



होमी भाभा राष्ट्रीय संस्थान

Homi Bhabha National Institute

प्रशिक्षण विद्यालय परिसर, अणुशक्तिनगर, मुंबई 400094, भारत Training School Complex, Anushaktinagar,
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वसुधैव कुटुम्बकम्
ONE EARTH • ONE FAMILY • ONE FUTURE

Prof. U. Kamachi Mudali

FNAE, FNASc, FNACE, FASM, FAPAM, FIFHTSE
FICS, FIIM, HFECISI, FIChE FIE,
FASch, HMIIM, HMUDCTAA

Vice Chancellor

प्रो. यू. कामाची मुदली

FNAE, FNASc, FNACE, FASM, FAPAM, FIFHTSE
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कुलपति

Ref. HBNI/VCO/2/6/2024/ २४

February 19, 2024

**Sub : Submission of Revised HBNI's Memorandum of Association in
accordance with UGC Regulations, 2023 notified on 2.6.2023.**

Sir,

Kind reference is invited to UGC D.O. Note No. F.1-1/2021 (CPP-I/DU) dated 14.7.2023 and note No.F.No.5-2/2024 (CPP-I/DU) dated 16.2.2024 on the captioned subject.

2. In this context, it may be noted that Homi Bhabha National Institute (HBNI) was established in the year 2005 and was recognized as a grant-in-aid Institution of the Department of Atomic Energy (DAE), Government of India. HBNI brings together 11 premier DAE institutions established as Research & Development and Grant-In-Aid autonomous Centers as ten Constituent Institutions(CIs) and one Off Campus Center(OCC), under a single research driven framework.

3. In accordance with the above background, HBNI has undertaken the exercise of revision of its Memorandum of Association, as prescribed by the UGC (Deemed to be Universities) Regulations-2023, by appropriately placing the clauses originally included under the MoA and Rules of HBNI approved by DAE and forwarded to UGC earlier. The revised Memorandum of Association, duly approved by the HBNI's Council of Management and thereafter by the Department of Atomic Energy, is enclosed herewith in compliance with UGC's Regulations.

With Best regards,

Yours sincerely,

U. Kamachi Mudali
19/02/2024
(U. Kamachi Mudali)

Dr. N. Gopukumar,

Joint Secretary,
University Grants Commission,
Bahadurshah Zafar Marg ,
New Delhi -110 002

Encl. : Revised MoA in accordance with the UGC
(Deemed to be Universities) Regulations-2023

Memorandum of Association - 2023
of
Homi Bhabha National Institute



HOMI BHABHA NATIONAL INSTITUTE

(A Deemed to be University u/s 3 of UGC Act, MHRD
& an Aided Institution of the DAE, Govt. of India)

2nd Floor, Training School Complex,
Anushaktinagar, Mumbai – 400094

Website: www.hbni.ac.in

MoA as per UGC (Institutions Deemed to be Universities) Regulations, 2023

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HOMI BHABHA NATIONAL INSTITUTE

Memorandum of Association

1. Name, Address and Registration details of the Trust/Society/Company registered for the Deemed to be University

- (a) Trust: Homi Bhabha National Institute (HBNI), BARC Training School Complex, 2nd Floor, Anushaktinagar, Mumbai-400 094.**

Trust Registration No. F-27776/2004

The Trust shall have the following as trustees:

- i) Secretary, Department of Atomic Energy, Mumbai – Ex-officio,
- ii) Vice Chancellor, Homi Bhabha National Institute, Mumbai - Ex-officio &
- iii) Director, Bhabha Atomic Research Centre, Mumbai – Ex-officio.

Whenever a change in the composition of the Board of Trustees is necessary, an outgoing trustee will continue to be a trustee until, and a trustee-designate will become a trustee when, a change report is filed as per legal provisions.

The Vice Chancellor shall be the reporting trustee.

- (b) Society: Homi Bhabha National Institute (HBNI), BARC Training School Complex, 2nd Floor, Anushaktinagar, Mumbai-400 094**

Society Registration No.: 2071/2004

Name of the Society/ Trust is Homi Bhabha National Institute (HBNI) and the Society shall have the following members.

- i) Secretary, Department of Atomic Energy (Ex-officio).
- ii) Vice Chancellor, HBNI (Ex-officio).
- iii) Director, BARC (Ex-officio).
- iv) One of the following, to be nominated by the Secretary, DAE.
 - a) Director, IGCAR.
 - b) Director, RRCAT.
 - c) Director, VECC.
- v) Directors of two of the constituent grant-in-aid institutions under the administrative control of the Department of Atomic Energy to be nominated by the Secretary, DAE.
- vi) Dean of the Institute (Ex-officio).

Whenever a change in the composition of the Membership of the Society is necessary, the same will take place immediately on acceptance of resignation of a member or acceptance of joining report of a member by the Council of Management.

2 Name of the Institution Deemed to be University, its approved constituent units / off-campus / off-shore campuses.

The name of the institution is Homi Bhabha National Institute, herein after referred to as “the Institute”. It has the following as the Constituent Institutions (CIs)

- i) Bhabha Atomic Research Centre (BARC), Mumbai.
- ii) Indira Gandhi Centre for Atomic Research (IGCAR), Kalpakkam.
- iii) Raja Ramanna Centre for Advanced Technology (RRCAT), Indore.
- iv) Variable Energy Cyclotron Centre (VECC), Kolkata.
- v) Saha Institute of Nuclear Physics (SINP), Kolkata.
- vi) Institute for Plasma Research (IPR), Gandhinagar.
- vii) Institute of Physics (IoP), Bhubaneswar.
- viii) Harish-Chandra Research Institute (HRI), Prayagraj (Allahabad).
- ix) Tata Memorial Centre (TMC), Mumbai.
- x) Institute of Mathematical Sciences (IMSc), Chennai.

It has one Off-campus Centre (OCC) at Bhubaneswar and the Off-campus Centre is given below:

- i) National Institute of Science Education and Research (NISER).

3 Approved constituent units / off-campus / off-shore campuses with UGC letter / MoE Notification and dates:

Approved Constituent Units and Off-Campus Centre are as given in clause(2),

- (i) MHRD notification No.: F.9-5/2004-U.3 dated 3rd June, 2005.
- (ii) MHRD notification No.: F.10-3/2011-U.3(A), dated 5th February, 2016.

4 Definitions

- (1) “**Academic Council**” means the academic council of the institution deemed to be University;
- (2) “**Act**” means the University Grants Commission Act, 1956 (3 of 1956).
- (3) “**Authorities of the Institute**” shall include Council of Management, Academic Council, Boards of Studies, Finance Committee and others as defined in the Rules.
- (3) “**Board of Studies**” means the Departments of the institute. A Board of Studies will be constituted for each discipline in which a degree is offered by the Institute and details with regard to disciplines, composition and tasks to be performed by Boards of Studies will be prescribed by the Rules of the Institute.
- (4) “**Campus**” means campus or campuses of any of the constituent Institutions and Off-campus Centre of the Institute, wherein its facilities, faculty, staff and students are located.

