



## APPROVAL PROCESS 2024-25

### Application Deficiency Report

#### DEFICIENCY REPORT AS PER APPLIED INTAKE (Applicable for Existing Institutions only)

| Regional Office         | Central                             | Overall Deficiency of Institution: |                                                     | No |
|-------------------------|-------------------------------------|------------------------------------|-----------------------------------------------------|----|
| Application ID          | 1-43660873552                       | Permanent ID                       | 1-10961001                                          |    |
| Name of the Institution | Ritee Business School (Ribs) Raipur | Address                            | Chhatauna Mandir Hasaud Raipur, Chhattisgarh 492101 |    |
| City/Village            | Raipur                              | District                           | Raipur                                              |    |
| State                   | Chhattisgarh                        | PIN                                | 492101                                              |    |

#### Director/Principal Details

| Designation        | Name         | Appointment Type | Qualification | PhD | Eligible as per AICTE Norms (YES/NO) |
|--------------------|--------------|------------------|---------------|-----|--------------------------------------|
| Director/Principal | Jayesh Karia | Regular          | B.COM, MBA,   | Yes | Yes                                  |

#### Other Details

| Sr. No. | Particulars                                                                                                                   | Status Provided by the Institution | Deficiency |
|---------|-------------------------------------------------------------------------------------------------------------------------------|------------------------------------|------------|
| 1.      | List of Faculty Member and Data Uploaded on the Institution Web Portal                                                        | Yes                                | No         |
| 2.      | Are all Approved Teaching Faculty Member being Paid as per Present Pay VI/Scale/Commission?                                   | Yes                                | No         |
| 3.      | Whether Institution is Operating from Permanent Site?                                                                         | Yes                                | No         |
| 4.      | Fees to be Charged, Reservation Policy, Admission Policy and Document Retention Policy are Uploaded in Institution's Website? | Yes                                | No         |
| 5.      | Courses/Approved Intake Displayed at the Entrance of the Institution?                                                         | Yes                                | No         |

#### Anti-Ragging Related Deficiency Status

| Sr. No. | Particulars                                                     | Status Provided by the Institution | Deficiency |
|---------|-----------------------------------------------------------------|------------------------------------|------------|
| 1.      | Constitution of Anti-Ragging Committee                          | Yes                                | No         |
| 2.      | Constitution of Anti-Ragging Squad                              | Yes                                | No         |
| 3.      | Undertaking Obtained from all Students                          | Yes                                | No         |
| 4.      | Appointment of Counselors                                       | Yes                                | No         |
| 5.      | Undertaking Obtained from Parents of all the Students           | Yes                                | No         |
| 6.      | Undertaking Obtained from Students Staying in Hostel            | No Hostel                          | No         |
| 7.      | Undertaking Obtained from Parents of Students Staying in Hostel | No Hostel                          | No         |

#### Institution Level Faculty Member

| Sr. No. | Particulars                  | Actual No. | Required No. as per CI | Deficiency |
|---------|------------------------------|------------|------------------------|------------|
| 1.      | Total Faculty(UG+PG+Diploma) | 7          | 6                      | No         |

#### Administrative Area

| Sr. No. | Particulars | Actual Room Area (Sq.m.) | Expected Room Area (Sq.m.) | Deficiency |
|---------|-------------|--------------------------|----------------------------|------------|
| 1.      | Board Room  | 22                       | 20                         | No         |

Date of Signature(dd/mm/yyyy)

Seal of Institution

Name & Signature of Director/Principal

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Application Sub-Status: **Payment Received**

Report Generated on :-02/04/2024

|       |                                           |        |        |    |
|-------|-------------------------------------------|--------|--------|----|
| 2.    | Department Offices/Cabin for Head of Dept | 40     | 20     | No |
| 3.    | Central Store                             | 30     | 30     | No |
| 4.    | Exam Control Office                       | 30     | 30     | No |
| 5.    | Housekeeping                              | 10     | 10     | No |
| 6.    | Maintenance                               | 10     | 10     | No |
| 7.    | Office All Inclusive                      | 155    | 150    | No |
| 8.    | Placement Office                          | 33     | 30     | No |
| 9.    | Principal Directors Office                | 33     | 30     | No |
| 10.   | Security                                  | 10     | 10     | No |
| TOTAL |                                           | 373.00 | 340.00 |    |

