

# FEE REGULATORY COMMITTEE (MEDICAL)

## GUJARAT STATE

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Near 5 Bungalows, Opp: National Park Society, Behind Polytechnic, Gulbai Tekra, Ahmedabad – 380 015

Phone No.079-26303990

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**Sub: - Proposal for Fee Structure of Undergraduate / Postgraduate Professional courses for the year 2021-22,2022-23 and 2023-24**

Sir,

As you are all aware, the State Government has passed an Act. No. 3 of 2008 namely “**The Gujarat Professional Medical Education Colleges or Institutions (Regulation of Admission and Fixation of Fees) Act. 2007**” to make inter alia provisions for determination of fees for the programs/ courses offered by the professional medical educational colleges or institutions in the State and for matters connected therewith or incidental thereto.

As per the provisions laid down in the Act, Government has constituted a Fee Regulatory Committee for determination of fee structure for Medical, Dental, Physiotherapy, Homeopathy, Ayurveda, Optometry, Occupational Therapy, Naturopathy, Orthotics, Audiology and Nursing programs in un-aided professional institutions in the State.

*The Committee has decided to invite fee proposals from IFS lla institutions eht rof erutcurts eeffo noitaxifrof sraey.2021-22, 2022- 23and 2023-24 You are, therefore, informed to submit your proposal till 31st December 2020 th )between 3: 00P.M .to 6: 00PM only during working days (in two copies in print along with a Soft Copy )C.D( in the format enclosed herewith duly completed in all respects with all relevant supporting documents .The ylno nosrep ni dettimbus eb llahs lasoporP eeF, eef ynA proposalnes treiruoC eht yb / tsoP deepS eettimmoC eht yb detpecca ton era. eht morf dedaoln wod eb osla nac mudnaromeM noitamrofni fo tamrof ehT website: [www.frcmedical.org/](http://www.frcmedical.org/) [www.frcmedical.org/indexold.htm](http://www.frcmedical.org/indexold.htm) .*

**All the institutes are instructed to deposit the course wise processing fees with the fee fixation file to the Committee by Demand Draft in name of “Fee Regulatory Committee(Medical), Ahmedabad” as per attached office order of the Committee.**

SR. NO.	DISCIPLINE	PROCESSING FEES (UG)	PROCESSING FEES (PG)
1	Medical	Rs. 200000/- (Separate for UG)	Rs.300000/- (Separate for PG)
2	Dental	Rs.1.50000/- (Separate for UG)	Rs.200000/- (Separate for PG)
3	Ayurveda	Rs.1.50000/- (Separate for UG)	Rs.200000/- (Separate for PG)
4	Homeopathy	Rs. 1,00,000/- (Separate for UG)	Rs.1.50000/- (Separate for PG)
5	Physiotherapy	Rs. 75,000/- (Separate for UG)	Rs.1,00,000/- (Separate for PG)
6	Nursing	Rs.30,000/- (Separate for GNM,B.SC M.SC,P.B.B.SC Diploma)	Rs.30,000/- (Separate for GNM,B.SC M.SC,P.B.B.SC Diploma)
7	Optometry	Rs. 30,000/- (Separate for UG and PG)	Rs. 30,000/- (Separate for PG)
8	Audiology & Naturopathy	Rs. 30,000/- (Separate for UG and PG)	Rs.30,000/- (Separate for PG)
9	ANM Nursing	Rs. 20,000/- (Separate for UG and PG)	Rs. 20,000/- (Separate for UG and PG)

Please Note that it is mandatory to submit the fee proposal of your institute for the fixation of *fee* structure for the 2021-22,2022-23 and 2023-24. No *institute is* allowed to continue with *old fees*.Submission of fee proposal file to the Committee and taking the *new fee fixation order for the years 2021-22, 2022-23 and 2023-24 is compulsory*. *If any Institute is found taking fees from any UG/PG student without approval of FRC, it will be penalised as per the Act No. 3 of 2008*

HON'BLE CHAIRMAN

Yours faithfully,

**MEMBER**

**To,**

**All the Principal/Trustee**

**Self Financed Institute in Undergraduate/Post graduate and Diploma Courses in**

**Medical/Dental/Physiotherapy/Ayurveda/Homeopathy/Nursing/Optomerty/Naturopathy and**

**Audiology**

**Speech Language Pathology**

**Stateof Gujarat**

## Information Memorandum

To be submitted to Fee Regulatory Committee (Medical) set up by the Government of Gujarat in exercise of powers conferred by sub-section (1) of Section 9 of the Gujarat Professional Medical Educational Colleges or Institutions (Regulation of Admission and Fixation of Fees) Act, 2007 to determine and fix the fee structure proposed by the Educational Institutions:

### Part – I : General Details

1	Name of College			
	Address			
2	Details of Affiliation / Approval	Affiliation to University (Give Name of University, Reference No. of affiliation letter with date)	Latest Approval by Regulatory Authority (Give Name of Authority and Reference No of approval letter and validity period)	
3	<b>Contact Details</b>			
	Name of Head of Institution	Off Phone	Off Fax	Mobile
	Designation	e-mail id		Website URL
	Name of the Sponsoring Body			