- (5) **“Constituent Institution”** means an Institution operating under the control of the Institute in academic matters and listed in clause 2 earlier.
- (6) **“Commission”** means the University Grants Commission (UGC) constituted under the Act.
- (7) **“Council of Management”** means the executive council of the institution deemed to be University.
- (8) **“Department”** means Board of studies of the institution deemed to be University.
- (9) **“Government”** means the Central Government, unless the context so specifies.
- (10) **“Institute”** means Homi Bhabha National Institute.
- (11) **“Institution deemed to be University”** means an institution of higher education so declared by the Central Government by notification under section 3 of the Act, on the advice of the Commission.
- (12) **“MoA/Rules”** means Memorandum of Association and/or Rules of Homi Bhabha National Institute, a Deemed to be University.
- (13) **“NAAC”** means the National Assessment and Accreditation Council.
- (14) **“NBA”** means the National Board of Accreditation.
- (15) **“Necessary Infrastructure”** means the infrastructure required under the norms of the concerned statutory body or the Commission, as the case may be.
- (16) **“NEP”** means the National Education Policy, 2020.
- (17) **“NIRF”** means the National Institutional Ranking Framework.
- (18) **“Notification”** means a notification issued by the Central Government in the Official Gazette declaring an institution of higher education, as an institution deemed to be University under section 3 of the Act.
- (19) **“Off-campus Centre”** means an Institution operating under the control of the Institute in academic matters and listed in clause 2 earlier.
- (20) **“Officers of the Institute”** shall include Chancellor, Vice Chancellor, Dean, Registrar, and Finance Officer, and such other officers as defined in the Rules.
- (21) **“Off-shore campus”** means the premises of the institution deemed to be University, approved by the Government, outside India, other than the main campus in India;
- (22) **“Processing Fee”** means the fee to be paid by the applicant institution to the Commission along with the application for processing such

- (23) **“Regulations”** means the University Grants Commission (Institutions deemed to be Universities) Regulations, 2023.
- (24) **“School” or “Faculty”** means a school or faculty of studies of HBNI.
- (25) **“Sponsoring Body”** means a body being a charitable or a not-for-profit society or trust or a company under section 8 of the Companies Act, 2013 (18 of 2013), submitting an application for declaring an institution under its administrative, academic and financial control as an institution deemed to be University.
- (26) **“Statutory Body”** means a body constituted under any law for the time being in force for determining or maintaining standards of quality in the relevant areas of higher education, including the All India Council for Technical Education (AICTE), the Bar Council of India (BCI), the Dental Council of India (DCI), the Indian Nursing Council (INC), the National Council for Teacher Education (NCTE) and the National Medical Commission (NMC), or any other statutory body established under an Act of Parliament.
- (27) **“Teacher / Faculty”** means Professors, Associate Professors, Assistant Professors, and such other academic staff as may be appointed for imparting instructions or conducting research in the institution deemed to be University including the adjunct faculty or Professor of practice or visiting faculty; and the words and expressions used in these regulations and not defined, but defined in the Act shall have the same meanings respectively assigned to them.

5. Objectives of the Institutions Deemed to be University

- i) The Institute is dedicated to encourage pursuit of excellence in sciences (including engineering sciences) and mathematics in a manner that has major significance for the progress of indigenous nuclear technological capability.
- ii) The Institute provides an academic framework for integrating basic research being done at the grant-in-aid institutions and the research centres of DAE with technology development at the research centres. The institutions of DAE participating in the programmes of HBNI will be its Constituent Institutions and Off-campus Centre.
- iii) The Institute encourages inter-disciplinary research carried out within an institution or inter-institutionally, which has been the hallmark of the research & development programmes of the Constituent Institutions and Off-campus Centre.
- iv) The Institute nurtures an environment for attracting high quality manpower in the sciences including engineering sciences for taking up a career in nuclear science and technology and related areas in the Department of Atomic Energy or elsewhere. The institute also provides a framework for

enabling the employees of the DAE for sharpening and updating their knowledge base while in service.

- v) The other objectives of HBNI shall be to
- a) provide higher education leading to excellence and innovations in such branches of knowledge as may be deemed fit, primarily at undergraduate, post-graduate, and research degree levels, fully conforming to the concept of a University;
 - b) engage in inter-disciplinary or multi-disciplinary or trans-disciplinary teaching and research in addition to domain-specific specialisation;
 - c) provide high-quality teaching and research recognised nationally and globally;
 - d) recognise, identify, and foster the unique capabilities of each student, by sensitising faculties as well as parents to promote each student's holistic development;
 - e) provide multi-disciplinary and a holistic education in the faculties of science, engineering, technology, social sciences, arts, humanities, sports and other disciplines;
 - f) transform into research and teaching intensive University over a period of time;
 - g) focus on research and innovation by setting up start-up incubation centers; technology development centres; centres in frontier areas of research; greater industry-academic linkages; and inter-disciplinary research including humanities and social sciences research;
 - h) provide flexible and innovative curriculum, which includes credit-based courses and projects in the areas of community engagement and service, environmental education, value-based education, etc.;
 - i) contribute for social transformation through socially responsive teaching, learning, research, and fieldwork;
 - j) adopt the provisions of NEP, 2020;
 - k) strengthen the research ecosystem by establishing Research and Development Cell (RDC);
 - l) possess such academic and physical infrastructure as may be specified by the Commission or the relevant statutory body, as the case may be;
 - m) have teacher/faculty-student ratio of 1:20 with a minimum combined faculty strength of not less than one hundred and fifty teachers and a minimum combined student strength of three thousand on rolls under

the regular classroom mode, of which not less than one fifth being post-graduate or research or as per the norms of the relevant statutory body; and

- n) shall have an administrative area, library, lecture halls, labs, hostels, health care, common facilities and recreational facilities in all Constituent Institutions (CIs) and Off-Campus Centres (OCC).

6. Powers and Functions

To carry out the objectives mentioned in clause 5, the Institute shall have the following powers and functions:

- i) To establish and recognize courses of study and research at the research centres and grant-in-aid institutions under the administrative control of the Department of Atomic Energy and to provide instructions as the Institute deems appropriate.
- ii) To confer degrees and to grant diplomas and/or certificates on approval of the Council of Management with the advice of an Academic Council, duly constituted in accordance with the Rules of the Institute, to persons who have satisfactorily completed the approved courses of study and/or research as may be prescribed, and have passed the prescribed examinations.
- iii) To institute and award fellowships, visitorships, professorships, prizes and medals.
- iv) To carry out all management functions in accordance with the rules as approved and amended from time to time.