### Amenities Area

| Sr. No. | Particulars             | Actual Room Area (Sq. m.) | Expected Room Area (Sq. m.) | Deficiency |
|---------|-------------------------|---------------------------|-----------------------------|------------|
| 1.      | Boys Common Room        | 75                        | 75                          | No         |
| 2.      | Cafeteria               | 150                       | 150                         | No         |
| 3.      | First aid cum Sick Room | 10                        | 10                          | No         |
| 4.      | Girls Common Room       | 75                        | 75                          | No         |
| 5.      | Stationery Store        | 10                        | 10                          | No         |
| TOTAL   |                         | 320.00                    | 320.00                      |            |

### Computational Facilities

| Sr. No. | Particulars            | Available | Required | Deficiency |
|---------|------------------------|-----------|----------|------------|
| 1.      | Printers               | 2         | 1        | No         |
| 2.      | A1 size Color Printers | 0         | 0        | No         |
| 3.      | Legal Application S/W  | 10        | 10       | No         |
| 4.      | Legal System S/W       | 1         | 1        | No         |
| 5.      | PCs to Student ratio   | 30        | 20       | No         |

### Library Facilities

| Sr. No. | Particulars                   | Available | Required | Deficiency |
|---------|-------------------------------|-----------|----------|------------|
| 1.      | Volumes                       | 8280      | 5500     | No         |
| 2.      | Titles                        | 902       | 600      | No         |
| 3.      | Journals                      | 29        | 12       | No         |
| 4.      | Library Management Software   | 1         | 1        | No         |
| 5.      | Reading Room Seating Capacity | 30        | 30       | No         |
| 6.      | MultiMediaPC                  | 10        | 10       | No         |

### Instructional Area-Common Facilities

| Sr. No. | Particulars            | Available | Required | Deficiency |
|---------|------------------------|-----------|----------|------------|
| 1.      | Computer Center        | 155       | 150      | No         |
| 2.      | Library & Reading Room | 115       | 100      | No         |
| TOTAL   |                        | 270.00    | 250.00   |            |

Date of Signature(dd/mm/yyyy)

Seal of Institution

Name & Signature of Director/Principal

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| <b>Existing Programme / MANAGEMENT</b> |                 |       |                        |                          |            |
|----------------------------------------|-----------------|-------|------------------------|--------------------------|------------|
| Sr. No.                                | Particulars     | Level | Actual Room Area (Sqm) | Expected Room Area (Sqm) | Deficiency |
| 1.                                     | Computer Centre | UG/PG | 150                    | 150                      | No         |
| 2.                                     | Classroom       | PG    | 136                    | 132                      | No         |
| 3.                                     | Tutorial Room   | PG    | 66                     | 33                       | No         |
| 4.                                     | Seminar Hall    | UG/PG | 132                    | 132                      | No         |
| TOTAL                                  |                 |       | 484.00                 | 447.00                   |            |