	Name of the Head of the Sponsoring Body		
	Address:		
	Phone : Office  Residence  Mobile		
Fax No.			
E-mail			
4	Accreditation	Name of Authority	Grade of Accreditation

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**Part – II: Infrastructure as on 31/03/2020**

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

2.	<b>College Building</b>			
		(a)	Built up area	Sq. Mtrs.
		(b)	Total Cost as on 31.03.2018	Rs in lacs
		(c)	No. of Rooms with break up as under:	Total carpet area : Sq. mts.
	(d)	If rented/leased	Rent	Rs. Per annum
			Rent payable to	

Pl. furnish details of college building as under:

Sr.	Particulars	No.	Area	Remarks
1	Class Rooms/Lecture Theater			
2	Library			
3	Reading Rooms			
4	Common Rooms			
5	Auditorium/ Examination Hall			
6	Conference Room			
7	Administrative Offices			
8	Staff Rooms			
9	Any other facilities			

3. Name of Hospital Attachment

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Sr.	Hospital Name	No. Of Beds	If Government Hospital then annex order of GOG for attachment of hospital.
1			
2			
3			
4			
5			

### Part III

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#### 3. A. Other facilities:

Attach a separate note on other facilities such as Laboratories, Cultural Centre, Auditorium, Conference Rooms, Gymnasium, Baby sitting area, Communications, Bandwidth and Connectivity etc.

#### 3. B. Achievements and Excellence:

Attach separate note for achieving academic excellence, extracurricular programs, students' welfare, participation in national and international program/activity and faculty development and community services.

#### 3. C. Innovations and new initiatives:

Attach a note highlighting changes and innovations introduced in the area of pedagogy, evaluation methods, course development, new programs etc.





**ANNEXURE - III**

Pl. furnish the details of any other assets as under:

<b>Sr.</b>	<b>Description</b>	<b>No.</b>	<b>Amount (Rs.)</b>
1	Vehicles		
2			
3			
4			
5			
6			

**ANNEXURE -VI**

- Library Details:

<b>Particulars</b>	<b>No. of Books</b>	<b>Rs in lac</b>
Titles		
Volumes		
Journals		
E Journals (If any)		

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## ANNEXURE - V

### Part –IV : Student Profile

1.	Approved intake as per regulatory authority (Council/University)	Date	Letter No.	Intake (No. of students)
	2014-15			
	2015-16			
	2016-17			
	2017-18			
	2018-19			
	2019-20			

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**ANNEXURE - VI**

**Part – V : Proposed Fee Structure – Amount per student per annum (Rs.)**

	<b>Quota Category</b>	<b>Present Adhoc Fee</b>	<b>Proposed</b>	<b>Remarks</b>
A	<u>Tuition Fee:</u>			
	Government Quota (75%)			
	Management Quota(25%)			
	NRI Quota			
B	Library Fee			
C	Gymkhana/Sports Fee			
D	Lab/Workshop Fee			
E	Exam Fee			
F	University Fee			
G	Hostel Fee			
H	Food/Mess Fee			
I	Transportation Fee			
J	Any other Fee  (Pl. specify)			

**ANNEXURE - VII**

**Part – VI : Cost Statement as per Annexure “A”**

## ANNEXURE - VIII

### Part – VII : Details of Staff

#### (a) Teaching staff

Name of employee	Designation	PAN NUMBER	BANK ACCOUNT NUMBER	Joining Date	Age (Yrs)	Exp (Yrs)	Qualification	Whether part time/visiting faculty? (Y/N)	Salary paid	Salary paid	Salary paid
									2017-18	2018-19	2019-20
								<b>Total (a)</b>			

#### (b) Non-Teaching staff

Name of employee	Designation	PAN NUMBER	BANK ACCOUNT NUMBER	Joining Date	Age (Yrs)	Exp (Yrs)	Qualification	Whether part time/visiting faculty? (Y/N)	Salary paid	Salary paid	Salary paid
									2017-18	2018-19	2019-20
								<b>Total (a)</b>			

**ANNEXURE-IX**

**Part – VIII : Details of new investments.**

Amount spent on :	2017-18	2018-19	2019-20
Building			
Furniture			
Equipments & Instruments			
Others: Books, Vehicles Computers			
<b>Total</b>			

**ANNEXURE – X**

**Part –IX : Scholarship/Aid to Students:**

	2017-18	2018-19	2019-20
Nature of Scholarship			
Source from scholarship given			
No of Students taking scholarship			
Amount paid			

**\*Enclose the audited list of all beneficiaries.**

## ANNEXURE-XI

### Part –X : Utilization of Excess Fees from students admitted under NRI category.

	<b>NRI</b>	2017-18	2018-19	2019-20
A	No. of NRI students admitted during the year.			
B	Total students under NRI category as on 31 <sup>st</sup> March, 2020			
C	Fee collected per NRI students (US \$ per year per student)			
D	Total fees collected from all NRI students during the year. US \$ INR			
E	Utilization of the excess fees i) No. of students ii) Total amount paid			

**Management Representation:**

We hereby confirm that the information and other particulars furnished by us as per the Information Memorandum as well as the Annexure A forming part of the Memorandum are true and correct. The said information is provided to help the Committee determine and fix fees of our college for the year 2021-22, 2022-23 and 2023-24. We further undertake as under:

1. We do not receive or recover any fees other than the fees fixed by the Fee Regulatory Committee.
2. We do not require the students or parents to pay for any service, activity, provision or events directly or indirectly in the college, trust, society or any other entity other than for placement, transport and hostel accommodation and mandatory deposit and fees prescribed / required by the University.
3. 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.