7. Corpus Fund

HBNI is a Gant-in-Aid Institute of Department of Atomic Energy, Govt. of India, hence the requirement of Corpus Fund is not applicable to HBNI.

However, the Council of Management of the Institute shall have powers to maintain a fund to which shall be credited all moneys received by it from the donors, open accounts and also invest the money in such a manner as deemed fit, as detailed under Clause 13 (xxi), Powers of the Council of Management. The interest accrued on such funds including Corpus Fund shall be used only for the purpose of further development of the institute.

8. Off-campus Centres and Off-shore Campuses

Any new department, Off-Campus Centre at a location other than the location of the present Constituent Institutions/ Off-campus Centre, and any Off-Shore campus Centre will be established as declared by the Central Government in the notification and conduct the approved programmes of study falling within the area of specification only after following the procedure prescribed in the UGC (Institutions Deemed to be Universities) "Regulations, 2023".

9. Monitoring the performance of the Deemed to be University

The performance of the Institute shall be monitored by the Council of Management (see Clause 10) in a manner as deemed appropriate. In particular, the Council of Management shall ensure that the Institute continues to effectively fulfill the academic needs of the Department.

The Commission shall monitor the performance and academic outcomes of the institute.

The Commission shall decide on the physical verification of the institute or constitute teams for such verification on its own or upon receipt of any complaint against the accuracy and veracity of the information submitted to the Commission and also hosted on the website of the institute.

10. Governance

The highest governing body of the Institute shall be a Council of Management whose composition is as follows:

- | | |
|--|-------------|
| i) Secretary, Department of Atomic Energy (Ex-officio) | Chairperson |
| ii) Vice Chancellor (Ex-officio) | Member |
| iii) Member (Finance), Atomic Energy Commission (Ex-officio) | Member |
| iv) Director, BARC (Ex-officio) | Member |
| v) One of the following, to be nominated by the Secretary, DAE | Member |
| a) Director, IGCAR | |
| b) Director, RRCAT | |
| c) Director, VECC | |
| vi) Directors of up to three of the constituent grant-in-aid institutions under the administrative control of the Department of Atomic Energy to be nominated by the Secretary, DAE | Member |
| vii) Up to two persons from amongst scientists, mathematicians, and engineers/technologists of high repute in the fields related to the activities of the Institute and who are not in the service of the Institute or its Constituent Institutions/Off-campus Centre to be nominated by the Secretary, DAE. | Member |
| viii) A representative of the Ministry of Education, Government of India. | Member |

- ix) Dean of the Institute (Ex-officio) Member
- x) Registrar, HBNI (Ex-Officio) (Non-Member Secretary) Secretary

There will be an Academic Council and other authorities of the Institute constituted in accordance with the Rules of the Institute.

11 Composition of the Executive Council / Council of Management

1.1 Composition of the Council of Management shall be as follows:

- i) Secretary, Department of Atomic Energy (Ex-officio) - Chairperson
- ii) Vice Chancellor, HBNI (Ex-Officio) --Member
- iii) Member (Finance), Atomic Energy Commission (Ex-officio) --Member
- iv) Director, Bhabha Atomic Research Centre (Ex-officio) --Member
- v) One of the following, to be nominated by the Secretary, DAE - Member
 - a) Director, IGCAR
 - b) Director, RRCAT
 - c) Director, VECC
- vi) Directors of up to three of the constituent grant-in-aid --Member
institutions under the administrative control of the Department of Atomic Energy to be nominated by the Secretary, DAE.
- vii) Up to two persons from amongst scientists, mathematicians --Member
and engineers/technologists of high repute in the fields related to the activities of the Institute and who are not in the service of the Institute or its Constituent Institutions/Off-campus Centre to be nominated by the Secretary, DAE.
- viii) A representative of the Ministry of Human Resource --Member
Development, Government of India.
- ix) Dean of the Institute (Ex-officio) --Member
- x) Registrar, HBNI (Ex-officio) --Secretary

The Joint Secretary (R&D), DAE and Joint Secretary (Finance) shall be permanent invitees.

12 Tenure of the members of the Executive Council / Council of Management

All members other than ex-officio members shall hold office for a term of three years and shall be eligible for reappointment.

13 Powers and Limitations of the Executive Council / Council of Management

The Council of Management shall be the principal organ of Management and principal executive body of the Institute and shall exercise the following powers either by itself or cause to exercise through designated authorities or officers of the Institute:

- i) To establish, on the advice of the Academic Council, Boards of Studies for the academic work and functions of the institute and to allocate areas of study, teaching and research to them.
- ii) To ensure that the number, cadre and qualification of academic posts in each Constituent Institution/Off-campus Centre for running the academic programmes is as per the stipulations of the University Grants Commission and concerned statutory bodies or even better.
- iii) To approve, in consultation with the Academic Council, a mechanism for recognizing scientific staff (faculty and the research staff) working in Constituent Institutions/Off-campus Centre as faculty (Clause 22).
- iv) To lay down the duties and conditions of service of the Professors, Associate Professors, Assistant Professors and other academic staff of the Institute in consultation with the Academic Council.
- v) To provide for appointment of Visiting Fellows, Visiting Professors, Adjunct Professors, Emeritus Professors and Professors of Practice.
- vi) To create administrative, ministerial and other necessary posts in terms of the cadres laid down and to make appointment thereof in consultation with the Finance Committee and with the approval of the Central Government.
- vii) To constitute, for the benefit of the teaching, academic, technical, administrative and other staff, such pension, insurance, provident fund and gratuity as it may deem fit and as is consistent with the stipulations of the Central Government, and aid in the establishment and support of Association, Institutions, Funds, Trusts and conveyances calculated to benefit the staff and the students of the Institute.
- viii) To regulate and enforce discipline among the employees of Institute and to take appropriate disciplinary action, wherever necessary.
- ix) To entertain and adjudicate upon and, if thought fit, to redress any grievances of the employees and students of the Institute.
- x) To grant leave of absence to the Vice Chancellor and to make necessary arrangements for carrying on his/her functions during the period of absence.
- xi) To approve the award of degrees and diplomas based on the results of examinations and tests and to confer, grant or award degrees, diplomas, certificates and other academic titles and distinctions.

