

**INSTRUCTIONS AND PROCEDURE FOR APPLICATION FORM FOR APPROVAL OF  
PROVISIONAL AFFILIATION  
OR  
EXTENSION OF PROVISIONAL AFFILIATION**

Please read the following instructions and procedures carefully before you start filling the form.

1. Please read the Affiliation Bye Laws carefully before applying.
2. Following types of Institutes are eligible for affiliation with State Board of Technical Education, Bihar, Patna (SBTE):-
  - a. Government Institute or Government aided.
  - b. Private, unaided Institute.
3. Application may be submitted for the following:
  - a. Provisional affiliation from SBTE, Bihar, Patna.
  - b. Provisional affiliation for additional courses, applicable in case of institute already affiliated from SBTE, Bihar, Patna.
  - c. Extension of Provisional Affiliation in case of already SBTE affiliated Institute.
4. It may be ensured that the Institute is fulfilling the following essential conditions, otherwise the application is likely to be summarily rejected -
  - a. NO OBJECTION CERTIFICATE/Recognition Letter from the State Government  
OR  
Letter forwarding the request regarding the Institute from the State Government
  - b. Approval letter from AICTE/NCHMT/PCI.  
**Note:-** NOC is not required in cases of Institutes run by Govt. Departments.
  - c. Availability of well qualified staff as per qualifications detailed in AICTE NORMS AND GUIDELINES/ NCHMT/PCI.
  - d. Payment of salaries to staff not less than the corresponding categories of employees as stated in AICTE /NCHMT/PCI.
  - e. In case of Private unaided Institutes, the Institutes must be established by Societies registered under the Societies Registration Act 1860 of the Government of India or under Acts of the State Governments as educational, charitable or religious societies having non-proprietary character or by Trusts.
  - f. Affiliation fee is to be deposited separately by **Demand Draft drawn in favour of Secretary, State Board of Technical Education, Bihar, Patna. Payable at Patna.**
4. Application in the prescribed form may be sent to office of the Board throughout the year along with the prescribed fee.

**NOTE:**

- i. The SBTE, Bihar, Patna, will not be responsible for any consequences if these classes are started without proper affiliation etc. by the SBTE, Bihar.
- ii. In case of any dispute(s) regarding the withdrawal or not granting affiliation or any other matter pertaining to up gradation and or any matter arising in respect of anything pertaining to affiliation with any Institute and or any other person, Society, company or organization, the courts and tribunals at the Patna shall have the exclusive jurisdiction to entertain such disputes.
- iii. A Scanned copy of Affidavit to be attached to the effect that the Institute is not sponsoring candidates for Board's Examination of any other Institute/Branch, which is not affiliated to the Board.

**AFFILIATION FEES**

1. Affiliation Fee for Pvt. And Govt. aided institute	Rs. 50,000/-
2. Introduction of additional course/branch	Rs. 20,000/- (per branch)
3. Extension of Provisional Affiliation	Rs. 30,000/-