Signed by

\_\_\_\_\_

Head of the Institution

Name:

Designation:

Date:

Place:

\_\_\_\_\_

Head of the Sponsoring Body

Name:

Designation:

Date:

Place

**Instructions:**

1. Information as per this format along with any additional information in support of the proposed fee structure should reach latest by 31/12/2020 to:

**The Member Secretary,**

**Fee Regulatory Committee (Medical)**

**Nr. Five Bungalows, National Park Society, B/h Polytechnic,**

**Gulbai Tekra, Ambawadi, Ahmedabad 380 015**

2. This Information Memorandum should be supported by

- a. Copy of the Audited accounts of the Institution up to the year ended 31-03-2020.
- b. Separate fee proposal should be submitted for each programme run by the trust. In case of a fee proposal of PG program, separate audited/provisional accounts of PG program should be submitted.
- c. A note justifying the fee structure proposed for three years period 2021-22,2022-23and 2023-24
- d. A copy of the printed brochure / information leaflet highlighting all the courses run by the Institution / Trust / Society along with Photographs / CD / Pen Drive of the campus, buildings, supporting infrastructure and other facilities at the discretion of the institution.
- e. Status of the Institution recognition / approval / accreditation along with a copy of the latest report together with its compliance.
- f. Copy of latest approval from governing body for approved intake.
- g. Demand Draft of processing fees in favor of “Fee Regulatory Committee(Medical), Ahmedabad”

3. **All amounts need to be mentioned as Rs in lac up to two decimal points.**

4. Section 11 (1) of the Act provides for the factors to be considered by the Committee in fixation of the fees of each institution. Accordingly, the Committee will take into consideration all these factors in dealing with the fee structure proposed by the concerned college / institution.
5. More particularly, the Committee would like to draw attention of the College / Institution to the treatment of major expenses as under:

**SALARY:**

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.

**FIXED ASSETS & DEPRECIATION:**

Payments made for purchase of fixed assets like Land, Building, Furniture, Equipments, Computers, Vehicles, Heavy Repairs and Renovation are considered as Capital Expenditure and therefore *should not be included in recurring expenses*. The rates of depreciation on the fixed assets on the Straight Line Method (SLM) will be as under

- Building	5%
- Furniture & Equipments	15%
- Computers	33%
- Books	33%
-- Vehicles & Other	15%

*Depreciation will be allowed even if the assets are owned by the Trust or Governing Body so long as the assets are exclusively used by the institution for the educational purposes.*

**RENT:**

Rent for the building will be considered only if it is paid to outsiders. Any rent paid or payable to the Trust / Society running the institution or any other institution run by the trust will be excluded from cost being a notional cost. Instead depreciation will be allowed on such assets as mentioned above.

## **HOSPITAL EXPENSES**

Hospital expenses / net deficit are not to be recovered from the students as part of the fees. In case the services for the hospital are outsourced, the same may be considered as part of the fees if it seems reasonable and justifiable keeping in view the relevance of the services to study course.

However if the Hospital is maintained by the Institution or the Trust and the services and staff is shared between the college and hospital, rationale for allocation of medical care cost for education need to be explained along with appropriate justification based on the guidelines from MCI, DCI or any other concerned regulatory body. Keeping the same in view, the Committee will work out appropriate charge to be recovered from the students towards the cost of teaching hospital.

## **HOSTEL EXPENSES:**

Since the Fee Committee has to approve the fees for education only, the expenses incurred and income realized from running and maintenance of the Hostels should not be included in the cost sheet. As such the expenses incurred on Hostel depreciation, Hostel rent, supply of food, water, electricity, telephone, salary, wages, maintenance and the like need not form part of cost sheet.

## **INTEREST AND OTHER FINANCE COST:**

Interest paid or payable to any financial institutions, banks or trust governing the institute or any other person/s for the fund borrowed by the institute will not be considered as cost of education. Even 'Notional Interest' for return on investment is to be excluded from the cost components of education cost.

## **TRANSFER TO DEVELOPMENT FUND:**

Any sum transferred to Development Fund or any other fund will not be considered as cost. However reasonable surplus for growth and development will be considered by the Committee based on the actual investments made by the concerned institution in last three years.

**GENERAL:**

A self financed institution is expected to separately maintain the books of accounts and prepare the financial statements and cost sheet in respect of each course including post graduate programs. In case this is not done, self financed institution will submit financial statements showing its separate Income and Expenditure and the Balance Sheet for every course for every financial year duly certified by the Chartered Accountant.