- xii) To fix the emoluments and traveling and other allowances of examiners, moderators, tabulators and such other personnel appointed for examinations in consultation with the Academic Council and the Finance Committee.
- xiii) To institute Fellowships, including Travel Fellowships, Scholarships, Studentships, Medals and Prizes in accordance with the Rules to be framed for the purpose.
- xiv) To advice on matters regarding acquisition, management and disposal of any immoveable property on behalf of the Institute.
- xv) To purchase, take on lease or accept as gift or otherwise any land or buildings or works which may be necessary or convenient for the purpose of the Institute, on such terms and conditions as it may deem fit and proper and to construct or alter and maintain any such building(s) or work(s).
- xvi) To transfer or accept transfers of any moveable property on behalf of the Institute.
- xvii) To execute conveyance, transfer, Government Securities, re-conveyance, mortgages, leases, bonds, licenses and agreements in respect of property, moveable or immoveable belonging to the Institute or to be acquired for the purposes of the Institute.
- xviii) To issue appeals for funds for carrying out the objectives of the Institute and consistent with the provisions of the objectives, to receive grants, donations, contributions, gifts, prizes, scholarships, fees and other moneys, to give grants and donations, to award prizes, scholarships, etc.
- xix) To raise and borrow money on bonds, mortgages, promissory notes or other obligations or securities founded or based on any of the properties and assets of the Institute or without any securities upon such terms and conditions as it may think fit and to pay out of the funds of the Institute, all expenses, incidental to the raising of money and to repay and redeem any money borrowed.
- xx) To raise and borrow money on bonds, mortgages, promissory notes or other obligations or securities founded or based on any of the properties and assets of the Institute or without any securities upon such terms and conditions as it may think fit and to pay out of the funds of the Institute, all expenses, incidental to the raising of money and to repay and redeem any money borrowed.
- xxi) To maintain a fund to which shall be credited:
 - a. all moneys provided by the Central or State / UT Government(s)/ University Grants Commission.

- b. all fees and other charges received by the Institute.
 - c. all money received by the Institute as grants, gifts, donations, benefactions, bequest or transfers, and
 - d. all money received by the Institute in any other manner or from any other source.
- xxii) To open account or accounts of the Institute with anyone or more scheduled banks and to lay down the procedure for operating the same.
 - xxiii) To deposit all moneys credited to the fund in scheduled banks or to invest them in consultation with the Finance Committee.
 - xxiv) To invest the funds of the Institute or money entrusted to the Institute in or upon such securities and in such manner as it may deem fit and from time to time transpose any investment.
 - xxv) To maintain proper accounts and other relevant records and prepare Annual Statements of Accounts, including the Balance Sheet for every previous financial year, in such form as may be prescribed by the Rules.
 - xxvi) To manage, regulate and administer the revenue, the finance, accounts, investments, property business and all other administrative affairs of the Institute and for that purpose to appoint such agent or agents as it may deem fit, while the Constituent Institutions/Off-campus Centre will manage hostels for the students or provide any other means for their stay during the period of studentship.
 - xxvii) To provide building or buildings, premises, furniture, fittings, equipment, appliances and other facilities required for carrying on the work of the Institute.
 - xxviii) To establish, maintain and manage, either by itself or through Constituent Institutions/Off-campus Centre, residencies for faculty and staff and hostels for the students of the Institute.
 - xxix) To recognize and maintain control and supervision on hostels owned and managed by other agencies for the students of the Institute and to rescind such recognition.
 - xxx) To appoint such committees for such purpose and with such powers as the Council of Management may think fit and to co-opt such persons on these committees as it thinks fit.
 - xxxi) To appoint Auditor(s) for the ensuing year.
 - xxxii) To appoint in order to execute an instrument or transact any business of the Institute, any person as attorney of the Institute with such powers as it may deem fit.

- xxxiii) To select an emblem and to have a common seal for the Institute and to provide for the custody and use of such seal.
- xxxiv) To delegate, all or any of its powers to any committee or sub-committee constituted by it or the Vice Chancellor of the Institute or any other person.
- xxxv) To conduct all administrative affairs of the Institute not otherwise specifically provided for.
- xxxvi) To take all necessary decisions for the smooth and efficient functioning of the Institute.

14 Meetings of the Executive Council / Council of Management

- i) The Council of Management shall meet as often as necessary, but not less than four times a year. The Council of Management may decide to transact routine business through a Standing Committee and reduce the number of meetings in a year to not less than two. Not less than 15 days notice shall be given for a meeting of the Council of Management. Six (6) members shall make the quorum for a meeting of the Council of Management.
- ii) Every meeting of the above Body shall be presided over by its Chairperson and in his/her absence, by a member, chosen by the members present from amongst themselves.
- iii) Each member including Chairperson shall have one vote and decisions shall be taken by simple majority of the members present and voting. In case of a tie Chairperson shall have a casting vote.
- iv) Any necessary business may be carried out by circulating appropriate resolution thereon among its members and any such resolution so circulated and approved by a simple majority shall be as effective and binding as if such resolution had been passed at the meeting of the Council. Such resolution will be presented in the next meeting as information item to include it in the minutes for future reference.
- v) A copy of the proceedings of each meeting shall be furnished to the Chancellor as soon as possible after the meeting.

15 Termination of Membership of the Executive Council / Council of Management

- i) If a member other than the Vice Chancellor, Dean and those representing CIs/OCC accepts a full time appointment of the Institute or a CI/OCC of the Institute, he/she shall cease to be a member of the Council.
- ii) If a member other than the ex-officio members does not attend three consecutive meetings of the Council without proper leave of absence, he/she shall cease to be a member of the Council.

16 Delegation of Powers of the Executive Council / Council of Management

The Council of Management may by a resolution, delegate to the Vice Chancellor or any other officer or the Standing Committee or the Ad-hoc Committee such of its powers as it may deem fit, subject to the condition that the action taken by the Vice Chancellor or the officer concerned or the Standing Committee or the Ad-hoc Committee concerned in the exercise of the powers so delegated shall be reported at the next meeting of the Council of Management.

17 Composition of the Academic Council

(a) Composition

- | | |
|---|-------------|
| i) Vice Chancellor (Ex-officio), HBNI | Chairperson |
| ii) Dean (Ex-officio), HBNI | Member |
| iii) Directors of the CIs and OCC (Ex-officio), HBNI | Member(s) |
| iv) Conveners, Boards of Studies, (Ex-officio) | Member(s) |
| v) Up to three persons from amongst scientists, mathematicians and engineers/technologists of high repute in a field related to the activities of the Institute and who are not in the service of the Institute or any of its Constituent Institutions/Off-campus Centre to be nominated by the Chairman, Council of Management (Secretary, DAE). | Member(s) |
| vi) Up to three researchers from CIs/OCC to be nominated by the Vice Chancellor in consultation with Directors of the CIs/OCC for their specialized knowledge | Member(s) |
| vii) Registrar (Ex-officio), HBNI | Secretary |

Deans-Academic of CIs/OCC and Associate Deans of the Institute shall be permanent invitees.

(b) Term of Membership

The term of membership other than ex-officio members shall be two years.

(c) Termination of Membership

- i) If an external member accepts a full time appointment of the Institute or a CI/OCC of the Institute, he/she shall cease to be a member of the Council.
- ii) If an external member, and other than the ex-officio member(s) / Convenor(s) Board of Studies does not attend three consecutive meetings of the Council without proper leave of absence, he/she shall cease to be a member of the Council.