| <b>Other Facilities</b> |                                                          |              |            |
|-------------------------|----------------------------------------------------------|--------------|------------|
| Sr. No.                 | Particulars                                              | Availability | Deficiency |
| 1.                      | All Weather Approach(Motorised Road)                     | Yes          | No         |
| 2.                      | Safety Provisions                                        | Yes          | No         |
| 3.                      | Sewage Disposal System                                   | Yes          | No         |
| 4.                      | Telephone                                                | Yes          | No         |
| 5.                      | Vehicle Parking                                          | Yes          | No         |
| 6.                      | First Aid                                                | Yes          | No         |
| 7.                      | Appointment of Student Counselor                         | Yes          | No         |
| 8.                      | Establishment of Anti-Ragging Committee                  | Yes          | No         |
| 9.                      | Establishment of Committee for SC/ST                     | Yes          | No         |
| 10.                     | Establishment: Internal Committee(IC)                    | Yes          | No         |
| 11.                     | Establishment of Grievance Redressal Committee/OMBUDSMAN | Yes          | No         |
| 12.                     | Barrier free Environment                                 | Yes          | No         |
| 13.                     | AICTE Approval Letters- EoA/LoA                          | Yes          | No         |
| 14.                     | Institution-Industry Cell                                | Yes          | No         |
| 15.                     | Digital Payment-Financial Transactions                   | Yes          | No         |
| 16.                     | Food Safety and Standards                                | Yes          | No         |
| 17.                     | Insurance for Students                                   | Yes          | No         |
| 18.                     | Online Grievance Rederssal Mechanism                     | Yes          | No         |
| 19.                     | Internal Quality Assurance Cell                          | Yes          | No         |
| 20.                     | Fire and Safety Certificate                              | Yes          | No         |
| 21.                     | Atleast 5 MoUs with industries                           | Yes          | No         |
| 22.                     | Display of info submitted to AICTE on website            | Yes          | No         |
| 23.                     | General Insurance                                        | Yes          | No         |
| 24.                     | Backup Electric Supply                                   | Yes          | No         |
| 25.                     | Group accident policy for employees                      | Yes          | No         |
| 26.                     | Waste Management and a sustainable Green Campus          | Yes          | No         |
| 27.                     | Display of Course(s) and Approved In entrance            | Yes          | No         |
| 28.                     | Establishment of 24x7 Women helpline number              | Yes          | No         |
| 29.                     | Establishment of platform for seeking help               | Yes          | No         |
| 30.                     | Implementation of PARAKH                                 | Yes          | No         |

Date of Signature(dd/mm/yyyy)

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Name & Signature of Director/Principal

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|     |                                                    |     |    |
|-----|----------------------------------------------------|-----|----|
| 31. | Institution Web Site-Mandatory Disclosure          | Yes | No |
| 32. | Internship                                         | Yes | No |
| 33. | Inbuilt mechanism for Social & Emotional Learning  | Yes | No |
| 34. | Internship(Compulsory for all final year students) | Yes | No |
| 35. | Electives mandatorily through SWAYAM(MOOCs)        | Yes | No |
| 36. | Earning credits through 'Skilling' based courses   | Yes | No |
| 37. | Language Laboratory (for DIPLOMA & UG Course)      | Yes | No |
| 38. | Medical & Counseling                               | Yes | No |
| 39. | Notice Boards                                      | Yes | No |
| 40. | Potable Water Supply                               | Yes | No |

### DECLARATION

#### BY THE AUTHORIZED SIGNATORY OF THE INSTITUTION/DEPARTMENT

I, as the Head of the Institution, hereby declare that:

- I have carefully gone through the AICTE Regulations 2021, published in the Gazette of India Extraordinary Part III, Section- 4 dated 04th February, 2021, also all provisions mentioned in the Approval Process Handbook 2024-25.
- I am fully aware of the data uploaded by me in respect of my Institution on the web portal.
- I am aware that there is no provision for correction of data, alteration of data, subsequent editing and appeal etc. for the online application once submitted on the web portal.
- I am also aware that application for seeking Extension of Approval(EOA), Increase/Reduction of intake, Addition of new courses, Change of site, Closure of course, Supernumerary Seats under FN/Gulf quota Approval status/OCI, NRI, Change of name, and Conversion of women Institution into Co-ed Institution and vice versa (as applicable), shall be processed as per relevant provisions enumerated in the Approval Process Handbook 2024-25.
- I am aware of the Deficiencies (if any) pointed out in the Report generated online, based on the factual data uploaded by my Institution on the web portal.
- I am also aware that Institution is eligible for grant of Extension of Approval to the Existing Institutions, Extended EoA(if Applicable as per APH 2024-25), only on fulfillment of prescribed norms & requirements as mentioned in the Approval Process Handbook 2024-25.

Signature of Authorized Signatory

Name :

Date of Signature(dd/mm/yyyy)

Seal of Institution

Name & Signature of Director/Principal