Other facilities provided by the College, if any.**

**B. HUMAN RESOURCE:****1. Details of Teaching Staff**

Name of employee	Designation	Joining Date	Age (Yrs)	Exp (Yrs)	Qualification

**2. Details of Non-teaching Staff**

Name of employee	Designation	Joining Date	Age (Yrs)	Exp (Yrs)	Qualification

**3. Annual Expenditure (Salary cost) as per Audited Accounts**

Sl. No.	Details	FY 2021-22	FY 2022-23	FY 2023-24
1	Teaching Faculty:			
2	Non-teaching Staff:			
	<b>Total</b>			
	<i>(Percentage increase over last year)</i>			

\*FY-financial year

**4. Break-up for Teaching staff expenses**

Sl. No.	Course	FY 2021-22	FY 2022-23	FY 2023-24
1	UG Engineering course			
2	PG Courses			
4	Other courses			
	<b>Total</b>			

Note: Salary should include all payments in the forms of remuneration, allowances, perquisites or any other payments by whatever name called, paid or payable only to teaching and non-teaching staff duly appointed as per the applicable norms.

SIGNATURE

**TABLE-III**  
**ACADEMIC DETAILS**

**1. Approved Intake as per Regulatory Authorities and Actual admission of students.**

Professional Courses	Academic Yr 2022-23		Academic Yr 2023-24		Academic Yr 2024-25	
	Approved Intake	Actual Admission	Approved Intake	Actual Admission	Approved Intake	Actual Admission
Engineering Courses (UG)						
PG courses						
Other courses:						

**2. Existing fee structure for the Undergraduate (UG) Engineering courses per student**

Particulars	Academic Yr 2021-22	Academic Yr 2022-23	Academic Yr 2023-24	Academic Yr 2024-25
Govt. quota				
Private quota				
Management / NRI quota				

**SIGNATURE**

**TABLE-IV**  
**FINANCIAL INFORMATION OF THE COLLEGE**

**1. Summary of Income & Expenditure of the College for the last three financial years as per audited financial statements**

Particulars	Financial Year		
	2021-22	2022-23	2023-24
<b>Income:</b>			
Fee Collected from the Engineering Courses			
Fee Collected from the PG Course			
Income from Other courses			
Govt. Grants			
Other Income			
<b>Total Income</b>			
<b>Expenditure:</b>			
Salary to teaching staff			
Salary to non-teaching staff			
Repairs & Maintenance			
Administrative & Other expenses			
<b>Surplus / (Deficit) before Depreciation</b>			
<b>Less: Depreciation</b>			
<b>Surplus / (Deficit) for the year</b>			

**SIGNATURE**

**TABLE-V**  
**FINANCIAL SUMMARY OF SOCIETY/TRUST**

A. Financial summary of Society/Trust for the last three financial years as per audited accounts shall be furnished:

Particulars	Financial Year		
	2021-22	2022-23	2023-24
<b>Income:</b>			
Donation			
Interest income			
Rent income			
Government grants			
<<Others: Specify the nature >>			
<<Others: Specify the nature >>			
<<Others: Specify the nature >>			
<b>Total Income (A)</b>			
<b>Expenditure:</b>			
Employee Cost			
Repairs & Maintenance			
Administrative & Other expenses			
Depreciation			
<b>Total Expenditure (B)</b>			
<b>Surplus / (Deficit) for the year (A-B)</b>			

B. If multiple Colleges/Institutions are run by the same Society/Trust, Financial summary of each such colleges shall be furnished for the latest audited period:

Name of the College	Total Income	Total Expenditure	Surplus / (Deficit)

**SIGNATURE**

**TABLE-VI**

**PROVISIONAL & PROJECTED EXPENSES AND DETERMINATION OF COST WITH RESPECT TO THE UNDERGRADUATE ENGINEERING COURSE**

Detailed provisional and projected cost should be prepared as per the Cost Sheet format. Summary of the costs from the cost sheet format should be presented here.