18 Powers and Functions of the Academic Council

The Academic Council shall have the following powers and duties, namely:

- i) To consider matters of academic interest either on its own initiative or at the instance of the Council of Management or those proposed by the Boards of Studies and to take proper action thereon.
- ii) To exercise general supervision over the academic work of the Institute and to give direction regarding methods of instruction, evaluation, and improvements in academic standards.
- iii) To promote research within the Institute, acquire reports on such researches from time to time and to lay down ethical policy for the conduct of research.
- iv) To prescribe courses of study leading to degrees and diplomas of the Institute.
- v) To make arrangements for the conduct of examinations in conformity with the Rules.
- vi) To create a framework for appointing examiners, moderators, tabulators and such other personnel for different examinations.
- vii) To create a framework for maintaining proper standards of the examinations.
- viii) To recognize diplomas and degrees of universities and other Institutions and to determine equivalence with the diplomas and degrees of the Institute.
- ix) To suggest measures for academic co-ordination amongst the Constituent Institutions/Off-campus Centre.
- x) To make recommendations to the Council of Management on:
 - a) Measures for improvement of standards of teaching, research and training.
 - b) Institution of fellowships, travel fellowships, scholarships, medals, prizes etc.
 - c) To recommend to the Council of Management, the establishment or abolition of Boards of Studies; and
 - d) To frame rules covering the academic functioning of the Institute, admissions, examinations, award of fellowships and studentships, free-ships, concessions, attendance, discipline, residence etc.
- xi) To appoint sub-committees to advise on such specific matters as may be referred to it by the Council of Management;

- xii) To consider the recommendations of the sub-committees and to take such action as the circumstances of each case may require;
- xiii) To take periodical review of the activities of the Constituent Institutions/Off-campus Centre and to take appropriate action with a view to maintaining and improving standards of instruction;
- xiv) To recommend a mechanism for recognizing scientific staff (faculty and the research staff) working in Constituent Institutions/Off-campus Centre as faculty to the Council of Management;
- xv) To recognize any individual, who is not a regular member of any of the Constituent Institutions/Off-campus Centre, as co-advisor of a student pursuing an academic programme in the Institute with the objective of promoting collaboration between HBNI and the Institution to which the co-advisor belongs; and
- xvi) To exercise such other powers and perform such other duties as may be conferred or imposed upon it by the Rules.

19 Meeting of the Academic Council

- i) The Academic Council shall meet as often as may be necessary but not less than four during an academic year. The Academic Council may delegate its functions to the Standing Committee of Deans so as to reduce the frequency of its meetings to twice per year. Not less than 15 days notice shall be given for a meeting.
- ii) One third of the total members of the Academic Council shall constitute the quorum for a meeting.
- iii) Each member including its Chairperson shall have one vote and decisions at the meetings shall be taken by simple majority. In case of a tie, the Chairperson shall have a casting vote.
- iv) The Academic Council may delegate any of its functions to the Standing Committee of Deans.
- v) Any business which it may be necessary for the Academic Council to perform, except such as may be placed before its meeting, may be carried out by circulation of the resolution among all its members and the resolution so circulated and approved by a simple majority shall be effective and binding as if such resolution had been passed in the meeting of the Academic Council, provided that at least one half of the total number of the members of the Academic Council have recorded their affirmative views on the Resolution. Such resolution will be presented in the next meeting as information item to include it in the minutes for future reference.

20 Composition of the Finance Committee

The Institute shall have a Finance committee.

- (a)** The Finance Committee shall consist of the following members:
 - i) Vice Chancellor (Ex- officio) – Chairperson.
 - ii) Dean (Ex- officio).
 - iii) Up to two representatives of the Central Government not below the rank of a Joint secretary (Ex-officio).
 - iv) Finance Officer (Ex- officio) - Secretary.

- (b)** Finance committee will meet at least twice in an academic year to examine the accounts and scrutinize the proposals for expenditure and half of total number of members of the finance committee shall form a quorum for a meeting.

- (c)** All proposals relating to the creation of posts and those items which have not been included in the Budget, shall be examined by the Finance Committee before the Executive Council considers them and to decide waiver in fees, the establishment of scholarships, freship and any other financial benefits.

- (d)** The annual accounts and financial estimates of the institution deemed to be University prepared by the Finance Officer shall be laid before the Finance Committee for consideration and comments and thereafter the same shall be submitted to the Executive Council for approval.

- (e)** The Finance Committee shall recommend limits for the total recurring and non-recurring expenditures for the year, based on the income and resources of the institution deemed to be University.

21 Board of Studies

21.1 Constitution

- i) A Board of Studies will be constituted for each discipline in which a degree is offered by the Institute and details with regard to disciplines, composition and tasks to be performed by Boards of Studies will be prescribed by the Rules of the Institute.

- ii) Each Board of Studies shall have up to ten members other than balancing members.

- iii) All members from the Institute shall be faculty of the Institute. Up to two persons may be co-opted for their expert knowledge including those belonging to the profession or industry.

21.2 Functions of Boards of Studies (BoS)

21.3 Board of Studies shall prescribe the rules of the institution deemed to be University regarding—

- a) courses of studies;
- b) appointment of supervisors for research; and
- c) measures for the improvement of the standards of teaching and research.
- d) Any other academic related activities assigned by Academic Council/Council of Management

21.4 Tenure of Members of the Board of Studies

All members of the Board of Studies shall hold office for a term of two (2) years, with a provision of more terms at the discretion of the Chairman, Academic Council.

22 Selection Committee for appointment of Teaching Staff

22.1 All Constituent Institutions/Off-campus Centre have their systems of selection and recruitment and they will continue to follow their existing systems of recruitment and shall maintain standards equivalent or higher than the applicable Regulations of the University Grants Commission or applicable statutory body. Those who are selected as faculty in CIs/OCC, will not have to go through any further selection process.

22.2 Those, who are selected and recruited as Scientific Officers, will have to go through a process of selection prior to their designation as faculty. For this purpose, Boards of Studies shall act as selection committees and shall maintain standards equivalent or higher than the applicable Regulations of the University Grants Commission or applicable statutory body. The process involves the following steps:

- i) Recommendation of an individual for a faculty position by a CI/OCC based on his/ her application and in accordance with a procedure internal to the CI/OCC
- ii) Preliminary scrutiny of the application by the Institute
- iii) Detailed scrutiny of the application by the respective Board of Studies based on criteria evolved by them with the approval of the Academic Council.
- iv) Ratification of the selection by the Academic Council.

22.3 Individuals shall be designated as Senior Professors, Professors, Associate Professors and Assistant Professors. Certain individuals, depending on their qualification and experience, can also be designated as PG teachers and M.Tech. guides without bestowing any specific faculty title on them.

22.4 Recommendations for designating faculty in medical sciences will be

decided by the Board of Studies in Health Sciences in accordance with the norms of the National Medical Council of India.

- 22.5 After having been designated as Faculty of the Institute, the individual will continue to be an employee of the CI/OCC, to which he/she belongs to. The service conditions of the Faculty in the CI/OCC will be the same as are applicable to him/ her as an employee of the CI/OCC.

23 Disqualification

- a) A person shall be disqualified for being chosen as and for being a member of any of the authorities of the Institute
- i) If he/she is of unsound mind.
 - ii) If he/she is an un-discharged insolvent.
 - iii) If he/she has been convicted by a court of law of an offence involving moral turpitude.
- b) If any question arises as to whether a person is or has been subjected to any disqualifications mentioned above, the question shall be referred for decision to the Chancellor and his/her decision shall be final.

24 Miscellaneous Matters related to different authorities

- i) If any question arises, whether any person, other than those appointed in ex-officio capacity, has been duly nominated or appointed or is entitled to be a member of any authority or any committee of the Institute, the matter shall be referred to the Chancellor, whose decision thereon shall be final and binding.
- ii) Any member, other than an ex-officio member of any authority, may resign by a letter addressed to the Registrar, and the resignation shall take effect as soon as it is accepted by the Chairperson, Council of Management.
- iii) Sudden vacancies among the members of any authority or any Committee of the institution deemed to be University shall be filled by the respective authority, as soon as may be, and within a period of six months.

25 Chancellor

- (i) The Institute shall have a Chancellor who shall, when present, preside over the convocations, if held, of the Institute, but shall not be its chief executive officer.
- (ii) The Chancellor shall be appointed by the DAE on the recommendation of the Council of Management and shall hold office for a period of five years and shall be eligible for one more term.

- (iii) The Chancellor shall not be removed from office except by an order of the appropriate Government (DAE).The Chancellor shall not be a member of the Council of Management and shall be an eminent educationist or public figure.
- (iv) Where power is conferred upon the Chancellor to nominate persons to authorities, he/she shall, to the extent necessary, nominate persons to represent the various interests for the furtherance of the objectives of the institutions deemed to be universities.
- (v) The Secretary DAE will be the Chancellor till Council appoints a Chancellor in accordance with this Rule.

26 Vice Chancellor

- i) The Vice Chancellor shall be a whole-time salaried officer of the Institute. Persons of the highest level of competence, integrity, morals and institutional commitment shall be appointed as Vice Chancellor. The Vice Chancellor to be appointed shall be a distinguished academician, with a minimum of ten years of experience as Professor in a University system or ten years of experience in an equivalent position in reputed research and/or academic administrative organization.
- ii) The Vice Chancellor shall be appointed as per the procedure specified by the Central Government.
- iii) The Vice Chancellor shall hold office for a period of five years and be eligible for a second term, provided that in no case shall he/she hold office beyond the age of 70 years.

Provided that notwithstanding the expiry of the period of five years, he/she may continue in office for not more than six months or till his/her successor is appointed and the latter assumes office or till he/she attains the age of 70 years, whichever is earlier.

- iv) In case the office of the Vice Chancellor becomes vacant due to death, resignation or otherwise and in his/her absence due to illness or any other cause, the Dean at the Institute level and in his/her absence, the senior most Professor as decided by the Central Government shall perform the duties of Vice Chancellor until a new Vice Chancellor is appointed or the existing Vice Chancellor resumes duties, as the case may be.

27 Powers and Duties of Vice Chancellor

- i) The Vice Chancellor shall be the Principal Executive Officer of the Institute and shall exercise general supervision and control over the affairs of the Institute and shall be mainly responsible for implementing the decisions of all the authorities of the Institute.
- ii) The Vice Chancellor shall be the ex-officio Chairperson of the Academic

Council, the Finance Committee and the Planning and Monitoring Board.

- iii) The Vice Chancellor shall have the power to convene or cause to be convened meetings of the various authorities of the Institute.
- iv) The Vice Chancellor may, if he/she is of the opinion that immediate action is called for on any matter, exercise any power conferred upon any authority of the Institute under the Rules and Regulations, and take such action or proceed to take such action and shall report to the concerned authority on the action taken by him on such matters.

Provided that if the authority concerned as mentioned in (ii) above, is of the opinion that such action ought not to have been taken, it may refer the matter to the Chancellor whose decision thereon shall be final.

Provided further that if any person in the service of the Institute is aggrieved by the action taken by the Vice Chancellor under the said clause, he/she shall have the right to appeal against such decision to the Council of Management within 30 days from the date on which such action is communicated to him and thereupon the Council of Management shall call the meeting / in the subsequent meeting may confirm, modify or reverse the action taken by the Vice Chancellor.

- v) It shall be the duty of the Vice Chancellor to ensure that the Rules and Regulations of the Institute are duly observed and implemented and he/she shall have all the necessary powers in this regard.
- vi) All powers relating to the proper maintenance and discipline of the institute shall be vested in the Vice Chancellor.
- vii) The Vice Chancellor shall have the power to re-delegate some of his powers to any of his/her subordinate officers with the concurrence and approval of the Council of Management.
- viii) The Vice Chancellor shall exercise all other powers as may be delegated to him/her by the Council of Management.
- ix) The Vice Chancellor shall exercise such other powers and perform such other functions as may be prescribed by the Regulations, Rules and Bye-Laws.

28 Removal of Vice Chancellor

Removal of Vice Chancellor shall be under the purview of Central Government, which may also consider any advice received from the University Grants Commission in this regard.

29 Pro Vice Chancellor

- i) The Vice Chancellor may designate Dean as the Pro Vice Chancellor with the approval of the Council of Management and the Central Government.
- ii) The Pro Vice Chancellor shall have the powers and duties as delegated by the Council of Management.

30 Registrar

- i) The Registrar shall be a whole-time salaried officer of the Institute and shall be appointed by Council of Management on the recommendation of a Search-cum-selection committee having composition as may be prescribed by the Council of Management with the approval of the Central Government.
- ii) The service conditions and emoluments of the Registrar will be as may be prescribed by the Council of Management.
- iii) When the office of Registrar is vacant or when the Registrar is absent by reason of illness or any other reason, the duties and functions of the Registrar shall be performed by such other person as the Vice Chancellor may appoint for the purpose.
- iv) The Registrar shall be ex-officio secretary of the Council of Management, the Academic Council and the Planning and Monitoring Board, but shall not be deemed to be a member of any of these authorities.
- v) The Registrar shall be directly responsible to the Vice Chancellor and shall work under his/her direction.
- vi) The following shall be the duties of the Registrar:
 - a) To be Custodian of the records, the funds of the Institute and such other property of the Institute as the Council of Management may commit to his charge.
 - b) To conduct the official correspondence on behalf of the authorities of the Institute.
 - c) To issue notices convening meetings of the authorities of the institute and all Committees and Sub-Committees appointed by any of these authorities.
 - d) To maintain the minutes of the meetings of all the authorities of the institute and of all the committees and sub-committees appointed by any of these authorities.
 - e) To make all administrative arrangements for and supervise the examinations conducted by the Institute or to prescribe administrative procedures for the conduct of examinations by the Constituent Institutions/Off-campus Centre.
 - f) To represent the Institute in suits or proceeding by or against the Institute, sign powers of attorney and perform pleadings or depute his representatives for this purpose.
 - g) To enter into agreement, sign documents and authenticate records on behalf of the institute.