Particulars	Audited	Provisional *	Projected		Average
	2023-24	2024-25	2025-26	2026-27	
Salary of teaching staff					
Salary of non-teaching staff					
Repairs & Maintenance					
Administrative & Other Expenses					
Depreciation					
<b>Total Expenditure (A)</b>					
Add: Reasonable surplus at 5% of the above total expenditure (B)					
<b>Adjusted Cost (A+B)</b>					

*\*provisional of year 2024-25 shall include provisional till 30-11-2024 and projections for the balance 4 months.*

Note:

1. Only cost relating to undergraduate engineering course should be filled here.
2. A reasonable surplus kept at 5% by the Committee which is within the limit prescribed limit of 8% under section 7(1)(e) of the Karnataka Professional Educational Institutions Act, 2006.

**SIGNATURE**

**TABLE-VII**

**DETERMINATION OF ADMISSIBLE COST FOR THE PURPOSE OF FEE FIXATION**

**1. Determination of Admissible cost for the purpose of fixation of fee of student for the Academic year 2025-56 to 2027-28**

Particulars	Amount
Adjusted cost as determined in the Table-VI	
Less: Fee to be collected from the students of studying 2nd year to final year for the Academic year 2025-26	
Less: Government grants (For this purpose, average of government grants received during the last three years can be considered)	
Less: Other means of income or apportionment of income from parent Trust's or Society's income	
Less: Any Other deductions	
<b>Admissible Cost for the purpose of fixation of fee</b>	

**Break-up for Fee to be collected from current 2<sup>nd</sup> year to final year students for the Academic Year 2025-26:**

Particulars	Total fee
2nd Year Students i. Govt. quota seats ii. Private quota seats iii. Management quota seats	
3rd Year Students i. Govt. quota seats ii. Private quota seats iii. Management quota seats	
4th Year Students i. Govt. quota seats ii. Private quota seats iii. Management quota seats	
<b>Total</b>	

SIGNATURE

**TABLE-VIII  
PROPOSED FEE STRUCTURE PER STUDENT**

**A. Proposed fee for the undergraduate Engineering courses for the Academic year 2025-26 to 2027-28:**

Category	Fee per Student (A)	No. of Intakes (B)	Total Fee (A*B)
Government quota seats			
Private quota seats			
Management/NRI quota seats			
<b>Total</b>			

**Note:**

1. The approved number of seats sanctioned by the relevant authorities must be considered while calculating the fee structure for each category.
2. After fixing fees for all categories, the total fee collected from the approved intake should be equal to the Admissible cost determined for the purpose of fee fixation. (An illustration is provided below for understanding).

**B. If the College wants to propose the fee less than the fee calculated based on the Admissible cost as above, such College may propose lesser fee considering Government / Private / Management quota in the following manner -**

Category	Fee per Student
Government quota seats	
Private quota seats	
Management/NRI quota seats	

**SIGNATURE**

**TABLE-IX**

**ANY OTHER INFORMATION WHICH THE COLLEGE WOULD LIKE TO FURNISH**

(Details of future capital expenditure, improvements in infrastructure or any other information that the College would like to furnish may be provided with complete details)

**TABLE-X**  
**DECLARATION**

We hereby confirm that the information and other particulars furnished by us as per the Information Memorandum as well as the information in the cost sheet forming part of the Memorandum are true and correct. The said information is provided to help the Committee to determine fees of our college for the academic years 2025-26, 2026-27 & 2027-28. We further undertake as under:

- a) No funds accumulated out of the fee collected from the students were transferred directly or indirectly to any our sister institutions and
- b) No immovable property constructed or acquired out of the fee so collected transferred without the prior permission of the State Government.
- c) The facilities and building infrastructure reported in the Information Memorandum are solely and exclusively used by and for the programs for which this fee proposal is submitted and are not shared with any other program, course or institute

Place:

Date:

Signature with seal and designation

**COST SHEET**

**Name of the College:**

**Part-A: Bifurcation of expenditure for the Audited Financial Statements**  
*(Refer instruction & guidelines for preparing Cost sheet)*

**Bifurcation of expenditure for the Financial Year 2021-22**

<b>Particulars</b>	<b>Expenditure as per Income &amp; Expenditure A/c (A)</b>	<b>Expenses directly related to UG Engineering Course (B)</b>
Salary to teaching staff		
Salary to non-teaching staff		
Repairs & Maintenance:		
- Building		
- Equipments		
- Others		
Administrative & Other expenses:		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
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<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
Depreciation on Movable Assets		
Depreciation on immovable Assets		
<b>Total Expenditure</b>		