- h) To make arrangements to safeguard and maintain the buildings, gardens, offices, canteen, cars and other vehicles, laboratories, libraries, reading rooms, equipment and other properties of the Institute.
 - i) To perform such other duties as may be assigned in the Rules or as may be assigned by the Council of Management or the Vice Chancellor from time to time.
7. Tenure of appointment shall be for a period of not more than five years and with a review after three years. Re-appointment can be made for one more term. Review provision is applicable for the second term as well. Age of superannuation is 62 years.

31 Finance Officer

- i) The Finance Officer shall be appointed by the Council of Management and may have a position in some other institution of DAE. In case a whole-time salaried person is appointed, his service conditions will be such as may be prescribed by Rules of the Institute.
- ii) The Finance Officer shall work under the direction of the Vice Chancellor and will be responsible to the Council of Management through the Vice Chancellor.
- iii) The Finance Officer shall be responsible for the preparation of the annual budget estimates, and statements of account for submission to the Finance Committee and the Council of Management.
- iv) The Finance Officer shall be responsible for the management of funds and investments of the Institute, subject to the control of Council of Management.
- v) The Finance Officer shall be ex-officio Secretary of the Finance Committee.
- vi) When the office of the Finance Officer is vacant or when the Finance Officer is, by reason of illness, absence or any other cause, unable to perform the duties of his or her office, the duties of the office shall be performed by such person as the Vice-Chancellor may appoint for the purpose.
- vii) The Finance Officer shall—
 - a) exercise general supervision over the funds of the institution deemed to be University and shall advise it as regards its financial policy; and
 - b) perform such other financial functions as may be assigned to him/her by the Executive Council or as may be prescribed by the rules of the institution deemed to be University.
- viii) Subject to the control of the Council of Management/Executive Council, the Finance Officer shall—

- a) ensure that the limits fixed by the Council of Management/ Executive Council for recurring and non-recurring expenditures for a year are not exceeded and that all amounts of money are expended on the purpose for which they are granted or allotted;
- b) be responsible for the preparation of annual accounts and the budget of the institution deemed to be university and for their presentation to the Council of Management/Executive Council;
- c) keep a constant watch on the state of the cash and bank balances and on the state of investments;
- d) watch the progress of the collection of revenue and advice on the methods of collection employed;
- e) ensure that the registers of equipment are maintained and up-to-date and that stock-checking is conducted, of equipment and other consumable materials in all offices.
- f) bring to the notice of the Vice-Chancellor un-authorized expenditure and other financial irregularities.
- g) work under the direction of the Vice-Chancellor and shall be responsible to the Council of Management/Executive Council through the Vice-Chancellor.

32 Controller of Examination

Dean at the Institute level will discharge all functions of Controller of Examinations. He / She shall ensure that all specific directions of the Council of Management, Academic Council and the Vice Chancellor in respect of examinations and evaluations are complied with. He/she will discharge these functions in coordination with and through Deans-Academic at CIs and OCC.

33 Dean

33.1 Dean at the level of the Institute:

- i) There shall be a Dean for coordination with CIs/OCC and he/she shall be whole time salaried officer of the Institute. Dean can have a position in one of the CIs/OCC for the purpose of conducting research and teaching. Mode of selection, service conditions and emoluments of the Dean will be as prescribed.
- ii) When the office of the Dean is vacant or when the Dean is absent by reason of illness or any other reason the duties and functions of the Dean shall be performed by such other person as the Vice Chancellor may appoint for the purpose. The Dean shall be directly responsible to the Vice Chancellor of the Institute. The Dean shall advise the Vice

Chancellor on all matters related to academics including research, planning, quality control and maintaining discipline in the Institute. The Dean will exercise such powers and perform such functions as may be prescribed.

33.2 Associate/Assistant Deans at the level of Institute

The Dean may be assisted by one or more Associate/ Assistant Deans, who shall be appointed by the Vice Chancellor from amongst the faculty in CIs/OCC and shall be Professor or above for appointment as Associate Dean and Associate Professor for appointment as Assistant Dean.

33.3 Deans at the level of CIs/OCC:

Directors of CIs/OCC shall appoint Dean-Academic at their respective CI/OCC. Number of Dean-Academic at a CI/OCC will depend on breadth of the research and academic programmes and will be decided by Director of a CI/OCC in consultation with Vice Chancellor. Director of a CI/OCC may select any of the Senior Professors or Professors as Dean Academic. In case Director of a CI/OCC desires to appoint an Associate Professor as Dean-Academic, he/she may do so by citing reasons for its decision and seek concurrence from the Vice Chancellor. Deans-Academic shall be responsible for ensuring that all procedures with regard to conduct of academic programmes are followed at the CI/OCC. The term of appointment of a Dean-Academic shall normally be three years and he/she shall be eligible for re-appointment.

33.4 Standing Committee of Deans:

Dean, Associate/Assistant Deans at the Institute level and all Deans-Academic at CI/OCC level together shall form a standing committee which will meet as frequently as desired. The standing committee shall be chaired by the Vice Chancellor. The Standing Committee shall perform functions as delegated by the Academic Council.

34 Head of the Department

Convener, Board of Studies shall be considered as Head of the respective Department.

35 Admissions

35.1 Admission of students to the Institute/ Constituent Institution/Off-campus Centre shall be made in the following manner:

- i) In case the appropriate statutory authority has specified the process of selection for admission to any course, or programme of study in the Institute/ Constituent Institution/Off-campus Centre which includes conducting competitive admission test for ascertaining the competence of any person to pursue such course or programme of study, in that case, no person shall be admitted to such course or programme of study in the

Institute/ Constituent Institution/Off-campus Centre, except through an admission test conducted by a recognized body or such institution or a group of institutions if such institution or group of institutions have been so authorized by the Central Government or a State Government or any statutory authority.

- ii) In case the process of selection for admission to any course or programme of study in the Institute/ Constituent Institution/Off-campus Centre including conducting competitive admission test has not been specified under the above sub-clause, in that case, no person shall be eligible for admission to such course or programme of study in the Institute/ Constituent Institution/Off-campus Centre except through inter se merit of the Constituent Institution/Off-campus Centre;

Provided that admission of Non-Resident Indians (NRI/ Persons of Indian Origin (PIO)/Foreign students to the Institute shall be governed by the Guidelines/Regulations framed by the Central Government and the University Grants Commission in this behalf from time to time.