**Basis of allocation of common expenses should be stated:**

**CHARTERED ACCOUNTANT**

**Bifurcation of expenditure for the Financial Year 2022-23**

<b>Particulars</b>	<b>Expenditure as per Income &amp; Expenditure A/c (A)</b>	<b>Expenses directly related to UG Engineering Course (B)</b>
Salary to teaching staff		
Salary to non-teaching staff		



Repairs & Maintenance:		
- Building		
- Equipments		
- Others		
Administrative & Other expenses:		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
Depreciation on Movable Assets		
Depreciation on immovable Assets		
<b>Total Expenditure</b>		

**Basis of allocation of common expenses should be stated:**

**CHARTERED ACCOUNTANT**

**Bifurcation of expenditure for the Financial Year 2023-24**

Particulars	Expenditure as per Income & Expenditure A/c (A)	Expenses directly related to UG Engineering Course (B)
Salary to teaching staff		
Salary to non-teaching staff		
Repairs & Maintenance:		
- Building		
- Equipments		
- Others		
Administrative & Other expenses:		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
Depreciation on Movable Assets		



Depreciation on immovable Assets		
<b>Total Expenditure</b>		

**Basis of allocation of common expenses should be stated:**

**CHARTERED ACCOUNTANT**

**Part-B: Bifurcation of Expenditure for Provisional Financial Statements**

**Bifurcation of expenditure for the provisional financial statements up to 30-11-20**

Particulars	Expenditure as per Income & Expenditure A/c (A)	Expenses directly related to UG Engineering Course (B)
Salary to teaching staff		
Salary to non-teaching staff		
Repairs & Maintenance:		
- Building		
- Equipments		
- Others		
Administrative & Other expenses:		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
<< Specify the nature of expense>>		
Depreciation on Movable Assets		
Depreciation on immovable Assets		
<b>Total Expenditure</b>		

**Basis of allocation of common expenses should be stated:**

**CHARTERED ACCOUNTANT**



**COST SHEET**

Name of the College:

**Part-C: PROJECTED EXPENDITURE**

*(Projected expenditure only relating to the Undergraduate Engineering Courses)*

Particulars	FY 2021-22	FY 2022-23	FY 2023-24	FY
	Audited	Audited	Audited	Provisional
<i>Months</i>	12	12	12	8
Salary to teaching staff				
Salary to non-teaching staff				
Repairs & Maintenance:				
- Building				
- Equipments				
- Others				
Administrative & Other expenses:				
<< Specify the nature of expense>>				
<< Specify the nature of expense>>				
<< Specify the nature of expense>>				
<< Specify the nature of expense>>				
<< Specify the nature of expense>>				
<< Specify the nature of expense>>				
<< Specify the nature of expense>>				
<< Specify the nature of expense>>				
Depreciation on Movable Assets				
Depreciation on Immovable Assets				
<b>Total Expenditure</b>				
<i>Increase in %</i>				

**Assumptions made in projected expenditure**

- 1.
- 2.
- 3.
- 4.
- 5.



**COST SHEET**

**WORKINGS FOR DEPRECIATION**

<b>Particulars</b>	<b>Building</b>	<b>Furniture</b>	<b>Equipments</b>
WDV as on 01-04-2024			
Additions during FY 2024-25			
<b>Total</b>			
Less: Depreciation			
<b>WDV as on 31-03-2025</b>			

<b>Particulars</b>	<b>Building</b>	<b>Furniture</b>	<b>Equipments</b>
WDV as on 01-04-2025			
Proposed Capital expenditure during the year 2025-26			
<b>Total</b>			
Less: Depreciation			
<b>WDV as on 31-03-2026</b>			

<b>Particulars</b>	<b>Building</b>	<b>Furniture</b>	<b>Equipments</b>
WDV as on 01-04-2026			
Proposed Capital expenditure during the year 2026-27			
<b>Total</b>			
Less: Depreciation			
<b>WDV as on 31-03-2027</b>			

Note: Full details of proposed capital expenditure should be provided in the Table-IX of the Info

Vehicles	<LIST>	<LIST>

Vehicles	<LIST>	<LIST>

Vehicles	<LIST>	<LIST>

Information Memorandum

**SIGNATURE**