Notwithstanding all above, for admission to academic programmes leading to assured placement or for up-gradation of qualification of personnel deputed by Central Government, State Governments or Statutory Bodies, policies and guidelines of the Central Government will be strictly followed.

- 35.2 The Institute/ Constituent Institution/Off-campus Centre shall be liable to produce admission related record, whenever called upon to do so by any statutory authority or by the Government under any law for the time being in force.
- 35.3 The Institute/ Constituent Institution/Off-campus Centre shall publish, before expiry of sixty days prior to the date of the commencement of admission to any of its courses or programmes of study, all relevant information for the purposes of informing those persons intending to seek admission to the Institute and the general public.
- 35.4 In the academic programmes with assured placement, the number of seats in such academic programmes will vary depending upon vacancies that are available in the units of the Department of Atomic Energy.
- 35.5 In all academic programmes, only those students will be admitted whose performance during the selection process is above the acceptable threshold to maintain higher academic standards.
- 35.6 The educational qualifications specified by the relevant statutory authority/body, or by the Institute, where no such qualifying standards have been specified by any statutory authority;
- 35.7 The Institute/ Constituent Institution/ Off-campus Centre shall not, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a

course or programme of study conducted by it.

- 35.8 No person shall, directly or indirectly, offer or pay capitation fee or give any donation, by way of consideration either in cash or kind or otherwise, for obtaining admission to any seat or seats in a course or programme of study in the Institute.
- 35.9 The Institute/ Constituent Institution/ Off-campus Centre shall not, issue or publish-
- a) any advertisement for inducing students for taking admission in the Institute, claiming to be recognized by the appropriate statutory authority where it is not so recognized; or
 - b) any information, through advertisement or otherwise in respect of its infrastructure or its academic facilities or of its faculty or standard of instruction or academic or research performance, which the Institute, or person authorized to issue such advertisement on behalf of the Institute knows to be false or not based on facts or to be misleading.

36 Fee Structure

- 36.1 The Institute shall, for admission in respect of any course or programme of study conducted by it or in any of its Constituent Institutions/Off-campus Centre not accept payment towards admission fee and other fees and charges:
- a) which is a capitation fee or donation in whatever nomenclature or form.
 - b) other than such fee or charges for such admission, which has been declared by it for admission against any such seat, and on the website of the Institution,

Provided if there are any fees prescribed in accordance with the Fee Regulations framed by the Government or by the University Grants Commission from time to time, then the fees or other charges for admission shall not exceed the same
 - c) without a proper receipt in writing issued for such payment to the concerned student admitted in such Institute.
- 36.2 The Institute/ Constituent Institution/Off-campus Centre shall –
maintain the records of the entire process of selection of candidates, preserve such records for a minimum period of five years; exhibit such records on its website; and be liable to produce such record, whenever called upon to do so by any statutory authority or by the Government under any law for the time being in force,
- 36.3 i) The Institute/ Constituent Institution/Off-campus Centre shall not charge any fee for an admission test other than an amount representing the reasonable cost incurred by it in conducting such test;

ii) In case an admitted student does not join the Institution, the Institution shall adopt the refund policy as per the UGC guidelines from time to time.

36.4 The Constituent Institution/Off-Campus Centre shall make available the prospectus/admission manual/admission related information on its website at least sixty days before the commencement of admissions, including fee structure, refund policy, number of seats in a programme, eligibility qualifications, admission process, etc.,

36.5 The Constituent Institution/Off-Campus Centre shall not retain any original certificates of the students, faculty members, and staff.

37. Institution Deemed to be University Open to All

- i) The Institute shall be open to all persons irrespective of race, religion, creed, caste, class, gender and geographical area. No test or condition shall be imposed as to religious belief, origin, or occupation in admitting or appointing members, students, teachers, workers or in any other connection whatsoever.
- ii) All policies and procedures, as applicable to the University level institutions of public funded institutions shall apply to the Institute.

38 Institution Deemed to be University to be Unitary

- i) The Institute is a unitary institution and offers academic programmes through the Constituent Institutions/Off-campus Centre listed in clause (2), It shall not affiliate any other institution.
- ii) The Institute will use the words “deemed to be University” within parenthesis suffixed to its name, i.e. Homi Bhabha National Institute.
- iii) As the Institute is established and controlled by the Central Government, It has used the words “National Institute” in its name.

39 Reservations Policy

The Institute shall implement the reservation policy in admissions and recruitments as applicable to it based on any Act of Parliament for the time being in force or policies, rules and orders notified by the Central Government.

40 Online or Distance Education

The Institute shall conduct any distance education courses only in accordance with the policies and guidelines of the University Grants Commission.

41 Power to conduct enquiry and consequences for violation of Regulations

The Institute shall be subject to inspection by the Central Government/ the University Grants Commission and consequences in accordance with the clause 29 of the UGC (Institutions deemed to be Universities) Regulations, 2023, notified vide Government of India, Gazette, dated 2nd June 2023

42 Funds, Accounts, Audits and Annual Report

- i) The accounts of the Institute shall be maintained as stipulated by the Central Government. The accounts of the Institute shall be open to examination by the Comptroller and Auditor General of India. The accounts shall also be open for inspection by the Central Government. The Institute, being a Society and a Trust, shall also maintain accounts as prescribed by The Societies Registration Act, 1860 and The Bombay Public Trusts Act, 1950.
- ii) The annual financial statements and accounts shall be audited by the Chartered Accountants of the Institute.
- iii) Annual Reports and the Audit Reports shall be submitted by the Institute to the Central Government within nine months of the closure of accounting year.

43 Miscellaneous

The Institute shall adopt the provisions as outlined under the clause 32 of the UGC (Institutions Deemed to be Universities) Regulations, 2023, notified vide Government of India, Gazette, dated 2nd June 2023.

44 Legal Proceedings

- i) For the purpose of Section 6 of the Societies Registration Act, 1860, the person in whose name the Institute may sue or may be sued shall be the Registrar.
- ii) No suit or legal proceedings shall lie against the Central Government or the University Grants Commission or the Institute or a officer of the Institute or a member of the authority of the Institute in respect of anything done or purported or intended to be done in pursuance of any of UGC (Institutions Deemed to be Universities) Regulations, 2023, notified vide Government of India, Gazette, dated 2nd June 2023.
- iii) In order to protect the interests of students in case of surrender or withdrawal of the status, as the case may be, shall take effect only after the last batch of students on the rolls of the institution deemed to be University or its constituent units, has been accorded opportunity to qualify for the completion of the programme of study and award of degree.

45 Consequences of the violation of Regulations

The Institute shall be subject to inspection by the Central Government/ the University Grants Commission and consequences of the violation of Regulations shall be in accordance with the clause 34 of the UGC (Institutions deemed to be Universities) Regulations, 2023, notified vide Government of India, Gazette, dated 2nd June 2023.